



City of Cockburn  
Ordinary Council Meeting  
**Agenda Paper**

For Thursday, 13 September 2018



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

Cnr Rockingham Road and  
Coleville Crescent, Spearwood

Telephone: (08) 9411 3444  
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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 13 September 2018. The meeting is to be conducted at 7:00 PM in the City of Cockburn Council Chambers, Administration Building, Coleville Crescent, Spearwood.

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 'Stephen Cain', is positioned above the printed name.

Stephen Cain  
**CHIEF EXECUTIVE OFFICER**

## CITY OF COCKBURN

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## **CITY OF COCKBURN**

### **AGENDA TO BE PRESENTED TO THE ORDINARY COUNCIL MEETING TO BE HELD ON THURSDAY, 13 SEPTEMBER 2018 AT 7:00 PM**

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- 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**
  
- 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 ORDINARY COUNCIL MEETING - 9/8/2018**

**RECOMMENDATION**

That Council confirms the Minutes of the Ordinary Council Meeting held on Thursday, 9 August 2018 as a true and accurate record.

**9.2 MINUTES OF THE SPECIAL COUNCIL MEETING - 22/8/2018**

**RECOMMENDATION**

That Council confirms the Minutes of the Special Council Meeting held on Wednesday, 22 August 2018 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 DELEGATED AUTHORITIES, POLICIES & POSITION STATEMENTS COMMITTEE MEETING - 23 AUGUST 2018

**Author(s)** B Pinto

**Attachments** 1. Minutes of the Delegated Authorities, Policies & Position Statements Committee Meeting - 23 August 2018 [↓](#)

#### RECOMMENDATION

That Council receive the Minutes of the Delegated Authorities, Policies & Position Statements Committee Meeting held on Thursday, 23 August 2018, and adopt the recommendations contained therein.

#### Background

The Delegated Authorities, Policies & Position Statements Committee conducted a meeting on 23 August 2018. The Minutes of the meeting are required to be presented.

#### Submission

N/A

#### Report

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

The primary focus of this meeting was to consider:

- Policy Review Project – Policies Structure Alignment to City of Cockburn Policy Framework
- Proposed new Policy – Geographical Naming
- Proposed Amendment to Policy LPP 5.6 'Vehicle Access'
- Review of Budget Management Process – Community Consultation
- Recording of Council Meetings



**Strategic Plans/Policy Implications**Leading & Listening

Deliver sustainable governance through transparent and robust policy and processes.

Ensure sound long term financial management and deliver value for money.

**Budget/Financial Implications**

As contained in the Minutes.

**Legal Implications**

As contained in the Minutes.

**Community Consultation**

As contained in the Minutes.

**Risk Management Implications**

Failure to adopt the Minutes may result in inconsistent processes and lead to non-conformance with the principles of good governance.

**Advice to Proponent(s)/Submitters**

N/A

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

Nil



City of Cockburn  
Delegated Authorities, Policies & Position  
Statements Committee  
**Minutes**

For Thursday, 23 August 2018

These Minutes are subject to confirmation

Presiding Member's signature

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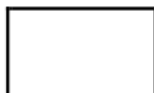
Date: 22 November 2018

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**CITY OF COCKBURN**

**SUMMARY OF MINUTES OF THE DELEGATED AUTHORITIES, POLICIES & POSITION STATEMENTS COMMITTEE MEETING HELD ON THURSDAY, 23 AUGUST 2018 AT 6:00 PM**

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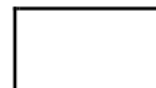
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**CITY OF COCKBURN**

**MINUTES OF DELEGATED AUTHORITIES, POLICIES &  
POSITION STATEMENTS COMMITTEE  
HELD ON THURSDAY, 23 AUGUST 2018 AT 6:00 PM**

**PRESENT:****ELECTED MEMBERS**

Ms C Sands	-	Councillor (Presiding Member)
Mr L Howlett	-	Mayor
Ms L Smith	-	Deputy Mayor
Mrs C Reeve-Fowkes	-	Councillor
Mr M Separovich	-	Councillor

**IN ATTENDANCE**

Mr S Cain	-	Chief Executive Officer
Mr D Green	-	Director Governance & Community Services
Mr S Downing	-	Director Finance & Corporate Services
Mr D Arndt	-	Director Planning & Development
Mr C Sullivan	-	Director Engineering & Works
Mrs M Tobin	-	Executive Manager, Strategy & Civic Support
Mr J Ngoroyemoto	-	Governance & Risk Management Co-ordinator
Mrs B Pinto	-	Governance & Risk Support Officer

**1. DECLARATION OF MEETING**

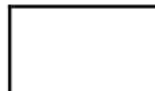
The Presiding Member declared the meeting open at 6.00 pm.

**2. APPOINTMENT OF PRESIDING MEMBER (IF REQUIRED)**

Nil

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

Nil.



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**4. APOLOGIES & LEAVE OF ABSENCE**

Nil.

**5. CONFIRMATION OF MINUTES****5.1 (2018/MINUTE NO 0008) MINUTES OF THE DELEGATED AUTHORITIES, POLICIES & POSITION STATEMENTS COMMITTEE MEETING - 24/05/2018****RECOMMENDATION**

That Committee confirms the Minutes of the Delegated Authorities, Policies & Position Statements Committee Meeting held on Thursday, 24 May 2018 as a true and accurate record.

**COMMITTEE RECOMMENDATION**

MOVED Mayor L Howlett SECONDED Cr M Separovich

That the recommendation be adopted.

**CARRIED 5/0****6. BUSINESS LEFT OVER FROM PREVIOUS MEETING (IF ADJOURNED)**

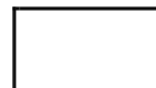
Nil

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

Nil

AT THIS POINT IN THE MEETING, THE TIME BEING 6.01 PM THE FOLLOWING ITEMS WERE CARRIED BY 'EN BLOC' RESOLUTION OF COMMITTEE

8.2	9.1	10.1	12.1
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**8. COUNCIL MATTERS**

**8.1 (2018/MINUTE NO 0009) POLICY REVIEW PROJECT - POLICIES STRUCTURE ALIGNMENT TO CITY OF COCKBURN POLICY FRAMEWORK**

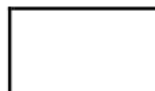
- Author(s)** J Ngoroyemoto
- Attachments**
1. Policies & Position Statements to be Deleted [↓](#)
  2. Policies & Position Statements to be converted to Administrative Procedures [↓](#)
  3. Policies & Position Statements to be converted to Planning Policies [↓](#)
  4. Policies & Position Statements to be converted to Administrative Policies [↓](#)
  5. Proposed Council Policies Review Plan [↓](#)

**RECOMMENDATION**  
That the Committee:

- (1) delete Policies, Positions Statements as shown in Attachment 1 of the report;
- (2) convert Policies, Positions Statements to administrative procedures, as shown in Attachment 2 of the report;
- (3) convert Policies and Position Statements to Local Planning Policies in accordance with the Town Planning Scheme No.3 provisions, as shown in Attachment 3 of the report;
- (4) convert Policies, Position Statements to Administrative Policies as shown in Attachment 4 of the report; and
- (5) proceed with the review of the Policies and Position Statements recommended to remain Council Policies, as shown in Attachment 5 of the report, in consultation with Elected Members.

**COMMITTEE RECOMMENDATION**  
MOVED Cr C Reeve-Fowkes SECONDED Mayor L Howlett  
That Council adopt the recommendation, subject to amending Attachment 5 to include the following to the proposed policies review plan:

Title	Comments
PSEW23 '50KM/H Speed Limit Reminder Signs'	To be reviewed and presented to future DAPPS and Council Meetings for consideration.
SC16 'Council Administration Centre –	To be reviewed and presented to future



## Item 8.1

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Designation of Areas & Access Protocols'	DAPPS and Council Meetings for consideration.
AES6 'Attendance at Conferences & Seminars'	To be reviewed and presented to future DAPPS and Council Meetings for consideration.
AES8 'Council Owned Vehicle Usage'	To be reviewed and presented to future DAPPS and Council Meetings for consideration.

**CARRIED 5/0**

**Reason for Decision**

These policies were omitted in the proposed review plan and are to be included. These will be reviewed individually. These policies must remain as Council Policies, as some of these policies extend to Elected Members and therefore a Council decision is required.

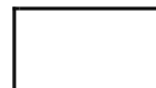
**Background**

Council, at its meeting of 14 December 2017, endorsed the proposal to conduct a review of its current Delegated Authority, Policies and Position Statements (DAPPS) documents and to defer the scheduled directorate DAPPS documents review for February 2018, to allow workshops with Elected Members and research, review and consultation with City staff to enable a report to be presented to the May 2018 DAPPS Committee meeting providing a recommended process for the review.

Subsequently, Conway Highbury Pty Ltd was appointed and facilitated the following workshops to review and develop a framework/process within which policies are made:

- Elected Members Policies Overview Presentation – 1 March 2018;
- Staff Workshop – Engineering & Works and Planning & Development – 20 April 2018;
- Staff Workshop – Governance & Community Services and Finance & Corporate Services – 2 May 2018; and
- Elected Members Workshop – 9 May 2018.

A report was presented to the May 2018 DAPPS meeting with a recommended Policy Framework. Subsequently, Council at its meeting of 14 June 2018, resolved to adopt the proposed City of Cockburn Policy Framework.

**Submission**

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N/A

**Report**

Following Council's decision at the June 2018 meeting, Conway Highbury Pty Ltd conducted two Elected Member Workshops (19 and 26 July 2018) and consulted with staff to sort existing policies into a new structure aligned to the adopted Policy Framework. The internal review included confirming with staff and Elected Members:

- Overall Framework structure;
- Changes to current processes;
- Policy type and categorisation;
- Contents of Policies and template(s);
- Confirm policy 'ownership'; and
- Agree timetable.

The internal review is now complete, and the proposed categorisation and prioritisation of Policies and Position Statements, together with associated Delegated Authorities, is being presented for adoption, as shown in the attachments to the Agenda.

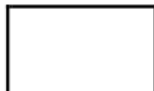
The Policy Framework provides a structure and process for the initiation, development, adoption and review of the Council's policy documents to ensure these documents:

- Are developed in a consultative, comprehensive and consistent manner;
- Underpin and support Council's strategic objectives as articulated in the Strategic Community Plan;
- Provide a clear understanding of the Council and management responsibilities in policy development and review; and
- Ensure consistency with and meet the compliance requirements of related legislation.

The Policy Framework also delineates Operating Procedures from Policies in the following manner;

- Council Policies need to be formally adopted by Council and set out Council's position on an issue, or set of issues, to guide decision making;
- Administrative Policies are developed for operational imperatives and have an internal focus. Administrative policies are made generally to support implementation of the functions of the CEO, including under s5.41 (Functions of CEO) of the Act. Administrative policies are

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## Item 8.1

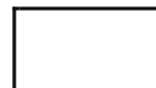
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approved by the CEO. Council may call in specific Administrative policies, if deemed necessary; and

- Operating procedures are essentially administrative processes and implementation plans giving effect to the Council Policies and Strategies determined by Council and support the administration of the organisation. Operating procedures are to be approved by the CEO, unless the CEO specifically refers them to Council.

The main areas for consideration from the findings of the internal review to align current documentation with the Policy Framework are as follows:

1. Thirteen (13) Policies and Position Statements were found to be obsolete as the content was covered elsewhere by other legislation, codes or external processes. These are all recommended for deletion.
2. Seventeen (17) Policies and Position Statements were found to be procedural in nature, detailing internal administrative processes, and some are implementation plans giving effect to the Policies and Strategies determined by Council. These documents are recommended to be converted from Policies to Operating Administrative Procedures to support the administration of the organisation.
3. Three (3) Policies relating to planning matters were discovered. These Policies are recommended to remain Council Policy, however, should be categorised as Local Planning Policies. This requires these Policies to be formally adopted under the Town Planning Scheme No.3 provisions.
4. Twenty Two (22) Policies and Position Statements were found to have an internal focus including matters to deal with employees of the City of Cockburn, human resourcing issues, Occupational Health & Safety (OHS) matters and the City's administrative business. These documents relate primarily to operational issues, focus on internal functions and activities and are intended for use primarily within the organisation. Therefore, these documents are recommended to be converted to Administrative Policies.
5. The remaining Policies and Position Statements were found to have a strategic external focus and alignment with the Mission, Vision and Strategic objectives set by Council. These documents are recommended to remain Council Policies as they are either required by legislation to be adopted by Council, or could be suggested for community consultation. It is recommended to individually review these documents at future DAPPS meetings, with the focus of consolidating and combining those that address the same, or related, subject matter where possible. It is estimated that the remaining



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Council Policies will amount to approximately Seventy Seven (77) Council Policy statements, once this exercise is completed.

6. Finally, as part of the process, all management Delegated Authority documents linked or associated to any of the Policies or Position Statements will also be reviewed as part of this exercise. This does not include specific delegations made under the Local Government Act 1995, or any other Acts extraneous to the Local Government Act, such as the Planning and Development Act, Dog Act, Bush Fires Act and Building Act. It is proposed that the concept of 'acting through' will be used instead where there is no head of power necessary to delegate some identified functions, in accordance with section 5.45 of the Local Government Act which states:

*'in relation to delegations, nothing prevents a local government from performing any of its functions by acting through a person other than the CEO' or 'a CEO from performing any of his or her functions by acting through another person'.*

### **Strategic Plans/Policy Implications**

#### Leading & Listening

Deliver sustainable governance through transparent and robust policy and processes.

Choose an item.

### **Budget/Financial Implications**

N/A

### **Legal Implications**

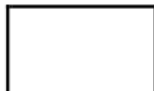
Sec 2.7, Sec 5.18, Sec 5.42 of the Local Government Act 1995 refer

### **Community Consultation**

All individual reviews of Council Policies that are deemed appropriate for public consultation purposes will be advertised for comment in alignment with the Community Engagement Framework.

### **Risk Management Implications**

Adoption of the recommendation will provide a consistent approach which can be easily understood by all for creation and review of Policies. This will ensure that Policies are implemented as they were intended, assessed how often they are used and determine if there are changes in circumstances.



## Item 8.1

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The separation of powers and duties in relation to operational matters, between Council and the Chief Executive Officer, are detailed in the Local Government Act 1995.

The recommendations will ensure consistency, knowledge and awareness of the rationale for policies, procedures and their relevance or application.

**Advice to Proponent(s)/Submitters**

N/A

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

Nil

Item 8.1 Attachment 1

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POLICIES & POSITION STATEMENTS TO BE DELETED				
Current Policy/Position Statement Title	Code/Number	Original Adoption Date	Recommendations	Lead Business Unit
REVIEW OF ELECTORAL MATTERS	SC8	15/08/2000	Delete, Provision is detailed in the LG Act.	Governance
RESPONSE TO ENQUIRIES FROM THE STATE OMBUDSMAN	SC12	18/07/2000	Delete, Ombudsman has a process for responding to enquiries already, which the City is obliged to follow.	Governance
RAISING OF STAFF ISSUES AT COUNCIL MEETINGS	SC19	15/04/1997	Delete, this is covered in the Code of Conduct Regulations	Governance
GIFT DECLARATION	SC56	11/06/2015	Delete covered under Staff and Elected members code of conduct and legislation. All gifts matters should be covered in the code of conduct	Governance
RESPONSE TO APPEALS	SC58	11/10/2012	Delete covered by legislation Part 9 LG Act	Governance
SECURITY OF COUNCIL PROPERTY	PSES8	15/04/1997	Delete provisions covered under FOI Act	Governance
SIGNING OF CORRESPONDENCE	PSES9	15/04/1997	Delete should be covered through Authorisations	Governance
ANNUAL GENERAL MEETING OF ELECTORS	AES1	15/04/1997	To be deleted, Provision covered in the Act, Delegation to be deleted, as this is provided for in the Act. Section 5.29 of the Act delegates convening section to CEO. Advertising of the AGM at the beginning of the year on the calendar meeting schedule for the year is adequate.	Governance
INDUSTRIAL RELATIONS SERVICES	AES3	15/04/1997	Not necessary, covered in Enterprise agreement - to be deleted	Human Resources
INDUSTRIAL RELATIONS – EMPLOYEE REDUNDANCY PAYMENTS	AES11	13/06/2013	Not necessary, covered in Enterprise agreement - to be deleted	Human resources
STREETSCAPE BONDS	PSEW22	11/12/2014	Delete cover through Delegated authority	Parks and Environment
FIRE MANAGEMENT PLANS	PSPD22	12/04/2012	Policy can be retired as state legislation has evolved to address bush fire planning and building requirements. this matter has now been addressed SPP 3.7 and AS 3959	Building
APPOINTMENT OF REAL ESTATE AGENT TO SELL COUNCIL OWNED PROPERTY	APD52	12/10/2006	Policy can be deleted. Was relevant when the City was actively developing larger estates. Current approach to land is specialised, and not subject to needing the services of a real estate agent. If we were needing to procure services, this would follow the processes of our Purchasing Policy.	Strategic Planning



DAPPS 23/08/2018

Item 8.1 Attachment 2

POLICIES/POSITION STATEMENTS TO BE CONVERTED TO PROCEDURES				
Current Policy Title	Code/Number	Original Adoption Date	Recommendations	Lead Business Unit
STREET ENTERTAINMENT	SC54	12/12/2013	Change into Procedure, covers administration process for approval.	Corporate Communications
PETITIONS – NOTIFICATION OF RECEPTION TO ELECTED MEMBERS	PSES5	14/04/1997	Change into procedure, as petitions are dealt with Administratively and are no longer part of meeting process.	Governance
REPORTS TO COUNCIL	PSES7	17/09/2002	covers (procedural process) how to write reports and how to complete sections of the report template. Turn into Procedure, and combine with PSES15 Reports to Council or Delegated Authority- Tenders ETC	Governance
REQUEST FOR INFORMATION ABOUT OWNER OCCUPIERS, ELECTORS AND RATEPAYERS	PSES16	14/07/2001	Provisions detailed in Regulation 29B of the Local Government (Administration) Regulations, 1996 and Section S5.96 of the Local Government Act 1995. Change into a procedure for process on how to request this information	Rates & Revenue
EMERGENCY RELIEF FUND	ACS13	13/10/2011	Change into Procedure. Not commonly used, details process on how to access the funds	Recreation & Community Safety
MAJOR FUNDING PROPOSALS & COMMITTED & CONTRACTUAL FUNDING	ACS17	14/12/2017	Change into a procedure to support Community Funding policy	Community Development
OUTDOOR SPORT LIGHTING ON RECREATION RESERVES	PSEW17	14/06/2007	Change into Procedure, details the process for outdoor sport lighting requests to support proposed new policy "Community Sporting Facility Management" which will be created from combining (ACS10) Criteria for agreements for management of the City's club/change rooms, with (PSEW17) Outdoor Sport Lighting on Recreation Reserves, and (PSCS13) Replacement of Cricket pitch artificial turf.	Recreation & Community Safety
DISPOSAL OF ASSETS	AFCS3	18/11/1997	There is no need for this policy, only need to develop procedures. Section 3.58 of the Local Government Act 1995 requires Council to dispose (sell, lease or otherwise dispose) of property assets either by public auction or public tender in accordance with the legislated requirements. Section 3.58 5(d) allows for certain dispositions to be exempted from these requirements through regulation. Regulation 30 of the Local Government [Functions and General] Regulations prescribes those dispositions which are exempt from the requirements of Section 3.58.	Finance

Item 8.1 Attachment 2

DAPPS 23/08/2018

POLICIES/POSITION STATEMENTS TO BE CONVERTED TO PROCEDURES				
Current Policy Title	Code/Number	Original Adoption Date	Recommendations	Lead Business Unit
CHANGE OF BASIS FOR VALUATION OF LAND FOR RATING PURPOSES	AFCS8	10/05/2007	There is no need for this Policy, Procedure can be created that apply to change the basis of land valuation for rating purposes. Method of valuation to be used for land within the district the guidelines as set out in Section 6.28 of the Local Government Act 1995	Finance
INTERNALLY ILLUMINATED DIRECTIONAL SIGNS	AEW9	17/09/2002	This is procedural guideline when exercising delegation of authority	Engineering
LARGE PUBLIC EVENTS – APPROVAL	APD74	13/06/2013	Guideline when exercising delegation of authority	Environmental Health
CLAUSE 32 APPLICATIONS	PSPD23	11/10/2012	This contains procedural content, change to Procedure	Statutory Planning
PUBLIC WORKS AND DEVELOPMENT BY PUBLIC AUTHORITIES	PSPD24	11/10/2012	This contains procedural content, change to Procedure	Statutory Planning
RETROSPECTIVE DEVELOPMENT APPLICATIONS	PSPD26	11/10/2012	This contains procedural content, change to Procedure	Statutory Planning
LICENSED PREMISES	PSPD28	9/08/2012	Change into procedure to support LPP 3.6	Statutory Planning
PUBLIC BUILDINGS	PSPD11	14/04/1997	This contains procedural content, change to Procedure	Building
Public Interest Disclosures	NEW	N/A	The City Chief Executive Officer must prepare and publish internal procedures under s. 23(1)(e) of the Public Interest Disclosures Act 2003 (PID Act).	Governance



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Item 8.1 Attachment 3

<b>POLICIES/POSITION STATEMENTS TO BE CONVERTED TO PLANNING POLICIES</b>				
Current title	Code/Number	Original Adoption Date	Recommendations	Lead Business unit
COMMUNITY FACILITIES INFRASTRUCTURE PLANNING	SPD2	19/09/2000	This a Policy that should be made under the Planning Regulations	Strategic Planning
DESIGN GUIDELINES FOR COCKBURN COMMERCIAL PARK – LOT 502 SUDLOW ROAD, BIBRA LAKE	PSPD15	10/12/2009	This a Policy that should be made under the Planning Regulations	Statutory Planning
DESIGN GUIDELINES FOR THE LANDCORP PORTION OF SOUTH BEACH DEVELOPMENT	PSPD18	12/10/2006	This a Policy that should be made under the Planning Regulations	Statutory Planning



Item 8.1 Attachment 4

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<b>POLICIES/POSITION STATEMENTS TO BE CONVERTED TO ADMINISTRATIVE POLICIES</b>		
Proposed Title	Recommendations	Lead Business unit
Council Administration Centre Access	Incorporates content from Position Statement PSES1 - Administration Office Hours. Content to be reviewed	Strategy & Civic Support
EMPLOYEE ACHIEVEMENT AWARDS	Incorporates content from SC41 - Employee Achievement Awards, content and title to be reviewed. Content to be reviewed	Human Resources
Employee Development	Combine and review Policies AES7 - Approval of Research/Study Visits and AFCS1 - Employee Development. Content to be reviewed	Human Resources
Employee Benefits	Combine Position Statements PSFCS23 - Superannuation, PSFSC22 - Salary packaging, PSFCS1 - Equal Opportunity, PSFCS9 - Non-Work Related illness and Accident, PSFCS20 - Taking of Annual leave and long service leave, with Policies AFCS4 - Defence Force Reserves - Staff Participation, AES5 - Payments to employees in addition to contract or award. Content to be reviewed	Human Resources
Volunteers Management	Combine Position Statement PSCS14 - Volunteer Fire Fighters Telephone Expenses with Policy ACS6 - Volunteer Fire fighters training. Content to be reviewed	Community Development & Services
TEMPORARY ROAD CLOSURES	incorporates content from Policy AEW8 - Temporary Road Closures. Content to be reviewed	Engineering
CONDITIONS FOR CONTRACTORS OPENING UP ROAD WORKS	incorporates content from Position Statement PSEW3 - Conditions for Contractors Opening up Road Works. Content to be reviewed	Engineering
CONSTRUCTION OF FOOTPATHS	incorporates content from Position Statement PSEW5 - Construction of footpaths. Content to be reviewed	Engineering
STREET NAME PLATES	incorporates content from Position Statement PSEW7 - Street Name Plates. Content to be reviewed	Engineering
DEBTORS MANAGEMENT	incorporates content from Policy AFCS9 - Debtor Management. Content to be reviewed	Finance
COPIES OF APPROVED BUILDING PLANS	incorporates content from PSPD5 - Copies of Approved Building Plans. Content to be reviewed	Building Services
INSPECTION OF BUILDINGS UNDER CONSTRUCTION	incorporates content from PSPD6 - Inspection of Buildings Under Construction. Content to be reviewed	Building Services
Town Planning Development Compliance	Combine PSPD27 - Town Planning Infringement Notices, PSPD29 - Development Compliance Process and PSPD30 - Outstanding Development Conditions. Content to be reviewed	Statutory Planning
APPLICATIONS BY CITY FOR EXTERNAL GRANT FUNDING	incorporates content from Position Statement PSCS2 - Applications by City for External Grant Funding. Content to be reviewed	Community Development & Services



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Item 8.1 Attachment 4

<b>POLICIES/POSITION STATEMENTS TO BE CONVERTED TO ADMINISTRATIVE POLICIES</b>		
Proposed Title	Recommendations	Lead Business unit
STREET ADDRESSING	incorporates content from Position Statement PSPD19 - Street Addressing. Content to be reviewed	Strategic Planning
COUNCIL SPONSORED COMMUNITY COMPETITIONS	incorporates content from Policy ACS15 - Council Sponsored Community Competitions. Content to be reviewed	Corporate Communications
REWARDS FOR CIVIC DEEDS	incorporates content from Policy ACS4 - Rewards for Civic Deeds. Content to be reviewed	Ranger & Community Safety
CORPORATE UNIFORMS	incorporates content from Position Statement PSCS8 - Inside Staff Uniforms. Change of Title to cover all employees in all departments, including permanent and casual Employees, and content to be reviewed	Human Resources
TRAILER PASSES	incorporates content from Position Statement PSEW21 - Trailer Passes. This relates to the Henderson day to day operational matters which fall under the responsibility of the CEO, as an administrative task.	Waste
Occupational Safety and Health	NEW: committed to achieving zero harm within the City's working environment to all persons employed or engaged by the City in any capacity.	Human Resources
Website Management	incorporates content of Policy SC62 - Website Management. Content to be reviewed	Information Services
Data Migration	incorporates content of Policy SC61 - Data Migration. Content to be reviewed	Information Services



Item 8.1 Attachment 5

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POLICIES/POSITION STATEMENTS TO REMAIN AS COUNCIL POLICIES				
Proposed New Title	Lead Business Unit	Public consultation? (Y/N)	Review Priority (1 or 2)	Recommendations
Budget & Business Planning	Finance & Strategy	Y	Subject of Separate report on Agenda	Combine and consolidate content from Policy SC34 - Budget Management and Policy SC54 - Corporate Strategic Planning Process, to allow for the Community to have a greater and earlier input into the budget process and provide Council officers the opportunity to explain the budget process, the contents of the proposed budget and the relationship the draft budget into adopted Council.
Live Streaming of Council Meetings	Communications	N	Subject of Separate report on Agenda	A new Policy to be developed for the live audio and video streaming of Council Meetings on Council's website, audio and video recording of those meetings, and publishing the audio and video recordings of those meetings on Council's website. Council approved (May 2018 OCM) the live streaming of Council meetings through the website to make the meetings more accessible. This Policy will supersede Policy SES2 Access to Tape Recordings of Council Meetings because the public will no longer need to request the recording as it will be freely available on the website.
GEOGRAPHIC NAMING	Strategic Planning	N	Subject of Separate report on Agenda	Combine Policy APD75 - Naming of Streets and Public Open Space with Position statement PSPD20 - Naming of Parks and Reserves. The City supports a consistent approach to the naming of public facilities within its district which is guided by State Government standards. As such, the naming of all City streets, reserves and buildings shall be in accordance with Landgate's updated Policies and Standards for Geographical Naming in Western Australia.
PRIORITY 1				
Community Engagement	Community Development & Services	Y	1	Incorporates content from Policy SC2 - Community Engagement (To provide guiding principles for community engagement to ensure consistent, meaningful and best practice engagement is carried out within the City of Cockburn.) To be reviewed and presented to future DAPPS and Council Meetings for consideration.
Sustainability	Parks & Environment	Y	1	Incorporates content from Policy SC37 - Sustainability. To be reviewed and presented to future DAPPS and Council Meetings for consideration.
Procurement	Finance	Y	1	Combines Policies SC38 - Procurement and SES3 - Procurement Evaluation. To outline the City's commitment and approach to achieving value for money in an equitable and transparent manner when procuring goods and services. To be reviewed and presented to future DAPPS and Council Meetings for consideration.
City of Cockburn Use of CCTV System	Recreation & Community Safety	Y	1	Incorporates content from Policy SC46 - Installation & Use of Closed Circuit Television (CCTV) in the City of Cockburn to provide the basis for the effective use of the CCTV System. To be reviewed and presented to future DAPPS and Council Meetings for consideration.
PUBLIC INTERNET USE & WIRELESS ACCESS	Information Services	Y	1	Combine Position Statement PSCS10 - Library Internet and Policy SC59 - Public Internet and Wi-Fi. To be reviewed and presented to future DAPPS and Council Meetings for consideration.



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Item 8.1 Attachment 5

POLICIES/POSITION STATEMENTS TO REMAIN AS COUNCIL POLICIES				
Proposed New Title	Lead Business Unit	Public consultation? (Y/N)	Review Priority (1 or 2)	Recommendations
UNDERGROUND POWER	Engineering	Y	1	Incorporates content from Policy AES10 - Underground Power. To be reviewed and presented to future DAPPS and Council Meetings for consideration.
Library Services	Libraries	Y	1	Incorporates elements of Position Statements PSCS2 - Library Internet Usage and PSCS5 - Donations to Library Services - Purpose of this policy is to provide the City and the community with clear and consistent framework for the management of the City's libraries and its resources. To be reviewed and presented to future DAPPS and Council Meetings for consideration.
Signage	Engineering	Y	1	Incorporate Position statements PSCS6 - Electoral Signs, PSEW15 - Removal and Pruning of Trees and PSEW2 - Advertising on Litter Bins and Bus Stop Seats - provides guidance on the design and placement of signs located within the City, in order to protect the quality of the streetscape and the amenity of adjoining and nearby residents by minimising the visual impact of signs. To encourage signs that are well-designed and well-positioned and appropriate to their location, which enhance the visual quality, amenity and safety of the City, and to facilitate a reasonable degree of signage to support business activities within the City. This will complement the provisions for signs as specified in the City's Signs section in the consolidated Local Law 2000. To be reviewed and presented to future DAPPS and Council Meetings for consideration.
Community Transport Service	Community Development & Services	Y	1	Incorporates Position Statement PSCS4 - Community Access to Council Buses and People Movers (12 Seater and above) - to provide a framework for the City Community Transport Service. To be reviewed and presented to future DAPPS and Council Meetings for consideration.
JOINT DEVELOPMENT OF COMMUNITY FACILITIES	Recreation	Y	1	Incorporate content from Position Statement PSCS9 - Joint Development of Community Facilities. To be reviewed and presented to future DAPPS and Council Meetings for consideration.
Access and Equity	Community Development & Services	Y	1	Incorporate Position Statement PSCS1 - Access and Equity - To ensure there is equitable access to the City's information, services and facilities for all residents. To be reviewed and presented to future DAPPS and Council Meetings for consideration.
PUBLIC ART	Corporate Communications	Y	1	Combine Position Statement PSCS16 - Public Art in the City of Cockburn with Policy ACS14 - City of Cockburn Art Collection. To be reviewed individually and presented to DAPPS and Council for consideration.
Verge Treatments	Parks & Environment	Y	1	Combine Policy AEW1 - Street Verge Improvements and Position statement PSEW16 - Unkempt Verge Mowing - To establish policy to enable property owners to protect landscaping, water reticulation systems and to discourage parking on the verge. To be reviewed and presented to future DAPPS and Council Meetings for consideration.

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POLICIES/POSITION STATEMENTS TO REMAIN AS COUNCIL POLICIES				
Proposed New Title	Lead Business Unit	Public consultation? (Y/N)	Review Priority (1 or 2)	Recommendations
ESTABLISHMENT OF COMMUNITY GARDENS	Parks & Environment	Y	1	Incorporates content from Policy AEW7 - Establishment of Community Gardens. To be reviewed and presented to future DAPPS and Council Meetings for consideration.
STRUCTURE FOR ADMINISTERING THE CITY OF COCKBURN	Human Resources	N	1	Incorporates content from Position Statement PSES11 - Structure for Administering the City of Cockburn. To be reviewed and presented to future DAPPS and Council Meetings for consideration.
Legal Proceedings between City and other parties	Governance	N	1	Incorporates content from Position Statement PSES13 - Legal Proceedings Between Council and Other Parties. Amend title to reflect 'City' rather than Council; may also need reference to delegations of authority to initiate or respond to legal action. To be reviewed and presented to future DAPPS and Council Meetings for consideration.
Feedback and Complaints Policy	Governance	N	1	New Policy, incorporate content from Policy SC13 - Procedural Fairness - to provide a framework to guide the City in its management and handling of feedback and complaints
Execution of Documents	Executive	N	1	Incorporate Policy ACS2 - Common Seal of the City of Cockburn. Broaden the scope to cover guidance on the appropriate method of execution of documents and use of the common seal. DA to be deleted, as the Act Section 9.49A(1) specifies that authorisation is required, and there is no provision for delegation. Procedure will be required to be developed to outline the Execution of Documents Management which should assist officers in determining the category of a particular document.
City of Cockburn Crest, Branding and Logos	Corporate Communications	N	1	Incorporate Policy SC24 - Community Use of City of Cockburn Corporate Logo - To protect and clarify the use of the City's crest, corporate branding and logos and to control the use of the title "City of Cockburn". To be reviewed and presented to future DAPPS and Council Meetings for consideration.
ENTERPRISE RISK MANAGEMENT	Governance	N	1	incorporate content from Policy SC51 - Enterprise Risk Management. To be reviewed and presented to future DAPPS and Council Meetings for consideration.
Social Media	Corporate Communications	N	1	incorporate content from Policy SC53 - Social Media, Outlines City's approach to official social media use by employees, and public participation in social media channels. Must also adhere to code of conduct, to be reviewed and presented to future DAPPS and Council Meetings for consideration.
Records Management	Records	N	1	Incorporates content from Policy SC57 - Records Management. To be reviewed and presented to future DAPPS and Council Meetings for consideration.



POLICIES/POSITION STATEMENTS TO REMAIN AS COUNCIL POLICIES				
Proposed New Title	Lead Business Unit	Public consultation? (Y/N)	Review Priority (1 or 2)	Recommendations
Fraud & Misconduct Control & Resilience	Governance	N	1	Incorporates Policy SC55 - Fraud Prevention. To articulate the City of Cockburn's commitment to a zero-tolerance approach to fraud, misconduct, bribery and corruption (Fraud and Misconduct) and to building resilience through the identification and implementation of strategies to prevent, detect and respond to Fraud and Misconduct. To be reviewed and presented to future DAPPS and Council Meetings for consideration.
RELATED PARTY DISCLOSURES	Governance	N	1	Incorporate content from Policy SC60 - Related Party disclosures. To be reviewed and presented to future DAPPS and Council Meetings for consideration.
Legal Representation and Costs Indemnification	Governance	N	1	Combine Policy SCS1 Obtaining Legal and Other Expert Advice with SES4 - Legal Representation - Indemnification of Costs. To be reviewed and presented to future DAPPS and Council Meetings for consideration.
Investments	Finance	N	1	Incorporates elements of current Policy SFCS1 - Investments policy. To be reviewed and presented to future DAPPS and Council Meetings for consideration.
SMOKE-FREE ENVIRONMENT	Environmental Health	N	1	Combines Policy SC42 - Smoke - Free Environment with SC43 - Smoke- Free Council. To be reviewed and presented to future DAPPS and Council Meetings for consideration.
COMPLETION OF FIRE BREAKS	Ranger & Community Safety	N	1	Incorporate content from Policy ACS5 - Completion of Firebreaks. To be reviewed and presented to future DAPPS and Council Meetings for consideration.
FOOD ACT 2008 – FEE EXEMPTION	Environmental Health	N	1	Incorporate content of Policy APD66 - Food Act 2008 - Fee Exemption. To be reviewed and presented to future DAPPS and Council Meetings for consideration.
Graffiti Management Policy	Engineering	N	1	Combine Position Statements PSEW20 - Graffiti Response - Non-City Owned Property and PSEW10 - Graffiti and Vandalism Response - Council Property. To be reviewed and presented to future DAPPS and Council Meetings for consideration.
<b>PRIORITY 2</b>				
Elected Members Entitlements	Executive	N	2	Combination of Policies SC1 - Meeting Attendance Fees - Elected Members, SC11 - Letterheads for Elected Members, SC14 - Mayoral and Deputy Mayoral Allowance, SC15 - Elected Member Information Communication Technology (ICT) Allowance, SC26 - Reimbursement of Elected Members Expenses, SC48 - Provision of Mayoral Vehicle, PSES14 - Training of Council Delegates on Committees or Boards, SC40 - Elected Member Training and Development. To be reviewed and presented to future DAPPS and Council Meetings for consideration.
Council Meetings	Governance	N	2	Combines Policies SC3 - Council Meetings and ACS2 - Seating Arrangements for Council Meetings. To be reviewed and presented to future DAPPS and Council Meetings for consideration.

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POLICIES/POSITION STATEMENTS TO REMAIN AS COUNCIL POLICIES				
Proposed New Title	Lead Business Unit	Public consultation? (Y/N)	Review Priority (1 or 2)	Recommendations
REPRESENTATION AT COUNCIL RELATED FORUM	Executive	N	2	Incorporate content from Policy SC9 - Representation at Council Related Forums. To be reviewed and presented to future DAPPS and Council Meetings for consideration.
Advisory/ Reference Group - Establishment and Operations	Executive	N	2	Combines content from Policies SC4 - Establishment of Issue Based Committees, SC29 - Elected Member Representing Council on External Committees, AC5 - Election of Members to External Boards, Panels or Committees & Position Statement PSES10 - Reference Groups of Council. To be reviewed and presented to future DAPPS and Council Meetings for consideration.
Civic Function Ceremonies and receptions	Strategy & Civic Support	N	2	Combine content from Policies SC36 - Recognition - City of Cockburn Pioneers, SC50 - Annual Civic Dinner - Guest List, AC4 - Distribution of City of Cockburn Promotional Items and Material, PSES3 - Minor Occasions of Hospitality/Entertainment & SC10 - Mayor's Authority to Arrange Functions and Provide Hospitality and Gifts. To provide guidance for the approval of civic functions, ceremonies, receptions and/or the provision of hospitality. . May end up being 2 policies, once reviewed. To be reviewed and presented to future DAPPS and Council Meetings for consideration.
Elected Members Communications Policy	Executive	N	2	Combine content from Policies SCS1 - Media Activity with SC6 - Communication & Information Dissemination, SC31 - Access to Information by Council & Committee Members, AC3 - Elected Member Requests, SC28 - Proposed Amendments by Elected Members to Recommendations for Council Meetings and PSES12 - Provision of Committee Business Papers to Elected Members. The City supports and implements good governance practices and applies these principles to the appropriate use of and access to communication systems and information managed and retained by the City. As such, it is the City's position that communications, made on behalf of the City or Council, should be appropriately coordinated to ensure that quality and consistent information is provided to the community and City stakeholders. Consider possibilities to split Media and Communication matters into 2 different policies. To be reviewed and presented to future DAPPS and Council Meetings for consideration.
Elections - Caretaker Period	Governance	N	2	NEW: Includes content form Policy SC7 - Briefing Sessions for Electoral Candidates and Newly Elected Members. To ensure the City's activities and those of Councillors who are candidates in local government elections, are undertaken in a manner that supports a high standard of integrity during local government election periods.



POLICIES/POSITION STATEMENTS TO REMAIN AS COUNCIL POLICIES				
Proposed New Title	Lead Business Unit	Public consultation? (Y/N)	Review Priority (1 or 2)	Recommendations
Retiring Elected Members - Recognition	Executive	N	2	Incorporate content from Policy SC25 - Recognition of Elected Members on Retirement . The purpose of this policy is to specify the circumstances in which to acknowledge the services of current, retiring or resigning elected members so that they are appropriately recognised for their contributions. To be reviewed and presented to future DAPPS and Council Meetings for consideration.
Award of the title "Honorary Freeman of the City of Cockburn"	Executive	N	2	Incorporate content from PolicySC27 - Honorary Freeman of the City of Cockburn. To be reviewed and presented to future DAPPS and Council Meetings for consideration.
APPOINTMENT OF ACTING CHIEF EXECUTIVE OFFICER	Executive	N	2	Incorporate content from Policy SC30 - Appointment of Acting Chief Executive Officer. To be reviewed and presented to future DAPPS and Council Meetings for consideration.
SISTER CITY RELATIONSHIPS	Executive	N	2	incorporates content from Policy SC33 - Sister City Relationships. To be reviewed and presented to future DAPPS and Council Meetings for consideration.
Bereavement Recognition	Executive	N	2	Combines content from Policies SC49 - Death of Local Notable Citizen & SC45 - Flying of Flags - City of Cockburn Administration Building. As a mark of respect, Council can acknowledge the contribution made to the district by deceased persons and their immediate families. To be reviewed and presented to future DAPPS and Council Meetings for consideration.
APPROVAL TO PARTICIPATE IN REPRESENTATIVE DELEGATIONS	Executive	N	2	incorporate content from Policy AES9 - Approval to Participate in Representative Delegations. To be reviewed and presented to future DAPPS and Council Meetings for consideration.
Incoming Sponsorships	Corporate Communications	N	2	Applies to all incoming sponsorships received by the City. It does not include outgoing donations, sponsorships and waiver of fees and charges. Includes content from Position Statement PSCS17 - Sponsorships -Incoming Funds. To be reviewed and presented to future DAPPS and Council Meetings for consideration.
Community Funding For Community Organisations and Individuals (Grants, Donations & Scholarships)	Community Development & Services	N	2	Combines content from Policy (SCS35) Grants, Donations & Sponsorships - Community Organisations and Individual, ACS7 - Donations to Schools, ACS1 - Community Welfare Funding and ACS16 - Community Innovation & Participatory Budgeting. Policy provide framework for the provision of community funding to community groups, organisations and individuals. Does not include sporting clubs. To be reviewed and presented to future DAPPS and Council Meetings for consideration.
Community Funding For Sporting Clubs	Recreation & Community Safety	N	2	incorporates content from Policy ACS12 - Sport and Recreation Grants Policy. This policy covers sporting clubs. To be reviewed and presented to future DAPPS and Council Meetings for consideration.



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POLICIES/POSITION STATEMENTS TO REMAIN AS COUNCIL POLICIES				
Proposed New Title	Lead Business Unit	Public consultation? (Y/N)	Review Priority (1 or 2)	Recommendations
Youth reward and Recognition	Community Development & Services	N	2	Provides framework for the provisions of scholarships for Youth. Incorporates content from ACS11 - Youth academic Assistance
Corporate Credit Cards	Finance	N	2	Incorporates content from Position Statement PSFCS24 - Corporate Credit Cards. To be reviewed and presented to future DAPPS and Council Meetings for consideration.
MEMORIALS IN PUBLIC RESERVES	Parks & Environment	N	2	Incorporate content from Policy AEW12 - Installation of Private Memorial Plaques in Public Open Space. To provide guidance on the installation of memorials in public reserves within the City. To be reviewed and presented to future DAPPS and Council Meetings for consideration.
SUBDIVISION CONSTRUCTION STANDARDS	Engineering	N	2	Incorporates content from Position Statement PSEW11 - Subdivision Construction Standards. To be reviewed and presented to future DAPPS and Council Meetings for consideration.
STANDARD SPECIFICATIONS AND COST OF CROSSOVERS	Engineering	N	2	Incorporates content from position statements PSEW12 - Standard Specifications and Cost of Crossover. To be reviewed and presented to future DAPPS and Council Meetings for consideration.
PEDESTRIAN ACCESS WAY CLOSURES	Strategic Planning	N	2	Incorporates content from Policy APD21 - Pedestrian Access way Closures. To be reviewed and presented to future DAPPS and Council Meetings for consideration.
LEASING OF CITY OF COCKBURN PROPERTY FOR COMMUNITY AND/OR RECREATIONAL PURPOSES (NOT FOR PROFIT)	Strategic Planning	N	2	Incorporates content of Policy APD85 - Process for Leasing and Licensing - City of Cockburn Owned or Controlled Property for Recreational or Community purposes. To be reviewed and presented to future DAPPS and Council Meetings for consideration.
LEASING OF CITY OF COCKBURN PROPERTY FOR COMMERCIAL PURPOSES (FOR PROFIT)	Strategic Planning	N	2	Combine Policy APD86 - Leasing of Council Controlled Land with Policy APD87 - Renewal of Leases and Licenses for Council Owned or Controlled Property. To be reviewed and presented to future DAPPS and Council Meetings for consideration.
JANDAKOT AIRPORT	Statutory Planning	N	2	Incorporates content from Position Statement PSPD7 - Jandakot Airport. To be reviewed and presented to future DAPPS and Council Meetings for consideration.



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POLICIES/POSITION STATEMENTS TO REMAIN AS COUNCIL POLICIES				
Proposed New Title	Lead Business Unit	Public consultation? (Y/N)	Review Priority (1 or 2)	Recommendations
UNINHABITABLE PREMISES	Environmental Health	N	2	Incorporates content from Position Statement PSPD21 - Uninhabitable Premises. To be reviewed and presented to future DAPPS and Council Meetings for consideration.
Public Community Events	Corporate Commu	N	2	New Policy to establish an operational framework that ensures a consistent, coordinated and equitable approach in the assessment and approval of public community events. To provide the City and community with a set of guidelines and procedures that ensures best practice event management.
Community Centre & Halls Facility Hire & Usage	Recreation & Community Safety	N	2	Incorporates content from Policy ACS8 - Hire of Council Community Centres and Halls. To provide a framework for the hire and use of community facilities across the City . This policy does not apply to leased facilities or areas subject to a shared use agreement. To be reviewed and presented to future DAPPS and Council Meetings for consideration.
Community Sporting Facilities Management	Recreation & Community Safety	N	2	Combine ACS10 - Criteria for Agreements for Management of the City's Club/Change rooms with PSEW17 - Outdoor Sport Lighting on Recreation Reserves and PSCS13) - Replacement of Cricket Pitch - Artificial Turf
ESTABLISHMENT OF MARKETS ON LAND OWNED AND CONTROL BY CITY OF COCKBURN	Recreation & Community Safety	N	2	Incorporates content from Position Statement PSCS18 - Establishing Markets on Land Owned or Controlled by the City of Cockburn. To be reviewed and presented to future DAPPS and Council Meetings for consideration.
REHABILITATION AND REVEGETATION OF NATURAL AREAS	Parks & Environment	N	2	Combine content of Policy SEW4 - Bushland Conservation, SEW6 - Wetlands Conservation and SEW5 - Native Fauna Protection. To formalise the City's position and requirements with regard to the rehabilitation and revegetation of bushland and wetland areas. To be reviewed and presented to future DAPPS and Council Meetings for consideration.
STREET & PUBLIC AREA LIGHTING	Engineering	N	2	Combine content of Policies SEW2 - Street & Public Area Lighting with AEW3 - Street Lighting and AEW11 - Open Space Lighting. To be reviewed and presented to future DAPPS and Council Meetings for consideration.
TRAFFIC MANAGEMENT INVESTIGATION	Engineering	N	2	Incorporates content of Policy SEW3 - Traffic Management Investigation. To be reviewed and presented to future DAPPS and Council Meetings for consideration.
Street Trees	Parks & Environment	N	2	Combine Position Statements PSEW18 - Trees on Privately Owned Land with PSES15 - Removal and pruning of trees. To be reviewed and presented to future DAPPS and Council Meetings for consideration.

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POLICIES/POSITION STATEMENTS TO REMAIN AS COUNCIL POLICIES				
Proposed New Title	Lead Business Unit	Public consultation? (Y/N)	Review Priority (1 or 2)	Recommendations
Installation of Playground & Recreational Equipment on Reserves	Parks & Environment	N	2	Combine content of Position Statement PSEW19 - Installation of Playground/Recreational Equipment on Reserves & AEW4 - Shade to Playgrounds on Recreation Reserves. To be reviewed and presented to future DAPPS and Council Meetings for consideration.
MAINTENANCE OF VERGES/PUBLIC OPEN SPACE FOLLOWING RESIDENTIAL SUBDIVISIONS	Parks & Environment	N	2	Incorporate content from Policy SEW1 - Maintenance of Verges/Public Open Space Following Residential Subdivisions. To be reviewed and presented to future DAPPS and Council Meetings for consideration.
KERBSIDE HOUSE NUMBERING	Engineering	N	2	Incorporates content from Policy AEW2 - Kerbside House Numbering. To be reviewed and presented to future DAPPS and Council Meetings for consideration.
LANDOWNER BIODIVERSITY CONSERVATION GRANT PROGRAM	Parks & Environment	N	2	Incorporates content from Policy AEW5 - Landowner Biodiversity Conservation Grant Program. To be reviewed and presented to future DAPPS and Council Meetings for consideration.
PROMOTIONAL STREET BANNERS	Engineering	N	2	Incorporates content from Policy AEW6 - Promotional Street Banners. To be reviewed and presented to future DAPPS and Council Meetings for consideration.
Prohibition of Exotic Animals in Circuses	Recreation & Community Safety	N	2	Incorporates content from Policy ACS3 - Approval to conduct Circus. To be reviewed and presented to future DAPPS and Council Meetings for consideration.



## Item 8.2

DAPPS 23/08/2018

### 8.2 (2018/MINUTE NO 0010) PROPOSED POLICY GEOGRAPHICAL NAMING

**Author(s)** A Khan

**Attachments**

1. Draft Policy - Geographical Naming [↓](#)
2. APD 75 - Naming of Streets and Public Open Space [↓](#)
3. PSPD20 - Naming of Parks and Reserves [↓](#)

#### RECOMMENDATION

That the Committee:

- (1) adopt the proposed new policy *Geographical Naming*, as shown in the Attachment to the report, and
- (2) delete Policy APD75 - Naming of Streets and Public Open Space and Position Statement PSPD20 - Naming of Parks and Reserves

#### COMMITTEE RECOMMENDATION

MOVED Cr C Reeve-Fowkes SECONDED Mayor L Howlett

That the recommendation be adopted.

**CARRIED 5/0**

#### Background

The City is currently undertaking a policy review exercise, in order to keep the policy framework clear and effective for Council and the organisation. The review encourages consolidating and combining policy documents where clear alignment exists. It is recommended to combine Policy *APD75 - Naming of Streets and Public Open Space* with Position Statement *PSPD20 - Naming of Parks and Reserves*.

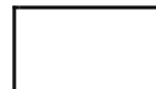
This will enable consolidation of two existing policy documents that relate to the process of geographic naming with the City. The proposed new policy is being presented for consideration.

#### Submission

NA

#### Report

The City's Strategic Planning Services has reviewed the existing policy documents and have consolidated them into a single new policy (Attachment 1).



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Item 8.2

The current policies (Attachment 2 and 3) are related, have alignments present and as such provide the opportunity to be amalgamated. These documents reference Landgate's Geographical Naming Committee Policy, and assist in the exercise of administering naming requests. The combined document is considered to represent an improved policy position for the City to utilise.

The consolidated policy contains all the key policy procedures, to inform the exercise of administering geographic naming requests for both streets and reserves. It is recommended that the new policy be supported on this basis.

### **Strategic Plans/Policy Implications**

#### Community, Lifestyle & Security

Provide safe places and activities for residents and visitors to relax and socialise.

#### Economic, Social & Environmental Responsibility

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

#### Leading & 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**

N/A

### **Community Consultation**

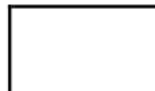
N/A

### **Risk Management Implications**

Purpose of the policy is to provide clarity and to align with the updated policy set out by Geographical Naming Committee.

### **Advice to Proponent(s)/Submitters**

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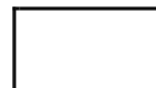
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N/A

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

Nil



Item 8.2 Attachment 1

DAPPS 23/08/2018

<b>Title</b>	<b>GEOGRAPHICAL NAMING</b>
<b>Policy Number</b> (Governance Purpose)	



**Policy Type**

Council

**Policy Purpose**

Upon land being subdivided, it is common for developers to present a 'theme' for road and reserve names to be applied within the subdivision.

The Geographic Names Committee (GNC) at Landgate is the authority responsible for managing the naming of geographical features, administrative boundaries, localities and roads and for the maintenance of the State's Gazetteer, GEONOMA and nomenclature database. Proposals are also required to be endorsed by the City, prior to being recommended to the GNC.

This Position Statement references the GNC Principles, Guidelines and Procedures document, as well as Part 2 (Naming of Parks and Reserves) of the Land Administration Act 1997. It provides guidelines for the naming of roads and reserves (including ovals, pavilions, playgrounds etc) which exist throughout the City.

**Policy Statement**

The objective of this policy is to detail the City's process in relation to the naming of roads and reserves.

**POLICY:**

- (1) Developers of new subdivisions shall advise the City of their preference on names for new roads and reserves within subdivisions prior to lodgement of clearance of subdivision.
- (2) The names applied to roads and reserves within the City shall be in accordance with the *Geographic Names Committee. Policies and Standards for Geographical Naming in Western Australia*.
- (3) Priority will be given to the naming of reserves after an adjacent road or feature in order to maximise the identification of that reserve with an area. The road type is not to be included as part of the name.
- (4) Reserves comprising several different pieces of land, but in effect functioning as a single entity, will be given a single name as deemed appropriate.
- (5) Names that commemorate, or may be construed to commemorate, living persons will not be considered for road or reserve naming.
- (6) Proposals to name reserves other than after an adjacent road or feature, should be based upon the following themes:

[1]



<b>Title</b>	<b>GEOGRAPHICAL NAMING</b>
<b>Policy Number</b> (Governance Purpose)	



- a) Names from Aboriginal languages;
  - b) Names of pioneers who were relevant to the area;
  - c) Names of persons who died during war service; and
  - d) Names associated with historical events connected with the immediate area.
- (7) All reserve names must fulfil the prerequisite tests provided in the GNC guidelines and this position statement, and include evidence of community support. Community support may be ascertained through the following measures:
- a) Advertising proposals in local papers, inviting comments;
  - b) Advertising proposals in local libraries;
  - c) Erecting signs on the reserve, advising of the proposed name;
  - d) Advising residents in the area surrounding the reserve of the proposed name; and
  - e) Advising local resident associations of proposed names and requesting their comments.
- (8) For the naming of reserves after personal names, the person being honoured by the naming should have either had a direct long-term association within the area, or have made a significant contribution to the area of the proposed reserve, or the State generally. Association or contribution can include:
- a) Direct and long-term association with the location of the reserve and made a significant contribution to the area;
  - b) An individual with an outstanding national or international reputation which has a direct association with the area in which the reserve is located;
  - c) Voluntary service to a community group or organisation;
  - d) Given names may be included as part of the naming proposal, and given and surname combinations are acceptable; and
  - e) Death and former ownership of land are not acceptable reasons for proposing a name, and as such must fulfil the prerequisite tests provided in this position statement.
- (9) The following are not required to be named:
- a) Drainage sumps;
  - b) Access ways; and
  - c) Parking areas.
- (10) Future Unnamed Reserves
- a) Upon creation of a reserve, the City will submit a proposed name for any reserve in accordance with (3) above; and
  - b) If a proposed name is received prior to receipt of the above advice, the City will assess the name in accordance with the requirements of this position statement.
- (11) Naming of structures on the City's reserves
- a) Components of reserves (e.g. pavilions, ovals, gardens, etc) may be named in honour of living or deceased community members who have contributed towards the establishment of the particular feature or towards the community in general;
  - b) The City may call for nominations from the community for such naming. These nominations will be reported to Council for consideration;

[2]



Item 8.2 Attachment 1

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<b>Title</b>	<b>GEOGRAPHICAL NAMING</b>
<b>Policy Number</b> (Governance Purpose)	



- c) Nominations should be considered in conjunction with the following selection criteria:
  - i. length of active service within Council or the community;
  - ii. association with the facility or the reserve on which the facility is located;
  - iii. association with the location, or suburb, in which the reserve is located;
  - iv. significance of the facility is duly recognised in proportion to service given.
- d) The approval of the Minister is not required for such names when the overall reserve has already been named. Landgate will be informed of the name if it is to be included on maps.

(12) Renaming of Reserves

- a) Names chosen for reserves are expected to be permanent, and renaming is discouraged. If renaming is proposed because of some exceptional circumstance, this position statement still applies;
- b) Evidence of substantial community support for a change of name must be provided; and
- c) Proposals to rename a reserve normally requires the support of the City, however the Minister is the final authority on such matters.

(13) As required by the GNC policies and standards, road names should be appropriate to the physical, historical or cultural character of the area. Preference will be given to the surrounding theme of the area. The City promotes the use of names that reference:

- a) **Flora or fauna native to the area – example:**  
Trees and birds of the area are frequently used to establish a theme for a neighbourhood – the streets of Yangebup immediately west of North Lake Road are named after a species of local birds (Osprey, Lapwing, Curlew and so on).
- b) **Indigenous names – feature or descriptive – example:**  
*Walliabup* is the original name for Bibra Lake, *Yorga Mar* means off shore breeze, and *Beeliar* meaning river.
- c) **Historical events connected with the area – example:**  
*Emplacement Crescent* is named for the large gun emplacements that once dominated the skyline there. Newmarket, Sandown and Flemington are names that figure in historical maps of North Coogee and refer to the sport of horse racing that was so popular along this beach in the late 19<sup>th</sup> to mid-20<sup>th</sup> century.
- d) **Early explorers or pioneers – example:**  
*Manning Park* is named for the Manning family, *Wellard Street* named for Manning's business associate who helped him pioneer the local cattle import industry in the area where these place names persist.
- e) **Serving members who died during war service**

(14) Where indigenous names are proposed, the City will consult with City of Cockburn's Aboriginal Reference Group and will provide feedback to the applicant.

[3]



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Item 8.2 Attachment 1

<b>Title</b>	<b>GEOGRAPHICAL NAMING</b>
<b>Policy Number</b> (Governance Purpose)	



- (15) The origin of each name should be clearly stated within applications and subsequently the City will record these details for future reference.
- (16) Upon approval by GNC, a poppy symbol is to be added by the City to road fingerboard signs within the district where the roads have been named after a local person, family or other related war or peace keeping activity or commemorative event

Strategic Link:	Public Open Space Strategy, Land Management Strategy, Community and Recreation Sports Plan
Category	Planning
Lead Business Unit:	Strategic Planning
Public Consultation: (Yes or No)	No
Adoption Date: (Governance Purpose Only)	
Next Review Due: (Governance Purpose Only)	
ECM Doc Set ID: (Governance Purpose Only)	

[4]

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POL	NAMING OF STREETS & PUBLIC OPEN SPACE	APD75
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<b>POLICY CODE:</b>	APD75
<b>DIRECTORATE:</b>	Planning & Development
<b>BUSINESS UNIT:</b>	Strategic Planning Services
<b>SERVICE UNIT:</b>	Land Administration Services
<b>RESPONSIBLE OFFICER:</b>	Property & Lands Officer
<b>FILE NO.:</b>	021/005; 182/001
<b>DATE FIRST ADOPTED:</b>	13 June 2013
<b>DATE LAST REVIEWED:</b>	10 December 2015
<b>ATTACHMENTS:</b>	N/A
<b>DELEGATED AUTHORITY REF.:</b>	APD57
<b>VERSION NO.</b>	4

<b>Dates of Amendments / Reviews:</b>		
DAPPS Meeting:	23 May 2013	2 June 2015
	22 August 2013	26 November 2015
OCM:	13 June 2013	11 June 2015
	12 September 2013	

**BACKGROUND:**

Upon land being sub-divided for development, it is common for developers to present a 'theme' for names to be applied to the road network within the development area. In addition, there is Public Open Space (POS) made available for the City's purposes and names need to be allocated to such space.

The Geographic Names Committee (GNC) at Landgate is the authority responsible for managing the nomenclature needs for geographical features, administrative boundaries, localities and roads and for the maintenance of the State's Gazetteer, GEONOMA and nomenclature database.

Proposals are also required to be endorsed by the City, prior to being recommended to the Geographic Names Committee (GNC) branch at Landgate.

**PURPOSE:**

The objective of this policy is to detail the City's criteria in relation to the naming of roads, Public Open Space (POS), and places within the City of Cockburn area prior to being forward to the GNC.

A key objective is to provide a consistent nomenclature process for application to the road network and POS within the City.

**POLICY:**

[1]



DAPPS 23/08/2018

Item 8.2 Attachment 2

POL	NAMING OF STREETS & PUBLIC OPEN SPACE	APD75
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- (1) Developers of new subdivisions shall advise the Council of their preference on names for new roads within subdivisions prior to lodgement of clearance of subdivision.
- (2) The names applied to streets and Public Open Space (POS) within the City shall be in accordance with the *Geographic Names Committee. Policies and Standards for Geographical Naming in Western Australia* - [http://www.landgate.wa.gov.au/docvault.nsf/web/PS\\_LD/\\$FILE/GNCCommittee.pdf](http://www.landgate.wa.gov.au/docvault.nsf/web/PS_LD/$FILE/GNCCommittee.pdf)
- (3) Applications are to be submitted to the City for the naming of street(s), POS and/or places and shall include the following:
  - A **Cover Letter or email** describing the details and purpose of the application.
  - A City of Cockburn **Street and Place Name Application Form** demonstrating the application of the GNC policies and standards.
  - 1 X copy of **plans** illustrating the requirements set out within the Street Name Application Form.
- (4) Prior to applications being forwarded to the GNC, the City will notify all Elected Members providing the opportunity to comment. If one or more Elected Members disagree with the proposal then the matter is to be placed before Council (no response from Elected Members will indicate acceptance). As a result, in some circumstances it may take up to 8 weeks for a formal response detailing an outcome from the City to the applicant.
- (5) If amending a street name following advice from the relevant Elected Members, the landowner of the affected street are to be advised of the proposal and their comments sought. If more than 50% of those surveyed agree with the proposal, the amendment is to proceed. If more than 50% of those surveyed disagree with the proposal then the matter is to be placed before Council for determination. (No response will indicate acceptance).
- (6) As required by the GNC policies and standards, names should be appropriate to the physical, historical or cultural character of the area. As a result, the City promotes the use of names that reference:
  - **Indigenous names – feature or descriptive – example:**  
*Walliabup* is the original name for Bibra Lake, *Yorga Mar* means off shore breeze, and *Beelias* was the name of the people who greeted the first European settlers to Cockburn.
  - **Locational names or early property names – example:**  
*Emplacement Crescent* is named for the large gun emplacements that once dominated the skyline there. *Davilak* is the name given to his estate by early cattle entrepreneur Manning.

[2]

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POL	NAMING OF STREETS & PUBLIC OPEN SPACE	APD75
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- **Early explorers, pioneers or settlers of the area – example:**  
*Manning Park* is named for the Manning family, *Wellard Street* named for Manning's business associate who helped him pioneer the local cattle import industry in the area where these place names persist.
- **Statesman or former Western Australian politician – example:**  
 Many streets in Cockburn are named after state or federal MPs including the names *Forrest*, *Murdoch*, *Beazley* and so on.
- **Ship or event for etc pertaining to Western Australia – example:**  
 Newmarket, Sandown and Flemington are names that figure in historical maps of North Coogee and refer to the sport of horse racing that was so popular along this beach in the late 19<sup>th</sup> to mid-20<sup>th</sup> century.
- **Flora or fauna native to the area – example:**  
 Trees and birds of the area are frequently used to establish a theme for a neighbourhood – the streets of Yangebup immediately west of North Lake Road are named after a species of local birds (Osprey, Lapwing, Curlew and so on).

- (7) Where indigenous names are proposed, the City will consult with the Aboriginal Reference Group and will provide feedback to the applicant.
- (8) The origin of each name should be clearly stated within applications and subsequently the City will record these details for future reference.

**Note:** Applicants may wish to contact the City regarding a current register of suitable names. This register is regularly updated and may assist with name selection in some instances.

to be deleted

[3]



DAPPS 23/08/2018

Item 8.2 Attachment 3

POS	NAMING OF PARKS & RESERVES	PSPD20
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<b>POSITION STATEMENT CODE:</b>	PSPD20
<b>DIRECTORATE:</b>	Planning and Development
<b>BUSINESS UNIT:</b>	Strategic Planning
<b>SERVICE UNIT:</b>	Strategic Planning
<b>RESPONSIBLE OFFICER:</b>	Manager, Strategic Planning
<b>FILE NO.:</b>	182/002
<b>DATE FIRST ADOPTED:</b>	10 December 2008
<b>DATE LAST REVIEWED:</b>	14 December 2017
<b>ATTACHMENTS:</b>	N/A
<b>VERSION NO.</b>	5

Dates of Amendments / Reviews:		
DAPPS Meeting:	27 September 2012 22 August 2013 26 February 2015	26 November 2015 23 November 2017
OCM:	11 October 2012 12 September 2013	17 March 2015 10 December 2015

**BACKGROUND:**

This Position Statement references the Geographic Names Committee Western Australia Principles, Guidelines and Procedures document, as well as Part 2 (Naming of Parks and Reserves) of the *Land Administration Act 1997*. It provides acceptable guidelines for the naming of parks and reserves (including ovals, pavilions, playgrounds etc) which exist throughout the City of Cockburn. Guidelines are also provided in relation to when renaming may be considered appropriate.

**PURPOSE:**

To provide acceptable and up-to-date guidelines to be used in the consideration of naming of parks and reserves within the City of Cockburn.

To ensure a consistent criteria is applied in the naming of pavilions and/or clubrooms located on Council controlled Reserves.

**POSITION:**

## 1. General Guidelines

- 1.1 Priority will be given to the naming of parks and reserves after an adjacent street or feature in order to maximise the identification of that park or reserve with an area. The road type is not to be included as part of the name.

[1]

POS	NAMING OF PARKS & RESERVES	PSPD20
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- 1.2 The word 'reserve' is only to be used as part of the name if the whole of the area to be named is reserved under the *Land Administration Act 1997* and therefore has a reserve number.
- 1.3 Parks or reserves comprising several different pieces of land, but in effect function as a single entity, will be given a single name as deemed appropriate.
- 1.4 Names that commemorate, or may be construed to commemorate, living persons will not be considered for parks or reserves over 1ha.
- 1.5 Proposals to name parks or reserves other than after an adjacent street or feature, must fulfil the prerequisite tests provided in this position statement and include evidence of strong community support for the name. The City will ascertain this by some of the following measures:
- Advertising proposals to name parks and reserves in local papers, inviting comments;
  - Advertising proposals to name parks and reserves in local libraries;
  - Erection of signs on the park or reserve, advising of the proposed name;
  - Advising residents in the area surrounding the park or reserve of the proposed name;
  - Advising local resident associations of proposed names and requesting their comments.
- 1.6 For personal names, the person being honoured by the naming should have either had a direct long-term association within the area, or have made a significant contribution to the area of the proposed park or reserve, or the State generally. Association or contribution can include:
- Two or more terms of office on a local government Council;
  - Twenty or more years association with a local community group or service club;
  - Action by an individual to protect, restore, enhance or maintain an area that produces substantial long-term improvements for the community or area.
- 1.6.1 Service to a community or organisation must have been voluntary.
- 1.6.2 Given names may be included as part of the naming proposal, and given and surname combinations are acceptable.
- 1.6.3 Death and former ownership of land are not acceptable reasons alone for proposing a name, and as such must fulfil the prerequisite tests provided in this position statement.
- 1.7 The following are not required to be named:
- Drainage sumps;
  - Access ways;
  - Parking areas;

[2]



POS	NAMING OF PARKS & RESERVES	PSPD20
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- Road reserves (dealt with under separate legislation and procedures).
- 2 Future Unnamed Reserves and Parks
- 2.1 On receipt of the Customer Advices for Reserve Actions from State Land Services the City will automatically submit a proposed name for any park or reserve in accordance with Part 1.1.
- 2.2 If a proposed name is received prior to receipt of the above advice, the City will assess the name in accordance with the requirements of this position statement.
- 3 Naming of Parks and Reserves under 1ha
- 3.1 The approval of the Minister for Lands is not required, but Landgate must be advised of all names assigned.
- 3.2 The names of living persons are acceptable except for those persons holding any form of public office.
- 3.3 The general guidelines listed above shall apply for the naming of such parks and reserves.
- 4 Naming of Ovals, Pavilions, etc
- 4.1 Components of reserves (e.g. pavilions, ovals, gardens, etc) may be named in honour of living or deceased community members who have contributed towards the establishment of the particular feature or towards the community in general.
- Council will call for nominations from the community for the naming of Clubrooms/Pavilions located on Council controlled Reserves.
- Administration will prepare a Report on applications received, detailing the nominations and their appropriateness when compared to the stipulated criteria, and present a recommendation for consideration by Council.
- Nominations should be considered in conjunction with the following selection criteria for naming of Clubrooms/Pavilions in honour of a person(s) associated with the District:
- 4.1.1 length of active service within Council or the community;
- 4.1.2 association with the facility or the Reserve on which the facility is located;
- 4.1.3 association with the location, or suburb, in which the Reserve is located;

[3]



POS	NAMING OF PARKS & RESERVES	PSPD20
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4.1.4 significance of the facility is duly recognised in proportion to service given.

4.2 The approval of the Minister for Lands is not required for such names when the park or reserve has already been named as a whole. Landgate will be informed of the name if it is to be included on maps.

5 Renaming of Parks and Reserves

5.1 Names chosen for parks and reserves are expected to be permanent, and renaming is discouraged. If renaming is proposed because of some exceptional circumstance, this position statement still applies.

5.2 Evidence of substantial community support for a change of name must be provided.

6 Advice to Landgate

Once a proposed naming has proceeded through all local government processes, it must be sent to Landgate along with:

6.1 Proof of community support, including evidence of consultation;

6.2 A map showing the location of the park or reserve;

6.3 Detailed reasoning for the choice of the name;

6.4 For personal names: biographical details, including dates of birth and death (if relevant), length and years of service or association.

Advice of names assigned to parks and reserves under 1ha should also include the above details so that these names can be included on maps and in the names database.

to be deleted

[4]



Item 9.1

DAPPS 23/08/2018

## 9. PLANNING & DEVELOPMENT DIVISION ISSUES

### 9.1 (2018/MINUTE NO 0011) PROPOSED AMENDMENT TO POLICY LPP 5.6 'VEHICLE ACCESS'

<b>Author(s)</b>	R Pleasant
<b>Attachments</b>	1. Proposed Mofications to LLP 5.6 Vehicle Access <a href="#">↓</a> 2. Proposed LLP 5.6 Vehicle Access <a href="#">↓</a>

#### RECOMMENDATION

That Council adopt the proposed modifications to Local Planning Policy 5.6 - *Vehicle Access*, as shown in Attachments 1 and 2, for the purposes of advertising in accordance with Clause 5(1) of the *Planning and Development (Local Planning Schemes) Regulations 2015* for a period of 21 days.

#### COMMITTEE RECOMMENDATION

MOVED Cr C Reeve-Fowkes SECONDED Mayor L Howlett

That the recommendation be adopted.

**CARRIED 5/0**

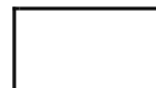
#### Background

The objective of Local Planning Policy 5.6 - *Vehicle Access* (LPP 5.6) is to provide a framework for the planning and development of safe and efficient movement of motorists, public transport users, pedestrians and cyclists, where a coordinated approach to vehicle access is required.

LPP 5.6 was initially prepared to ensure when land adjacent to major/arterial/distributor/important roads was being developed for more intensive uses, the resulting additional traffic generated by such uses did not result in increased traffic conflict, especially where pre-existing traffic volumes are high.

LPP 5.6 achieves this by identifying 'Vehicle Access Policy Plans'. These plans specifically identify vehicle access arrangements for land adjacent to major/arterial/distributor/important roads. LPP 5.6 currently includes two Vehicle Access Plans – one for North Lake Road (between the Kwinana Freeway and Semple Court), the other relating to Verde Drive (between the Freeway and Armadale Road).

LPP 5.6 was advertised for public comment in September 2016 to update the North Lake Road Vehicle Access plan and to delete the



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Item 9.1

Verde Drive vehicle access plan however due to the merging nature of road projects affecting these plans, the amendment was not pursued.

The purpose of this report is to now undertake a new amendment to both the North Lake Road Plan and to the North Lake Road extension (Verde Drive) Vehicle Access Policy Plan as a result of a greater understanding the impacts of surrounding road upgrades.

### Submission

N/A

### Report

The proposed modification is to both Vehicle Access Policy Plans, currently contained in the Policy at Appendix 1 and 2, in addition to minor changes to a clause within the policy (see Attachment 1). In accordance with the Policy Review Project (refer Item 8.1 of this agenda) the Policy has been reformatted to accord with the new Local Planning Policy format (see Attachment 2). The information contained within the new policy format is identical to that in the modified LPP.

#### Proposed changes to the North Lake Road Vehicle Access plan

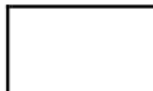
The proposed changes to the North Lake Road plan relate to the duplication of North Lake Road, the emerging Cockburn Central West precinct and the Armadale Road and North Lake Road Bridge Interchange project. Specifically the changes relate to the removal of an access point from the Muriel Court Precinct (north of North Lake Road and opposite Legacy Way), the addition of a left-in-left-out intersection at Legacy Way and the signalisation of the intersection at Poletti and North Lake Road.

A further proposed modification is the “indicative emergency vehicle access” for the future Fire Station on North Lake Road. This recognises the Department of Fire and Emergency Services intent to construct the Success Career Fire Station at 866 North Lake Road. Designs for the development are still being developed and as a result the access is identified as “indicative” subject to further analysis and design work involving the City, DFES and Man Roads Western Australia. Noted is that as options are identified the objectives of this policy will inform an appropriate response for access within both the DFES site and adjacent properties.

#### Proposed changes to the Verde Drive Vehicle Access plan

Changes to the Verde Drive Vehicle Access Plan are required to reflect the realignment of Verde Drive of which is a result of the Armadale Road and North Lake Road Bridge Interchange project which now sees the western end of Verde Drive connect with Armadale Road instead of

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## Item 9.1

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the North Lake Road Bridge. The map reflects the road alignment set out within the Cockburn Central East Structure Plan which was supported by Council at the 14 August 2017 Ordinary Council Meeting and is currently in the final stages of approval with the Western Australian Planning Commission (WAPC). The City anticipates the WAPC will be issuing an approval in the forthcoming weeks.

It is recognised that amalgamation and/or consolidation of lots fronting Verde Drive west of Solomon Road may occur in the future and in this regard it is highlighted that the current policy at 4(a) provides a variation clause to consider such unforeseen changes. The clause is also provided as a result of this section of Verde Drive is currently being designed by the City and as a result there may be some adjustments made when further design needs and constraints are identified.

#### Amendments to both plans

A further amendment is proposed to the policy that relates to both plans – that relating to the treatment of areas covered by easements in gross to be designed and treated to the satisfaction of the City – refer to the new clause 2(a). The intent of this new clause is to ensure consistency of construction, including materials, across all lots.

No change is proposed to the crossover and public access easement detail on either plan.

It is recommended the policy amendment is advertised for public comment and reported back to the next DAAPS meeting for final approval taking into consideration the feedback from landowners and key stakeholders.

#### **Strategic Plans/Policy Implications**

##### Moving Around

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

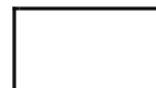
Improve connectivity of transport infrastructure.

#### **Budget/Financial Implications**

N/A

#### **Legal Implications**

N/A



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**Community Consultation**

The amendment will be advertised in accordance with Clause 5(1) of the *Planning and Development (Local Planning Schemes) Regulations 2015* for a period of 21 days.

**Risk Management Implications**

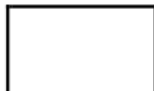
Not supporting the modification will result in unclear guidance for developers and landowners in the vicinity of North Lake Road and Verde Drive could lead to financial and legal implications for the City.

**Advice to Proponent(s)/Submissioners**

N/A

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

Nil



DAPPS 23/08/2018

Item 9.1 Attachment 1

POL	VEHICLE ACCESS	LPP 5.6
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POLICY CODE:	LPP 5.6
DIRECTORATE:	Planning & Development
BUSINESS UNIT:	Planning & Development
SERVICE UNIT:	Strategic & Statutory Planning
RESPONSIBLE OFFICER:	Manager, Strategic Planning
FILE NO.:	182/001
DATE FIRST ADOPTED:	10 March 2011
DATE LAST REVIEWED:	<a href="#">14 December 2017</a> <a href="#">23 November 2018</a>
ATTACHMENTS:	N/A
DELEGATED AUTHORITY REF.:	OLPD33
VERSION NO.	<a href="#">78</a>

Dates of Amendments / Reviews:		
DAPPS Meeting:	27 September 2012	2 June 2015
	31 January 2013	26 November 2015
	22 August 2013	23 November 2017
	26 February 2015	<a href="#">23 November 2018</a>
OCM:	11 October 2012	12 March 2015
	14 February 2013	11 June 2015
	12 September 2013	10 December 2015

**BACKGROUND:**

When land adjacent to major/arterial/distributor/important roads is developed for more intensive uses the resulting additional traffic generated by such uses, can cause conflict, especially where pre-existing traffic -volumes are high. This can create dangerous and unattractive road environments.

In these situations, a coordinated approach to vehicle access is required to ensure that development does not introduce any undesirable impacts on the safe and efficient movement for motorists, heavy vehicles operators, public transport users, pedestrians and cyclists.

**PURPOSE:**

The Policy provides a framework for the planning and development of safe and efficient movement of motorists, public transport users, pedestrians and cyclists, where such a coordinated approach to vehicle access is required.

The Policy will be used by the City of Cockburn to guide the assessment of applications for development, subdivision and Local Development Plans, where a Vehicle Access Plan has been prepared.

[1]

POL	VEHICLE ACCESS	LPP 5.6
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The overall objectives for the Policy are to:

1. Provide for safe and efficient movement of motorists, public transport users, pedestrians and cyclists;
2. Provide for safe and efficient movement of waste management and other service vehicles;
3. Minimise the potential for conflict between through and local traffic;
4. Provide visually attractive road environments; and
5. Provide for reasonable property access that is direct, convenient and safe.

**POLICY:**

(1) Vehicle Access Policy Plans:

1. Vehicle Access Policy Plans are to be prepared by the City of Cockburn in consultation with relevant stakeholders, which may include Main Roads WA, the Department of Planning and landowners of affected properties.
2. Vehicle Access Policy Plans are to be adopted by Council for inclusion as an Appendix to the Vehicle Access Policy.
3. The access arrangements in Vehicle Access Policy Plans shall be constructed to public road standards and should consider the following design features to ensure traffic safety and efficiency:
  - a) road reserve widths;
  - b) intersection location and spacing;
  - c) intersection type;
  - d) traffic control type (i.e traffic signals, roundabout, signage);
  - e) median location and breaks;
  - f) the number, location and design of vehicle access points to adjoining private properties;
  - g) the size and length of vehicles that will be using the access;
  - h) the volume of traffic that will be using the access;
  - i) road lighting;
  - j) mechanisms for organising and securing shared use of crossovers;
  - k) servicing of properties by waste management and other commercial vehicles; and
  - l) provision of cyclist and pedestrian facilities and integration with the adjacent path network. .
4. Vehicle Access Policy Plans are to consider pedestrian and cyclist movement patterns and key desire lines, particularly where residential development exists or is planned in proximity to the Vehicle Access Policy Plans area.

[2]



POL	VEHICLE ACCESS	LPP 5.6
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## (2) Vehicle Access Controls:

## 1. Crossovers

- a) Control over the location, design and number of crossovers will be exercised by the responsible authority to reflect the arrangements shown on a Vehicle Access Policy Plan.
- b) There will be a presumption against the creation of new vehicle crossovers across the primary frontage of the lot where alternative access is, or could be made available, to secondary roads and laneways, or via easements in gross arrangements to a nominated crossover as shown on the Vehicle Access Policy Plan.
- c) Where a vehicle crossover is permitted under a Vehicle Access Policy Plan, conditions may be imposed on the width and design of the crossover to ensure adequate visibility and to provide for the safe and convenient movement of vehicles entering and leaving the road.

## 2. Easement in Gross

- a) Where indicated on a Vehicle Access Policy Plan, the City of Cockburn will require as a condition of development or subdivision, easements in gross in the form of a public access easement on land titles. The easements in gross are granted for the City of Cockburn to maintain public access across the subject land to the side streets and crossover access points as delineated on the Vehicle Access Policy Plan. These easements in gross on land titles are to be provided at the cost of the developer or landowners of the subject land.  
[The treatment of the area covered by the easement in gross shall be designed and treated to the satisfaction of the City to ensure consistency across lots.](#)
- b) In determining development applications where a Vehicle Access Policy Plan requires the provision of a right-of-carriageway and where such access is not available through adjacent properties to a dedicated road, consideration may be given for retention of a temporary access crossover until such time as alternative access is available via the right-of-carriageway system.
- c) Provisions for the closure of the temporary crossover shall be provided by way of legal agreement.

[3]



POL	VEHICLE ACCESS	LPP 5.6
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3. Parking/Circulation

- a) All applications for development approval on land subject to a Vehicle Access Policy Plan will be required to provide for traffic to enter and leave the site in a forward direction and to comply with the City of Cockburn’s car parking and on-site vehicle circulation requirements, as detailed in the City’s Town Planning Scheme. This requirement is intended to ensure that there is no traffic congestion on-site which would interfere with the safety and free flow of traffic along the primary road.

4. Variation Clause

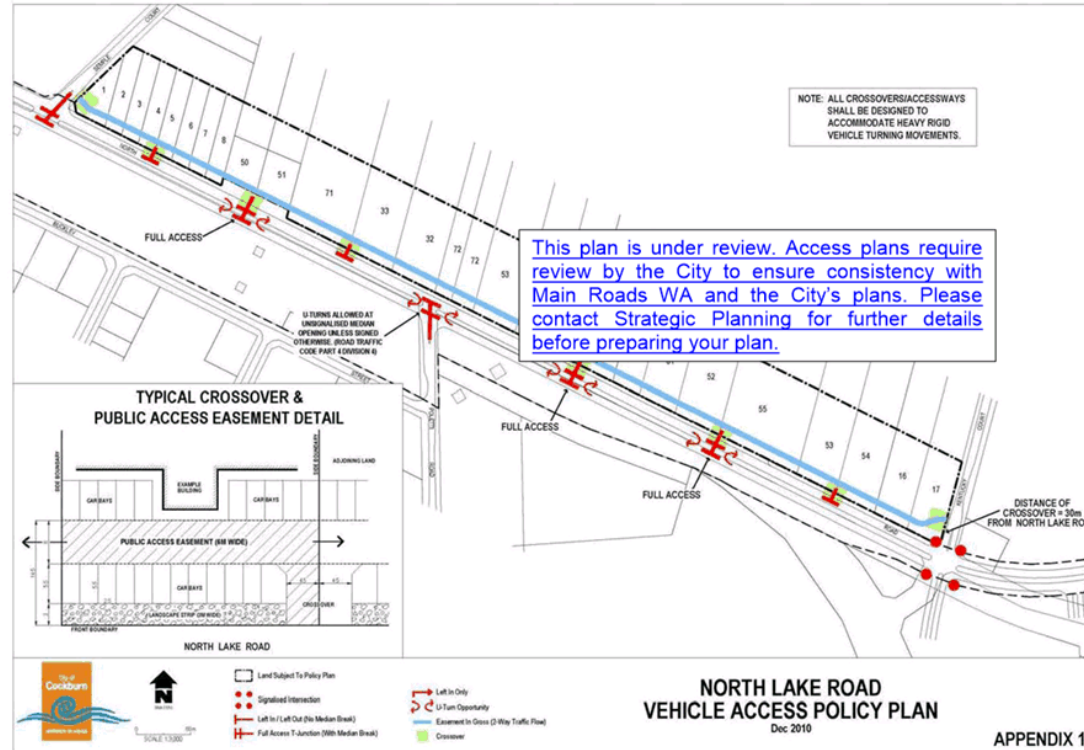
- a) The precise location of rights of carriageways or crossovers delineated on a Vehicle Access Policy Plan may be varied subject to the agreement of the City of Cockburn provided that the purpose and the intent of the Vehicle Access Policy Plan is maintained.  
[In particular for the road alignment located between Solomon Road and North Lake Road \(Appendix 2\) recognising the City is currently undertaking the design of this section of Verde Drive. The “indicative” notation of cross overs on the Verde Drive vehicle access policy recognises the emerging nature of road design works in this area and the need for applicants to discuss suitable access arrangements with the City.](#)
- b) A Traffic Management Plan may be required where a variation to a Vehicle Access Policy Plan is proposed.
- c) This policy document may be updated with agreement from the City of Cockburn.

[4]

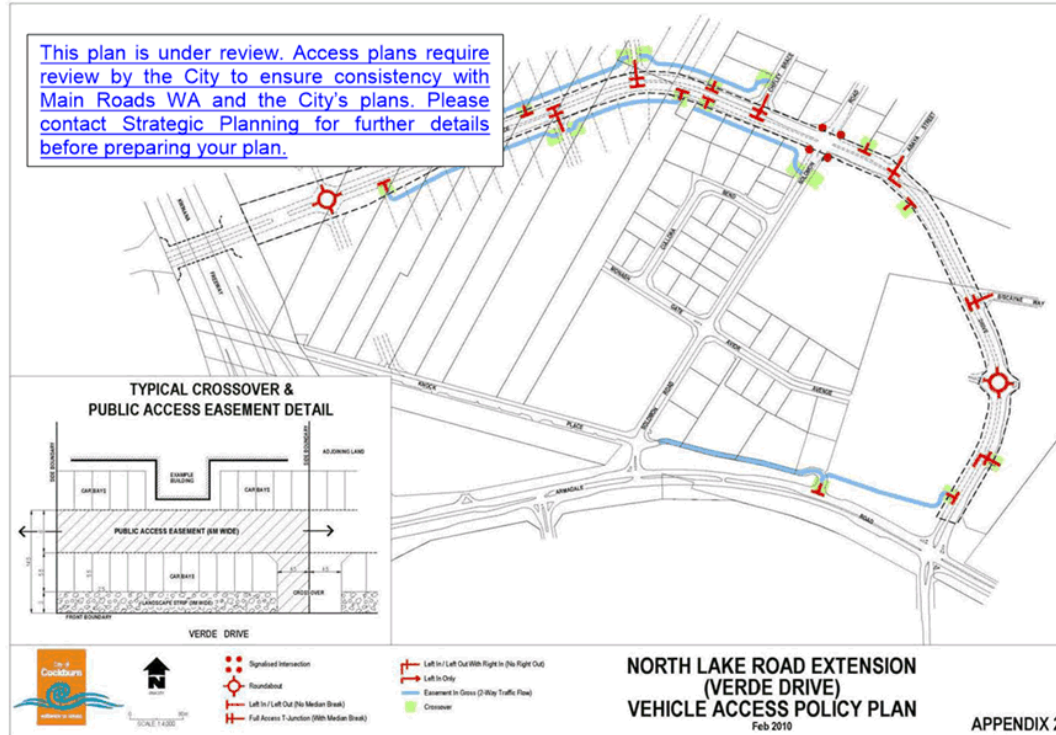


POL	VEHICLE ACCESS	LPP 5.6
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[RP1]



POL	VEHICLE ACCESS	LPP 5.6
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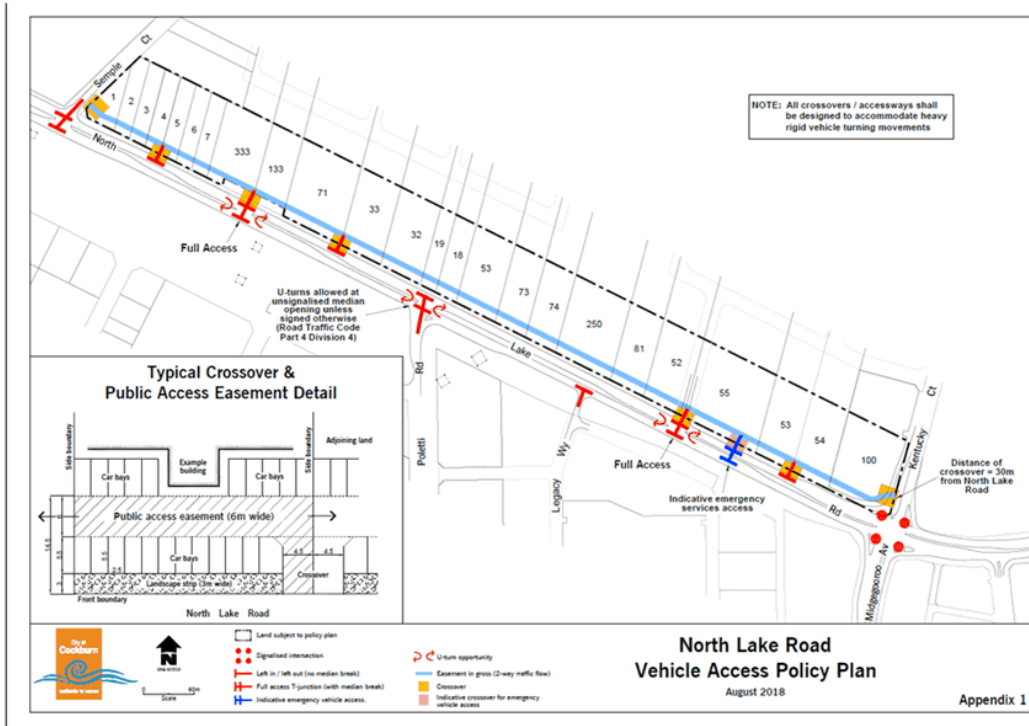


[RP2]

[6]

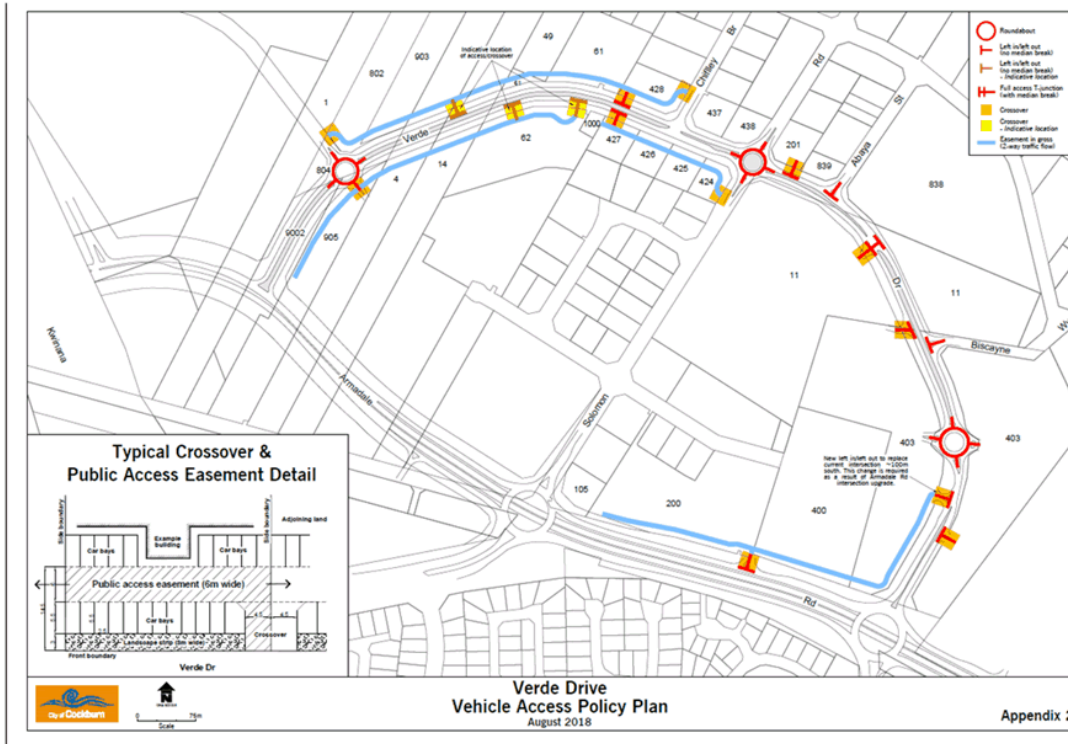


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POL	<b>VEHICLE ACCESS</b>	LPP 5.6
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[8]



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Item 9.1 Attachment 2

<b>Title</b>	<b>VEHICLE ACCESS</b>
<b>Policy Number</b> (Governance Purpose)	<b>LPP 5.6</b>



### Policy Type

Planning

### Policy Purpose

When land adjacent to major/arterial/distributor/important roads is developed for more intensive uses the resulting additional traffic generated by such uses, can cause conflict, especially where pre-existing traffic volumes are high. This can create dangerous and unattractive road environments.

In these situations, a coordinated approach to vehicle access is required to ensure that development does not introduce any undesirable impacts on the safe and efficient movement for motorists, heavy vehicles operators, public transport users, pedestrians and cyclists.

### Policy Statement

The Policy provides a framework for the planning and development of safe and efficient movement of motorists, public transport users, pedestrians and cyclists, where such a coordinated approach to vehicle access is required.

The Policy will be used by the City of Cockburn to guide the assessment of applications for development, subdivision and Local Development Plans, where a Vehicle Access Plan has been prepared.

The overall objectives for the Policy are to:

- Provide for safe and efficient movement of motorists, public transport users, pedestrians and cyclists;
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(1) Vehicle Access Policy Plans:

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2. Vehicle Access Policy Plans are to be adopted by Council for inclusion as an Appendix to the Vehicle Access Policy.

[1]

Item 9.1 Attachment 2

DAPPS 23/08/2018

<b>Title</b>	<b>VEHICLE ACCESS</b>
<b>Policy Number</b> (Governance Purpose)	<b>LPP 5.6</b>



3. The access arrangements in Vehicle Access Policy Plans shall be constructed to public road standards and should consider the following design features to ensure traffic safety and efficiency:
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  - b) intersection location and spacing;
  - c) intersection type;
  - d) traffic control type (i.e traffic signals, roundabout, signage);
  - e) median location and breaks;
  - f) the number, location and design of vehicle access points to adjoining private properties;
  - g) the size and length of vehicles that will be using the access;
  - h) the volume of traffic that will be using the access;
  - i) road lighting;
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[2]



<b>Title</b>	<b>VEHICLE ACCESS</b>
<b>Policy Number</b> (Governance Purpose)	<b>LPP 5.6</b>



delineated on the Vehicle Access Policy Plan. These easements in gross on land titles are to be provided at the cost of the developer or landowners of the subject land.

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### 4. Variation Clause

- a) The precise location of rights of carriageways or crossovers delineated on a Vehicle Access Policy Plan may be varied subject to the agreement of the City of Cockburn provided that the purpose and the intent of the Vehicle Access Policy Plan is maintained. In particular for the road alignment located between Solomon Road and North Lake Road (Appendix 2) recognising the City is currently undertaking the design of this section of Verde Drive. The "indicative" notation of cross overs on the Verde Drive vehicle access policy recognises the emerging nature of road design works in this area and the need for applicants to discuss suitable access arrangements with the City.
- b) A Traffic Management Plan may be required where a variation to a Vehicle Access Policy Plan is proposed.
- c) This policy document may be updated with agreement from the City of Cockburn.

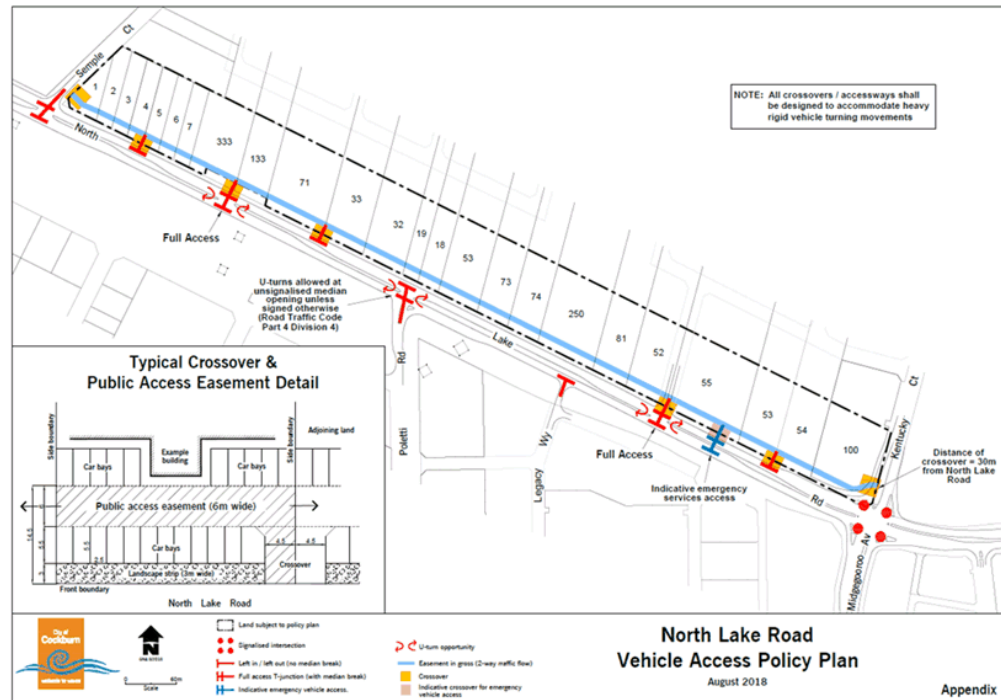
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Item 9.1 Attachment 2

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<b>Title</b>	<b>VEHICLE ACCESS</b>
<b>Policy Number</b> (Governance Purpose)	<b>LPP 5.6</b>



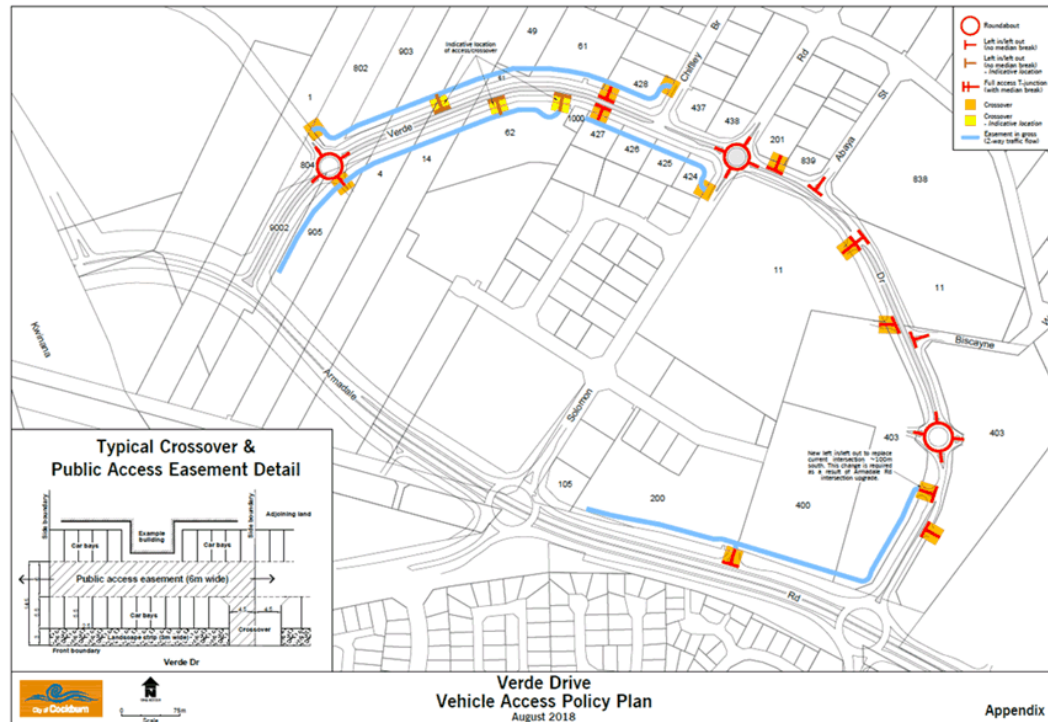
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Item 9.1 Attachment 2

<b>Title</b>	<b>VEHICLE ACCESS</b>
<b>Policy Number</b> (Governance Purpose)	<b>LPP 5.6</b>



[5]



Item 9.1 Attachment 2

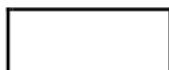
DAPPS 23/08/2018

<b>Title</b>	<b>VEHICLE ACCESS</b>
<b>Policy Number</b> (Governance Purpose)	<b>LPP 5.6</b>



Strategic Link:	Local Planning Strategy
Category	Planning
Lead Business Unit:	Strategic Planning
Public Consultation: (Yes or No)	Yes
Adoption Date: (Governance Purpose Only)	
Next Review Due: (Governance Purpose Only)	
ECM Doc Set ID: (Governance Purpose Only)	

[6]



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**10. FINANCE & CORPORATE SERVICES DIVISION ISSUES****10.1 (2018/MINUTE NO 0012) REVIEW OF THE BUDGET MANAGEMENT PROCESS - COMMUNITY CONSULTATION IN RELATION TO THE ADOPTION OF FUTURE MUNICIPAL BUDGETS****Author(s)** S Downing**Attachments** 1. Proposed Budget and Business Plan Policy [↓](#)  
2. Budget Management Policy SC34 [↓](#)  
3. Corporate Strategic Planning Process SC5 [↓](#)**RECOMMENDATION**

That the Committee adopt the proposed new policy 'Budget and Business Plan', as shown in the Attachment 1 to the Agenda, for the purpose of public consultation.

**COMMITTEE RECOMMENDATION**

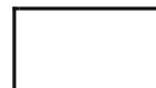
MOVED Cr C Reeve-Fowkes SECONDED Mayor L Howlett

That the recommendation be adopted.

**CARRIED 5/0****Background**

Deputy Mayor Lee-Anne Smith submitted the following motion for consideration at the next meeting of the DAPPS Committee:

1. During the months of April or May commencing next year 2019 and then annually, exhibit/advertise for public comment the City's Municipal Draft budget including any recommended changes to fees and charges for a period of no less than 28 days.
2. Commence advertising after the presentation of the Budget Concept Forum for Elected Members.
3. As part of a broader opportunity to consult and seek feedback from the community deliver up to three public workshops on the advertised draft budget and invite all Elected Members to attend.
4. Provide the community with an opportunity to make submissions as part of the consultation period during the months of April or May leading up to the adoption of the City's Annual Budget.
5. Commence the process next year ready to advertise the 2019/20 draft budget.



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Concurrently the City is currently undertaking the policy review project. The review encourages consolidating and combining documents where appropriate. It is recommended to combine the content of Policy SC34 - Budget Management and Policy SC54 - Corporate Strategic Planning Process to create a new Budget and Business Plan Policy. This will increase accountability in all aspects of the budget development, monitoring and performance, to meet the community expectations of transparency, responsible financial management and reporting.

### **Submission**

N/A

### **Report**

The Budget Management Policy SC34 provides the guidelines in how the municipal budget is prepared by the City's Administration in consultation with the Elected Members and the timeframe for the various budget forums and meetings.

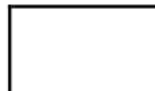
To further enhance the City's engagement with the community as the above motion proposes, the draft budget including the annual business plan will need to be completed by the end of April (of the relevant financial year). This will provide the City with the ability to:

- Place the draft capital expenditure budget, annual business plan and the rates – Reasons and Objects document on Comment on Cockburn
- Engage the leadership of the local community and business groups in a meeting to explain future capital works and rates plus fees and charges
- Provide briefings to Elected Members in May (of the relevant financial year) of community feedback from community and business groups leadership teams
- Advertise proposed differential rates as required by the Local Government Act

The issue of holding community workshops has been considered and considered not productive as an engagement tool. The electronic engagement is more productive especially when members of the community provide commentary. The budget is a complex document to present in a short meeting. A more detailed explanation of why the City undertakes various functions can be explained online either in detailed or succinct formats. The City would envisage community input would be sought via the community groups as follows:

### Community Input

- The City seeks to strengthen its relationship with its residents groups and invite them to submit formal budget requests each year, starting in November annually.



## Item 10.1

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- The residents groups are well-established and one conduit for local knowledge between the community and the City.
- These budget requests of 1-2 pages would cover proposed minor improvements in the community including specific park and playground upgrades, road improvements and the like.
- Projects would need to be listed in order of priority, and take into consideration the City's existing long-term strategies for expenditure.

The following timeframe would be established to facilitate community group input:

- October:  
Community and Business groups consider and compile their budget requests and priorities by end of November.
- November:  
Community and Business Group submit their budget requests for costing and consideration.
- December:  
Budget requests submitted to Manager, Finance for consultation with relevant Managers. Copies supplied to Elected Members.
- March/April:  
Elected Members briefed on budget including community group input.
- May:  
City advertise on Comment on Cockburn its draft capital works budget for the Annual Business Plan (providing the operational plans for the new financial year).
- June:  
Provide Elected Members feedback on community comments and adoption of the Municipal Budget.

Provide feedback to Community and Business Groups on their budget submissions.

The adoption of the above process will allow for the community to have a greater and earlier input into the budget process and will provide and afford Council officers the opportunity to explain the budget process, the contents of the proposed budget and the relationship the draft budget into adopted Council:

- Strategies;
- Asset Management Plans;
- Revitalisation Plans;
- Long Term Financial Plan; and
- Strategic Community Plan.

By completing the draft budget by 30 April in the financial year of budget adoption, there will be ample time for the community to be consulted and feedback sought through the community and business groups and Comment on Cockburn.



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**Strategic Plans/Policy Implications**City Growth

Maintain service levels across all programs and areas.

Community, Lifestyle & Security

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

Leading & Listening

Listen to and engage with our residents, business community and ratepayers with greater use of social media.

**Budget/Financial Implications**

N/A

**Legal Implications**

N/A

**Community Consultation**

N/A

**Risk Management Implications**

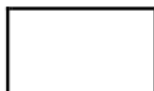
The changes in the proposed Budget and Business Plan Policy will increase the acceptability of the Annual Municipal Budget including proposed rate increase, capital expenditure program as well as the Annual Business Plan.

**Advice to Proponent(s)/Submitters**

N/A

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

Nil



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Item 10.1 Attachment 1

<b>Title</b>	<b>BUDGET AND BUSINESS PLAN</b>
<b>Policy Number</b> (Governance Purpose)	



### Policy Type

Council

### Policy Purpose

The City's mission is 'to make the City of Cockburn the most attractive place to live, work, visit and invest in, within the Perth Metropolitan area'. To achieve the mission high level long term and ongoing strategic initiatives have been established. The Strategic Community Plan provides the over-arching guidance for development of the City. It contains details of the City's Mission, Vision (of what the future would look like), the drivers of change, and the key factors that will help deliver these outcomes – referred to as the 'Strategic Objectives'.

The Strategic Community Plan is functionally delivered through the Council's Annual Budget and Business Planning process. The Annual Business Plan outlines actions that City's administration will undertake to achieve the Strategic Community Plan whereas the Budget provides the financial wherewithal to support this outcome. An Annual Business Plan is not a requirement of the Integrated Planning and Reporting Framework.

The Local Government (Administration) Regulations 1996, Regulations 19C and 19D, have the requirements for the Strategic Community Plan and Corporate Business Plan. They stem from the Local Government Act 1995 Section 5.56.

Section 6.2 (1) of the Local Government Act 1995 requires Council to prepare and adopt a budget for its municipal fund during the period 1 June to 31 August for the following financial year.

Section 6.2 (2) requires Council to have regard to the contents of the plan for the future of the district in the preparation of the annual budget and to prepare estimates for revenues and expenditure in order to determine the amount required to be raised from rates.

Section 6.34 puts a limit on budget surpluses or deficits at no more than 10% of the rates amount required to achieve a balanced budget. Ministerial approval is required to vary this limit.

Part 3 of the Local Government (Financial Management) Regulations 1996 prescribes the form and content for the annual budget and the requirement to review the performance of the budget between 1 January and 31 March each year.

This policy has been formulated to articulate Council's requirements and processes for managing the annual budget in a manner that is both compliant with legislative requirements and pertinent to Council's operating needs.

[1]



<b>Title</b>	<b>BUDGET AND BUSINESS PLAN</b>
<b>Policy Number</b> (Governance Purpose)	



**Policy Statement**

The City of Cockburn is committed to a process of Strategic Community Planning, that focuses on organisational priorities and provides the platform for a uniform approach when considering major decisions which will affect the City into the future in accordance with the Integrated Planning and Reporting Framework and Guidelines .

This policy establishes a framework for the formulation, administration and management of Council's budget that meets both statutory and Council's requirements. It serves to provide strategic guidance to staff and sets out various guiding principles to be followed when developing the annual budget.

(1) Budget Formulation Principles

The following principles shall guide the preparation of the initial draft budget:

1. The Strategic Plan, Community Survey and Customer Satisfaction Survey should provide strategic guidance to management in determining budget priorities.
2. The projects and financial indicators listed within Council's Long Term Financial Plan (10 year Plan), will form the basis and provide the general parameters for the annual budget. Budget submissions should be congruent with the objectives listed within Council's Strategic Plan.
3. Rating revenue is to be set at a level that will produce a balanced or small surplus budget. For this purpose, surplus/deficit calculations will be made in accordance with Local Government Operational Guidelines - Number 08 June 2005 "Opening and Closing Funds used in the Annual Budget (Includes Reference to Surplus and Deficit Budgets)"
4. Provisional allocation for Donations and Grants is to be up to a maximum of 2.0% of Rates Revenue (excluding the equivalent waste management and community surveillance service charges and interim rates). Council committee to make recommendations regarding individual donations and grants.
5. Provisional allocation for Community Events is to be up to a maximum of 1.0% of Rates Revenue (excluding the equivalent waste management and community surveillance service charges and interim rates). Council to approve a calendar of events.
6. Provisional allocation for project contingency fund is to be up to a maximum of 1% of rates revenue (excluding the equivalent waste management and community surveillance service charges and interim rates). These funds are set aside for the purpose of funding high priority projects identified during the year.

[2]



DAPPS 23/08/2018

Item 10.1 Attachment 1

<b>Title</b>	<b>BUDGET AND BUSINESS PLAN</b>
<b>Policy Number</b> (Governance Purpose)	



7. All budget submissions made are to include detailed cash flow requirements.
8. Sustainability issues need to be considered when assessing all new initiatives, as well as value for money.
9. Standards established in other City policies, (such as verge maintenance), are to be adhered to. Where this causes a significant increase in costs, alternatives may be recommended.
10. The end of year current surplus/deficit position and value of carried forward works and projects will need to be estimated during the formulation of the annual budget. These estimates will be adjusted within the budget to reflect actual positions once end of year accounts have been finalised.
11. The residential improved rate in the dollar/minimum payment with rates modelling to be presented to the Elected Members at a Third Elected Member Budget Forum.

(2) Budget Considerations for Reserve Funds

The requirement for a Reserve Fund and target value of the Fund will be reviewed at each Budget setting meeting. Surplus funds identified at the end of the financial year are to be transferred to Reserve Funds or other financial contingencies so that the target figures for each Reserve can be achieved over the next ten years in line with the 10 year plan.

Budget surpluses identified at the end of each financial year are to be transferred to Reserves or other financial contingencies in a manner that is consistent with the objective of attaining the target values set.

The replacement program for major plant and vehicles will be funded from the Plant & Vehicle Reserve. Annual replenishing of this reserve will be based on the depreciation charge for applicable assets.

(3) Form and Content of Budget and Working Papers

Before presentation to Council, the budget will be developed and considered at a series of executive briefings and concept forums involving the elected members

The form of the draft budget to be presented to and considered at the various executive briefings and concept forums includes the following elements:

1. A Rating Objects and Reasons paper. (as per Delegated Authority LGAFCS1 – Advertising Property Differential Rates).
2. A summary of all Reserve Funds and their anticipated movements for the next three years based on known capital works/replacement programs and any other relevant information.
3. Details of proposed new initiatives, both capital and operating.
4. Details of proposed Capital Works program for Infrastructure.
5. Details of proposed new Staff positions

[3]

<b>Title</b>	<b>BUDGET AND BUSINESS PLAN</b>
<b>Policy Number</b> (Governance Purpose)	



6. Details of proposed new Information Technology
7. Listing of budget submission items received but not included in the draft budget.
8. A fees and charges register
9. A Business Plan for the financial year for each Service Unit.

The formal budget presented to Council for adoption will be in a format that complies with the Part 3 of the Local Government (Financial Management) Regulations 1996 and is to include any other information deemed relevant (e.g. summaries of the new initiatives and capital programs).

Council's significant accounting policies are to be updated and included within the formal budget to provide direction for the year ahead and explain the basis of preparation for the statutory financial statements

(4) Adjustment for Estimated Surplus/Deficit and Carried Forwards

Once the end of financial year accounts have been finalised, a review will be presented to Council, adjusting the estimated value of carried forward works and projects to their true amounts. The opening budget surplus/deficit will also be adjusted to reflect the final position. Any additional funds available will be transferred to Reserves.

(5) Mid-Year Budget Review

Council will conduct a mid-year budget review for the principal purpose of addressing budget variations that may arise or come to the attention of management during the first half of the year, in line with financial regulations.

The review is not for the purpose of including new initiatives or capital works. New initiatives will only be submitted to Council where they are deemed essential and have an identified source of funding. In this regard, the Project Contingency Fund is available as a source of funding for essential items.

Council is bound by legislation to conduct a review of the budget between January and March each year.

(6) Community Engagement of Draft Budget

At the completion of the Draft Municipal Budget, by the end of April (in the relevant financial year), the draft Capital Expenditure Budget and Draft Annual Business Plan (including proposed increases in differential rates plus Fees and Charges will be:

- Placed on Comment on Cockburn providing 28 days to provide feedback
- Presented to Community Group and Business Group (Chambers of Commerce) leaders
- Provide briefings to Elected Members in June (of the relevant financial year) of community feedback from Community and Business Groups' leadership teams
- Advertise proposed differential rates as required by the Local Government Act seeking additional (and formal) feedback (as per Delegated Authority LGAFCS1 Advertising of Proposed Differential Rates)

[4]



<b>Title</b>	<b>BUDGET AND BUSINESS PLAN</b>
<b>Policy Number</b> (Governance Purpose)	



(7) Budget Management Timetable

The following timetable includes all the major activities comprising Council's budgeting regime including the adoption of the Budget by a Special Meeting of Council in June of each financial year. It is indicative and may be subject to minor variations.

<ul style="list-style-type: none"> <li>October</li> </ul>	<ul style="list-style-type: none"> <li>Community and Business Groups invited to consider budget requests and priorities for the following financial years' budget.</li> </ul>
<ul style="list-style-type: none"> <li>November</li> </ul>	<ul style="list-style-type: none"> <li>Community and Business Groups submissions to be submitted by the end of November.</li> </ul>
<ul style="list-style-type: none"> <li>December</li> </ul>	<ul style="list-style-type: none"> <li>Long Term Financial Plan reviewed and adopted (Biennially).</li> <li>Draft Business Plan Review document showing Budget and Actual year-to-date figures distributed to the Executive.</li> <li>Mid-year budget review procedures and submission templates issued to Managers.</li> <li>Community and Business Group submissions to be assessed by relevant Business Unit Managers in line with LTFP, Adopted Strategies and AMP.</li> </ul>
<ul style="list-style-type: none"> <li>January</li> </ul>	<ul style="list-style-type: none"> <li>Mid-year budget review submissions due back from Managers.</li> <li>Executive to consider the proposed budget review.</li> <li>Business Plan review updated with year-to-date financial data.</li> <li>Completion of budget and Business Plan reviews for adoption.</li> <li>Budget guidelines, procedures and submission templates issued to Managers for next year's budget.</li> <li>Council to adopt the Budget Review and Business Plan Review.</li> <li>Budget Review amendments included in the monthly reports for February</li> </ul>
<ul style="list-style-type: none"> <li>February</li> </ul>	<ul style="list-style-type: none"> <li>New initiatives/capital works submissions due back to Management Accounting.</li> <li>Proposed new initiatives/capital works considered by the executive.</li> <li>Advertising of differential rates.</li> <li>Review of fees and charges register by management.</li> <li>Completed operational budgets returned to Finance</li> </ul>

[5]

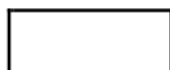


<b>Title</b>	<b>BUDGET AND BUSINESS PLAN</b>
<b>Policy Number</b> (Governance Purpose)	



<ul style="list-style-type: none"> <li>• March</li> </ul>	<ul style="list-style-type: none"> <li>• Review &amp; Update of Activity Based Costing Model.</li> <li>• Annual Business Plan prepared by management.</li> <li>• The executive considers initial draft of Budget and Business Plan.</li> <li>• First Budget Concept Forum for Elected Members covering capital expenditure projects.</li> <li>• Fees &amp; Charges Register updated.</li> </ul>
<ul style="list-style-type: none"> <li>• April</li> </ul>	<ul style="list-style-type: none"> <li>• Second Budget Concept Forum for Elected Members covering operational budgets.</li> <li>• Third Budget Concept Forum for Elected Members covering Rates Modelling</li> <li>• Differential Rating report to Council</li> <li>• Carried forward projects estimated by management.</li> <li>• Review of completed budget by the Executive.</li> <li>• Finalisation of Statutory Budget and Business Plan.</li> </ul>
<ul style="list-style-type: none"> <li>• May</li> </ul>	<ul style="list-style-type: none"> <li>• At beginning of May, place on Comment on Cockburn providing 28 days to provide feedback</li> <li>• Presented to Community Group and Business Group (Chambers of Commerce) leaders</li> <li>• Advertise proposed differential rates as required by the Local Government Act seeking additional (and formal) feedback</li> </ul>
<ul style="list-style-type: none"> <li>• June</li> </ul>	<ul style="list-style-type: none"> <li>• Provide a briefing to Elected Members on feedback from community engagement</li> <li>• Provide feedback to Community and Business Groups on budget submissions</li> <li>• Adoption of Budget and Business Plan at Special Council Meeting.</li> </ul>
<ul style="list-style-type: none"> <li>• October</li> </ul>	<ul style="list-style-type: none"> <li>• Budget amended to reflect final position with regard to estimated carried forward projects and end of financial year current surplus/deficit.</li> </ul>

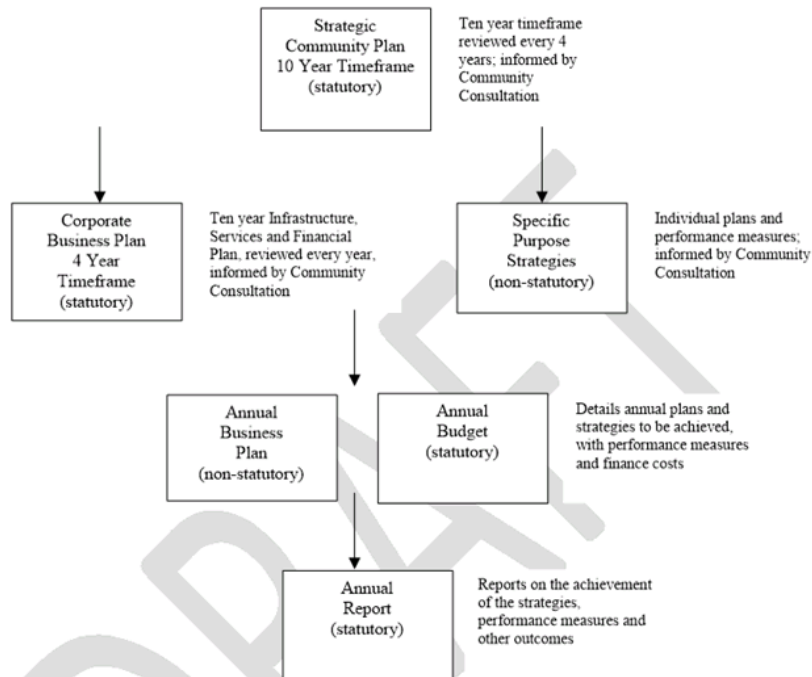
[6]



<b>Title</b>	<b>BUDGET AND BUSINESS PLAN</b>
<b>Policy Number</b> (Governance Purpose)	



**Corporate Strategic Planning Process**



Strategic Link:	Long Term Financial Plan, Strategic Community Plan
Category	Budgeting
Lead Business Unit:	Finance; Strategy
Public Consultation: (Yes or No)	Yes (budget only)
Adoption Date: (Governance Purpose Only)	
Next Review Due: (Governance Purpose Only)	
ECM Doc Set ID: (Governance Purpose Only)	

[7]



POL	BUDGET MANAGEMENT	SC34
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<b>POLICY CODE:</b>	SC34
<b>DIRECTORATE:</b>	Finance & Corporate Services
<b>BUSINESS UNIT:</b>	Financial Services
<b>SERVICE UNIT:</b>	Accounting & Financial Control Services
<b>RESPONSIBLE OFFICER:</b>	Director, Finance & Corporate Services
<b>FILE NO.:</b>	182/001
<b>DATE FIRST ADOPTED:</b>	11 August 2005
<b>DATE LAST REVIEWED:</b>	14 September 2017
<b>ATTACHMENTS:</b>	N/A
<b>DELEGATED AUTHORITY REF.:</b>	N/A
<b>VERSION NO.</b>	5

Dates of Amendments / Reviews:		
DAPPS Meeting:	19 March 2009	26 November 2015
	22 March 2012	24 August 2017
	28 November 2013	
OCM:	9 April 2009	12 December 2013
	12 April 2012	10 December 2015

**BACKGROUND:**

Section 6.2 (1) of the Local Government Act 1995 requires Council to prepare and adopt a budget for its municipal fund during the period 1 June to 31 August for the following financial year.

Section 6.2 (2) requires Council to have regard to the contents of the plan for the future of the district in the preparation of the annual budget and to prepare estimates for revenues and expenditure in order to determine the amount required to be raised from rates.

Section 6.34 puts a limit on budget surpluses or deficits at no more than 10% of the rates amount required to achieve a balanced budget. Ministerial approval is required to vary this limit.

Part 3 of the Local Government (Financial Management) Regulations 1996 prescribes the form and content for the annual budget and the requirement to review the performance of the budget between 1 January and 31 March each year.

This policy has been formulated to articulate Council's requirements and processes for managing the annual budget in a manner that is both compliant with legislative requirements and pertinent to Council's operating needs.

[1]



DAPPS 23/08/2018

Item 10.1 Attachment 2

POL	BUDGET MANAGEMENT	SC34
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**PURPOSE:**

This policy establishes a framework for the formulation, administration and management of Council's budget that meets both statutory and Council's requirements. It serves to provide strategic guidance to staff and sets out various guiding principles to be followed when developing the annual budget.

**POLICY:**

## (1) Budget Formulation Principles

The following principles shall guide the preparation of the initial draft budget:

1. The Strategic Plan, Community Survey and Customer Satisfaction Survey should provide strategic guidance to management in determining budget priorities.
2. The projects and financial indicators listed within Council's Long Term Financial Plan (10 year Plan), will form the basis and provide the general parameters for the annual budget. Budget submissions should be congruent with the objectives listed within Council's Strategic Plan.
3. Rating revenue is to be set at a level that will produce a balanced or small surplus budget. For this purpose, surplus/deficit calculations will be made in accordance with Local Government Operational Guidelines - Number 08 June 2005 "Opening and Closing Funds used in the Annual Budget (Includes Reference to Surplus and Deficit Budgets)"
4. Provisional allocation for Donations and Grants is to be up to a maximum of 2.0% of Rates Revenue (excluding the equivalent waste management and community surveillance service charges and interim rates). Council committee to make recommendations regarding individual donations and grants.
5. Provisional allocation for Community Events is to be up to a maximum of 1.0% of Rates Revenue (excluding the equivalent waste management and community surveillance service charges and interim rates). Council to approve a calendar of events.
6. Provisional allocation for project contingency fund is to be up to a maximum of 1% of rates revenue (excluding the equivalent waste management and community surveillance service charges and interim rates). These funds are set aside for the purpose of funding high priority projects identified during the year.
7. All budget submissions made are to include detailed cash flow requirements.

[2]



POL	BUDGET MANAGEMENT	SC34
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8. Sustainability issues need to be considered when assessing all new initiatives, as well as value for money.
9. Standards established in other City policies, (such as verge maintenance), are to be adhered to. Where this causes a significant increase in costs, alternatives may be recommended.
10. The end of year current surplus/deficit position and value of carried forward works and projects will need to be estimated during the formulation of the annual budget. These estimates will be adjusted within the budget to reflect actual positions once end of year accounts have been finalised.
11. City to continue the incorporation of the waste management and community surveillance service charges with the residential improved rate in the dollar/minimum payment with rates modelling to be presented to the Elected Members accompanied by independent verification at a Third Elected Member Budget Forum.

(2) Budget Considerations for Reserve Funds

The requirement for a Reserve Fund and target value of the Fund will be reviewed at each Budget setting meeting. Surplus funds identified at the end of the financial year are to be transferred to Reserve Funds or other financial contingencies so that the target figures for each Reserve can be achieved over the next ten years in line with the 10 year plan.

Budget surpluses identified at the end of each financial year are to be transferred to Reserves or other financial contingencies in a manner that is consistent with the objective of attaining the target values set.

The replacement program for major plant and vehicles will be funded from the Plant & Vehicle Reserve. Annual replenishing of this reserve will be based on the depreciation charge for applicable assets.

(3) Form and Content of Budget and Working Papers

Before presentation to Council, the budget will be developed and considered at a series of executive briefings and concept forums involving the elected members

The form of the draft budget to be presented to and considered at the various executive briefings and concept forums includes the following elements:

1. A Rating Objects and Reasons paper.

[3]



POL	BUDGET MANAGEMENT	SC34
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2. A summary of all Reserve Funds and their anticipated movements for the next three years based on known capital works/replacement programs and any other relevant information.
3. Details of proposed new initiatives, both capital and operating.
4. Details of proposed Capital Works program for Infrastructure.
5. Details of proposed new Staff positions
6. Details of proposed new Information Technology
7. Listing of budget submission items received but not included in the draft budget.
8. A fees and charges register
9. A Business Plan for the financial year for each Service Unit.

The formal budget presented to Council for adoption will be in a format that complies with the Part 3 of the Local Government (Financial Management) Regulations 1996 and is to include any other information deemed relevant (e.g. summaries of the new initiatives and capital programs).

Council's significant accounting policies are to be updated and included within the formal budget to provide direction for the year ahead and explain the basis of preparation for the statutory financial statements

(4) Adjustment for Estimated Surplus/Deficit and Carried Forwards

Once the end of financial year accounts have been finalised, a review will be presented to Council, adjusting the estimated value of carried forward works and projects to their true amounts. The opening budget surplus/deficit will also be adjusted to reflect the final position. Any additional funds available will be transferred to Reserves.

(5) Mid-Year Budget Review

Council will conduct a mid-year budget review for the principal purpose of addressing budget variations that may arise or come to the attention of management during the first half of the year, in line with financial regulations.

The review is not for the purpose of including new initiatives or capital works. New initiatives will only be submitted to Council where they are deemed essential and have an identified source of funding. In this regard, the Project Contingency Fund is available as a source of funding for essential items.

Council is bound by legislation to conduct a review of the budget between January and March each year.

(6) Budget Management Timetable

The following timetable includes all the major activities comprising Council's budgeting regime including the adoption of the Budget by a Special Meeting of Council in June of each financial year. It is indicative and may be subject to minor variations.

[4]

POL	<b>BUDGET MANAGEMENT</b>	SC34
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<ul style="list-style-type: none"> <li>• <b>December</b></li> </ul>	<ul style="list-style-type: none"> <li>• Long Term Financial Plan reviewed and adopted (Biennially)</li> <li>• Draft Business Plan Review document showing Budget and Actual year-to-date figures distributed to the Executive.</li> <li>• Mid-year budget review procedures and submission templates issued to Managers.</li> </ul>
<ul style="list-style-type: none"> <li>• <b>January</b></li> </ul>	<ul style="list-style-type: none"> <li>• Mid-year budget review submissions due back from Managers.</li> <li>• Executive to consider the proposed budget review.</li> <li>• Business Plan review updated with year-to-date financial data.</li> <li>• Completion of budget and Business Plan reviews for adoption.</li> </ul>
<ul style="list-style-type: none"> <li>• <b>February</b></li> </ul>	<ul style="list-style-type: none"> <li>• Budget guidelines, procedures and submission templates issued to Managers for next year's budget.</li> <li>• Council to adopt the Budget Review and Business Plan Review.</li> <li>• Budget Review amendments included in the monthly reports for February</li> </ul>
<ul style="list-style-type: none"> <li>• <b>March</b></li> </ul>	<ul style="list-style-type: none"> <li>• New initiatives/capital works submissions due back to Management Accounting.</li> <li>• Proposed new initiatives/capital works considered by the executive.</li> <li>• Advertising of differential rates.</li> <li>• Review of fees and charges register by management.</li> <li>• Completed operational budgets returned to Finance</li> </ul>
<ul style="list-style-type: none"> <li>• <b>April</b></li> </ul>	<ul style="list-style-type: none"> <li>• Review &amp; Update of Activity Based Costing Model.</li> <li>• Annual Business Plan prepared by management.</li> <li>• The executive considers initial draft of Budget and Business Plan.</li> <li>• First Budget Concept Forum for Elected Members covering capital expenditure projects.</li> <li>• Fees &amp; Charges Register updated.</li> </ul>

[5]



DAPPS 23/08/2018

Item 10.1 Attachment 2

POL	BUDGET MANAGEMENT	SC34
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<ul style="list-style-type: none"> <li>• <b>May</b></li> </ul>	<ul style="list-style-type: none"> <li>• Second Budget Concept Forum for Elected Members covering operational budgets.</li> <li>• Third Budget Concept Forum for Elected Members covering Rates Modelling</li> <li>• Differential Rating report to Council</li> <li>• Carried forward projects estimated by management.</li> <li>• Review of completed budget by the Executive.</li> <li>• Finalisation of Statutory Budget and Business Plan.</li> </ul>
<ul style="list-style-type: none"> <li>• <b>June</b></li> </ul>	<ul style="list-style-type: none"> <li>• Adoption of Budget and Business Plan at Special Council Meeting.</li> </ul>
<ul style="list-style-type: none"> <li>• <b>October</b></li> </ul>	<ul style="list-style-type: none"> <li>• Budget amended to reflect final position with regard to estimated carried forward projects and end of financial year current surplus/deficit.</li> </ul>

TO BE DELETED

[6]

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POL	CORPORATE STRATEGIC PLANNING PROCESS	SC5
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<b>POLICY CODE:</b>	SC5
<b>DIRECTORATE:</b>	Executive Services
<b>BUSINESS UNIT:</b>	Strategy & Civic Support
<b>SERVICE UNIT:</b>	Strategy & Civic Support Management
<b>RESPONSIBLE OFFICER:</b>	Executive Manager Strategy & Civic Support
<b>FILE NO.:</b>	182/001
<b>DATE FIRST ADOPTED:</b>	18 July 2000
<b>DATE LAST REVIEWED:</b>	14 September 2017
<b>ATTACHMENTS:</b>	N/A
<b>DELEGATED AUTHORITY REF.:</b>	N/A
<b>VERSION NO.</b>	5

<b>Dates of Amendments / Reviews:</b>		
DAPPS Meeting:	22 March 2012	25 February 2016
	28 November 2013	24 August 2017
OCM:	12 October 2006	12 December 2013
	12 April 2012	10 March 2016

**BACKGROUND:**

The City's mission is 'to make the City of Cockburn the most attractive place to live, work, visit and invest in, within the Perth Metropolitan area'. To achieve the mission high level long term and ongoing strategic initiatives have been established.

In addition, recent legislative amendments now require all local governments to prepare 10 year Strategic Community Plans, supplemented by 4 year Corporate Business Plans.

This Policy has been prepared to assist Elected Members and staff to maintain a focus on organisational priorities and provide the platform for a uniform approach to be adopted when considering major decisions which will affect the City into the future.

**PURPOSE:**

A Corporate Strategic Planning Policy will ensure the adoption of:

1. A Strategic Community Plan for the organisation which will contain:-
  - A mission statement for the entire organisation - Strategic Initiatives
  - A description of how success of the plan will be measured.

This provides the focus by which decisions affecting the future development of the City of Cockburn can be considered.

[1]



POL	CORPORATE STRATEGIC PLANNING PROCESS	SC5
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2. A Corporate Business Plan for the organisation which will identify the key activities that will be undertaken in response to the strategic initiatives stated in the Strategic Community Plan. It will also reference the following matters relating to resources:
- Asset Management Plans
  - Workforce Plan
  - Long Term Financial Plan

**POLICY:**

(1) Strategic Planning Principles and Framework

The City of Cockburn is committed to a process of Strategic Planning which conforms with the following criteria:-

1. A ten year forward plan which it seeks to meet the needs of the growing population of the district, while still considering the longer-term forecast population and district growth requirements.
  2. Is reflective of broad community priorities as identified through regular Community Perceptions and Customer Satisfaction surveys, (see Policy SC2 'Strategic Consultation with Community Stakeholders' for details).
  3. Is able to be accommodated within Council's adopted Corporate Business Plan and subsequently within Council Budgets aligned with the Plan.
  4. May include community consultation in the form of public forums, public meetings, public workshops and other forms of community consultation.
- (2) The Strategic Community Plan provides the over-arching guidance for development of the City. It contains details of the City's Mission, Vision (of what the future would look like), the drivers of change, and the key factors that will help deliver these outcomes – referred to as the 'Strategic Initiatives'.
- (3) The Strategic Community Plan is intended to be a 'high level' document; it is not a vehicle for detailing all of the strategic actions the City will undertake. Supporting the Plan are subsidiary strategies, such as the Corporate Business Plan and other specific issue strategies. These contain more detailed information, targets and performance indicators. The Corporate Business Plan refers to detailed infrastructure development plans, asset management plans, a Long Term Financial Plan, Workforce Plan and key strategies and plans.

[2]

POL	CORPORATE STRATEGIC PLANNING PROCESS	SC5
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## (4) Delivery of the Strategy

The Strategic Community Plan is functionally delivered through the Council's Annual Budget and Business Planning process. The Annual Business Plan outlines actions that City's administration will undertake to achieve the Strategic Community Plan whereas the Budget provides the financial wherewithal to support this outcome (see Policy SC34 'Budget Management' for details).

## (5) Council reinforces its ongoing commitment to the Strategic Community Plan by:-

1. Including a statement in each report considered by Council on the relevance of the item to the plan.
2. Ensuring there is a direct and tangible link between the Strategic Community Plan, the Corporate Business Plan, specific purpose strategies and the Budget adopted annually by Council.
3. Displaying the basic elements of the plan in all appropriate Council Facilities and Publications.
4. Providing a reference to the plan in Council's Annual Report and commenting on Council's performance against measures provided for in the Strategic Community Plan.
5. Providing a progress report on the Strategic Community Plan each six months and publishing this to the community.
6. Assessing the Strategic Community Plan, on a biennial basis in order to monitor its effectiveness and currency.
7. Reviewing the Corporate Business Plan in accordance with the Local Government (Administration) Regulations 19DA(4), every year.
8. Formally reviewing and updating the Strategic Community Plan every four years, in accordance with the Local Government (Administration) Regulations 19DA(2).

## (6) All Elected Members will demonstrate their commitment to the Strategic Community Plan by observing the principles of the Plan in their decision making processes of Council.

## (7) All staff will demonstrate their commitment to the Strategic Community Plan by ensuring all Action Plans and service commitments which relate to their Service Unit are aligned with the Plan's Strategic Initiatives and all Reports presented to Council similarly make reference to a Strategic Initiative.

[3]



POL	CORPORATE STRATEGIC PLANNING PROCESS	SC5
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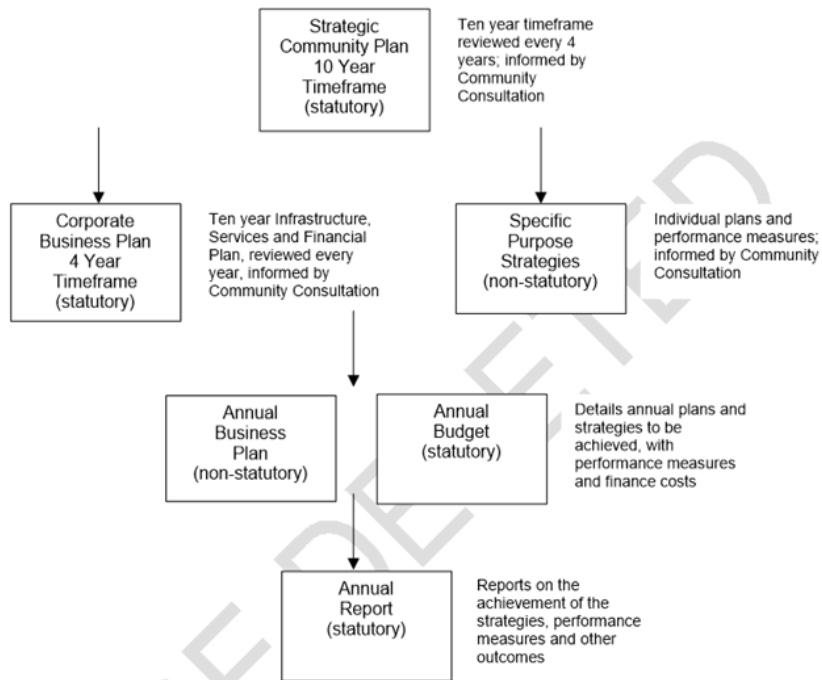
- (8) The development of subsidiary strategies will follow a similar path as for the Strategic Community Plan. They will also be subject to consultation with the community and are to be formally adopted by Council. These plans are to conform to the following principles:
1. Including a statement referencing the need for the strategy and its relationship to specific Strategic Initiative(s) from the Strategic Community Plan.
  2. Outline clear objectives to be achieved and the relevant timescale anticipated.
  3. Include performance measures that can be reported to the Council and community.
  4. Use a five to ten-year timeframe that includes consideration of longer term objectives.
  5. Be reviewed with progress reported to Council every five years.
- (9) Hierarchy and Review
- The Strategic Community Plan is intended to be a 'living' document that establishes direction, but is itself gradually refreshed by variations adopted through the Corporate Business Plan and other subsidiary strategies. The formation of the Annual Business Plan and Budget will also identify issues that may need to be considered in subsequent reviews of the Plan. The formal four year review process allows all of these changes to be incorporated into the subsequent iteration of the Plan.
- (10) The Annual Report is used to record the City's success in achieving the objectives of the Strategic Community Plan. This ensures there is an historical record of these outcomes and will assist future generations to improve the planning process. Diagrammatically the relationship between the above components is shown below.

[4]



POL	<b>CORPORATE STRATEGIC PLANNING PROCESS</b>	SC5
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**Corporate Strategic Planning Process**



[5]



DAPPS 23/08/2018

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**11. ENGINEERING & WORKS DIVISION ISSUES**

Nil

**12. COMMUNITY SERVICES DIVISION ISSUES**

**12.1 (2018/MINUTE NO 0013) RECORDING OF COUNCIL MEETINGS**

- Author(s)** S Seymour-Eyles
- Attachments**
1. Proposed Draft Policy 'Live Streaming at Council Meetings' [↓](#)
  2. Policy SES2 "Access to Tape Recordings of Council Meetings" [↓](#)

<p><b>RECOMMENDATION</b></p> <p>That the Committee:</p> <ol style="list-style-type: none"> <li>(1) adopts Proposed Draft Policy “Live Streaming at Council Meetings”, as shown in the Attachment 1of the report; and</li> <li>(2) upon the commencement of the live streaming function, delete Policy SES2 “Access to Tape Recordings of Council Meetings” as shown in Attachment 2 of the report.</li> </ol>
<p><b>COMMITTEE RECOMMENDATION</b></p> <p>MOVED Cr C Reeve-Fowkes SECONDED Mayor L Howlett</p> <p>That the recommendation be adopted.</p> <p style="text-align: right;"><b><u>CARRIED 5/0</u></b></p>

**Background**

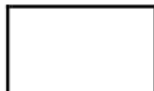
Council at its Ordinary Council meeting May 2018 resolved the following:

*That Council*

- (1) *live stream its Council Meetings on the City’s website;*
- (2) *include a ‘Recording and Web Streaming’ policy in the City’s current policy review; and*
- (3) *review this position in the future should there be sufficient evidence of detriment to the city.*

**Submission**

Council approved (May 2018 OCM) the live streaming of Council meetings through the website to make the meetings more accessible.



## Item 12.1

DAPPS 23/08/2018

Live streaming means that residents are able to watch the Council meeting from home if they are unable to leave home because of personal circumstances, such as;

- have a disability that makes it difficult to attend,
- are otherwise unwell / injured or,
- they are only interested in one item and do not wish to sit through the whole council meeting.

A further benefit is increased transparency of Council's processes. The recording of the meeting will also serve as a record of the minutes.

It details that Ordinary and Special Council Meetings will be electronically recorded (except when the Council has resolved to proceed behind closed doors) and that the recording will be made freely available to the public via the City's website as soon as practical.

The policy also details how the public will be notified of the live streaming.

Once live streaming commences this Policy will supersede Policy SES2 Access to Tape Recordings of Council Meetings because the public will no longer need to request the recording as it will be freely available on the website.

**Strategic Plans/Policy Implications**Leading & Listening

Deliver sustainable governance through transparent and robust policy and processes.

**Budget/Financial Implications**

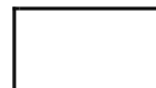
N/A

**Legal Implications**

The provision of live streaming of Council meetings could result in individuals being subject to increased scrutiny of statements made by them which are recorded and stored in an unedited form as a record of proceedings. There is no privileged protection of individuals for statements made by, or attributed to, them during these meetings.

**Community Consultation**

N/A

**Risk Management Implications**

83 of 89

DAPPS 23/08/2018

Item 12.1

The recommendation is aligned with the structure of the City's new Policy Framework and adopting the recommendation will assist in maintaining consistency in the City's Policy development process and delineating between policies and procedures.

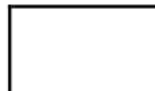
Failure to adopt the recommendation will leave the administration without guiding documentation for the live audio and video streaming of Council Meetings on Council's website, recording of those meetings and publishing the recordings of those meetings on Council's website

**Advice to Proponent(s)/Submitters**

N/A

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

Nil



DAPPS 23/08/2018

Item 12.1 Attachment 1

<b>Title</b>	<b>LIVE STREAMING AT COUNCIL MEETINGS</b>
<b>Policy Number</b> (Governance Purpose)	



### Policy Type

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Council

### Policy Purpose

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Council has approved the live streaming of Council meetings through the website to make the meetings more accessible. Live streaming means that residents are able to watch the Council meeting from home if they are unable to leave home because of personal circumstances, such as;

- may not have a babysitter,
- feel unsafe leaving home in the evening,
- have a disability that makes it difficult to attend,
- are otherwise unwell / injured
- only interested in one item and do not wish to sit through the whole council meeting.

A further benefit is increased transparency of Council's processes.

The recording of the meeting will also serve as a record of the minutes.

This policy details which meetings will be live streamed and how the public will be made aware.

### Policy Statement

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Ordinary Council meetings and Special Council Meetings will be audio visually recorded from the start of the meeting until the end of the meeting except when the Council has resolved to go behind closed doors.

The recording with transcript and captions will be uploaded to the website as soon as practical after the meeting.

The Presiding Member will make an announcement at the start of every meeting, drawing attention to the fact that Council meetings will be web streamed and that the recordings will be made available on the website. He will advise the public that they should be aware of this when speaking at the meeting.

A sign will be prominently displayed at each Council Meeting notifying attendees that the meeting will be web streamed.

[1]

Item 12.1 Attachment 1

DAPPS 23/08/2018

<b>Title</b>	<b>LIVE STREAMING AT COUNCIL MEETINGS</b>
<b>Policy Number</b> (Governance Purpose)	



The City will ensure that all information is accessible and offered in alternative formats upon request in line with the City's commitment contained within its Disability Action and Inclusion Plan.

All recordings are to be retained as part of the City's records in accordance with the State Records Act, 2000.

<b>Strategic Link:</b>	Corporate Governance Charter
<b>Category</b>	Governance
<b>Lead Business Unit:</b>	Corporate Communications
<b>Public Consultation:</b> (Yes or No)	No
<b>Adoption Date:</b> (Governance Purpose Only)	
<b>Next Review Due:</b> (Governance Purpose Only)	
<b>ECM Doc Set ID:</b> (Governance Purpose Only)	

[2]



DAPPS 23/08/2018

Item 12.1 Attachment 2

POL	ACCESS TO TAPE RECORDINGS OF COUNCIL MEETINGS	SES2
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<b>POLICY CODE:</b>	SES2
<b>DIRECTORATE:</b>	Executive Support Department
<b>BUSINESS UNIT:</b>	Executive Support Department
<b>SERVICE UNIT:</b>	Executive Support Services
<b>RESPONSIBLE OFFICER:</b>	Chief Executive Officer
<b>FILE NO.:</b>	182/001
<b>DATE FIRST ADOPTED:</b>	15 April 1997
<b>DATE LAST REVIEWED:</b>	10 March 2016
<b>ATTACHMENTS:</b>	N/A
<b>DELEGATED AUTHORITY REF.:</b>	SES2
<b>VERSION NO.</b>	4

<b>Dates of Amendments / Reviews:</b>	
DAPPS Meeting:	31 January 2013 22 May 2014 25 February 2016
OCM:	14 July 2005 14 February 2013 12 June 2014

**BACKGROUND:**

Council has been approached in the past to release copies of Council meeting tape recordings.

**PURPOSE:**

To emphasise the reason for tape recording of Council Meetings is to ensure the accuracy of Council Minutes.

**POLICY:**

- (1) The Council meeting is recorded for the sole purpose of assisting with the accuracy of the Minutes and staff are only able to access the tape for this purpose, or, if required for other reasons, with the permission of the Chief Executive Officer.
- (2) Elected Members wishing to access the tape, are to apply under the provisions of Council Policy SC31 "Access to Information by Council and Committee Members".
- (3) Tape recordings or transcripts are not made available to members of the public, however, where such requests are made, they will be advised to pursue such requests through Freedom of Information legislation.

[1]



POL	ACCESS TO TAPE RECORDINGS OF COUNCIL MEETINGS	SES2
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Where such requests are granted Council will only provide an audio copy of that part of the meeting proceedings where discussion on the subject item occurs.

- (4) Recordings appertaining to the proceedings of Council Meetings shall be retained for thirty (30) years in accordance with the State Records Act (General Disposal Authority for Local Government Records) Provisions.

TO BE DELETED

[2]



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DAPPS 23/08/2018

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**13. EXECUTIVE DIVISION ISSUES**

Nil

**14. MOTIONS OF WHICH PREVIOUS NOTICE HAS BEEN GIVEN**

Nil

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

Nil

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

Nil

**17. MATTERS TO BE NOTED FOR INVESTIGATION, WITHOUT DEBATE**

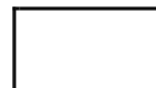
Nil

**18. CONFIDENTIAL BUSINESS**

Nil

**19. CLOSURE OF MEETING**

The meeting closed at 6.16 pm.



## 14. PLANNING & DEVELOPMENT DIVISION ISSUES

### 14.1 ACQUISITION OF LAND - LOT 21 (NO. 479) JANDAKOT ROAD, TREEBY

**Author(s)** A Trosic

**Attachments** 1. Email agreement to offer (**CONFIDENTIAL**)

#### RECOMMENDATION

That Council:

- (1) advise the landowner's legal representative that it is not prepared to enter into an agreement by way of section 168 of the Land Administration Act.
- (2) in accordance with Section 170 of the *Land Administration Act 1997*, requests the Minister to take the interests in the 403sqm portion of Lot 21 (No. 479) Jandakot Road, Jandakot without agreement.
- (3) provide detailed evidence to the Minister demonstrating that the City has expended all reasonable efforts to reach good faith negotiations to secure fair compensation agreement; and
- (4) advise the landowner's legal representative, that irrespective of this decision, the City would still welcome an approach to finalise negotiations as per their client's previous advice dated 3 May 2018.

#### Background

Council at its May 2018 meeting resolved to acquire by agreement a 403 sqm portion of land from Lot 21 (No. 479) Jandakot Road, Treeby, to facilitate the construction of a left turn lane at the roundabout on the corner of Warton Road and Jandakot Road (2018/Minute No. 0060 refers). This was identified as an urgent public work, and funded through the State's blackspot funding program.

The landowner via email advised the City on 3 May 2018 of their acceptance (subject to terms) of the offer of compensation (refer Confidential Attachment 1). The agreement was the culmination of an extended period of good faith negotiations with the landowner and the compensation was determined by the independent expert valuer. The City accepted the compensation offer based on the value that the landowner's independent expert valuation had determined.

#### Submission

Nil

## Report

In accordance with Council's resolution, and the negotiated agreement that had been reached, the City instructed its solicitors to prepare the necessary paperwork to finalise the acquisition by a formal deed of agreement. This would require:

- The landowner to sign the Deed for the acquisition of land for road widening;
- Upon signing the deed, within 30 days the City would pay the agreed compensation amount to the landowner and secure the City's interest as beneficial owner by way of caveat on the road widening land;
- The landowner would grant the City early access to the land to implement the works, and;
- The road widening would be facilitated through a subdivision application.

This timing is critical to achieve the full construction of the public works by the end of this calendar year (end of 2018). Discussion has been consistent about the urgency of achieving the project.

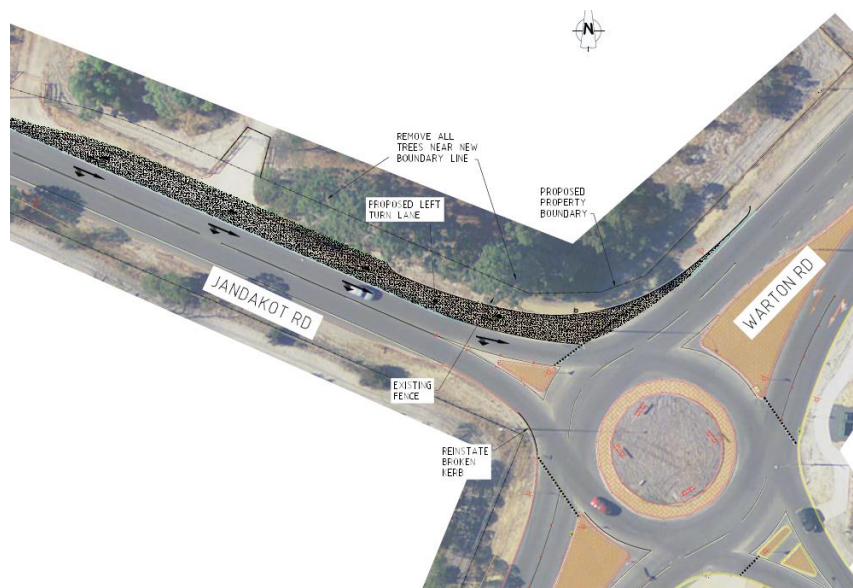
By way of email received 31 August 2018, the landowner's legal representative advised in writing that the landowner "will only enter into an agreement by way of section 168 of the Land Administration Act." This is a taking by agreement by the Minister.

This is contrary to the good faith negotiations undertaken between the City's officers and the landowner and not acceptable to the City, as it would result in a significant delay to the project, does not enable early access to the land and introduces a further level of complexity in requiring the Minister to take the land (albeit by agreement), rather than use the straight forward and quicker subdivision process. It is not clear whether the Minister would agree to take the land, as it would be contrary to the Department of Lands, Planning and Heritage guidelines. There were also further requests made for compensation associated with removal of trees.

Due to this substantial change in approach, this matter needs reconsideration by Council. It is recommended that Council now pursue a taking without agreement, under Section 170 of the Land Administration Act 1997. This is the only option that appears to remain for the City to remove all the risk and uncertainty going forward. It will also ensure that fair compensation is paid, as determined by the City's independent expert valuer at the time of taking.

The City was successful in obtaining State blackspot funding (50% State/50% municipal) as part of the 2017/18 grants in order to address a traffic safety and congestion issue associated within the existing roundabout at the intersection of Jandakot Road and Warton Road. The funding will facilitate the creation of a dedicated left slip lane which will alleviate delays due to congestion on the roundabout in peak times and also reduce the frequency and severity of rear end crashes for vehicles approaching the intersection.

To facilitate this project, the City needed to secure 403sqm of road widening from the adjoining property, Lot 21 (No 479) Jandakot Road, Treeby. This project has been pursued by the City on the basis that in the evening peak hour, significant congestion occurs along Jandakot Road due to the traffic flow bias along Warton Road. The Jandakot Road and Warton Road roundabout delays vehicles on Jandakot Road, and heightens the risk of delayed drivers moving through the roundabout without sufficient gaps being available. This is a known safety issue. The blackspot project aims to add greater capacity for Jandakot Road vehicles to move through the roundabout, through adding a left hand slip lane as shown on the following layout:



It is an urgent safety improvement, reflective of its blackspot funding. Based on the recent position as outlined by the landowner's legal representative the City is now faced with contemplating a delay, which is likely to place the blackspot funding in jeopardy.

At that meeting Council resolved to make an offer of compensation for the land, to which the City had reached an in principle agreement with the landowner (refer to confidential attachment). As outlined above, after Council resolved to make the offer of compensation, the City instructed its solicitors to prepare the necessary paperwork to facilitate the acquisition and to enable works to begin as soon as practically possible.

This timing is critical to achieve implementation by the end of this calendar year. Discussion has been consistent about the urgency of undertaking the project in the shortest possible timeframe.

The landowner's legal representative has advised in writing that the landowner "will only enter into an agreement by way of section 168 of the Land Administration Act." This is a taking by agreement by the Minister.

The City now faces the situation whereby:

- The Minister would need to be convinced to take the land, even though agreement has been reached. This has an unknown timing, however the City's solicitors advise that based on a similar precedent this would likely take more than six months;
- No early access to the land would be granted;
- No early payment of compensation could be made to the landowner;
- The City could risk its ability to receive blackspot funding to implement the project.

Due to this requested change in approach, this matter needs to be reconsidered by Council. It is recommended that Council now pursue a taking without agreement, under Section 170 of the Land Administration Act 1997. This is the only option that appears to remain for the City to remove all the risk and uncertainty going forward. It will also ensure that fair compensation is paid, as determined by the City's independent expert valuer at the time of taking.

## **Strategic Plans/Policy Implications**

### City Growth

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

### Moving Around

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

Improve connectivity of transport infrastructure.

### Leading & Listening

Deliver sustainable governance through transparent and robust policy and processes.

Ensure sound long term financial management and deliver value for money.

### **Budget/Financial Implications**

The cost of compensation for the acquisition of this portion of land will be funded by Capital Works Budget CW 3743 – Jandakot Road/Warton Road Turning Pocket.

### **Legal Implications**

Section 170 of the *Land Administration Act 1997* refers.

### **Community Consultation**

N/A

### **Risk Management Implications**

The risk to the City if the recommendation is not followed or deferred is that the Jandakot Road/Wharton Road intersection remains unsafe, and places the community at risk.

There is also a financial risk to the ratepayers of the City that State Government blackspot funding for the road project, which expires end of 2018, may not be extended into 2019 and therefore jeopardising the City's ability to undertake the works.

Finally, there is a risk that by not proceeding to take without agreement, the City could end up being forced to offer more than fair compensation.

### **Advice to Proponent(s)/Submitters**

The landowner's legal representative has been advised that this matter is to be considered at the 13 September 2018 Ordinary Council Meeting.

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

Nil

## 14.2 JANDAKOT ROAD AND SOLOMON ROAD UPGRADE PUBLIC WORKS PROJECT - STAGE 2 LAND ACQUISITION

<b>Author(s)</b>	A Trosic
<b>Attachments</b>	N/A
<b>Location</b>	various
<b>Owner</b>	various
<b>Applicant</b>	City of Cockburn
<b>Application Reference</b>	N/A

### RECOMMENDATION

That Council:

- (1) in accordance with Section 170 of the *Land Administration Act 1997*, requests the Minister to take the interests in land without agreement for all those remaining land parcels for Stage 2 of the Jandakot Road and Solomon Road Upgrade Public Works Project. These remaining parcels being all interests in the following land parts:

Land description	Area of land required (sqm)
173 Solomon Road (L14)	4,812
46 Boeing Way (L30)	1,296
139 Jandakot Road (L31)	1,785
8 Falcon Place (L10)	945
13 Falcon Place (L11)	5,065
97 Jandakot Road (L19)	2,819
135 Jandakot Road (L33)	2,940
134 Jandakot Road (L13)	2,822

- (2) provide detailed evidence to the Minister to demonstrate that the City has expended all reasonable efforts to reach good faith negotiations to secure fair compensation agreement; and
- (3) advise landowners, that irrespective of this decision, the City would still welcome an approach by any of the landowners in Stage 2 to finalise negotiation by way of them obtaining their own



independent valuation. This would be on the following basis:

1. Landowners obtaining two written quotations for the City to review, based on the instructions that apply. These instructions being “to assess the current fair compensation value for acquisition purposes. The compensation value is to be assessed in accordance with section 241 of the Land Administration Act 1997, in respect of a Part of Land Take.”;
2. The City’s agreement to a written quotation being subject to a copy of the valuation also being provided to the City;
3. Subject to a. and b., landowner prefunding the independent valuation, and this cost being paid by the City in addition to the final agreed compensation amount, provided agreement is reached. The intent being the independent valuer and the City’s independent valuer come together to recommend a compensation amount.

### **Background**

Council at its July 2018 meeting considered the Jandakot Road and Solomon Road Upgrade Public Works Project, a public work that comprises the following components:

- the upgrade of Jandakot Road to a dual carriageway between Berrigan Drive and Fraser Road, including appropriate tie in treatments;
- the upgrade of Solomon Road between Cutler Road and Jandakot Road including appropriate tie in treatments;
- intersection upgrades including between Jandakot Road and Falcon Place; Jandakot Road and Solomon Road; Jandakot Road and Coonadoo Court; Jandakot Road and Cessna Drive; Jandakot Road and Fraser Road; Solomon Road and Peppworth Place and; Dollier Road and Solomon Road; and
- intersection construction at Jandakot Road and Clementine Boulevard; and Solomon Road and Greensand Promenade.

(referred to as the Jandakot Solomon Public Works hereafter in this report)

At the July 2018 Council meeting, Council resolved to (inter alia):

- endorse Option 1 as the design option for the Jandakot Solomon Public Works project;

- proceed with Stage 1 of Option 1, recognising that the City through good faith negotiations with landowners who had private land required for Stage 1 of Option 1, had reached agreements on fair compensation terms; and
- provide a further opportunity for the City to continue its engagement with the remaining landowners who had private land required for Stage 2, so that the City could continue its good faith negotiations to hopefully achieve agreement with these landowners to the fair compensation offered by the City.

The purpose of this report is to advise Council of the outcomes of these good faith negotiations.

Despite the extensive efforts of the City, no further landowners in Stage 2 have agreed to the offer of fair compensation. Accordingly, due to the urgent safety and congestion issues that require this public work project to be delivered (being both Stage 1 and Stage 2), it is recommended that Council seek the responsible Minister to take the interests in land without agreement for all those remaining land parcels for Stage 2. These remaining parcels being all interests in the following land parts:

Land description	Area of land required (sqm)
173 Solomon Road (L14)	4,812
46 Boeing Way (L30)	1,296
139 Jandakot Road (L31)	1,785
8 Falcon Place (L10)	945
13 Falcon Place (L11)	5,065
97 Jandakot Road (L19)	2,819
135 Jandakot Road (L33)	2,940
134 Jandakot Road (L13)	2,822

By resolving this way, Council requests the Minister to consider proceeding with the taking of these interests without agreement in accordance s170 of the *Land Administration Act 1997*. This request is made to the Department of Planning, Lands and Heritage who consider, inter alia, the efforts the City has taken to reach negotiated positions, the urgency of the public work and recommend to the Minister how to proceed.

### Submission

Elected Members were provided with direct email communication from the legal representative representing seven of the eight landowners in Stage 2. The correspondence raises points that City staff have previously responded to in good faith, along the journey of engagement with all landowners. These are addressed in the report section below, as well as broader discussion on the project.

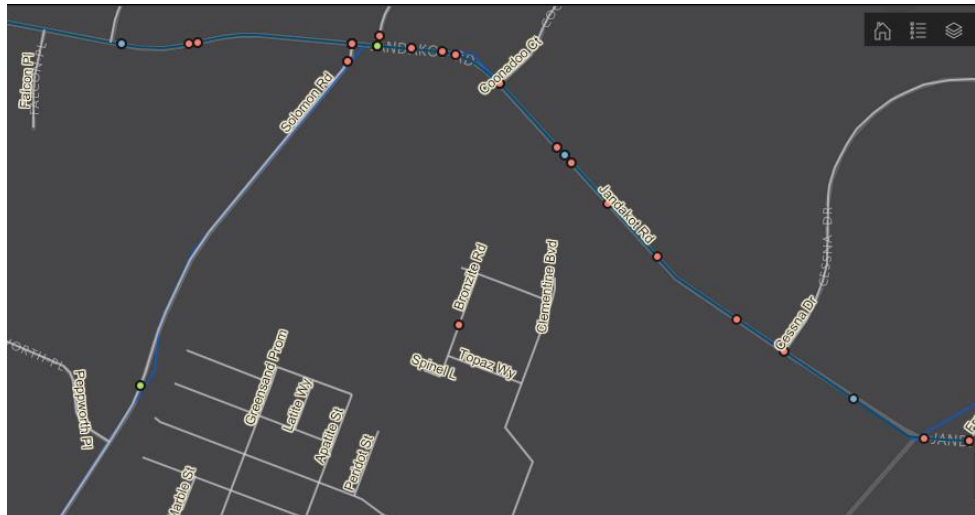
### **Report**

The proposed public works are critically important to the safety of the local community, landowners along Jandakot Road and anyone who uses Jandakot Road. The City has invested significant resources in the process of good faith negotiations with landowners who have land that in part is required to facilitate the public works. The following reiterates why Council is embarking on this project, and why it has reached a juncture now whereby Council needs to decide on requesting the Minister to proceed with taking the interests in remaining land without agreement, so the project can be delivered in full in 2019.

#### Why is the road upgrade required?

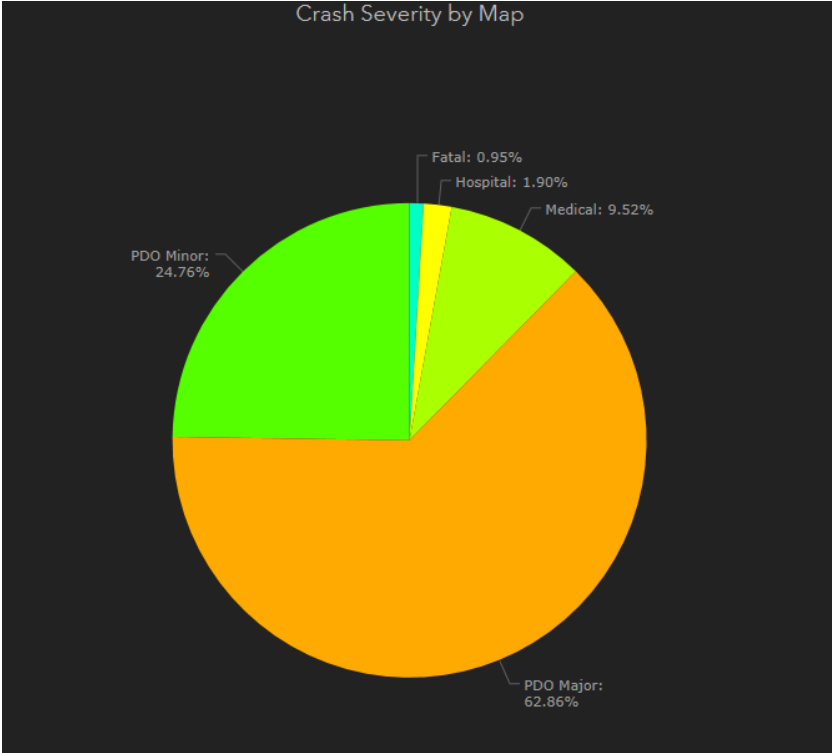
This is to protect our community, by making the roads of Jandakot Road and Solomon Road, including intersections along these roads, safe. An upgrade to both Jandakot Road and Solomon Road, including key intersections, is fundamentally needed to address safety and congestion issues. Members of the community have expressed concern with road capacity, particularly Jandakot Road, and expressed a desire for it to be upgraded to increase the levels of safety and decrease congestion. While congestion represents a time cost to the community, safety is by far the most significant concern for the City and the Jandakot Solomon Public Works is being undertaken to address safety for our community. The City believes that landowners on Jandakot Road, including those in Stage 2 who have not yet agreed to the compensation offered for their part land take needed to deliver the project, recognise the project needs to occur to finally solve the urgent safety and congestion issues which are evident. As mentioned previously, compensation offers have already been agreed with landowners in Stage 1 of the project. But Stages 1 and 2 need to occur together to solve the safety and congestion issues.

To visualise the safety issue, the following image provides a visual representation of the location and type of vehicle crashes that have occurred along Jandakot Road and Solomon Road from 2013 to 2017.



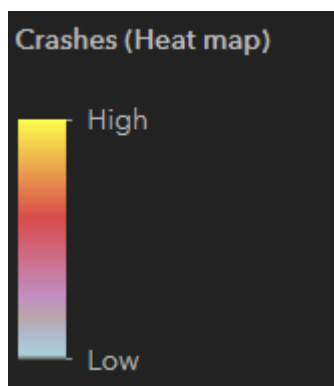
This map reveals:

- 105 crashes during the period 2013-17;
- Of these 105 crashes:
  - 10 resulted in medical treatment;
  - 2 resulted in hospitalisation;
  - 1 was a fatal crash;
  - 66 resulted in major property damage; and
  - 26 resulted in minor property damage.
- These are visually portrayed following:



These statistics are considered to reveal the need to address the safety issues along these roads. As per the City’s Strategic Community Plan, providing safe places is mentioned in part as an objective under the Community, Lifestyle and Security theme of the plan. Taking an evidence basis to decisions regarding (in this case) traffic safety, reveals the need to upgrade Jandakot Road and Solomon Road and associated intersections.

Jandakot Road is approaching the limits of safe operating capacity for a single lane rural road. This is due to the undivided nature of this rural road, coupled with congestion levels and intersecting side roads which do not have safe treatments like roundabouts, central islands, dedicated turning pockets and deceleration lanes. This extends also to Solomon Road, as the capacity and configuration of that road forms a key part of the local road network. The intersection of Solomon Road and Jandakot Road, by virtue of a heat map showing the concentration of crashes, highlights these safety concerns following:

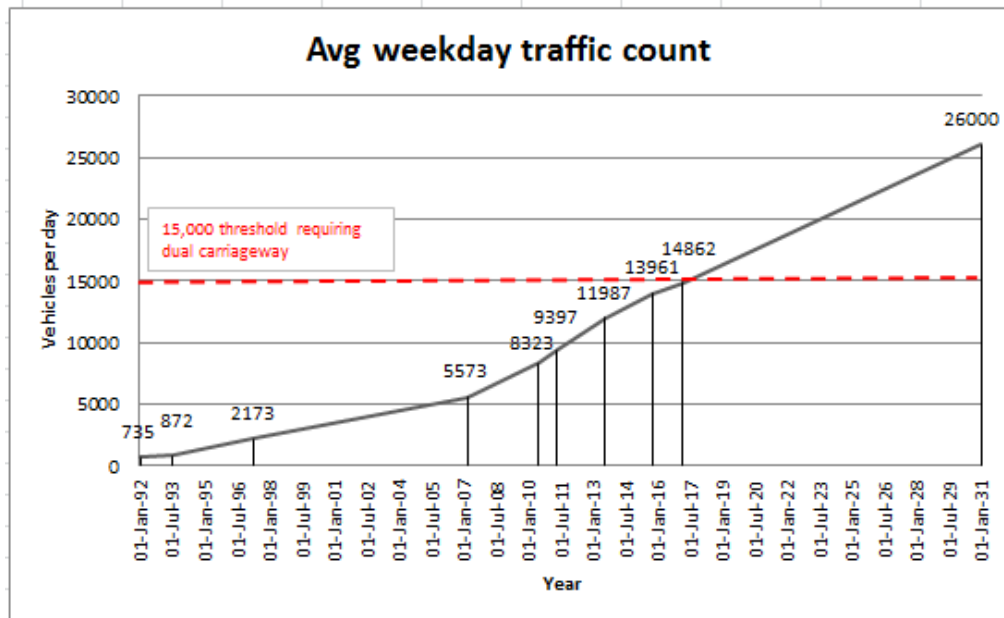


Crash statistics are high for Jandakot Road. In the period 2013 to 2017, there were 105 reported accidents, as detailed in the previous graphics. This makes it one of the most dangerous stretches of road in the district of Cockburn. The majority of accidents were 'vehicles from one direction' e.g. rear end/side swipe type crashes. A number of these accidents have been serious, including one in 2017 which resulted in a fatality. A further fatality has also occurred towards the end of 2017, however this is yet to be included in the data available for the above maps.

It is important to note that the two fatalities along Jandakot Road (July 2017; near Coonadoo Court and September 2017; near the Warton Road roundabout) reveal that crashes can also have a serious consequence beyond those which (in the majority) only result property damage. Recognising these two fatalities and the other accidents that have resulted in medical treatment and/or hospitalisation (total of 12) shows the unsafe nature of this road.

The City continues to grow and by 2031 it is forecast that there will be 26,000 vehicles per day using Jandakot Road. In 2017 this was just under 15,000 vehicles (specially 14,862 vehicles), at the traffic count performed between Solomon Road and Berrigan Drive. It is at the point

of 15,000 vehicles per day that a single lane road needs to expand its operating capacity, to address traffic movement safely and importantly to keep our community (including landowners along the road) safe. It is important to also consider the traffic data which shows growth in traffic count numbers over time. This is displayed following. It is important to note the threshold of 15,000 vehicles per day requiring the dual carriageway.



Date	Avg weekday traffic count
14-Jan-92	735
20-Jul-93	872
18-Apr-97	2173
06-Mar-07	5573
30-Jul-10	8323
10-May-11	9397
09-Aug-13	11987
29-Oct-15	13961
20-Mar-17	14862
01-Jan-31	26000

Over a year since the last count, reveals that in all likelihood the safe operating threshold of the road needing it to become a dual carriageway has been reached.

While debate has occurred in to finding alternative routes to shift traffic, this is not considered viable as the road is being used by a mix of local, subregional and regional traffic much of which emanates from communities to the east of the City of Cockburn. These communities use Jandakot Road to flow to the regional road network of the freeway, and to access regional employment centres such as Jandakot Airport.

There are no logical alternatives to shift this traffic. Jandakot Road is also now identified in the Perth and Peel @3.5m Strategic Plan as a regional type road.

The City is very much aware that congestion is experienced along the surrounding roads of Armadale Road, Warton Road, Nicholson Road and Beeliar Drive that would be alternative routes. These routes are already congested and to contemplate shifting traffic to these routes would not be possible or viable. As will be explained further, the upgrades of these roads will not shift traffic, but rather address current congestion on these roads.

In addressing the safety of Jandakot Road and Solomon Road, the City has also concurrently advocated for action by the State and Federal Governments to upgrade their regional roads of Armadale Road to address congestion on that road. These upgrades (i.e. the Armadale Road upgrade by Main Roads, and the Jandakot Solomon Public Works by City of Cockburn) must work together. One is not a solution in itself to the problems of the other.

Although the upgrade of Armadale Road and construction of a bridge over Kwinana Freeway will provide additional capacity and improve safety and operational efficiencies in the area; the Main Road's ROM forecast for Jandakot Road indicates that even with the upgrades to Armadale Road, it will be carrying 26,500 vehicles per day by 2031. This is consistent with earlier forecasts and reinforces the need to act now and upgrade Jandakot Road.

As reiterated above, the Jandakot Solomon Public Works upgrade by the City of Cockburn, as well as the Armadale Road upgrades by Main Roads, must coexist together to address safety. Either in isolation is not a proven solution to address safety.

Also by 2031 there will be an extra 20,000 to 30,000 people living in the nearby localities of Jandakot, Treeby, Piara Waters, Harrisdale and Haynes. A significant number of these residents are likely to utilise Jandakot Road as their most direct access to the Kwinana Freeway.

Solomon Road, while able to be retained as a single carriageway in either direction; will need upgrading to improve its functionality and provide for formalised turning treatments, particularly at its juncture with Jandakot Road.

The key benefits associated with the City of Cockburn Jandakot Solomon Public Works project, are as follows:

- safer opportunities for turning (both at roundabouts, at rural roads intersecting with Jandakot Road and Solomon Road and at the driveways of landowners adjoining Jandakot Road);



- safer opportunities for cycling and walking - with footpaths and street lighting;
- a reduced likelihood for serious accidents, as there will be a significantly reduced potential for head on or right angle traffic accidents that generally cause the greatest amount of injury and fatality; and
- management of congestion.

This provides the evidence basis to undertake the Jandakot Solomon Public Works Project so as to:

- upgrade Jandakot Road to a dual carriageway between Berrigan Drive and Fraser Road, including appropriate tie in treatments;
- upgrade Solomon Road between Cutler Road and Jandakot Road including appropriate tie in treatments;
- upgrade intersections including between Jandakot Road and Falcon Place; Jandakot Road and Solomon Road; Jandakot Road and Coonadoo Court; Jandakot Road and Cessna Drive; Jandakot Road and Fraser Road; Solomon Road and Peppworth Place and; Dollier Road and Solomon Road;
- create new intersections at Jandakot Road and Clementine Boulevard and at Solomon Road and Greensand Promenade.

#### Status of negotiations

The City has dedicated significant resources and efforts across the depth and breadth of the organisation in an attempt to reach good faith negotiations of agreement to compensation with landowners who have (in part) land required to deliver the public work. As mentioned, at the July Council meeting it was reported to Council that a further effort should be taken to try to reach good faith negotiations with those remaining landowners in Stage 2 who were yet to agree to the compensation on offer.

Despite City staff exhausting all possible avenues of negotiation, it has reached a point whereby an agreed negotiation to fair compensation is unlikely. None of the remaining eight landowners have undertaken their own independent valuation to date, that would assist in comparison to the independent valuation of compensation offered to them by the City.

As expressed in the communication which Elected Members received from the legal representative representing seven of the eight landowners, the position of landowners is understood to essentially be to do with the following concerns:

*Concern 1 – Valuation of compensation (concern about impact of project and how to determine these impacts; concern about land’s highest and best use; concern about independence of the City’s valuation, concern about not knowing the State Government position)*

The City has provided detailed concept plans for the now adopted Option 1 for the Jandakot Solomon Public Works Project. This provides an independent expert valuer sufficient information to consider the impacts as a consequence of the proposed taking of the land for the purposes of the public work. Concerns regarding not being able to determine the impact of a project are not considered relevant, as sufficient plans exist to enable an independent expert value (like that which the City engaged) to determine such impact.

As to the question of highest and best use, Stage 2 landowners have not engaged their own independent expert valuer or planner to determine questions like highest and best use through the valuation process. The City has assisted landowners by explaining to them the State Government’s document titled the South Metropolitan Peel sub-regional planning framework, as it pertains to the Planning Investigation Area in the Jandakot and Treeby Resource zone. Land required for the public work is designated in that document as Planning Investigation Area. The document states as follows:

*The Planning Investigation classification should not be construed as WAPC support for a change from the existing land use/ zoning, as this will depend upon the outcome of further investigations. The specific matters that are intended to be investigated for these areas include, but are not limited to, those in Table 3. Jandakot/ Treeby Impacts, risks and management of Jandakot groundwater resources (existing Priority 2 Source Protection Area). Protection of significant environmental values. ANEF considerations associated with Jandakot Airport.*

The City has not given instruction to its valuer as to highest and best use - this is for the valuer to determine. The City has provided the following instruction to its independent expert valuer: “to assess the current fair compensation value for acquisition purposes. The compensation value is to be assessed in accordance with section 241 of the Land Administration Act 1997, in respect of a Part of Land Take.” The City’s independent expert valuer is aware of the planning framework, and formed their own independent expert conclusions as to this. The City has offered on numerous occasions for landowners to obtain their own independent expert valuation (at the cost of the City), should they not be willing to accept the City’s offer of compensation. To date this has not been taken up.

*Concern 2 – That the planning investigation area under the State Government’s document titled the South Metropolitan Peel sub-regional planning framework requires clarity*

The City understands that landowners are wanting clarity as to the meaning of the planning investigation area designation. As already discussed above, the clarity provided in writing by the State Government on the question of planning investigation area, is as follows:

*The Planning Investigation classification should not be construed as WAPC support for a change from the existing land use/ zoning, as this will depend upon the outcome of further investigations. The specific matters that are intended to be investigated for these areas include, but are not limited to, those in Table 3. Jandakot/ Treeby Impacts, risks and management of Jandakot groundwater resources (existing Priority 2 Source Protection Area). Protection of significant environmental values. ANEF considerations associated with Jandakot Airport. [emphasis added]*

*Concern 3 – whether the project is a public work*

This project is a public work, required to address urgent safety and congestion issues along the road. Council considered this issue specifically at the July meeting, and noted the levels of accident, injury and fatalities along the road. This public work is required to keep our community, and landowners along that road, safe and to address congestion. The City has not undertaken any actions which direct traffic along this road. It is a direct result of traffic emanating from destinations largely outside of the City of Cockburn, and general growth in traffic that is projected to continue, that drives the urgent need for the project to occur. It is a public works project that the City needs to deliver as part of keeping its community safe.

*Concern 4 – what is fair compensation*

The City has successfully worked with landowners in Stage 1, to the point that agreements of compensation were reached. This was done in good faith. The City has attempted to undertake good faith negotiations to complete the final land acquisitions needed for Stage 2, however this has not achieved agreement. The City does not believe there is scope to reach agreement, due to concerns that are held by landowners. It is felt that the fairest process for landowners in Stage 2, Council, the City, the community, is to seek the Minister to issue a taking without agreement in order to finalise what is now of major urgency to complete.

On behalf of the community, the City needs to ensure only fair compensation is paid as part of land acquisitions to facilitate public works. Fair compensation is hopefully something that both landowners,

who are ratepayers, and the City can see common ground on. It is not reasonable for the City to be expected to pay more than fair compensation.

Importantly, even in seeking the Minister to consider taking the land without agreement, there is likely to be a time delay from start to finish. During this time, at any point, the City would welcome an approach by any of the landowners in Stage 2 to finalise negotiation by way of them obtaining their own independent valuation. This would be on the following basis:

1. Landowners obtaining two written quotations for the City to review, based on the instructions that apply. These instructions being “to assess the current fair compensation value for acquisition purposes. The compensation value is to be assessed in accordance with section 241 of the Land Administration Act 1997, in respect of a Part of Land Take.”;
2. The City’s agreement to a written quotation being subject to a copy of the valuation also being provided to the City;
3. Subject to 1 and 2, a landowner prefunding the independent valuation, and this cost being paid by the City in addition to the final agreed compensation amount, provided agreement is reached. The intent being the independent valuer and the City’s independent valuer come together to recommend a compensation amount.

This has been the process used in previous land acquisitions the City has undertaken. This enables fairness and equitably for landowners throughout.

Any further delays based upon attempting further negotiations will unlikely achieve a successful result. Taking without agreement, although a reluctant final choice, is basically the only option left for the City. Generally speaking, compulsory acquisition (taking without agreement in other words) is required whereby serious attempts at negotiations have failed. This process is handled by the State Government’s Department of Planning, Lands and Heritage, and logically they require evidence of such serious negotiations having failed. This is to enable the Department to convince itself that all reasonable options of negotiation have been attempted, before recommending to the Minister to issue a notice of intention to take (“NOITT”). The NOITT is issued for advertising, which sets out:

1. A description of the relevant land
2. The interest in land to be taken
3. The purpose of the public work

4. Where the plan can be inspected
5. Reason why the land is suitable or needed
6. The date from which the land is likely to be required
7. A name and place where objections may be served or enquiries made.

Objections must be lodged within 60 days of the NOITT, following which ultimate consideration is taken by the Minister. If the Minister dismisses the objection, the taking order proceeds. If this occurs, the Taking Order is lodged with Landgate and registered on the relevant title. At that point, the land becomes the property of the State Government, and all interests in that land convert to a claim for compensation. At the time of taking the land is valued and compensation payment is made. Landowners may still elect to object to the compensation, and may refer to the State Administrative Tribunal or potentially the District or Supreme Court to remedy a tribunal/court decision.

This essentially is what is recommended to Council. This will enable the objective of the Council to deliver the project, which will help protect our community and keep them safe while also addressing traffic congestion and improving the amenity of all rural residents along Jandakot Road. It is important to note that the issuing of the NOITT does not preclude any good faith negotiations between the City and the landowners continuing and an agreement being reached with the landowners prior to the taking orders being finalised.

### **Strategic Plans/Policy Implications**

#### Moving Around

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

#### Community, Lifestyle & Security

Provide safe places and activities for residents and visitors to relax and socialise.

#### Economic, Social & Environmental Responsibility

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

#### Leading & Listening

Deliver sustainable governance through transparent and robust policy and processes.

### **Budget/Financial Implications**

Land acquisition and construction costs for the total project (Stage 1 and 2) is approximately \$20m. This will be funded through a mix of developer contributions, State Government grants and City of Cockburn municipal funds.

As reported to Council at the July meeting, at this moment the City has secured State Government funding of \$6.3 million to assist in delivering this urgent project. State Government funds must be handed back in October 2018 if no evidence is provided to show that works are in progress or able to proceed. By obtaining the resolution of Council to request the Minister to take the outstanding land (in Stage 2) without agreement, given a clear indication that the project will be proceeding. If the City loses the funds, there is no guarantee that the City would be successful in obtaining further State Government funding. The City would need to reapply, and be assessed against the other applications made by various local governments at the time.

### **Legal Implications**

The *Land Administration Act 1997* refers.

### **Community Consultation**

Processes of consultation have been extensive in this process of negotiation with landowners. This has included two workshops with the community, ongoing negotiation with landowners with land requirements and the like. Such has involved meetings, letters, phone calls, emails in what has been a voluminous amount. Consultation has been extensive, and arguably one of the most resource intensive exercises the City has embarked upon as it relates to a road project.

### **Risk Management Implications**

The City's intention is to address road safety on Jandakot Road and minimise accidents. Crash data has been discussed at length in the report, and it is clear that it is an unsafe road environment currently. During 2017, there were two fatalities.

The risk to the City if the recommendation is not followed or is deferred again is that the Jandakot Road remains unsafe, and places our community at risk.

Council has also previously been made aware of the issue of Jandakot Road, and the current levels of traffic being experienced along this single lane rural road. At the 13 May 2010 Council meeting, Item 16.1 (Minute No. 4261) Council considered complaints from landowners about traffic speed and traffic volume along Jandakot Road. This was in

response to a petition signed by 23 residents that had been tabled earlier in that year to Council.

From a risk management viewpoint, it is imperative that the safety and congestion issues be addressed. There is also a risk to the ratepayers of the City that State Government funding for the road project could be placed at risk. This is a quantum of \$6.3m, a cost which would otherwise have a significant financial impact on the City. Finally, there is a risk that by not proceeding to take without agreement, the City could end up being forced to offer more than fair compensation. This is not considered acceptable.

**Advice to Proponent(s)/Submitters**

All landowners in Stage 2 of the project have been advised that this matter is to be considered at the September Council meeting.

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

Nil

### 14.3 DEVELOPMENT APPLICATION - PROPOSED RESTAURANT/TAVERN (FORMER COOGEE HOTEL AND POST OFFICE) - NO. 371 (LOT 1512) COCKBURN ROAD, COOGEE

<b>Author(s)</b>	P Andrade and C Sullivan
<b>Attachments</b>	<ol style="list-style-type: none"> <li>1. Location Plan <a href="#">↓</a></li> <li>2. Development Plans <a href="#">↓</a></li> <li>3. Acoustic Report <a href="#">↓</a></li> <li>4. Original Traffic Impact Statement <a href="#">↓</a></li> </ol>
<b>Location</b>	371 (Lot 1512) Cockburn Road COOGEE
<b>Owner</b>	Eureka Nominees Pty Ltd, Hamlet Properties Pty Ltd, Yalaba Pty Ltd
<b>Applicant</b>	Element Advisory Pty Ltd
<b>Application Reference</b>	DA18/0417

#### RECOMMENDATION

That Council

- (1) grant planning approval for a Restaurant/Tavern at 371 (Lot 1512) Cockburn Road, Coogee, in accordance with the attached plans and subject to the following conditions and footnotes:

#### Conditions

1. Development may be carried out only in accordance with the details of the application as approved herein and any approved plan. This includes the use of the land and/or tenancy. The approved development has approval to be used as a 'Restaurant' and 'Tavern' only. In the event it is proposed to change the use of the subject site, a further application needs to be made to the City for determination.
2. The tavern use on the subject site is restricted to the Local Centre zone and is not permitted within the Residential or Mixed Use zones as depicted on the approved Local Structure Plan for the site.
3. Prior to the lodgement of a Building Permit, a detailed landscaping plan shall be submitted to and approved by the City and shall include the following:-
  - (a) the location, number, size and species type of existing and proposed trees and shrubs, including calculations for the landscaping area;
  - (b) any lawns to be established;
  - (c) any existing landscape areas to be retained;
  - (d) those areas to be reticulated or irrigated; and
  - (e) verge treatments.



4. Landscaping (including verge planting) shall be installed, reticulated and/or irrigated in accordance with the approved landscaping plan and maintained thereafter to the satisfaction of the City of Cockburn. The landscaping shall be implemented during the first available planting season post completion of development and any species which fail to establish within a period of 12 months from planting shall be replaced to the satisfaction of the City.
5. All stormwater must be contained and disposed of on-site to the satisfaction of the City.
6. Walls, fences and landscape areas are to be truncated within 1.5 metres of where they adjoin vehicle access points where a driveway and/or parking bay meets a public street or limited in height to 0.75 metres.
7. All plant and equipment (such as air conditioning condenser units and communications hardware etc.) is to be purposely located on site, or screened so as not to be visible from the street.
8. The vehicle crossover must be designed and constructed in accordance with the City's requirements. All other crossovers must be removed to the City's satisfaction.
9. Prior to the commencement of use hereby approved, 47 vehicle parking bays, vehicle manoeuvring areas, driveways and points of ingress and egress shall be sealed, kerbed, drained, line marked and made available for use to the satisfaction of the City.
10. A maximum of 215 persons (including patrons and employees), be on-site at any one time.
11. Prior to the issue of the Building Permit Application, the applicant is to obtain written confirmation from the City's Health Services as to the suitability of a further acoustic report from a recognised acoustic consultant. This report is to confirm that all recommendations made in the Environmental Acoustic Assessment submitted by Herring Storer Acoustics dated July 2018 (Ref 23319-1-18013-02) have been incorporated into the proposed development and the design and location of all mechanical plant within the development will not result in noise emissions exceeding those set out in the *Environmental Protection (Noise) Regulations 1997* (as amended).
12. The Building Occupancy Permit Application form (BA7) shall

be accompanied by a report from the builder/developer confirming compliance with the requirements of the acoustic report and that any structural recommendations of the report are incorporated into the development, to the satisfaction of the City.

13. Compliance at all times with the Herring Storer Acoustics report dated July 2018 (Ref 23319-1-18013-02) or any subsequent report approved by the City.
14. No construction activities causing noise and/or inconvenience to neighbours being carried out after 7.00pm or before 7.00am, Monday to Saturday, and not at all on Sunday or Public Holidays, during the construction phase.
15. Prior to the issue of a Building Permit, 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.
16. A minimum of two (2) bicycle stands/racks that conform to Australian Standard 2890.3 shall be provided in close proximity to the entrance of the building prior to occupation of the building.
17. Prior to the issue of a Building Permit, a detailed final colour and materials schedule shall be submitted for consideration, to the satisfaction of the City.
18. Any signage is to be provided to the City in a separate application for assessment and approval.
19. Prior to the commencement of the use, a management plan and operational procedure of the premises is to be submitted and approved by the City.
20. Prior to the issue of a Building Permit, a revised plan shall be submitted reflecting a 1.8m high solid fence or wall in the area marked in red on the approved plan, to the satisfaction of the City.

#### Footnotes

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

- b) The approved use 'Restaurant' is defined in the City of Cockburn Town Planning Scheme No. 3 as a "*premises where the predominant use is the sale and consumption of food and drinks on the premises and where seating is provided for patrons, and includes a restaurant licensed under the Liquor Licensing Act 1988*".
- c) The approved use 'Tavern' is defined in the City of Cockburn Town Planning Scheme No. 3 as a "*premises licensed as a tavern under the Liquor Control Act 1988 and used to sell liquor for consumption on the premises.*"
- d) With reference to Condition No. 5, all stormwater drainage shall be designed in accordance with the document entitled "Australian Rainfall and Runoff" 1987 (where amended) produced by the Institute of Engineers, Australia, and the design is to be certified by a suitably qualified practicing Engineer or the like, to the satisfaction of the City, and to be designed on the basis of a 1:100 year storm event. This is to be provided at the time of applying for a building permit.
- e) All food businesses shall comply with the Food Act 2008 and Chapter 3 of the Australia New Zealand Food Standard Code (Australia Only).
- f) 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 the mentioned legislation.
- g) The development is to comply with the noise pollution provisions of the *Environmental Protection Act 1986*, and more particularly with the requirements of the *Environmental Protection (Noise) Regulations 1997*.
- h) The waste storage areas must be of an adequate size to contain all waste bins. Each waste area must be provided with a hose cock, a concrete wash-down pad graded to a 100mm diameter industrial floor waste, and connected to an approved waste water disposal system. If external, the bin storage area can be centrally located within the development but must be appropriately screened to a height of 1.8m.
- i) No person shall install or cause or permit the installation of outdoor lighting otherwise than in accordance with the requirements of Australian Standard AS 4282 - 1997 "Control

of the Obtrusive Effects of Outdoor Lighting".

- j) This development has been defined as a public building and shall comply with the relevant provisions of the Health (Miscellaneous Provisions) Act 1911 (as amended), and the Health (Public Buildings) Regulations 1992. A Building Permit Application shall be submitted for approval, prior to works commencing.
  - k) In regards to condition 17, the final material and colours schedule is to be submitted to the City prior to application for a Building Permit to allow sufficient time for State Heritage Office to assess and approve the schedule.
  - l) In regards to condition 20, the 1.8m high fence or wall shall be of brick finish, unless otherwise agreed upon by the City and adjoining landowners.
  - m) The Construction Management Plan shall address the following items:
    - i. access to and from the site;
    - ii. delivery of materials and equipment to the site;
    - iii. storage of materials and equipment on the site;
    - iv. parking arrangements for contractors and subcontractors;
    - v. management of construction waste; and
    - vi. other matters likely to impact on the surrounding properties.
- (2) notify the applicant and those who made a submission of Council's decision.

### Background

At its Ordinary Meeting held on 10 May 2018, Council approved a planning application for the redevelopment of the former Coogee Hotel and Post Office site at 371 Cockburn Road, Coogee into a Restaurant/Tavern.

The proposal was approved with a condition restricting the number of persons on-site to 180 (Condition 10) and a condition requiring a minimum of 40 car parking bays (Condition 11). The applicant is seeking to accommodate 215 persons on-site and the provision of 47 car parking bays.

The two conditions are as follows:

*'Condition 10 – Prior to the commencement of use hereby approved, 40 vehicle parking bays, vehicle manoeuvring areas, driveways and points*

*of ingress and egress shall be sealed, kerbed, drained, line marked and made available for use to the satisfaction of the City.*

Condition 11 – *A maximum of 180 persons (including patrons and employees), be on-site at any one time.'*

The subject site is 6,663m<sup>2</sup> in area and is bound by existing residential development to the north and east, Beach Road to the south and Cockburn Road to the west. Currently the lot contains the heritage-listed Coogee Hotel (fmr) & Coogee Post Office (fmr) which have been vacant for a number of years.

The buildings were refurbished in 2016 by the former owner (Main Roads) to bring the buildings to their current state and form. The former Coogee Hotel is situated to the south west of the lot, adjacent to Cockburn Road and approximately 550m<sup>2</sup> in size. The former Coogee Post Office is approximately 49m<sup>2</sup> in size, situated adjacent to Cockburn Road to the north west of the lot. There is existing access/crossover off Cockburn Road onto the site.

The proposal to amend the previous approval is being presented to Council as the City's officers do not have delegation to determine applications for category "A" Heritage Places within the City of Cockburn Heritage List (the Coogee Hotel (fmr) & Coogee Post Office (fmr)).

### **Submission**

N/A

### **Report**

#### Proposal

The applicant proposes to increase the number of persons on-site at any one time from 180 to 215 (19.4% increase) and provide an increased number of car bays from 40 to 47 (17.5% increase). The applicant therefore seeks Council to amend conditions No's 10 and 11 to reflect this. The reason for the increased number of persons is so that the venue can accommodate various events with larger numbers of people in attendance.

#### Planning Framework

##### *Zoning and Use*

The subject site is zoned 'Urban' under the Metropolitan Region Scheme (MRS) and 'Development' under the City of Cockburn Town Planning Scheme No. 3 (TPS 3).

A Local Structure Plan approved in 2017 splits the land into three zones being: 'Residential-R25', 'Residential-R40/Mixed use' and 'Local Centre'.

The objective of the Local Centre Zone in TPS 3 is:

*'To provide for convenience retailing, local offices, health, welfare and community facilities which serve the local community, consistent with the local - serving role of the centre.'*

#### *Local Government Inventory and City of Cockburn Heritage List*

Both the Coogee Hotel (fmr) and Coogee Post Office (fmr) are included on the City of Cockburn Local Government Inventory (LGI) as a 'Management Category A', and both are included on the Heritage List (Heritage Place No's. 007 & 008) pursuant to TPS 3.

The 'Statement of Significance' for the Coogee Hotel (fmr) heritage place, set out in the LGI Place record is:

*'Coogee Hotel (fmr) is a rare example of a single-storey purpose built 'honeymoon' hotel, surviving in close to the city locations and is a surviving component of a precinct which was a destination for visitors and holiday makers for the first two decades of the 20th century.'*

*Coogee Hotel (fmr) has significance as an Anglican children's holiday camp from 1930 until the middle of World War II, after which it became a permanent children's home from the end of World War II until 1967. Coogee Hotel (fmr) is a landmark on the coastal road between Fremantle and Rockingham.'*

The Statement of Significance for the Coogee Post Office (fmr) heritage place, set out in the LGI Place record is:

*'Coogee Post Office (fmr) is representative of places which served the rural areas near Perth but which have gradually been engulfed by urban development. Coogee Post Office (fmr) has aesthetic value as a simple limestone building, with some landmark value on Cockburn Road.'*

The Structure Plan approved for the site lists the following Design Guidelines relevant to this proposal:

- No vehicular access permitted to Cockburn Road and part of Beach Road;
- A single, shared access arrangement to Beach Road for any development or use on-site;

- Development shall be designed to facilitate waste vehicles within the site;
- A maximum height of 10 metres to the pitch of the roof and 7 metres to the wall; and
- Visual and open linkage between the Coogee Hotel and Post Office.

The Structure Plan mandates that the Local Centre provide an adaptive re-use of the Coogee Hotel and encourage tourist-orientated commercial uses that support job creation. The Coogee Post Office is also noted to be used for a commercial purpose. The proposal is consistent with the approved Local Structure Plan.

### Consultation

The proposed amendment to the approved proposal was advertised to 31 adjoining and nearby landowners for a period of 21 days. Consultation was conducted via direct mail and on the City's 'Comment on Cockburn' website.

A total of nine (9) submissions were received in which three (3) were objections to the proposal, though some submissions of support did note some concerns.

The objections and concerns relate to

- Land Use;
- Noise;
- Odour;
- Vehicle Parking;
- Traffic; and
- Anti-social behaviour.

It is noted that the original application was previously advertised extensively.

### Assessment

#### *Land Use*

The use of the site as a Restaurant and Tavern has already been approved in accordance with the relevant planning framework and the proposal to increase persons on site and car parking does not change this. One landowner raised concern that an increase in patrons could lead to a change in the use of the land or an expansion to the alfresco area, specifically where noted as "production" on the approved plans.

This area noted as “production” abuts residential development and is intended as a garden area for the growing of produce that is to be used by the site. The landowner who made a submission notes that any change would then subsequently exacerbate problems like that of noise and odour which would not have been adequately accounted for in this proposal.

As there is an existing condition ensuring that development is to comply with the approved plans, there is no issue with the use of the garden production area. Should the area noted as “production” propose to be changed in the future, another development application will need to be determined by Council.

### *Noise*

To accompany this revised proposal for an increase in persons on site and car parking bays, the applicant provided a revised acoustic assessment prepared by Herring Storer Acoustics that considered the greater number of patrons and subsequent movements and nuisances. The assessment considered the same eight lots as previously assessed, which are all residential zoned lots nearest and abutting the site. The assessment concluded that all noise generated by the use within the building will be contained within the walls of the building.

The potential nuisance of the external alfresco area and car parking area were assessed against all times of the day. The assessment also concluded that all ambient music within the alfresco area would not exceed the permitted noise decibel levels specified under the *Environmental Protection (Noise) Regulations 1997*. Should Council approve the proposal a condition restricting the background music to ensure that it does not exceed the required levels could be imposed.

The car parking area assessment accounted for cars starting, car movement and doors closing. It was concluded that the noise levels generated are acceptable for both the undeveloped lots and developed lots adjoining/nearby. Regarding undeveloped lots, the assessment took into account the potential for upper floors of a dwelling and not solely the ground floor.

The report was assessed by the City’s Environmental Health Officers who are satisfied that the development will not create a nuisance to adjoining residents or exceed the permissible noise levels at any given time of the day. However a solid 1.8m fence should be constructed between the proposed car park and adjoining landowners to mitigate the very basic visual and physical impacts of a car park.

Mechanical plant was not taken into account as the final details are not yet known. A further acoustic report is generally required once further details of the fit-out are known which addresses the topics of the internal wall treatments to contain internal noise and mechanical plants.



Therefore, should Council approve the proposal, a condition should be imposed requiring a 1.8m high solid fence to the boundary along the car park and a further acoustic report incorporating the final design details of the proposal be submitted for assessment and approval, prior to the issue of a Building Permit.

#### *Odour*

The City's Environmental Health Officers are satisfied that the increase in the number of persons on site and car parking bays would not generate a notable increase in odour from the site.

#### *Vehicle Parking*

Under TPS 3, a "Restaurant" use requires 1 car bay per 4 seats or persons accommodated on-site (whichever is greater). The previous approval had plans showing 35 car bays for 180 persons, Council imposed a condition of approval for a revised plan to be submitted demonstrating 40 car bays for the 180 persons; this is a ratio of 1 car bay per 4.5 persons or a five car bay shortfall (12.5%) than what TPS 3 requires. The variation was considered relatively minor taking into account the adaptive reuse of the building.

This proposal includes 47 car bays for 215 persons which is a seven bay shortfall is proposed (14.8%). If Council was to support the same variation as previously granted (as a percentage), the number of persons would be restricted to 212 persons rather than the requested 215. However this is a very minor difference and the parking variation is supported.

#### *Traffic*

The original application was accompanied by a Traffic Impact Statement (TIS). The original application noted that the use proposed was low in intensity given the list of possible uses and development potential for the site in accordance with the approved structure plan for the site.

This revised proposal, like the original, has less than 100 motor vehicle movements during peak hours, therefore, the previous TIS assessment remains relevant for this proposal under the *WAPC Transport Impact Assessment Guidelines 2016*. Given this, no revised TIS has been provided with this application due to the assessment and conclusion of the previous TIS.

The TIS indicates that the traffic impact on the adjoining road network is minimal. As the access remains the same and the parking layout meets the Australian Standards, the City's Transport Engineers have assessed the new proposal in conjunction with the Transport Impact Assessment Guidelines and agree that the proposed increase in both pedestrian and vehicle movements are generally compliant.

### *Anti-social behaviour*

Anti-social behaviour is not a valid planning consideration under the planning framework. In any case an increase in the number of persons by 35 persons and additional car parking bays are not likely to result in an increase in anti-social behaviour.

### *Heritage*

The amendment proposes no additional modification than what was previously approved to the heritage buildings: Coogee Hotel (fmr) (Heritage Place No. 007) & Coogee Post Office (fmr) (Heritage Place No. 008).

The proposed modification does not impact on the underlying aspiration for the heritage site as the modification is minor and to the landscaping only. The proposal continues to contribute to a positive and pleasant outcome of the heritage site that is somewhat constrained regarding development potential.

### Conclusion

The proposal to amend the original approval by increasing the number of persons on site at any one time and providing additional car parking bays is supported for the following reasons:

- The increase in car parking has generated the need for additional car parking bays which have been satisfactorily provided, albeit slightly below the number required under TPS3;
- This amendment remains consistent with the planning framework applicable to the site;
- This amendment will not detract from an excellent adaptive reuse of the heritage buildings and the site;
- This amendment remains low in intensity and is considered appropriate within the context of the site and area;
- This amendment will not unreasonably affect the amenity of surrounding residents in terms of noise, odour or traffic; and
- This amendment will not detract from the underlying heritage significance of the site and the originally approved proposal will enhance the enjoyment of the heritage places: Coogee Hotel (fmr) (Heritage Place No. 007) & Coogee Post Office (fmr) (Heritage Place No. 008).

It is therefore recommended that Council approve the proposal subject to conditions.

### **Strategic Plans/Policy Implications**

#### Community, Lifestyle & Security

Provide safe places and activities for residents and visitors to relax and socialise.

#### Economic, Social & Environmental Responsibility

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

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

### **Budget/Financial Implications**

N/A

### **Legal Implications**

N/A

### **Community Consultation**

The application was advertised to 31 nearby landowners in accordance with clause 64(3) of the deemed provisions within the *Planning and Development (Local Planning Schemes) Regulations 2015*. A total of 9 submissions were received during the advertising period. See Consultation section of the report above.

### **Risk Management Implications**

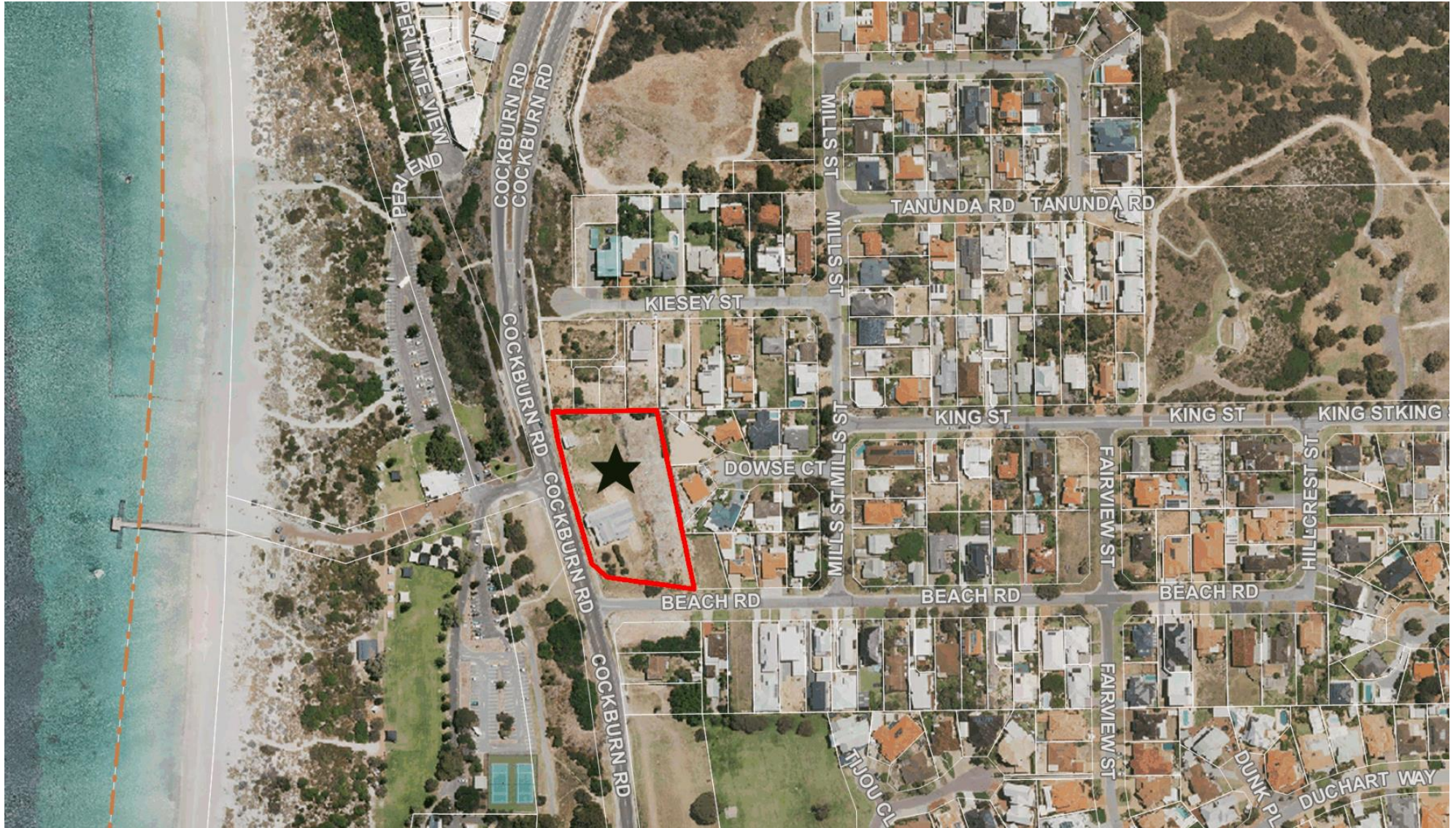
Should the applicant lodge a review of the decision with the State Administrative Tribunal, there may be costs involved in defending the decision, particularly if legal Counsel is engaged.

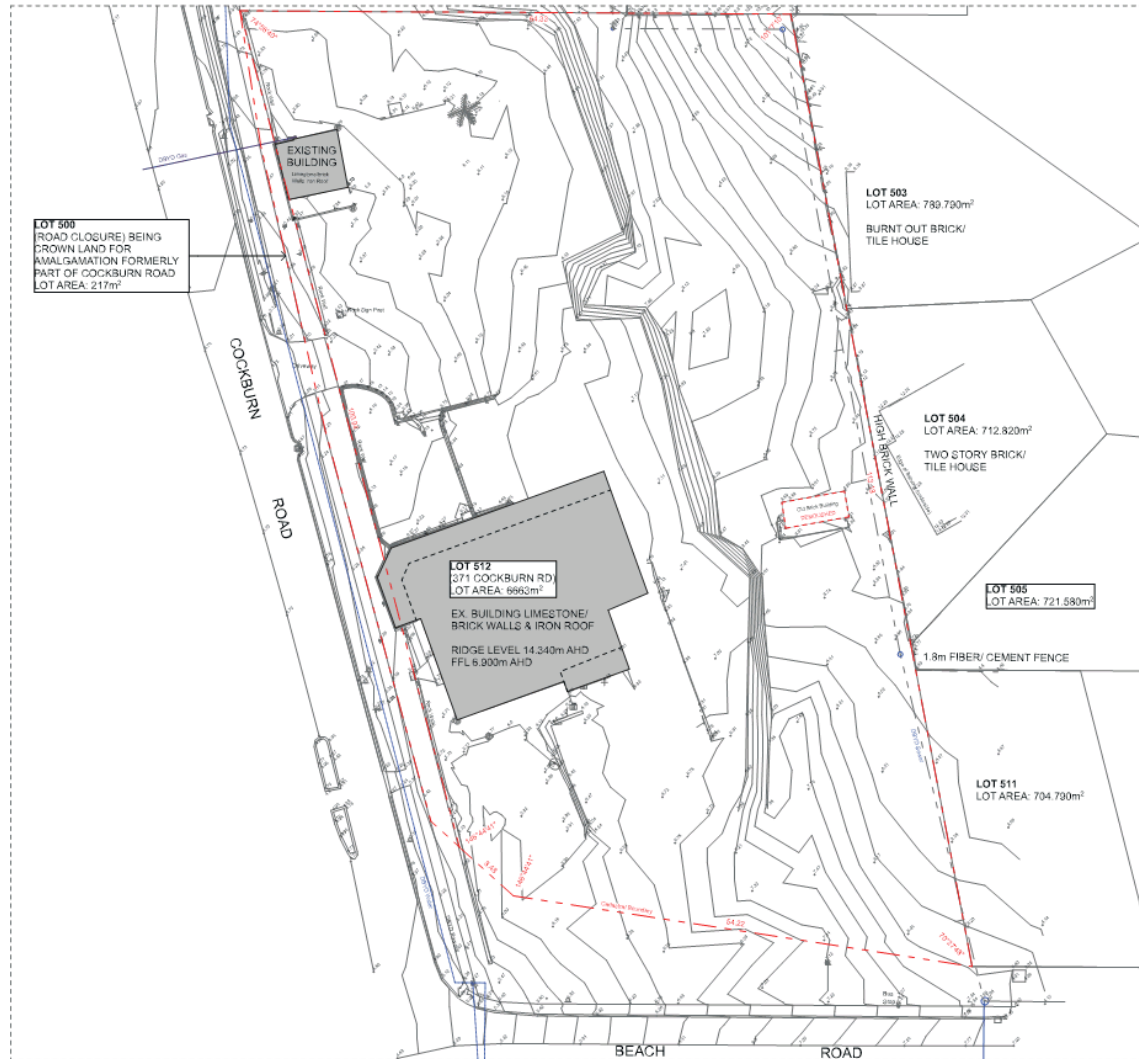
### **Advice to Proponent(s)/Submitters**

The Proponent(s) and those who lodged a submission on the proposal have been advised that this matter is to be considered at the 13 September 2018 Ordinary Council Meeting.

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

Nil





Existing Site Plan  
1:500

**Notes**  
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Rev	Description	Date
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Project Number  
1709

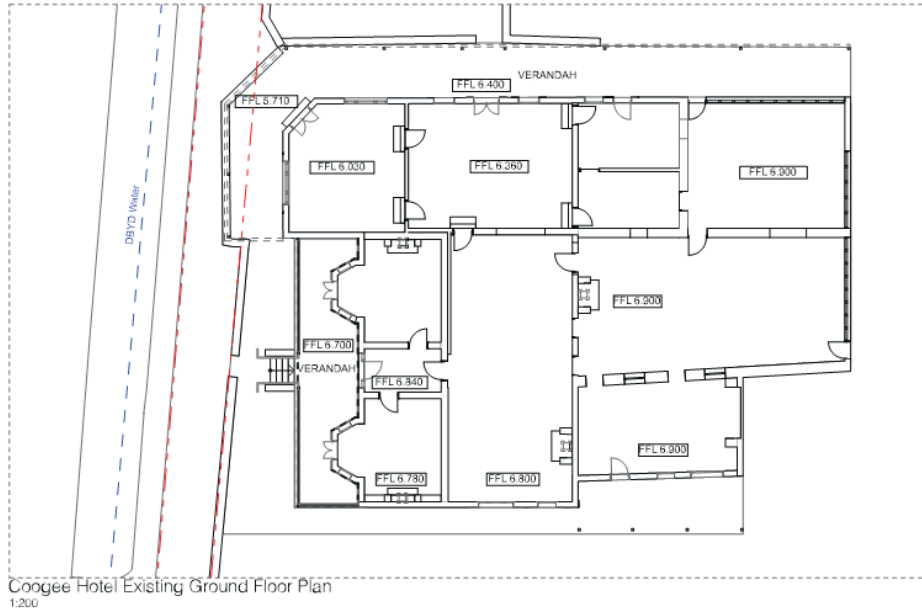
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Drawing Number  
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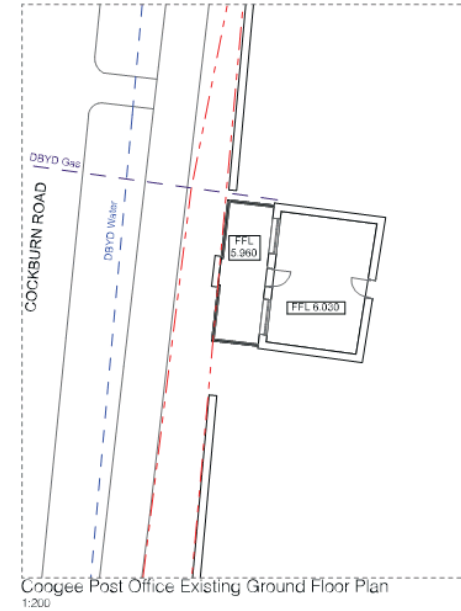
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Hamlet Properties Pty  
Ltd

Date 12/2/18  
Drawn AM  
Reviewed MP  
Scale 1:500

Revision  
01

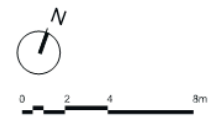


Coogee Hotel Existing Ground Floor Plan  
1:200



Coogee Post Office Existing Ground Floor Plan  
1:200

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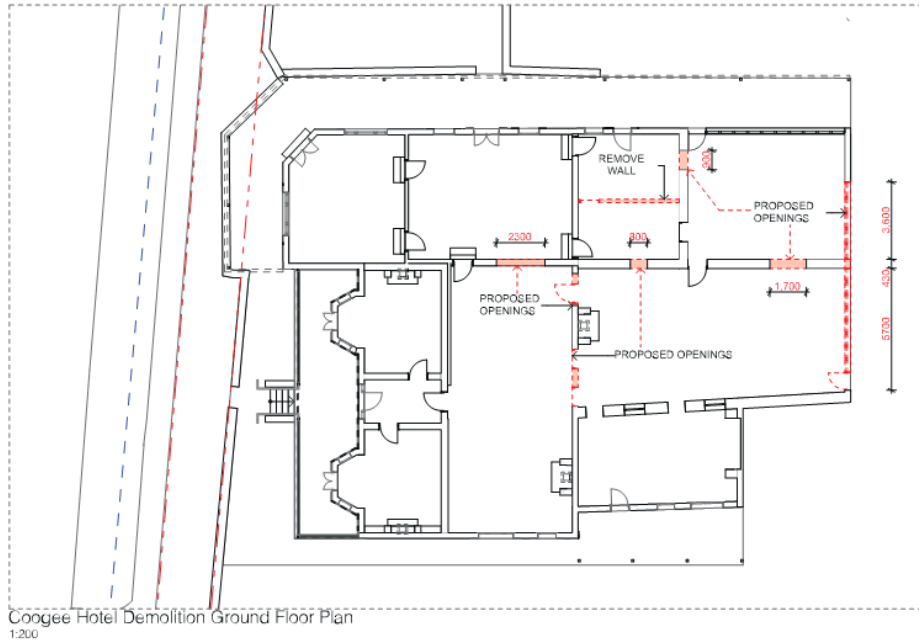
Project Number  
1709

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Drawing Number  
DA100

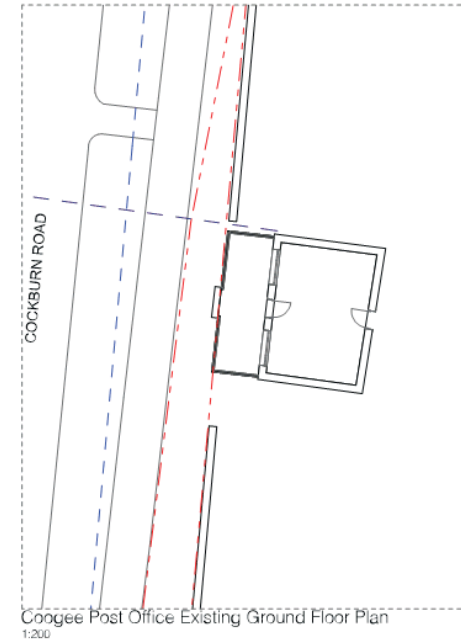
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Ltd

Date  
12/2/18  
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AM  
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MP  
Scale  
1:200

Revision  
01



Coogee Hotel Demolition Ground Floor Plan  
1:200



Coogee Post Office Existing Ground Floor Plan  
1:200

Note: No Demolition Works Are Proposed  
To Existing Post Office Ground Floor Plan

Notes

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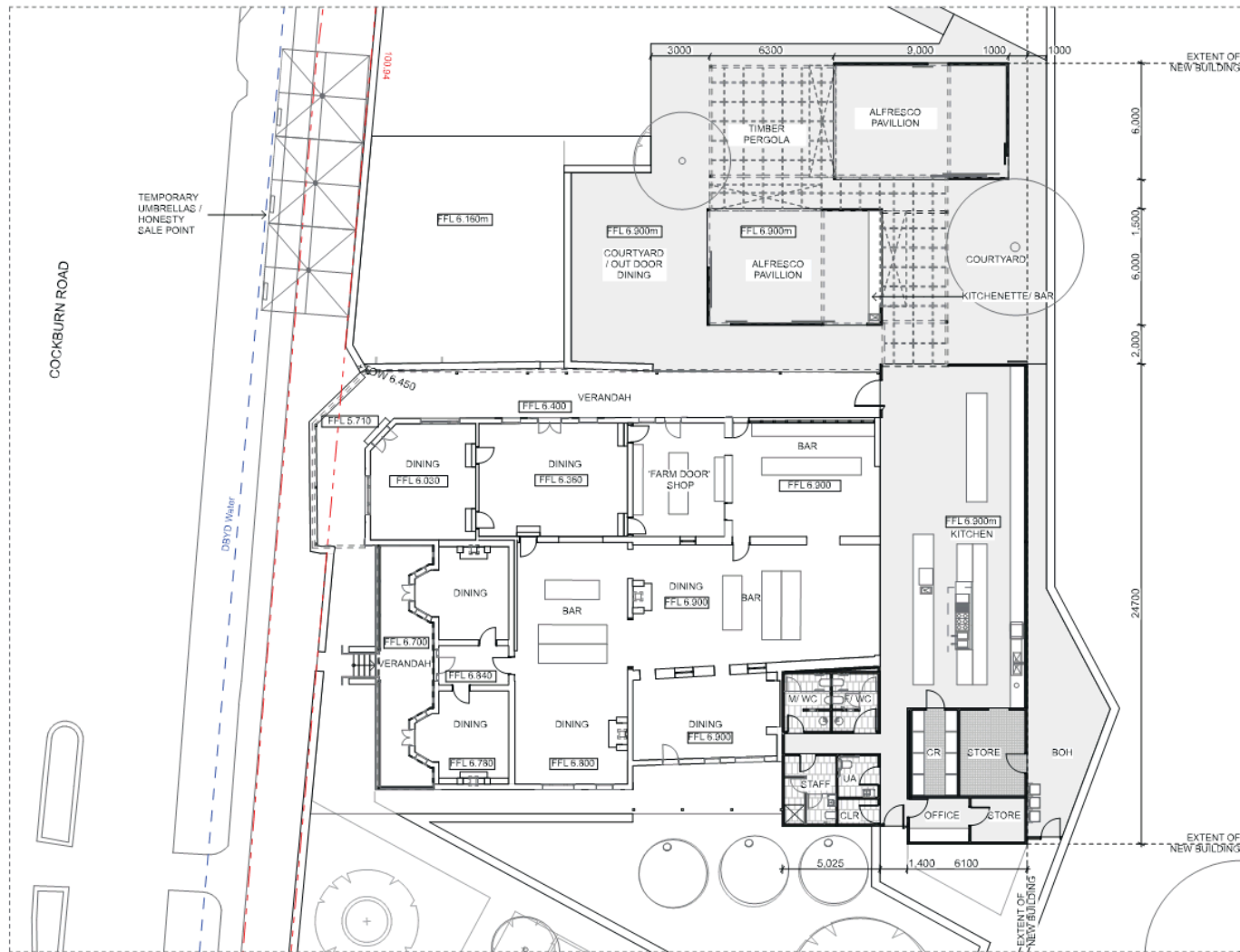
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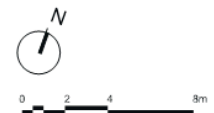
Date 12/2/18  
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Reviewed MP  
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Revision  
01



Proposed Ground Floor Plan  
1:200 (COOGEE HOTEL)

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Project Number  
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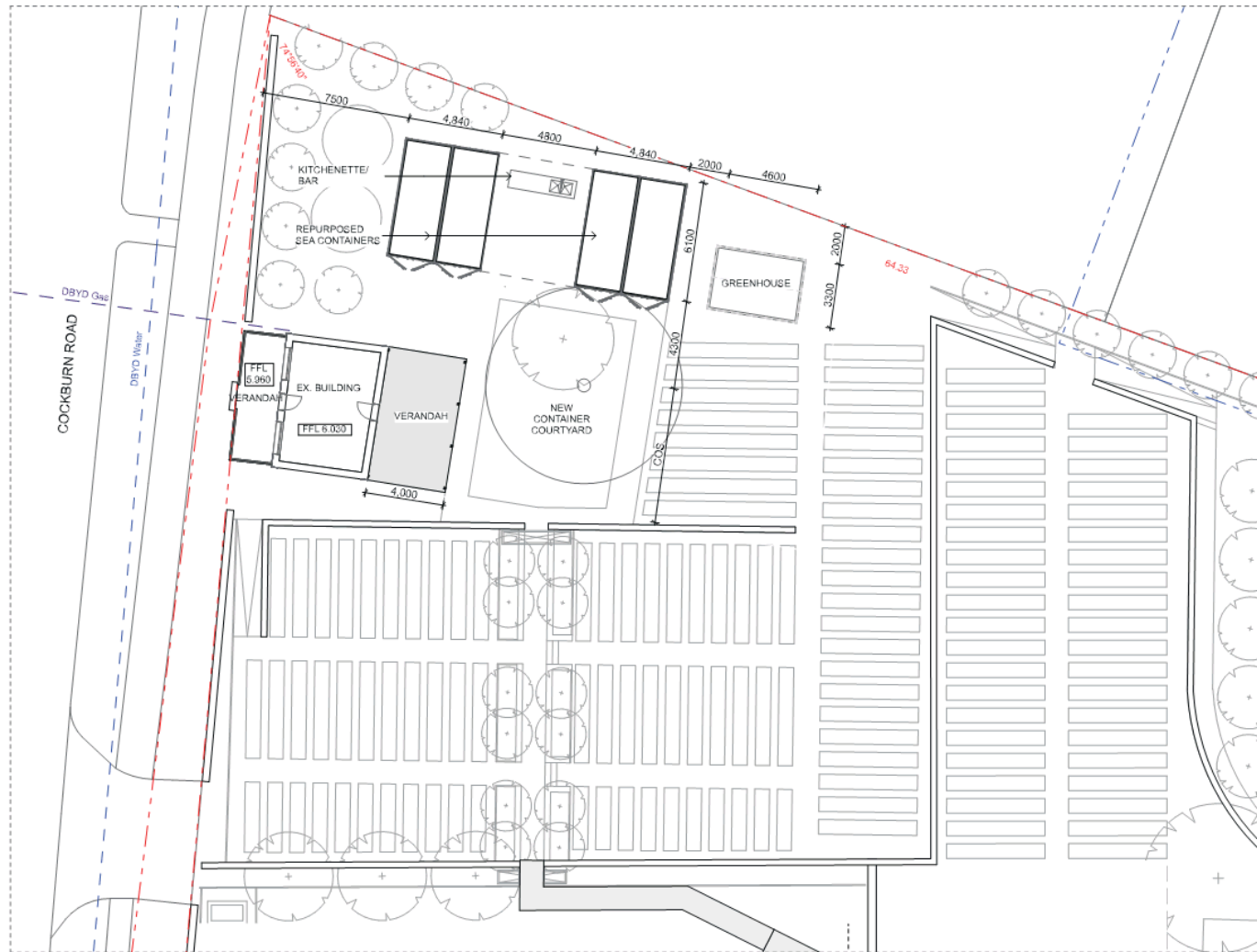
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Drawing Number  
 DA102

Date  
 12/2/18  
 Drawn  
 AM  
 Reviewed  
 MP  
 Scale  
 1:200

Revision  
 01





Proposed Ground Floor Plan  
1:200 (POST OFFICE)

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Project Number  
1709

Client  
Hemlet Properties Pty  
Ltd

Drawing Name  
Proposed Ground Floor  
Plan (POST OFFICE)

Date 12/2/18  
Drawn AM  
Reviewed MP  
Scale 1:200

Drawing Number  
DA103

Revision  
01



NORTH ELEVATION  
1:200



SOUTH ELEVATION  
1:200

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Project Number  
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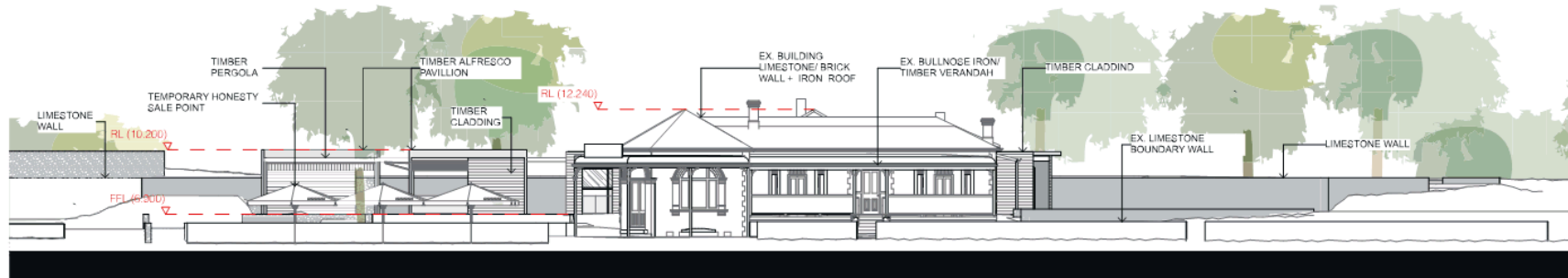
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Drawing Name  
Proposed North + South  
Elevations

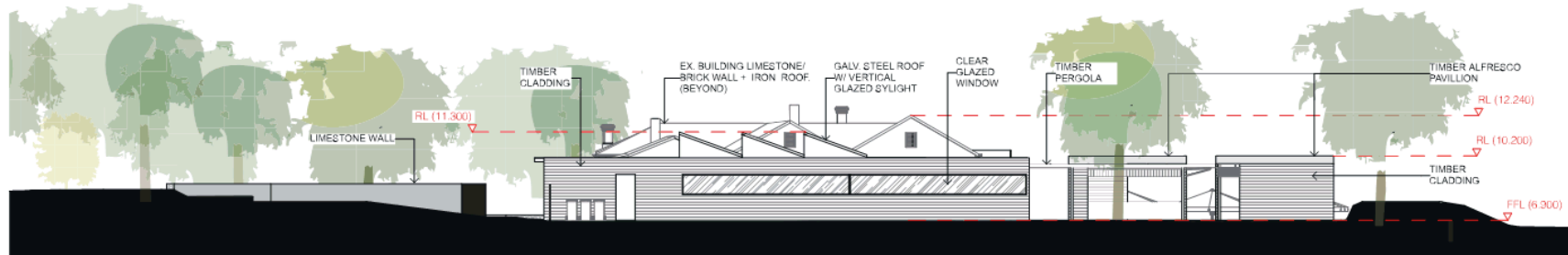
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Drawn AM  
Reviewed MP  
Scale 1:200

Drawing Number  
DA200

Revision  
01



WEST ELEVATION  
1:200



EAST ELEVATION  
1:200

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Perth WA 6196 Australia

Project Number  
1709

Drawing Name  
Proposed West + East  
Elevations

Drawing Number  
DA201

Client  
Hemlet Properties Pty  
Ltd

Date 12/2/18  
Drawn AM  
Reviewed MP  
Scale 1:200

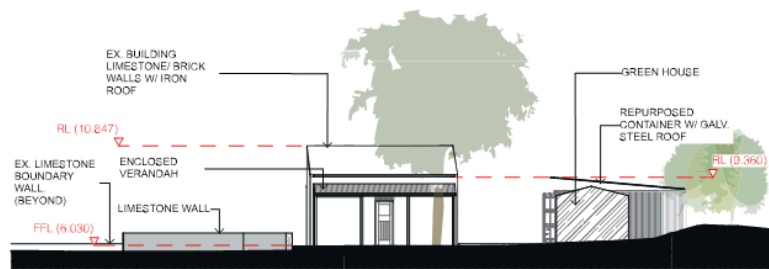
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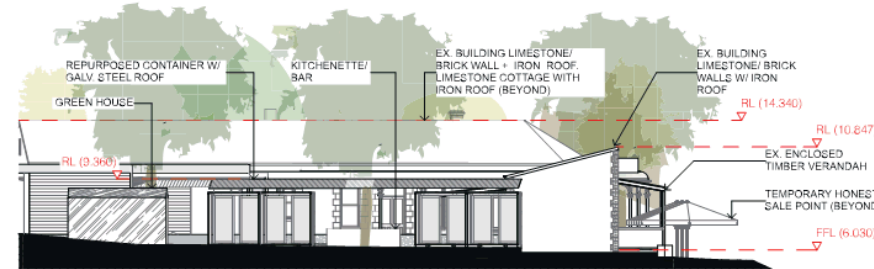
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1:200



Post Office South Elevation  
1:200



Post Office East Elevation  
1:200



Post Office North Elevation  
1:200

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Project Number  
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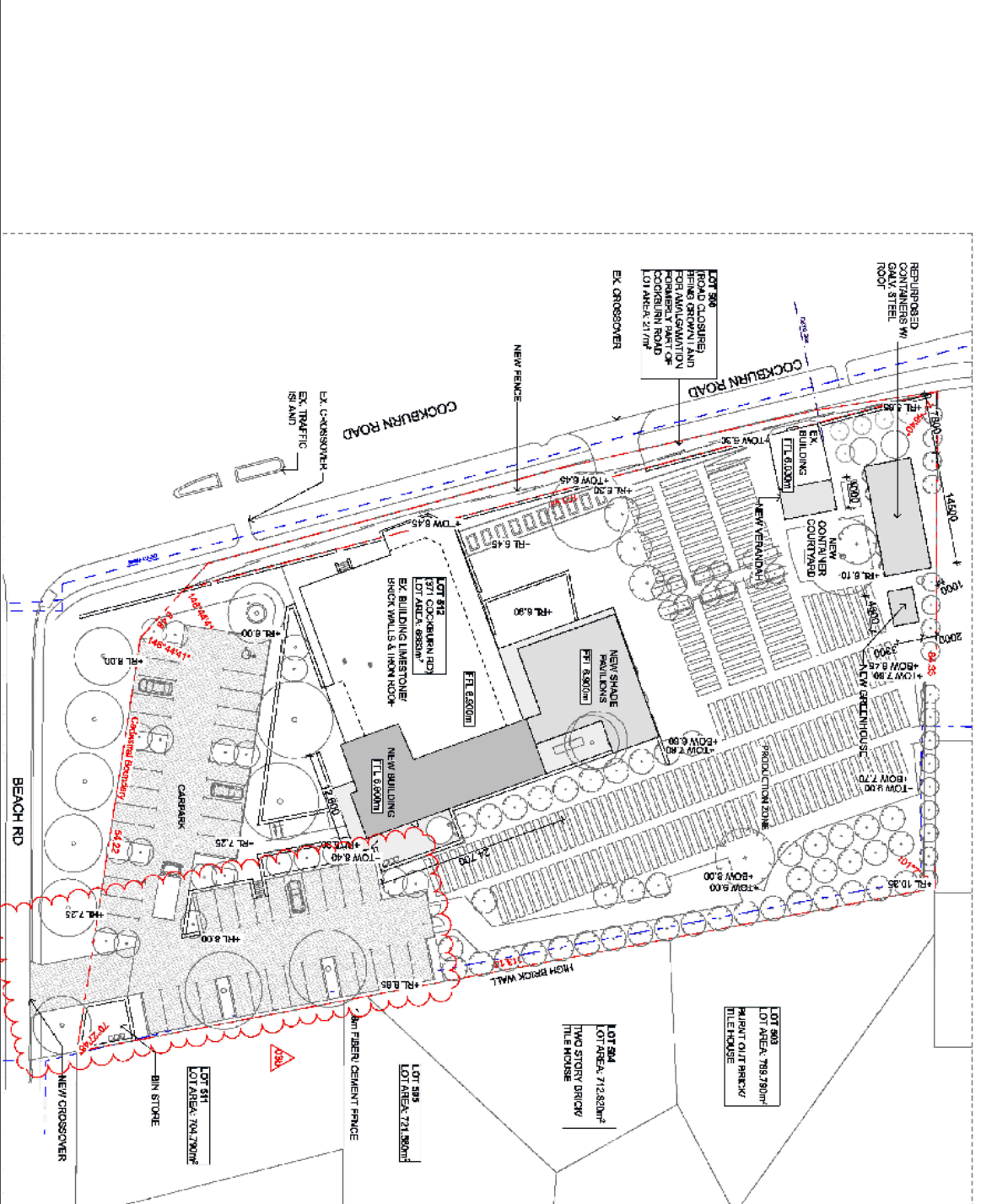
Client  
Hemlet Properties Pty  
Ltd

Drawing Name  
Proposed Post Office  
Elevations

Date 12/2/18  
Drawn AM  
Reviewed MP  
Scale 1:200

Drawing Number  
DA202

Revision  
01



**Notes**

Check all site levels and existing dimensions prior to preparation of site elevation. Submission of Final Plan Report and Development Consent requires all dimensions to be confirmed as shown. It is the responsibility of the applicant to verify the accuracy of the information provided. The design and drawing remains the property of the proponent and is not to be used for any other purpose without the written authority of the proponent. The proponent warrants that the information is true, correct, and complete to the best of their knowledge and belief.

Scale: 1:500

0 2 4 8m

North Arrow: N

Map Date: 13/09/2018

Site: CAR PARK/FR/CF

Scale: 1:500

Map Date: 13/09/2018

FOR APPROVAL

No.	Description	Date
01	FOR APPROVAL	13/09/2018
02	FOR APPROVAL	13/09/2018
03	DESIGN DEVELOPMENT	12/09/2018
04	APPROVAL	13/09/2018

**Project:** COCKBURN ROAD

**Project Name:** 371 Cockburn Road Group

**Project Number:** 1709

**Client:** Maitland Regional Council

**Project Status:** Proposed Site Plan

**Designing Firm:** DA002

**Project Start:** 27/05/2018

**Project End:** 13/09/2018

**Revision:** 03

**Scale:** 1:500

**Drawn:** DMY

**Checked:** DMY

**Scale:** 1:500

Proposed Site Plan  
1:500



**ELEMENT WA**

COOGEE HOTEL  
COCKBURN

**ACOUSTIC ASSESSMENT**

JULY 2018

OUR REFERENCE: 23319-1-18013-02

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

---

DOCUMENT CONTROL PAGE

**ACOUSTIC ASSESSMENT  
COCKBURN**

Job No: 18013-02

Document Reference: 23319-1-18013-02

**COOGEE HOTEL DEVELOPMENT**

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Herring Storer Acoustics

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3.0	NOISE MODELLING AND RESULTS	4
4.0	ASSESSMENT	6
5.0	CONCLUSION	13

APPENDICIES

A	DEVELOPMENT APPLICATION PLANS
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Herring Storer Acoustics  
Our ref: 23319-1-18013-02

---

### EXECUTIVE SUMMARY

Herring Storer Acoustics have been commissioned by Coogee Hotel Pty Ltd to carry out a preliminary acoustical assessment of noise emissions associated with the re-development of the Old Coogee Hotel in Cockburn.

This preliminary assessment considers noise levels associated with the alfresco area of the proposed development, as the construction of the building is considered readily able to constrain noise levels within the building itself, with the detail design phase of the project proposed to address this issue.

Noise levels associated with the carpark for the proposed development have also been calculated and assessed against the relevant Assigned Noise levels in accordance with the Regulations.

Noise level emissions associated with the alfresco area and carpark are able to comply with the Regulations at all noise sensitive premises considered.

Noise levels emissions associated with the mechanical plant have not been addressed at this stage. The selection and location of such equipment is not known at this preliminary stage of the project, however, given the location of the development, and areas within the development that could house mechanical plant, designing for compliance with the *Environmental Protection (Noise) Regulations 1997* is not considered to be an onerous task.

## 1.0 INTRODUCTION

Herring Storer Acoustics have been commissioned by Coogee Hotel Pty Ltd, to carry out an acoustical assessment of noise emissions associated with the proposed development of the Old Coogee Hotel, Cockburn.

The objectives of the study were to:

- Construct a predictive noise model for noise levels of associated with the proposed venue.
- Assess the predicted noise levels received at the closest noise sensitive premises, for compliance with the *Environmental Protection (Noise) Regulations 1997*.
- If exceedances are predicted, investigate possible noise control options that will reduce noise emissions to achieve compliance with the regulations.

The work was commissioned to accompany the development application.

## 2.0 CRITERIA

The *Environmental Protection (Noise) Regulations 1997* stipulate the allowable noise levels at any noise sensitive premises from other premises. The allowable noise level is determined by the calculation of an influencing factor, which is added to the baseline criteria set out in Table 1 of the Regulations. The baseline assigned noise levels are listed in Table 2.1.

**TABLE 2.1 – ASSIGNED NOISE LEVELS**

Premises Receiving Noise	Time of Day	Assigned Level (dB)		
		L <sub>A 10</sub>	L <sub>A 1</sub>	L <sub>A max</sub>
Noise sensitive premises within 15 metres of a dwelling	0700 - 1900 hours Monday to Saturday	45 + IF	55 + IF	65 + IF
	0900 - 1900 hours Sunday and Public Holidays	40 + IF	50 + IF	65 + IF
	1900 - 2200 hours all days	40 + IF	50 + IF	55 + IF
	2200 hours on any day to 0700 hours Monday to Saturday and 0900 hours Sunday and Public Holidays	35 + IF	45 + IF	55 + IF

Note: The L<sub>A10</sub> noise level is the noise that is exceeded for 10% of the time.  
The L<sub>A1</sub> noise level is the noise that is exceeded for 1% of the time.  
The L<sub>Amax</sub> noise level is the maximum noise level recorded.

It is a requirement that noise from the site be free of annoying characteristics (tonality, modulation and impulsiveness) at other premises, 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 15dB when determined for a single representative event;
- “modulation”** means a variation in the emission of noise that –
  - (a) is more than 3dB  $L_{A Fast}$  or is more than 3dB  $L_{A Fast}$  in any one-third octave band;
  - (b) is present for more 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  $L_{A Slow}$  levels.

Where the above characteristics are present and cannot be practicably removed, the following adjustments are made to the measured or predicted level at other premises.

**TABLE 2.2 – ADJUSTMENTS FOR ANNOYING CHARACTERISTICS**

Where tonality is present	Where modulation is present	Where impulsiveness is present
+ 5 dB	+ 5 dB	+ 10 dB

Where the noise emission is music, then any measured level is adjusted according to Table 2.3 below.

**TABLE 2.3 – ADJUSTMENTS TO MEASURED MUSIC NOISE LEVELS**

Where impulsiveness is not present	Where impulsiveness is present
+10 dB(A)	+15 dB(A)

The area surrounding the proposed development is understood to be primarily residential premises.



FIGURE 1 – DEVELOPMENT LOCATION AND SURROUNDS

The influencing factor at the identified noise sensitive premises has been determined, with the calculation based on the following:

<b>Commercial Premises within Inner Circle</b>	
20%	+ 1 dB
<b>Major Road within Inner Circle</b>	
Cockburn Road	+ 6 dB

Hence, influencing factor = 7 dB

Therefore, the assigned noise levels are listed in Tables 2.4.

**TABLE 2.4 - ASSIGNED OUTDOOR NOISE LEVELS**

Premises Receiving Noise	Time of Day	Assigned Level (dB)		
		L <sub>A10</sub>	L <sub>A1</sub>	L <sub>Amax</sub>
Noise sensitive premises within 15 metres of a dwelling	0700 - 1900 hours Monday to Saturday	52	62	72
	0900 - 1900 hours Sunday and Public Holidays	47	57	72
	1900 - 2200 hours all days	47	57	62
	2200 hours on any day to 0700 hours Monday to Saturday and 0900 hours Sunday and Public Holidays	42	52	62

Note: L<sub>A10</sub> is the noise level exceeded for 10% of the time.  
L<sub>A1</sub> is the noise level exceeded for 1% of the time.  
L<sub>Amax</sub> is the maximum noise level.

### 3.0 NOISE MODELLING AND RESULTS

From information provided, a noise model was developed of the proposed development.

Noise levels associated with the alfresco area have been included in the model.

Noise levels within the alfresco area has been assumed to be in the order of 60 dB(A)/m<sup>2</sup> sound power level. This noise level is representative of restaurant area noise levels, which is understood to be the desired use of the space.

Any music in these areas has been considered to be ambient only, and not significantly contributing to the noise emission at neighbouring premises.

Noise levels within the building have been assumed to be contained within the building structure. The design of the structure, in terms of materials to be utilised to achieve this aim is proposed to be undertaken during the detailed design phase of the project. Given the orientation and location of the building, it is considered to be practical to design a suitable building.

Noise emissions associated with the proposed carpark were also calculated, with the noise level emissions based on the sound power levels listed in Table 3.1.

**TABLE 3.1 – CARPARK SOUND POWER LEVELS**

Item	Sound Power Noise Level, dB(A)
Car Starting	85
Car Moving in Car Park	76
Door Closing	87

Locations considered in our assessment include both undeveloped locations (i.e. empty blocks) and existing premises. All locations considered in our assessment have been assumed to be two storey premises – noting that only “R3” and “R7” are both currently present and two stories in height.

Noise levels at the identified noise sensitive premise associated with the alfresco area are listed below in Table 3.2. Table 3.3 and 3.4 list the calculated noise levels for the carpark noise sources.

**TABLE 3.2 – CALCULATED NOISE LEVELS AT NOISE SENSITIVE PREMISES  
ALFRESCO NOISE EMISSIONS (L<sub>A10</sub> NOISE SOURCES)**

Location	Floor	Calculated Noise Level dB(A)
R1*	Ground*	20
	First*	23
R2	Ground	31
	First*	32
R3	Ground	34
	First	36
R4	Ground	36
	First*	38
R5	Ground	32
	First*	34
R6*	Ground*	33
	First*	35
R7	Ground	16
	First	16
R8*	Ground*	15
	First*	16

(\*) Denotes that the receiving point does not currently exist

**TABLE 3.3 – CALCULATED NOISE LEVELS AT NOISE SENSITIVE PREMISES  
CAR MOVEMENT NOISE EMISSIONS (L<sub>A1</sub> NOISE SOURCES)**

Location	Floor	Calculated Noise Level dB(A)
R1*	Ground*	34 (39)
	First*	44 (49)
R2	Ground	29 (34)
	First*	36 (41)
R3	Ground	45 (50)
	First	46 (51)
R4	Ground	39 (44)
	First*	39 (44)
R5	Ground	34 (39)
	First*	34 (39)
R6*	Ground*	22 (27)
	First*	32 (37)
R7	Ground	41 (46)
	First	43 (48)
R8*	Ground*	41 (46)
	First*	44 (49)

(\*) Denotes that the receiving point does not currently exist

( ) Denotes adjustment for tonality

**TABLE 3.4 – CALCULATED NOISE LEVELS AT NOISE SENSITIVE PREMISES  
CAR STARTS AND DOOR CLOSING NOISE EMISSIONS (L<sub>AMAX</sub> NOISE SOURCES)**

Location	Floor	Calculated Noise Level dB(A)	
		Car Starts	Car Door Closing
R1*	Ground*	37 (42)	37 [47]
	First*	47 (52)	48 [58]
R2	Ground	33 (38)	33 [43]
	First*	42 (47)	41 [51]
R3	Ground	46 (51)	46 [56]
	First	51 (56)	51 [61]
R4	Ground	43 (48)	42 [52]
	First*	43 (48)	44 [54]
R5	Ground	42 (47)	41 [51]
	First*	41 (46)	40 [50]
R6*	Ground*	22 (27)	23 [33]
	First*	36 (41)	36 [46]
R7	Ground	43 (48)	43 [53]
	First	43 (48)	43 [53]
R8*	Ground*	42 (47)	42 [52]
	First*	44 (49)	44 [54]

(\*) Denotes that the receiving point does not currently exist

( ) Denotes adjustment for tonality

[ ] Denotes adjustment for impulsiveness

#### 4.0 ASSESSMENT

Noise levels associated with the alfresco area are to be limited to patron noise only, with background music to be restricted to a level such that it does not significantly contribute to the noise emissions of the development.

Hence, no adjustment to the calculated noise levels are applicable in accordance with the *Environmental Protection (Noise) Regulations 1997*.

Therefore, Tables 4.1 to 4.4 summarises the assessment of the calculated noise levels against the pertinent Assigned Noise Levels.

**TABLE 4.1 – ASSESSMENT – PATRON NOISE**

Location	Floor	Assessable Noise Level, dB(A)	Applicable Times of Day	Applicable L <sub>A10</sub> Assigned Level (dB)	Exceedance to Assigned Noise Level (dB)
R1*	Ground*	20	Day	52	Complies
			Sunday / Public Holiday Day Period	47	Complies
			Evening	47	Complies
			Night	42	Complies
	First*	23	Day	52	Complies
			Sunday / Public Holiday Day Period	47	Complies
			Evening	47	Complies
			Night	42	Complies
R2	Ground	31	Day	52	Complies
			Sunday / Public Holiday Day Period	47	Complies
			Evening	47	Complies
			Night	42	Complies
	First*	32	Day	52	Complies
			Sunday / Public Holiday Day Period	47	Complies
			Evening	47	Complies
			Night	42	Complies
R3	Ground	34	Day	52	Complies
			Sunday / Public Holiday Day Period	47	Complies
			Evening	47	Complies
			Night	42	Complies
	First	36	Day	52	Complies
			Sunday / Public Holiday Day Period	47	Complies
			Evening	47	Complies
			Night	42	Complies
R4	Ground	36	Day	52	Complies
			Sunday / Public Holiday Day Period	47	Complies
			Evening	47	Complies
			Night	42	Complies
	First*	38	Day	52	Complies
			Sunday / Public Holiday Day Period	47	Complies
			Evening	47	Complies
			Night	42	Complies
R5	Ground	32	Day	52	Complies
			Sunday / Public Holiday Day Period	47	Complies
			Evening	47	Complies
			Night	42	Complies
	First*	34	Day	52	Complies
			Sunday / Public Holiday Day Period	47	Complies
			Evening	47	Complies
			Night	42	Complies



Herring Storer Acoustics  
 Our ref: 23319-1-18013-02

8

R6*	Ground*	33	Day	52	Complies
			Sunday / Public Holiday Day Period	47	Complies
			Evening	47	Complies
			Night	42	Complies
	First*	35	Day	52	Complies
			Sunday / Public Holiday Day Period	47	Complies
			Evening	47	Complies
			Night	42	Complies
R7	Ground	16	Day	52	Complies
			Sunday / Public Holiday Day Period	47	Complies
			Evening	47	Complies
			Night	42	Complies
	First	16	Day	52	Complies
			Sunday / Public Holiday Day Period	47	Complies
			Evening	47	Complies
			Night	42	Complies
R8*	Ground*	15	Day	52	Complies
			Sunday / Public Holiday Day Period	47	Complies
			Evening	47	Complies
			Night	42	Complies
	First*	16	Day	52	Complies
			Sunday / Public Holiday Day Period	47	Complies
			Evening	47	Complies
			Night	42	Complies

**TABLE 4.2 – ASSESSMENT – CARPARK CAR MOVEMENTS – LA1 NOISE SOURCE**

Location	Floor	Assessable Noise Level, dB(A)	Applicable Times of Day	Applicable LA1 Assigned Noise Level (dB)	Exceedance to Assigned Noise Level (dB)
R1*	Ground*	39	Day	62	Complies
			Sunday / Public Holiday Day Period	57	Complies
			Evening	57	Complies
			Night	52	Complies
	First*	49	Day	62	Complies
			Sunday / Public Holiday Day Period	57	Complies
			Evening	57	Complies
			Night	52	Complies
R2	Ground	34	Day	62	Complies
			Sunday / Public Holiday Day Period	57	Complies
			Evening	57	Complies
			Night	52	Complies
	First*	41	Day	62	Complies
			Sunday / Public Holiday Day Period	57	Complies
			Evening	57	Complies
			Night	52	Complies

Herring Storer Acoustics  
 Our ref: 23319-1-18013-02

R3	Ground	50	Day	62	Complies
			Sunday / Public Holiday Day Period	57	Complies
			Evening	57	Complies
			Night	52	Complies
	First	51	Day	62	Complies
			Sunday / Public Holiday Day Period	57	Complies
			Evening	57	Complies
			Night	52	Complies
R4	Ground	44	Day	62	Complies
			Sunday / Public Holiday Day Period	57	Complies
			Evening	57	Complies
			Night	52	Complies
	First*	44	Day	62	Complies
			Sunday / Public Holiday Day Period	57	Complies
			Evening	57	Complies
			Night	52	Complies
R5	Ground	39	Day	62	Complies
			Sunday / Public Holiday Day Period	57	Complies
			Evening	57	Complies
			Night	52	Complies
	First*	39	Day	62	Complies
			Sunday / Public Holiday Day Period	57	Complies
			Evening	57	Complies
			Night	52	Complies
R6*	Ground*	27	Day	62	Complies
			Sunday / Public Holiday Day Period	57	Complies
			Evening	57	Complies
			Night	52	Complies
	First*	37	Day	62	Complies
			Sunday / Public Holiday Day Period	57	Complies
			Evening	57	Complies
			Night	52	Complies
R7	Ground	46	Day	62	Complies
			Sunday / Public Holiday Day Period	57	Complies
			Evening	57	Complies
			Night	52	Complies
	First	48	Day	62	Complies
			Sunday / Public Holiday Day Period	57	Complies
			Evening	57	Complies
			Night	52	Complies
R8*	Ground*	46	Day	62	Complies
			Sunday / Public Holiday Day Period	57	Complies
			Evening	57	Complies
			Night	52	Complies
	First*	49	Day	62	Complies
			Sunday / Public Holiday Day Period	57	Complies
			Evening	57	Complies
			Night	52	Complies

**TABLE 4.3 – ASSESSMENT – CARPARK CAR STARTS – LAMAX NOISE SOURCE**

Location	Floor	Assessable Noise Level, dB(A)	Applicable Times of Day	Applicable L <sub>AMAX</sub> Assigned Level (dB)	Exceedance to Assigned Noise Level (dB)
R1*	Ground*	42	Day	72	Complies
			Sunday / Public Holiday Day Period	72	Complies
			Evening	62	Complies
			Night	62	Complies
	First*	52	Day	72	Complies
			Sunday / Public Holiday Day Period	72	Complies
			Evening	62	Complies
			Night	62	Complies
R2	Ground	38	Day	72	Complies
			Sunday / Public Holiday Day Period	72	Complies
			Evening	62	Complies
			Night	62	Complies
	First*	47	Day	72	Complies
			Sunday / Public Holiday Day Period	72	Complies
			Evening	62	Complies
			Night	62	Complies
R3	Ground	51	Day	72	Complies
			Sunday / Public Holiday Day Period	72	Complies
			Evening	62	Complies
			Night	62	Complies
	First	56	Day	72	Complies
			Sunday / Public Holiday Day Period	72	Complies
			Evening	62	Complies
			Night	62	Complies
R4	Ground	48	Day	62	Complies
			Sunday / Public Holiday Day Period	57	Complies
			Evening	57	Complies
			Night	52	Complies
	First*	48	Day	62	Complies
			Sunday / Public Holiday Day Period	57	Complies
			Evening	57	Complies
			Night	52	Complies
R5	Ground	47	Day	72	Complies
			Sunday / Public Holiday Day Period	72	Complies
			Evening	62	Complies
			Night	62	Complies
	First*	46	Day	72	Complies
			Sunday / Public Holiday Day Period	72	Complies
			Evening	62	Complies
			Night	62	Complies

R6*	Ground*	27	Day	72	Complies
			Sunday / Public Holiday Day Period	72	Complies
			Evening	62	Complies
			Night	62	Complies
	First*	41	Day	72	Complies
			Sunday / Public Holiday Day Period	72	Complies
			Evening	62	Complies
			Night	62	Complies
R7	Ground	48	Day	72	Complies
			Sunday / Public Holiday Day Period	72	Complies
			Evening	62	Complies
			Night	62	Complies
	First	48	Day	72	Complies
			Sunday / Public Holiday Day Period	72	Complies
			Evening	62	Complies
			Night	62	Complies
R8*	Ground*	47	Day	72	Complies
			Sunday / Public Holiday Day Period	72	Complies
			Evening	62	Complies
			Night	62	Complies
	First*	49	Day	72	Complies
			Sunday / Public Holiday Day Period	72	Complies
			Evening	62	Complies
			Night	62	Complies

TABLE 4.4 – ASSESSMENT – CARPARK CAR DOOR CLOSING – LAMAX NOISE SOURCE

Location	Floor	Assessable Noise Level, dB(A)	Applicable Times of Day	Applicable L <sub>AMAX</sub> Assigned Level (dB)	Exceedance to Assigned Noise Level (dB)
R1*	Ground*	47	Day	72	Complies
			Sunday / Public Holiday Day Period	72	Complies
			Evening	62	Complies
			Night	62	Complies
	First*	58	Day	72	Complies
			Sunday / Public Holiday Day Period	72	Complies
			Evening	62	Complies
			Night	62	Complies
R2	Ground	43	Day	72	Complies
			Sunday / Public Holiday Day Period	72	Complies
			Evening	62	Complies
			Night	62	Complies
	First*	51	Day	72	Complies
			Sunday / Public Holiday Day Period	72	Complies
			Evening	62	Complies
			Night	62	Complies

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 Our ref: 23319-1-18013-02

R3	Ground	56	Day	72	Complies
			Sunday / Public Holiday Day Period	72	Complies
			Evening	62	Complies
			Night	62	Complies
	First	61	Day	72	Complies
			Sunday / Public Holiday Day Period	72	Complies
			Evening	62	Complies
			Night	62	Complies
R4	Ground	52	Day	62	Complies
			Sunday / Public Holiday Day Period	57	Complies
			Evening	57	Complies
			Night	52	Complies
	First*	54	Day	62	Complies
			Sunday / Public Holiday Day Period	57	Complies
			Evening	57	Complies
			Night	52	Complies
R5	Ground	51	Day	72	Complies
			Sunday / Public Holiday Day Period	72	Complies
			Evening	62	Complies
			Night	62	Complies
	First*	50	Day	72	Complies
			Sunday / Public Holiday Day Period	72	Complies
			Evening	62	Complies
			Night	62	Complies
R6*	Ground*	33	Day	72	Complies
			Sunday / Public Holiday Day Period	72	Complies
			Evening	62	Complies
			Night	62	Complies
	First*	46	Day	72	Complies
			Sunday / Public Holiday Day Period	72	Complies
			Evening	62	Complies
			Night	62	Complies
R7	Ground	53	Day	72	Complies
			Sunday / Public Holiday Day Period	72	Complies
			Evening	62	Complies
			Night	62	Complies
	First	53	Day	72	Complies
			Sunday / Public Holiday Day Period	72	Complies
			Evening	62	Complies
			Night	62	Complies
R8*	Ground*	52	Day	72	Complies
			Sunday / Public Holiday Day Period	72	Complies
			Evening	62	Complies
			Night	62	Complies
	First*	54	Day	72	Complies
			Sunday / Public Holiday Day Period	72	Complies
			Evening	62	Complies
			Night	62	Complies

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As can be seen from the above tables, noise levels associated with the proposed development – specifically the alfresco area and carpark area complies with the Assigned Noise Levels at all times and locations.

## 5.0 CONCLUSION

Noise level emissions associated with the alfresco area, comply with the Regulations.

Noise level emissions associated with the carpark area, comply with the Regulations.

Control measures may be necessary on music noise levels; however, this is proposed to be addressed during the detailed design phase of the project. Given the area of impact with the proposed alfresco area, it is considered that background music for the alfresco area would be able to be utilised without significant noise impact upon premises in the area.

Noise level emissions associated with mechanical plant would also be addressed during the detailed design phase of the development, and are considered likely development approval conditions.

## APPENDIX A

### PLANS




# Coogee Hotel and Post Office Development

## TRAFFIC IMPACT STATEMENT REPORT

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 [twitter.com/flytplan](https://twitter.com/flytplan)

 web: [www.flyt.com.au](http://www.flyt.com.au)





<b>PROJECT</b>		<b>Coogee Hotel 81113-304</b>		
<b>Revision</b>	<b>Description</b>	<b>Originator</b>	<b>Review</b>	<b>Date</b>
0	Draft	CXS	CAS	13/04/2018
1	Issued	CXS	CAS	14/04/2018





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## 1. INTRODUCTION

### 1.1 Development Introduction

This Transport Impact Statement (TIS) has been prepared by Flyt in support of the proposed Coogee Hotel and Post Office development, located at Lot 1512 Cockburn Road, Coogee. As set out within the supporting report which accompanied the Development Application (*The Coogee Hotel and Post Office Development Approval Report, February 2018*), the proponent of the development is the Coogee Partnership.

The location of the proposed development is on the north-eastern corner of the intersection of Cockburn Road and Beach Road in Coogee, as shown in Figure 1. The site is located in the City of Cockburn.

Figure 1 Development site context (source: Google Maps)



### 1.2 Transport Impact Statement

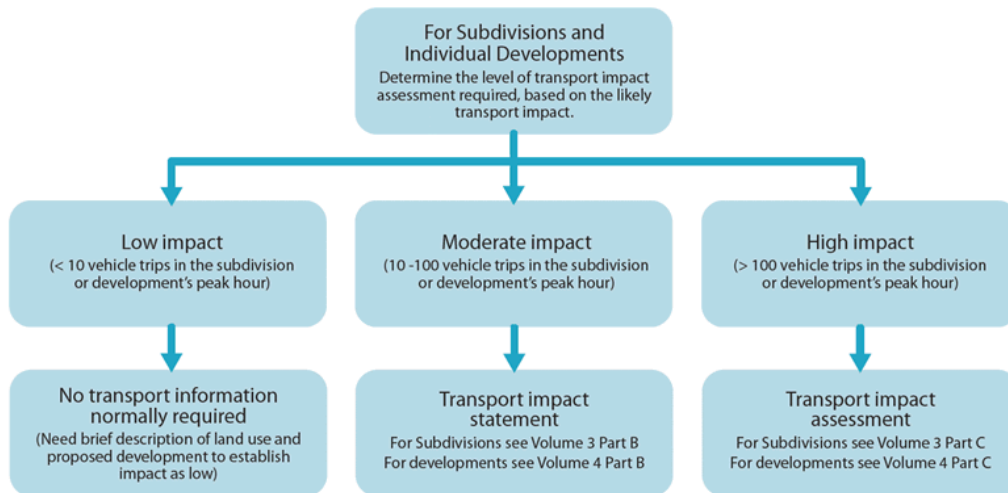
The report has been prepared in accordance with the WA Planning Commission's (WAPC) Transport Impact Assessment Guidelines (Volume 4 – Individual Developments). The Guidelines promote a three level assessment process, where the required level of assessment is dependent on the likely level of impact, as follows (and as shown in Figure 2):

- Low impact – less than 10 peak hour trips, no assessment required;
- Moderate impact – between 10 and 100 peak hour trips, Transport Impact Statement required; and
- High impact – more than 100 peak hour trips, full Transport Impact Assessment required.





Figure 2 Level of transport impact assessment required (source: WAPC Transport Impact Assessment Guidelines, 2016)



The traffic attributable to the proposed development has been determined to be less than 100 vehicle trips in the operating peak hour, therefore the required level of assessment is a Traffic Impact Statement.

### 1.3 Purpose and Prior Responses

This assessment has also been completed in support of the application on the basis of a request from the City of Cockburn and Main Roads WA. Supporting information for the Development Application has already been submitted to Council. This material is referenced and expanded upon in this TIS where required. The initial assessment covered four key issues that were of interest to Council:

- Provision of parking on site and spatial implications
- Usage profile
- Management measures
- Total parking provision.

In addition to these four items of interest, Main Roads provided initial advice to Council establishing a number of issues that were required to be addressed. These issues have been examined and are included within the analysis set out in this report.

### 1.4 Report Structure

The report is structured as required by the Transport Impact Assessment Guidelines, with the following sections:

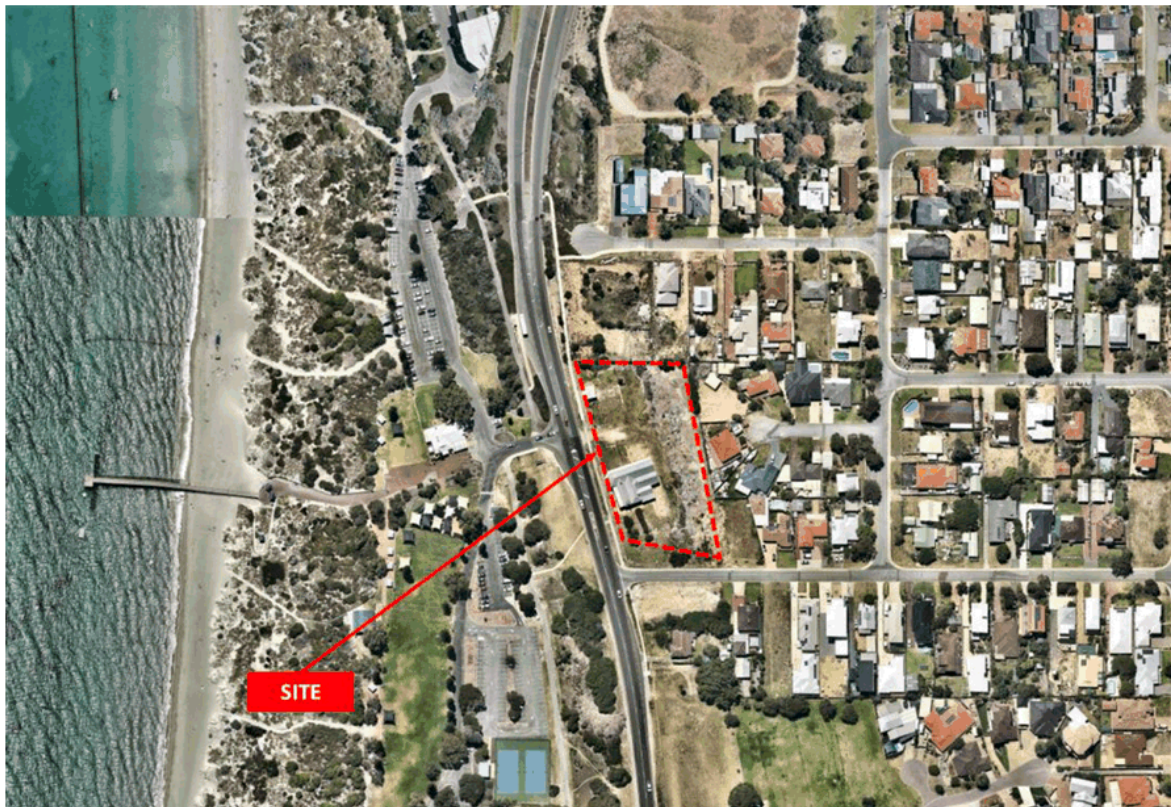
- Proposed development
- Vehicle access and parking
- Provision for service vehicles
- Hours of Operation
- Daily traffic volumes and vehicle types
- Traffic management on frontage streets
- Public transport access
- Pedestrian access
- Cycle access
- Site specific issues
- Safety issues.

## 2. PROPOSED DEVELOPMENT

### 2.1 Development Site

The Coogee Hotel and Post Office are located at 371 Cockburn Road, Coogee. The site is approximately 200m to the east of Coogee Beach, bordered by Cockburn Road to the west, Beach Road to the south and by existing low density residential development to the north and east. The development site is shown in Figure 1, while an aerial image of the site showing the location of the two buildings on site is shown in Figure 3.

Figure 3 – Location of buildings within site (source: Nearmap)



The development includes the following, as shown in Figure 4 and Figure 5:

- converting the Coogee Hotel building into a restaurant with limited bar facilities;
- a new building to contain the kitchen, back of house, toilets and alfresco dining areas;
- retaining the post office building as part of a pavilion garden;
- site landscaping with plants, orchards and vegetable gardens;
- access via Beach Road at the eastern edge of the site, with car parking for 35 vehicles.

The restaurant and bar area will occupy approximately 684m<sup>2</sup> and, as submitted to Council in respect of revisions to the proposed use, will be limited to a maximum capacity of 180 guests. The assessment within this TIS has been completed on this basis.



Figure 4 – Development proposals (source SeeDesign Studio)

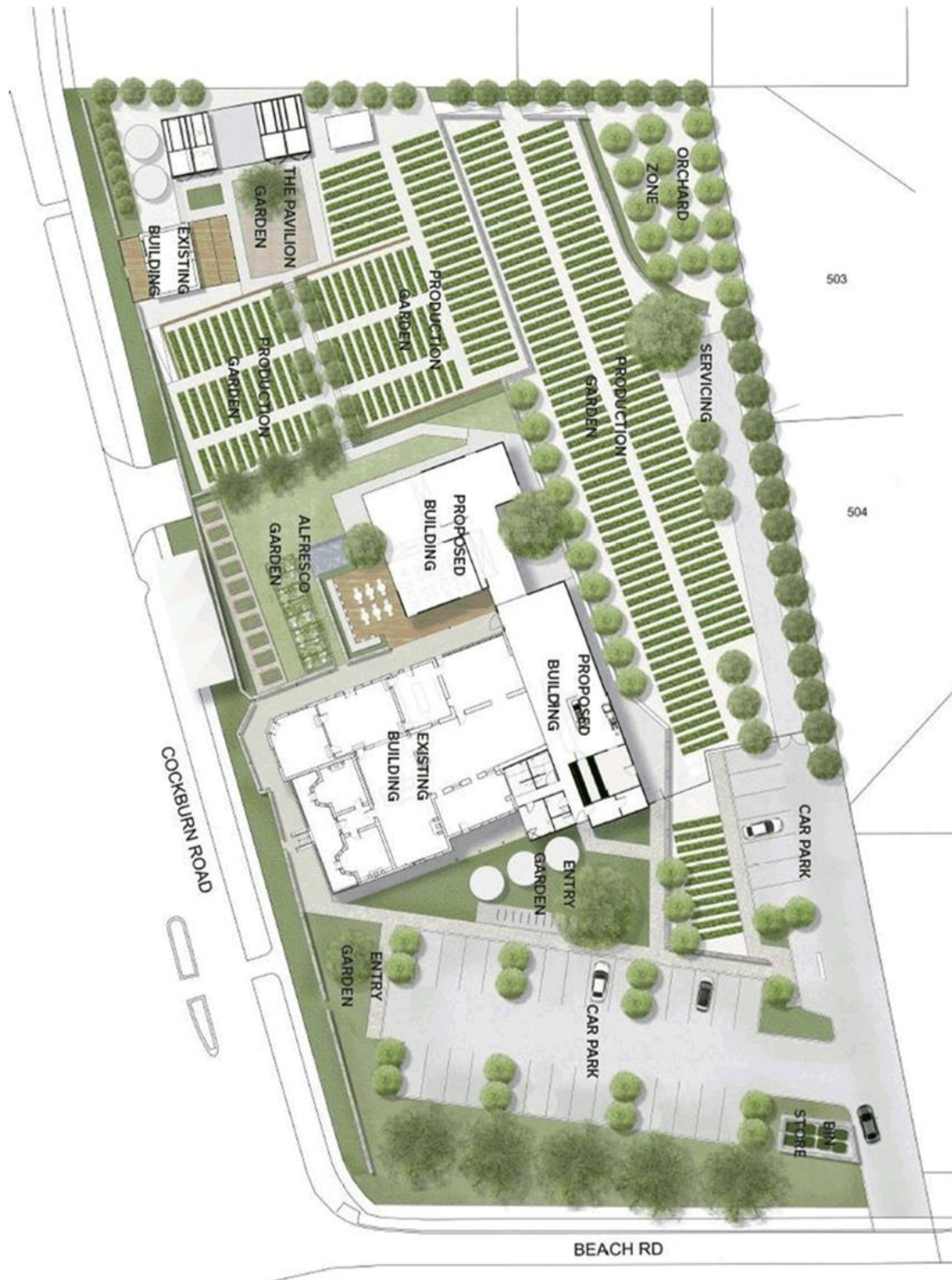
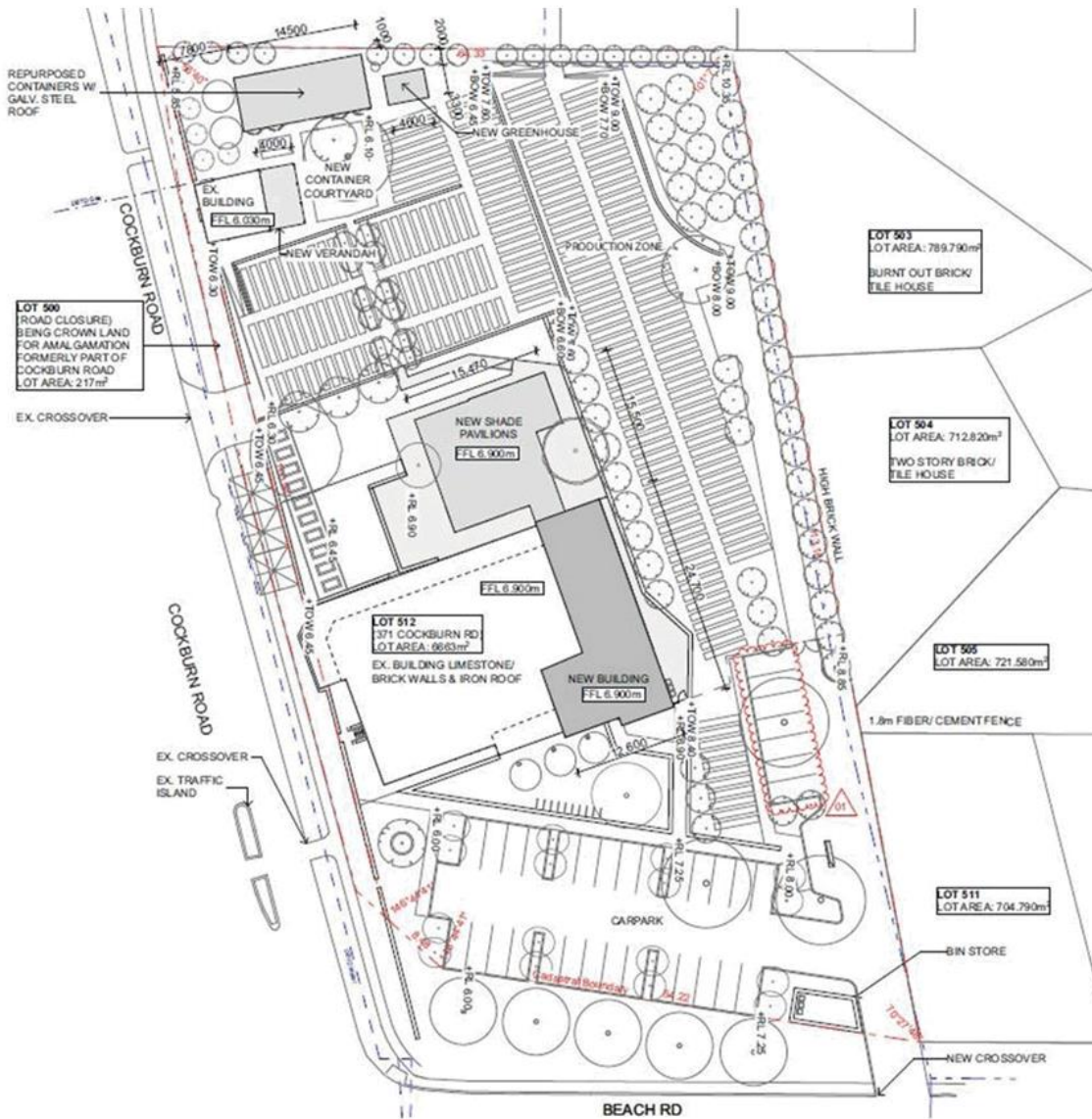




Figure 5 – Proposed Site Plan (source Spaceagency Architects)





### 3. VEHICLE ACCESS AND PARKING

#### 3.1 Vehicle Access

The site will have a single access to Beach Road, from a proposed crossover to be located at the eastern boundary of the site, approximately 57m to the east of the intersection with Cockburn Road. The location of the access crossover is shown in Figure 6. The location of the crossover has been designed to ensure that it is as far away from the intersection of Cockburn Road as possible to reduce any actual or perceived impacts.

The existing crossover to Cockburn Road, located opposite the intersection with Powell Road, will be closed. There will be no vehicle or pedestrian access from along the Cockburn Road frontage to address key safety issues that have been raised by Main Roads WA in the design and development application process.

Figure 6 – Location of proposed access crossover (source: Nearmap)



#### 3.2 Parking

Parking for customers and employees will be located in the southern portion of the site, as shown in the site plan in Figure 5. The parking bays will be designed to comply with Australian Standards 2890.1 which is expected to be a condition of approval.

There will be a drop off bay near the access point and a service vehicle bay behind a secure gate. In addition, 12 cycle parking bays will be provided adjacent to the customer car park.



The on-site car parking provision of 36 bays (35 plus service bay area) is equivalent to 1 bay for every 5 visitors (based on the maximum capacity of 180 guests).

The parking requirement based on the provisions of the City of Cockburn Town Planning Scheme No. 3 (TPS3) is one bay for every four people to be accommodated. However, given the heritage value of the site and the amenity the development outcome offers to local residents, the layout of parking on site combined with a reduced number of patrons on the site (down from the initial DA proposal from 250 to 180), is proposed as a variation to the provisions of the scheme.

The level of parking proposed, when taken into account in context with overall peak traffic generation of the site determined in section 6.2, will be adequate to cater for the movement of vehicles to and from the site during the peak usage periods.





## 4. PROVISION FOR SERVICE VEHICLES

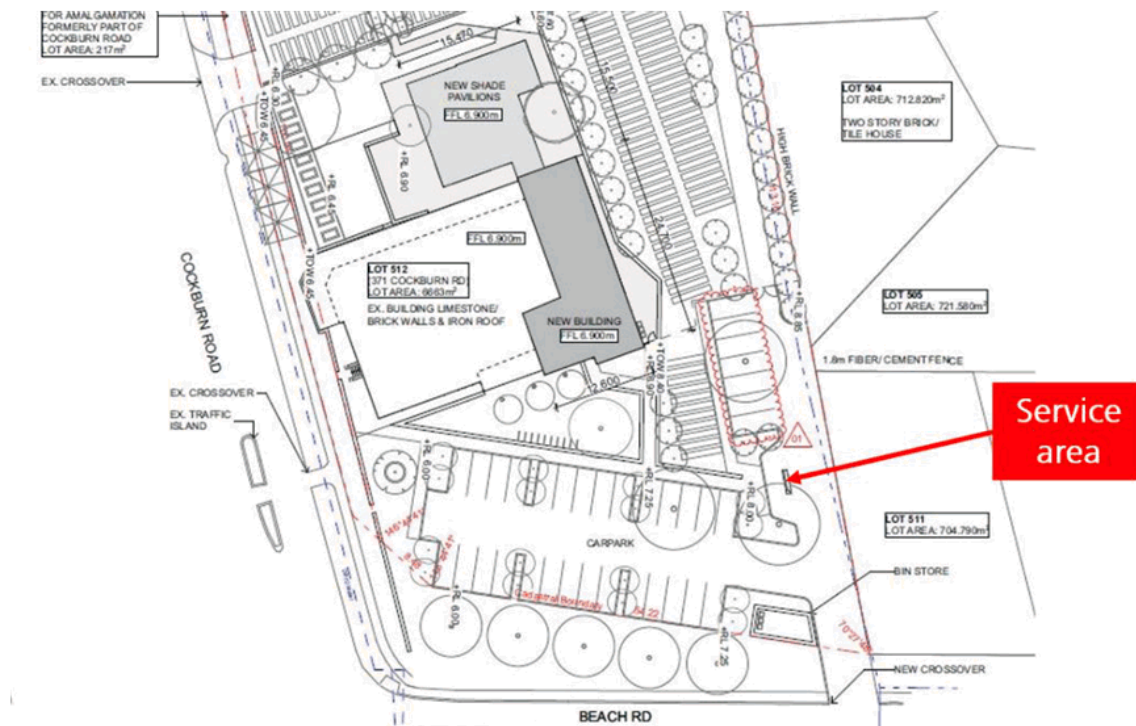
### 4.1 Service Vehicles

As set out in the DA Report, there will be a range of service movements associated with the site. Access for service and delivery vehicles, employees and customer parking is located on the south-east corner of the site and will be facilitated by the single crossover into the site from Beach Road. The location of the service bay is shown in Figure 7.

Rubbish collection will occur on Beach Road. The proposed bin store area is a short distance from Beach Road and bins will be transported between the bin store area and the Beach Road verge on collection days. At this stage, it is contemplated that either the City of Cockburn or a private contractor will be used. Collection frequency will be determined by the storage area capacity and the amount of material being recovered and collected.

For bin movements on site, will be a clear pathway from the back of house areas to the bin storage via the carpark. Movement of waste and/or bins to the bin storage area will be managed by the restaurant and employees will be trained on recycling requirements and initiatives. The restaurant management team will be responsible for accountable and consistent waste management and recycling. The restaurant management will work together with the horticulturist to ensure the maximisation of waste reuse and recycling throughout the Site.

Figure 7 Location of service area





## 5. HOURS OF OPERATION

### 5.1 Operation

The site will operate throughout the week however the primary movement of people to and from the site for use of the hospitality functions of the site will be on evenings from Thursday-Saturdays. Staff will attend to the orchard and vegetable garden throughout the day, starting from 7:00am.

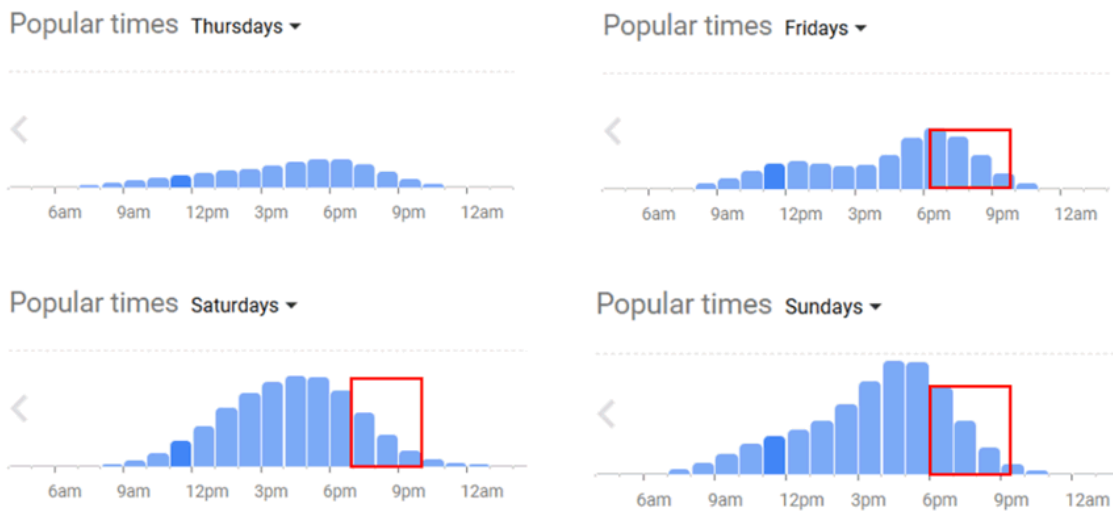
In prior submission to Council on the Development Application, a review of the usage profile of the adjoining area was undertaken using Google. This profile information is set out in the following section.

### 5.2 Usage Profile

The indicative hours of operation of the development will generally compliment other trips associated with Coogee Beach and the adjoining café development – this is a common place situation at beaches around Perth where food and dining options are available. Examples where there is similar small scaled agglomeration of activity that works are Leighton Beach, Swanbourne Beach and numerous places along the Swan River foreshore.

For the majority of the opening hours during the week, there will be no overlap in peak usage of the proposed development and the adjoining beach area. The key usage times for the overall area are on the Friday evening and weekends, as indicated by the usage and visitation profile to Coogee Beach taken from Google data sources, as shown in Figure 8.

Figure 8 Google usage profile for Coogee Beach



Detailed analysis of the traffic impact of the site relative to the usage profile is set out in section 6.2.

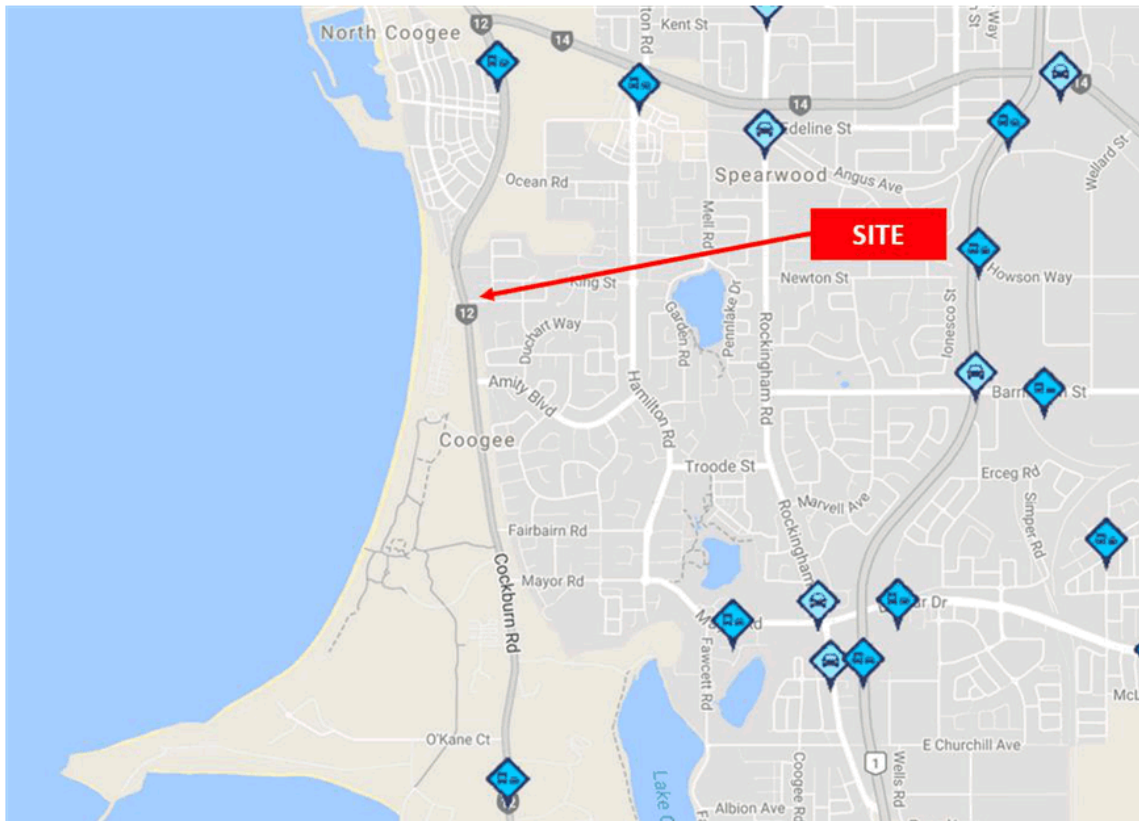


## 6. DAILY TRAFFIC VOLUMES & VEHICLE TYPES

### 6.1 Traffic Volumes

Traffic volume information was extracted from the Main Roads WA Traffic Count map. Information available for Cockburn Road north and south of the site was available for October and November 2016. This information, including volume, composition and speed data, has formed the basis for this assessment. The location of the count sites are shown in Figure 9.

Figure 9 Main Roads WA count sites



The differences in total volumes between the two recording sites on Cockburn Road is shown in Table 1.

Table 1 Traffic volume count profile and differences

Year	Southern Site		Northern Site		Difference	
	Daily volume	Heavy vehicle %	Daily volume	Heavy vehicle %		
2014/15	13836	8%	19454	12%	5618	29%
2013/14	12891	8%	17081	9%	4190	25%
2012/13	11952	10%	16202	9%	4250	26%
2011/12	12499	9%	16385	7%	3886	24%
2009/10	11427	10%	14930	8%	3503	23%



In general, the volume of traffic north of the site is around 25-30% higher closer to Spearwood Road. The northern count site would also record traffic from North Coogee. For the purposes of this assessment, the total volumes recorded were reduced by 5% to reflect the level of traffic generated through North Coogee. This assumption is supported by the traffic count information provided in the TIS for the Lot 512 Structure Plan which noted a count adjacent to the site of 16,059 vehicles per day in 2013 – around 1,000 less vehicles per day than the Main Roads WA counts.

The TIS for the Lot 512 Structure Plan also provided local counts for Beach Road which were 1,486 daily vehicle movements per day. This count is from 2007 so it would be expected that this volume may have changed. Applying a 1% growth rate per year results in 1,658 vehicles per day. An 8% peak hour two-way flow equates to 133 vehicles.

## 6.2 Traffic Generated by the Development

Trips generated by the development will be dependent on the operating hours of the site. For the large part, when staff are operating on site, the overall trip generation will be minimal. For the purposes of this assessment, two sources were utilised to detail the impact of trips generated by the site, these were:

- The Transport Impact Statement completed for the Lot 512 Cockburn Road Structure Plan that was developed on behalf of the State Heritage Office who were responsible for the Structure Plan on the site that ultimately led to the sale of the site by Main Roads WA
- WAPC Transport Impact Assessment guidelines (2016) Technical Volume.

### 6.2.1 Structure Plan Assessment

The assessment undertaken for the Structure Plan assessed a different mix of land uses relative to the approval provided. The trip generation for the Structure Plan was based on Residential Units and Offices being in situ, as opposed to a range of development options that could have been pursued for the site relative to its Local Centre zoning.

Some applicable developments have a higher rate of trip development during peak periods, for instance a Child Care Centre, which is a P use in a Local Centre, could have far higher volume of vehicle trips associated with it in a morning peak period given the area of the site.

Notwithstanding this, the assessment for the Structure Plan established the trip generation set out in Table 2.

Table 2 Trip Generation - Lot 512 Approved LSP TIS

Land Use	WAPC Guidelines	Yield	Daily Traffic Generation	Peak Hour Traffic Generation
Residential Units	5.5 vehicle trips per unit (Peak 0.85 vehicle trips per unit)	6 Units	33VPD	6 VPH
Office	10 vehicular trips per 100m2 of GFA (PM Peak - 2 per 100m2 of GFA)	800m2	80 VPD	16 VPH

The TIS completed for the Lot 512 LSP concludes that for the 22 peak hour vehicle trips generated “the subject site will have a low to negligible impact on the existing road network”.

### 6.2.2 WAPC Guidelines

For trip generation associated with Restaurants, the Technical Guidance states:





"The RTA guide indicates that rates can vary significantly for this land use type and gives an average peak hour rate of five trips per 100 m<sup>2</sup> GFA, or 10 trips per 100 seats (based on two m<sup>2</sup> GFA per person). For most developments of this type, the peak hour(s) are likely to be outside the normal AM and PM peak hours. Professional judgement should therefore be used when selecting the hours for assessment, appropriate trip rates and in/out splits".

Therefore, applying both rates to the site results in the following peak generation, as shown in Table 3.

Table 3 Trip Generation

Measurement		Rate	Vehicle Trips (Peak)
Site Gross Floor Area	684m <sup>2</sup>	5 per 100m <sup>2</sup>	34
Seats	180 seats	10 per 100 seats	18

Therefore, applying the rates set out in the WAPC Guidelines, the site would have a trip generation during a peak hour of between 18 and 34 vehicle trips.

### 6.3 Impact on Surrounding Road Network

This analysis of the impact on the surrounding road network has applied the same methodology as the TIS completed for the approved Lot 512 Local Structure Plan, to ensure that Council has a consistent approach between the stages of development. The TIS for the Local Structure Plan set out the trip distribution as:

"Based on our analysis of employment opportunities, location of schools, shopping centres and preferred locations for social and recreational activities we believe the traffic attracted to and generated from the LSP would be distributed onto the adjacent road network as follows: -

- 100% (113 VPD / 22 VPH) from (crossover) to Beach Road
  - 80% (90 VPD / 18 VPH) turn right onto Beach Road – west;
    - 60% (54 VPD / 11 VPH) turn left onto Cockburn Road – north
    - 40% (36 VPD / 7 VPH) turn right onto Cockburn Road – south
- 20% (23 VPD / 4 VPH) turn right onto Beach Road – east".

This assumes the outbound movement of traffic being the predominant movement. Given the nature of the site use, we have applied a peak movement trip distribution of:

Inbound:

- 80% of total trips
- 70% of inbound trips coming from the North along Cockburn Road (expanding Coogee Beach areas)
- 15% of trips from the south along Cockburn Road
- 15% of trips from east along Beach Road.

Outbound:

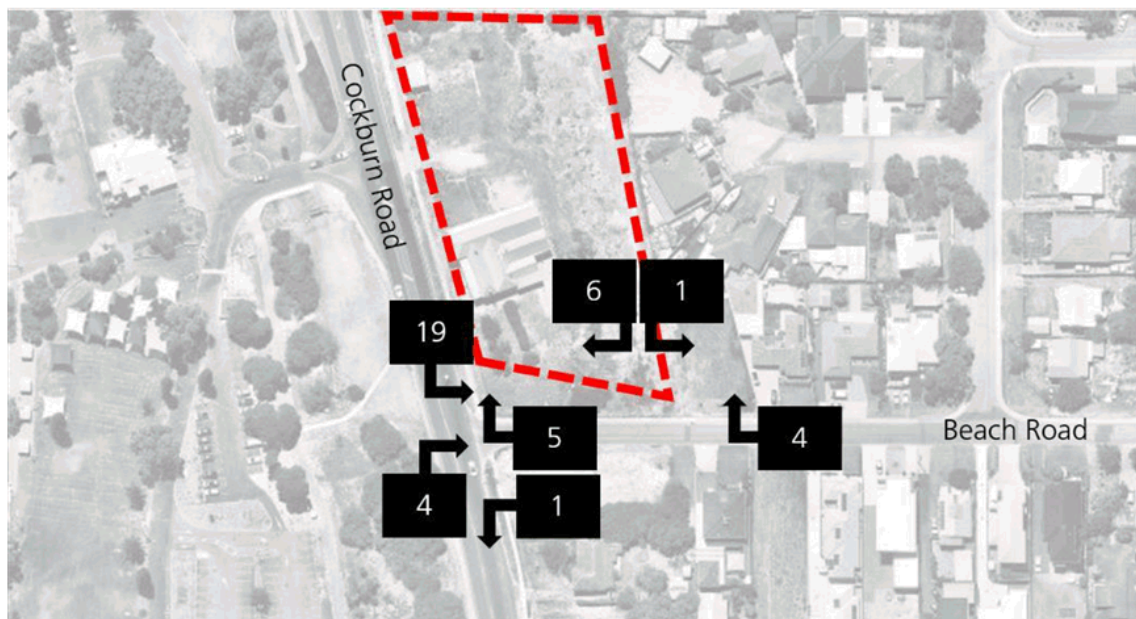
- 20% of all trips
- 80% of all trips turning right from the site and right on to Cockburn Road
- 10% of trips turning right from the site and left on to Cockburn Road
- 10% of all trips turning left from the site and along Beach Road.

Based on the trip generation using the standard WAPC and RTA rates, as well as application of information from the approved LSP TIS for Lot 512 Cockburn Road, the trip generation for a peak hour of this site is shown in Figure 10.





Figure 10 Peak hour generation



The volume of additional trips would not be considered a meaningful or measurable impact on the surrounding road network. This is illustrated through an examination of peak traffic flows generated by the site over the peak periods that are proposed for the operation of the site. A maximum, and consistent 29 vehicle trips per hour were applied to the 2016 recorded values for Cockburn Road discussed in section 6.1.

The results show that there is a consistently low volume of traffic generated by the site, even with largely unrealistic and consistent peak vehicles trips being generated on all days from Thursday to Sunday.

Given this assessment, the impact of the traffic generated by the site is considered to have a low to negligible impact on the existing road network, in particular relative to Cockburn Road.





Table 4 Assessment of trip generation impacts over 24-hour period

Hour	Thurs Flows	Peak Trip Gen	% of 2016 Flow	Friday Flows	Peak Trip Gen	% of 2016 Flow	Sat Flows	Peak Trip Gen	% of 2016 Flow	Sun Flows	Peak Trip Gen	% of 2016 Flow
12am	64			93			120			219		
1am	34			36			59			112		
2am	36			25			57			67		
3am	39			47			38			58		
4am	106			107			66			63		
5am	450			430			203			111		
6am	1006			965			440			347		
7am	1507			1463			645			693		
8am	1516			1531			1010	29	3%	744	29	4%
9am	1105			1068			1286	29	2%	1045	29	3%
10am	988			1058			1391	29	2%	1276	29	2%
11am	1013			1097			1458	29	2%	1254	29	2%
12pm	1043			1183	29	3%	1566	29	2%	1380	29	2%
1pm	1025			1189	29	3%	1376	29	2%	1317	29	2%
2pm	1236			1371	29	2%	1388	29	2%	1159	29	3%
3pm	1522			1688	29	2%	1374	29	2%	1103	29	3%
4pm	1646	29	2%	1683	29	2%	1317	29	2%	977	29	3%
5pm	1547	29	2%	1518	29	2%	1252	29	2%	906	29	3%
6pm	929	29	3%	1059	29	3%	1078	29	3%	659	29	5%
7pm	526	29	6%	588	29	5%	773	29	4%	465	29	7%
8pm	376	29	8%	495	29	6%	450	29	7%	327	29	9%
9pm	283			396			395			175		
10pm	184			348			388			139		
11pm	100			257			291			83		





## 7. TRAFFIC MANAGEMENT ON FRONTAGE STREETS

### 7.1 Frontage Streets

The site is bordered by Cockburn Road to the west, Beach Road to the south and by existing low density residential development to the north and east. The road hierarchy surrounding the development site is shown in Figure 11 and the speed zoning is shown in Figure 12.

Figure 11 – Road hierarchy surrounding development site (source: MRWA)

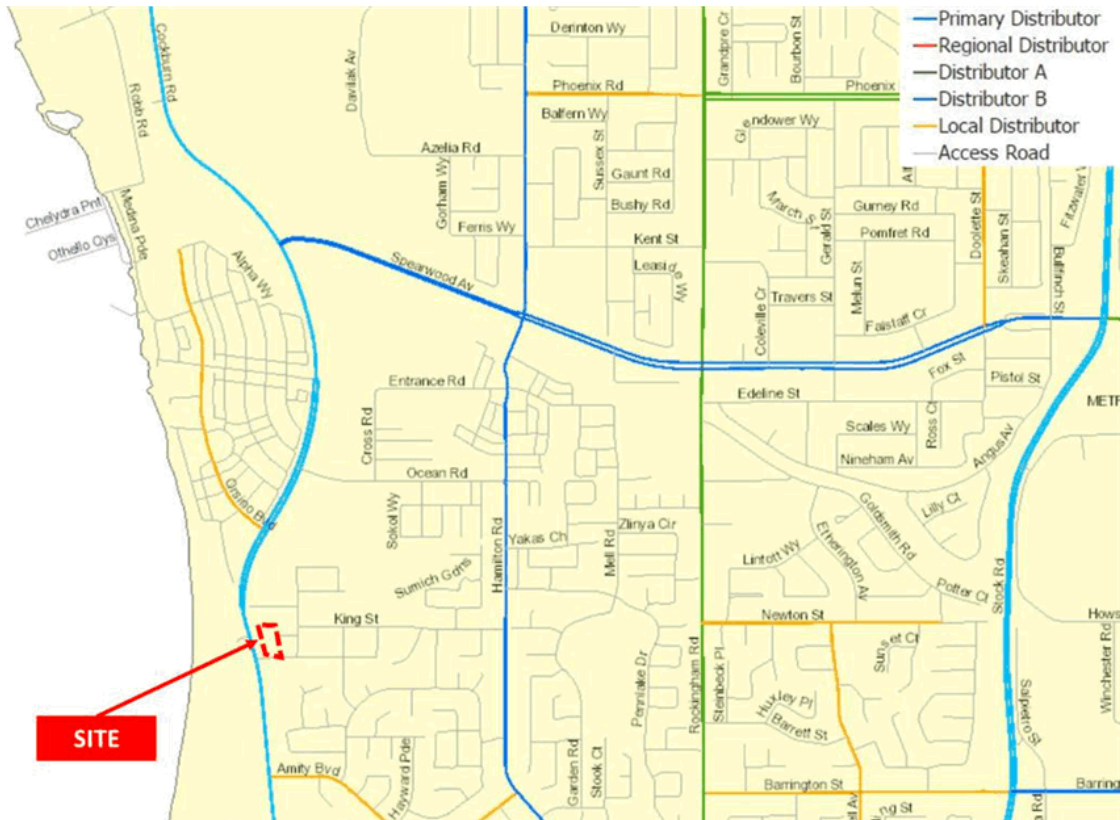
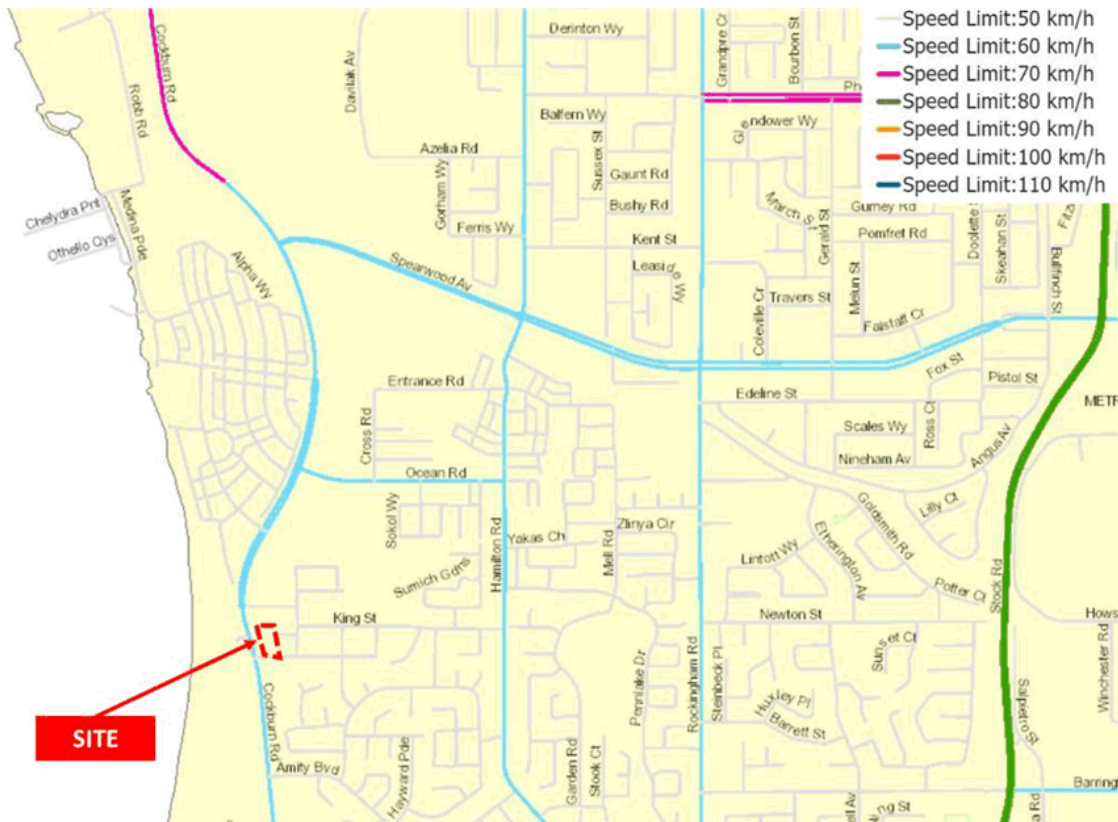




Figure 12 – Speed zoning surrounding development site (source: MRWA)



Cockburn Road is classified as a Primary Distributor and is under the control of Main Roads WA. Cockburn Road provides a coastal north-south connection between Fremantle and Kwinana. Cockburn Road is constructed as two 3.5m wide lanes separated by a 3m painted median, reducing to a 2m solid median in the vicinity of a pedestrian crossing facility, approximately 30m north of the intersection with Beach Road. South of the pedestrian crossing there is no median, painted or solid. The cross section of Cockburn Road, showing the various median treatments is shown in Figure 13.

North of Powell Road, Cockburn Road has 1.5m sealed shoulders which serve as on-road cycle lanes. A footpath is located along Cockburn Road site frontage, 1.8m in width to the north of Powell Road and 1.2 wide between Powell Road and Beach Road. A 3m wide shared path is located on the western side of Cockburn Road, however to the south of Powell Street this is set back from the street by distance of 30m.



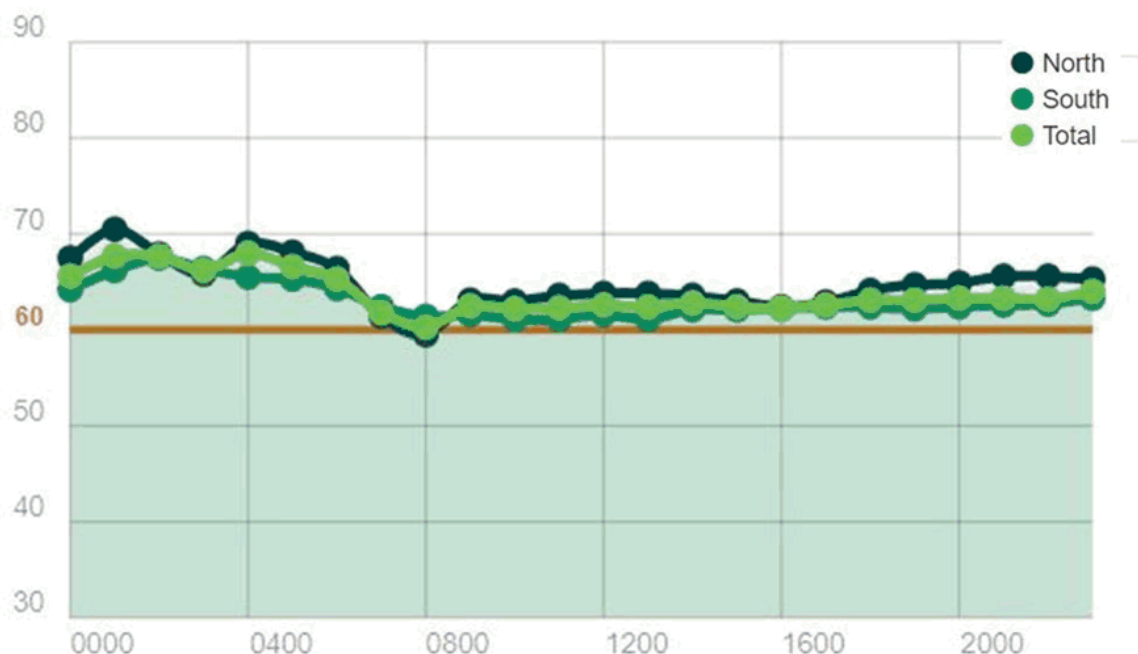


Figure 13 – Cockburn Road cross section looking north (source: Google Street View)



Cockburn Road has a posted speed limit of 60km/h. Speed data extracted from Main Road WA’s Traffic Map reveals that actual travel speeds along Cockburn Road are higher than the posted speed limit. The variation in median vehicle speed throughout a typical weekday for the most recent traffic data collected in November 2016 is shown in Figure 14. The median vehicle speed is the speed that 50% of vehicles travel slower than, and 50% of vehicles will exceed. As a rough guide, speed limits are usually set to match 85<sup>th</sup> percentile vehicles speeds (exceeded by only 15% of drivers).

Figure 14 – Median speed data for Cockburn Road south of Spearwood Road (source: Main Roads WA)





Beach Road is classified as an Access Street. It is constructed to a width of 6m, with a single lane of travel in each direction. The posted speed limit is 50km/h. There is a 1.5m footpath along the northern side of Beach Road, along the development frontage. The cross section of Beach Road is shown in Figure 15.

Figure 15 – Beach Road cross section looking west (source: Google Street View)



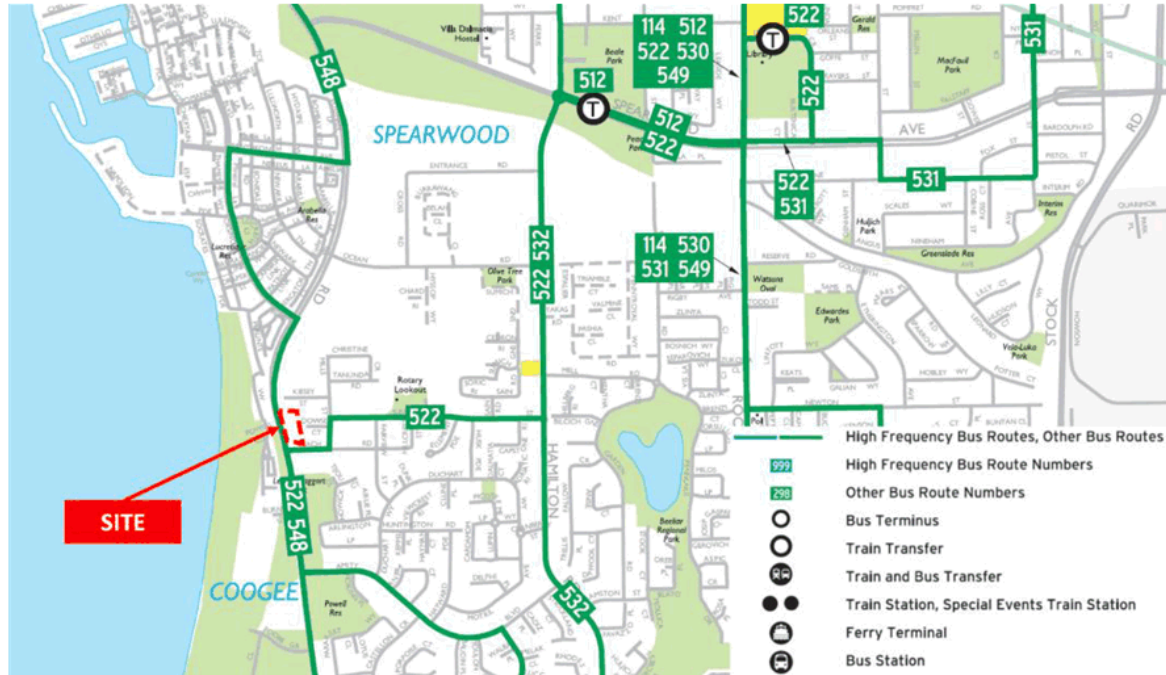


## 8. PUBLIC TRANSPORT ACCESS

### 8.1 Services

The site is serviced by bus routes 522 and 548, as shown in Figure 16.

Figure 16 – Adjacent bus routes (source: Transperth)



Route 548 is a service between Fremantle Station and Rockingham Station, via Cockburn Road and Rockingham Road. The closest bus stops on Cockburn Road are located 60m to the south of Beach Road (for services to Rockingham) and 150m to the north of Beach Road (for services to Fremantle). It operates on a 20-minute frequency in the weekday peak periods (between 7am and 9am and between 4pm and 6pm), and at hourly frequencies at other times.

Route 522 is a service between Cockburn Central Station and Spearwood, running 3 times per weekday. The closest bus stops are located immediately to the east of the site on Beach Road (for services to Spearwood) and along Cockburn Road 60m to the south of Beach Road (for services to Cockburn Central).

Further detail of bus services is provided in Table 5.

Table 5 – Bus frequency and service numbers

Route	Direction	Weekday Summary		Saturday Summary	Sunday/ Public Holiday Summary
		No. Services	AM/ PM Peak Frequency		
548	To Fremantle Station	26	20 minutes /hourly	Hourly	No services
	To Rockingham	27	Hourly/ 20 minutes	Hourly	No services
522	To Spearwood	2	2 hourly	No services	No services
	To Cockburn Central	1	No services	No services	No services





## 9. PEDESTRIAN ACCESS

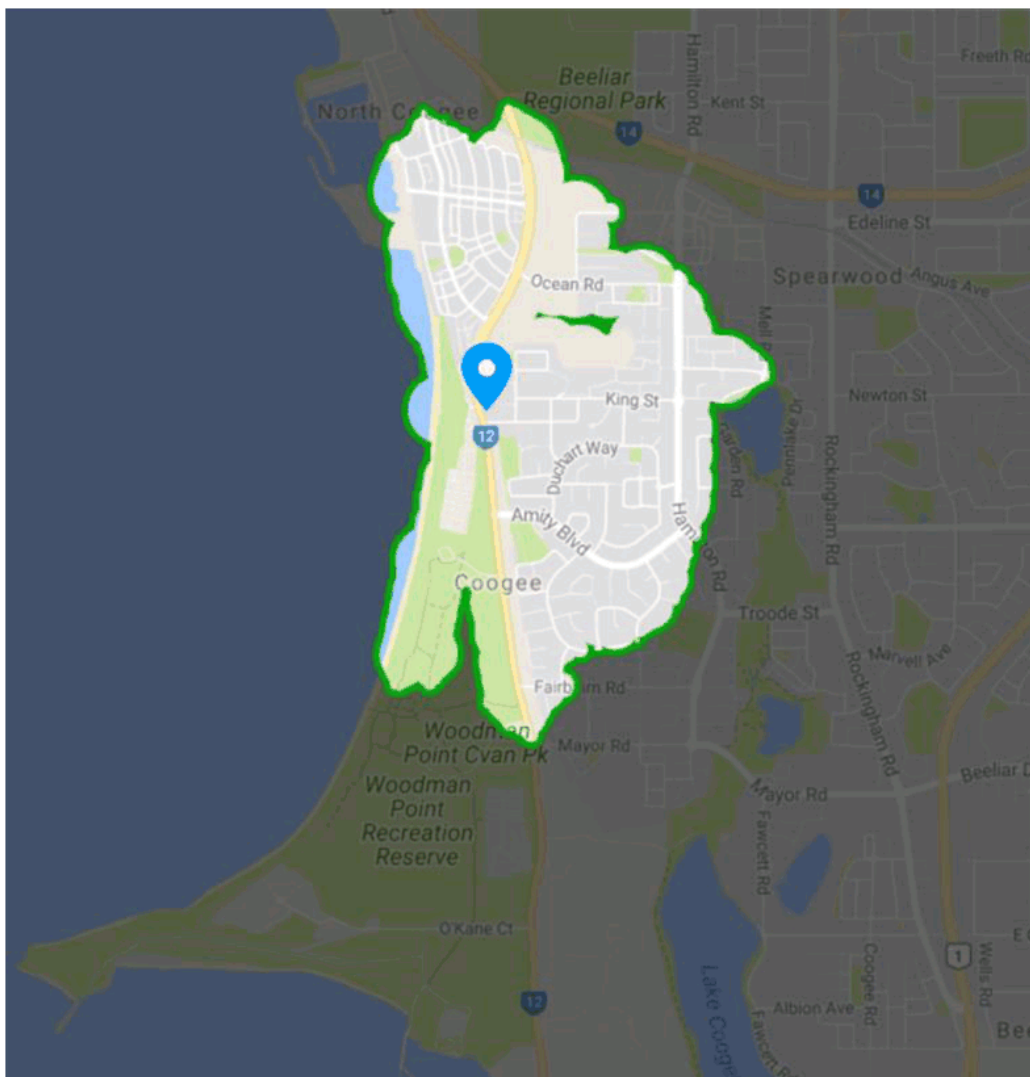
### 9.1 Existing Pedestrian Network

There is a 3m wide asphalt shared path along the western side of Cockburn Road and a concrete footpath of 1.2-1.8m on the eastern side, adjacent to the subject site. There is a 1.5m footpath along the northern side of Beach Road.

A pedestrian crossing facility with median refuge is provided at Cockburn Road approximately 30m north of Beach Road. This facility requires pedestrians to cross 4m (northbound lane and shoulder) and 5m (southbound lane and shoulder).

The WalkScore walkability assessment tool considers the development site to be car dependent, with a walk score of 13 out of 100. The 20-minute walkable catchment is shown in Figure 17.

Figure 17 – Walkable catchment in 20 minutes (source: WalkScore)





## 9.2 Development Proposals

Pedestrian access to the development will be via the proposed crossover at Beach Road. There is no direct pedestrian access to Cockburn Road, with alterations made to the DA plans to ensure that pedestrian movements into and from the site are from the access road frontage.





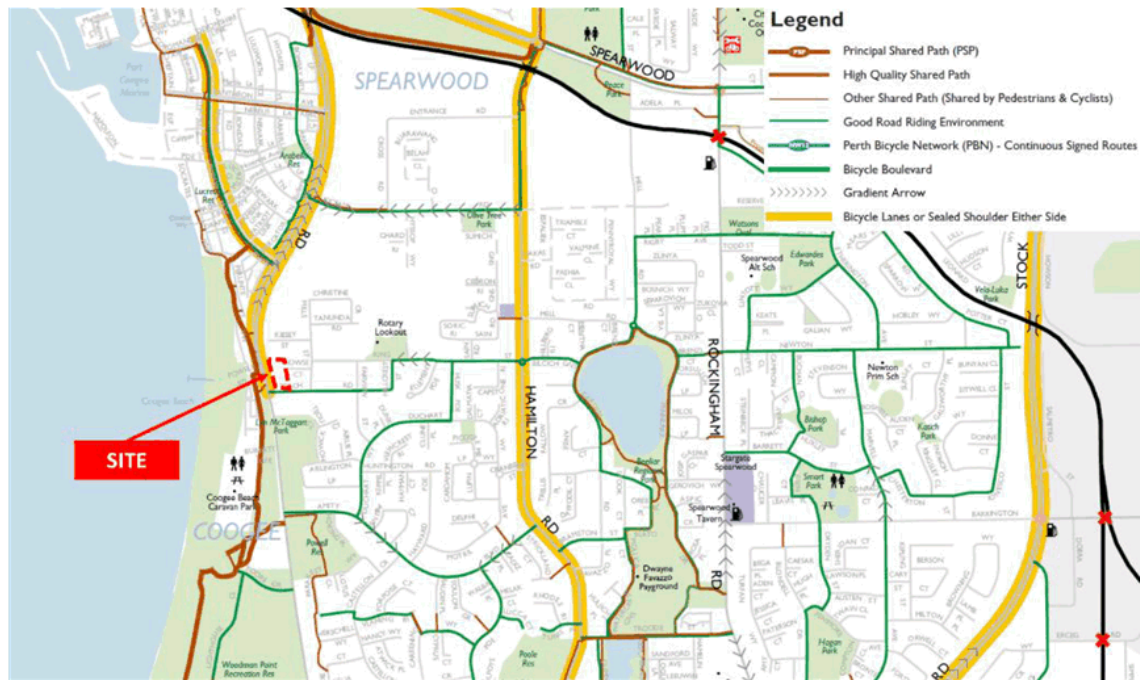


## 10. CYCLE ACCESS

### 10.1 Existing Cycle Network

The site has a reasonable level of cycle accessibility, with the existing cycle network shown in Figure 18. There is a 3m wide asphalt shared path along the western side of Cockburn Road, however to the south of Powell Street this is set back from the street by distance of 30m. In addition, there are 1.5m on-road cycling lanes along Cockburn Road (north of Powell Road) and Beach Road is rated as a good on-road riding environment.

Figure 18 – Cyclist network surrounding development site (source: Department of Transport)



### 10.2 Development Proposals

Cycle access to the development will be via the proposed crossover at Beach Road.

The development proposes 12 cycle parking bays adjacent to the customer car park. In addition, staff facilities will include a shower and there is adequate space for appropriate end of trip facilities.

The development will encourage alternative transport modes and it is anticipated many local residents may choose to walk or cycle to the venue.





## 11. SITE SPECIFIC ISSUES

### 11.1 Specific Issues

During the consideration of the initial Development Application by Council, the application details were referred to Main Roads WA, the original owner of the site, for comment. On the basis of the information provided, Main Roads WA raised a number of concerns relating to access and parking.

The concerns set out by Main Roads WA have been addressed by the revisions to the DA (reduction of capacity from 250 to 180 and the removal of any direct pedestrian access on to Cockburn Road) and through details included within this TIS which addresses parking provision, traffic impacts of the site and removal of all accesses to Cockburn Road.

This report covers the requirements of the WAPC Guidelines relating to the transport impacts of the site. It concludes that, in keeping with the outcomes of the Transport Impact Statement completed for the approved Local Structure Plan, there is a minimal impact on the overall transport network.





## 12. SAFETY ISSUES

### 12.1 Safety

The safety issues raised in the prior assessment of the site were related to the movement of vehicles into and out of the site. The LSP established that the crossover into the site be located 30 metres away from the intersection of Cockburn Road and Beach Road. The proposed crossover location for the DA is located along the eastern boundary of the lot, as far from the intersection as practical – around 57m from the intersection.

The assessment for the approved LSP also sets out a detailed assessment of crash statistics, noting that “the volume of incidents at the intersection of Cockburn Road and Beach Road is not significant given the volumes of traffic on Cockburn Road. All access and egress to Cockburn Road has been removed from this site to limit the interaction with Cockburn Road and therefore to improve safety”.





## 13. CONCLUSIONS

### 13.1 Transport Impact Statement Conclusions

This report has been prepared by Flyt in support of the proposed Coogee Hotel and Post Office development, located at Lot 1512 Cockburn Road, Coogee. As set out within the supporting report which accompanied the Development Application (*The Coogee Hotel and Post Office Development Approval Report, February 2018*), the proponent of the development is the Coogee Partnership. The development comprises:

- converting the Coogee Hotel building into a restaurant with limited bar facilities
- a new building to contain the kitchen, back of house, toilets and alfresco dining areas
- retaining the post office building as part of a pavilion garden
- site landscaping with plants, orchards and vegetable gardens
- access via Beach Road at the eastern edge of the site, with car parking for 35 vehicles.

The restaurant and bar area will occupy approximately 684m<sup>2</sup> GFA and, as submitted to Council in respect of revisions to the proposed use, will be limited to a maximum capacity of 180 guests. The assessment within this TIS has been completed on this basis.

This Transport Impact Statement has been prepared in accordance with the WA Planning Commission's *Transport Impact Assessment Guidelines (August 2016) Volume 4 – Individual Development*. The assessment also considered the prior assessment of the wider area implications through the approved Local Structure Plan for Lot 512 Cockburn Road. The Transport Impact Statement completed for the site concluded that the land uses would "have a low to negligible impact on the existing road network". The conclusion is supported by this assessment, albeit the form of development considered within the DA stage of the planning process varies from the LSP assessment.

During the consideration of the initial Development Application by Council, the application details were referred to Main Roads WA, the original owner of the site, for comment. On the basis of the information provided, Main Roads WA raised a number of concerns relating to access and parking.

The concerns set out by Main Roads WA have been addressed by the revisions to the DA (reduction of patronage capacity from 250 to 180 and the removal of any direct pedestrian access on to Cockburn Road) and through details included within this TIS which addresses parking provision, traffic impacts of the site and removal of all accesses to Cockburn Road.

The DA has evolved to incorporate a more applicable ratio of on-site parking bays for peak demands, removing pedestrian access to Cockburn Road and ensuring that the capacity of the site is reflective of use. Concerns relative to the impact on the surrounding street network, in particular parking during peak periods, has also been addressed.

### 13.2 Transport Impact Statement Checklist

The checklist from the WAPC Guidelines for Transport Impact Statements is set out on the following page.





Item	Status	Comments/Proposals
<b>Proposed development</b>		
- proposed land uses	Included	Section 2
- existing land uses	Included	Section 2
- context with surrounds	Included	Section 2
<b>Vehicular access and parking</b>		
- access arrangements	Included	Section 3 and 4
- public, private, disabled parking set down / pick up	N/A	N/A
<b>Service vehicles</b>		
- access arrangements	Included	Section 3 and 4
- on/off-site loading facilities	Included	Section 4
<b>Hours of Operation</b>	Included	Section 5
<b>Traffic volumes and vehicle types</b>		
- daily or peak traffic volumes	Included	Section 6
- type of vehicles (e.g. cars, trucks)	Included	Section 6
<b>Traffic management on frontage streets</b>	Included	Section 7
<b>Public transport access</b>		
- nearest bus/train routes	Included	Section 8
- nearest bus stops/train stations	Included	Section 8
- pedestrian/cycle links to bus stops / train station	Included	Section 8
<b>Pedestrian access/facilities</b>		
- existing pedestrian facilities	Included	Section 9
- proposed pedestrian facilities	Included	Section 9
- existing pedestrian facilities on surrounding roads	Included	Section 9
- proposals to improve pedestrian access	Included	Section 12
<b>Cycle access/facilities</b>		
- existing cycle facilities	Included	Section 10
- proposed cycle facilities	Included	Section 10
- existing cycle facilities on surrounding roads	Included	Section 10
- proposals to improve cycle access	N/A	
<b>Site specific issues</b>	Addressed	Section 11
<b>Safety issues</b>		
- identify issues	Addressed	Section 12
- remedial measures	Addressed	Section 12

**Proponents Name**

Coogee Partnership

**Company**

**Signed/Date**

**Transport Assessors Name**

Chris Swiderski

**Company**

Flyt Pty Ltd

**Signed/Date**

12/04/18



8113-304-FLYT-TRS-0005 Rev 1

## 14.4 LOCAL DEVELOPMENT PLAN - 27 (LOT 893) OTHELLO QUAYS NORTH COOGEE

<b>Author(s)</b>	M Ball
<b>Attachments</b>	<ol style="list-style-type: none"> <li>1. Location Plan <a href="#">↓</a></li> <li>2. Local Development Plan <a href="#">↓</a></li> <li>3. Jetty Design Guidelines (Amended) <a href="#">↓</a></li> <li>4. Existing Approved LDP and Design Guidelines <a href="#">↓</a></li> </ol>
<b>Location</b>	27 (Lot 893) Othello Quays, North Coogee
<b>Owner</b>	David Sumich
<b>Applicant</b>	MW Urban
<b>Application Reference</b>	LDP18/19

### RECOMMENDATION

That Council:

- (1) approve the proposed Local Development Plan and associated Jetty Design Guidelines for Lot 893 Othello Quays, North Coogee in accordance with Clause 52 of the *Planning and Development (Local Development Schemes) Regulations 2015*;
- (2) require that should subdivision approval be issued by the Western Australian Planning Commission for 27 (Lot 893) Othello Quays, North Coogee, the Jetty Design Guidelines be amended to accurately reflect the lot numbers, consistent with the subdivision approval; and
- (3) notify the applicant and those who made a submission of council's decision.

### Background

The subject property is located at the western most end of Othello Quays, is 1,267m<sup>2</sup> in area and currently vacant. The property is zoned Residential R25 under the Port Coogee Local Structure Plan (LSP), and abuts a single house to the north, a vacant lot to the south, and a waterway to the west. Development of the site is currently guided by the Stage 4C Seaspray Revised Detailed Area Plan (DAP), which was originally approved by Council at its meeting held on 11 December 2008, and provides guidelines for the development of single houses on Othello Quays. The DAP is now referred to as a Local Development Plan (LDP) in accordance with the current Planning Regulations.

All lots within this LDP area are zoned R25 under the LSP. The intent of the LDP was primarily aimed at guiding built form outcomes for the 28 single residential waterside lots whilst the Jetty Design Guidelines

(JDGs) dealt with the control and development of jetties and related structures in the mooring envelopes.

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

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

An application to subdivide 27 Othello Quays (WAPC 156599) has been lodged with the WAPC and referred to the City for comment. The subdivision application has currently been deferred (at request of the City of Cockburn) pending the outcome of this proposal. Issues such as lot width/ size will be dealt with as part of the subdivision, as this report relates to the LDP only.

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

### **Submission**

N/A

### **Report**

#### Proposal

The attached LDP addresses the following matters

- Mandated garage setback;
- Garage integration into the dwelling;
- Dwelling height;
- Site coverage;
- Visual privacy;

- Street and side setbacks of dwellings;
- Reduced garage and crossover widths;
- Vehicle Access;
- Interface with setback requirements of existing LDP;
- Dry lot boundaries, site levels, fencing, mooring envelopes; and
- Amended jetty design guidelines.

Where the LDP does not refer to an alternate standard, the applicable standard is that prescribed in the Residential Design Codes (R-Codes) or the City's Town Planning Scheme No.3 and/or policies where the R-Codes do not apply.

The proposed LDP provides a site specific layer of planning information to be considered in the design and development of the subject lots. The information is to be considered within the framework of the Structure Plan adopted by Council for Port Coogee, as well as the R-Codes and the City's Planning Scheme and/or Policies.

#### Consultation

##### *Neighbours*

The proposed LDP was advertised to all owners of lots on Othello Quays, covering all lots impacted by the current LDP. Eight individual objections were received as well as an open letter signed by seven residents (some residents provided an individual objection as well as signing the open letter). Three letters of support were also submitted.

The objections received are summarised below:

- The proposed setbacks are not consistent with the existing streetscape (large setback to the southern lot and reduced setback to the northern lot);
- Rear Jetties will only fit small boats, which will lead to congestion and is not a practical outcome;
- Reduced room for on street parking, placement of bins for pick up;
- Reduced safety due to increased vehicles in the area.
- Structural issues may be caused by the lots excavating to the sites; and



- Reductions in surrounding land values, change from the dream sold to owners, reduced quality of built form in the area, no room for an iconic build on the lot, insufficient services including no NBN in the area, increased water pollution, concerns that properties will become rentals or short stay accommodation, the previous subdivision should not have been approved.

The assessment section of this report addresses the above issues where possible, however most objections did not relate to planning matters.

### Consultation

#### *Others*

Fraser's Property confirmed in writing that the proposal is largely consistent with the evolving subdivision pattern of the stage 4C area. Additional comments noted that the fundamental building controls have been maintained with the new LDP, and that these controls will protect the adjoining land owners. Any future dwellings proposed on the lot or lots (if subdivision occurs) will be required to go through endorsement by Fraser's appointed architect prior to obtaining Planning Approvals and/or Building Permits from the City.

### **Assessment**

#### Density

The approved LSP for the area shows all lots in Othello Quays as Residential R25 which under the R-Codes contains a minimum lot size of 300m<sup>2</sup> and an average lot size of 350m<sup>2</sup>. When the initial subdivision creating the lots in Othello Quays was undertaken, the lot sizes were clearly well above the minimum that would have been permitted under R25. Approval of the proposed LDP will not provide subdivision approval; rather the requirement is to demonstrate that a satisfactory built form outcome can be achieved if two dwellings are constructed on the subject site rather than one.

#### Setbacks

The application proposes different front setbacks to the originally approved LDP. The Lot 1 setback of 3-6m is greater than the original requirement of 1.5-3m, however will be more sympathetic to the large variation approved on the adjoining lot to the north (No. 28) ranging between a 1.5m setback (to an angled front boundary) and a 10.3m setback to the garage of the dwelling. The front door of the dwelling to the north is setback 12.6m from the primary street boundary.

The larger setback to the southern lot of 11-12m will also form a transition to the larger development setback that will be required at No.

25 to the south. As such the alterations to the front setback will provide a more consistent streetscape than the current planning requirements.

#### Jetty Design Guidelines

The Jetty Design Guidelines have been amended to allow for two smaller boats to be located within the existing cadastral boundary. The side setbacks will remain compliant, ensuring that adjoining properties amenity will not be impacted. One additional boat in the waterways will not lead to congestion issues.

As the subdivision application for the subject lot has been deferred pending the outcome of this application, the future lot numbers could not be provided in the guidelines. These lot numbers will be amended should a subdivision approval be forthcoming.

#### Waste Collection

It has been confirmed by the City's Waste Services that there will be no issues caused by the addition of another set of bins being provided for an additional lot/dwelling.

#### Parking and Traffic

The two lots will provide a minimum of two parking bays on site, in accordance with the R-Codes requirements. The garages are required to be a minimum of 4.5m setback from the front lot boundary, which will allow for additional visitor parking in the driveway. This setback is greater than the requirements for the standard width (wider) lots, and ensures that any loss in on-street parking, is made up for by the allowance for visitor parking in front of dwellings on the driveway.

The road network is capable of accommodating any increase in traffic caused by one additional dwelling being located on Othello Quays.

#### Structural Issues

There is not expected to be any structural issues being created as a result of an additional dwelling being constructed on the site. In any case, any structure proposed will be addressed through the assessment of a Building Permit. A potential issue such as this cannot be addressed at the planning stage.

#### Other

It is recognised that many objections were received that were not planning related. Whilst these have been noted, they are not valid planning objections are therefore are not considered as part of this assessment.

### Conclusion

As the local development plan will protect the amenity of the adjoining owners, and will not negatively impact safety, security or traffic in the area, it is recommended that Council approve the local development plan and associated amended jetty design guidelines.

### **Strategic Plans/Policy Implications**

#### City Growth

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

#### Leading & Listening

Deliver sustainable governance through transparent and robust policy and processes.

### **Budget/Financial Implications**

N/A

### **Legal Implications**

N/A

### **Community Consultation**

Community Consultation commenced on June 7 2018. The consultation concluded on 2 July 2018.

A total of 12 submissions were received (including one open letter signed by the owners of seven properties).

### **Risk Management Implications**

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

### **Advice to Proponent(s)/Submitters**

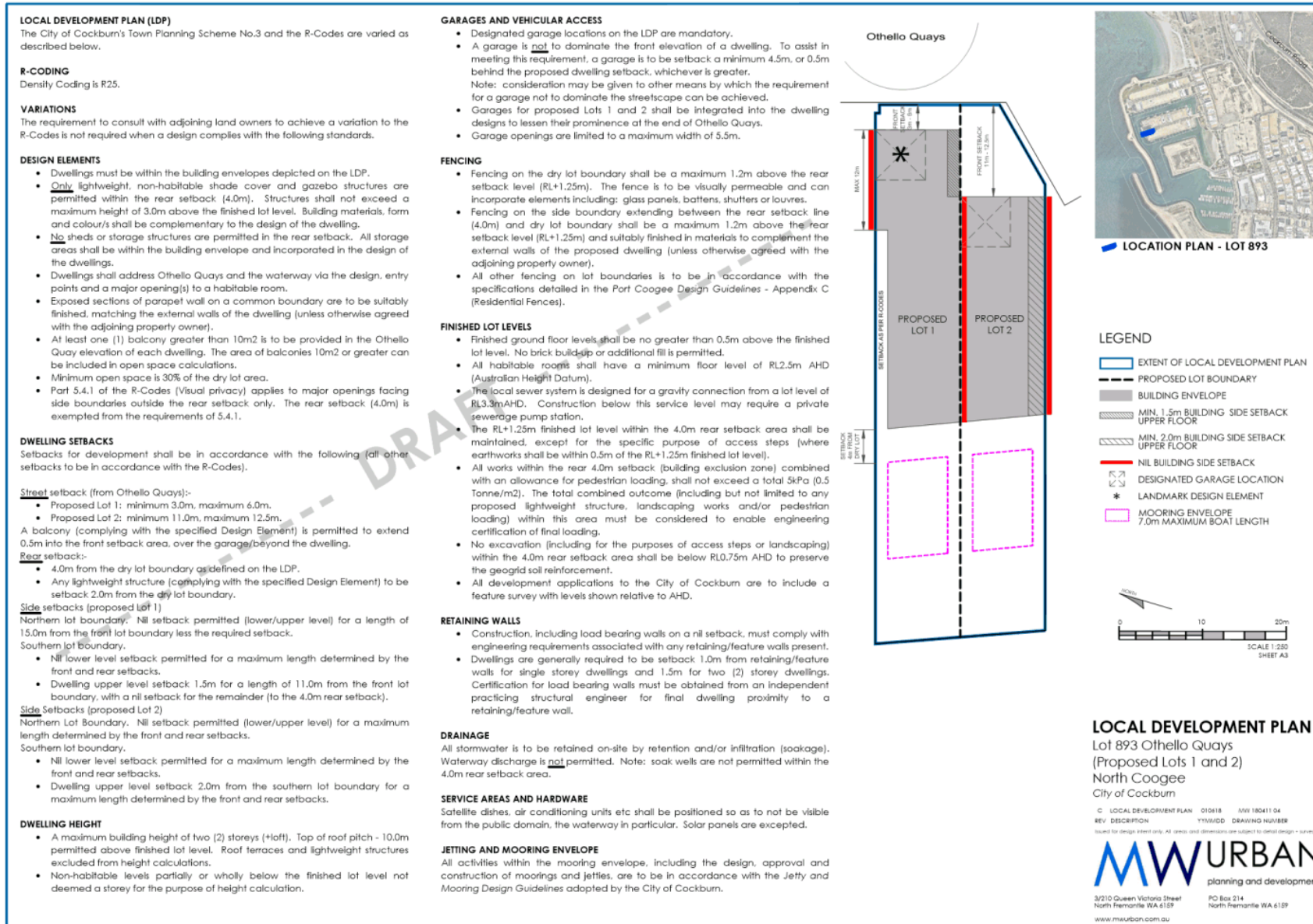
The Proponent(s) and those who lodged a submission on the proposal have been advised that this matter is to be considered at the 13 September 2018 Ordinary Council Meeting.

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

Nil



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**PORT COOGEE  
JETTY DESIGN GUIDELINES**

**for**

**OTHELLO QUAYS**

**STAGE 4C  
AUGUST 2018**

## 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.

## PORT COOGEE – JETTY DESIGN GUIDELINES

### 3. Definitions

**AHD** means Australian Height Datum.

**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 892 on Deposited Plan 61725, **Lots xx on Deposited Plan xxx**, 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.



## PORT COOGEE – JETTY DESIGN GUIDELINES

- Jetties or Pontoons (including gangways) shall **not** damage or impose any additional load on the waterway edge wall.
- 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 2.0 metres less than the waterway edge width of the Lot.
- There shall be at least 2.0 metres clearance at all times between moored vessels 8 metres and under and 3.0 metres clearance at all times between moored vessels over 8 metres.

### 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

## PORT COOGEE – JETTY DESIGN GUIDELINES

obtain approval from a structural engineer and to install any additional Bank Seats required for fixing the Gangways (and struts if Type B).

### 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 manufacturer’s instructions, with due allowance made for the minimum drying and curing times between successive coats.

## PORT COOGEE – JETTY DESIGN GUIDELINES

- Driven steel Mooring Piles shall be coated from cut off level to at least 2 metres below seabed (or compacted fill) level.
- 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:**

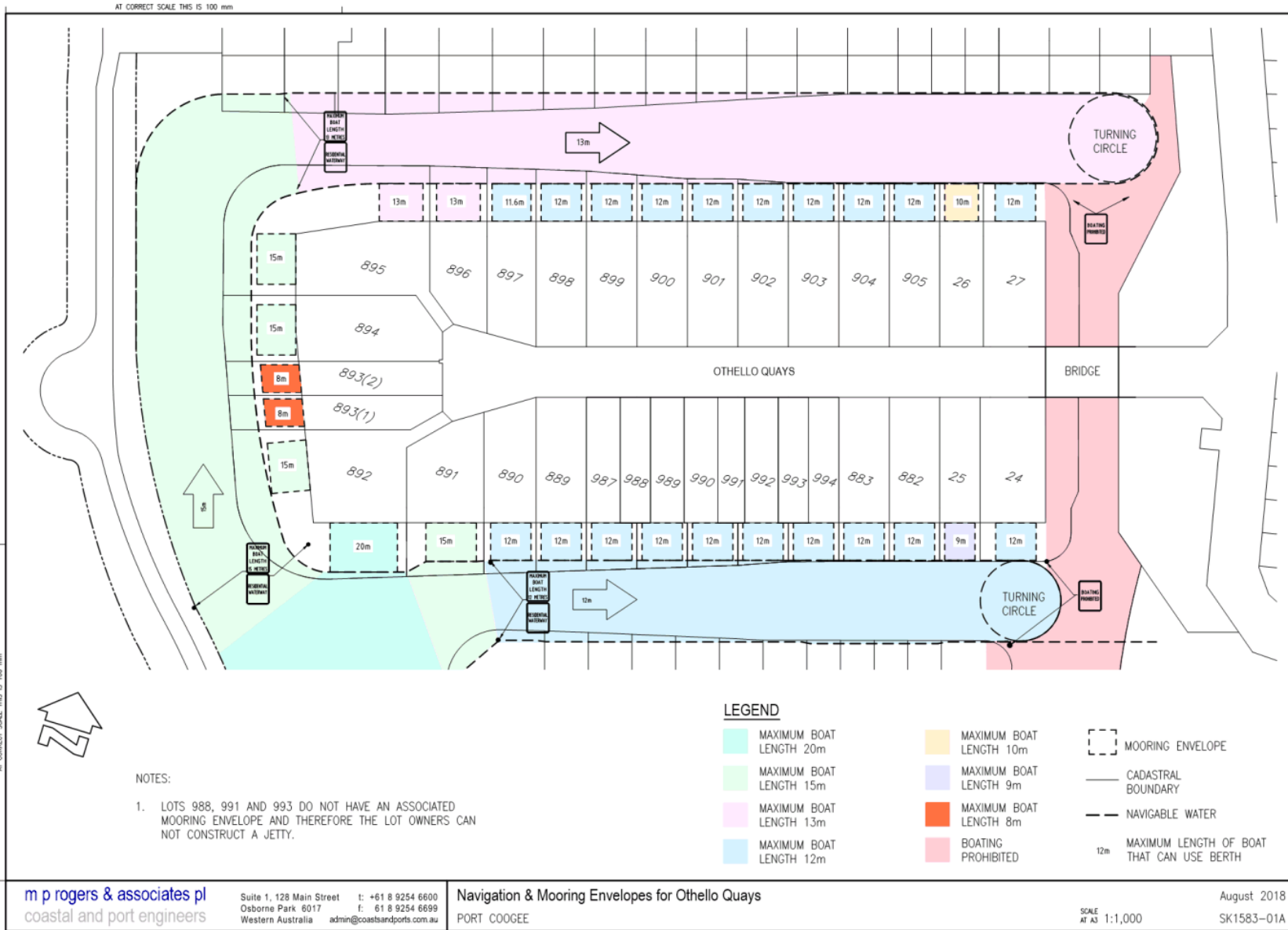
- All materials used in the construction of Jetties and Pontoons shall comply with the relevant Australian Standard (For concrete – AS 3600; Steel – AS 4100 and Aluminium – AS/NZS 1664) and shall be suitable for use in the marine environment.

## 6. Mooring Options

- Generally Lots may have floating mooring types, at the discretion of the Lot Owner.
- Lots 988, 991 and 993 do not have an associated Mooring Envelope.
- All other Lots can have mooring type A or B.
- 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.

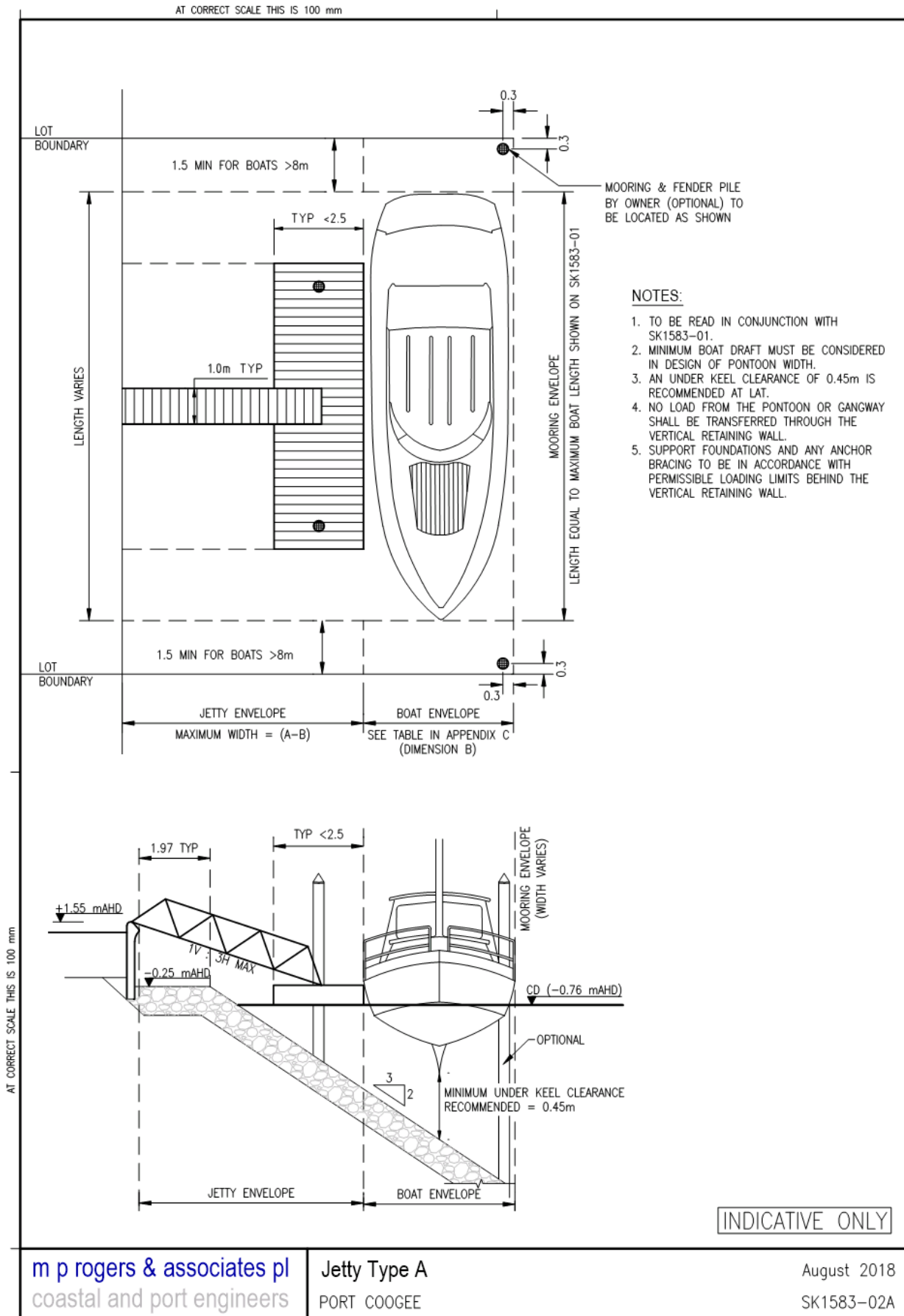
PORT COOGEE – JETTY DESIGN GUIDELINES

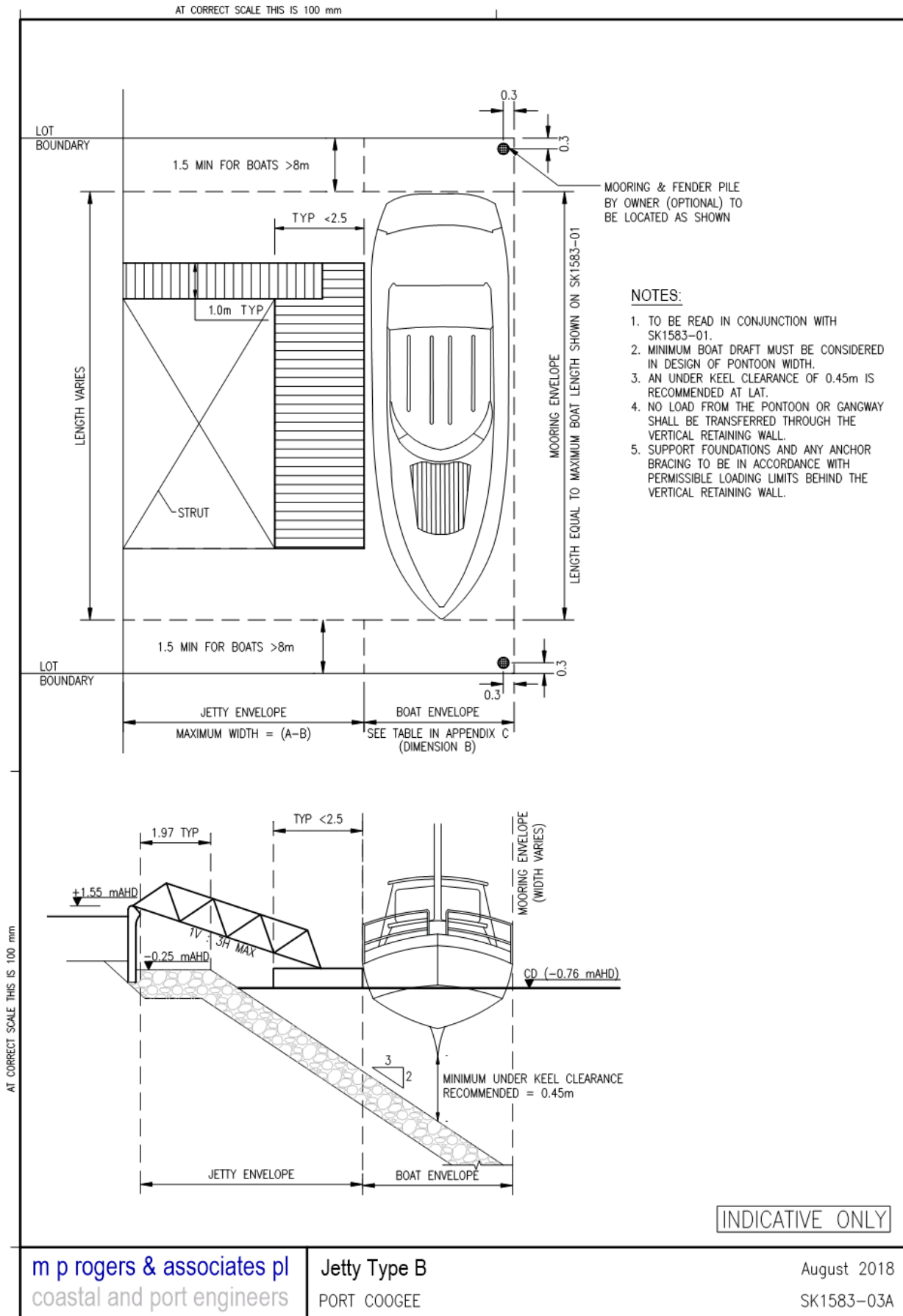
Appendix A – Layout Plan



**PORT COOGEE – JETTY DESIGN GUIDELINES**

**Appendix B – Permissible Mooring Types**







PORT COOGEE - JETTY DESIGN GUIDELINES

Appendix C - Othello Quays Jetty Types & Dimensions

JETTY TYPE	LOT																
	24	25	882	883	994	993 <sup>1</sup>	992	991 <sup>1</sup>	990	989	988 <sup>1</sup>	987	889	890	891	892 <sup>4</sup>	892 <sup>5</sup>
<b>Type A - PILED FLOATING</b>																	
Max Permissible Boat Length (m)	12	9	12	12	12	na	12	na	12	12	na	12	12	12	15	20	15
Max Permissible Boat Beam (m)	4.2	4.2	4.2	4.2	4.2	na	4.2	na	4.2	4.2	na	4.2	4.2	4.2	4.5	5.5	4.5
Max Boat Draft (m)	1.8	1.8	1.8	1.8	1.8	na	1.8	na	1.8	1.8	na	1.8	1.8	1.8	2	3	2
<b>Type A - NON-PILED FLOATING</b>																	
Max Permissible Boat Length (m)	12	9	12	12	12	na	12	na	12	12	na	12	12	12	15	20	15
Max Permissible Boat Beam (m)	4.2	4.2	4.2	4.2	4.2	na	4.2	na	4.2	4.2	na	4.2	4.2	4.2	4.5	5.5	4.5
Max Boat Draft (m)	1.8	1.8	1.8	1.8	1.8	na	1.8	na	1.8	1.8	na	1.8	1.8	1.8	2	3	2
<b>MAX DIMENSIONS (Refer Figures in Appendix B)</b>																	
<b>A - Mooring Envelope Width (m)</b>	11.15	11.15	11.15	11.15	11.15	na	11.15	na	11.15	11.15	na	11.15	11.15	11.15	11.5	14.65	11.5
<b>B - Boat Envelope Width (m)</b>	4.2	4.2	4.2	4.2	4.2	na	4.2	na	4.2	4.2	na	4.2	4.2	4.2	4.5	5.5	4.5

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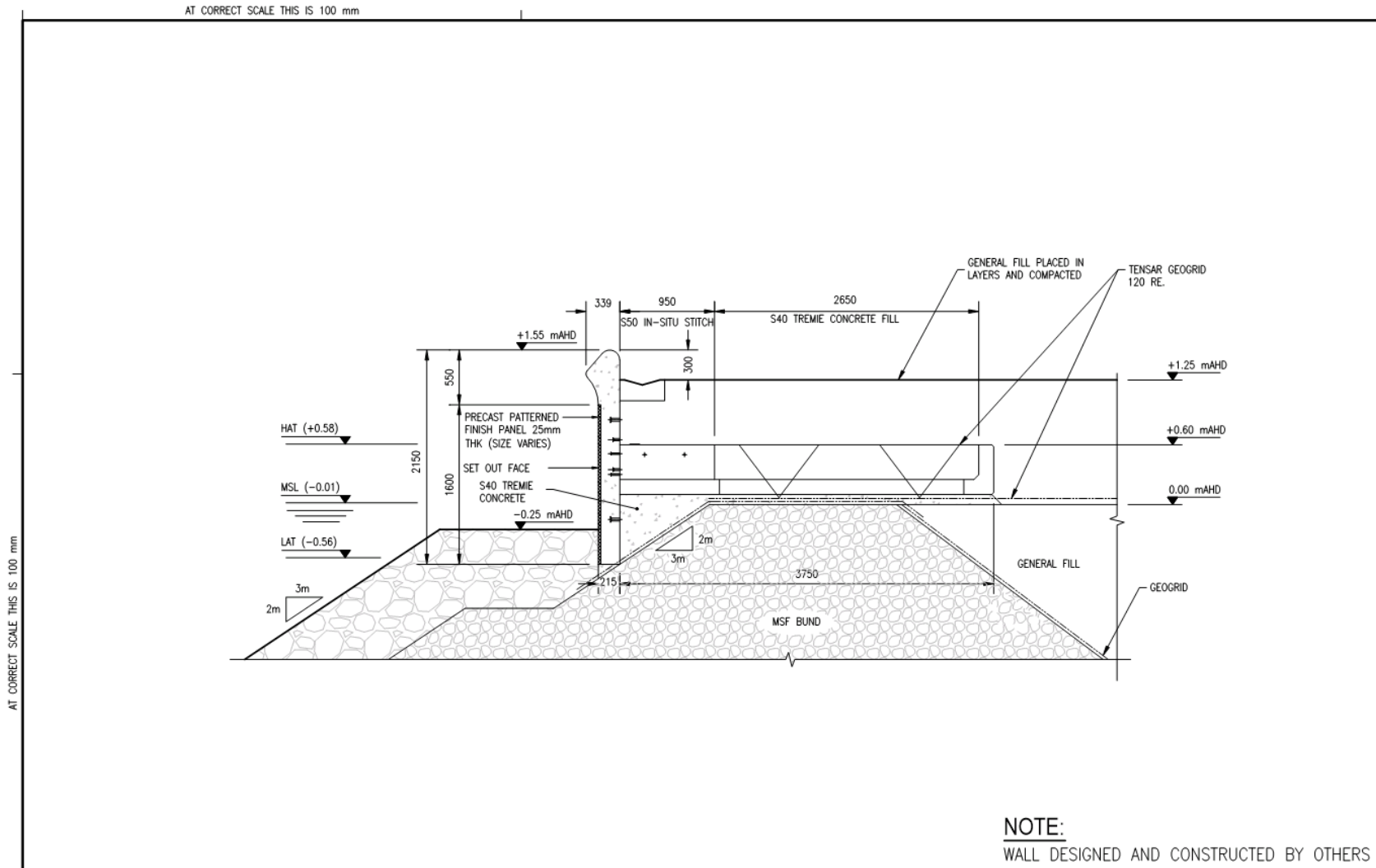
JETTY TYPE	LOT																
	893(1)	893(2)	894	895 <sup>6</sup>	895 <sup>7</sup>	896	897	898	899	900	901	902	903	904	905	26	27
<b>Type A - PILED FLOATING</b>																	
Max Permissible Boat Length (m)	8	8	15	15	13	13	11.6	12	12	12	12	12	12	12	12	10	12
Max Permissible Boat Beam (m)	4.5	4.5	4.5	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
Max Boat Draft (m)	2	2	2	2	1.8	1.8	1.8	1.8	1.8	1.8	1.8	1.8	1.8	1.8	1.8	1.8	1.8
<b>Type A - NON-PILED FLOATING</b>																	
Max Permissible Boat Length (m)	8	8	15	15	13	13	11.6	12	12	12	12	12	12	12	12	10	12
Max Permissible Boat Beam (m)	4.5	4.5	4.5	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
Max Boat Draft (m)	2	2	2	2	1.8	1.8	1.8	1.8	1.8	1.8	1.8	1.8	1.8	1.8	1.8	1.8	1.8
<b>MAX DIMENSIONS (Refer Figures in Appendix B)</b>																	
<b>A - Mooring Envelope Width<sup>2</sup> (m)</b>	11.5	11.5	11.5	11.5	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>B - Boat Envelope Width<sup>3</sup> (m)</b>	4.5	4.5	4.5	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



AT CORRECT SCALE THIS IS 100 mm

AT CORRECT SCALE THIS IS 100 mm

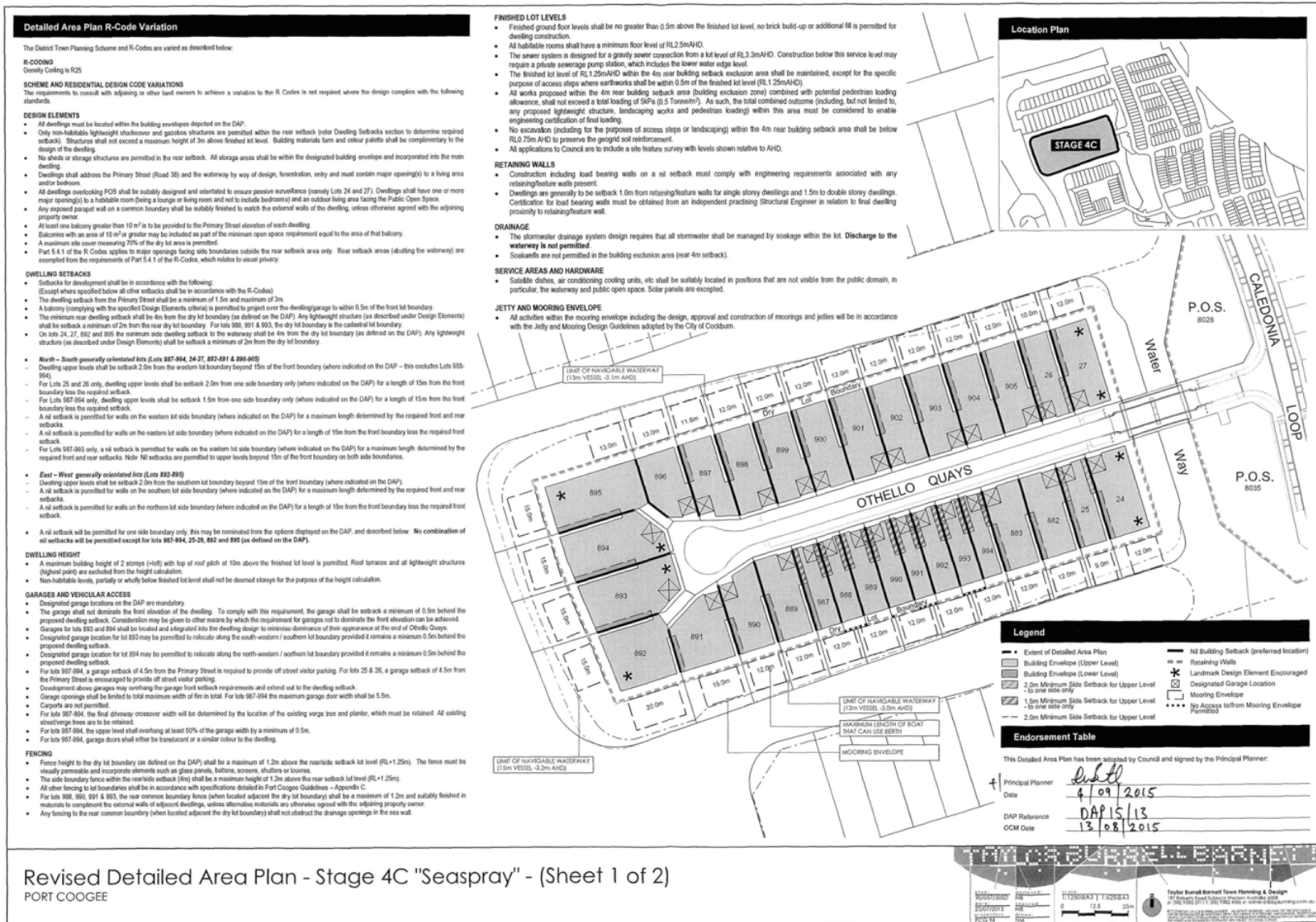
**m p rogers & associates pl**  
coastal and port engineers

Suite 1, 128 Main St  
Osborne Park 6017  
Western Australia  
t: +61 8 9254 6600  
f: +61 8 9254 6699  
admin@coastsandports.com.au

**Details of Edge Wall Construction**  
PORT COOGEE

SCALE  
AT A4 1:50

August 2018  
SK1583-04A



**Detailed Area Plan R-Code Variation**

The District Town Planning Scheme and R-Codes are varied as described below:

**R-CODES**  
Density Coding is R25

**SCHEME AND RESIDENTIAL DESIGN CODE VARIATIONS**

The requirements to consult with adjoining or other land owners to achieve a variation to the R-Codes is not required where the design complies with the following standards:

**DESIGN ELEMENTS**

- All dwellings must be located within the building envelopes depicted on the DAP.
- Only non-habitable lightweight shadeover and gazebos structures are permitted within the rear setback (refer Dwelling Setbacks section to determine required setbacks). Structures shall not exceed a maximum height of 3m above finished lot level. Building materials form and colour palette shall be complementary to the design of the dwelling.
- No sheds or storage structures are permitted in the rear setback. All storage areas shall be within the designated building envelope and incorporated into the main dwelling.
- Dwellings shall address the Primary Street (Road 38) and the waterway by way of design, fenestration, entry and must contain major openings to a living area and/or bedroom.
- All dwellings overlooking POS shall be suitably designed and orientated to ensure passive surveillance (mainly Lots 24 and 27). Dwellings shall have one or more major openings to a habitable room being a lounge or living room and not to include bedrooms) and an outdoor living area facing the Public Open Space.
- Any exposed parapet wall on a common boundary shall be suitably finished to match the external walls of the dwelling, unless otherwise agreed with the adjoining property owner.
- At least one balcony greater than 10 m<sup>2</sup> is to be provided to the Primary Street elevation of each dwelling.
- Balconies with an area of 10 m<sup>2</sup> or greater may be included as part of the minimum open space requirement equal to the area of that balcony.
- A maximum site cover measuring 70% of the dry lot area is permitted.
- Part 5.4.1 of the R-Codes applies to major openings facing side boundaries outside the rear setback area only. Rear setback areas (abutting the waterway) are exempted from the requirements of Part 5.4.1 of the R-Codes, which relates to visual privacy.

**DWELLING SETBACKS**

- Setbacks for development shall be in accordance with the following:
  - (Except where specified below all other setbacks shall be in accordance with the R-Codes)
  - The dwelling setback from the Primary Street shall be a minimum of 1.5m and maximum of 3m.
  - A balcony (complying with the specified Design Elements criteria) is permitted to project over the dwelling/garage to within 0.5m of the front lot boundary.
  - The minimum rear dwelling setback shall be 4m from the dry lot boundary (as defined on the DAP). Any lightweight structure (as described under Design Elements) shall be setback a minimum of 2m from the rear dry lot boundary. For lots 988, 991 & 993, the dry lot boundary is the castelral lot boundary.
  - On lots 24, 27, 892 & 893 the minimum side dwelling setback to the waterway shall be 4m from the dry lot boundary (as defined on the DAP). Any lightweight structure (as described under Design Elements) shall be setback a minimum of 2m from the dry lot boundary.

**North - South generally orientated lots (Lots 987-994, 24-27, 892-891 & 896-905)**

- Dwelling upper levels shall be setback 2.0m from the western lot boundary beyond 15m of the front boundary (where indicated on the DAP - this excludes Lots 988-994).
- For Lots 25 and 26 only, dwelling upper levels shall be setback 2.0m from one side boundary only (where indicated on the DAP) for a length of 15m from the front boundary less the required setback.
- For Lots 987-994 only, dwelling upper levels shall be setback 1.5m from one side boundary only (where indicated on the DAP) for a length of 15m from the front boundary less the required setback.
- A 2.0m setback is permitted for walls on the western lot side boundary (where indicated on the DAP) for a maximum length determined by the required front and rear setbacks.
- A 1.5m setback is permitted for walls on the eastern lot side boundary (where indicated on the DAP) for a length of 15m from the front boundary less the required front and rear setbacks. Note: Nil setbacks are permitted to upper levels beyond 15m of the front boundary on both side boundaries.
- For Lots 987-993 only, a 1.5m setback is permitted for walls on the eastern lot side boundary (where indicated on the DAP) for a maximum length determined by the required front and rear setbacks. Note: Nil setbacks are permitted to upper levels beyond 15m of the front boundary on both side boundaries.

**East - West generally orientated lots (Lots 892-893)**

- Dwelling upper levels shall be setback 2.0m from the southern lot boundary beyond 15m of the front boundary (where indicated on the DAP).
- A 1.5m setback is permitted for walls on the southern lot side boundary (where indicated on the DAP) for a maximum length determined by the required front and rear setbacks.
- A 1.5m setback is permitted for walls on the northern lot side boundary (where indicated on the DAP) for a length of 15m from the front boundary less the required front setback.

- A nil setback will be permitted for one side boundary only, this may be nominated from the options displayed on the DAP, and described below. No combination of nil setbacks will be permitted except for lots 987-994, 25-28, 892 and 895 (as defined on the DAP).

**DWELLING HEIGHT**

- A maximum building height of 2 storeys (+10ft) with top of roof pitch at 10m above the finished lot level is permitted. Roof terraces and all lightweight structures (lightweight panels) are excluded from the height calculation.
- Non-habitable levels, partially or wholly below finished lot level shall not be deemed storeys for the purpose of the height calculation.

**GARAGES AND VEHICULAR ACCESS**

- Designated garage locations on the DAP are mandatory.
- The garage shall not dominate the front elevation of the dwelling. To comply with this requirement, the garage shall be setback a minimum of 0.5m behind the proposed dwelling setback. Consideration may be given to other means by which the requirement for garages not to dominate the front elevation can be achieved.
- Garages for lots 893 and 894 shall be located and integrated into the dwelling design to minimise dominance of garages not to dominate the front of Othello Quays.
- Designated garage location for lot 893 may be permitted to relocate along the south-western / southern lot boundary provided it remains a minimum 0.5m behind the proposed dwelling setback.
- Designated garage location for lot 894 may be permitted to relocate along the north-western / northern lot boundary provided it remains a minimum 0.5m behind the proposed dwelling setback.
- For lots 987-994, a garage setback of 4.5m from the Primary Street is required to provide off street visitor parking. For lots 25 & 26, a garage setback of 4.5m from the Primary Street is encouraged to provide off street visitor parking.
- Development above garages may overhang the garage front setback requirements and extend out to the dwelling setback.
- Garage openings shall be limited to total maximum width of 6m in total. For lots 987-994 the maximum garage door width shall be 5.5m.
- Carports are not permitted.
- For lots 987-994, the four driveway crossover width will be determined by the location of the existing verge tree and planter, which must be retained. All existing street verge trees are to be retained.
- For lots 987-994, the upper level shall overhang at least 50% of the garage width by a minimum of 0.5m.
- For lots 987-994, garage doors shall either be translucent or a similar colour to the dwelling.

**FENCING**

- Fence height to the dry lot boundary (as defined on the DAP) shall be a maximum of 1.2m above the rear/side setback lot level (RL+1.25m). The fence must be visually permeable and incorporate elements such as glass panels, battens, screens, shutters or louvers.
- 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).
- All other fencing to lot boundaries shall be in accordance with specifications detailed in Part C of the Code of Practice - Appendix C.
- For lots 988, 990, 991 & 993, the rear common boundary fence (when located adjacent the dry lot boundary) shall be a maximum of 1.2m and suitably finished in materials to complement the external walls of adjacent dwellings, unless alternative materials are otherwise agreed with the adjoining property owner.
- Any fencing to the rear common boundary (when located adjacent the dry lot boundary) shall not obstruct the drainage openings in the sea wall.

**FINISHED LOT LEVELS**

- Finished ground floor levels shall be no greater than 0.5m above the finished lot level, no brick build-up or additional fill is permitted for dwelling construction.
- All habitable rooms shall have a minimum floor level of RL2.5mAH/D.
- The sewer system is designed for a gravity sewer connection from a lot level of RL3.3mAH/D. Construction below this service level may require a private sewerage pump station, which includes the lower water edge level.
- The finished lot level of RL1.25mAH/D within the 4m rear building setback exclusion area shall be maintained, except for the specific purpose of access steps where earthworks shall be within 0.5m of the finished lot level (RL1.25mAH/D).
- All works proposed within the 4m rear building setback area (building exclusion zone) combined with potential pedestrian loading allowance, shall not exceed a total loading of 90Pa (0.5 Tonnes/m<sup>2</sup>). As such, the total combined outcome (including, but not limited to, any proposed lightweight structures, landscaping survey and pedestrian loading) within the area must be considered to enable engineering certification of final loading.
- No excavation (including for the purposes of access steps or landscaping) within the 4m rear building setback area shall be below RL0.75m AH/D to preserve the geogrid soil reinforcement.
- All applications to Council are to include a site features survey with levels shown relative to AH/D.

**RETAINING WALLS**

- Construction including load bearing walls on a nil setback must comply with engineering requirements associated with any retaining/feature walls present.
- Dwellings are generally to be setback 1.0m from retaining/feature walls for single storey dwellings and 1.5m to double storey dwellings. Certification for load bearing walls must be obtained from an independent practicing Structural Engineer in relation to final dwelling proximity to retaining/feature wall.

**DRAINAGE**

- The stormwater drainage system design requires that all stormwater shall be managed by soakage within the lot. Discharge to the waterway is not permitted.
- Soakaways are not permitted in the building exclusion area (rear 4m setback).

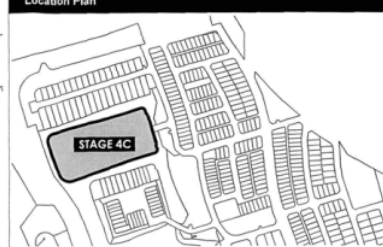
**SERVICE AREAS AND HARDWARE**

- Suitable dishes, air conditioning cooling units, etc shall be suitably located in positions that are not visible from the public domain, in particular, the waterway and public open space. Solar panels are exempted.

**JETTY AND MOORING ENVELOPE**

- All activities within the mooring envelope including the design, approval and construction of moorings and jetties will be in accordance with the Jetty and Mooring Design Guidelines adopted by the City of Cockburn.

**Location Plan**



**Legend**

- Extent of Detailed Area Plan
- Building Envelope (Upper Level)
- Building Envelope (Lower Level)
- 2.0m Minimum Side Setback for Upper Level - to one side only
- 1.5m Minimum Side Setback for Upper Level - to one side only
- 2.0m Minimum Side Setback for Upper Level
- Nil Building Setback (permitted location)
- Retaining Walls
- Landmark Design Element Encouraged
- Designated Garage Location
- Mooring Envelope
- No Access soffit from Mooring Envelope Permitted

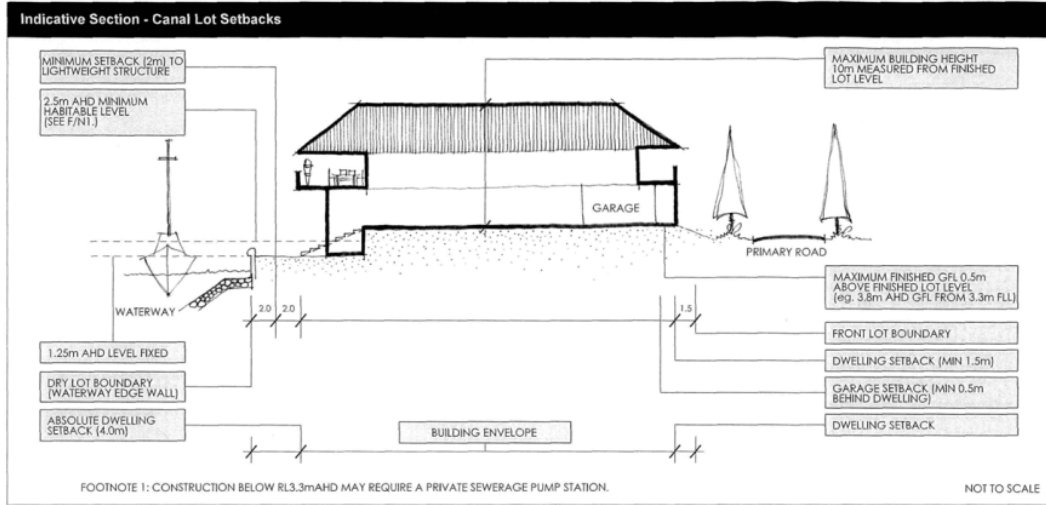
**Endorsement Table**

This Detailed Area Plan has been adopted by Council and signed by the Principal Planner:

Principal Planner	<i>[Signature]</i>
Date	4/09/2015
DAP Reference	DAP15/13
OCM Date	13/08/2015

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

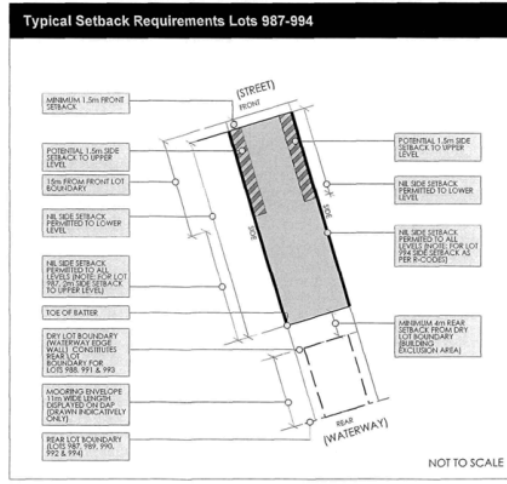
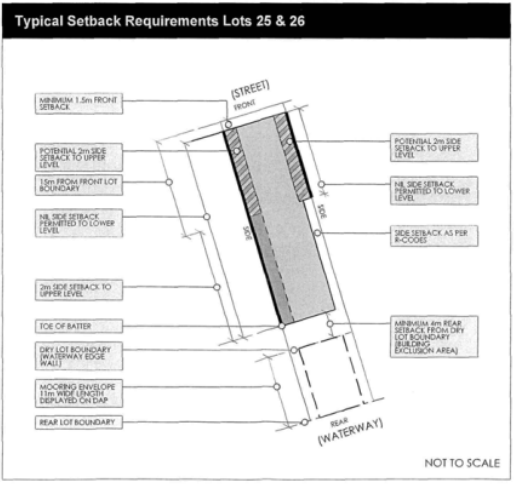
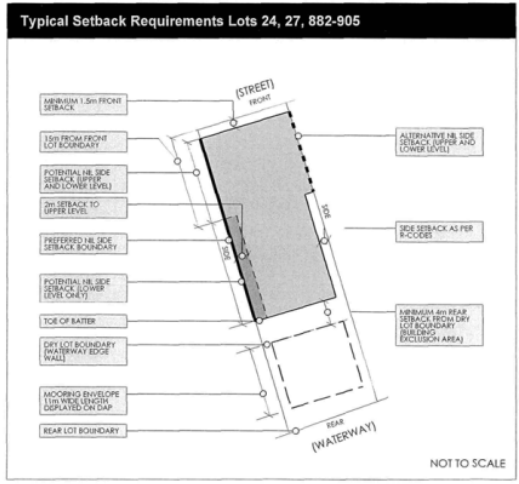
PORT COOGEE



### Endorsement Table

This Detailed Area Plan has been adopted by Council and signed by the Principal Planner:

Principal Planner	<i>D. Stitt</i>
Date	4/09/2015
DAP Reference	DAP15/13
OCM Date	13/08/2015



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

**Taylor Small Bennett Town Planning & Design**  
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**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.

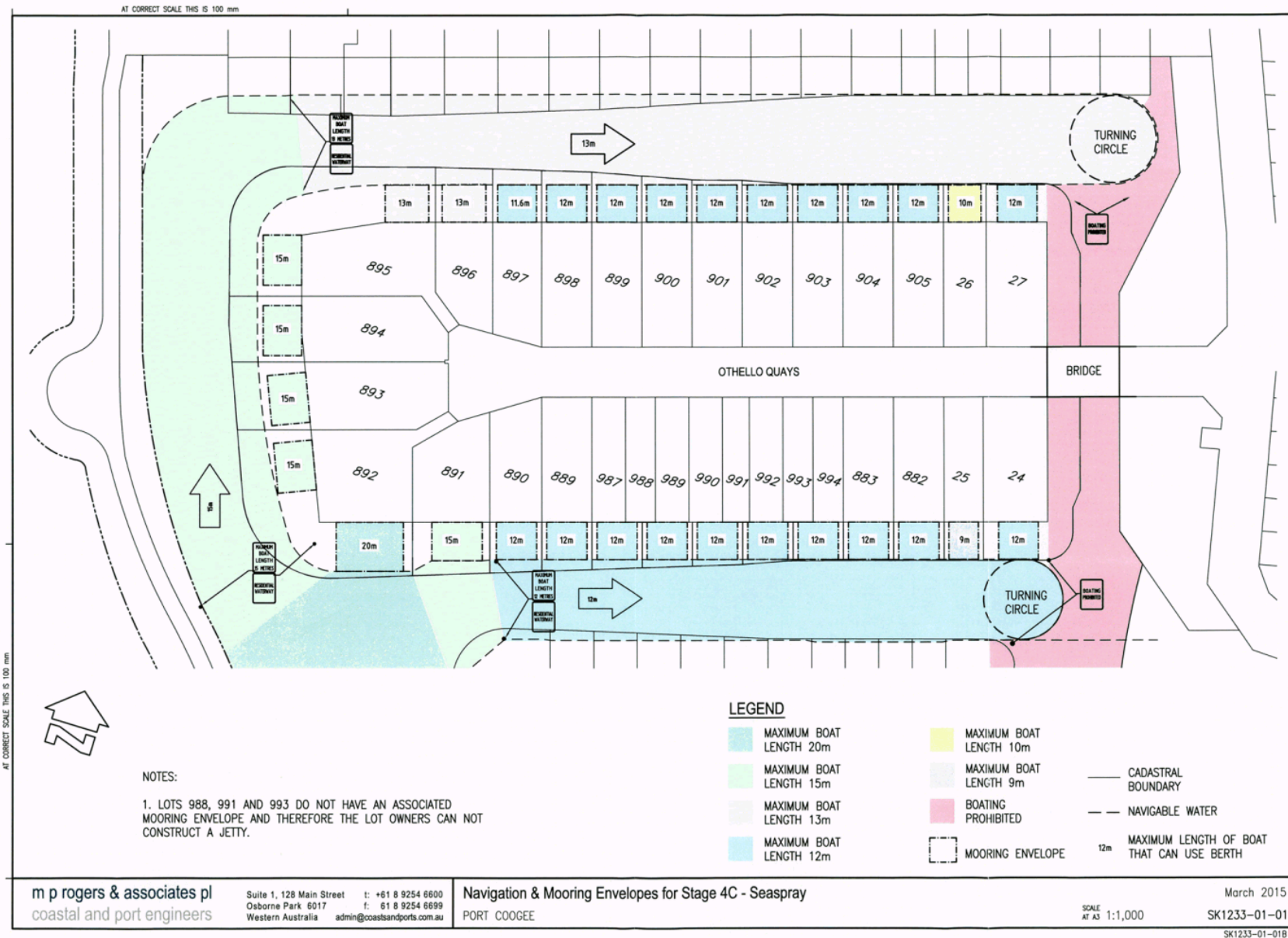
## 6. Mooring Options

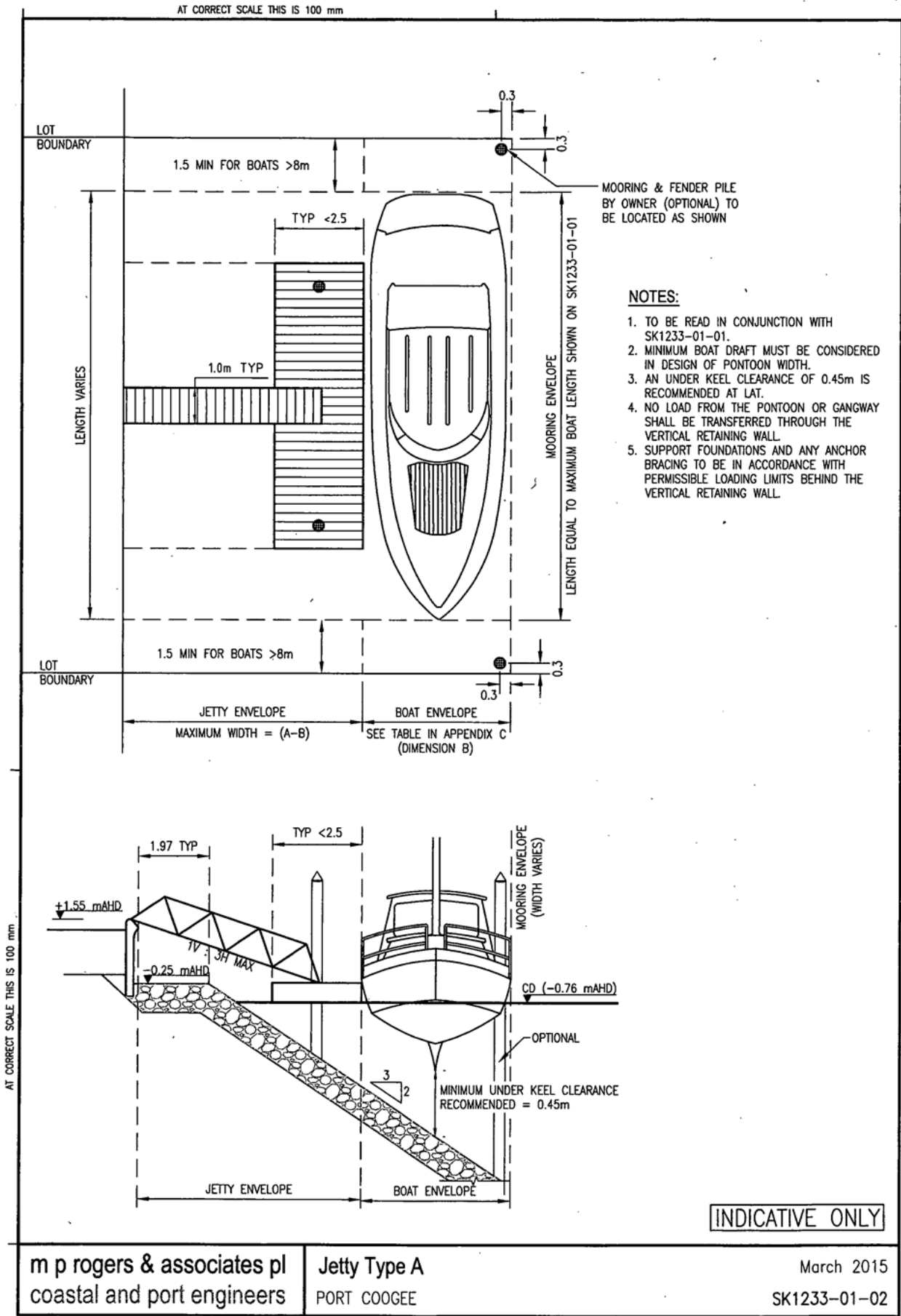
### Stage 4C - Seaspray

- 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**





m p rogers & associates pl  
coastal and port engineers

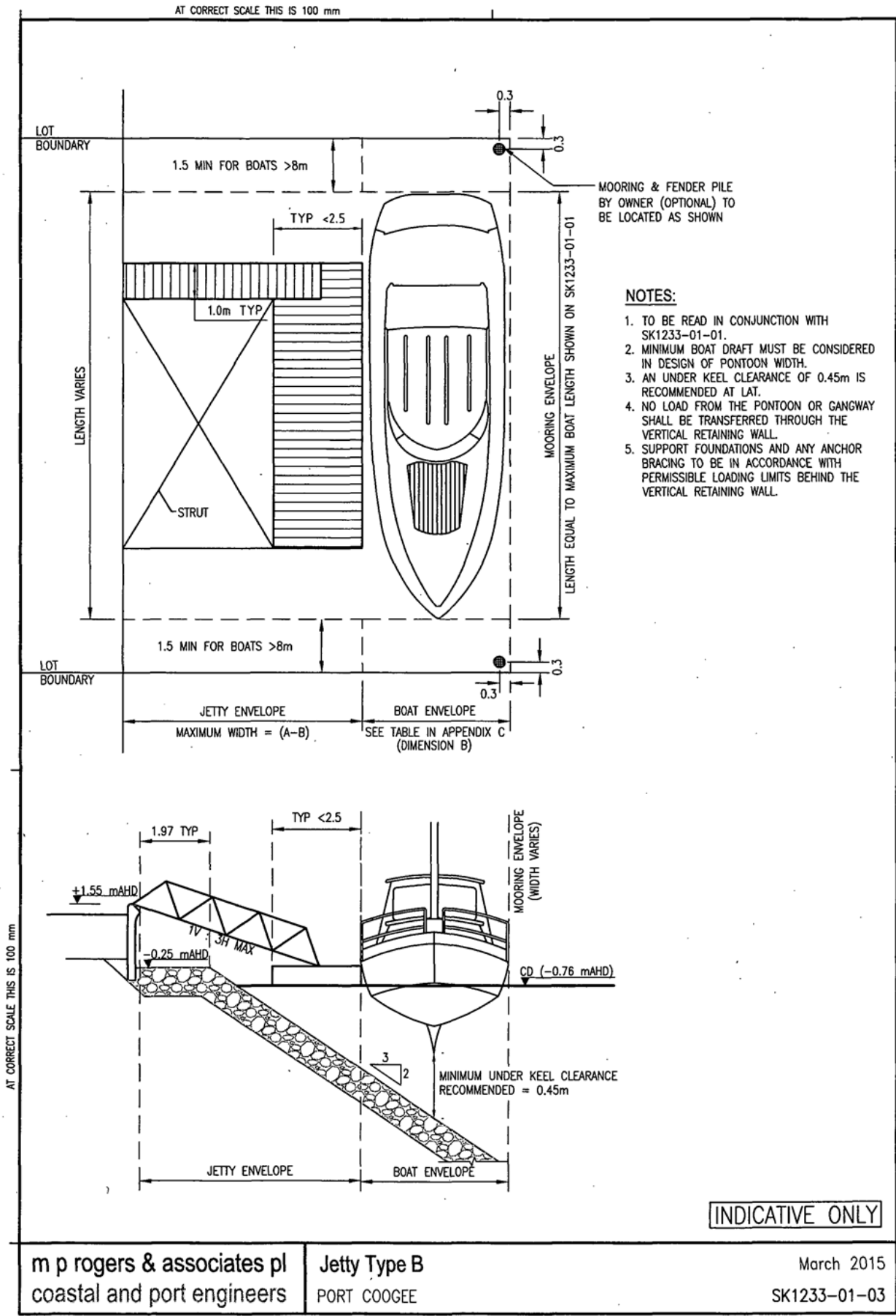
Jetty Type A  
PORT COOGEE

March 2015  
SK1233-01-02

SK12330102A

**PORT COOGEE – JETTY DESIGN GUIDELINES**

**Appendix B – Permissible Mooring Types**



m p rogers & associates pl  
coastal and port engineers

Jetty Type B  
PORT COOGEE

March 2015  
SK1233-01-03

SK12330103A



PORT COOGEE – JETTY DESIGN GUIDELINES

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

JETTY TYPE	LOT																		
	24	25	882	883	994	993 <sup>1</sup>	992	991 <sup>1</sup>	990	989	988 <sup>1</sup>	987	889	890	891	892 <sup>4</sup>	892 <sup>5</sup>	893	894
<b>Type A - PILED FLOATING</b>																			
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
<b>Type B - NON-PILED FLOATING</b>																			
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
<b>MAXIMUM DIMENSIONS (REFER FIGURES IN APPENDIX B)</b>																			
<b>A - Mooring Envelope Width<sup>2</sup> (m)</b>	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>B - Boat Envelope Width<sup>3</sup> (m)</b>	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

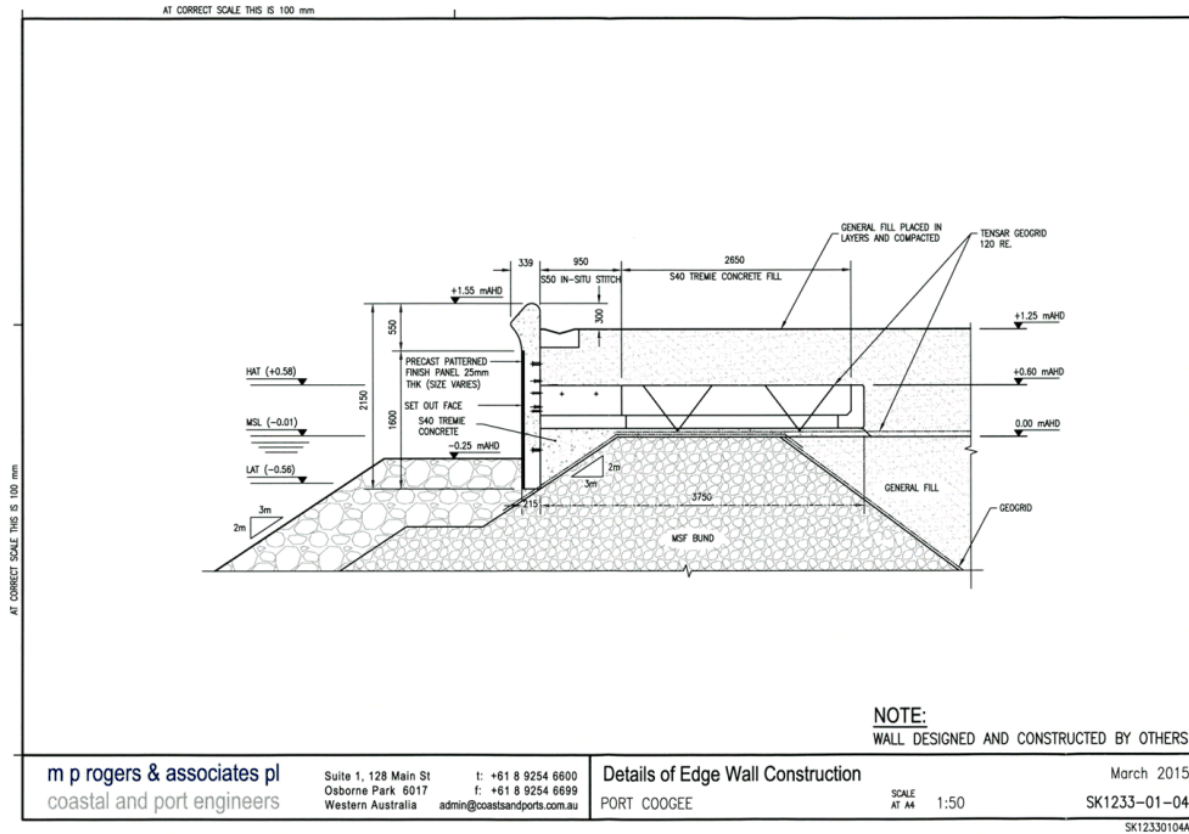
Continued:

JETTY TYPE	LOT													
	895 <sup>6</sup>	895 <sup>7</sup>	896	897	898	899	900	901	902	903	904	905	26	27
<b>Type A - PILED FLOATING</b>														
Max Permissible Boat Length	15m	13m	13m	11.6m	12m	12m	12m	12m	12m	12m	12m	12m	10m	12m
Max Permissible Boat Beam	4.5m	4.3m	4.3m	4.2m	4.2m	4.2m	4.2m	4.2m	4.2m	4.2m	4.2m	4.2m	4.2m	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
<b>Type B - NON-PILED FLOATING</b>														
Max Permissible Boat Length	15m	13m	13m	11.6m	12m	12m	12m	12m	12m	12m	12m	12m	10m	12m
Max Permissible Boat Beam	4.5m	4.3m	4.3m	4.2m	4.2m	4.2m	4.2m	4.2m	4.2m	4.2m	4.2m	4.2m	4.2m	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
<b>MAXIMUM DIMENSIONS (REFER FIGURES IN APPENDIX B)</b>														
<b>A - Mooring Envelope Width<sup>2</sup> (m)</b>	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>B - Boat Envelope Width<sup>3</sup> (m)</b>	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:  
<sup>1</sup> Lots 988, 991 and 993 do not have an associated Mooring Envelope.  
<sup>2</sup> The boat and jetty (including fenders) must be fully contained within the Mooring Envelope.  
<sup>3</sup> Maximum boat beam based on typical dimensions for a power boat. Sail boats are typically narrower for the same length.  
<sup>4</sup> Southern edge of Lot  
<sup>5</sup> Western edge of Lot  
<sup>6</sup> Western edge of Lot  
<sup>7</sup> Northern edge of Lot

**PORT COOGEE – JETTY DESIGN GUIDELINES**

**Appendix D – Details of Revetment Wall Construction**



#### 14.5 PROPOSED SCHEME AMENDMENT NO. 127 - ADDITIONAL USE NO. 20 (RESTAURANT/SERVICE STATION/SHOWROOM) - LOT 13 (NO. 624) WARTON ROAD, TREEBY

<b>Author(s)</b>	T Van der Linde
<b>Attachments</b>	1. Location Plan <a href="#">↓</a> 2. Scheme Amendment Map <a href="#">↓</a> 3. Concept Plans <a href="#">↓</a>
<b>Location</b>	Lot 13 (No. 624) Warton Road, Treeby
<b>Owner</b>	Antonio Napolitano
<b>Applicant</b>	Dynamic Planning and Development
<b>Application Reference</b>	109/127

#### RECOMMENDATION

That Council:

- (1) require the following modifications to the Proposed Scheme Amendment No. 127:
  1. The Auxiliary Left Turn Lane assessment presented in Section 11 of the Transport Impact Assessment (prepared by i3 Consultants WA and dated 10 July 2018 (ref: 16902; F2-0), be amended based on Figure 2.26(b) of the Austroads Guide to Traffic Management Part 6 2017. This results in both development concepts warranting the need for an AUL.
- (2) in pursuance of Clause 75 of the *Planning and Development Act 2005* ("Act"), initiate the amendment to City of Cockburn Town Planning Scheme No. 3 ("Scheme") for the following purposes:
  1. Designating Additional Use No. 20 over portion of Lot 13 Warton Road, Treeby as designated on the Scheme Amendment Map, in order to bring the Scheme in to conformity with the zoning under the Metropolitan Region Scheme.
  2. Amending Table 6 – Additional Uses to include the following provisions relating to the Additional Use No. 20 portion of Lot 13 Warton Road, Treeby:

No.	Description of Land	Additional Use	Conditions
AU20	Lot 13 (No. 624) Warton Road, Treeby	Restaurant (A) Convenience Store (A) Service	Development Approval for Lot 13 Warton Road is subject to: a) Due consideration to groundwater risk minimisation.

		<p><i>Station (A) Showroom (A) Medical Centre (A) Consulting Rooms (A)</i></p>	<p><i>b) All development being connected to a reticulated sewer system.</i></p> <p><i>c) Stormwater is to be managed as described in the Department of Environment's Stormwater Management Manual for Western Australia or relevant equivalent.</i></p> <p><i>d) With regard to any application for development approval likely to generate noise emissions that may impact surrounding development, the preparation and lodgement of a report by a suitably qualified acoustic consultant demonstrating how the proposed use has been acoustically assessed and designed for the purposes of minimising the effects of noise intrusion and/or noise emissions in accordance with the City's Local Planning Policy 1.12 – Noise Attenuation.</i></p> <p><i>e) With regard to any application for development approval, the preparation and lodgement of a report by a suitably qualified bushfire consultant demonstrating that the proposed development complies with the requirements of State Planning Policy 3.7 Planning in Bushfire Prone Areas.</i></p> <p><i>f) Development is to comply with the requirements for</i></p>
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			<p><i>'Commercial and Industrial Uses' within LPS No. 3.</i></p> <p><i>g) All service areas are to be concealed from public view.</i></p> <p><i>h) Built form to be designed to be complementary to the character of the surrounding area.</i></p> <p><i>i) A vegetation strip to be provided on the western boundary of the Additional Use area in order to maintain an appropriate rural interface with Resource zoned lots to the west.</i></p> <p><i>j) Any application for development approval must demonstrate the provision of a minimum front setback of 15m, in order to accommodate the provision of a 3m landscaping strip, 5.5m car parking area and a 6m access way. This area is to be protected by an appropriate public access easement for the full frontage of the subject land to Warton Road.</i></p> <p><i>k) Access to and from Warton Road is to be limited to left-in, left-out only and no egress from the site is permitted south of Erade Drive.</i></p> <p><i>l) An appropriately qualified zoologist is to be present on site at the time of any vegetation clearing to observe and relocate any fauna if required.</i></p>
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			<p>m) Any application for development approval is to be supported by an Acid Sulphate Soils management plan.</p> <p>n) The Restaurant use is not to be developed as a Fast Food Outlet and drive-through components are prohibited.</p> <p>o) The Showroom use is to be limited to the sale of animal supplies including equestrian and pet goods.</p>
<p>(3) note the amendment referred to in resolution (1) above is a 'complex amendment' as it satisfies the following criteria of Regulation 34 of the <i>Planning and Development (Local Planning Schemes) Regulations 2015</i> ("Regulations"):</p> <p>a) an amendment that is not consistent with a local planning strategy for the scheme that has been endorsed by the Commission;</p> <p>b) an amendment that is not addressed by any local planning strategy; and</p> <p>c) an amendment relating to development that is of a scale, or will have an impact, that is significant relative to development in the locality.</p> <p>(4) pursuant to Clause 81 of the Act, refer the Scheme amendment to the EPA by giving to the EPA written notice of this resolution and such written information about the amendment as is sufficient to enable the EPA to comply with section 48A of the <i>Environmental Protection Act 1986</i> in relation to the proposed Scheme amendment;</p> <p>(5) pursuant to Regulation 37(2) of the Regulations, submit two copies of the proposed Scheme amendment to the Commission, to obtain consent to advertise the Scheme amendment; and</p> <p>(6) subject to Clause 81 and 82 of the Act, if the Commission advises the City of Cockburn that it is satisfied that the complex amendment is suitable to be advertised, advertise the proposed Scheme amendment pursuant to the details prescribed within Regulation 38. Regulation 38 specifies advertising must not be</p>			

less than a period of 60 days.

### Background

The subject land comprises an approximate 7,380m<sup>2</sup> portion of Lot 13 Warton Road, Treeby located close to the easternmost extent of the City. The City of Canning local authority is located 170m to the north, the City of Gosnells 220m to the north-east and the City of Armadale to the south-east across Warton Road. Lot 25 Acourt Road is located adjacent north-east of the subject land (see Attachment 1 – Location Plan).

Lot 13 is a unique land area, with the majority of the lot located inside the Rural Water Protection zone of the Jandakot Water Mound, whilst the land subject to the proposed amendment remains outside of this area. That is, the subject land is not bound by the same constraints which 'Resource' zoned land within Banjup and Jandakot are, according to the region and local schemes.

While the majority of Lot 13 is zoned 'Rural – Water Protection' under the Metropolitan Region Scheme ("MRS"), a portion approximately 7,380m<sup>2</sup> in size (the subject land) adjacent to Warton Road is zoned 'Rural' under the MRS. This creates a requirement for the City's Scheme to be consistent with the 'Rural' zoning of the MRS, over this 'Rural' zoned portion of the land.

The City's Scheme currently zones the entire property as 'Resource', despite the subject land not coinciding with the Rural Water Protection zone of the MRS. This has created opportunity for the landowner to request the City to bring its Scheme in to better conformity with the MRS, as per the requirements of the *Planning and Development Act 2005* ("Act"). Also currently under the City's Scheme, the subject land is located within Additional Use 7 area which allows for the development of cattery and dog kennels, commonly referred to as the "kennel zone".

The proposed Scheme amendment seeks to introduce a new additional use to the Rural zoned portion of the land under the MRS (the subject land). It is recommended that Council initiate this Scheme amendment, based upon:

- the need to bring the local scheme into conformity with the region scheme;
- the additional use introducing what are considered to be compatible uses recognising the interfacing urban and rural setting, at this eastern extent of the city;
- no changes being contemplated within the portion of subject property zoned 'Resource'.



Lot 25 immediately north-east of the subject land is also partly zoned 'Rural – Water Protection' and partly zoned 'Rural' under the MRS. A similar Additional Use proposal is currently being considered by the Western Australian Planning Commission ("Commission") over the 'Rural' zoned portion of Lot 25. Lot 25 and Lot 13 are the only two lots subject to the anomaly described above that are able to be considered for Additional Uses. Thus, future Additional Use proposals of this kind will not be considered in the foreseeable future.

### **Submission**

N/A

### **Report**

The proposed scheme amendment request was lodged by Dynamic Planning & Developments on behalf of the landowner, Antonio Napolitano. The proposal seeks to create an Additional Use 20 over the subject land, thereby introducing a specific set of additional uses to be developed on site (refer Attachment 2).

The subject land is located on Warton Road approximately 150m south-west of the Warton Road-Nicholson Road intersection. A single dwelling is located on the site, as well as several sheds and other structures associated with previous use of the land for dog kennels. Vegetation on the subject property consists of scattered shrubs and mature trees which have regrown after the site was cleared approximately 40 years ago.

The C. Y. O'Connor Village is located approximately 50m south of the subject land within the City of Armadale and incorporates several eateries, a medical centre, retail stores and various other community services. Land to the east within the City of Armadale consists of vacant land identified for future mixed use development and beyond that, residential estates. Lot 25 Acourt Road is located adjacent north-east of the subject land. Like Lot 13, Lot 25 is also located partly within the 'Rural – Water Protection' zone and partly within the 'Rural' zone of the MRS and an Additional Use application is currently being considered by the Commission for this site. Land to the north and west of the site consists of single residential dwellings, kennels and catteries.

### **Zoning**

The subject land is zoned 'Rural' under the MRS and thus provides a context for uses which are compatible with a rural setting as being able to be considered. The current zoning under the local Scheme is 'Resource', and the applicant takes the position that the local Scheme needs to reflect the designation for the land under the MRS.

In taking this point further, the local Scheme's zone objective for the 'Resource' zone is:

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

This creates the issue that the current zoning of the subject land as Resource, being outside the Jandakot water mound, means that technically the Resource zone does not appropriately designate a local planning response to the Rural zone under the MRS.

Statement of Planning Policy No. 6 is the Jandakot Groundwater Protection Policy which is now referred to as State Planning Policy 2.3 ("SPP 2.3"). Lot 13 is zoned 'Resource' under the Scheme due to much of the lot being located within the Jandakot Groundwater Protection Policy area ("Protection area"). However, the subject land is located wholly outside of this area and thus does not fall under the requirements of SPP 2.3. This is shown following:

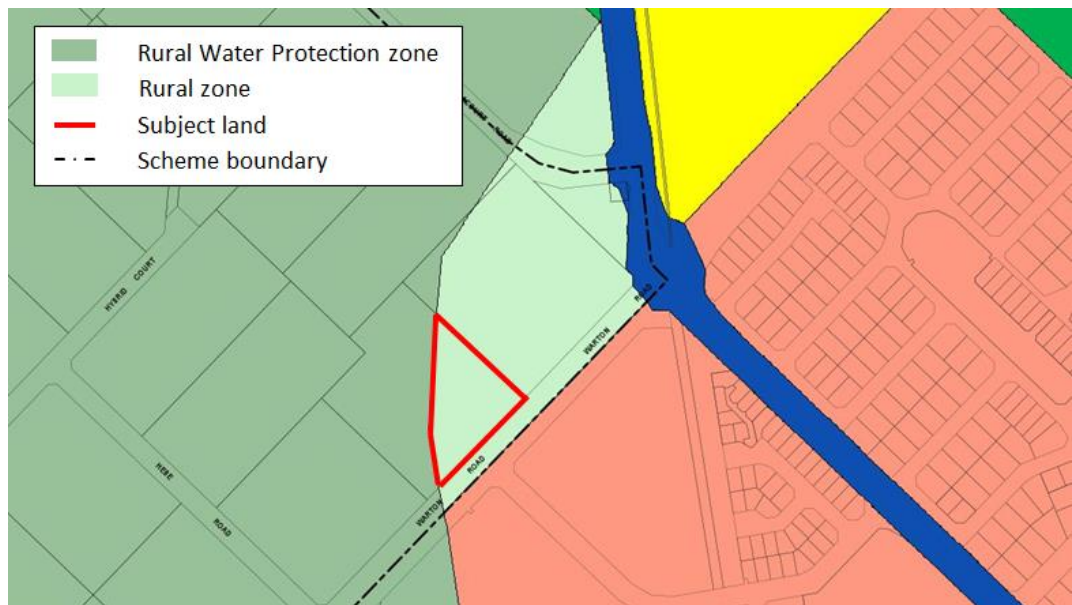


Figure 1 – MRS Zoning

The MRS zonings over Lot 13 reflect the exclusion of the subject land from the Protection area, with the portion of land located within the Protection area zoned 'Rural – Water Protection' and the remainder of the lot (the subject land) being zoned 'Rural'. The 'Rural – Water Protection' zone imposes more onerous requirements on the development of land and restricts land uses in accordance with SPP 2.3. Since the subject land is zoned 'Rural' under the MRS these same restrictions do not and should not apply to development of this land.

Lots 24, 25, 645 and 892 Acourt Road and Lot 13 Warton Road are the only lots zoned 'Resource' under the Scheme that are not entirely within the Protection area or zoned 'Rural – Water Protection' under the MRS. Lots 645 and 892 Acourt Road are reserved for Water Corporation purposes and the portion of Lot 24 Acourt Road zoned 'Rural' is too small to consider Additional Uses. Thus, Lots 13 and 25 are the only lots able to be considered for Additional Uses due to the size of the portion of land outside the 'Rural – Water Protection' zone.

The City is required to bring the Scheme into conformity with the MRS, and thus development of the subject land should reflect the 'Rural' zoning of the MRS rather than the 'Rural – Water Protection' zoning that applies to all other land zoned 'Resource' under the Scheme. Thus, a wider range of land uses may be considered at the subject land in accordance with the 'Rural' zone under the MRS as opposed to land zoned 'Rural – Water Protection'.

#### Proposed Additional Uses

The subject land is located within a small pocket of 'Rural' zoned land under the MRS with land to the west zoned 'Rural – Water Protection'. Land to the south and east within the City of Armadale is zoned 'Urban' and land to the north-east within Lot 25 is zoned 'Rural' (see Figure 1 above).

To the south of the subject land, within the City of Armadale, land zoned 'Urban' under the MRS directly interfaces with 'Rural – Water Protection' zoned land, that is, 'Urban' zoned land directly follows the boundary of the Protection area. However, where the 'Rural – Water Protection' zone boundary moves north across Warton Road into the City of Cockburn and traverses Lot 13, the 'Urban' zoning stops at Warton Road appearing to delineate Warton Road as the boundary for 'Urban' zoned land. This was likely done to 'round off' the urban area using logical road reserve boundaries and has resulted in a small, isolated pocket of 'Rural' zoned land, including the subject land, located between the Protection area and 'Urban' zoned land. Development of the subject land is thus required to manage the expectations of landowners within the 'Urban' zoned land to the south of Warton Road as well as the expectations of landowners to the west of the subject land located within the 'Rural – Water Protection' zone. These expectations need to be balanced and land uses at the subject land will need to appropriately transition from 'Rural – Water Protection' to 'Urban', while ensuring these uses are compatible with the 'Rural' zone.

The proposed Scheme amendment and additional uses appropriately address this balance. The majority of Lot 13 is located within the Rural – Water Protection zone and Additional Uses are not proposed for this portion, thus allowing this portion of the lot to act as a buffer between the proposed Additional Uses and neighbouring lots to the west within

the Rural – Water Protection area. In accordance with the ‘Resource’ zoning under the local Scheme and the requirements of SPP 2.3, some rural uses may be developed within the ‘Rural – Water Protection’ area. These may be considered over the ‘Rural – Water Protection’ zoned portion of Lot 13 in the future, and would provide for an appropriate transition from the proposed Additional Uses to further ‘Resource’ zoned land to the west.

The Additional Uses proposed at the subject land are Restaurant, Convenience Store, Service Station, Showroom, Medical Centre and Consulting Rooms. These uses are appropriate in the ‘Rural’ zone and are commonly found in rural areas throughout the metropolitan region.

These uses are particularly appropriate at the subject land due to the close proximity of urban development south of Warton Road. CY O’Connor Village to the south of the subject land is planned to expand further north, with Mixed Use development proposed directly opposite the subject land. The proposed additional uses will act as a transition between the Mixed Use and rural uses while also contributing to a town centre environment. The Restaurant is not to be developed as a Fast Food Outlet or incorporate a drive-through component which would generate high volumes of traffic, noise and light and compromise the rural character and amenity of the locality. This requirement is included within the additional uses conditions listed above. The location of these uses in close proximity to Warton Road to the east of Lot 13, minimises the impact of noise and light emissions on rural uses to the west. The Showroom is to be developed for the sale of animal supplies as also conditioned above, thus complimenting rural pursuits in the area and servicing domestic animals in nearby residential areas.

It is noted that not all of the Additional Uses are expected to be developed at the subject land. The proposal provides two concept plans; the first pursues the Service Station and Convenience Store as the primary uses, with the Showroom and Restaurant supporting these uses, while the second pursues the Medical Centre and Consulting Rooms as the primary uses, supported by a Showroom. The Concept Plans are included at Attachment 3.

Unlike Lot 25, land zoned ‘Rural – Water Protection’ within Lot 13 creates a sufficient buffer between the rural land to the west and the Additional Uses at the subject land. Thus, in order to create a transition between the rural land and the urban land to the east, the intensifying of uses at the subject land is appropriate, and the uses proposed will assist in making this transition.

#### State Planning Policy 2.3 Jandakot Groundwater Protection Policy

The aim of SPP 2.3 is “*to protect the Jandakot Groundwater Protection area from development and land uses that may have a detrimental*

*impact on the water resource*". SPP 2.3 also states that land use planning is to be guided by priority areas and the principles of risk avoidance, risk minimisation and risk management.

Groundwater is a highly valued resource of the State, and the Protection area currently provides a significant volume of high quality water that needs to be protected into the future. It is understood groundwater protection is dependent on appropriate and integrated land use planning, water and health management processes. Thus, any land use that has the potential to impact the Protection area whether inside or outside the policy area should be investigated.

The subject land while not within the Protection area is located in close proximity to the Protection area and is thus required to demonstrate that proposed development will not increase risk of groundwater contamination. The proposed Scheme amendment includes a condition requiring that any future development at the subject land will be required to have due consideration to groundwater risk minimisation. This may include investigations demonstrating the proposed uses do not pose an unacceptable risk to groundwater quality. Any development application will also need to be supported by an appropriate water management plan, which will address groundwater management and contamination.

### Noise

The subject land is in close proximity to Warton and Nicholson Roads, the kennel zone, and is also located within the Jandakot Airport Frame Area and thus may be impacted by noise from any or all of these sources. The proposed additional uses are also a source of noise that has the potential to impact surrounding landowners.

An Acoustic Assessment has been prepared and lodged with the City to support the proposed Scheme amendment and determine whether the impacts on the subject land, as well as emissions proceeding from the proposed additional uses, are acceptable under the planning and environmental legislative framework.

The Acoustic Assessment demonstrates that predicted noise emissions from the subject land are acceptable and can be managed to meet legislative requirements. Noise emissions impacting the subject land from Warton and Nicholson Roads and dog kennels were also assessed as acceptable.

Further acoustic reporting will be required to support any future development application as detailed in the proposed additional use conditions. A more accurate and detailed noise assessment will be possible once the exact position of proposed uses on site is known.

### Traffic and Access

The proposed additional uses are expected to attract a low to moderate increase in traffic volumes to the subject land but can be accommodated with the correct road treatments. Currently, the subject land is serviced by a single crossover along Warton Road, close to the easternmost extent of the subject land. Any future development application at the site will need to be supported by appropriate upgrades to the road network, crossovers and intersection treatments to accommodate expected traffic volumes safely.

The Traffic Impact Assessment ("TIA") prepared to support the proposed Scheme amendment demonstrates that additional traffic generated by the proposed additional uses can be accommodated within the existing road network. Crossovers and intersections are proposed along Warton Road to provide access to and from the subject land. Internal access ways can be designed to service each of the proposed uses, and sufficient parking can be provided on site.

As stated in the Additional Use conditions, egress from the site will not be permitted south of Erade Drive, as this may result in vehicles exiting the site attempting to cross three lanes of traffic across Warton Road to do a U-turn at the Erade Drive intersection. Furthermore, the City will only support left-in, left-out access to and from the subject land due to volumes of traffic along Warton Road and the proximity of this access point to the Warton Road / Nicholson Road roundabout.

To ensure the appropriate road and intersection treatments are understood to accommodate the increased traffic generated by the proposed uses, the Auxiliary Left Turn Lane analysis within the TIA is required to be updated to reflect the appropriate method of analysis. This requirement is included in recommendation 1(1) above.

A similar Additional Use proposal for the 'Rural' zoned land within Lot 25 Acourt Road is currently with the Commission for determination. A condition of this Additional Use proposal is for a 15m setback to Warton Road to be protected by a public access easement which would allow future connection to the subject land through Lot 25. This same requirement is proposed for the subject land (as detailed in the conditions above), allowing permeability through both sites, and minimising the need for crossovers. This will be further addressed at the development application stage.

Further investigations and requirements relating to parking and access will be undertaken at the development application stage when proposed scale and location of land uses on site is known.

In conclusion, the City has been requested by the applicant to bring its local Scheme in to better conformity with the region scheme. The most

optimal planning response to do this is through the introduction of an additional use, in order to provide the unique planning response needed to transition the expectations of urban residents, with the expectation of those residents within the Resource zone. It is recommended that Council initiate the Scheme amendment.

### **Strategic Plans/Policy Implications**

#### Economic, Social & Environmental Responsibility

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

Increase local employment and career opportunities across a range of different employment areas

### **Budget/Financial Implications**

The applicant has paid the fees associated with the Scheme amendment.

### **Legal Implications**

Under Section 123 of the *Planning and Development Act 2005*, it is required that local schemes be consistent with region schemes. It specifically states:

- (1) *A local planning scheme is not to be approved by the Minister under this Act unless the provisions of the local planning scheme are in accordance with and consistent with each relevant region planning scheme.*

The applicant has made the request to bring the local scheme in to better conformity with the region scheme. Under Section 124(4) of the Act, it states that:

- (4) *In preparing the local planning scheme or amendment the local government is to have due regard to the purpose and planning objectives of the region planning scheme or amendment to the region planning scheme.*

The amendment proposed is considered to meet this requirement, and address the issue of conformity between the local and region schemes.

### **Community Consultation**

As per Part 5 of the Planning and Development (Local Planning Schemes) Regulations, there several amendment types: basic, standard and complex. These are defined in Part 5, Division 1, Regulation 34.

A complex amendment (such as this) requires 60 days consultation in recognition that such proposals have a greater impact on the community. Whereas a basic amendment requires no consultation and a standard amendment is 42 days consultation.

### **Risk Management Implications**

The proposed Scheme amendment presents an opportunity to develop the subject land with a range of land uses that would benefit the local and wider community. The proposed additional uses are appropriate within the 'Rural' zone and act as a transition between the rural land to the west and urban land to the east. The proposed additional use conditions and supporting technical reports demonstrate that development of the subject land will not have a detrimental impact on surrounding land uses and residents. The subject land is currently underutilised, with the existing dwelling and outbuildings remaining vacant and unused. Given its strategic location and proximity to the neighbourhood centre on the south-east side of Warton Road, it is appropriately located for additional uses like that proposed to occur. If this proposed Scheme amendment is not initiated, there is a missed opportunity to consider the subject land for development of these uses and further investigate and receive feedback from the community on this proposal.

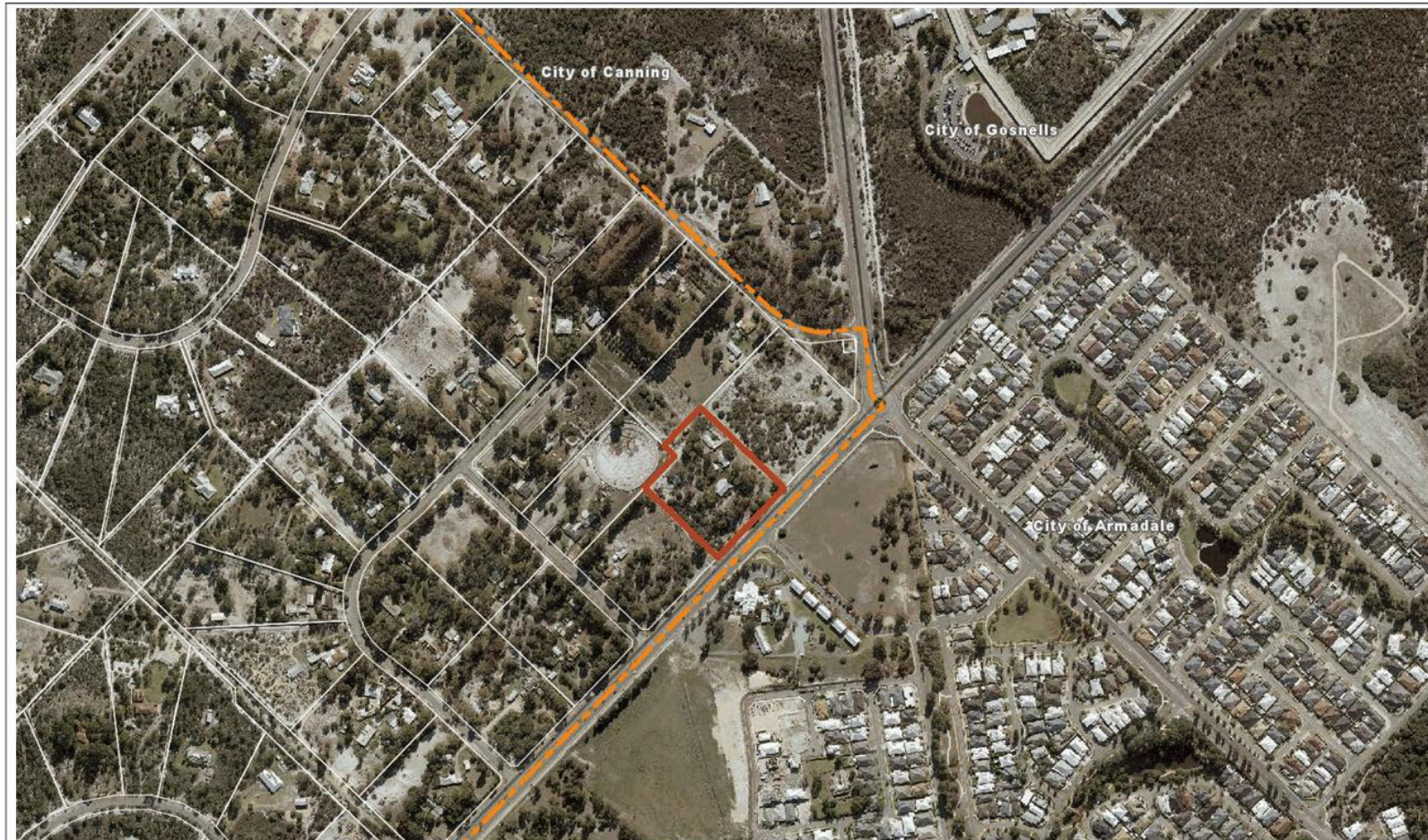
### **Advice to Proponent(s)/Submissioners**



The Proponent(s) has been advised that this matter is to be considered at the 13 September 2018 Ordinary Council Meeting.

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

Nil





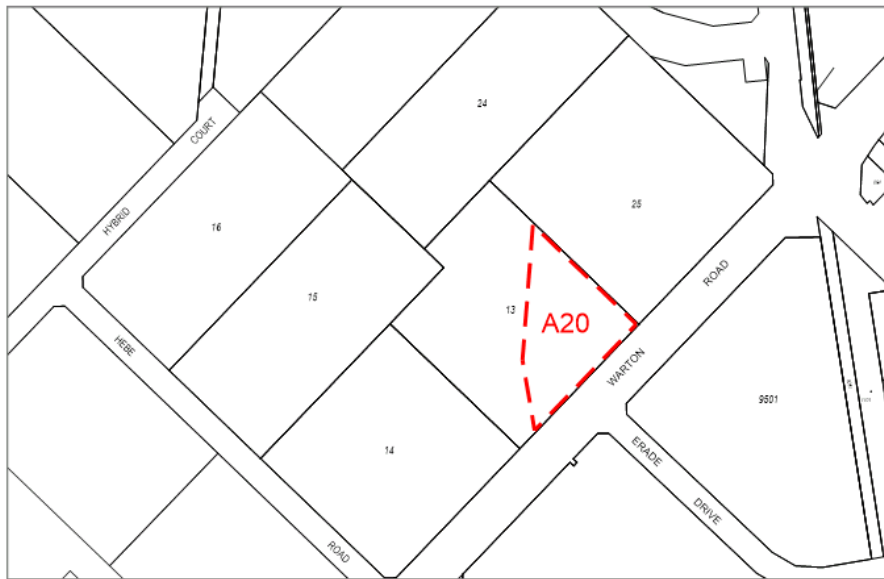
	<b>Location Plan - Lot 13 Warton Road outlined in red</b>	PRINTED ON: 13/08/2018	SCALE = 1:7500	 <b>NORTH</b>
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DISCLAIMER - The City of Cockburn provides the information contained herein and bears no responsibility or liability whatsoever for any errors, faults, defects or omissions of information contained in this document.

PROPOSED SCHEME AMENDMENT  
CITY OF COCKBURN  
TOWN PLANNING SCHEME NO. 3



EXISTING ZONING



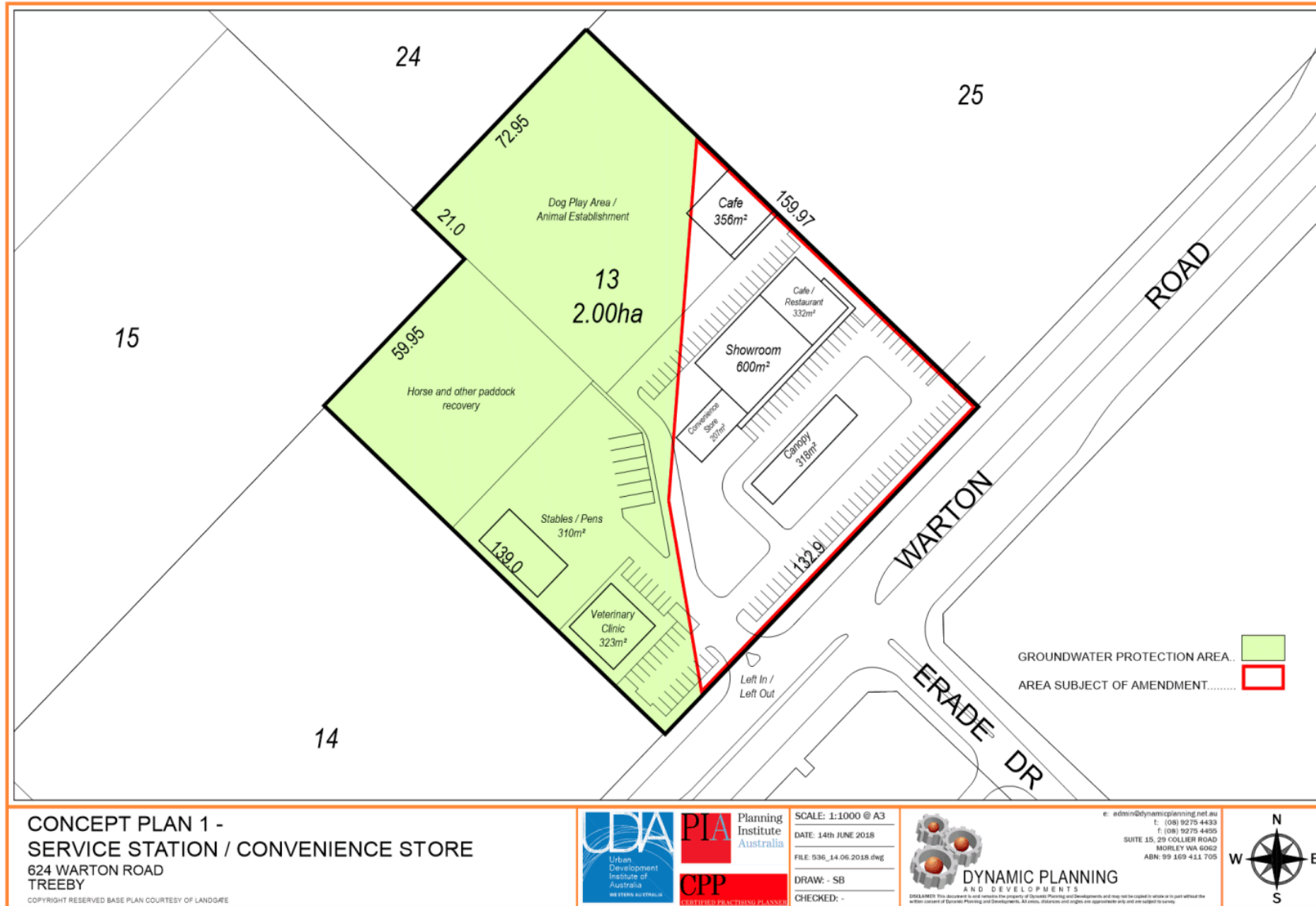
PROPOSED ZONING

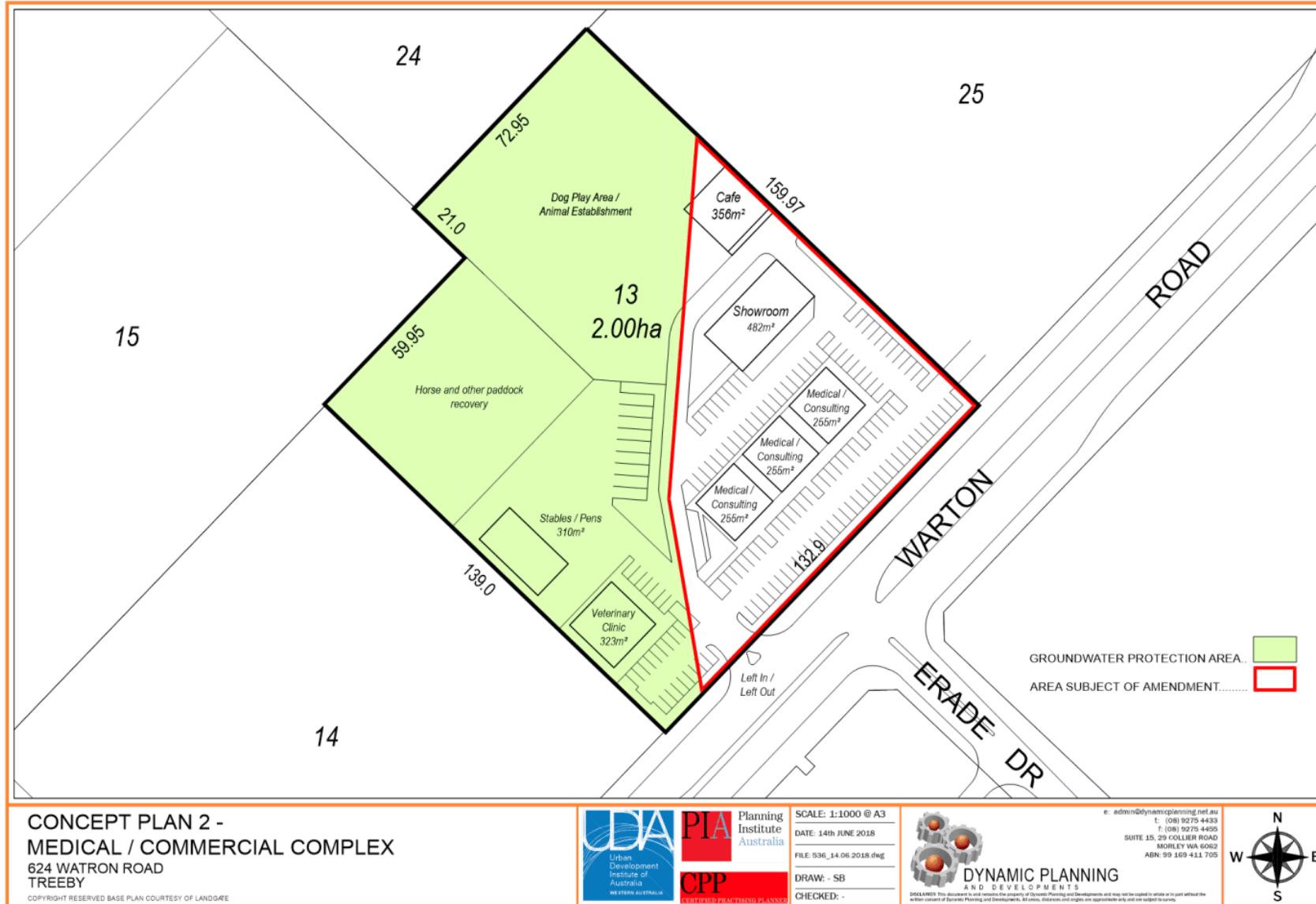
REGION SCHEME RESERVES		REGION SCHEME ZONES	
	OTHER REGIONAL ROADS		RESOURCE
LOCAL SCHEME RESERVES		OTHER CATEGORIES	
	LOCAL ROAD		SCHEME AREA BOUNDARY
	PUBLIC PURPOSES - WATER CORPORATION		LOCAL GOVERNMENT BOUNDARY
			A1 ADDITIONAL USES

PROPOSED SCHEME AMENDMENT  
LOT 13 (No. 624) WARTON ROAD  
TREEBY

ISSUED: 08/09/2018  
DATE: 24th JUNE 2018  
FILE: S31\_14\_06\_2018.dwg  
DRAWN: SM  
CHECKED: -







**14.6 DEVELOPMENT APPLICATION - PLACE OF WORSHIP, MEDICAL CENTRE AND FAST FOOD OUTLET - 840 (LOT 18) NORTH LAKE ROAD, COCKBURN CENTRAL**

<b>Author(s)</b>	D Bothwell
<b>Attachments</b>	1. Location Plan <a href="#">↓</a> 2. DA Plans <a href="#">↓</a> 3. Acoustic Report <a href="#">↓</a> 4. Traffic Impact Assessment <a href="#">↓</a>
<b>Location</b>	840 (Lot 18) North Lake Road, Cockburn Central
<b>Owner</b>	Lubna Shaheen & Mohammad Jehangir
<b>Applicant</b>	Germano Designs
<b>Application Reference</b>	DA18/0526

**RECOMMENDATION**

That Council:

- (1) grant planning approval for a Place of Worship, Medical Centre and Fast Food Outlet at 840 (Lot 18) North Lake Road Cockburn Central in accordance with the attached plans and subject to the following conditions and advice notes:

**Conditions**

1. Development may be carried out only in accordance with the details of the application as approved herein and any approved plan. This includes the use of the land. The development has approval to be used for a Place of Worship, Medical Centre and Fast Food Outlet only. In the event it is proposed to change the use of any tenancy, a further planning application needs to be made to the City for determination.
2. The medical centre tenancies are restricted to the following maximum number of health consultants/practitioners at any one time:
  - a) Ground Floor Medical Centre Tenancy – 4
  - b) Second Floor Medical Centre Tenancy - 4
3. The following maximum numbers of persons are permitted to occupy the Place of Worship at any one time:
  - a) Sunday – 100 persons
  - b) Friday – 60 persons
  - c) All other times – 20 persons
4. Prior to the issue of a Building Permit, the

owner/applicant shall:

-submit to the City for approval a preliminary proposal for an art work designed by a professional artist at a cost of 1% of the total project cost (to a maximum of \$250,000), to be located within the subject site as an integral part of the development;

-submit to the City for approval an 'Application for Art Work Design'; &

-enter into a contract with a professional artist/s to design and install (if appropriate) the art work approved by the City. The art work shall then be installed prior to occupation of the building/development and maintained thereafter to the satisfaction of the City.

5. Prior to the issue of a Building Permit, the landowner/applicant contributing towards development infrastructure provisions pursuant to the City's Town Planning Scheme No. 3, to the City's satisfaction (DCA11).
6. Prior to the issue of a Building Permit, the submission of a detailed material, colours and finishes schedule for the development is to be provided to the City's satisfaction. The details as agreed by the City are to be implemented and maintained in the development.
7. Prior to the initial occupation of the development, the parking bays, driveways and points of ingress shall be sealed, kerbed, drained and line marked in accordance with the approved plans to the satisfaction of the City. Car parking and access driveways shall be designed constructed and maintained to comply with Australian Standard 2890 to the satisfaction of the City. The portion of the access way required for public access across the front of the site shall be developed to public road standards to the satisfaction of the City.
8. Where the driveway abuts the public street, associated walls, fences and / or adjacent landscaping areas shall be truncated within 1.5 metres thereof or limited in height to 0.75 metres.
9. A minimum of seven bicycle stands/racks that conform to Australian Standard 2890.3 shall be provided in close proximity to the entrance of the building prior to occupation of the building. Details of the bicycle parking shall be provided prior to the issue of a Building Permit.
10. All waste shall be contained within the approved external bin enclosure.
11. Written confirmation from a recognised acoustic consultant

that all recommendations made in the Acoustic Report prepared by Herring Storer have been incorporated into the proposed development, shall be submitted to the City at the time of lodgement of the Building Permit Application.

12. The builder shall provide written confirmation that the requirements of the Acoustic Report prepared by Herring have been incorporated into the completed development with the Form BA7 Completion Form, prior to occupation of the development.
13. The development site shall be connected to the reticulated sewerage system of the Water Corporation before commencement of any use.
14. All onsite waste water disposal systems, including all tanks and pipes and associated drainage systems (soak well or leach drains) as well as any stormwater disposal systems, shall be decommissioned, prior to the commencement of the use or occupation.
15. Prior to the issue of a Building Permit, a Car Parking Management Plan is to be submitted to and approved by the City. The approved Car Parking Management Plan shall be implemented at all times to the satisfaction of the City.
16. The owner shall grant free of cost to the City of Cockburn ("the City") an easement in gross for access over No. 840 (Lot: 18) North Lake Road, Cockburn Central ("the land") for the use and benefit of the public at large in accordance with the City's Vehicle Access Policy Plan. The easement in gross shall be prepared by the City's solicitors and shall be registered over the certificate of title to the land within sixty (60) days of this approval. The owner shall be responsible to pay all costs of and incidental to the preparation of the easement in gross (including the drafts), the preparation of an easement only deposited plan and fees for the stamping and registration of the easement in gross.
17. The approved plans shall be modified so that there is no direct or future vehicle access shown between the subject site and North Lake Road.
18. All Stormwater from the car parking area and driveways shall be contained on site to the satisfaction of the City.
19. A construction management plan (CMP) shall be submitted to and approved by the City prior to the commencement of works. The CMP shall be implemented to the satisfaction of

the City.

Advice Notes

1. This is a Planning Approval only and does not remove the responsibility of the applicant/owner to comply with all relevant building, health and engineering requirements of the City, or with any requirements of the City of Cockburn Town Planning Scheme No. 3 or with the requirements of any external agency.
2. The use of the development hereby approved includes Place of Worship. A Place of Worship is defined in the City of Cockburn Town Planning Scheme No. 3 as “*premises used for religious activities such as a church, chapel, mosque, synagogue or temple*”.
3. The use of the development hereby approved includes a Medical Centre. A Medical Centre is defined in the in the City of Cockburn Town Planning Scheme No. 3 as “*premises, other than hospital, used by one or more health consultant(s) for the investigation or treatment of human injuries or ailments and for general outpatient care (including preventive care, diagnosis, medical and surgical treatment, and counselling*”.
4. The use of the development hereby approved includes a Fast Food Outlet. A Fast Food Outlet is defined in the City of Cockburn Town Planning Scheme No. 3 as “premises used for the preparation, sale and serving of food to customers in a form ready to be eaten without further preparation, primarily off the premises but does not include a lunch bar.
5. The development shall comply with the noise pollution provisions of the *Environmental Protection Act 1986*, and more particularly with the requirements of the *Environmental Protection (Noise) Regulations 1997*. The installation of equipment within the development including air-conditioners, machinery, water chillers, air and recycling pump and similar equipment shall not result in noise emissions to neighbouring properties exceeding those imposed by the *Environmental Protection (Noise) Regulations 1997* (as amended).
6. This development has been defined as a public building and shall comply with the relevant provisions of the *Health (Miscellaneous Provisions) Act 1911* (as amended), and the *Health (Public Buildings) Regulations 1992*. The Applicant is advised to seek the advice of a Certified Building Surveyor



concerning the requirements under the National Construction Code concerning the provision of toilets for the proposed building.

7. With regards to Condition 4, the art work shall be in accordance with Council's Local Planning Policy LPP5.13 Percent for Art and the 'Application for Art Work Design' and shall include a contract between the owner/applicant and the artist, full working drawings (including an indication of where the art work is located) and a detailed budget being submitted to and approved by the City. Further information regarding the provision of art work can be obtained from the City's Community Arts Officer on 9411 3444.
8. With regards to Condition 10, the external bin enclosure shall be of an adequate size to contain all waste bins, at least 1.8 m high, fitted with a gate and graded to a 100mm diameter industrial floor waste with a hose cock, all connected to sewer.
9. With regard to Condition 14, under the Health (Treatment of Sewerage and Disposal of Effluent and Liquid Waste) Regulations 1974 the onsite waste water disposal system is to be removed, filled with clean sand and compacted. Proof of decommissioning is to be provided in the form of either certification from a licensed plumber or a statutory declaration from the landowner/applicant, confirming that the site has been inspected and all components such as the septic tanks, soak wells, leach drains and any associated pipework have been removed.
10. With regards to Condition 17, the landscaping plan shall be modified to remove the reference to 'hot mix bitumen' driveway being contained in the verge area.
11. All food businesses must comply with the Food Act 2008 and Chapter 3 of the Australia New Zealand Food Standard Code (Australia Only). Under the Food Act 2008 the applicant must obtain prior approval for the construction or amendment of the food business premises. An Application to Construct or Alter a Food Premises must be accompanied by detailed plans and specifications of the kitchen, dry storerooms, coolrooms, bar and liquor facilities, staff change rooms, patron and staff sanitary conveniences and garbage room, demonstrating compliance with Chapter 3 of the Australia New Zealand Food Standard Code (Australia Only).

The plans to are include details of:

- (a) the structural finishes of all floors, walls and ceilings;

- (b) the position, type and construction of all fixtures, fittings and equipment (including cross-sectional drawings of benches, shelving, cupboards, stoves, tables, cabinets, counters, display refrigeration, freezers etc); and
- (c) all kitchen exhaust hoods and mechanical ventilating systems over cooking ranges, sanitary conveniences, exhaust ventilation systems, mechanical services, hydraulic services, drains, grease traps and provisions for waste disposal.

These plans are to be separate to those submitted to obtain a Building Permit.

- 12. Any Signage is to be in accordance with the requirements of the City of Cockburn Local Planning Scheme No. 3 and Local Planning Policy LPP3.7 – Signs and Advertising. Non-exempt signage will require separate planning approval.
  - 13. The occupier of premises in which clinical waste is produced shall comply in all respects with the *Environmental Protection (Controlled Waste) Regulations 2004*. For further information please contact the Department of Environment and Conservation.
  - 14. All toilets, ensuites and kitchen facilities in the development are to be provided with mechanical ventilation flued to the outside air, in accordance with the requirements of the National Construction Code (Building Code of Australia), the Sewerage (Lighting, Ventilation and Construction) Regulations 1971, Australian Standard S1668.2-1991 “The use of mechanical ventilation for acceptable indoor air quality” and the City of Cockburn Health Local Laws 2000.
- (2) Notify the applicant and those who made a submission of Council’s decision.

### Background

The subject site is 6,093m<sup>2</sup> in area and contains an existing single house at the front of the property. The majority of the site has been cleared but there is some vegetation to the rear of the property close to the northern boundary. The topography of the site slopes upwards from the front (south) of the lot to the rear (north) of the lot by approximately 2m. The site is bounded by older-style single dwellings on large undeveloped lots to the north and east, North Lake Road to the south and an existing commercial/industrial building to the west.

The proposal is being referred to Council for determination as valid objections were received during consultation meaning that staff do not have delegation to determine the proposal.

### **Submission**

N/A

### **Report**

#### Proposal

The proposal is to facilitate the construction of a three storey mixed use commercial building comprising a total floor area of 1,712.85m<sup>2</sup> consisting of two Medical Centre tenancies with an area of 497.47m<sup>2</sup>, Place of Worship with an area of 806.47m<sup>2</sup> and a Fast Food Outlet (Coffee Shop) with an area of 20.39m<sup>2</sup>. The proposal includes 62 on-site car parking bays including 12 car lift/stacker bays. Vehicular access is provided through a shared crossover on the adjoining property to the west and the provision of a reciprocal access arrangement along the front portion of the land in accordance with the '*North Lake Road Vehicle Access Policy Plan*' contained in the City's Local Planning Policy No. 5.6.

Specifically the proposal consists of:

#### *Medical Centres*

- Two medical centre tenancies proposed, comprised of a general practice on the ground floor and a specialist practice on the second floor;
- Ground floor practice proposed to contain 4 consulting rooms with supporting facilities and the second floor practice is proposed to contain 4 consulting rooms with a total of 8 consulting rooms combined;
- The hours of operation proposed for the ground floor medical centre are:  
  
Monday to Friday – 9am to 5pm;  
Saturday – 9am to 1pm; and  
Sunday – Closed.
- The hours of operation proposed for the second floor medical centre are:  
  
Monday to Friday – 10am to 5pm; and  
Weekends – Closed.

#### *Place of Worship*

- The Place of Worship is proposed on the third floor of the building and comprises 2 large rooms. The outer room which is made up of an area of 343m<sup>2</sup> serves the purpose of a gathering place for worshippers before entering the main prayer room for service. The main prayer room is 493m<sup>2</sup>;
- Peak period for the Place of Worship is during evening prayer time, which after 5pm when the Medical Centre is closed. The Place of Worship will close at 9:30pm;
- In relation prayer sessions:
  - Prayers generally take place throughout the day at dawn, midday, afternoon, sunset and nights;
  - The prayer sessions during the day hours last for approximately 30 minutes and will be attended by between 15-20 people;
  - On Friday, approximately 40-60 people will attend; and
  - Up to 100 people may attend on the weekend.

#### *Fast Food Outlet*

- The fast food outlet will operate as a coffee shop, with the sale of take-away beverages and a small range of pre-packaged food;
- The proposed fast food outlet will provide a service to the patrons and staff of the medical centres as well as the general community;
- The proposed hours of operation for the fast food outlet are as follows:

Monday to Friday – 9am to 5pm;  
Saturday – 9am to 1pm; and  
Sunday – Closed.

#### Consultation

##### *Neighbours*

The application was advertised extensively to surrounding landowners as well as placed on the City's 'Comment on Cockburn' web page. A total of three submissions were received. Two of the submissions supported the fast food outlet and medical centre but expressed some level of concern for the place of worship. The issues raised were:

- Noise;

- Parking;
- Unfamiliarity with the religion and religious organisation; and
- Land use would attract troublesome people to area forcing religion on others.

The matters of Noise and Parking are discussed in details in the *Noise* and *Car Parking* sections of this report. The unfamiliarity with a religion or a religious organisation is also not a valid planning consideration. The external impacts were noted on the advertising letter to adjoining residents and the religious affiliation of an institution is not a planning matter. In relation to the comment that the land use would attract troublesome people to the area forcing religion onto others, this too is not a valid planning consideration. The Mixed Business zone permits the subject use provided all other matters are adequately addressed.

#### *External Agencies*

##### *Department of Planning Lands and Heritage (DPLH)*

The application was referred to the DPLH as the subject property abuts North Lake Road which is reserved as an 'Other Regional Road' under the MRS.

The DPLH advised that they have no objection to the proposal based on regional transport grounds subject to the following recommendations:

- *In the longer term, all access to the site to be in accordance with the North Lake Road Vehicle Access Policy Plan (easement in gross, 2 way traffic flow). Shared vehicular access to North Lake Road and neighbouring Lot 19 is supported on an interim basis only; and*
- *Consideration being given to SPP5.4 as referenced above.*

#### Planning Framework

##### *Zoning*

The subject lot is zoned 'Urban' under the Metropolitan Region Scheme (MRS). The front portion of the site zoned 'Mixed Business' under the City of Cockburn Town Planning Scheme No. 3 (TPS 3) and the rear portion zoned 'Development' and identified for Residential R80 and R60 under the relevant Local Structure Plan.

##### *Portion zoned 'Mixed Business'*

The objective of the Mixed Business zoned in TPS 3 is:

*'To provide for a wide range of light and service industrial, wholesaling, showrooms, trade and professional services, which, by reason of their scale, character, operation or land requirements, are not generally appropriate to, or cannot conveniently or economically be accommodated within the Centre or industry zones'.*

The 'Muriel Court Local Structure Plan' which applies to the subject site includes a number of restricted land uses within the 'Mixed Business' zone. This includes the following uses that can be approved:

- Office;
- Residential in accordance with those uses shown for the 'Mixed Business' zone as set out in Table 1 of the Scheme;
- Restaurant;
- Consulting Rooms;
- Civic Uses;
- Bank;
- Betting Agency;
- Hotel/Motel;
- Small Bar;
- Medical Centre;
- Lunch Bar; and
- Shop with "P" Use Class Permissibility (where the gross leasable area does not exceed 100m<sup>2</sup> and it does not include a drive-thru facility).

The proposed Fast Food Outlet does not include a drive-thru facility and contains a gross leasable area is under 100m<sup>2</sup> and is therefore compliant with the above. The proposed use of consulting rooms is also contained in the above list of restricted mixed business uses. A 'Place of Worship' is contained in the list of 'Residential Uses' in Table 1 of TPS3 with the proposed use being a "P" use within a Mixed Business zone. All of the proposed uses are therefore capable of approval.

#### Local Planning Policies

The following Local Planning Policies apply to this proposal:

- Local Planning Policy 1.12 – Noise Attenuation (LPP 1.12)

This policy details the noise attenuation and noise management reporting process when undertaking development within the City of Cockburn.

- Local Planning Policy 4.2 – Cockburn Central North (Muriel Court Structure Plan – Design Guidelines (LPP 4.2)

This policy aims to achieve high quality development based on good urban design principles.

- Local Planning Policy 5.13 - Percent for Art (LPP 5.13)

This policy focuses on the delivery of public art by developing a collection of distinct and diverse public artworks and by increasing awareness of public art as a significant cultural asset.

### State Planning Policies

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

This policy provides guidelines for planning in bushfire prone areas. A portion of the subject property a Bushfire Attack Level Assessment and Bushfire Management have been submitted with the application.

- State Planning Policy 5.4 – Road and Rail Transport Noise and Freight Considerations in Land Use Planning (SPP5.4).

The policy deals with transport noise from major transport corridors, including primary freight routes, and its impact on nearby noise-sensitive land uses. An Acoustic Report was submitted with the application and is discussed further in the *Noise Management* section of this report.

### Assessment

#### *Built Form*

The proposed built form generally complies with the built form provisions of LPP4.2, specifically, in relation to building height, front setback, vehicular access and location of entries. The development proposes a variation to the required southern setback requirement of 3.0m. The development proposes the following setbacks to the left (south) side boundary:

- Ground Floor – nil;
- First Floor – 2 – 2.6m; and
- Second Floor – 2m.

The proposed side setback variations to the left/south side boundary are supported for the following reasons:

- There will be no impact in relation to restriction to direct northern sunlight;
- The southern wall has been incorporated with architectural features such as feature panels, contrasting colours, staggered setbacks on the upper floors, provision of windows on the upper floors providing horizontal and vertical articulation creating visual interest and reducing the perception of building bulk as viewed from the adjoining property to the south; and
- The reduced setback makes effective utilisation of space on a narrow lot with the provision of an increased setback on the right (north) side to accommodate vehicular access to the site.

### *Parking*

The proposal includes 50 car bays and 12 two post car stackers comprising a total of 62 car bays on-site.

Land Use	TPS3 Car Parking Requirement	Maximum Number of Patrons, Floor Area, Consulting Rooms	Parking Bays Required
<b>Fast Food Outlet (Coffee shop)</b>	1 bay per 15m <sup>2</sup> of GLA	18.96m <sup>2</sup>	1.26 or 2 car bays
<b>Medical centre</b>	5 bays per consulting rooms	8 consulting rooms	40 car bays
<b>Place of Worship</b>	1 bay per 4 seats	100 patrons	25 car bays
<b>Total Number of bays required</b>			<b>67 bays</b>
<b>Total number of bays provided (including stacker bays)</b>			<b>62 bays</b>
<b>Proposed on-site car parking shortfall</b>			<b>5 bays</b>

The proposal seeks a variation of 5 car bays to the TPS3 requirement of 67 car bays for the combined proposed uses on-site when these respective uses are operating at their peak capacity. This variation is supported as the peak hours of the place of worship (which are in the evenings and on weekends) differ from the peak hours of the Medical Centre which are mostly during normal office hours Monday to Friday. The car parking provided on-site will be sufficient in catering for the demand of these two main land uses.

Although the use of the fast food outlet (coffee shop) will be available to general members of the public, it will be largely ancillary to the predominant uses of the place of worship and the medical centre. There is unlikely to be a large demand for car parking spaces from those using the coffee shop who are not visiting the medical centre or place of worship.



Whilst use of car stackers is generally supported, a management plan would be necessary to ensure that the stackers are appropriately managed to ensure they are used. Should Council support the proposal a condition could be imposed requiring this.

It is also noted that the subject site is located in close proximity to several bus routes available as well as being located less than 1km than the Cockburn Central Train Station. Additionally, the applicant has proposed six bicycle racks/stands in lieu of the TPS 3 requirement which is for seven. Should Council support the proposal a condition could be imposed requiring the provision of seven bicycle parking stands/racks.

#### *Access & Traffic*

Access to the site is proposed to be from an existing temporary crossover which has been constructed on the adjoining lot immediately west of the site (Lot 19) which contains an easement in gross to provide public access. The use of this adjacent temporary crossover means that a temporary crossover is not required on the subject site in accordance with LPP 5.6.

A Traffic Impact Assessment (TIA) was lodged to support the proposal which demonstrates that the surrounding road network is capable of accommodating traffic from the proposal. No objections have been raised regarding the TIA from the City's Technical Officers in relation to traffic generated from the proposal.

#### *Noise Management*

As part of this application, a Noise Impact Assessment was prepared by Herring Storer Acoustics Pty Ltd to determine whether the use would have an impact on the adjoining and nearby residents as required under LPP1.12. The Acoustic Report was assessed against the requirements of SPP5.4. In summary, the report concluded that the amount of noise produced is highly unlikely to cause a disturbance to nearby and adjoining residents or create excessive noise emissions that exceed the permitted noise decibel levels specified under the *Environmental Protection (Noise) Regulations 1997*. Should Council support this proposal, appropriate standard acoustic conditions should be imposed.

#### *Bushfire Management*

As part of the subject lot falls within a Bushfire Prone Area, a Bushfire Attack Level assessment (BAL) for the proposal indicating a BAL rating and compliance with Planning for bushfire protection guidelines and SPP3.7 was required. The BAL for the site was calculated as being BAL

– 12.5. Accordingly the building will need to be constructed to that standard through the Building Permit process.

### *Landscaping*

A landscaping plan was submitted with the application and has been reviewed by the City's relevant technical Officer who has made a number of recommended changes to be incorporated into a more detailed landscaping plan to be submitted to the City prior to the issue of a Building Permit. Should Council support the proposal an appropriate standard condition can be imposed that addresses this.

### Conclusion

The proposed Place of Worship, Medical Centre and Fast Food Outlet is supported for the following reasons:

- The proposal is consistent with the planning framework applicable to the site;
- The proposal will not negatively or unreasonably affect the amenity of surrounding residents in terms of noise or traffic; and
- The redevelopment of the front portion of the site will be more aesthetically pleasing and will provide a positive contribution to the street.

It is therefore recommended that Council approve the proposal subject to conditions.

### **Strategic Plans/Policy Implications**

#### City Growth

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

#### Economic, Social & Environmental Responsibility

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

### **Budget/Financial Implications**

Nil

### **Legal Implications**

Nil

### **Community Consultation**

The application was advertised to surrounding landowners in accordance with clause 64(3) of the deemed provisions within the *Planning and Development (Local Planning Schemes) Regulations 2015*. A total of three (3) submissions were received during the advertising period. See Consultation section of the report above.

#### **Risk Management Implications**

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



#### **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 13 September 2018 Ordinary Council Meeting.

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

**Nil**



 <p><b>City of Cockburn</b> G.I.S Services Department</p>	<p><b>LOCATION PLAN</b></p>	<p>PRINTED ON: 28/08/2018</p>	<p>SCALE = 1:2000</p>	 <p><b>NORTH</b></p>
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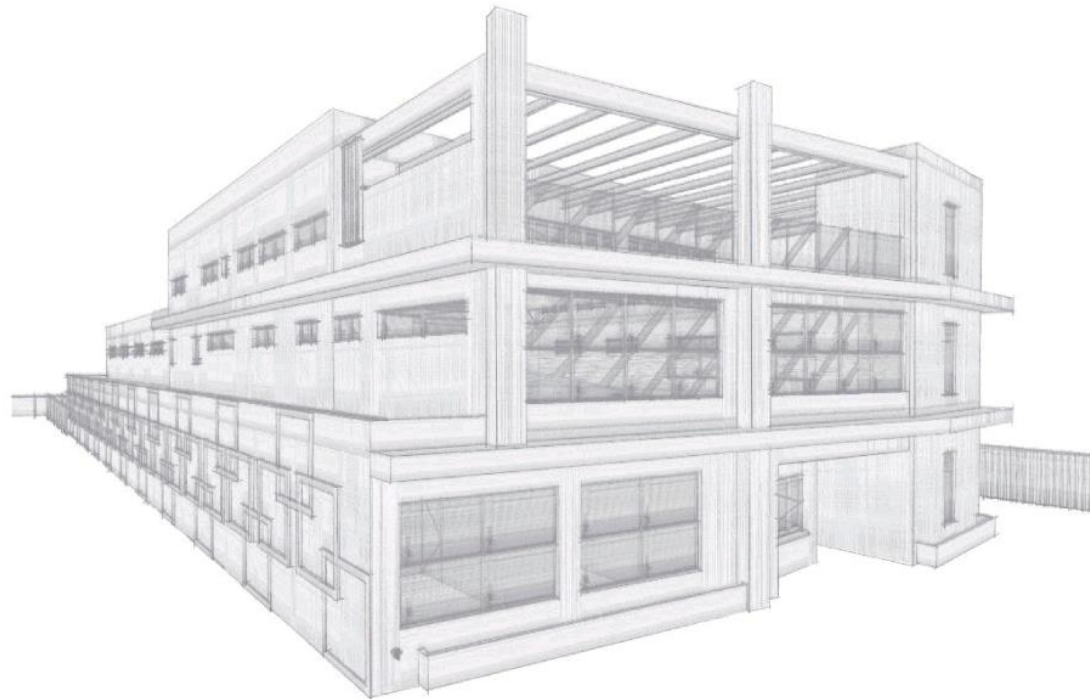
DISCLAIMER - The City of Cockburn provides the information contained herein and bears no responsibility or liability whatsoever for any errors, faults, defects or omissions of information contained in this document.

# JEHANGIR

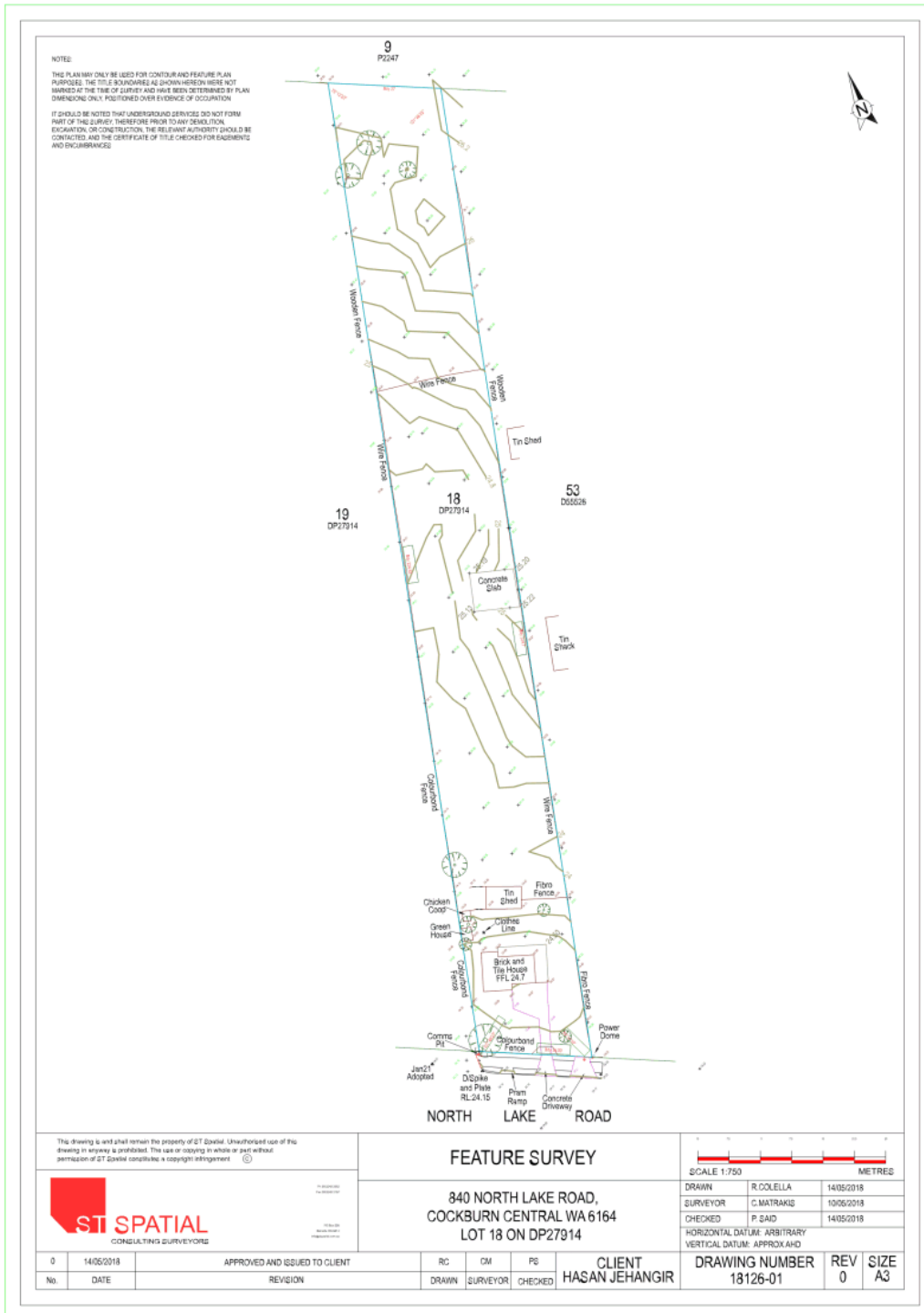
## Lot 18 (#840) North Lake Road COCKBURN

### Commercial Development

Drawing No.	Description
1	Cover Page
2	Site Survey
3	Location, Site & Landscaping Plan
4	Ground Floor Plan
5	First Floor Plan
6	Second Floor Plan
7	Elevations
8	3D Views
9	3D/Exterior 3D Render
10	Site



Client <b>JEHANGIR</b> Project Name <b>Commercial Development</b> Lot 18 (#840) North Lake Road COCKBURN	Drawing Title: <b>Cover Page</b>	36 Applied For Council Approval 37 Planning Strategy Assessments 38 Planning Strategy 39 Assessments 40 Approvals 41 Council Sign-off		
	Project No: <b>17072</b>	Date: 12/10/17		42 Building of the Building 43 Building of the Building 44 Building of the Building
	Drawing No.: <b>1 of 9</b>	No.		Description
	Date	Description		Date



No.	Description	Date
01	Issue/For Council Approval	20/07/18
02	Planning Scheme Amendments	20/07/18
03	Planning Scheme	20/07/18
04	Amendments	20/07/18
05	Resubmission	21/08/18
06	Scheme Design	01/10/17

**General Notes**  
This drawing and all drawings and details are for information only. It is not to be used for construction purposes until issued for completion. All dimensions and details subject to survey.



Unit 3/1 Mulgool Road  
Malaga WA 6070  
P 9248 8292 M 0411 594 388  
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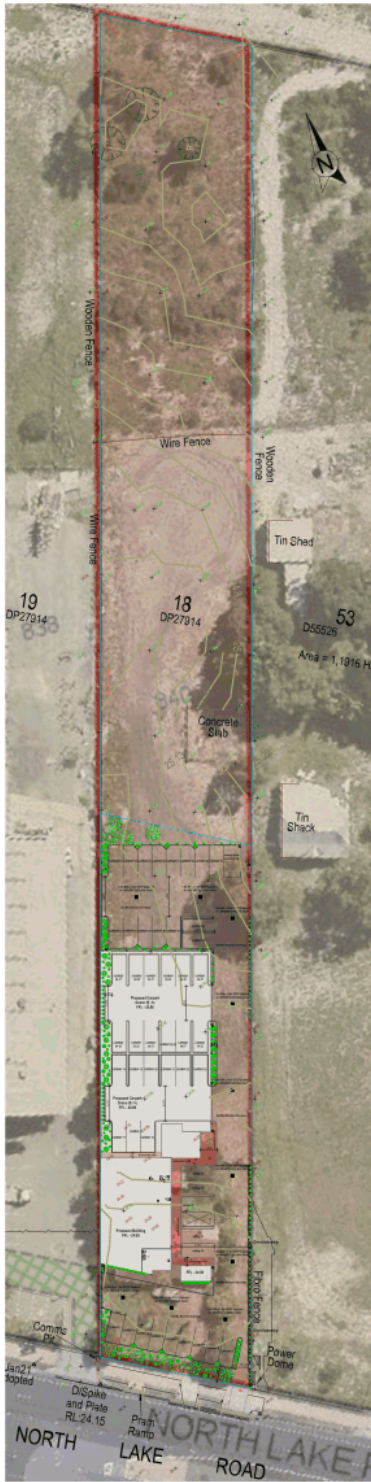
Client  
**JEHangIR**  
Project Name  
**Commercial Development**  
Lot 18 (R348) North Lake Road  
**COCKBURN**

Drawing Title:  
**Site Survey**  
Sheet Drawing

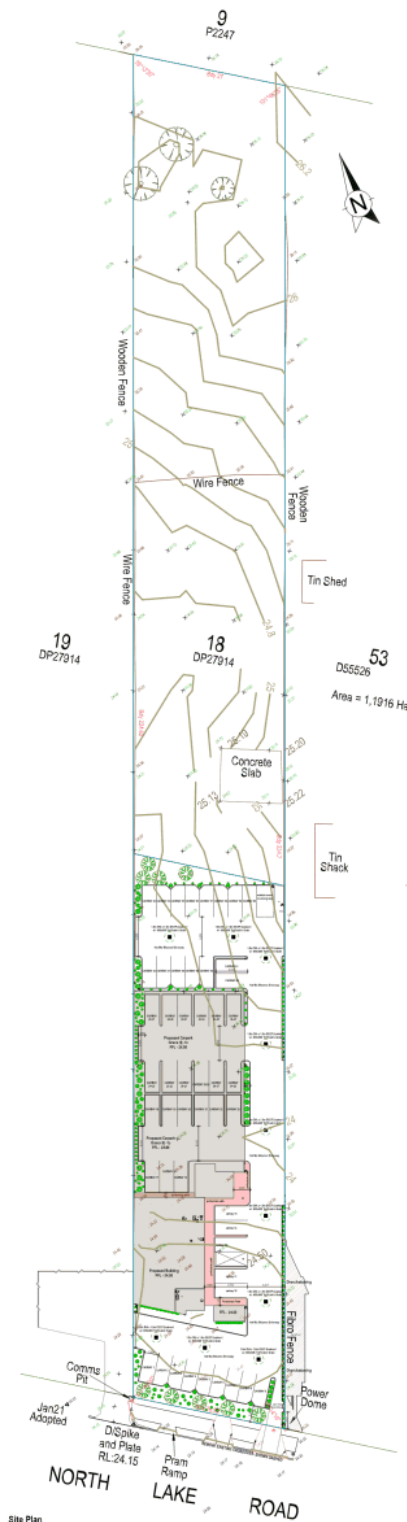
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Checked By: **GD** Drawing No.: **17072**  
Project No.: **17072** of 9

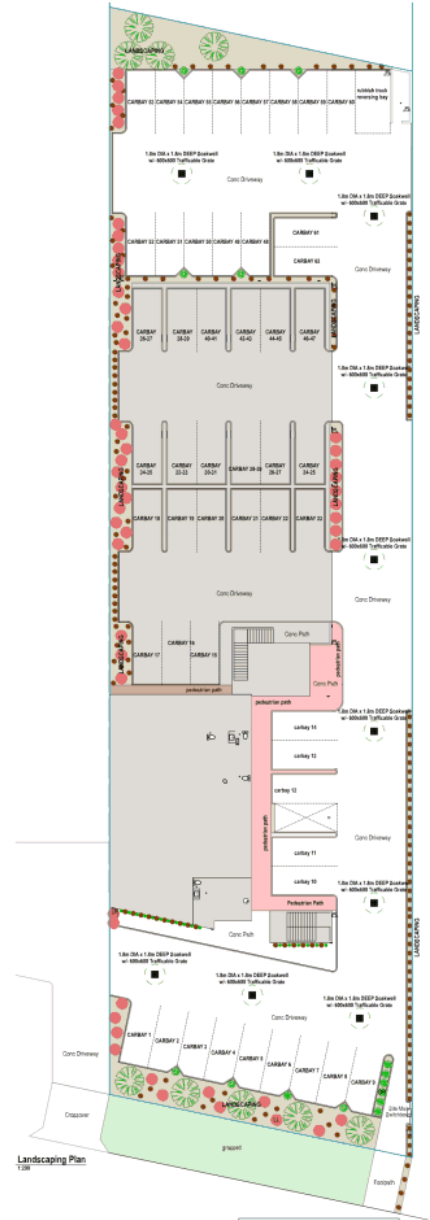




Location Plan



Site Plan



Landscaping Plan

Landscaping Legend	
DC: Deciduous Native	Deciduous Native
EC: Evergreen Native	Evergreen Native
LC: Landscape Plant	Landscape Plant
TC: Tree/Plant/Structure	Tree/Plant/Structure

**General Notes**  
 The number and species of plants and trees are subject to availability.  
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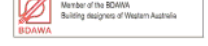
Unit 3/1 Mulgool Road  
 Malaga WA 6090  
 P: 9248 8392 M: 0411 591 388  
 E: jeh@germandesigns.com.au  
 W: germandesigns.com.au

Client: **JEHANGIR**  
 Project Name: **Commercial Development**  
 Lot 18 (8348) North Lake Road  
 COCKBURN

Drawing Title: **Location, Site & Landscaping Plan**  
 Sheet Drawing

Scale: **as noted** Size: **A1**

Checked By: **GD** Drawing No.: **17072** of **3**





Building Areas	
<b>First Floor</b>	
Medical Centre	606.27
Waiting	72.09
Entry Foyer	85.14
File Storage	78.04
<b>Ground Floor</b>	
Carbay	606.37
Medical Centre	322.72
Entry Foyer	26.18
File Storage	28.23
File Storage	15.54
<b>Second Floor</b>	
Medical Rooms	274.75
Waiting	122.86
Entry Foyer	55.14
File Storage	15.54

PARKING CALCULATIONS	
Place of Worship (100 people)	25 bays
Public Place (100 people)	25 bays
Office (Carbay Rooms) - 8	40 bays
<b>Total Bays Required</b>	<b>87 bays</b>
<b>Bays Available</b>	<b>82 bays</b>
57 car bays	
12 x two post parking (60 x 24 bays)	
6 x bicycle (17 reserved)	

No.	Description	Date
06	Issue/PO Council Approval	20/10/18
07	Planning Scheme Amendments	20/10/18
08	Planning Scheme	20/10/18
09	Amendments	20/10/18
10	Amendments	20/10/18
11	Scheme Design	01/11/17

**General Notes**  
 The owner and contractor are responsible for all planning and building approvals in accordance with the relevant legislation. All drawings are for information only and are not to be used for construction. All dimensions and details are subject to change without notice.



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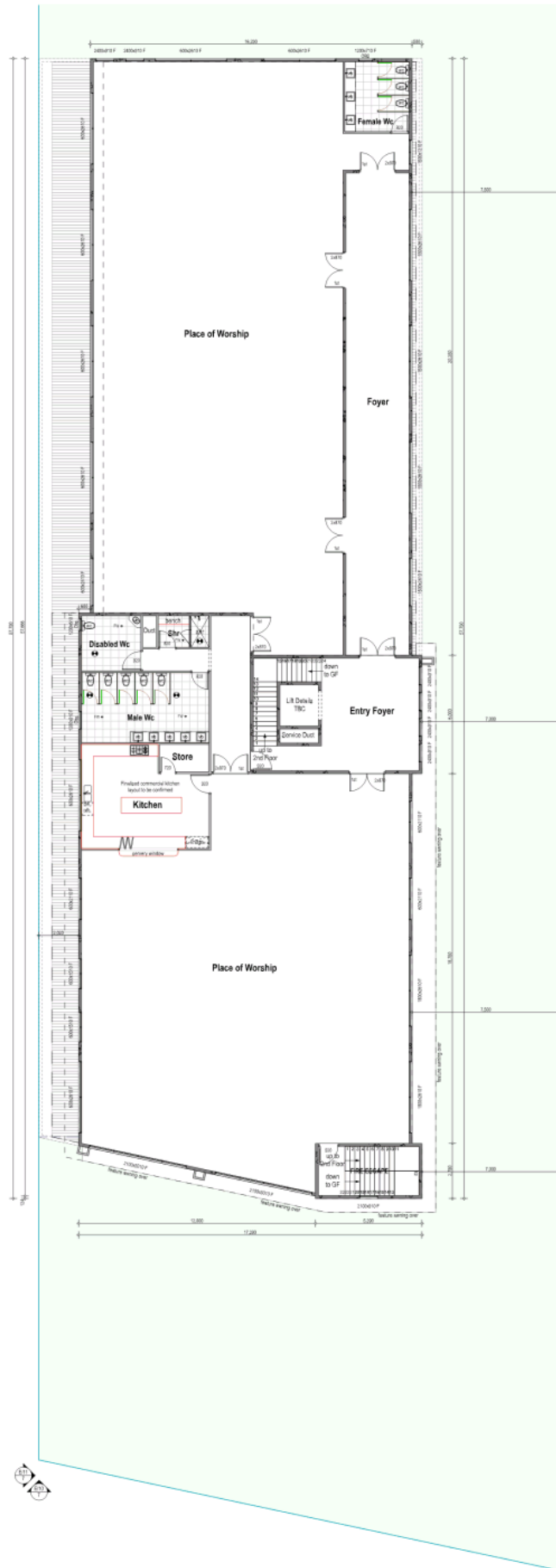
Client  
**JEHANGIR**  
 Project Name  
**Commercial Development**  
 Lot 18 (R348) North Lake Road  
**COCKBURN**

Drawing Title  
**Ground Floor Plan**  
 Client Drawings

Scale: as noted  
 Checked By: **GD**  
 Project No: **17072**

Size: **A1**  
 Drawing No.: **4 of 9**  
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Building Areas	
<b>First Floor</b>	
Medical Centre	696.27
Assembly	72.09
Entry Foyer	33.14
Pre-Equip	78.04
<b>Ground Floor</b>	
Garage	698.03
Medical Centre	332.72
Entry Foyer	26.18
Post-Post-Office	28.33
Pre-Equip	15.54
<b>Second Floor</b>	
Medical Rooms	274.15
Basement	123.86
Entry Foyer	33.14
Pre-Equip	78.04

No	Description	Date
06	Issue/FO Council Approval	20/10/18
07	Planning Scheme Amendment	20/10/18
08	Planning Scheme	20/10/18
09	Amendments	20/10/18
10	Revised	21/10/18
11	Service Design	20/10/18

**General Notes**  
 The notes and details on drawings and bills of materials are to be used in conjunction with the contract documents. Drawings shall be used for construction purposes only and not for completion. Do not scale drawings.  
 All dimensions and details subject to survey.



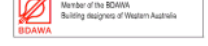
GERMAND DESIGNS  
 DESIGN • GROUP DESIGN • DEVELOPMENT  
 Unit 3/1 Mulgool Road  
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 P 9248 8392 M 0411 576 388  
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 W germandesigns.com.au

Client  
**JEHANGIR**  
 Project Name  
**Commercial Development**  
 Lot 18 (R348) North Lake Road  
**COCKBURN**

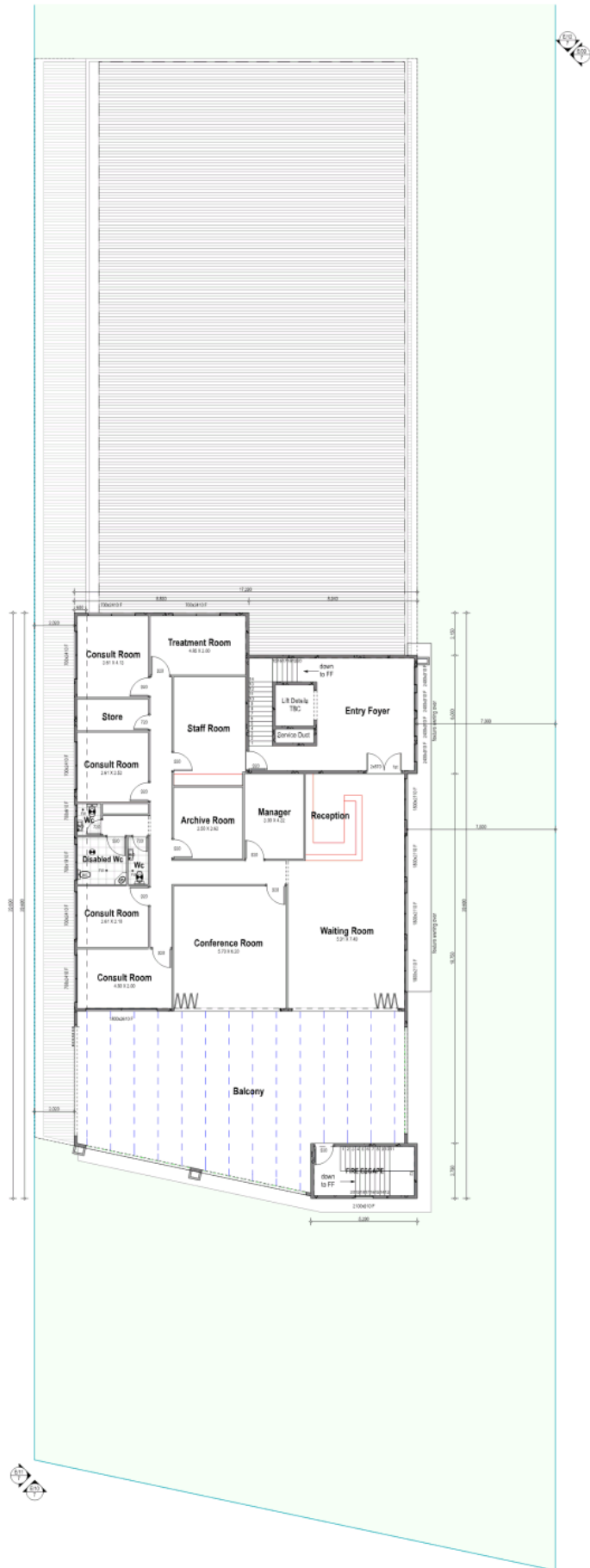
Drawing Title  
**First Floor Plan**  
 Draft Drawing

Scale: as noted  
 Checked By: **GD**  
 Project No: **17072**

Size: **A1**  
 Drawing No: **5 of 9**



First Floor Plan  
 1/18



Building Areas	
<b>First Floor</b>	
Regional Centre	808.27
Awards	72.09
Entry Foyer	35.14
Fire Escape	15.04
<b>Ground Floor</b>	
Carpark	608.03
Medical Centre	322.72
Entry Foyer	26.18
Paid Food Outlet	28.32
Fire Escape	15.04
<b>Second Floor</b>	
Medical Rooms	274.15
Balcony	122.86
Entry Foyer	35.14
Fire Escape	15.04

No.	Description	Date
06	Issue/PO Council Approval	28/07/18
07	Planning Change Amendments	29/09/18
08	Planning Change	29/09/18
09	Amendments	29/09/18
10	Finalisation	01/10/18
11	Contract Sign	01/10/18
No.	Description	Date

**General Notes**  
 The notes and details of drawings are to be used in conjunction with the contract documents and drawings.  
 Drawings shall not be used for construction unless approved in writing by the architect.  
 All workmanship and materials shall be in accordance with the contract documents and drawings.  
 All workmanship and materials shall be subject to inspection.

**GERMAND**  
DESIGNS

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Client  
**JEHANGIR**  
 Project Name  
**Commercial Development**  
 Lot 18 (R348) North Lake Road  
**COCKBURN**

Drawing Title  
**Second Floor Plan**  
 Sheet Drawings

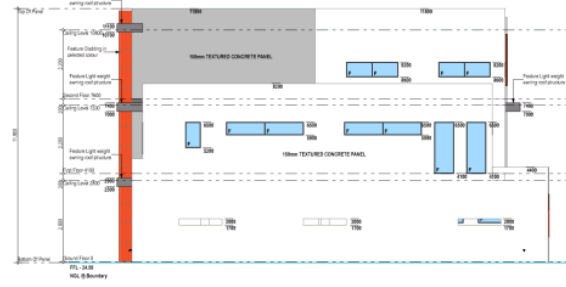
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Project No: <b>17072</b>	Drawing No: <b>6 of 9</b>

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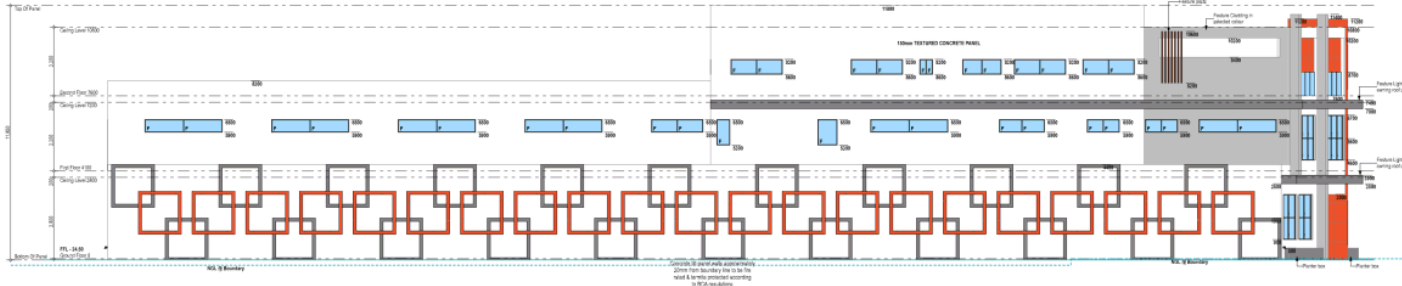
Second Floor Level



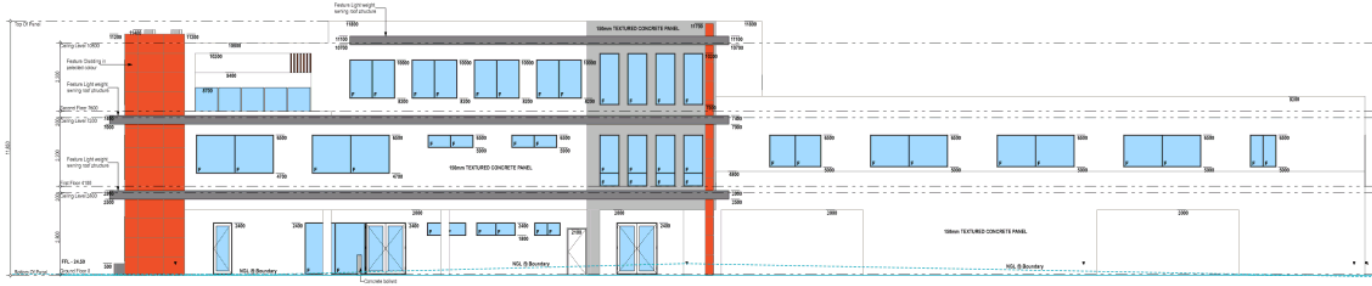
E1 Elevation  
T16



E2 Elevation  
T16



E3 Elevation  
T16



E4 Elevation  
T16

Client <b>JEHANGIR</b> Project Name <b>Commercial Development</b> Lot 19 (8846) North Lake Road COCKBURN	Drawing Title: <b>Elevations</b> Client Drawing: Scale: as noted/Date: 12.10.17	06. Issue For Council Approval 07. Planning Drawing Finalisation 08. Planning Drawing 09. Approvals 10. Engineering 11. Structural Design 12. Final Design	<b>GERAND</b> ARCHITECTS 10/100 North Lake Road Cockburn WA 6162 Phone: (08) 9407 1000 Fax: (08) 9407 1001 Email: info@gerand.com.au www.gerand.com.au Member of the RIBA Building Regulators of Western Australia
	Project No: <b>17072</b>	Drawing No.: <b>7 of 9</b>	
	Rev Description Date	Rev Description Date	
	01 Issue For Council Approval 12.10.17	01 Issue For Council Approval 12.10.17	



Client <b>JEHANGIR</b> Project Name <b>Commercial Development</b> Lot 13 (8840) North Lake Road COCKBURN	Drawing Title: <b>3D Views</b> Client Drawing: Scale: as noted/Date: 12.10.17 Project No: <b>17072</b>	Drawing No: <b>8 of 9</b>	<table border="1"> <tr><td>06</td><td>Issue For Council Approval</td><td>09/09/18</td></tr> <tr><td>07</td><td>Planning Drawing Amendments</td><td>09/09/18</td></tr> <tr><td>08</td><td>Parking Strategy</td><td>09/09/18</td></tr> <tr><td>09</td><td>Architectural</td><td>09/09/18</td></tr> <tr><td>10</td><td>Signage</td><td>09/09/18</td></tr> <tr><td>11</td><td>Structural Design</td><td>09/09/18</td></tr> </table>	06	Issue For Council Approval	09/09/18	07	Planning Drawing Amendments	09/09/18	08	Parking Strategy	09/09/18	09	Architectural	09/09/18	10	Signage	09/09/18	11	Structural Design	09/09/18	<p>GERAND CONSULTANTS          10/100 North Lake Road, Cockburn WA 6160          Phone: (08) 9437 1000          Email: info@gerand.com.au          www.gerand.com.au          Member of the BSAWA          Building Surveyors of Western Australia</p>
	06	Issue For Council Approval	09/09/18																			
	07	Planning Drawing Amendments	09/09/18																			
	08	Parking Strategy	09/09/18																			
09	Architectural	09/09/18																				
10	Signage	09/09/18																				
11	Structural Design	09/09/18																				
Drawing Date: 12.10.17																						
Drawing Scale: as noted																						
Drawing No: 8 of 9																						



Client <b>JEHANGIR</b>	Drawing Title <b>Streetscape 3D Render</b>	36	Special For Discussion	09/07/18	 <small>GERMCO CONSULTANTS                  100/100 North Lake Road                  Cockburn WA 6160                  Phone: (08) 9437 1000                  Fax: (08) 9437 1001                  Email: info@germco.com.au                  www.germco.com.au                  Member of the BSAWA                  Building Intelligently of Western Australia</small>
Project Name <b>Commercial Development</b>	Client Drawing	37	Planning Drawing Amendments	09/07/18	
Lot 18 (8848) North Lake Road <b>COCKBURN</b>	Created - last modified/Drawn: 12, 10, 17	38	Planning Drawing	09/07/18	
	Project No: <b>17072</b>	39	Amendments	09/07/18	
	Drawing No: <b>9 of 9</b>	40	Interiors	07/07/18	
		41	Structural Works	07/07/18	
		42	Landscaping	07/07/18	
		43	Other		
		44	Other		
		45	Other		
		46	Other		
		47	Other		
		48	Other		
		49	Other		
		50	Other		



PROPOSED DEVELOPMENT

ENVIRONMENTAL AND TRAFFIC  
ACOUSTIC ASSESSMENT

JULY 2018

OUR REFERENCE: 23339-2-18138

Rochdale Holdings Pty Ltd A.B.N. 85 009 049 067 trading as:  
HERRING STORER ACOUSTICS  
P.O. Box 219, Como, W.A. 6952  
(08) 9367 6200  
hsa@hsacoustics.com.au



Herring Storer Acoustics

DOCUMENT CONTROL PAGE

LOT 18 NORTH LAKE ROAD, COCKBURN

Job No: 18138

Document Reference : 23339-2-18138

FOR

	Paul Daly		Tim Reynolds	
	26 July 2018			
1	North Lake Rd Traffic Volumes – Commercial Usage	16/08/2018	PLD	
1	1	KCTT Attn : Marina Kleyweg Email : <a href="mailto:mkleyweg@kctt.com.au">mkleyweg@kctt.com.au</a>		✓
1	2	KCTT Attn : Marina Kleyweg Email : <a href="mailto:mkleyweg@kctt.com.au">mkleyweg@kctt.com.au</a> Cc; Alysha Kempf Email <a href="mailto:akempf@cockburn.wa.gov.au">akempf@cockburn.wa.gov.au</a>		✓

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.

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**Herring Storer Acoustics**

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## 1. INTRODUCTION

Herring Storer Acoustics were commissioned to undertake an acoustic assessment of noise emissions associated with the development of Lot 18 North Lake Road, Cockburn.

This report assesses noise emissions from the premises with regards to compliance with the requirements of the *Environmental Protection (Noise) Regulations 1997*.

Also, noise received within the development from vehicles travelling along North Lake Road is assessed and if exceedance with the stated criteria were determined, to establish the required attenuation measures to control noise intrusion to acceptable levels. The traffic noise assessment has been carried out in accordance with the WAPC State Planning Policy 5.4 *"Road and Rail Transportation Noise and Freight Consideration in Land Use Planning"*.

It is understood that the development is to consist of a church meeting hall, and commercial premises at the façade, including a coffee shop and medical centre, therefore noise sources considered as part of this assessment include:

- Plant by way of the air conditioning (meeting hall and medical centre / coffee shop);
- 
- Plant by way of exhaust fans associated with the coffee shop
- Car movements on site (all uses);

Information provided for the operating conditions of the proposed development are as follows:

### Opening times

- 5.30am Sunday morning until 7.00am (Max 12 cars – 50 people)
- 6.00pm Monday night until 7.00pm (Max 12 cars – 50 people)
- On 1 occasion per week, either a 7.30pm Friday night or a 5.00pm Sunday for a 1 hour session (50 cars 200 people)

### Other Parameters

- Air Conditioning - 40kw as per specs ( 2 x the attached specs)
- Side fence- Colourbond fence panels (eastern boundary)

For information, the site plan for the proposed development is attached in Appendix A.

## 2. SUMMARY

Under the Western Australian Planning Commission (WAPC) Planning Policy 5.4 *"Road and Rail Transport Noise and Freight Considerations in Land Use Planning"* (SPP5.4), we believe that the appropriate criteria for assessment for this development are as listed below for "Noise Limits".

$L_{Aeq(Day)}$  of 60 dB(A); and  
 $L_{Aeq(Night)}$  of 55 dB(A).

$L_{Aeq(Day)}$  of 40 dB(A) in living and work areas; and  
 $L_{Aeq(Night)}$  of 35 dB(A) in bedrooms.

Noise received at an outdoor area should also be reduced as far as practicable, with an aim of achieving an  $L_{Aeq}$  (night) of 50 dB(A).

From the modelling undertaken, noise received at the development would exceed the above criteria by up to 10 dB(A) during the night period. Therefore, to comply with the requirements of SPP 5.4 "Quiet House" design is required in the form of Package C. However, as the design is a simple building, windows are to be 6.5mm laminate glass and the roof system requires an additional layer of 10mm plasterboard. Given the additional requirements of the building structure, compliance is achieved with internal noise level criteria.

In regards to noise associated with aircraft movements from the Jandakot Airport, the development is within the 20-25 ANEF contour. For this development, SPP 5.3 states public buildings such as the meeting hall are conditionally acceptable, provided the appropriate internal noise level criteria is met. For this development, the noise from traffic associated with the Kwinana Freeway would dominate, when compared to noise from aircraft associated with Jandakot Airport. Hence, any noise amelioration carried out for the freeway noise, would result in acceptable levels for the noise associated with aircraft movements.

It is noted that for aircraft noise, there is an additional requirement where the lots within the ANEF 20-25 noise contour require notifications on titles for aircraft noise.

The closest neighbouring residences to this development are located to the east, and to the side of the development (i.e. north). As the meeting hall could be used from 05:30 on, noise received at the neighbouring noise (highly) sensitive premises from these noise sources needs to comply with the appropriate assigned noise levels for the night period.

The noise associated with car movements on site would be of short term duration and compliance with the assigned  $L_{A1}$  noise levels, are required. Noise from the mechanical services would occur for more than 10% of the time, hence noise received at the neighbouring premises needs to comply with the assigned  $L_{A10}$  noise levels.

It is noted that as the development would be considered as a public place, noise emissions associated with the vehicles on site need to be considered individually.

The assessment indicates that noise emissions from cars on site would comply with the requirements of the *Environmental Protection (Noise) Regulations 1997* at all times.

Noise emissions from car doors closing and engines starting, need to comply with the assigned  $L_{Amax}$  noise levels.

Based on the design provided, noise received at the neighbouring premises from the development would be deemed to comply with the Regulatory requirements at all times.

### 3. CRITERIA

#### 3.1 WAPC PLANNING POLICY

The Western Australian Planning Commission (WAPC) released on 22 September 2009 State Planning Policy 5.4 "Road and Rail Transport Noise and Freight Considerations In Land Use Planning". Section 5.3 – Noise Criteria, which outlines the acoustic criteria, states:

**“5.3 - NOISE CRITERIA**

Table 1 sets out the outdoor noise criteria that apply to proposals for new noise-sensitive development or new major roads and railways assessed under this policy.

These criteria do not apply to –

- proposals for redevelopment of existing major roads or railways, which are dealt with by a separate approach as described in section 5.4.1; and
- proposals for new freight handling facilities, for which a separate approach is described in section 5.4.2.

The outdoor noise criteria set out in Table 1 apply to the emission of road and rail transport noise as received at a noise-sensitive land use. These noise levels apply at the following locations—

- for new road or rail infrastructure proposals, at 1 m from the most exposed, habitable façade of the building receiving the noise, at ground floor level only; and
- for new noise-sensitive development proposals, at 1 m from the most exposed, habitable façade of the proposed building, at each floor level, and within at least one outdoor living area on each residential lot.

Further information is provided in the guidelines.

**TABLE 1 - OUTDOOR NOISE CRITERIA**

<b>Time of day</b>	<b>Noise Target</b>	<b>Noise Limit</b>
Day (6 am–10 pm)	$L_{Aeq(Day)} = 55 \text{ dB(A)}$	$L_{Aeq(Day)} = 60 \text{ dB(A)}$
Night (10 pm–6 am)	$L_{Aeq(Night)} = 50 \text{ dB(A)}$	$L_{Aeq(Night)} = 55 \text{ dB(A)}$

The 5 dB difference between the outdoor noise target and the outdoor noise limit, as prescribed in Table 1, represents an acceptable margin for compliance. In most situations in which either the noise-sensitive land use or the major road or railway already exists, it should be practicable to achieve outdoor noise levels within this acceptable margin. In relation to greenfield sites, however, there is an expectation that the design of the proposal will be consistent with the target ultimately being achieved.

Because the range of noise amelioration measures available for implementation is dependent upon the type of proposal being considered, the application of the noise criteria will vary slightly for each different type. Policy interpretation of the criteria for each type of proposal is outlined in sections 5.3.1 and 5.3.2.

The noise criteria were developed after consideration of road and rail transport noise criteria in Australia and overseas, and after a series of case studies to assess whether the levels were practicable. The noise criteria take into account the considerable body of research into the effects of noise on humans, particularly community annoyance, sleep disturbance, long-term effects on cardiovascular health, effects on children’s learning performance, and impacts on vulnerable groups such as children and the elderly. Reference is made to the World Health Organization (WHO) recommendations for noise policies in their publications on community noise and the Night Noise Guidelines for Europe. See the policy guidelines for suggested further reading.

### 5.3.1 Interpretation and application for noise-sensitive development proposals

*In the application of these outdoor noise criteria to new noise-sensitive developments, the objective of this policy is to achieve –*

- *acceptable indoor noise levels in noise-sensitive areas (for example, bedrooms and living rooms of houses, and school classrooms); and*
- *a reasonable degree of acoustic amenity in at least one outdoor living area on each residential lot<sup>1</sup>.*

*If a noise-sensitive development takes place in an area where outdoor noise levels will meet the noise target, no further measures are required under this policy.*

*In areas where the noise target is likely to be exceeded, but noise levels are likely to be within the 5dB margin, mitigation measures should be implemented by the developer with a view to achieving the target levels in a least one outdoor living area on each residential lot<sup>1</sup>. Where indoor spaces are planned to be facing any outdoor area in the margin, noise mitigation measures should be implemented to achieve acceptable indoor noise levels in those spaces. In this case, compliance with this policy can be achieved for residential buildings through implementation of the deemed-to-comply measures detailed in the guidelines.*

*In areas where the outdoor noise limit is likely to be exceeded (i.e. above  $L_{Aeq(Day)}$  of 60 dB(A) or  $L_{Aeq(Night)}$  of 55 dB(A)), a detailed noise assessment in accordance with the guidelines should be undertaken by the developer. Customised noise mitigation measures should be implemented with a view to achieving the noise target in at least one outdoor living or recreation area on each noise-sensitive lot or, if this is not practicable, within the margin. Where indoor spaces will face outdoor areas that are above the noise limit, mitigation measures should be implemented to achieve acceptable indoor noise levels in those spaces, as specified in the following paragraphs.*

*For residential buildings, acceptable indoor noise levels are  $L_{Aeq(Day)}$  of 40 dB(A) in living and work areas and  $L_{Aeq(Night)}$  of 35 dB(A) in bedrooms<sup>2</sup>. For all other noise-sensitive buildings, acceptable indoor noise levels under this policy comprise noise levels that meet the recommended design sound levels in Table 1 of Australian Standard AS 2107:2000 Acoustics—Recommended design sound levels and reverberation times for building interiors.*

*These requirements also apply in the case of new noise-sensitive developments in the vicinity of a major transport corridor where there is no existing railway or major road (bearing in mind the policy's 15-20 year planning horizon). In these instances, the developer should engage in dialogue with the relevant infrastructure provider to develop a noise management plan to ascertain individual responsibilities, cost sharing arrangements and construction time frame.*

*If the policy objectives for noise-sensitive developments are not achievable, best practicable measures should be implemented, having regard to section 5.8 and the guidelines."*

The Policy, under Section 5.7, also provides information regarding "Notifications on Titles".

<sup>1</sup> For non residential noise-sensitive developments, (e.g. schools and child care centres) consideration should be given to providing a suitable outdoor area that achieves the noise target, where this is appropriate to the type of use.

<sup>2</sup> For residential buildings, indoor noise levels are not set for utility spaces such as bathrooms. This policy encourages effective "quiet house" design, which positions these non-sensitive spaces to shield the more sensitive spaces from transport noise (see guidelines for further information).

3.2 ENVIRONMENTAL 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 determined by the calculation of an influencing factor, which is then added to the base levels shown below. The influencing factor is calculated for the usage of land within two circles, having radii of 100m and 450m from the premises of concern.

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
Noise sensitive premises: any area other than highly sensitive area	All hours	60	75	80
Commercial premises	All hours	60	75	80

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.

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;

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 at least 10% of the representative assessment period; and
- (c) is regular, cyclic and audible;

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 practically removed, then any measured level is adjusted according to Table 3.2 below.

Where	is present	Where	is present	Where	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 residential premises of concern are located to the North and South of the proposed development (as indicated on Figure 3.1).



Based on the results of the noise modelling, the influencing factor (IF) at the worst-case locations, as indicated on Figure 3.1 (with regards to noise received from the proposed facility) neighbouring residential premises has been conservatively estimated as listed in Table 3.3.

Major Road within inner circle	+6 (North Lake Road)
Major Road within outer circle	-
Secondary Road within inner circle	-
Commercial Premises within the inner circle	2.25 (45%)
Commercial Premises within the outer circle	1.25 (25%)
Industrial Premises within the inner circle	-
Industrial Premises within the outer circle	2 (20%)
	+11.5*

\*Rounded down to whole dB

Based on the above influencing factor, the assigned outdoor noise levels for the neighbouring residential locations are listed in Table 3.4.

	0700 - 1900 hours Monday to Saturday	56	66	76
Noise sensitive premises : Highly sensitive area	0900 - 1900 hours Sunday and Public Holidays	51	61	76
	1900 - 2200 hours all days	51	61	71
	2200 hours on any day to 0700 hours Monday to Saturday and 0900 hours Sunday and Public Holidays	46	56	66

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.

Additional to the above, with regards to vehicles accessing the site, we note that as anyone can access the site and the operators of the premises have no control on who can enter the car park these areas would be designated as public places. Regulation 6 of the *Environmental Protection (Noise) Regulations 1997* relates to noise emissions from public places and under this Regulation, "the person who is causing or permitting that noise to be emitted is to be treated as the occupier...". Therefore, noise emissions from each individual vehicle using the car park needs to comply with the assigned noise levels.

3.3 APPROPRIATE CRITERIA

3.3.1 Noise Ingress

Based on the above, the following criteria are proposed for this development:

Day	Maximum of 60 dB(A) $L_{Aeq}$
Night	Maximum of 55 dB(A) $L_{Aeq}$
Outdoor Living Areas*	Maximum of 50 dB(A) $L_{Aeq}$ (night period)
Sleeping Areas	35 dB(A) $L_{Aeq}$ (night)
Living Areas	40 dB(A) $L_{Aeq}$ (day)
Sleeping areas	50 dB(A) $L_{Amax}$
Other habitable spaces	55 dB(A) $L_{Amax}$

\*This is a suggested noise level; noise is to be reduced as far as practicably possible.

3.3.2 Noise Emissions

Given the operating times for the propose meeting hall and the coffee shop, i.e. prior to 07:00, the most stringent noise criteria would be the night period with the following criteria being applicable:

- 2200 hours on any day to 0700 hours Monday to Saturday and 0900 hours Sunday and Public Holidays  $L_{A10}$  46 dB(A),  $L_{A1}$  56 dB(A), and  $L_{Amax}$  66 dB(A).

#### 4. MONITORING

To determine the existing acoustic environment at the proposed development, noise data logging was undertaken at an adjoining site, with data collected from 18th October 2014 for a period of approximately one week.

The automatic noise data logger records sound pressure levels in accordance with Australian Standard 2702-1984: *Acoustics - Method For Measurement of Road Traffic Noise*. The logger used records statistical noise level data, of which the  $L_{A10}$  and  $L_{Aeq}$  levels are reported. These are defined below:

$L_{A10}$  The noise level exceeded for 10% of the time (in this instance, the noise level exceeded for 6 minutes in each 1-hour period).

$L_{Aeq}$  The energy equivalent noise level for the 1-hour period. A single number value that expresses the time-varying sound level for the 1-hour period as though it were a constant sound level with the same total sound energy as the time-varying level.

The logger was calibrated before and after the measurement period and have been subject to a laboratory calibration within the last 24 months.

The results of the noise logging are summarised in Table 4.1. The results are also shown graphically on Figure B1, attached in Appendix B.

	*	
$L_{A10}$ (18 hour)	59.5	N/A
$L_{Aeq}$ , day (6am to 10pm)	58.0	= $L_{A10}$ (18 hour) - 1.5
$L_{Aeq}$ , night (10pm to 6am)	54.1	= $L_{A10}$ (18 hour) - 5.4

It is normal practice to quote decibels to the nearest whole number. Fractions are retained here to minimise any cumulative rounding error.

#### 5. MODELLING

Predictive noise modelling has been undertaken for both the noise ingress onto the development site from road traffic associated with the North Lake Road, and noise emissions from the proposed development and the noise level at surrounding noise sensitive receptors.

##### 5.1 NOISE INGRESS

Modelling of noise received within the development from the North Lake Road was carried out using SoundPlan, using the Calculation of Road Traffic Noise (CoRTN) algorithms. The input data for the model included:

- Traffic volumes, as provided by City of Cockburn / MRWA
- Other traffic data as listed in Table 5.1.
- A +2.5 dB adjustment to allow for façade reflection.

The traffic data currently available on the Main Roads web site are as listed in Table 5.1. Table 5.1 also lists the percentage heavy vehicles and the calculated future traffic flows.



Traffic Flow (vpd) at time of Monitoring 2014/15	16,880
Future Traffic Flow (vpd) 2031	28,300
Percentage Heavy Vehicles (%)	6%
Speed (km/hr)	70

To determine the acoustic requirements as required under SPP 5.4, noise modelling was undertaken for the future traffic. Receiver locations are shown in Figure 5.1.



For the noise modelling for future traffic it has been assumed that the percentage of future heavy vehicles remains the same as for current traffic flows.

Note, due to the proposed operational hours the day period is the most critical for compliance.

Based on the receiver locations, the future resultant noise level is listed Table 5.2.

Facade window A 2100x5010	65
Facade window B 2100x5010	65

## 5.2 NOISE EMISSIONS

Modelling of the noise propagation from the proposed development was carried out using an environmental noise modelling computer program, "SoundPlan". Calculations were carried out using the EPA standard weather conditions as stated in the Environmental Protection Authority's "Draft Guidance for Assessment of Environmental Factors No.8 - Environmental Noise".

To determine the noise received at the neighbouring premises, noise modelling was undertaken for the following scenarios:

- 1 Plant; air conditioning / exhaust
- 2 Car movements on site.
- 3 Cars starting and doors closing.

With regards to noise emissions, the following are noted:

- 1 For the modelling of cars, the noise sources (ie cars) were located not only at the parking bays, but also at the entry crossover point to the development. Thus, ensuring noise modelling was undertaken for the worst-case locations.
- 2 Noise associated with the mechanical services does not take into account any diversity of operation. Such diversity would occur during the night period. Thus, this is a conservative assessment.
- 3 The noise model assumes the boundary fence to the east of the development is 1.8 metres high and a surface density of 10kg/m<sup>2</sup> i.e. colour bond or similar.
- 4 Any amplified music / song will be contained within the building (Worship area).

The calculations were based on sound power levels and sound pressure levels listed in Table 5.3.

Cars moving	79
Car Start	85
Car Door	87
Air Conditioning Condensing Units	52 dB(A) @ 1m
Coffee Shop Exhaust	80

The above noise sources need to comply with the following assigned noise levels:

- L<sub>A10</sub> - Mechanical services.
- L<sub>A1</sub> - Car movements.
- L<sub>AMax</sub> - Car engine starts and doors closing.

The resultant noise levels listed in Table 5.4 for the residential locations are for the worst case operating conditions.

Mechanical services (Air Con / fan)	20	30
Cars (Movement)	30	29
Car Start	44	36
Car Door Slam	46	37

6. ASSESSMENT

Given the above possible noise sources, we believe that assessments of the following scenarios are required.

It is noted that noise emissions from the development could be considered tonal or impulsive, however, the continuous noise levels associated with the road traffic would mask any annoying characteristics such as tonality and impulsiveness.

6.1 L<sub>A10</sub> NOISE EMISSIONS

Noise emissions from the mechanical services would be steady state and would operate for the majority of time. Hence noise received from the mechanical services needs to comply with the assigned L<sub>A10</sub> noise level.

Tables 6.1 summarises the applicable Assigned Noise Levels, and assessable noise level emissions for each identified case that needed to be considered.

Residence A (north proposed)	25	Night Period	46	Complies
Residence B (South proposed)	35	Night Period	46	Complies

\* Although unlikely to be tonal, to be conservative, a +5 dB(A) penalty for a tonal component has been included in the assessment.

6.2 L<sub>A1</sub> NOISE EMISSIONS

Noise emissions from car movements on site need to comply with the assigned L<sub>A1</sub> noise level. As the critical period for compliance for this source is the night period, this scenario includes noise emissions from the sources associated with L<sub>A1</sub> noise levels. However, as under the Regulations, each of these sources needs to be considered individually, it is the highest calculated noise levels used for assessment, rather than the cumulative overall noise levels.

Table 6.2 summarise the applicable Assigned Noise Levels, and assessable noise level emissions for each identified noise.

Residence A (north proposed)	30	Night Period	56	Complies
Residence B (South proposed)	29	Night Period	56	Complies

### 6.3 L<sub>AMAX</sub> NOISE EMISSIONS

Noise emissions from car engine starts and doors closing on site need to comply with the assigned L<sub>AMax</sub> noise level. As the critical period for compliance for this source is the night period, this scenario includes noise emissions from the sources associated with L<sub>AMax</sub> noise levels. However, as under the Regulations, each of these sources needs to be considered individually, it is the highest calculated noise levels used for assessment, rather than the cumulative overall noise levels.

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

Residence A (north proposed)	44	Night Period	66	Complies
Residence B (South proposed)	36	Night Period	66	Complies

Residence A (north proposed)	46	Night Period	66	Complies
Residence B (South proposed)	37	Night Period	66	Complies

From the above assessments, it can be seen that noise received at the neighbouring residence, even using a conservative analysis, complies with the requirements of the *Environmental Protection (Noise) Regulations 1997* at all times.

### 6.4 NOISE INGRESS

In accordance with the WAPC Planning Policy 5.4, an assessment of the noise that would be received within the development located at Lot 18 from vehicles travelling on the North Lake Road has been undertaken.

In accordance with the Policy, the following would be the acoustic criteria applicable to this project:

Day	Maximum of 60 dB(A) $L_{Aeq}$
Night	Maximum of 55 dB(A) $L_{Aeq}$
Outdoor Living Areas (Night)	Maximum of 50 dB(A) $L_{Aeq}$
Sleeping Areas	35 dB(A) $L_{Aeq(night)}$
Living Areas	40 dB(A) $L_{Aeq(day)}$

Noise received at an outdoor area should also be reduced as far as practicable with an aim of achieving an  $L_{Aeq}$  (night) of 50 dB(A).

From the modelling undertaken, noise received at the development would exceed the above criteria. As there is an existing noise wall, it is not practical to construct further barriers. Hence, to comply with the requirements of SPP 5.4 "Quiet House" design is required.

Based on the external noise levels listed in Table 5.4, calculations were carried out to determine various acoustic ratings required to achieve acceptable internal noise levels. The required  $R_w$  ratings were calculated and the preliminary determination of glazing for window size stated, are listed in Table 6.5. Table 6.6 contains general advice as to glazing methods and the achievable reduction in noise levels.

Facade window A (2100x5010)	65	33
Facade window B (2100x5010)	65	33

Notes: The required  $R_w$  rating can be reduced by reducing the area of glazing.

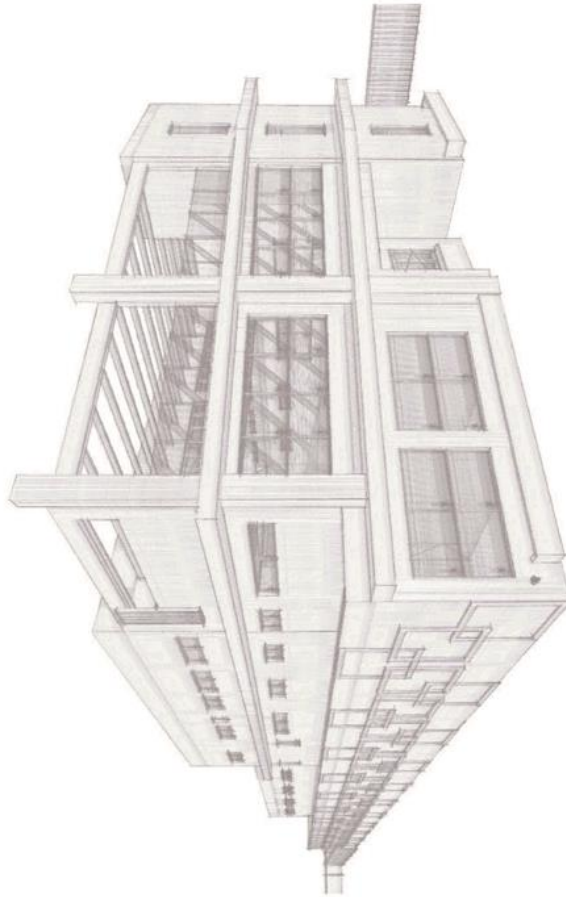
20 to 24	Openable - 6mm horizontal sliding window Fixed - 4mm glass
25 to 27	Openable - 6mm glass in awning type windows with mechanical winders closing on compressible seals. Fixed - 6mm glass
28 to 30	Openable - 6.38mm laminated glass in awning type windows with mechanical winders closing on compressible seals. Fixed - 6.38mm laminated glass Fixed - 10mm glass
31 to 34	Openable - 10.38mm laminated glass in awning type windows with mechanical winders closing on compressible seals. Fixed - 10.38mm laminated glass
35 to 38	6.5mm VLAM Hush or equivalent Double glazing being 1x6.5mm laminated glass and 1x6.38mm laminated glass with 25mm air gap. Openable sections to be awning type windows with mechanical winders closing on compressible seals.
39 to 40	Double glazing being 1x6.5mm laminated glass and 1x10.38mm laminated glass with 25mm air gap. Openable sections to be awning type windows with mechanical winders closing on compressible seals.

$R_w$  rating applies to window system, including frame.

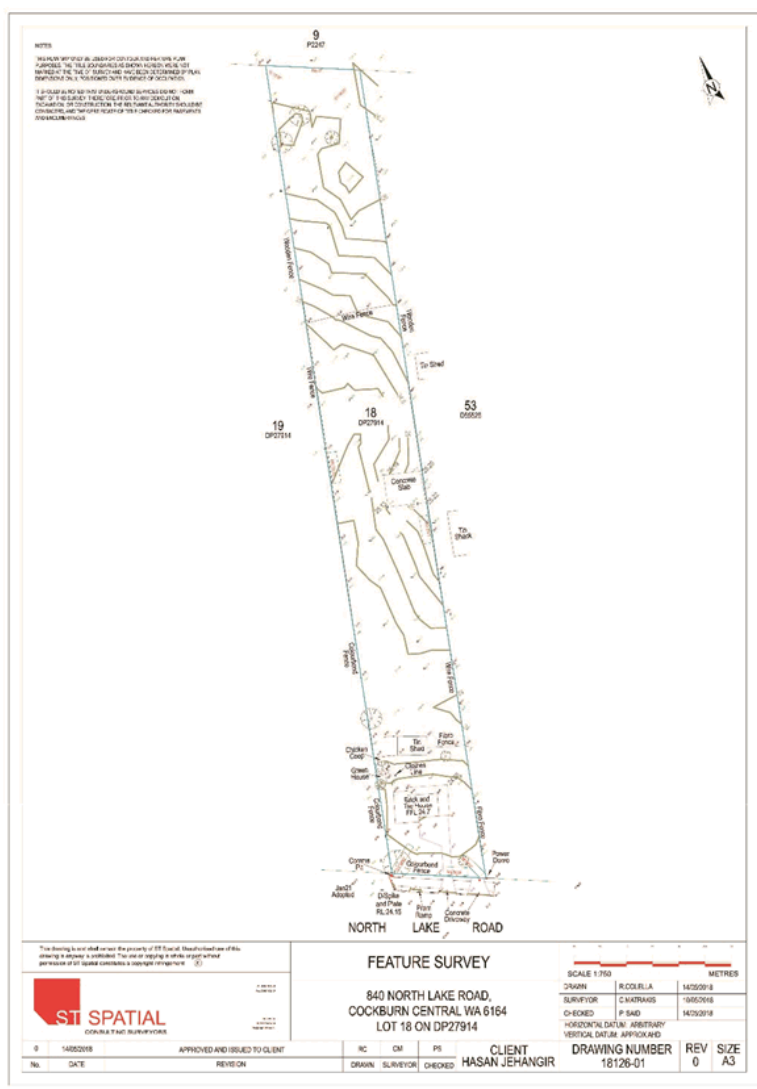
PLANS

Drawing No.	Description
1	Site Plan
2	Site Layout
3	Location in L.L. Landings & Plan
4	Site Section
5	Site Section
6	Site Section
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8	Site Section
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100	Site Section

**JEHANGIR**  
**Lot 18 (#840) North Lake Road COCKBURN**  
**Commercial Development**



Project No.	Sheet No.
17072	1 of 9
<b>JEHANGIR</b> Commercial Development Lot 18 (#840) North Lake Road COCKBURN	
Date: 13/09/2018 Scale: 1:100 Author: [Name] Checker: [Name] Title: [Title]	



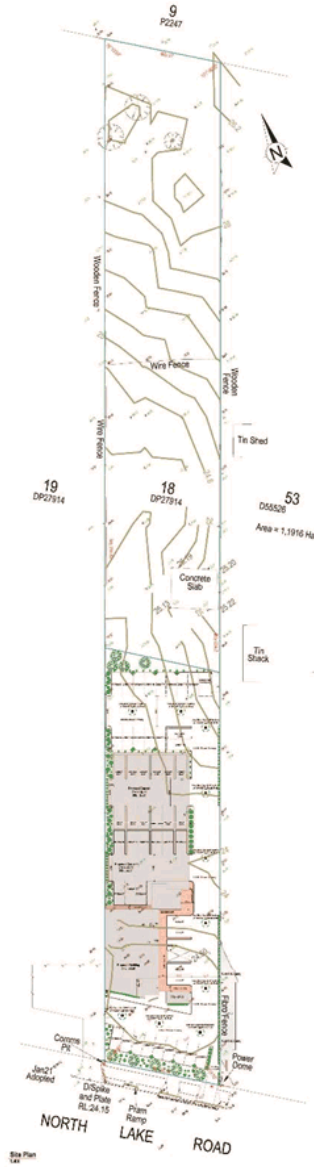
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14	As per attachment	16/09/18
13	As per attachment	16/09/18
12	As per attachment	16/09/18



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 E. jon@germandesigns.com.au  
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Client: JEHANGIR	
Project: Commercial Development	
Site: Lot 18 DP27914 North Lake Road	
Drawing Title: Site Survey	
Scale: As noted	
Checked By: GD	Size: A1
Drawing No: 17072	Sheet No: 2 of 9
Member of the ICAEW (Subscribed) and a member of the Institute of Surveyors	





Symbol	Description
(Symbol)	Asphalt
(Symbol)	Grass
(Symbol)	Concrete
(Symbol)	Driveway
(Symbol)	Footpath
(Symbol)	Planting
(Symbol)	Water
(Symbol)	Structure

**GERMANO**  
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**JEHANGIR**  
Project Name:  
Commercial Development  
Lot 18 (W45) North Lake Road  
DOOKUMUN

Drawing Title:  
Landscape, Site & Landscaping Plan  
Floor Slabs

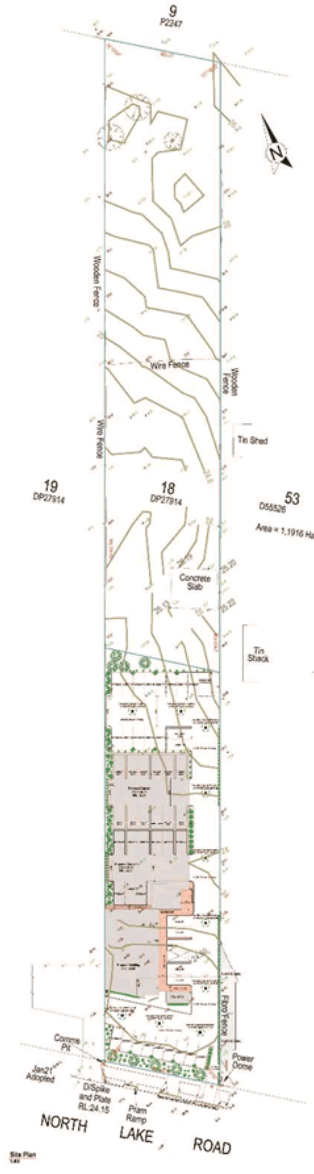
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Checked By: GD  
Drawn No: **17072**  
Drawing No: **3 of 9**

Member of the ICAEW  
Subject to approval of Council resolution  
ICAWWA



Landscape Plan



Site Plan



**Landscape Legend**

1. Landscaping	2. Tin Shed	3. Concrete Sub	4. Power Pole
5. Wire Fence	6. Tin Shed	7. Concrete Sub	8. Power Pole
9. Tin Shed	10. Concrete Sub	11. Power Pole	12. Wire Fence
13. Tin Shed	14. Concrete Sub	15. Power Pole	16. Wire Fence
17. Tin Shed	18. Concrete Sub	19. Power Pole	20. Wire Fence
21. Tin Shed	22. Concrete Sub	23. Power Pole	24. Wire Fence
25. Tin Shed	26. Concrete Sub	27. Power Pole	28. Wire Fence
29. Tin Shed	30. Concrete Sub	31. Power Pole	32. Wire Fence
33. Tin Shed	34. Concrete Sub	35. Power Pole	36. Wire Fence
37. Tin Shed	38. Concrete Sub	39. Power Pole	40. Wire Fence
41. Tin Shed	42. Concrete Sub	43. Power Pole	44. Wire Fence
45. Tin Shed	46. Concrete Sub	47. Power Pole	48. Wire Fence
49. Tin Shed	50. Concrete Sub	51. Power Pole	52. Wire Fence
53. Tin Shed	54. Concrete Sub	55. Power Pole	56. Wire Fence
57. Tin Shed	58. Concrete Sub	59. Power Pole	60. Wire Fence
61. Tin Shed	62. Concrete Sub	63. Power Pole	64. Wire Fence
65. Tin Shed	66. Concrete Sub	67. Power Pole	68. Wire Fence
69. Tin Shed	70. Concrete Sub	71. Power Pole	72. Wire Fence
73. Tin Shed	74. Concrete Sub	75. Power Pole	76. Wire Fence
77. Tin Shed	78. Concrete Sub	79. Power Pole	80. Wire Fence
81. Tin Shed	82. Concrete Sub	83. Power Pole	84. Wire Fence
85. Tin Shed	86. Concrete Sub	87. Power Pole	88. Wire Fence
89. Tin Shed	90. Concrete Sub	91. Power Pole	92. Wire Fence
93. Tin Shed	94. Concrete Sub	95. Power Pole	96. Wire Fence
97. Tin Shed	98. Concrete Sub	99. Power Pole	100. Wire Fence

**GERMARD**  
CONSULTANTS

DESIGN • DRAFTING • DEVELOPMENT

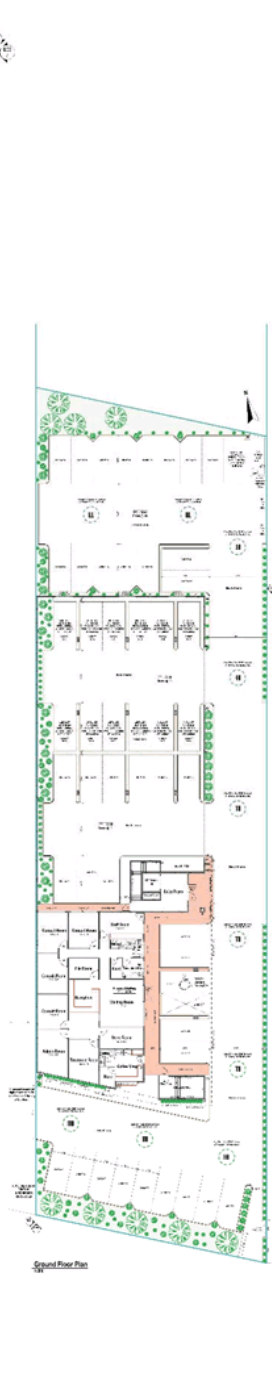
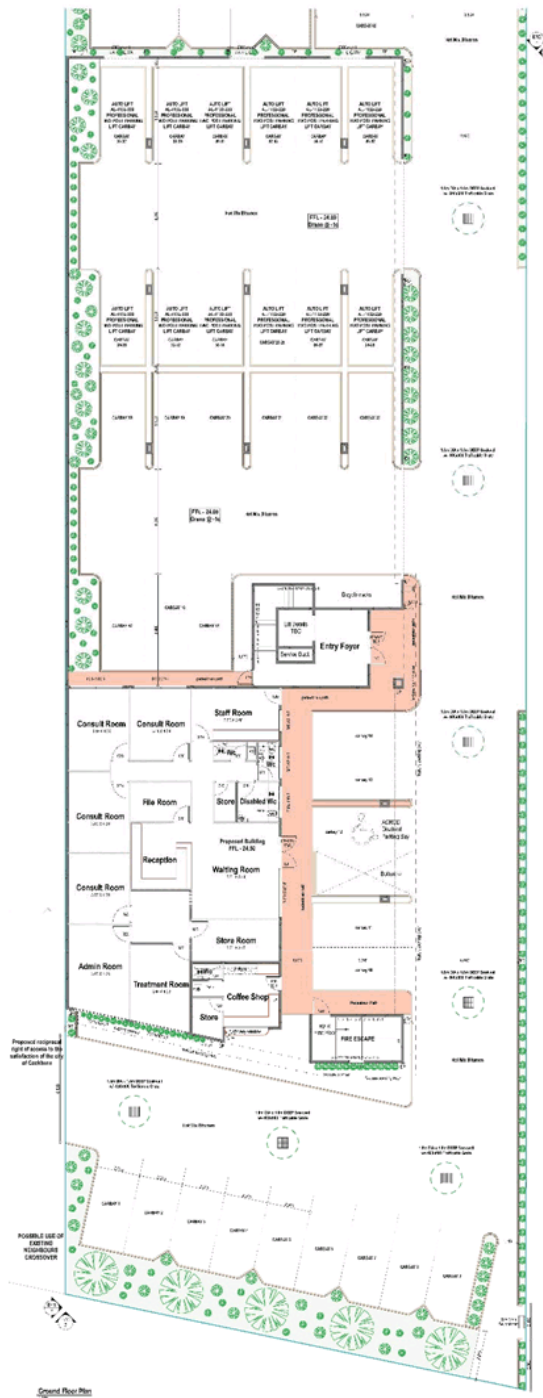
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Client: **JEHANGIR**  
Project Name: **Commercial Development**  
Lot 18 (W45) North Lake Road  
DOOKUMIN

Drawing Title: **Landscape, Site & Landscaping Plan**  
Rev: 01

Scale: As noted  
Sheet: **A1**  
Checked By: GD  
Printed No: **17072**  
Drawing No: **3 of 9**

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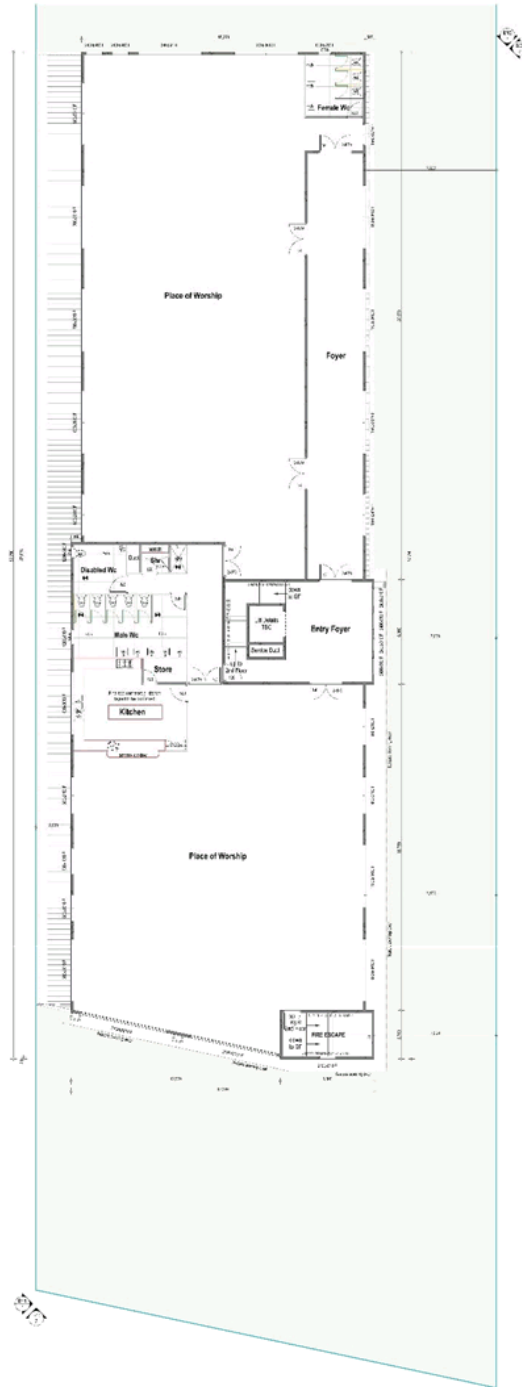


Building Areas	
First Floor	3,247
Second Floor	3,247
Third Floor	3,247
Fourth Floor	3,247
Fifth Floor	3,247
Sixth Floor	3,247
Seventh Floor	3,247
Eighth Floor	3,247
Ninth Floor	3,247
Tenth Floor	3,247
Eleventh Floor	3,247
Twelfth Floor	3,247
Thirteenth Floor	3,247
Fourteenth Floor	3,247
Fifteenth Floor	3,247
Sixteenth Floor	3,247
Seventeenth Floor	3,247
Eighteenth Floor	3,247
Nineteenth Floor	3,247
Twentieth Floor	3,247
Twenty-first Floor	3,247
Twenty-second Floor	3,247
Twenty-third Floor	3,247
Twenty-fourth Floor	3,247
Twenty-fifth Floor	3,247
Twenty-sixth Floor	3,247
Twenty-seventh Floor	3,247
Twenty-eighth Floor	3,247
Twenty-ninth Floor	3,247
Thirtieth Floor	3,247

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 100. 10/09/2018

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 Architect  
 Commercial Development  
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 DOOKUMIN  
 10/09/2018  
 Ground Floor Plan  
 Scale: 1:500  
 Drawn by: [Name] Date: 10/09/2018  
 Project No: 17072 Drawing No: 4 of 9  
 Member of the IAStruct  
 RQ1000



Building Areas	
First Floor	1,247
Second Floor	1,008
Roof Area	51.4
Site Area	2,306
Ground Floor	1,247
Roof Area	51.4
Site Area	2,306
Second Floor	1,008
Roof Area	51.4
Site Area	2,306

11	Site Plan	1:500
12	Site Plan	1:500
13	Site Plan	1:500
14	Site Plan	1:500
15	Site Plan	1:500
16	Site Plan	1:500
17	Site Plan	1:500
18	Site Plan	1:500

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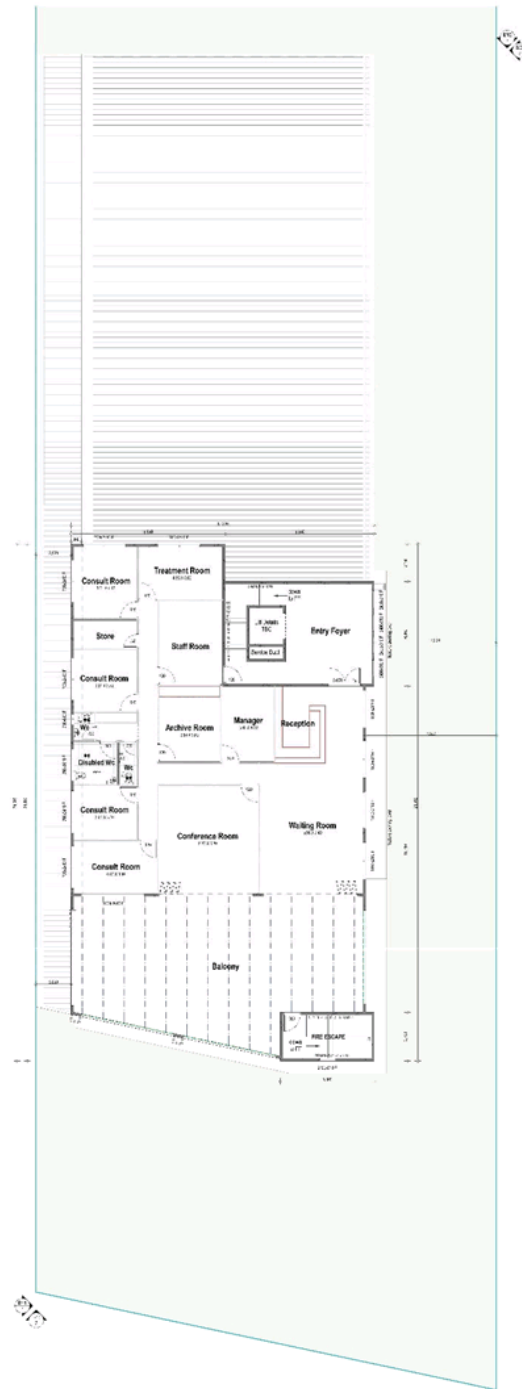
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**JEHANGIR**  
Project Name  
Commercial Development  
Lot 13 (M45) North Lake Road  
DOOKUNDA

Scale: 1:500  
First Floor Plan  
Date: 28/08/18  
Sheet: 01 of 05  
Project No: 17072  
Drawing No: 5 of 5

Member of the IAS  
Subsidiary of the IAS

First Floor Plan



Building Areas	
First Floor	1,247
Second Floor	1,008
Roof	514
Site Area	2,769
Ground Floor	1,008
Roof	514
Site Area	2,769
Second Floor	1,008
Roof	514
Site Area	2,769

11	Site Plan	1/20/18
12	Site Plan	1/20/18
13	Site Plan	1/20/18
14	Site Plan	1/20/18
15	Site Plan	1/20/18
16	Site Plan	1/20/18
17	Site Plan	1/20/18

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**JEHANGIR**  
 Project Name  
 Commercial Development  
 Lot 19 JMS North Lake Road  
 DOOKUMIN

Scale: 1:100  
 Second Floor Plan  
 Date: 28/08/18  
 Drawn By: GP  
 Project No: 17072  
 Drawing No: 6 of 9

Member of the IAS  
 Building Approval of Western Australia  
 BDAWA

Second Floor Level



<b>SHANGR</b>		Project No. 17072	
Project Name: Commercial Development		Date: 03/15/17	
Client: L&L Bank Ltd		Scale: 1:100	
Designer: COOBERN		Sheet No. 7 of 9	
Project Manager: [Name]		Date: [Date]	
Author: [Name]		Check: [Name]	
Date: [Date]		Scale: [Scale]	
Project No. 17072		Sheet No. 7 of 9	



# TRANSPORT IMPACT STATEMENT

840 North Lake Road  
Cockburn Central

July 2018

Rev A Draft





**Transport Impact Statement**  
 KC00892.000 840 North Lake Road, Cockburn


**HISTORY AND STATUS OF THE DOCUMENT**

Revision	Date issued	Reviewed by	Approved by	Date approved	Revision type
Rev A Draft	16.07.2018	M Kleyweg	M Kleyweg	16.07.2018	Issued for Review

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Revision	Date of issue	Quantity	Issued to
Rev A Draft	17.07.2018	1 (PDF)	Joe Germano (Germano Designs)

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<b>Author of the Report</b>	Nemanja Marijanovic
<b>Project Team</b>	Jelena Simic
<b>Project Director / Project Manager</b>	Marina Kleyweg
<b>Name of Project</b>	840 North Lake Road, Cockburn
<b>Name of the Document</b>	840 North Lake Road, Cockburn - Transport Impact Statement
<b>Document Version</b>	KC00892.000_R01_ Rev A Draft

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**Transport Impact Statement**  
 KC00892.000 840 North Lake Road, Cockburn

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## Appendices

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**Appendix 1** - The layout of the proposed development

**Appendix 2** - Transport Planning and Traffic Plans

**Appendix 3** - Vehicle Turning Circle Plans

**Appendix 4** - Sidra Intersection Analysis

**Transport Impact Statement**

KC00892.000 840 North Lake Road, Cockburn

**1. Executive Summary**

The subject site, Lot 18 is located on No. 840 North Lake Road, Cockburn Central. Currently the site is occupied by a single residence. The subject site is fronting North Lake Road to the south and is bound by three adjacent lots to the west, north and east. The plans show two proposed Medical Centres (general and specialist practice), a Place of Worship and a Fast Food Outlet.

KCTT have reviewed crash statistics on the intersection of Poletti Road and North Lake Road in the 5-year period from 01/01/2013 - 31/12/2017. No outstanding safety concerns were recorded.

According to City of Cockburn Town Planning Scheme No. 3, the proposed development requires 67 parking bays. The plans demonstrate the provision of 62 proposed parking bays. Given that peak hours of Medical Centres and Place of Worship will not coincide, and that at most 60% of Place of Worship's capacity will be utilised during weekdays, while on Saturdays the Specialist Practice Medical Centre will not be operational, KCTT believe that 62 parking bays will successfully cater for the requirements of the development throughout the entire week.

In accordance with the Building Code of Australia, two ACROD bays are required for the proposed development. One ACROD bay is shown on the proposed development's plans. KCTT suggest that the proposed ACROD bay is moved so that two bays could share the proposed disabled bays shared space to comply with the standard.

According to City of Cockburn Town Planning Scheme No.3, the proposed development requires the provision of 4 bicycle parking bays. The plans show 6 bicycle parking bays proposed, meeting and exceeding the requirements. KCTT believe that this provision is sufficient to promote the alternative means of transport.

The proposed development is expected to generate up to **390 VPD on weekdays** and **180 VPD on weekends**. In peak hours, the development is expected to generate up to **43 VPD on weekdays** and **24 VPH on weekends**. KCTT believe that the surrounding network will successfully cater for all the additional traffic generated by the proposed development.

According to KCTT's calculation, the development requires a 95m right-turn deceleration lane on North Lake Road. However, since the warrant is triggered on the border itself, this should be taken with caution and reassessed through a survey after development's completion. Furthermore, traffic assessment report conducted for the Cockburn Central West structure plan, suggests that Poletti Road / North Lake Road will be signalised before 2031, which will trigger the requirement for the right deceleration lane on North Lake Road.

The proposed development will utilise the neighbouring Lot 19 existing crossover, which is located at the Poletti Road / North Lake Road intersection. The existing crossover will be removed.

**Transport Impact Statement**

KC00892.000 840 North Lake Road, Cockburn

**2. Transport Impact Statement**

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**2.1 Location**

Lot Number	18
Street Number	840
Road Name	North Lake Road
Suburb	Cockburn Central
Description of Site	The subject site is currently occupied by a single residence. The proposed development of No.840 North Lake Road is characterised by mixed-use commercial land uses of a place of worship, two medical centres and a fast food outlet. Such land uses are proposed to place the existing residence. The site is fronting North Lake Road to the south.

**2.2 Technical Literature Used**

Local Government Authority	City of Cockburn
Type of Development	Commercial mixed-use
Are the R-Codes referenced?	NO
Is the NSW RTA Guide to Traffic Generating Developments Version 2.2 October 2002 (referenced to determine trip generation / attraction rates for various land uses) referenced?	YES
Which WAPC Transport Impact Assessment Guideline should be referenced?	Volume 4 - Individual Developments
Are there applicable LGA schemes for this type of development?	YES
<i>If YES, Nominate:</i>	
Name and Number of Scheme	City of Cockburn Town Planning Scheme No.3
Are Austroads documents referenced?	YES
Are there applicable DAP schemes for this type of development?	NO

**Transport Impact Statement**

KC00892.000 840 North Lake Road, Cockburn

Is the Perth Transport Plan for 3.5 million and Beyond referenced? NO

**2.3 Land Uses**

Are there any existing Land Uses YES  
 If YES, Nominate: Single residence

**Proposed Land Uses**

How many types of land uses are proposed? Three (3)  
 Nominate land use type and yield Place of Worship (up to 100 people accommodated)  
 Two medical centres - general practice and a specialist practise  
 Fast food outlet - expected to be used predominantly by the medical centres' staff and patrons.

Are the proposed land uses complimentary with the surrounding land-uses? YES

**2.4 Local Road Network Information**

How many roads front the subject site? One (1)

Name of Roads Fronting Subject Site / Road Classification and Description:

**Road 1**

**Road Name** North Lake Road  
 Number of Lanes two-way, two lanes each direction, divided  
 Road Reservation Width varies – approximately 60m in the vicinity of the subject site  
 Road Pavement Width 16m (2x8m separated with a 6m median)  
 Classification Significant Urban Local Road / Distributor A  
 Speed Limit 70kph  
 Bus Route YES  
 If YES Nominate Bus Routes 514, 515, 520  
 On-street parking NO

Name of Other Roads within 400m radius of site, or roads likely to take increased traffic due to the development.

**Road 1**

**Road Name** Poletti Road  
 Number of Lanes two-way, one lane each direction, undivided  
 Road Reservation Width 20m  
 Road Pavement Width 8m  
 Classification Significant Urban Local Road / Distributor B  
 Speed Limit 50kph or State Limit  
 Bus Route YES  
 If YES Nominate Bus Routes 514  
 On-street parking NO

**Transport Impact Statement**  
 KC00892.000 840 North Lake Road, Cockburn

**2.5 Traffic Volumes**

Road Name	Location of Traffic Count	Vehicles Per Day (VPD)	Vehicles per Peak Hour (VPH)				Heavy Vehicle % <i>If HV count is Not Available, are HV likely to be in higher volumes than generally expected?</i>	Year	
			AM Peak Time	AM Peak VPH	PM Peak Time	PM Peak VPH		Date of Traffic Count	<i>If older than 3 years multiply with a growth rate</i>
North Lake Road	260m East of Poletti Road*	14,813	08:00 – 1,160		16:00 – 1,386		4.3%	Aug 2017	–
	West of Midgegooroo Avenue**	13,803	07:30 – 1,158		16:15 – 1,301		<i>N/A - HV not likely to be in higher volumes than generally expected</i>	Jun 2018	–
	East of Midgegooroo Avenue**	1,756	07:30 - 139		16:15 - 197		<i>N/A - HV not likely to be in higher volumes than generally expected</i>	Jun 2018	–
Poletti Road	60m South of North Lake Road*	5,404	07:00 – 582		16:00 – 477		6.7%	Jul 2017	–
Veterans Parade	220m East of Poletti Road	1,492	09:00 – 120		18:00 – 148		3.6%	Jul 2017	–
Midgegooroo Avenue	South of North Lake Road**	13,190	07:30 – 1,060		16:15 – 1,253		<i>N/A - HV not likely to be in higher volumes than generally expected</i>	Jun 2018	–
Junction Boulevard	80m East of Midgegooroo Avenue*	1,149	07:00 – 95		17:00 – 137		1.2%	Dec 2017	–

**2.6 Vehicular Crash Information**

Is Crash Data Available on Main Roads WA website? YES

If YES, nominate important survey locations:

Location 1 North Lake Road (in front of the proposed development)

Location 2 Intersection of North Lake Road and Poletti Road

Period of crash data collection 01/01/2013 - 31/12/2017

Road Name	SLK	Functional Classification	Road Hierarchy	Speed Limit	Crash Statistics			
					No of KSI Crashes	No of Medical Attention Crashes	No of PDO Major Crashes	No of PDO Minor Crashes
North Lake Road / Poletti Road	N/A	Significant Urban Local Road / Significant Urban Local Road	Distributor A / Distributor B	70 kph / 50 kph	0	0	7	7
No of MVKT Travelled at Location					approximately 17,000 VPD * 365 * 5 years * 0.4 km = 12.41 MVKT			

**Transport Impact Statement**

KC00892.000 840 North Lake Road, Cockburn

KSI Crash Rate	0 KSI crashes / 12.41 MVKT = 0 KSI crashes/MVKT
All Crash Rate	14 crashes / 12.41 MVKT = 1.13 crashes/MVKT
Comparison with Crash Density and Crash Rate Statistics	1.13 crashes / MVKT is lower than the network average of 1.73 crashes per MVKT.

The following table shows the Crash Density and Crash Rates on Metropolitan Local Roads as obtained from Main Roads WA on the 14<sup>th</sup> May 2018 by email request: -

**Crash Density and Crash Rate on Metropolitan Local Roads Network only**

	All Crashes		Serious Injury Crashes (Fatal+Hospital)	
	Average Annual Crash Density (All Crashes/KM)	Average Annual Crash Rate (All Crashes/MVKT)	Average Annual Crash Density (Ser. Inj. Crashes/KM)	Average Annual Crash Rate (Ser. Inj. Crashes/MVKT)
Metro Local Road - Midblock	2.99	0.81	0.13	0.03
Metro Local Road - All	6.41	1.73	0.26	0.07

Note: Based on 5-years data for the period 2013 to 2017.

**2.7 Parking Requirements**

Local Government: City of Cockburn  
 Local Government Document Utilised: Town Planning Scheme No.3

Description of Parking Requirements in accordance with Scheme:

*Place of Worship: 1:4 seats of 1:4 people accommodated, whichever is the greater;*

*Medical Centre: 5:1 practitioner or 5:1 consulting room, whichever is the greater;*

*Fast food outlet: 1:15m<sup>2</sup> GLA*

**Calculation of Parking**

Land Use	Requirements	Yield	Total Parking (Total Parking with Reciprocity)
Place of Worship	1:4 people accommodated	maximum of 100 people on weekends (60 people on weekdays)	25 (15)
Medical Centre	5:1 consulting room	8 consulting rooms	40 (40)
Fast Food Outlet	1:15m <sup>2</sup> GLA	18.96m <sup>2</sup> GLA	1.26 (0)
<b>Total:</b>			<b>67</b>
<b>Total after applying reciprocity:</b>			<b>55</b>

**Total Volume of Parking Provided by Proponent**

<b>62</b>
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**Justification**

The proposed Place of Worship and Medical Centre’s expected peak operation periods will not fully coincide, and the Place of Worship is expected to work in full capacity only on weekends. The Place of Worship will be visited by a maximum of 60 people on weekdays, and a 60% reciprocity has been applied to the requirement (since the maximum capacity is 100 people). Weekday PM peak for Place of Worship is expected to be after 17:00, when the medical centre is not in operation. On weekends, only 4 medical centre consulting rooms will be open, providing additional parking opportunities for the maximum capacity events at the Place of Worship. Additionally,

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it is expected that the Fast Food Outlet will only be visited by the staff members and patrons of medical centres, and potentially some visitors of the Place of Worship. Although the general community will also be able to visit the Fast Food Outlet, KCTT believe that this will be a rare occurrence in practice. Therefore, the required 2 bays for Fast Food Outlet are not deemed necessary.

Having all the above in mind, it is expected that the proposed provision of 62 car parking bays will cater for all parking requirements of the proposed development.

Have Vehicle Swept Paths been checked for Parking? YES

If YES, provide description of performance:

KCTT have conducted vehicle swept path analysis to check for navigability of the crossover and internal parking area. A Passenger vehicle 5.2m and a Low-Profile Rear Loader 7.111m were used for analysis. The crossover and internal parking area were found to be fully navigable by these vehicles. Refer to Appendix 3 for vehicle swept path drawings.

**2.8 Parking Surveys**

Was a parking survey required? NO

**2.9 Bicycle Parking**

Local Government City of Cockburn

Reference Document Utilised Town Planning Scheme No.3

Description of Parking Requirements in accordance with Scheme:

*Place of Worship:* 1:30 seats of 1:100 people accommodated, whichever is the greater;

*Medical Centre:* 1:400m<sup>2</sup> GLA for employees; and 1:200m<sup>2</sup> GLA for visitors.

*Fast Food Outlet:* 1:50m<sup>2</sup> GLA

**Parking Requirement in accordance with regulatory documents**

Land Use	Requirements	Yield	Total Parking
Place of Worship	1:100 people accommodated	maximum of 100 people	1
Medical Centre	1:400m <sup>2</sup> GLA	App 500m <sup>2</sup> GLA	1.25
Fast food outlet	1:50m <sup>2</sup> GLA	18.96m <sup>2</sup> GLA	1
<b>Total:</b>			<b>4</b>
<b>Total Volume of Parking Provided by Proponent</b>			<b>6</b>

**Justification**

According to City of Cockburn Town Planning Scheme No.3, the proposed development requires 4 bicycle parking bays. The plans show the provision of 6 bicycle parking bays, exceeding the City's requirements.

**2.10 ACROD Parking**

Class of Building Class 6 (Fast Food Outlet);  
Class 9a (Medical Centre, Place of Worship)



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Does this building class require specific provision of ACROD Parking? YES

Reference Document Utilised Building Code of Australia  
National Construction Code Series – 2015

**Description of Parking Requirements:**

Class 6 – 1 space for every 50 carparking spaces or part thereof.

Class 9a – 1 space for every 50 carparking spaces or part thereof.

**Parking Requirement in accordance with regulatory documents**

Land Use	Requirements	Yield	Total Parking
Medical Centre			
Place of Worship	1 space for every 50 carparking spaces	62	2
Fast Food Outlet			

**Total Volume of Parking Provided by Proponent**

**1**

**Justification**

In accordance with the Building Code of Australia, two ACROD bays are required for the proposed development. One ACROD bay is proposed to service the three alternative proposed land uses. KCTT suggest that the proposed ACROD bay is moved so that two bays could share the proposed disabled bays shared space to comply with the standard.

**2.11 Delivery and Service Vehicles**

Guideline Document used as reference NSW RTA Guide to Traffic Generating Developments;  
City of Cockburn Town Planning Scheme No.3

**Requirements**

NSW RTA: Other uses (50% of spaces adequate for trucks) – 1 space per 2,000m<sup>2</sup>

TPS No.3: Fast Food - 1 per storage / service area

**Parking Requirement in accordance with regulatory documents**

Land Use	Requirements	Yield	Total Parking
Medical Centre	1 space per 2,000m <sup>2</sup> GFA	Approximately 1,700m <sup>2</sup> GFA	1
Place of Worship			
Fast Food Outlet	1 per storage / service area	1 storage area	1

**Total Volume of Parking Provided by Proponent**

Service and Delivery Parking 1

**Justification**

In accordance with the NSW RTA Guide to Traffic Generating Development and the City of Cockburn's Town Planning Scheme No.3 the proposed development requires the provision of 2 delivery/service vehicle car parking bays. Deliveries are expected to be conducted with regular size passenger vehicles outside of the development's peak period, therefore the delivery/service vehicles may utilise the developments standard parking bays. Therefore, KCTT believe that the provision of 1 bay for delivery/service vehicles will be sufficient to cater for the requirements of the proposed development.

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**2.12 Calculation of Development Generated / Attracted Trips**

<b>What are the likely hours of operation?</b>	General Practice Medical Centre: 09:00 - 17:00 Specialist Practice Medical Centre: 10:00 - 17:00 Place of Worship: 06:00 - 21:30 Fast Food Outlet: 09:00 - 17:00
<b>What are the likely peak hours of operation?</b>	General Practice MC: 08:30 - 09:30; 16:00 - 17:00 Specialist Practice MC: 09:30 - 10:30; 16:00 - 17:00 Fast Food Outlet: 11:00 - 12:00; 16:00 - 17:00 Place of Worship: 06:00 - 07:00; 18:00 - 19:00
<b>Do the development generated peaks coincide with existing road network peaks?</b>	Joint peak hour for the proposed development: AM Peak 09:00 - 10:00; PM peak 16:00-17:00
<b>If YES, Which:</b>	YES partially
<b>Guideline Document Used</b>	WAPC Transport Assessment Guidelines for Developments
<i>Rates from above document:</i>	<b>Restaurant</b> - 5 vehicular trips per 100m <sup>2</sup> GFA or 10 trips per 100 seats (based on 2m <sup>2</sup> GFA per person). For most developments of this type, the peak hour(s) are likely to be outside the normal AM and PM peak hours.
<b>Guideline Document Used</b>	NSW RTA Guide to Traffic Generating Developments
<i>Rates from above document:</i>	<b>Café / Restaurant</b> - 60 vehicular trips per 100m <sup>2</sup> of GFA
<b>Guideline Document Used</b>	ITE Trip Generation Report (9th Edition)
<i>Rates from above document:</i>	<b>Church – Place of Worship</b> <ul style="list-style-type: none"> <li>• <i>Daily 9.11 VPD per KSF<sup>2</sup> = 9.8 VPD per 100m<sup>2</sup> GFA</i></li> <li>• <i>AM Peak – 0.56 VPH per KSF<sup>2</sup> = 0.6 VPH /100m<sup>2</sup> GFA</i></li> <li>• <i>PM Peak – 0.55 VPH per KSF<sup>2</sup> = 0.6 VPH /100m<sup>2</sup> GFA</i></li> </ul>

Note - KCTT believe the traffic generation rate above is not considered to be appropriate for the Place of Worship land use.

Given the nature of the facility KCTT believe that approximately 33% of the maximum capacity is used throughout the week. Weekday visitor activities are likely to be confined to church service hours. Highest attendance during weekdays is expected on Fridays - 60 persons. On weekends the maximum of 100 people is expected to attend. Given that prayers are expected at dawn, midday, afternoon, sunset and nights - the peak times of the Place of Worship are expected to be 06:00 - 07:00 or 11:00 - 12:00 and at evening prayers 18:00-19:00 or 19:00-20:00, after the medical centres are no longer operational for the day. Given that these will likely be family visits, an average of 4 people per car is expected. This equates to 15 cars at most during the weekday and 25 cars at most during weekends - 30 vehicle movements per weekday and 50 vehicle movements on Saturdays and Sundays. This is shown in detail in the table below.

**Medical Centres** are likely to be used by people who live in the vicinity of the subject development. We have based our conclusions on the expected number of practitioners which is a total of 8 for the two medical centre tenancies. It is standard that consultations with practitioners are booked in approximately 15 minutes slots (a maximum of 30 clients per day) for the General Practice Medical Centre and 30 minutes slots for the specialist medical centre (a maximum of 15 clients per day). Based on this ratio and the fact that there will be 8 practitioners at the entire development, we believe that on a working day there might be up to 120 clients per day for the main practice and up to 60 clients for specialist medical centre. Using a 100% vehicular attraction rate, this equates to a total of 240

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(Main Medical Centre) and 120 (ancillary Medical Centres combined) vehicular movements per day for the potential maximum number of clients this site can generate. Peak hour rates are estimated as 15% of daily traffic. Saturdays working hours will be from 09:00 - 13:00 for the general medical centre, while the specialist medical centre will nonoperational throughout the weekend.

Land Use Type	Rate above	Yield	Weekday Daily Traffic Generation (Weekend)	Separate Land Uses Peak Hour Traffic Generation	Development Joint Peak Hour Traffic Generation
General Practice Medical Centre	60 VPD per practitioner; 10% VPD = Peak hour generation (50% on Saturdays)	4 practitioners	240 VPD (120 VPD)	24 VPH (12 VPD)	100% 24 VPH (12 VPH)
Specialist Practice Medical Centre	30 VPD per practitioner; 10% VPD = Peak hour generation (Closed on Weekends)	4 practitioners	120 VPD (0 VPD)	12 VPH (0 VPH)	100% 12 VPH (0 VPH)
Place of Worship	Weekdays (Weekends): 15 (25) inbound and 15 (25) outbound vehicular movements; 40% peak hour generation	maximum of: 60 patrons on weekdays 100 patrons on weekends	30 VPD (50 VPD)	12 VPH (20 VPH)	60% 7 VPH (12 VPH)
Fast Food Outlet	60 VPD per 100m <sup>2</sup> GFA 5 VPH per 100m <sup>2</sup> GFA; 2.5 VPH per 100m <sup>2</sup> GFA.	18.96m <sup>2</sup>	12 VPD*	1 VPH*	1 VPH*
<b>Total:</b>			<b>390 VPD (180 VPD)</b>	<b>48 VPH (32 VPH)</b>	<b>43 VPH (24 VPH)</b>

\*Note: It is expected that the Fast Food Outlet will not attract any traffic by itself. The patrons of fast food outlet are expected to be only staff members and patrons of the medical centre. Although Fast Food Outlet is open to general community, KCTT believe that this will not happen in practice. Therefore, the fast food traffic generation was not included in the total proposed development traffic generation.

**Justification**

KCTT believe that the surrounding network will successfully cater for all the additional traffic generated by the proposed development.

Does the site have existing trip generation / attraction? YES

No of Daily Trips One single rural residence - assumed 9 VPD

No of AM Peak Hour Trips Assumed 1 VPH

No of PM Peak Hour Trips Assumed 1 VPH

What is the total impact of the new proposed development? The proposed development is expected to generate additional 381 VPD, 42 VPH on weekdays; and a maximum of 171 VPD and 23 VPH on weekends. In accordance with the WAPC guidelines the proposed development is considered to generate a moderate impact on the existing road network

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**2.13 Traffic Flow Distribution**

How many routes are available for access / egress to the site? Three (3)

**Route 1**

Provide details for Route No 1	To/from the west via North Lake Road
Percentage of Vehicular Movements via Route No 1	50% (195 VPD / AM 22 VPH / PM 22 VPH)

**Route 2**

Provide details for Route No 2	To/from the east via North Lake Road
Percentage of Vehicular Movements via Route No 2	15% (59 VPD / AM 6 VPH / PM 6 VPH)

**Route 3**

Provide details for Route No 3	To/from the south via Poletti Road
Percentage of Vehicular Movements via Route No 3	35% (136 VPD / AM 15 VPH / PM 15 VPH)

**2.14 Road Safety and Design**

Are sight distances adequate at proposed intersections? YES

**Justification**

The development is expected to utilise the existing crossover of the adjacent development (Lot 19, west of the subject Lot 18).

**Road safety internal to the development:**

No outstanding safety concerns are presented within the internal parking area of the proposed development.

Does the proposed development require a left turn deceleration lane? NO

Does the proposed development require a right turn deceleration lane? YES

According to the available data received from the MRWA, it is expected that there will be approximately 554 VPH eastbound on North Lake Road (approx. 277 VPH in the through lane adjacent to the proposed development) and 832 VPH westbound (approx. 416 in the lane from which right-turn manoeuvre would occur) in the development peak time during weekdays. Approximately 42 VPH (max. 88 VPH) will aim to turn left into the proposed development. Below is the Figure A11, sourced from Guide to Road Design Part 4: Intersections and Crossings – General, which illustrates calculation of major road traffic volume parameter  $Q_M$ .

$Q_{T2}$  = 554 VPH (for both eastbound through lanes - right deceleration lane requirement) / 277 VPH (for the outside eastbound through lane - left deceleration lane requirement)

$Q_{T1}$  = 416 VPH

$Q_L$  = 13 VPH\*

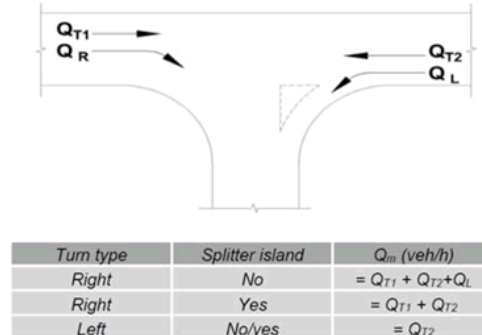
$Q_R$  = 5 VPH\*

\*Note: Existing Light Industry facility included in the calculation given the crossover will be shared between the proposed development and the adjacent Light Industry. Approximately 700m<sup>2</sup> GFA is the area of the facility (measured on aerial imagery through Nearmap). With the rate of 1 VPH per 100m<sup>2</sup> GFA (rate from NSW RTA Guide to Traffic Generating Developments) - the peak hour traffic for the adjacent Light Industry is 7 VPH.

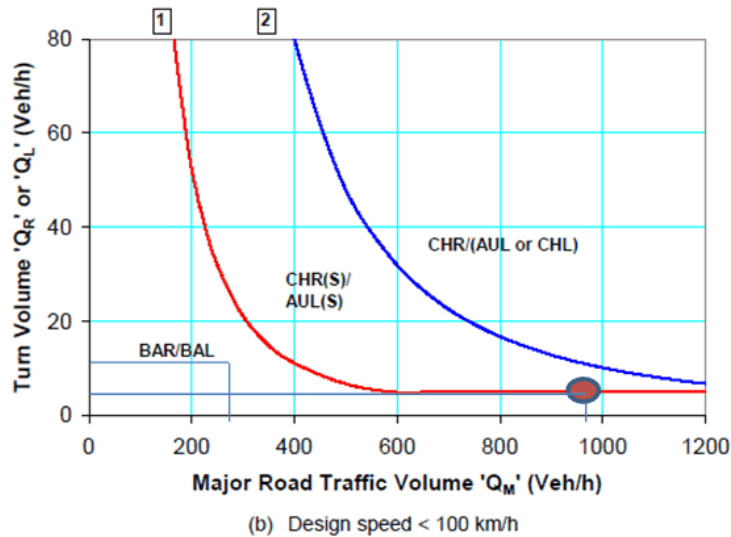
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Figure A 11: Calculation of the major road traffic volume parameter  $Q_M$



According to the figure A10 (b) in Austroads Guide to Road Design Part 4: Intersections and Crossings (page 98), access / egress will require an Auxiliary Right Lane to accommodate for the requirements of the turning traffic. This should be taken with caution and confirmed through a survey after the development is completed since the requirement for the right-turn deceleration lane is met at the border line (see red circle below)



The speed limit on this section of North Lake Road is 70kph, therefore the design speed is 80kph. In accordance with the table 5.2 of Austroads Guide to Road Design Part 4A (shown below) the required length of the auxiliary lanes on North Lake Road (including the taper) is 95m.

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**Table 5.2: Deceleration distances required for cars on a level grade**

Design speed of approach road (km/h)	Length of deceleration D – including diverge taper T (m)										Diverge length L <sub>d</sub> <sup>(3)</sup> for lane widths (m)	
	Stop condition <sup>(1)</sup> (m)		Design speed of exit curve (km/h) <sup>(2)</sup>									
	0	0	20	30	40	50	60	70	80	90	3.5 m <sup>(4)</sup>	3.0 m <sup>(4)</sup>
	Comfortable 2.5 m/s <sup>2</sup>	Maximum 3.5 m/s <sup>2</sup>	Comfortable average rate of deceleration 2.5 m/s <sup>2</sup>									
50	40	30	30	25	15						33	27
60	55	40	50	40	30	15					40	33
70	75	55	70	60	50	40	20				47	40
80	100	70	95	85	75	60	45	25			54	44
90	125	90	120	110	100	85	70	50	25		60	50
100	155	110	150	140	130	115	100	80	55	30	67	57
110	185	135	180	175	160	150	130	110	90	60	74	62

According to Cockburn Central West TIA, the intersection of Poletti Road / North Lake Road will be signalised by 2031. This will be prompted by expected high traffic volumes, specifically on North Lake Road. In this scenario, a right-turn deceleration lane on North Lake Road will also be required, to maintain an uninterrupted traffic flow on North Lake Road. KCTT have modelled the intersection utilising the SIDRA Intersection software. Refer to Appendix 4 for details and results.

**2.15 Vehicle Crossover Requirements**

Are vehicle crossovers required onto existing road networks? YES

How many existing crossovers? One (1)

How many proposed crossovers? Existing crossover to be removed. It is proposed that the development will use the neighbouring existing crossover west of the development.

How close are proposed crossovers to existing intersections? The crossover is at the intersection of North Lake Road and Poletti Road

Does this meet existing standards? NO

*Provide justification if NO.*

In AS2890.1:2004 it is suggested that exception should be made where there is no possibility for a lot to meet the required distance of separation from an intersection. This is the case for the proposed development given that the proposed crossover is located at the intersection of Poletti Road and North Lake Road.

**2.16 Public Transport Accessibility**

How many bus routes are within 400 metres of the subject site? Three

How many rail routes are within 800 metres of the subject site? None

Route	Description	Peak Frequency	Off-Peak Frequency
514	Murdoch Station – Cockburn Central Station via Bibra Lake	20 minutes	60 minutes
515	Murdoch Station - Jandakot	20 minutes	60 minutes
520	Cockburn Central Station – Fremantle Station via South Lake	15 minutes	60 minutes

Walk Score Rating for Accessibility to Public Transport  
53 - Good Transit. Many nearby public transportation options.

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**2.17 Pedestrian Infrastructure**

Describe existing local pedestrian infrastructure within a 400m radius of the site:

<b>Classification</b>	<b>Road Name</b>
<i>Other Shared Path (Shared by Pedestrians and Cyclists)</i>	North Lake Road; Poletti Road;
Does the site have existing pedestrian facilities	YES
Does the site propose to improve pedestrian facilities?	NO
What is the Walk Score Rating?	
38 - Car-Dependent. Most errands require a car.	

**2.18 Cyclist Infrastructure**

Are there any PBN Routes within an 800m radius of the subject site? YES

If YES, describe:

<b>Classification</b>	<b>Road Name</b>
<i>Bicycle Lanes or Sealed Shoulder Either Side</i>	North Lake Road (West of Semple Court)
<i>Other Shared Path (Shared by Pedestrians and Cyclists)</i>	North Lake Road; Poletti Road;
<i>Perth Bicycle Network - Continuous Signed Routes</i>	SE41 - North Lake Road; Buckley Street, Poletti Road
<i>Good Road Riding Environment</i>	Thomas Street; Muriel Court
<i>Principal Shared Path (PSP)</i>	Kwinana Freeway

Are there any PBN Routes within a 400m radius of the subject site? YES

If YES, describe:

<b>Classification</b>	<b>Road Name</b>
<i>Other Shared Path (Shared by Pedestrians and Cyclists)</i>	Poletti Road; North Lake Road
<i>Perth Bicycle Network - Continuous Signed Routes</i>	SE41 - North Lake Road; Buckley Street, Poletti Road
Does the site have existing cyclist facilities?	YES
Does the site propose to improve cyclist facilities?	NO

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**2.19 Site Specific Issues and Proposed Remedial Measures**

How many site specific issues need to be discussed?	One (1)
<b>Site Specific Issue No 1</b>	Parking Shortfall
Remedial Measure / Response	According to City of Cockburn Town Planning Scheme No.3 the proposed development requires 67 parking bays. The plans show 62 parking bays proposed. However, the proposed land uses peak operation hours do not coincide. Furthermore, the medical centres are expected to work in full capacity only during weekdays (the specialist medical centre is nonoperational on weekends) while main events for Place of Worship will occur in evening peaks after medical centres have closed, or on weekends. The general medical centre will be operational with shortened working hours (09:00-13:00) on Saturdays only. KCTT believe that the above points suggest that the proposed development's land uses will never operate at full capacity simultaneously. Therefore, KCTT believe that the proposed 62 parking bays will successfully cater for the parking requirements of the proposed development.



**14.7 DEVELOPMENT APPLICATION - PLACE OF WORSHIP - 25 (LOT 241) IMLAH COURT JANDAKOT**

<b>Author(s)</b>	A Lefort
<b>Attachments</b>	1. Location Plan <a href="#">↓</a> 2. Site Plan <a href="#">↓</a> 3. Development Plans <a href="#">↓</a> 4. Landscaping Plan <a href="#">↓</a>
<b>Location</b>	25 (Lot 241) Imlah Court Jandakot
<b>Owner</b>	City of Cockburn
<b>Applicant</b>	Leeming Gospel Trust
<b>Application Reference</b>	DA18/0361

**RECOMMENDATION**

That Council

- (1) grant planning approval for a Place of Worship at 25 (Lot 241) Imlah Court Jandakot in accordance with the attached plans and subject to the following conditions and advice notes:

Conditions

1. Development may be carried out only in accordance with the details of the application as approved herein and any approved plan. This includes the use of the land. The approved development is for Place of Worship only. In the event it is proposed to change the use of the site, a further application needs to be made to the City for determination.
2. The car park and access shall be designed, constructed, sealed and kerbed and thereafter maintained to comply with the requirements of AS2890 and to the City's satisfaction. Details of this shall be submitted to the City for approval prior to the issue of a Building Permit.
3. A minimum of two bicycle stands/racks that conform to Australian Standard 2890.3 shall be provided in close proximity to the entrance of the building prior to occupation of the building. Details of the bicycle parking shall be provided prior to the issue of the Building Occupancy Permit.
4. The Place of Worship premises shall be limited to a maximum of 200 persons at the premises at any one time.
5. The crossover to Imlah Court shall be located and constructed in accordance with the City's requirements and be located no closer than 0.5m from any side boundary or

street pole.

6. All stormwater from the car parking area shall be contained and disposed of on-site to the satisfaction of the City.
7. The development site shall be connected to the reticulated sewerage system of the Water Corporation before commencement of the use.
8. All outdoor lighting shall be installed and maintained in accordance with Australian Standard AS 4282 – 1997 "Control of the Obtrusive Effects of Outdoor Lighting"
9. A detailed landscaping plan shall be submitted prior to the commencement of works associated with this approval and must show the location, quantity, type and maturity of all proposed plants.
10. A detailed landscaping and fencing plan shall be submitted to and approved by the City, prior to lodgement of a Building Permit Application and shall include the following:-
  - a) the location, number, size and species type of existing and proposed trees and shrubs, including calculations for the landscaping area;
  - b) any lawns to be established;
  - c) any existing vegetation to be retained;
  - d) those areas to be reticulated or irrigated;
  - e) verge treatments; and
  - f) fencing treatments.
11. The landscaping as detailed in the landscaping plan required by Condition 9 shall be implemented prior to occupation of the building to the satisfaction of the City.
12. A schedule of the materials, finishes and colours shall be submitted to and approved by the City prior to the issue of a Building Permit. 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.
13. No crossover or vehicle access shall be permitted from the subject site or car parking area within the adjoining road reserve to The Lakes Boulevard as marked in red on the

approved plans (excluding emergency vehicles). Accordingly the plans shall be amended prior to the lodgement of a Building Permit application.

14. Prior to the issue of a Building Permit, the landowner / applicant contributing towards development infrastructure provisions pursuant to the City's Town Planning Scheme No. 3, to the City's satisfaction (DCA8).
15. The Bushfire Emergency Evacuation Plan (BJ Marsh Pty Ltd) dated 13 June 2018 shall be implemented to the satisfaction of the City.
16. All noise attenuation measures, identified by the Herring Storer Acoustics Report "*Lot 241 Imlah Court, Jandakot Environmental, Traffic and Aircraft Acoustic Assessment*" (Ref 22975-2-18055; dated 17/08/2018) are to be implemented prior to occupancy of the development and the requirements of the Acoustic Report are to be observed at all times.
17. Written confirmation from the builder that all recommendations made in the Acoustic Report required under condition 16 have been incorporated into the proposed development, shall be submitted to the City with the Building Permit Application and Plans.
18. The builder shall provide written confirmation that the requirements of the Acoustic Report referred to in condition 16 have been incorporated into the completed development with the Form BA7 Completion Form, prior to occupation of the development.

#### Advice Notes

1. This is a Planning Approval only and does not remove the responsibility of the applicant/owner to comply with all relevant building, health and engineering requirements of the Council, or with any requirements of the City of Cockburn Town Planning Scheme No. 3 or with the requirements of any external agency. Prior to the commencement of any works associated with the development, a Building Occupancy Permit is required.
2. With respect to Condition 1, the approved use for the subject lot is for Place of Worship; however, if this changes, an application for change of use must be submitted to the City for determination. Place of Worship is defined under the City's Town Planning Scheme No. 3 and means "premises

used for religious activities such as a church, chapel, mosque, synagogue or temple.”\

3. With regard to Condition 6, the City requires the onsite storage capacity be designed to contain a 1 in 100 year storm.
  4. With regard to Condition 17 above, State Planning Policy 5.4 requires that the provision of suitable mechanical ventilation or air conditioning with fresh air intakes must be included as part of the Building Permit Application to protect occupants from noise intrusion. The provision of air conditioning or mechanical ventilation providing fresh air must be demonstrated within the Building Permit as part of compliance with the acoustic report requirements.
  5. The development shall comply with the noise pollution provisions of the Environmental Protection Act 1986, and more particularly with the requirements of the Environmental Protection (Noise) Regulations 1997. The installation of equipment within the development including air-conditioners, spas, pools and similar equipment shall not result in noise emissions to neighbouring properties exceeding those imposed by the Environmental Protection (Noise) Regulations 1997 (as amended).
  6. This development has been defined as a 9b public building in accordance with the National Construction Code (NCC) and shall comply with the relevant provisions of the *Health (Miscellaneous Provisions) Act 1911* (as amended), and the *Health (Public Buildings) Regulations 1992*. A Building Permit Application shall be submitted for approval, prior to works commencing and an Occupancy Permit Application shall be submitted for approval, prior to the occupancy of the building. Please also refer to the Department of Mines, Industry Regulation and Safety Bulletin 99 on Public Building Requirements under the *Health (Miscellaneous Provisions) Act 1911*, for further information on these requirements.
- (2) Notify the applicant and those who made a submission of Council's decision.

### Background

The subject site is 2,575m<sup>2</sup> in area and is located at the western end of Imlah Court in Jandakot. The site is relatively flat, currently vacant and contains some large existing trees close to the north-western portion of the site. The south-west boundary contains an existing masonry noise

wall abutting Kwinana Freeway. The site is bounded by Imlah Court to the north, existing residential dwelling to the east and the Kwinana Freeway adjacent to the south-western boundary. The site is currently owned by the City of Cockburn in freehold and is under contract to be sold to the applicant.

The application is being referred to Council for determination as objections were received during the consultation process therefore staff do not have delegation to approve the proposal.

### **Submission**

N/A

### **Report**

#### Proposal

The proposal is for the development of a new Place of Worship for Leeming Gospel Trust specifically comprising:

- Single storey brick building of approximately 240m<sup>2</sup> aligned to the western boundary abutting the Kwinana Freeway;
- Floor plan consisting of a meeting room, foyer and toilet facilities;
- Generally around 50 people to accommodate the building with a maximum of 200 people during sporadic events throughout the year (approximately 15);
- Vehicle access from Imlah Court and The Lakes Boulevard;
- 55 car parking bays including 10 bays partially or fully within The Lakes Boulevard road reserve (to be licenced by the City); and
- Landscaped areas.

#### Consultation

##### *Neighbours*

The proposal was advertised to 21 adjoining and nearby landowners via mail and on the City's 'Comment on Cockburn' website. Four objections were received and the concerns raised include:

- Traffic;
- Noise;
- Parking on surrounding streets;

- Land Use appropriateness; and
- Impact on nearby property values.

#### *Agency Referrals*

The proposal was referred to Main Roads for comment as the site abuts the Kwinana Freeway which is under Main Roads control. Main Roads provided no objection to the proposal subject to standard conditions.

The proposal was referred to the Western Australian Planning Commission (WAPC) as a portion of the site adjacent to the Kwinana Freeway is located within a Planning Control Area (PCA 122) associated with the proposed North Lake Road Bridge project. The WAPC provided no comment on the proposal.

#### Planning Framework

##### *Zoning and Use*

The subject site is zoned 'Urban' under the Metropolitan Region Scheme (MRS) and Residential R25 under the City of Cockburn Town Planning Scheme No.3 (TPS3) and is located with Development Area 25 'Imlah Court and Prinsep Road Jandakot' precinct (DA25). The provisions of DA25 relevant to this lot state that:

*'To provide for Residential development along Imlah Court frontage and Mixed Business development with coordinated access from Prinsep Road, in accordance with an approved Structure Plan.'*

A 'Place of Worship' is categorised as a residential use under TPS 3 so therefore the use is capable of approval. A 'Place of Worship' is a 'D' (discretionary) use within the zoning meaning that the use cannot be permitted unless the local government has exercised its discretion by granting planning approval.

##### *Local Structure Plan*

The subject site is within the Development Area 25 Local Structure Plan (LSP) and is shown on the LSP as Residential R25. The use is therefore consistent with the approved LSP.

##### *Local Planning Policy LPP 1.7 Non-Residential Uses in Residential Zones*

The purpose of LPP 1.7 is to provide guidance in the assessment of planning applications for development in a residential zone that does not include a dwelling where discretion is required to be exercised in

the decision making process. The proposal has been assessed against the provisions of the policy and there are some variations being sought discussed later in the report.

#### *State Planning Policy 3.4 Planning in Bushfire Prone Areas*

The intent of the policy is to implement effective, risk based land use planning and development to preserve life and reduce the impact of bushfire on property and infrastructure.

#### Assessment

##### *Location*

LPP 1.7 provides guidance relating to where non-residential uses in residential zones should ideally be located as per the following:

##### *'(1) Location*

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

The proposal is not located abutting or in close proximity to a District or Local Centre, is approximately 700m<sup>2</sup> from a bus route (Berrigan Drive) and is located on a local access road. Notwithstanding that the site is not consistent with the above criteria, it is still considered to be well suited for this use. This is due to the site abutting the Kwinana Freeway reserve and the proximity of the site to the future mixed business to the south of the site.

##### *Built Form*

The proposal is a single storey building which is less than 250m<sup>2</sup> in size, is proposed to be constructed using brick and iron and has a pitched roof. The building occupies 9.3% of the site and is very low in terms of bulk and scale. The building is residential in character and is consistent with the height, bulk, scale and intensity of surrounding residential dwellings. The building includes an entrance and windows fronting Imlah Court and the setbacks exceed those required under the

Residential Design Codes. The proposal is therefore consistent with the Built Form guidance contained in LPP 1.7.

#### *Noise*

The proposal was accompanied by an Environmental, Traffic and Aircraft Acoustic Assessment undertaken by Herring Storer Acoustics (dated April 2018). The report has assessed noise from mechanical services (air conditioning), car movements and car engine starts and doors closing all of which are not anticipated to exceed the assigned levels. Noise from the proposal is not considered to cause nuisance or disturbance to adjacent or nearby residents. It should also be noted that the applicant has advised that there is no call to worship, bell ringing, amplified singing or amplification of musical instruments.

Noise ingress was also modelled in relation to '*State Planning Policy 5.4 Road and Rail Transport Noise and Freight Considerations in Land Use Planning*' in relation to the proximity of the site to the Kwinana Freeway. The site already contains a noise wall along the south-western boundary however the building may require some additional glazing to achieve noise amelioration from the road and rail noise from the Kwinana Freeway.

#### *Access*

The proposal includes vehicle access from both Imlah Court and from The Lakes Boulevard which are both cul-de-sacs adjacent to the northern boundary of the property. Installation of the cul-de-sacs was completed recently by Council in order to prevent traffic rat-running from the Jandakot industrial area through the Lakes Boulevard which is a residential street. There is no need for an additional vehicle access to The Lakes Boulevard as all vehicle access can adequately access the site from Imlah Court. Patrons of the Place of Worship accessing the site from Berrigan Drive to the north can just as easily use Prinsep Road and Imlah Court for access rather than using The Lakes Boulevard. It would be undesirable and unnecessary to distribute additional traffic associated with this use along The Lakes Boulevard. Should Council support the proposal, a condition should be imposed requiring the plans to be amended so that there is no access shown to The Lakes Boulevard.

#### *Traffic*

The proposal was accompanied by a Traffic Impact Assessment undertaken by Auswide Consulting (dated March 2018). The TIA indicates that the existing road network is capable of accommodating the traffic movements generated from this proposal which are relatively minor in nature.

#### *Car Parking*



Car parking requirements for a Place of Worship under TPS 3 are one car bay per four seats or one car bay per four people accommodated (whichever is greater). The proposal includes a total of 55 car bays comprising of 45 on site and 10 in the road reserve area abutting the northern boundary. This would allow a maximum of 220 people accommodated on site at any one time. This is consistent with the proposal which is seeking approval for a maximum of 200 persons resulting in a surplus of five bays. The 10 bays that are proposed to be located within a portion of disused The Lakes Boulevard road reserve are subject to a Licence from the City. Should the Licence ever cease, the applicant would need to apply to modify their planning approval to adjust the maximum number of people to be accommodated or provide more parking on the southern portion of the site.

#### *Bushfire Management*

The western portion of the site adjacent to the Kwinana Freeway is Bushfire Prone under the State Government's Bushfire Mapping. Therefore, the applicant submitted a Bushfire Management Plan (BMP) undertaken by BJ Marsh Pty Ltd dated 20 February 2018 which indicates that the site has a BAL12.5 and can be appropriately managed. Should Council support the proposal a condition can be imposed requiring compliance with the approved BMP.

#### *Other*

One submission raised concerns about the proposal affecting nearby property values. This is not a valid planning matter.

#### Conclusion

The proposal is supported (subject to conditions) for the following reasons:

- The proposal is generally compliant with the planning framework for the area;
- The proposal is of a low scale and intensity that will not detract from the amenity of adjacent and nearby residents;
- The proposal is consistent with the residential character of the area;
- The proposal will not create an unreasonable level of noise that would impact on adjacent and nearby residents or the area; and
- The proposal can be accommodated adequately within the existing road network.

**Strategic Plans/Policy Implications**City Growth

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

Economic, Social & Environmental Responsibility

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

Choose an item.

**Budget/Financial Implications**

N/A

**Legal Implications**

N/A

**Community Consultation**

The application was advertised to 21 nearby landowners in accordance with Clause 64(3) of the deemed provisions of the Planning and Development (Local Planning Schemes) Regulations 2015. Details of the consultation are in the Consultation section of the report above.

**Risk Management Implications**

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

**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 13 September 2018 Ordinary Council Meeting.

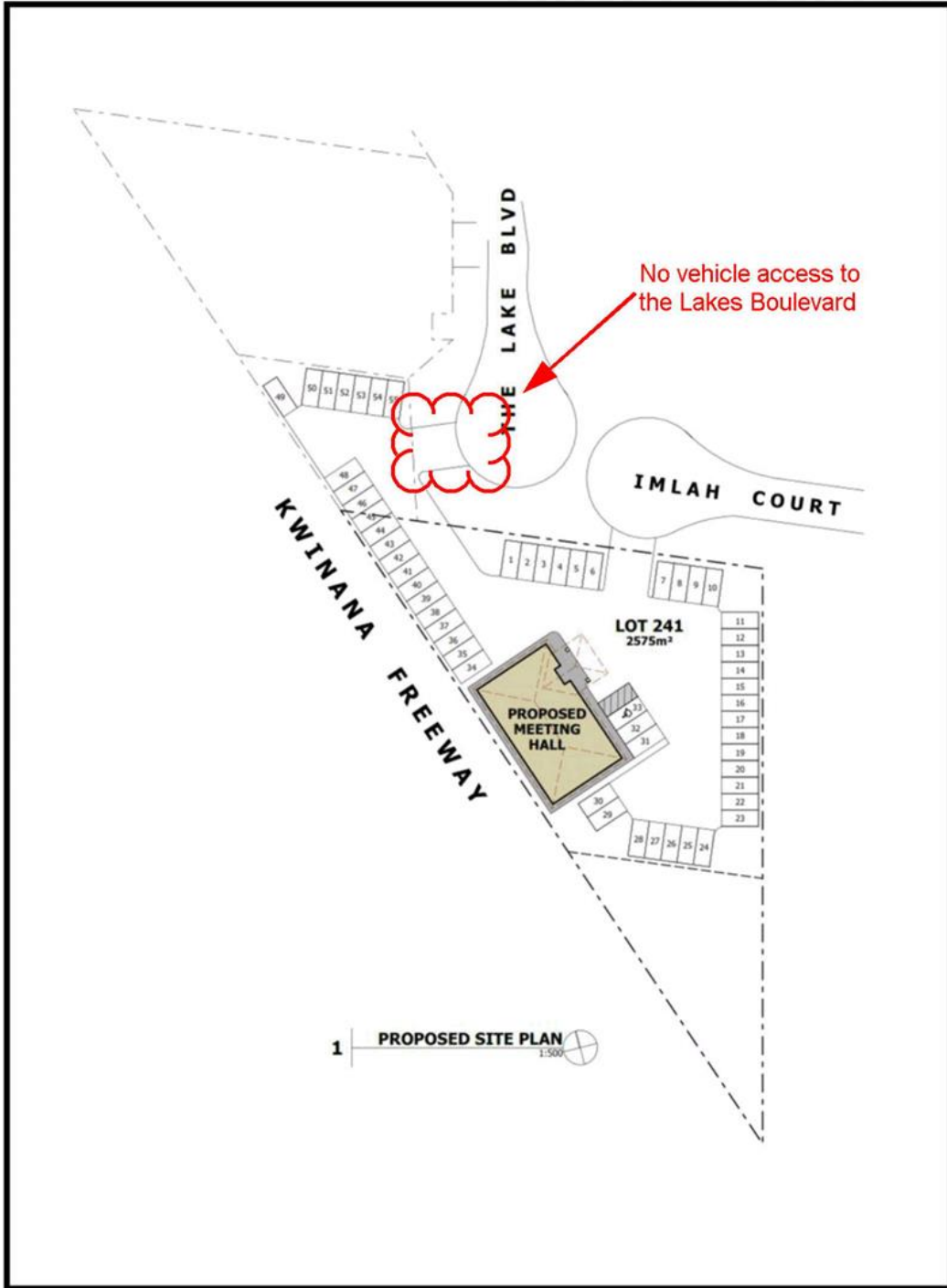
**Implications of Section 3.18(3) *Local Government Act, 1995***

Nil



	<b>LOCATION PLAN</b>	PRINTED ON: 24/08/2018	SCALE = 1:2232	 <b>NORTH</b>
<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>				

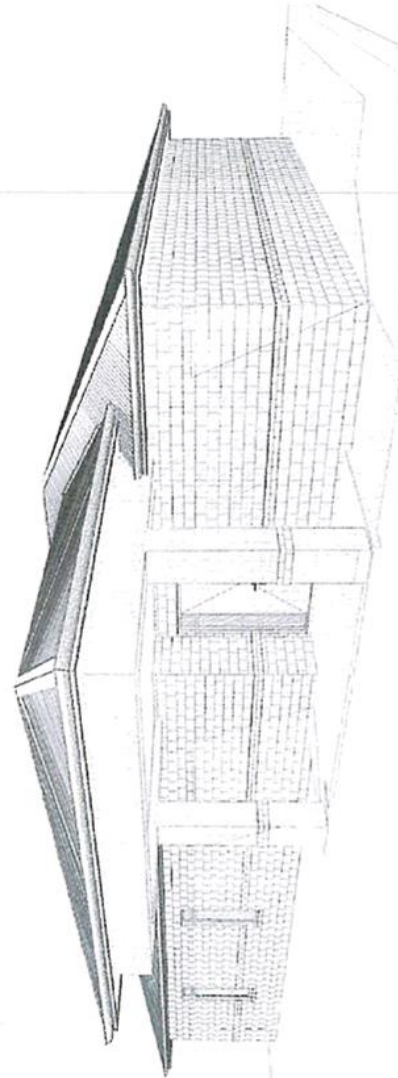
Site Plan Lot 241 / 25 Imlah Court Jandakot



# PROPOSED NEW MEETING HALL

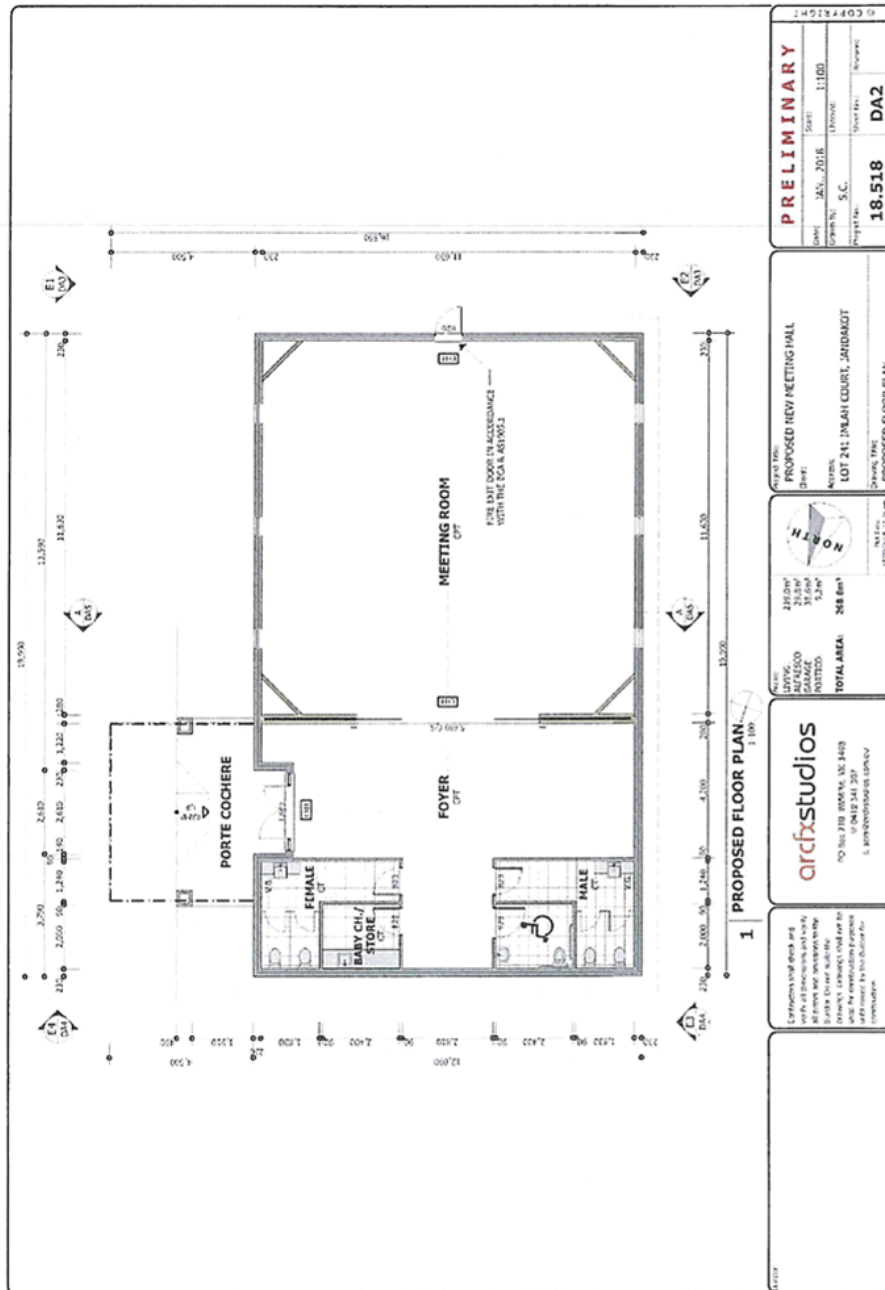
for

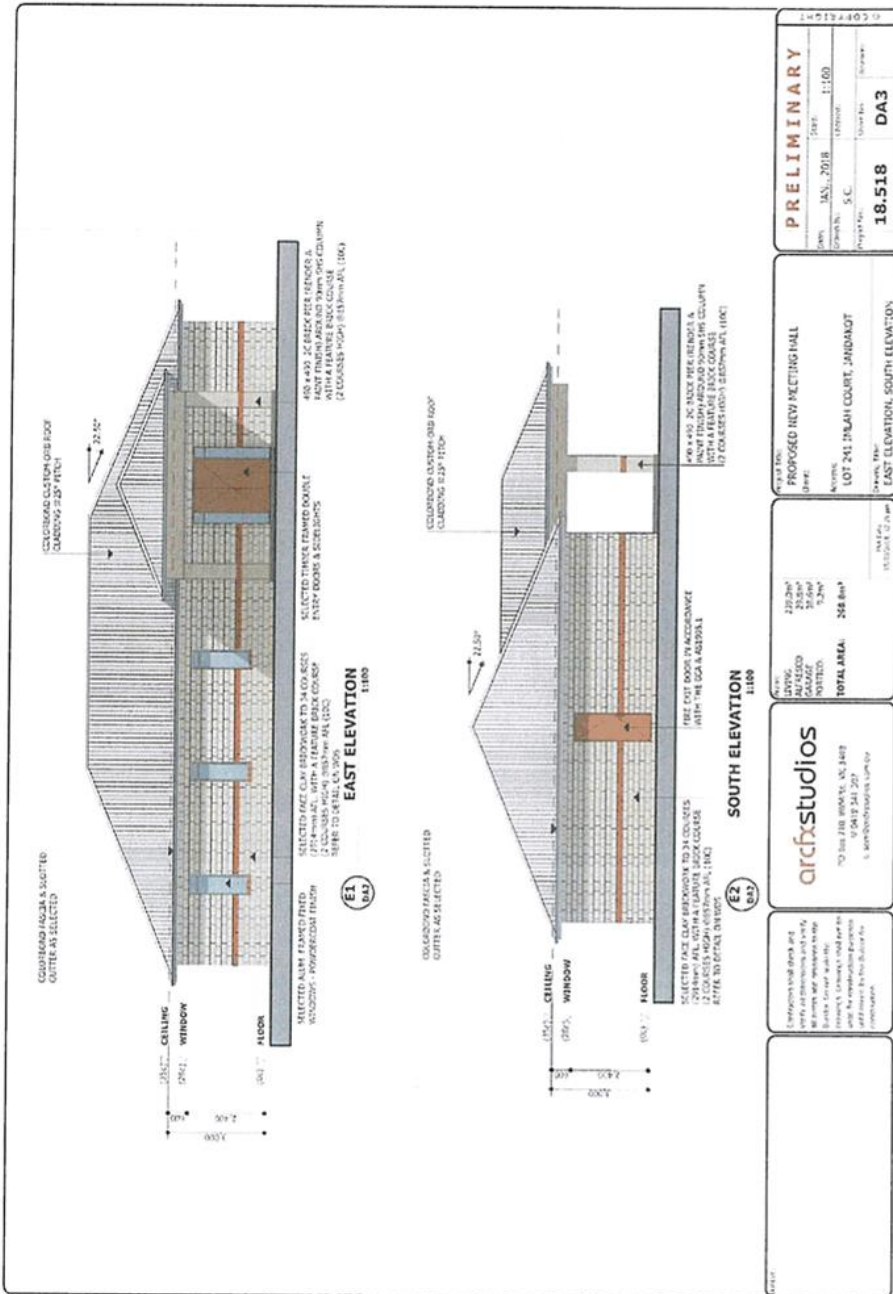
## at LOT 241 IMLAH COURT, JANDAKOT



DRAWING SCHEDULE		REV	
DWG No.	TITLE		
DA0	COVER SHEET		
DA2	PROPOSED FLOOR PLAN		
DA3	PROPOSED ELEVATIONS (1 OF 2)		
DA4	PROPOSED ELEVATIONS (2 OF 2)		
DA5	SECTION A-A		

<p><b>PROPOSED NEW MEETING HALL</b></p> <p>Lot No: 241                  Lot Area: 232.8m<sup>2</sup>                  Gross Floor Area: 79.8m<sup>2</sup>                  Net Floor Area: 23.8m<sup>2</sup>                  Total Area: 256.6m<sup>2</sup></p>	<p><b>PRELIMINARY</b></p> <p>Date: JUN, 2018                  County: S.C.                  Drawing No: 18.518                  Revision: DA0</p>	<p><b>arcfxstudios</b></p> <p>100, Jalan 7/4b, INDAH UTAMA,                  50450 KUALA LUMPUR, MALAYSIA</p>	<p>PROPOSED NEW MEETING HALL</p> <p>Lot No: 241 IMLAH COURT, JANDAKOT</p> <p>COVER SHEET</p>
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<b>PRELIMINARY</b>	
Date: JAN., 2018	Scale: 1:100
Drawn: S.C.	Checked: S.C.
Project No: 18.518	Sheet No: DA3

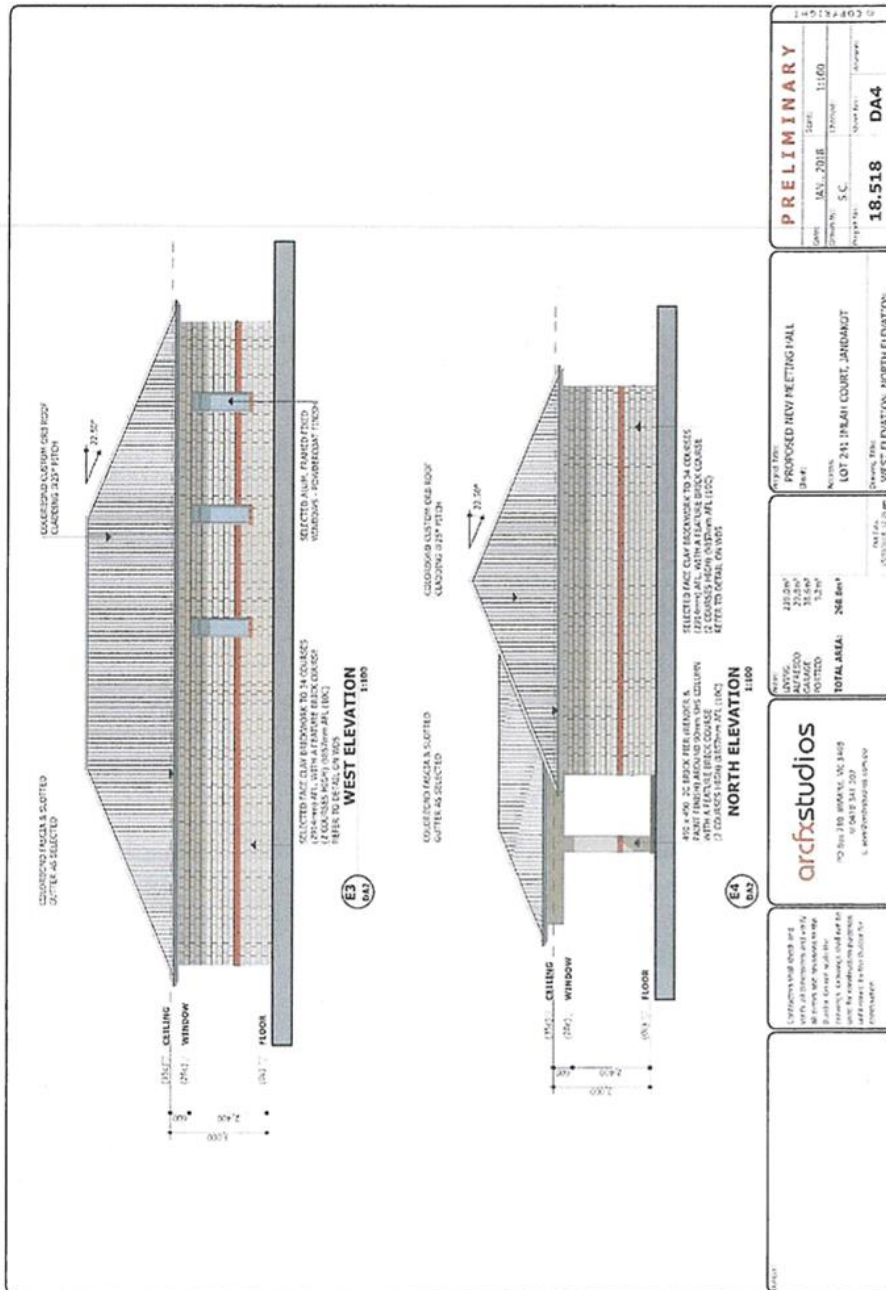
PROPOSED NEW MEETING HALL
LOT 24, INDAH COURT, MIDHART
EAST ELEVATION, SOUTH ELEVATION

232.20m <sup>2</sup>	232.20m <sup>2</sup>
232.20m <sup>2</sup>	232.20m <sup>2</sup>
232.20m <sup>2</sup>	232.20m <sup>2</sup>
<b>TOTAL AREA: 268.8m<sup>2</sup></b>	

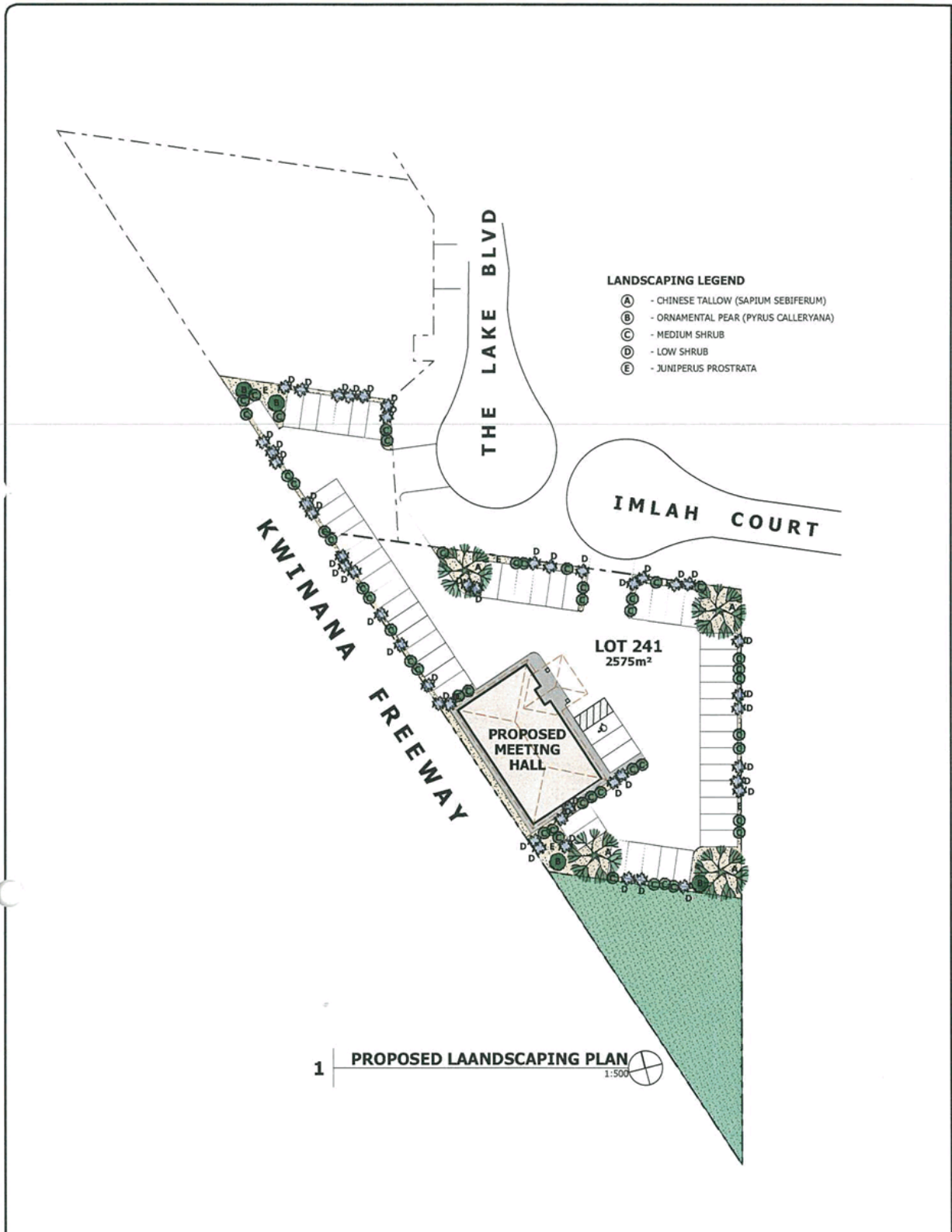
**arxfstudios**

70, Jalan 118/105A, No. 1412  
 50412 241 227  
 5, Jalan 118/105A, Lot 105A

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1 | PROPOSED LANDSCAPING PLAN 1:500

<p>PO Box 710, IRVING, VIC 3498 M 0412 341 307 E som@arcfxstudios.com.au</p>	<p>Areas:</p> <p>LIVING: 239.0m<sup>2</sup> ALFRESCO: 29.8m<sup>2</sup> GARAGE: 38.6m<sup>2</sup> PORTICO: 9.2m<sup>2</sup></p> <p><b>TOTAL AREA: 268.8m<sup>2</sup></b></p>	<p>Plot Date: 1/05/2018, 1:12 pm</p>	<p>Project Title: <b>PROPOSED NEW MEETING HALL</b></p> <p>Client: LEEMING GOSPEL TRSUT</p> <p>Address: LOT 241 IMLAH COURT, JANDAKOT</p>	PRELIMINARY	
	<p>Date: JAN., 2018</p> <p>Drawn by: S.C.</p> <p>Project No.: <b>18.518</b></p>		<p>Scale: 1:500</p> <p>Checked:</p> <p>Sheet No.: <b>DA6</b></p> <p>Revision:</p>	© COPYRIGHT	

**14.8 SALE OF LAND LOCATION: LOT 1 SEMPLE COURT, SOUTH LAKE  
OWNER: CITY OF COCKBURN APPLICANT: SOUTH LAKE  
GARDENS PTY LTD**

**Author(s)** L Gatt and S Downing

**Attachments** N/A

**RECOMMENDATION**

That Council

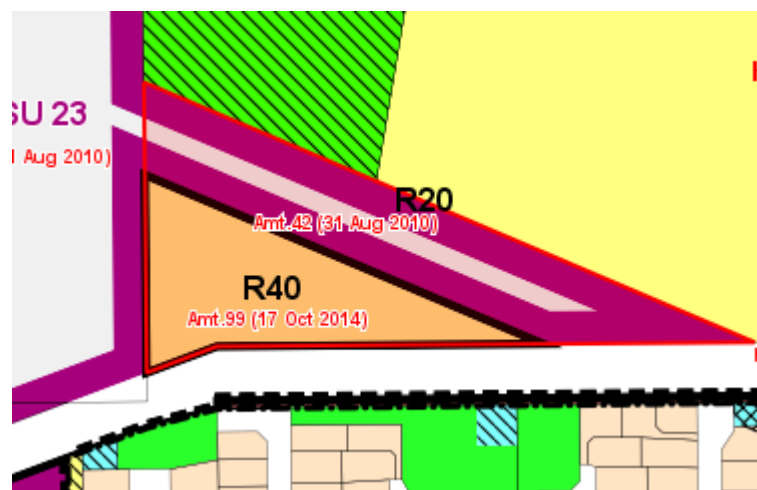
- (1) accept the offer of \$2,592,000 from South Lake Gardens Pty Ltd to purchase Lot 1 Semple Court South Lake (Lot 1); and
- (2) subject to:
  1. No objections being received following the statutory advertising pursuant to Section 3.58 of the *Local Government Act 1995*;
  2. A 12 month due diligence period;
  3. A settlement date on or before 24 months from the date the contract is executed, at the discretion of the buyer;
  4. A \$100,000 deposit with a non-refundable portion of \$20,000 if the contract is cancelled after 4 months, within the 12 month due diligence period;
  5. The residual portion of land encumbered by the high voltage power lines being subdivided off by the buyer (being the portion of land not including the development site or area for the local road), and this residual portion of land being returned to the City of Cockburn at the cost of a peppercorn; and
  6. The funds from the sale of the land be transferred to the Land Development and Investment Fund Reserve.

**Background**

Lot 1 was transferred to the City from Western Power (Electricity Networks Corporation) in March 2006 as part of an agreement that the City would landscape and maintain Lot 50 South Lake Drive, an abutting property, for a period of 20 years. A sketch showing Lot 1 is provided following. Lot 50 is known as Lakelands Reserve, and adjoins Lot 1. On the other side of Lot 1 is Lakelands SHS.



The northern portion of Lot 1 is encumbered by high voltage overhead power lines. The southern portion however has been zoned for residential development, and represents a unique development opportunity given the presence of green space and position along Berrigan Drive. The zoned portion is shown following:



The purpose of this report is to consider an offer from South Lake Gardens Pty Ltd to purchase the subject land from the City of Cockburn. The intended purchase includes returning to the City of Cockburn the residual portion of land encumbered by the high voltage power lines, which is the northern strip of land minus the development site and area for local road. Retaining this area beneath the powerlines as a freehold lot provides additional flexibility for the City, for example to accommodate additional green space, pedestrian pathways and additional overflow capacity car parking for the new Lakelands Hockey Centre. It is recommended Council support the sale.

### Submission

An offer from the South Lake Gardens Pty Ltd of \$2,592,000 has been received for the subject land.

### Report

Yaran Group (Yaran) approached the City with an interest in the site in question, seeing it as an opportunity to deliver high quality affordable housing in the suburb of South Lake. Following initial discussions, an offer was presented for consideration. The offer is to enable development of the site for a high quality yet affordable housing outcome.

In considering the proposed offer, input was initially obtained from the City's Recreation Services Team to understand whether long term expansion of the Lakelands Hockey Centre (once established) could utilise this land. After careful analysis Recreation Services confirmed that there was no strategic need to retain this land, but that they supported the City retaining the freehold land beneath the powerlines. This is proposed as part of this offer. The advantage of retaining this strip of land beneath the powerlines to effectively separate development from the active recreation area is as follows:

- It assists in managing the potential of stray hockey balls, soft balls and cricket balls from the playing fields;
- It increases the separation between future residential properties and any proposed sports lighting; and
- It provides potential land for overflow car parking.

Accordingly the City has concluded that the proposal to sell the development component (zoned residential), while still retaining the area beneath the powerlines (zoned special use) is considered appropriate.

The development will have a mixture of villas and grouped dwellings on survey strata blocks. The majority of the dwellings will have two bedrooms with one or two bathrooms to cater for over 60% of the residents in Southlake who are one or two person households. This is an important objective for improving housing choice in the suburb. Yaran has advised that they will provide a high standard of finish throughout the proposed dwellings including engineered stone benchtops, quality cabinetry and reverse cycle air conditioning. Affordability is achieved through efficient design eliminating wasted space yet ensuring all spaces are very functional, and through economies of scale. It is Yaran's intention to offer their YAHOI (Yaran Affordable Home Ownership Initiative) to the purchasers of the units in the development.

YAHOI is a rent to buy program to facilitate home ownership by assisting in accruing a deposit whereby:

- i. Tenant pays market value rent for property as determined by a licensed independent valuation firm. The leases are signed for at least 1 year at a time and rents increased or decreased by Rental CPI each year.
- ii. 20% of the rent paid is credited towards the purchase of the property after five continuous years of rental. Therefore five years of rent payments results in one year's rent as credit towards contract.
- iii. Purchase will be based on market valuation as determined by an independent licensed valuer at the time of purchase with the total credits received being credited as a deposit on the contract.
- iv. An additional bonus incentive of 2% of the purchase price is credited towards the purchase to assist with settlement costs should the tenant meet the target savings in the savings schedule

Yaran has offered to purchase Lot 1 for \$2,592,000. The City's property valuers have advised that an indicative land value would be between \$2,350,000 and \$2,950,000 and a recent market appraisal from a local Real Estate Agent has provided an indicative land value of \$2,500,000 to \$2,600,000.

The offer proposed by Yaran is considered appropriate based on the potential that the land represents as a future development project and that the residual northern strip of land under the power lines will be transferred back to the City as a freehold allotment. In essence the offer is for the development site and space for the local road.

It will also be an important opportunity for the City to demonstrate how it supports solutions to housing affordability and diversity, noting this being one of the first models of YAHOI in the Perth Metropolitan Area.

Advertising as required by Section 3.58 of the *Local Government Act 1995* will be undertaken following the resolution of Council to this report. The public advertising closing date for submissions will be two weeks from the advertising date and if any submissions are received they will be the subject of a further report to Council.

It is therefore recommended that Council accept the offer from the South Lake Gardens Pty Ltd to purchase Lot 1 Semple Court, South Lake and advise the applicant accordingly.

### **Strategic Plans/Policy Implications**

#### City Growth

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

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

### **Budget/Financial Implications**

Proceeds of the sale totalling \$2,592,000 will be transferred to the Land Development and Investment Fund Reserve. The City is not required to provide services to the lot.

### **Legal Implications**

Provisions of Section 3.58 of the *Local Government Act 1995* apply.

### **Community Consultation**

Details of the proposed sale will be advertised in a newspaper for State wide publication, as required by Section 3.58 of the *Local Government Act 1995*.

### **Risk Management Implications**

The risk to Council is the potential loss of an offer that is at market value that includes a proposed development that will offer an affordable home ownership proposal in a mixture of single storey villas and two storey townhouses on survey strata blocks. It will be a risk to not embrace opportunities like these to help address housing affordability through unique project opportunities.

### **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 13 September 2018 Ordinary Council Meeting.

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

Nil

## 15. FINANCE & CORPORATE SERVICES DIVISION ISSUES

### 15.1 LIST OF PAYMENTS MADE FROM MUNICIPAL AND TRUST FUND - JULY 2018

<b>Author(s)</b>	N Mauricio
<b>Attachments</b>	1. <a href="#">Payments Listing - July 2018</a> ↓ 2. <a href="#">Payments Summary - July 2018</a> ↓

#### RECOMMENDATION

That Council receive the List of Payments made from the Municipal and Trust Funds for July 2018, 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

The lists of accounts paid for July 2018 totalling \$15,563,758.25 is attached to the Agenda for consideration. The list contains details of 712 payments made by the City in relation to goods and services purchased by the City, as well as summarised totals for credit card and payroll transactions paid.

#### Strategic Plans/Policy Implications

##### Leading & Listening

Deliver sustainable governance through transparent and robust policy and processes

Ensure sound long term financial management and deliver value for money

#### Budget/Financial Implications

All payments made have been provided for within the City's annual budget as adopted and amended by Council.

**Legal Implications**

This item ensures compliance with S 6.10(d) of the *Local Government Act 1995* and Regulations 12 & 13 of the *Local Government (Financial Management) Regulations 1996*.

**Community Consultation**

N/A

**Risk Management Implications**

Council is receiving the list of payments already made by the City in meeting its contractual requirements. This is a statutory requirement and allows Council to review and question any payment made.

**Advice to Proponent(s)/Submissioners**

N/A

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

Nil



JULY PAYMENTS LISTING

MUNICIPAL & TRUST FUND

Payment Ref.	Account No.	Account/Payee	Date	Value
EF113707	28517	CLICKSUPER PAYROLL DEDUCTIONS	4/07/2018	7.90
EF113708	10152	AUST SERVICES UNION PAYROLL DEDUCTIONS	4/07/2018	1,180.20
EF113709	10154	AUSTRALIAN TAXATION OFFICE PAYROLL DEDUCTIONS	4/07/2018	422,424.00
EF113710	10305	CHILD SUPPORT AGENCY PAYROLL DEDUCTIONS	4/07/2018	3,514.08
EF113711	10733	HOSPITAL BENEFIT FUND PAYROLL DEDUCTIONS	4/07/2018	79.80
EF113712	10888	LJ CATERERS CATERING SERVICES	4/07/2018	8,500.70
EF113713	11001	LOCAL GOVERNMENT RACING & CEMETERIES EMPLOYEES UNION LGRCEU PAYROLL DEDUCTIONS	4/07/2018	164.00
EF113714	11857	CHAMPAGNE SOCIAL CLUB PAYROLL DEDUCTIONS	4/07/2018	500.00
EF113715	11800	45S CLUB PAYROLL DEDUCTIONS	4/07/2018	18.00
EF113716	18553	SELECTUS PTY LTD PAYROLL DEDUCTIONS	4/07/2018	17,050.00
EF113717	19726	HEALTH INSURANCE FUND OF WA PAYROLL DEDUCTIONS	4/07/2018	2,528.00
EF113718	25987	TOYOTA FLEET MANAGEMENT PAYROLL DEDUCTIONS - NOVATED LEASE	4/07/2018	608.14
EF113719	26987	CTI RISK MANAGEMENT SECURITY - CASH COLLECTION	4/07/2018	2,479.25
EF113720	27442	CONWAY Highbury Pty Ltd CONSULTANCY	4/07/2018	825.00
EF113721	10152	AUST SERVICES UNION PAYROLL DEDUCTIONS	5/07/2018	1,180.20
EF113722	10154	AUSTRALIAN TAXATION OFFICE PAYROLL DEDUCTIONS	5/07/2018	422,424.00
EF113723	10305	CHILD SUPPORT AGENCY PAYROLL DEDUCTIONS	5/07/2018	3,514.08
EF113724	10733	HOSPITAL BENEFIT FUND PAYROLL DEDUCTIONS	5/07/2018	79.80
EF113725	10888	LJ CATERERS CATERING SERVICES	5/07/2018	8,500.70
EF113726	11001	LOCAL GOVERNMENT RACING & CEMETERIES EMPLOYEES UNION LGRCEU PAYROLL DEDUCTIONS	5/07/2018	164.00
EF113727	11857	CHAMPAGNE SOCIAL CLUB PAYROLL DEDUCTIONS	5/07/2018	500.00
EF113728	11800	45S CLUB PAYROLL DEDUCTIONS	5/07/2018	18.00
EF113729	18553	SELECTUS PTY LTD PAYROLL DEDUCTIONS	5/07/2018	17,050.00
EF113730	19726	HEALTH INSURANCE FUND OF WA PAYROLL DEDUCTIONS	5/07/2018	2,528.00
EF113731	25987	TOYOTA FLEET MANAGEMENT PAYROLL DEDUCTIONS - NOVATED LEASE	5/07/2018	608.14
EF113732	28517	CLICKSUPER PAYROLL DEDUCTIONS	5/07/2018	7.90
EF113733	26987	CTI RISK MANAGEMENT SECURITY - CASH COLLECTION	5/07/2018	2,479.25
EF113734	27442	CONWAY Highbury Pty Ltd CONSULTANCY	5/07/2018	825.00
EF113735	27474	AIRHEAD SPORTS GROUP WATERSPORTS MANUFACTUREER	5/07/2018	5,787.52
EF113736	10244	BUILDING & CONST INDUSTRY TRAINING FUND LEVY PAYMENT	10/07/2018	36,325.79
EF113737	10484	DEPT OF MINERALS & ENERGY INDUSTRY REGULATION AND SAFETY	10/07/2018	13,782.70
EF113738	12585	SOUTHERN METRO REGIONAL COUNCIL - LOANS LOAN REPAYMENT	10/07/2018	26,532.92
EF113739	18203	NAT SYNC ENVIRONMENTAL PEST CONTROL	10/07/2018	385.00
EF113740	26987	CTI RISK MANAGEMENT SECURITY - CASH COLLECTION	10/07/2018	1,299.25
EF113741	88888	SUNDRY CREDITOR EFT REFUND	10/07/2018	48.48
EF113742	88888	SUNDRY CREDITOR EFT REFUND	10/07/2018	500.00
EF113743	99996	MICHAEL COCHRANE RATES REFUND	10/07/2018	2,789.00
EF113744	99997	MS HARDWICK NICHOLAS HARDWICK JUNIOR SPORT TRAVEL	10/07/2018	400.00
EF113745	99997	LINDA MCKENNA LETICIA MCKENNA JUNIOR SPORT TRAVEL AS.	10/07/2018	400.00
EF113746	99997	BROOKE MALONE LGACSG - JUNIOR SPORT TRAVEL ASSISTANCE	10/07/2018	400.00
EF113747	99997	AMY BARLOW & LIAM COLGAN CROSS-OVER CONTRIBUTION - LIAM COLGAN	10/07/2018	300.00

EF113748	99997	DEPARTMENT OF HUMAN SERVICES CENTREPAY TRANSACTION CHARGES FOR MAY	10/07/2018	283.14
EF113749	99997	SOUTHERN LIONS RUGBY UNION FOOTBALL CLUB KID SPORT KS024152 S WITHELL	10/07/2018	165.00
EF113750	99997	FREMANTLE PCYC KID SPORT INVOICE KS024153 M MCGREGOR	10/07/2018	121.00
EF113751	99997	T CAMPBELL CROSSOVER REFUND QUOTE 4717	10/07/2018	1,550.00
EF113752	10047	ALINTA ENERGY NATURAL GAS & ELECTRICITY SUPPLY	10/07/2018	7,315.52
EF113753	11794	SYNERGY ELECTRICITY USAGE/SUPPLIES	10/07/2018	269,043.00
EF113754	10359	COCKBURN PAINTING SERVICE PAINTING SUPPLIES/SERVICES	10/07/2018	1,661.00
EF113755	10375	VEOLIA ENVIRONMENTAL SERVICES WASTE SERVICES	10/07/2018	582.89
EF113756	10384	PROGILITY PTY LTD COMMUNICATION SERVICES	10/07/2018	158.40
EF113757	10535	WORKPOWER INCORPORATED EMPLOYMENT SERVICES - PLANTING	10/07/2018	2,586.54
EF113758	10944	MCLEODS LEGAL SERVICES	10/07/2018	540.03
EF113759	11036	NORTHLAKE ELECTRICAL ELECTRICAL SERVICES	10/07/2018	1,208.41
EF113760	11208	QUICK CORPORATE AUSTRALIA PTY LTD STATIONERY/CONSUMABLES	10/07/2018	513.50
EF113761	11307	SATELLITE SECURITY SERVICES PTY LTD SECURITY SERVICES	10/07/2018	1,083.50
EF113762	11483	ST JOHN AMBULANCE AUST WA OPERATIONS FIRST AID COURSES	10/07/2018	301.00
EF113763	11557	TECHNOLOGY ONE LTD IT CONSULTANCY SERVICES	10/07/2018	344,095.69
EF113764	11625	TOTAL EDEN PTY LTD RETICULATION SUPPLIES	10/07/2018	1,348.58
EF113765	20549	A1 CARPET, TILE & GROUT CLEANING CLEANING SERVICES - TILES/CARPET	10/07/2018	2,299.00
EF113766	22553	BROWNE'S FOOD OPERATIONS CATERING SUPPLIES	10/07/2018	61.11
EF113767	24864	FREMANTLE FOOTBALL CLUB MERCHANDISE STOCK FOR RETAIL SALE	10/07/2018	2,007.39
EF113768	25737	THE TRUSTEE FOR SARB ENTERPRISES HYBRID TRUST T/A DATABASE CONSULTANTS AUSTRALIA CONSULTANCY SERVICES	10/07/2018	11,412.50
EF113769	25822	FIT2WORK.COM.AU MERCURY SEARCH AND SELECTION PTY LTD EMPLOYEE CHECK	10/07/2018	275.00
EF113770	26195	PLAY CHECK CONSULTING SERVICES	10/07/2018	330.00
EF113771	26508	BRAYCO GLOBAL PTY LTD FABRICATION SERVICES	10/07/2018	823.00
EF113772	26614	MARKETFORCE PTY LTD ADVERTISING	10/07/2018	1,000.92
EF113773	26669	TURNER DESIGN PTY LTD GRAPHIC DESIGN CONSULTANCY	10/07/2018	935.00
EF113774	26826	PINDAN CONTRACTING PTY LTD BUILDING CONSTRUCTION SERVICES	10/07/2018	15,653.74
EF113775	26898	SPANDEX ASIA PACIFIC PTY LTD SIGNAGE SUPPLIER	10/07/2018	1,341.50
EF113776	26938	MAJESTIC PLUMBING PLUMBING SERVICES	10/07/2018	734.73
EF113777	27032	WTP AUSTRALIA PTY LTD QUANTITY SURVEYORS	10/07/2018	924.00
EF113778	27034	ADELBY PTY LTD FIREBREAK CONSTRUCTION	10/07/2018	1,078.00
EF113779	27242	KP ELECTRIC (AUSTRALIA) PTY LTD ELECTRICAL SERVICES	10/07/2018	179.14
EF113780	27311	TOX FREE AUSTRALIA WASTE MANAGEMENT	10/07/2018	2,324.59
EF113781	10152	AUST SERVICES UNION PAYROLL DEDUCTIONS	16/07/2018	1,091.70
EF113782	10154	AUSTRALIAN TAXATION OFFICE PAYROLL DEDUCTIONS	16/07/2018	455,702.00
EF113783	10305	CHILD SUPPORT AGENCY PAYROLL DEDUCTIONS	16/07/2018	3,680.43
EF113784	10733	HOSPITAL BENEFIT FUND PAYROLL DEDUCTIONS	16/07/2018	79.80
EF113785	11001	LOCAL GOVERNMENT RACING & CEMETERIES EMPLOYEES UNION LGRCEU PAYROLL DEDUCTIONS	16/07/2018	143.50
EF113786	11857	CHAMPAGNE SOCIAL CLUB PAYROLL DEDUCTIONS	16/07/2018	496.80
EF113787	11860	45S CLUB PAYROLL DEDUCTIONS	16/07/2018	18.00
EF113788	18553	SELECTUS PTY LTD PAYROLL DEDUCTIONS	16/07/2018	16,115.27
EF113789	19726	HEALTH INSURANCE FUND OF WA PAYROLL DEDUCTIONS	16/07/2018	1,264.00
EF113790	25987	TOYOTA FLEET MANAGEMENT PAYROLL DEDUCTIONS - NOVATED LEASE	16/07/2018	608.14
EF113791	89888	COCKBURN FIVE HUNDRED BOND REFUND	16/07/2018	56,700.00

EF113792	88888	<b>ROBERT DONALD</b> BOND REFUND	18/07/2018	3,270.00
EF113793	99997	<b>ZURICH AUSTRALIAN IN SURANCE LTD</b> CLAIM NUMBER 638023599 - 1GNE148	18/07/2018	1,000.00
EF113794	99997	<b>CLIFF MCKINLEY</b> STAFF REIMBURSEMENT CLIFF MCKINLEY STUDY	18/07/2018	2,298.00
EF113795	27492	<b>SUPERCHOICE SERVICES PTY LIMITED</b> PAYROLL DEDUCTIONS	27/07/2018	513,783.71
EF113796	26987	<b>CTI RISK MANAGEMENT</b> SECURITY - CASH COLLECTION	17/07/2018	2,005.05
EF113797	26987	<b>CTI RISK MANAGEMENT</b> SECURITY - CASH COLLECTION	24/07/2018	1,233.45
EF113798	27277	<b>DEPARTMENT OF WATER AND ENVIRONMENTAL REGULATION</b> QUARTERLY LAND FILL LEVY	28/07/2018	832,993.41
EF113799	10152	<b>AUST SERVICES UNION</b> PAYROLL DEDUCTIONS	30/07/2018	1,089.70
EF113800	10154	<b>AUSTRALIAN TAXATION OFFICE</b> PAYROLL DEDUCTIONS	30/07/2018	407,580.00
EF113801	10305	<b>CHILD SUPPORT AGENCY</b> PAYROLL DEDUCTIONS	30/07/2018	3,757.24
EF113802	10733	<b>HOSPITAL BENEFIT FUND</b> PAYROLL DEDUCTIONS	30/07/2018	79.80
EF113803	10888	<b>LJ CATERERS</b> CATERING SERVICES	30/07/2018	12,092.66
EF113804	11001	<b>LOCAL GOVERNMENT RACING &amp; CEMETERIES EMPLOYEES UNION LGRCEU</b> PAYROLL DEDUCTIONS	30/07/2018	143.50
EF113805	11857	<b>CHAMPAGNE SOCIAL CLUB</b> PAYROLL DEDUCTIONS	30/07/2018	498.00
EF113806	11860	<b>45S CLUB</b> PAYROLL DEDUCTIONS	30/07/2018	18.00
EF113807	18553	<b>SELECTUS PTY LTD</b> PAYROLL DEDUCTIONS	30/07/2018	16,050.22
EF113808	19726	<b>HEALTH INSURANCE FUND OF WA</b> PAYROLL DEDUCTIONS	30/07/2018	1,264.00
EF113809	25987	<b>TOYOTA FLEET MANAGEMENT</b> PAYROLL DEDUCTIONS - NOVATED LEASE	30/07/2018	608.14
EF113810	10747	<b>IINET LIMITED</b> INTERNET SERVICES	30/07/2018	649.85
EF113811	11348	<b>SHIRE OF KALAMUNDA</b> ENTRY FEES	30/07/2018	2,197.05
EF113812	11758	<b>WATER CORP UTILITY ACCOUNT ONLY - PLEASE REFER TO 11760 WHEN RAISING PO</b> WATER USAGE / SUNDRY CHARGES	30/07/2018	48,550.72
EF113813	11760	<b>WATER CORPORATION</b> SEWER EASEMENT	30/07/2018	1,553.86
EF113814	11867	<b>KEVIN JOHN ALLEN</b> MONTHLY COUNCILLOR ALLOWANCE	31/07/2018	2,613.67
EF113815	12740	<b>MAYOR LOGAN HOWLETT</b> MONTHLY COUNCILLOR ALLOWANCE & REIMBURSEMENTS	31/07/2018	12,303.28
EF113816	19059	<b>CAROL REEVE-FOWKES</b> MONTHLY COUNCILLOR ALLOWANCE & REIMBURSEMENTS	31/07/2018	3,810.72
EF113817	20634	<b>LEE-ANNE SMITH</b> MONTHLY COUNCILLOR ALLOWANCE	31/07/2018	4,465.00
EF113818	23339	<b>STEPHEN PRATT</b> MONTHLY COUNCILLOR ALLOWANCE	31/07/2018	2,613.67
EF113819	25353	<b>PHILIP EVA</b> MONTHLY COUNCILLOR ALLOWANCE	31/07/2018	2,613.67
EF113820	26996	<b>CHAMONIX TERBLANCHE</b> MONTHLY COUNCILLOR ALLOWANCE & REIMBURSEMENTS	31/07/2018	3,458.20
EF113821	27326	<b>MICHAEL SEPAROVICH</b> MONTHLY COUNCILLOR ALLOWANCE & REIMBURSEMENTS	31/07/2018	2,661.50
EF113822	27327	<b>CHONTELLE SANDS</b> MONTHLY COUNCILLOR ALLOWANCE	31/07/2018	2,613.67
EF113823	27475	<b>LARA KIRKWOOD</b> MONTHLY COUNCILLOR ALLOWANCE	31/07/2018	2,613.67
EF113824	88888	<b>JEN CROWIER</b> BOND REFUND	31/07/2018	500.00
EF113825	88888	<b>ALEKSANDAR KLISARIC</b> BOND REFUND	31/07/2018	150.00
EF113826	88888	<b>LINDSAY COFFEY</b> BOND REFUND	31/07/2018	500.00
EF113827	88888	<b>PHILIP LANSBURY</b> BOND REFUND	31/07/2018	500.00
EF113828	88888	<b>MARK HAFFENDEN</b> BOND REFUND	31/07/2018	473.95
EF113829	99997	<b>LILYANNE PORSCHA CROFT</b> LGAC99 - JUNIOR SPORT TRAVEL ASSISTANCE	31/07/2018	400.00
EF113830	99997	<b>BREAST CANCER CARE WA</b> PURPLE BRA DAY FUNDRAISER - CITY OF COCK	31/07/2018	468.80
EF113831	99997	<b>ELLA DUDKO</b> CAT STERILISATION REBATE - ELLA DUDKO	31/07/2018	50.00
EF113832	99997	<b>KEVIN JAMES HORSLEY</b> PEN FEE REFUND REQUEST - K HOARSLEY	31/07/2018	153.00
EF113833	99997	<b>FREMANTLE CITY DOCKERS JUNIOR FOOTBALL</b> KIDSPORT INV: KS022618 JAMES COCKEY	31/07/2018	150.00
EF113834	99997	<b>FREMANTLE CITY DOCKERS JUNIOR FOOTBALL</b> KIDSPORT INV: KS023213 - PAUL WALLEY	31/07/2018	150.00
EF113835	99997	<b>LIBERTY NETBALL CLUB</b> KIDSPORT INV: KS022528 LIV ROMSLOE	31/07/2018	150.00

EF113836	99997	COCKBURN CITY SOCCER CLUB INC KIDSPORT INV: KS023634 TERRY LE BRIZ	31/07/2018	165.00
EF113837	99997	NORTHERN DISTRICTS GYMNASIIC CLUB KIDSPORT INV: KS023589 LEE MAKAYLAH	31/07/2018	165.00
EF113838	99997	WESTERN KNIGHTS SOCCER CLUB KIDSPORT INV:KS023382 CHASE TILBROOK	31/07/2018	165.00
EF113839	99997	BIBRA LAKE SCOUT GROUP KIDSPORT INV:KS023448 CASH MCLINTOSH	31/07/2018	150.00
EF113840	99997	PERTH BASKETBALL ASSOCIATION KIDSPORT INV: KS023486 GEMMA ELLIS	31/07/2018	165.00
EF113841	99997	COCKBURN COUGARS SOFTBALL AND SPORTING KIDSPORT INV: KS023333 X2 CHILDREN	31/07/2018	300.00
EF113842	99997	CIRCUSWA KIDSPORT INV: KS023136 XAVIER CARWARDINE	31/07/2018	165.00
EF113843	99997	WILLETTON FOOTBALL CLUB INC KIDSPORT INV: KS023191 ZACHARY AQUINO	31/07/2018	150.00
EF113844	99997	PERTH BASKETBALL ASSOCIATION KIDSPORT INV: KS023131 ELI M	31/07/2018	165.00
EF113845	99997	FREMANTLE CITY DOCKERS JUNIOR FOOTBALL KIDSPORT INV: KS023694 TYSON HART	31/07/2018	150.00
EF113846	99997	FLAMES NETBALL CLUB - SAMSON KIDSPORT INV: KS022954 X4 CHILDREN	31/07/2018	600.00
EF113847	99997	FREMANTLE CITY DOCKERS JUNIOR FOOTBALL KIDSPORT INV: KS023420 X 2 CHILDREN	31/07/2018	300.00
EF113848	99997	YU CHEN CHEN COMPOST BIN REBATE-YU-CHEN CHEN	31/07/2018	39.95
EF113849	99997	LYNETTE HANUSH COMPOST BIN REBATE- L.HANUSH	31/07/2018	50.00
EF113850	99997	MARTIN KLIMA COMPOST BIN REBATE- M.KLIMA	31/07/2018	39.95
EF113851	99997	COCKBURN STATE EMERGENCY SERVICES COCKBURN STATE EMERGENCY SERVICES REIMBU	31/07/2018	8,917.70
EF113852	99997	TERENCE VALLES REPAYMENT OF FEES - T VALLES	31/07/2018	58.95
EF113853	99997	HAMMOND PARK PRIMARY SCHOOL ENVIRONMENTAL EDUCATION GRANT 2018	31/07/2018	1,100.00
EF113854	99997	BLUE GUM MONTESSORI SCHOOL ENVIRONMENTAL EDUCATION GRANT 2018	31/07/2018	1,100.00
EF113855	99997	HAMMOND PARK CATHOLIC PRIMARY SCHOOL ENVIRONMENTAL EDUCATION GRANT 2018	31/07/2018	1,100.00
EF113856	99997	MAGA PTY LTD (SKG RADIOLOGY) LIBRARY ROOM DIFFERENCE REFUND - MAGA	31/07/2018	150.00
EF113857	99997	SCOUTS WA - ATWELL SCOUT GROUP KIDSPORT INV KS024013 - C OLSEN	31/07/2018	165.00
EF113858	99997	JANDAKOT PRIMARY DONATION	31/07/2018	572.00
EF113859	99997	COREY LOWKE BIRD BATH REBATE - COREY LOWKE	31/07/2018	9.50
EF113860	99997	MEGAN MCKINLAY BIRD BATH REBATE - MEGAN MCKINLAY	31/07/2018	47.00
EF113861	99997	SUPARNA WHALE BIRD BATH REBATE - SUPARNA WHALE	31/07/2018	42.40
EF113862	99997	NADJA KUBALSKY ART FACILITATION - N.KUBALSKY	31/07/2018	400.00
EF113863	99997	SOUTH COOGEE BUSHFIRE BRIGADE REIMBURSEMENT SOUTH COOGEE BUSHFIRE	31/07/2018	1,200.00
EF113864	99997	GREY HASTE COMPOST BIN REBATE 18 TOULON GROVE	31/07/2018	42.40
EF113865	99997	KIRSTIE MARSHALL COMPOST BIN REBATE 98 AURORA DRIVE	31/07/2018	50.00
EF113866	99997	BASILIA VINCI COMPOST BIN REBATE 176 CLONTARF ROAD	31/07/2018	42.49
EF113867	99997	WAYNE SMITH ARC REFUND	31/07/2018	18.88
EF113868	99997	JANDAKOT VOLUNTEER BUSHFIRE BRIGADE INVOICE 00263	31/07/2018	1,804.40
EF113869	99997	JANDAKOT VOLUNTEER BUSHFIRE BRIGADE INVOICE 00265	31/07/2018	165.00
EF113870	99997	COCKBURN JUNIOR FOOTBALL CLUB KIDSPORT INV KS024037 - B BINDER	31/07/2018	150.00
EF113871	99997	ROSALIND EVANS ARC REFUND MEMBERSHIP CANCELLATION	31/07/2018	483.57
EF113872	99997	KW & LA MILLS FLU INJECTION REIMBURSEMENT	31/07/2018	19.98
EF113873	99997	FREMANTLE RUGBY LEAGUE CLUB KIDSPORT INV KS024081 - J KELLY	31/07/2018	100.00
EF113874	99997	STACEY NICHOLAS ARC NETBALL COMP REFUND STACEY NICHOLAS	31/07/2018	630.00
EF113875	99997	MRS AUDREY ORR CLIENT PAYMENT - A ORR ON BEHALF OF K OR	31/07/2018	20.00
EF113876	99997	ROCELIANA PALMERO CROSSOVER CONTRIBUTION - R PALMERO	31/07/2018	300.00
EF113877	99997	JONATHAN TAN CROSSOVER CONTRIBUTION - J TAN	31/07/2018	300.00
EF113878	99997	ANDREW HOSKING AND TANYA WOOD CROSSOVER CONTRIBUTION - A HOSKING	31/07/2018	300.00
EF113879	99997	MRS AMANDA M BOOTH CROSSOVER CONTRIBUTION - A BOOTH	31/07/2018	300.00

EF113880	99997	<b>PERPARIM TOTRAKU</b> CROSSOVER CONTRIBUTION - P TOTRAKU	31/07/2018	300.00
EF113881	99997	<b>RUI G DA SILVA</b> CROSSOVER CONTRIBUTION - R DA SILVA	31/07/2018	300.00
EF113882	99997	<b>LIANG WANG</b> CROSSOVER CONTRIBUTION - L WANG	31/07/2018	300.00
EF113883	99997	<b>SERGIO &amp; JANNA LUCIA</b> CROSSOVER CONTRIBUTION - S & J LUCIA	31/07/2018	300.00
EF113884	99997	<b>SERGIO &amp; JANNI LUCIA</b> CROSSOVER CONTRIBUTION - S & J LUCIA	31/07/2018	300.00
EF113885	99997	<b>BAKER P.A. &amp; P.J.</b> COMMERCIAL DRIVING ASSESSMENT	31/07/2018	137.50
EF113886	99997	<b>PETER TRAINE</b> REIMBURSE PETER TRAINE SAFETY GLASSES	31/07/2018	300.00
EF113887	99997	<b>WARP TRAFFIC MANAGEMENT</b> REFUND - WARP TRAFFIC MANAGEMENT	31/07/2018	182.00
EF113888	99997	<b>TRACEY REES</b> COMPOST BIN REBATE - T REES	31/07/2018	39.95
EF113889	99997	<b>TANYA PARISH</b> COMPOST BIN REBATE - T PARISH	31/07/2018	50.00
EF113890	99997	<b>ADAM BODDY</b> COMPOST BIN REBATE - A BODDY	31/07/2018	50.00
EF113891	99997	<b>R K BLACK AND E ROBINSON</b> COMPOST BIN REBATE - R BLACK	31/07/2018	50.00
EF113892	99997	<b>STEPHEN MARK AUSTIN</b> SENIOR SECURITY SUBSIDY SCHEME	31/07/2018	200.00
EF113893	99997	<b>WENDY WARBURTON</b> SENIOR SECURITY SUBSIDY SCHEME	31/07/2018	300.00
EF113894	99997	<b>MURDOCH CHASE RESIDENT ASSOCIATION</b> LGAC57	31/07/2018	1,000.00
EF113895	99997	<b>MURDOCH CHASE RESIDENT ASSOCIATION</b> LGAC57	31/07/2018	116.00
EF113896	99997	<b>COCKBURN BASKETBALL ASSOCIATION INC</b> KID SPORT KS024190 GRANTLEY WINMAR	31/07/2018	115.50
EF113897	99997	<b>COCKBURN BASKETBALL ASSOCIATION INC</b> KID SPORT KS024191 D. RUSSELL B.TAYLOR	31/07/2018	231.00
EF113898	99997	<b>SPEARWOOD HAWKS JUNIOR BASKETBALL CLUB</b> KID SPORT KS024183 P LYNDEN	31/07/2018	150.00
EF113899	99997	<b>AVIVO</b> DERICK BELL UNSPENT FUNDS TRANSFER	31/07/2018	1,045.75
EF113900	99997	<b>PETER CARRELLO</b> REIMBURSEMENT OF FLU VACCINATION - P CAR	31/07/2018	24.99
EF113901	99997	<b>COCKBURN JUNIOR FOOTBALL CLUB</b> KIDSPORT INV KS024240 - N PARIS	31/07/2018	150.00
EF113902	99997	<b>FREMANTLE PCYC</b> KIDSPORT INV KS0204209 - O GRIMWOOD	31/07/2018	165.00
EF113903	99997	<b>LORRAINE WOOD</b> COMPOST BIN REBATE - T WOOD	31/07/2018	50.00
EF113904	99997	<b>JOSEPH &amp; ANTONETTA C CHONG</b> COMPOST BIN REBATE - J CHONG	31/07/2018	50.00
EF113905	99997	<b>KRISTY GROOBY</b> COMPOST BIN REBATE KRISTY GROOBY	31/07/2018	50.00
EF113906	99997	<b>HAMILTON HILL COMMUNITY GROUP</b> PLANNING APPLICATION	31/07/2018	147.00
EF113907	99997	<b>RACHEL PLEASANT</b> CROSSOVER - R PLEASANT	31/07/2018	300.00
EF113908	99997	<b>MR S N GOVENDER</b> CROSSOVER - N GOVENDER	31/07/2018	300.00
EF113909	99997	<b>AUBIN GROVE COMMUNITY ASSOCIATION</b> SPONSORSHIP-NEIGHBOURHOOD SAUSAGE SIZZLE	31/07/2018	2,974.00
EF113910	99997	<b>COCKBURN JUNIOR FOOTBALL CLUB</b> KIDSPORT INV KS024294	31/07/2018	85.00
EF113911	99997	<b>FREMANTLE RUGBY LEAGUE CLUB</b> KIDSPORT INV KS024293 L ROSER	31/07/2018	150.00
EF113912	99997	<b>REBECCA BOWEN</b> REQUEST FOR REIMBURSEMENT REBECCA BOWEN	31/07/2018	34.20
EF113913	99997	<b>JOSEPHINE BOOTH</b> REQUEST FOR REIMBURSEMENT JOSEPHINE BOOT	31/07/2018	63.30
EF113914	99997	<b>KATHRYN GEORGE</b> REQUEST FOR REIMBURSEMENT - KATHRYN GEOR	31/07/2018	90.00
EF113915	99997	<b>RFDS WA</b> ROYAL FLYING DOCTOR SERVICE FUNDRAISING	31/07/2018	200.00
EF113916	99997	<b>DANIEL BRUYN</b> CROSSOVER CONTRIBUTION - D BRUYN	31/07/2018	300.00
EF113917	99997	<b>MARIE JORDAN</b> REQUEST FOR REIMBURSEMENT MARIE JORDAN	31/07/2018	65.00
EF113918	99997	<b>OSCAR D ROJAS</b> CROSSOVER CONTRIBUTION - Q RAJAS	31/07/2018	300.00
EF113919	99997	<b>PETER KIERATH</b> COMPOST BIN REBATE - R KIERATH	31/07/2018	50.00
EF113920	99997	<b>MR J LOH &amp; MRS SIEW MEE BONG</b> CROSSOVER CONTRIBUTION - J LOH	31/07/2018	300.00
EF113921	99997	<b>MURDOCH WARRIORS FUT SAL CLUB DINA BASTO</b> SPORTS EQUIP GRANT #98	31/07/2018	805.46
EF113922	99997	<b>COCKBURN BMX LEIGHTON PRATT</b> SPORTS EQUIP GRANT #97	31/07/2018	1,000.00
EF113923	99997	<b>RUSSELL EDWARD POTTER &amp; BARBARA POTTER</b> SENIOR SECURITY SUBSIDY SCHEME	31/07/2018	300.00

EF113924	99997	<b>ANNA MARTIN</b> SENIOR SECURITY SUBSIDY SCHEME	31/07/2018	300.00
EF113925	99997	<b>ROSEMARY ANN VAN</b> SENIOR SECURITY SUBSIDY SCHEME	31/07/2018	200.00
EF113926	99997	<b>BRYAN WILLIAMS</b> INDIVIDUAL SPONSORSHIP	31/07/2018	1,000.00
EF113927	99997	<b>COCKBURN LAKES FOOTBALL CLUB LIONEL MCQU</b> MINOR CAPITAL WORKS GRANT 2018/7928997	31/07/2018	4,000.00
EF113928	99997	<b>JANDAKOT JETS JUNIOR FOOTBALL CLUB LEITH</b> MINOR CAPITAL WORKS GRANT 2018	31/07/2018	1,471.49
EF113929	99997	<b>BEELIAR COMMUNITY VOICE INC.</b> ALCOA COCKBURN COMMUNITY PROJECT FUND	31/07/2018	8,372.00
EF113930	99997	<b>SHEREE TEALE</b> COMPOST BIN REBATE	31/07/2018	50.00
EF113931	99997	<b>BRAVES BASEBALL CLUB</b> KIDSPORT KS024391 E, M & S. FORREST	31/07/2018	450.00
EF113932	99997	<b>COOGEE BASKETBALL CLUB INC</b> KIDSPORT KS024390 KYLA WICKHAM	31/07/2018	150.00
EF113933	99997	<b>FINANCIALLY EMPOWERED</b> INVOICE INV-0445 WORKSHOP FEE	31/07/2018	825.00
EF113934	99997	<b>MOSAIC BITES</b> INVOICE INV-0010 CATERING INVOICE	31/07/2018	495.00
EF113935	99997	<b>SAM MONAGHAN</b> UNDERGRADUATE CONTRIBUTION	31/07/2018	2,293.25
EF113936	99997	<b>TAWANDA NYAKUDJGA</b> CROSSOVER CONTRIBUTION - T NYAKUDJGA	31/07/2018	300.00
EF113937	99997	<b>CHRISTOPHER PUCILLO</b> CROSSOVER CONTRIBUTION - C PUCILLO	31/07/2018	300.00
EF113938	99997	<b>BRENT WARDMAN</b> CROSSOVER CONTRIBUTION - B WARDMAN	31/07/2018	300.00
EF113939	99997	<b>DIANE KOH</b> CROSSOVER CLAIM - D KOH	31/07/2018	300.00
EF113940	99997	<b>FREMANTLE PCYC</b> KIDSPORT INV KS024320	31/07/2018	245.30
EF113941	99997	<b>ALANA AUSTEN</b> UNDERGRAD CONTRIBUTION-SEM1 2018	31/07/2018	1,197.00
EF113942	99997	<b>COCKBURN CITY SOCCER CLUB INC</b> KIDSPORT INV: KS024404 X3 CHILDREN	31/07/2018	605.00
EF113943	99997	<b>VISION EQUITY</b> REFUND FOR CANCELLED BOOKING DUE TO INJU	31/07/2018	400.00
EF113944	99997	<b>COMMUNITY OF AUBIN GROVE</b> JULY NEWSLETTER - DELEGATED AUTHORITY LG	31/07/2018	555.50
EF113945	99997	<b>MCCC</b> INVOICE 004625 - SPONSORSHIP TO JUNE 19	31/07/2018	6,252.50
EF113946	10047	<b>ALINTA ENERGY</b> NATURAL GAS & ELECTRCITY SUPPLY	31/07/2018	406.80
EF113947	11794	<b>SYNERGY</b> ELECTRICITY USAGE/SUPPLIES	31/07/2018	22,856.27
EF113948	12025	<b>TELSTRA CORPORATION</b> COMMUNICATIONS SERVICES	31/07/2018	20,246.41
EF113949	10058	<b>ALSCO PTY LTD</b> HYGIENE SERVICES/SUPPLIES	31/07/2018	5,375.90
EF113950	10071	<b>AUSTRALASIAN PERFORMING RIGHT ASSOC. LTD</b> LICENCE - PERFORMING RIGHTS	31/07/2018	688.51
EF113951	10086	<b>ARTEIL WA PTY LTD</b> ERGONOMIC CHAIRS	31/07/2018	739.20
EF113952	10097	<b>BLACKWOODS ATKINS</b> ENGINEERING SUPPLIES	31/07/2018	332.00
EF113953	10110	<b>AUSRECORD</b> STATIONERY SUPPLIES	31/07/2018	90.20
EF113954	10118	<b>AUSTRALIA POST</b> POSTAGE CHARGES	31/07/2018	64,948.91
EF113955	10160	<b>DORMA AUSTRALIA PTY LTD</b> AUTOMATIC DOOR SERVICES	31/07/2018	21,475.63
EF113956	10184	<b>BENARA NURSERIES</b> PLANTS	31/07/2018	1,269.83
EF113957	10201	<b>BIG W DISCOUNT STORES</b> VARIOUS SUPPLIES	31/07/2018	325.00
EF113958	10207	<b>BOC GASES</b> GAS SUPPLIES	31/07/2018	806.77
EF113959	10212	<b>BOSS BOLLARDS</b> SECURITY PRODUCTS	31/07/2018	2,728.00
EF113960	10221	<b>BP AUSTRALIA LIMITED</b> DIESEL/PETROL SUPPLIES	31/07/2018	28,430.21
EF113961	10226	<b>BRIDGESTONE AUSTRALIA LTD</b> TYRE SERVICES	31/07/2018	22,491.63
EF113962	10246	<b>BUNNINGS BUILDING SUPPLIES PTY LTD</b> HARDWARE SUPPLIES	31/07/2018	3,613.47
EF113963	10255	<b>CABCHARGE AUSTRALIA PTY LTD</b> CABCHARGES	31/07/2018	1,114.48
EF113964	10256	<b>CABLE LOCATES &amp; CONSULTING</b> LOCATING SERVICES	31/07/2018	2,282.50
EF113965	10287	<b>CENTRELINE MARKINGS</b> LINEMARKING SERVICES	31/07/2018	1,815.00
EF113966	10307	<b>CHILDREN'S BOOK COUNCIL WA</b> CHILDRENS BOOKS	31/07/2018	578.00
EF113967	10333	<b>CJD EQUIPMENT PTY LTD</b> HARDWARE SUPPLIES	31/07/2018	1,545.01

EF113968	10346	COATES HIRE OPERATIONS PTY LTD EQUIPMENT HIRING SERVICES	31/07/2018	1,289.62
EF113969	10359	COCKBURN PAINTING SERVICE PAINTING SUPPLIES/SERVICES	31/07/2018	7,265.50
EF113970	10368	COCKBURN WETLANDS EDUCATION CENTRE COMMUNITY GRANT	31/07/2018	460.00
EF113971	10375	VEOLIA ENVIRONMENTAL SERVICES WASTE SERVICES	31/07/2018	8,372.08
EF113972	10380	COLQUHOUNS FREMANTLE BAG COMPANY WOVEN BAGS	31/07/2018	605.00
EF113973	10384	PROGILITY PTY LTD COMMUNICATION SERVICES	31/07/2018	24,504.81
EF113974	10456	DATANET PTY LTD SOFTWARE MODIFICATIONS	31/07/2018	18,780.88
EF113975	10483	LANDGATE MAPPING/LAND TITLE SEARCHES	31/07/2018	4,694.59
EF113976	10526	E & MJ ROSHER PTY LTD MOWER EQUIPMENT	31/07/2018	425.10
EF113977	10528	EASIFLEET MANAGEMENT VEHICLE LEASE	31/07/2018	568.90
EF113978	10535	WORKPOWER INCORPORATED EMPLOYMENT SERVICES - PLANTING	31/07/2018	33,341.48
EF113979	10537	EDUCATIONAL ART SUPPLIES CO ART/CRAFT SUPPLIES	31/07/2018	1,707.38
EF113980	10573	FAIRBRIDGE WESTERN AUSTRALIA INC OUTDOOR RECREATION SERVICES	31/07/2018	810.00
EF113981	10580	FC COURIERS COURIER SERVICES	31/07/2018	1,998.61
EF113982	10589	FINES ENFORCEMENT REGISTRY FINES ENFORCEMENT FEES	31/07/2018	1,333.50
EF113983	10597	FLEXI STAFF PTY LTD EMPLOYMENT SERVICES	31/07/2018	59,409.35
EF113984	10600	FLICK ANTIMICECT PTY LTD FORMERLY FLICK PEST CONTROL SERVICES PEST CONTROL SERVICES	31/07/2018	385.00
EF113985	10636	FUJI XEROX AUSTRALIA PTY LTD PHOTOCOPY CHARGES	31/07/2018	7,522.19
EF113986	10641	GALVINS PLUMBING SUPPLIES PLUMBING SERVICES	31/07/2018	746.44
EF113987	10655	GHD PTY LTD CONSULTANCY SERVICES	31/07/2018	18,742.02
EF113988	10679	GRASSTREES AUSTRALIA PLANTS & PLANTING SERVICES	31/07/2018	16,428.50
EF113989	10732	HORIZONS WEST BUS & COACHLINES TRANSPORTATION SERVICES	31/07/2018	1,089.00
EF113990	10767	INST OF PUBLIC WORKS ENG AUST - NSW TRAINING SERVICES	31/07/2018	1,375.00
EF113991	10787	JANDAKOT ACCIDENT REPAIR CENTRE PANEL BEATING SERVICES	31/07/2018	1,000.00
EF113992	10794	JASON SIGNMAKERS SIGNS	31/07/2018	2,055.35
EF113993	10814	JR & A HERSEY PTY LTD SAFETY CLOTHING SUPPLIES	31/07/2018	1,585.30
EF113994	10827	KELYN TRAINING SERVICES TRAINING SERVICES	31/07/2018	1,910.00
EF113995	10872	LAWN DOCTOR TURF MAINTENANCE SERVICES	31/07/2018	2,805.00
EF113996	10900	LO-GO APPOINTMENTS EMPLOYMENT SERVICES	31/07/2018	1,180.98
EF113997	10913	BUCHER MUNICIPAL PTY LTD PURCHASE OF NEW PLANT / REPAIR SERVICES	31/07/2018	7,013.93
EF113998	10917	MAGIC NISSAN PURCHASE OF VEHICLES, PARTS & REPAIRS	31/07/2018	460.00
EF113999	10918	MAIN ROADS WA REPAIRS/MAINTENANCE SERVICES	31/07/2018	27,915.61
EF114000	10923	MAJOR MOTORS PTY LTD REPAIRS/MAINTENANCE SERVICES	31/07/2018	152,378.70
EF114001	10944	MCLEODS LEGAL SERVICES	31/07/2018	59,239.42
EF114002	10991	BEACON EQUIPMENT MOWING EQUIPMENT	31/07/2018	5,310.25
EF114003	11022	NATIVE ARC GRANTS & DONATIONS	31/07/2018	700.00
EF114004	11028	NEVERFAIL SPRINGWATER LTD BOTTLED WATER SUPPLIES	31/07/2018	624.39
EF114005	11036	NORTHLAKE ELECTRICAL ELECTRICAL SERVICES	31/07/2018	175,279.95
EF114006	11077	P & G BODY BUILDERS PTY LTD PLANT BODY BUILDING SERVICES	31/07/2018	426.14
EF114007	11152	FULTON HOGAN INDUSTRIES PTY LTD ROAD MAINTENANCE	31/07/2018	3,678.40
EF114008	11177	PITNEY BOWES AUSTRALIA PTY LTD GIS SOFTWARE	31/07/2018	50,879.40
EF114009	11182	PREMIUM BRAKE & CLUTCH SERVICE BRAKE SERVICES	31/07/2018	6,207.74
EF114010	11205	QUALITY TRAFFIC MANAGEMENT PTY LTD TRAFFIC CONTROL SERVICES	31/07/2018	15,379.12
EF114011	11208	QUICK CORPORATE AUSTRALIA PTY LTD STATIONERY/CONSUMABLES	31/07/2018	7,736.94

EF114012	11248	<b>RICOH AUSTRALIA</b> OFFICE EQUIPMENT	31/07/2018	81.62
EF114013	11267	<b>ROLLOWAYS</b> ENTERTAINMENT SERVICES	31/07/2018	264.00
EF114014	11307	<b>SATELLITE SECURITY SERVICES PTY LTD</b> SECURITY SERVICES	31/07/2018	11,848.84
EF114015	11308	<b>BOSS INDUSTRIAL FORMALLY SBA SUPPLIES</b> HARDWARE SUPPLIES	31/07/2018	5,146.19
EF114016	11331	<b>SHAWMAC PTY LTD</b> CONSULTANCY SERVICES - CIVIL	31/07/2018	3,850.00
EF114017	11337	<b>SHERIDAN'S FOR BADGES</b> NAME BADGES & ENGRAVING	31/07/2018	1,235.36
EF114018	11361	<b>SIGMA CHEMICALS PTY LTD</b> CHEMICAL SUPPLIES	31/07/2018	5,476.77
EF114019	11425	<b>SOUTHERN METROPOLITAN REGIONAL COUNCIL</b> WASTE DISPOSAL GATE FEES	31/07/2018	608,705.93
EF114020	11449	<b>SPEARWOOD FLORIST ULTIMATE CO PTY LTD</b> FLORAL ARRANGEMENTS	31/07/2018	187.00
EF114021	11459	<b>SPEARWOOD VETERINARY HOSPITAL</b> VETERINARY SERVICES	31/07/2018	514.50
EF114022	11483	<b>ST JOHN AMBULANCE AUST WA OPERATIONS</b> FIRST AID COURSES	31/07/2018	221.00
EF114023	11493	<b>SAI GLOBAL LTD</b> PUBLICATIONS - STANDARDS	31/07/2018	6,560.98
EF114024	11502	<b>STATE LAW PUBLISHER</b> ADVERTISING SERVICES	31/07/2018	100.00
EF114025	11511	<b>STATEWIDE BEARINGS</b> BEARING SUPPLIES	31/07/2018	16.50
EF114026	11533	<b>SUPERBOWL MELVILLE</b> ENTERTAINMENT SERVICES	31/07/2018	397.50
EF114027	11546	<b>T FAULKNER &amp; CO</b> INSTALLATIONS/SUPPLY OF HAND RAILS	31/07/2018	14,960.00
EF114028	11556	<b>TECHNIFIRE 2000</b> FIRE FIGHTING EQUIPMENT	31/07/2018	16.34
EF114029	11625	<b>TOTAL EDEN PTY LTD</b> RETICULATION SUPPLIES	31/07/2018	21,028.17
EF114030	11642	<b>TRAILER PARTS PTY LTD</b> TRAILER PARTS	31/07/2018	241.61
EF114031	11651	<b>TREE WATERING SERVICES</b> TREE WATERING SERVICES	31/07/2018	9,168.00
EF114032	11657	<b>TRUCKLINE PARTS CENTRES</b> AUTOMOTIVE SPARE PARTS	31/07/2018	37.18
EF114033	11658	<b>TRUGRADE MEDICAL SUPPLIES</b> MEDICAL SUPPLIES	31/07/2018	197.20
EF114034	11667	<b>TURFMASTER FACILITY MANAGEMENT</b> TURF & MOWING SERVICES	31/07/2018	11,484.00
EF114035	11701	<b>VIBRA INDUSTRIAL FILTRATION A/ASIA</b> FILTER SUPPLIES	31/07/2018	487.30
EF114036	11702	<b>VILLA DALMACIA ASSOCIATION INC.</b> SOCIAL CLUB ACTIVITIES	31/07/2018	600.00
EF114037	11708	<b>VITAL PACKAGING PTY LTD</b> PACKAGING SUPPLIES	31/07/2018	4,162.95
EF114038	11722	<b>WA HINO SALES &amp; SERVICE</b> PURCHASE OF NEW TRUCKS / MAINTENANCE	31/07/2018	126,929.08
EF114039	11773	<b>WESFARMERS LANDMARK LIMITED</b> CHEMICAL SUPPLIES	31/07/2018	1,100.00
EF114040	11787	<b>DEPT OF TRANSPORT</b> VEHICLE SEARCH FEES	31/07/2018	125.20
EF114041	11789	<b>WALGA</b> ADVERTISING/TRAINING SERVICES	31/07/2018	97,546.73
EF114042	11793	<b>WESTERN IRRIGATION PTY LTD</b> IRRIGATION SERVICES/SUPPLIES	31/07/2018	49,450.03
EF114043	11795	<b>WESTERN POWER</b> STREET LIGHTING INSTALLATION & SERVICE	31/07/2018	180,161.00
EF114044	11806	<b>WESTRAC PTY LTD</b> REPAIRS/MTNCE - EARTHMOVING EQUIPMENT	31/07/2018	61,761.90
EF114045	11835	<b>WURTH AUSTRALIA PTY LTD</b> HARDWARE SUPPLIES	31/07/2018	936.13
EF114046	12028	<b>CITY OF ARMADALE</b> ANIMAL DISPOSAL SERVICES	31/07/2018	63.75
EF114047	12127	<b>ABLE WESTCHEM</b> CHEMICAL/CLEANING SUPPLIES	31/07/2018	212.23
EF114048	12219	<b>PARKS AND LEISURE AUSTRALIA</b> SUBSCRIPTION RENEWAL	31/07/2018	605.00
EF114049	12320	<b>MUNDARING GARDEN CENTRE</b> PLANT SUPPLIES	31/07/2018	13,467.70
EF114050	12388	<b>ELITE POOL COVERS</b> POOL COVERS	31/07/2018	121.00
EF114051	12497	<b>TROPHY CHOICE</b> TROPHY SUPPLIES	31/07/2018	4,500.45
EF114052	12542	<b>SEALIN GARLETT</b> CEREMONIAL SERVICES	31/07/2018	400.00
EF114053	12656	<b>COOGEE BEACH SURF LIFESAVING CLUB INC</b> POORE GROVE SLSC DEVELOPMENT COSTS	31/07/2018	1,440.00
EF114054	12672	<b>NORMAN DISNEY &amp; YOUNG</b> CONSULTANCY SERVICES	31/07/2018	27,466.45
EF114055	12791	<b>ALCHEMY TECHNOLOGY</b> COMPUTER SOFTWARE SERVICES	31/07/2018	708.12



EF114056	13056	<b>CLEANDUSTRIAL SERVICES PTY LTD</b> CLEANING SERVICES	31/07/2018	87,399.62
EF114057	13150	<b>WESTERN AUSTRALIAN ELECTORAL COMMISSION</b> ELECTION EXPENSES	31/07/2018	57,810.57
EF114058	13238	<b>SPINELESS WONDERS</b> INSECT WORKSHOP	31/07/2018	520.00
EF114059	13462	<b>ATI-MIRAGE PTY LTD</b> TRAINING SERVICES	31/07/2018	495.00
EF114060	13563	<b>GREEN SKILLS INC</b> EMPLOYMENT SERVICES	31/07/2018	35,684.34
EF114061	13582	<b>DBS FENCING</b> FENCING SERVICES	31/07/2018	3,322.00
EF114062	13670	<b>HISCO PTY LTD</b> HOSPITALITY SUPPLIES	31/07/2018	252.34
EF114063	13671	<b>WINC AUSTRALIA PTY LTD</b> OFFICE/STATIONERY SUPPLIES	31/07/2018	3,953.14
EF114064	13779	<b>PORTER CONSULTING ENGINEERS</b> ENGINEERING CONSULTANCY SERVICES	31/07/2018	17,655.00
EF114065	13834	<b>SULO MGB AUSTRALIA PTY LTD</b> MOBILE GARBAGE BINS	31/07/2018	1,183.60
EF114066	13860	<b>KRS CONTRACTING</b> WASTE COLLECTION SERVICES	31/07/2018	4,974.20
EF114067	13968	<b>AIR &amp; POWER PTY LTD</b> MECHANICAL PARTS	31/07/2018	431.53
EF114068	14258	<b>WARP GROUP PTY LTD</b> ROAD CONSTRUCTION MATERIALS	31/07/2018	3,133.56
EF114069	14476	<b>COCKBURN PLEASURE BOAT STORAGE</b> STORAGE SERVICES	31/07/2018	990.00
EF114070	14593	<b>AU STREND INTERNATIONAL PTY LTD</b> ALUMINIUM SUPPLIES	31/07/2018	2,849.00
EF114071	14631	<b>WASTE GAS RESOURCES PTY LTD</b> POWER GENERATION	31/07/2018	5,420.80
EF114072	14667	<b>APPEALING SIGNS</b> SIGNS	31/07/2018	704.00
EF114073	14777	<b>LGIS JARDINE LLOYD THOMPSON PTY LTD</b> INSURANCE PREMIUMS	31/07/2018	348,240.97
EF114074	15271	<b>PLE COMPUTERS PTY LTD PLE CORPORATE IT</b> COMPUTER HARDWARE	31/07/2018	116.57
EF114075	15393	<b>STRATAGREEN</b> HARDWARE SUPPLIES	31/07/2018	2,032.68
EF114076	15588	<b>NATURAL AREA HOLDINGS PTY LTD</b> WEED SPRAYING	31/07/2018	9,873.07
EF114077	15609	<b>CATALYSE PTY LTD</b> CONSULTANCY SERVICES	31/07/2018	2,840.00
EF114078	15678	<b>AZZ PEST CONTROL THE TRUSTEE FOR CALDOW TRADING TRUST</b> PEST CONTROL	31/07/2018	1,047.00
EF114079	15746	<b>WESTERN AUSTRALIA POLICE SERVICE</b> POLICE CLEARANCES	31/07/2018	29.80
EF114080	15850	<b>ECOSCAPE</b> ENVIRONMENTAL CONSULTANCY	31/07/2018	660.00
EF114081	15868	<b>CARDNO (WA) PTY LTD</b> CONSULTANCY SERVICES - ENGINEERING	31/07/2018	5,500.00
EF114082	15914	<b>T-QUIP</b> MOWING EQUIPMENT	31/07/2018	1,208.70
EF114083	15916	<b>1SPATIAL AUSTRALIA</b> ANNUAL SOFTWARE SUBSCRIPTION	31/07/2018	2,420.00
EF114084	16084	<b>CMS ENGINEERING PTY LTD</b> AIRCONDITIONING SERVICES	31/07/2018	23,191.36
EF114085	16107	<b>WREN OIL</b> WASTE DISPOSAL SERVICES	31/07/2018	33.00
EF114086	16396	<b>MAYDAY EARTHMOVING</b> ROAD CONSTRUCTION MACHINE HIRE	31/07/2018	22,455.20
EF114087	16510	<b>LLOYD GEORGE ACOUSTICS PTY LTD</b> CONSULTANCY SERVICES - ACOUSTIC	31/07/2018	2,376.00
EF114088	16846	<b>ACTION GLASS &amp; ALUMINIUM</b> GLAZING SERVICES	31/07/2018	1,471.80
EF114089	16894	<b>TREBLEX INDUSTRIAL PTY LTD</b> CHEMICALS - AUTOMOTIVE	31/07/2018	1,185.80
EF114090	16985	<b>WA PREMIX</b> CONCRETE SUPPLIES	31/07/2018	8,454.38
EF114091	17097	<b>VALUE TISSUE</b> PAPER PRODUCTS	31/07/2018	45.98
EF114092	17343	<b>RAC BUSINESSWISE</b> MEMBERSHIP SUBSCRIPTION	31/07/2018	383.00
EF114093	17471	<b>PIRTEK (FREMANTLE) PTY LTD</b> HOSES & FITTINGS	31/07/2018	1,182.61
EF114094	17555	<b>MAIA FINANCIAL PTY LTD</b> EQUIPMENT LEASE PAYMENTS	31/07/2018	13,547.83
EF114095	17800	<b>ERECTIONS (WA)</b> GUARD RAILS	31/07/2018	6,527.40
EF114096	17827	<b>NILSEN (WA) PTY LTD</b> ELECTRICAL SERVICES	31/07/2018	13,430.82
EF114097	17927	<b>SHARYN EGAN</b> ARTISTIC SERVICES	31/07/2018	600.00
EF114098	18126	<b>DELL AUSTRALIA PTY LTD</b> COMPUTER HARDWARE	31/07/2018	4,176.70
EF114099	18508	<b>JOHN TURNER</b> BRICK LAYING SERVICES	31/07/2018	12,850.00

EF114100	18533	FRIENDS OF THE COMMUNITY INC. DONATION	31/07/2018	620.00
EF114101	18734	P & R EDWARDS ENTERTAINMENT SERVICES	31/07/2018	345.00
EF114102	18774	PROQUEST LLC SUBSCRIPTION	31/07/2018	4,874.88
EF114103	18799	DOWN TO EARTH TRAINING & ASSESSING TRAINING SERVICES	31/07/2018	7,600.00
EF114104	18801	FREMANTLE BIN HIRE BIN HIRE - SKIP BINS	31/07/2018	960.00
EF114105	18962	SEALANES (1985) P/L CATERING SUPPLIES	31/07/2018	3,946.44
EF114106	18997	GISSA INTERNATIONAL PTY LTD TRAINING SERVICES	31/07/2018	3,446.30
EF114107	19107	FOREVER SHINING MONUMENT	31/07/2018	27,408.50
EF114108	19502	WORLEYPARSONS SERVICES PTY LTD ENGINEERING CONSULTANCY SERVICES	31/07/2018	20,003.44
EF114109	19505	ADVANCED WINDOW SHUTTERS WINDOW SHUTTERS	31/07/2018	1,200.00
EF114110	19533	WOOLWORTHS LTD GROCERIES	31/07/2018	2,428.17
EF114111	19649	TELSTRA NETWORK INTEGRITY SERVICES COMMUNICATION SERVICES	31/07/2018	21,389.27
EF114112	19673	WA INTERPRETERS PTY LTD TRANSLATION/INTERPRETING	31/07/2018	267.30
EF114113	19938	ECHELON AUSTRALIA PTY LTD INSURANCE SERVICES	31/07/2018	7,920.00
EF114114	20000	AUST WEST AUTO ELECTRICAL P/L AUTO ELECTRICAL SERVICES	31/07/2018	22,040.60
EF114115	20146	DATA#3 LIMITED CONTRACT IT PERSONNEL & SOFTWARE	31/07/2018	786.37
EF114116	20230	BUTT OUT AUSTRALIA CLEANING SUPPLIES	31/07/2018	325.00
EF114117	20247	CHRISTIE PARKSAFE PARKS & RECREATIONAL PRODUCTS	31/07/2018	5,846.50
EF114118	20321	RIVERJET P/L EDUCTING-CLEANING SERVICES	31/07/2018	23,969.00
EF114119	20341	WILHELMINA MARIA HOUWEN GARDENING SERVICES	31/07/2018	3,360.00
EF114120	20549	A1 CARPET, TILE & GROUT CLEANING CLEANING SERVICES - TILES/CARPET	31/07/2018	4,081.00
EF114121	20751	DEPARTMENT OF TRANSPORT - BULK BILL VEHICLE LICENCING REGISTRATIONS	31/07/2018	65,971.45
EF114122	21120	SHOREWATER MARINE PTY LTD MARINE CONSTRUCTION SERVICES	31/07/2018	726.00
EF114123	21193	SPM CONSULTANTS PTY LTD CONSULTANCY SERVICES	31/07/2018	2,091.21
EF114124	21287	T.J.DEPIAZZI & SONS SOIL & MULCH SUPPLIES	31/07/2018	9,556.80
EF114125	21294	CAT HAVEN ANIMAL SERVICES	31/07/2018	1,178.00
EF114126	21371	LD TOTAL SANPOINT PTY LTD LANDSCAPING WORKS/SERVICES	31/07/2018	20,059.19
EF114127	21463	CAPITAL FINANCE AUSTRALIA LTD FINANCIAL SERVICES - LEASE FINANCES	31/07/2018	1,854.27
EF114128	21529	BRAND SUCCESS PROMOTIONAL PRODUCTS	31/07/2018	627.00
EF114129	21594	GREENSENSE PTY LTD CONSULTANCY - CLIMATE	31/07/2018	1,498.20
EF114130	21627	MANHEIM PTY LTD IMPOUNDED VEHICLES	31/07/2018	1,236.40
EF114131	21665	MMJ REAL ESTATE (WA) PTY LTD PROPERTY MANAGEMENT SERVICES	31/07/2018	45,029.60
EF114132	21678	IANNELLO DESIGNS GRAPHIC DESIGN	31/07/2018	808.50
EF114133	21697	ICT EXPRESS PTY LTD CONSULTANCY SERVICES - IT	31/07/2018	25,154.80
EF114134	21744	JB HI FI - COMMERCIAL ELECTRONIC EQUIPMENT	31/07/2018	9,365.20
EF114135	21747	UNICARE HEALTH WHEELCHAIR HIRE	31/07/2018	24.20
EF114136	21778	HILTON SQUASH AND FITNESS SPORTING SERVICES	31/07/2018	200.00
EF114137	21791	THE LEISURE INSTITUTE OF WA (AQUATIC S) INC. PROFESSIONAL ORGANISATION	31/07/2018	3,270.00
EF114138	21878	SOUTH FREMANTLE DISTRICT FOOTBALL DEVELOPMENT COUNCIL TRAINING	31/07/2018	175.00
EF114139	21946	RYAN'S QUALITY MEATS MEAT SUPPLIES	31/07/2018	1,474.28
EF114140	22106	INTELFIE GROUP SERVICES - DAIP	31/07/2018	5,308.95
EF114141	22119	BINDI BINDI DREAMING MARISSA VERMA CONSULT - ABORIGINAL EDUCATION/ENT	31/07/2018	1,320.00
EF114142	22337	SEGAFREDO ZANETTI AUSTRALIA PTY LTD COFFEE & COFFEE MACHINES	31/07/2018	124.10
EF114143	22414	REDEGROUP AUSTRALIAN PLASTIC CARD COMPANY PTY LTD PLASTIC MEMBERSHIP CARDS	31/07/2018	3,892.02

EF114144	22448	<b>CAKES WEST PTY LTD</b> CATERING	31/07/2018	266.48
EF114145	22511	<b>JOHNNY'S TILING</b> TILING SERVICES	31/07/2018	165.00
EF114146	22553	<b>BROWNES FOOD OPERATIONS</b> CATERING SUPPLIES	31/07/2018	1,170.13
EF114147	22569	<b>SONIC HEALTH PLUS PTY LTD</b> MEDICAL SERVICES	31/07/2018	4,604.60
EF114148	22613	<b>VICKI ROYANS</b> ARTISTIC SERVICES	31/07/2018	450.00
EF114149	22624	<b>AUSSIE EARTHWORKS PTY LTD</b> EARTHWORKS	31/07/2018	89,855.56
EF114150	22639	<b>SHATISH CHAUHAN</b> TRAINING SERVICES - YOGA	31/07/2018	1,791.00
EF114151	22682	<b>BEAVER TREE SERVICES PTY LTD</b> TREE PRUNING SERVICES	31/07/2018	88,740.39
EF114152	22752	<b>ELGAS LIMITED</b> GAS SUPPLIES	31/07/2018	363.54
EF114153	22805	<b>COVS PARTS PTY LTD</b> MOTOR PARTS	31/07/2018	130.90
EF114154	22806	<b>PUMA ENERGY (AUSTRALIA) FUELS PTY LTD</b> FUEL SUPPLIES	31/07/2018	120,231.86
EF114155	22854	<b>LGISWA</b> INSURANCE PREMIUMS	31/07/2018	712,323.80
EF114156	22859	<b>TOP OF THE LADDER GUTTER CLEANING</b> GUTTER CLEANING SERVICES	31/07/2018	3,034.49
EF114157	22879	<b>REMIDA PERTH INC</b> ARTISTIC SERVICES	31/07/2018	410.00
EF114158	22903	<b>UNIQUE INTERNATIONAL RECOVERIES LLC</b> DEBT COLLECTORS	31/07/2018	524.80
EF114159	22913	<b>AUSTRALIAN OFFICE LEADING BRANDS.COM.AU</b> ENVELOPES	31/07/2018	3,726.75
EF114160	23253	<b>KOTT GUNNING</b> LEGAL SERVICES	31/07/2018	2,403.94
EF114161	23332	<b>WRIGHT'S HEAVY RECOVERY</b> TOWING SERVICES	31/07/2018	1,210.00
EF114162	23348	<b>ZUMBA WITH HONEY</b> FITNESS CLASSES	31/07/2018	704.00
EF114163	23351	<b>COCKBURN GP SUPER CLINIC LIMITED T/A COCKBURN INTEGRATED HEALTH</b> LEASING FEES	31/07/2018	991.01
EF114164	23457	<b>TOTALLY WORK WEAR FREMANTLE</b> CLOTHING - UNIFORMS	31/07/2018	1,378.80
EF114165	23550	<b>HENRICKS CONSULTING PTY LTD</b> CONSULTANCY SERVICES - HUMAN RESOURCES	31/07/2018	1,359.60
EF114166	23570	<b>A PROUD LANDMARK PTY LTD</b> LANDSCAPE CONSTRUCTION SERVICES	31/07/2018	97,042.55
EF114167	23579	<b>DAIMLER TRUCKS PERTH</b> PURCHASE OF NEW TRUCK	31/07/2018	1,189.47
EF114168	23817	<b>ARUP PTY LTD</b> CONSULTANCY-ENG.PLANNING,DESIGN	31/07/2018	23,971.26
EF114169	23844	<b>TEAM SYSTEMS WA</b> LIFTING EQUIPMENT	31/07/2018	1,177.83
EF114170	23858	<b>SPECIALISED SECURITY SHREDDING</b> DOCUMENT DESTRUCTION SERVICES	31/07/2018	10.12
EF114171	23971	<b>FIND WISE LOCATION SERVICES</b> LOCATING SERVICES - UNDERGROUND	31/07/2018	6,406.95
EF114172	24128	<b>BANG THE TABLE PTY LTD</b> WEBSITE DESIGN	31/07/2018	22,550.00
EF114173	24156	<b>MASTEC AUSTRALIA PTY LTD</b> PURCHASE OF NEW BINS	31/07/2018	128,047.70
EF114174	24192	<b>THE ECO FAERIES</b> ENTERTAINMENT SERVICES	31/07/2018	300.00
EF114175	24275	<b>TRUCK CENTRE WA PTY LTD</b> PURCHASE OF NEW TRUCK	31/07/2018	419,059.18
EF114176	24506	<b>AMARANT'S PERSONAL TRAINING</b> PERSONAL TRAINING SERVICES	31/07/2018	825.00
EF114177	24599	<b>POOLWERX SPEARWOOD</b> ANALYTICAL SERVICES	31/07/2018	1,763.80
EF114178	24610	<b>ALL FLAGS SIGNS &amp; BANNERS</b> SIGNS, FLAGS, BANNERS	31/07/2018	7,001.50
EF114179	24643	<b>BIBLIOTHECA RFID LIBRARY SYSTEMS AUSTRALIA PTY LTD</b> PURCHASE OF LIBRARY TAGS	31/07/2018	36,179.00
EF114180	24655	<b>AUTOMASTERS SPEARWOOD</b> VEHICLE SERVICING	31/07/2018	3,783.00
EF114181	24733	<b>ROAD SPECIALIST AUSTRALIA</b> ROAD SERVICES	31/07/2018	394.02
EF114182	24734	<b>MYRIAD IMAGES</b> PHOTOGRAPHY SERVICES	31/07/2018	13,403.50
EF114183	24736	<b>ZENIEN</b> CCTV CAMERA LICENCES	31/07/2018	122,496.23
EF114184	24748	<b>PEARMAN'S ELECTRICAL &amp; MECHANICAL SERVICES P/L</b> ELECTRICAL SERVICES	31/07/2018	37,977.16
EF114185	24862	<b>BEARDS SECURITY DOORS AND AWNINGS</b> SECURITY SERVICES	31/07/2018	100.00
EF114186	24945	<b>NS PROJECTS PTY LTD</b> PROJECT MANAGEMENT SERVICES	31/07/2018	1,617.62
EF114187	24949	<b>BITUMEN SURFACING THE TRUSTEE FOR COMPLETE ROAD SERVICES TRUST</b> BITUMEN SUPPLIES	31/07/2018	255.75

EF114188	24974	SCOTT PRINT PRINTING SERVICES	31/07/2018	11,136.40
EF114189	25063	SUPERIOR PAK PTY LTD VEHICLE MAINTENANCE	31/07/2018	232.10
EF114190	25102	FREMANTLE MOBILE WELDING WELDING SERVICES	31/07/2018	10,815.20
EF114191	25115	FIIG INVESTMENT MANAGEMENT SERVICES	31/07/2018	2,750.00
EF114192	25128	HORIZON WEST LANDSCAPE & IRRIGATION P/L LANDSCAPING SERVICES	31/07/2018	30,730.68
EF114193	25333	INTELLIGENZ SOLUTIONS COMPUTER SOFTWARE	31/07/2018	4,715.66
EF114194	25415	JANDAKOT STOCK & PET SUPPLIES PET SUPPLIES	31/07/2018	260.90
EF114195	25418	CS LEGAL LEGAL SERVICES	31/07/2018	2,592.50
EF114196	25644	DYMOCKS GARDEN CITY PURCHASE OF BOOKS	31/07/2018	304.04
EF114197	25645	YELAKITJ MOORT NYUNGAR ASSOCIATION INC WELCOME TO THE COUNTRY PERFORMANCES	31/07/2018	800.00
EF114198	25713	DISCUS ON DEMAND THE TRUSTEE FOR DISCUS ON DEMAND UNIT TRUST PRINTING SERVICES	31/07/2018	3,882.89
EF114199	25733	MIRACLE RECREATION EQUIPMENT PLAYGROUND INSTALLATION / REPAIRS	31/07/2018	5,461.50
EF114200	25795	DEPARTMENT OF PLANNING, LANDS AND HERITAGE (FREMANTLE PRISON) TRANSFER OF LAND - LOT 2718 BENEDICK RD	31/07/2018	1,293.00
EF114201	25813	LGCONNECT PTY LTD ERP SYSTEMS DEVELOPMENT	31/07/2018	16,500.00
EF114202	25822	FIT2WORK.COM.AU MERCURY SEARCH AND SELECTION PTY LTD EMPLOYEE CHECK	31/07/2018	499.07
EF114203	25832	EXTERIA STREET AND PARK INFRASTRUCTURE	31/07/2018	3,154.80
EF114204	25940	LEAF BEAN MACHINE COFFEE BEAN SUPPLY	31/07/2018	400.00
EF114205	25952	CUTTING EDGES SPARE PARTS	31/07/2018	2,250.40
EF114206	25962	ALL LINES LINEMARKING SERVICES	31/07/2018	3,885.00
EF114207	26029	AUTOSWEEP WA SWEEPING SERVICES	31/07/2018	4,653.00
EF114208	26048	DAVID WILLS AND ASSOCIATES CONSULTANCY SERVICES - ENGINEERING	31/07/2018	3,466.43
EF114209	26067	SPRAYKING WA PTY LTD CHEMICAL WEED CONTROL SERVICES	31/07/2018	9,274.21
EF114210	26090	FREMANTLE MILK DISTRIBUTORS MILK DISTRIBUTORS	31/07/2018	1.50
EF114211	26110	DASH CIVIL CONTRACTING CONCRETING SERVICES	31/07/2018	58,305.28
EF114212	26114	GRACE RECORDS MANAGEMENT RECORDS MANAGEMENT SERVICES	31/07/2018	1,299.56
EF114213	26120	ECOBURBIA ENVIRONMENTAL WASTE WORKSHOPS	31/07/2018	660.00
EF114214	26121	COCKBURN COMMUNITY MEN'S SHED INC FABRICATION SERVICES	31/07/2018	80.00
EF114215	26211	AMCOM PTY LTD INTERNET/DATA SERVICES	31/07/2018	11,350.26
EF114216	26257	PAPERBARK TECHNOLOGIES ARBORICULTURAL CONSULTANCY SERVICES	31/07/2018	6,347.00
EF114217	26303	GECKO CONTRACTING TURF & LANDSCAPE MAINTENANCE TURF & LANDSCAPE MAINTENANCE	31/07/2018	96,539.37
EF114218	26314	CPE GROUP TEMPORARY EMPLOYMENT SERVICES	31/07/2018	1,681.84
EF114219	26330	KENNARDS HIRE - BIBRA LAKE EQUIPMENT HIRE	31/07/2018	75.00
EF114220	26359	WILSON SECURITY SECURITY SERVICES	31/07/2018	397,307.10
EF114221	26399	PAPERSCOOT THE TRUSTEE FOR PETERS MORRISON FAMILY TRUST GRAPHIC DESIGN SERVICES	31/07/2018	6,347.00
EF114222	26415	SHAWSETT TRAINING & SAFETY THE SHAWSETT UNIT TRUST DRIVER, FIRST AID & SAFETY TRAINING	31/07/2018	4,200.00
EF114223	26418	INTEGRANET TECHNOLOGY GROUP PTY LTD ICT CONSULTANCY SERVICES	31/07/2018	69,122.90
EF114224	26419	EQUIFAX AUSTRALASIA CREDIT RATINGS PTY LTD CREDIT REFERENCE CHECKS	31/07/2018	548.90
EF114225	26442	BULLANT SECURITY PTY LTD KEY WEST LOCK SERVICE & SALES LOCKSMITH & SECURITY SERVICES	31/07/2018	3,444.50
EF114226	26480	KISS PHOTOBOOTHS PHOTOBOOTH HIRE	31/07/2018	450.00
EF114227	26470	SCP CONSERVATION AND LAND MANAGEMENT FENCING SERVICES	31/07/2018	9,581.00
EF114228	26545	CANVALE PTY LTD (CORPORATE LIVING) OFFICE CHAIRS	31/07/2018	6,058.25
EF114229	26550	GAME VAULT PTY LTD AMUSEMENT SERVICES	31/07/2018	1,120.00
EF114230	26551	THE SIMULATION CENTRE ENTRY FEES - SCHOOL HOLIDAY PROGRAM	31/07/2018	345.00
EF114231	26567	THE HANGOUT INDOOR CLIMBING CENTRE ROCK CLIMBING	31/07/2018	516.00

EF114232	26574	<b>EVA BELLYDANCE</b> ENTERTAINMENT - BELLY DANCING	31/07/2018	600.00
EF114233	26576	<b>WIZARD TRAINING SOLUTIONS</b> TRAINING SERVICES	31/07/2018	3,520.00
EF114234	26580	<b>ONYX FIT PTY LTD</b> PERSONAL TRAINING, MUAY THIA, BOXING	31/07/2018	1,200.00
EF114235	26600	<b>TIMMOTHY KELLY</b> ABORIGINAL CULTURAL DANCING	31/07/2018	1,600.00
EF114236	26606	<b>ENVIRO INFRASTRUCTURE PTY LTD</b> CONSTRUCTION& FABRICATION	31/07/2018	7,391.41
EF114237	26614	<b>MARKETFORCE PTY LTD</b> ADVERTISING	31/07/2018	9,852.91
EF114238	26620	<b>GRA PARTNERS</b> CONSULTING/ADVISORY	31/07/2018	11,000.00
EF114239	26625	<b>ANDOVER DETAILERS</b> CAR DETAILING SERVICES	31/07/2018	553.78
EF114240	26628	<b>THE ESCAPEHUNT EXPERIENCE (PERTH)</b> TEAM BUILDING ACTIVITIES	31/07/2018	600.00
EF114241	26632	<b>WHOLE FOOD COOKING</b> AUTHOR   EDUCATION	31/07/2018	495.00
EF114242	26639	<b>SAFEGUARD INDUSTRIES</b> SECURITY DOORS, SCREENS AND ROLLER SHUTT	31/07/2018	300.00
EF114243	26643	<b>APOLLO FABRICATION S</b> FABRICATION SERVICES	31/07/2018	10,780.00
EF114244	26655	<b>WORLDWIDE PRINTING SOLUTIONS EAST PERTH</b> PRINTING SERVICES	31/07/2018	4,433.00
EF114245	26673	<b>PROJECT 3 PTY LTD</b> EVENT AND MARKETING AGENCY	31/07/2018	9,130.00
EF114246	26686	<b>WORKMETRICS PTY LTD</b> ONLINE SOFTWARE	31/07/2018	1,320.00
EF114247	26709	<b>TALIS CONSULTANTS PTY LTD</b> WASTE CONSULTANCY	31/07/2018	1,769.81
EF114248	26721	<b>QUAD SERVICES PTY LTD</b> CLEANING SERVICES	31/07/2018	18,437.03
EF114249	26735	<b>SHANE MCMASTER SURVEYS</b> SURVEY SERVICES	31/07/2018	12,980.00
EF114250	26739	<b>KERB DOCTOR</b> KERB MAINTENANCE	31/07/2018	1,372.80
EF114251	26743	<b>STATEWIDE TURF SERVICES</b> TURF RENOVATION	31/07/2018	15,043.01
EF114252	26745	<b>EMBROIDME MYAREE</b> EMBROIDERY	31/07/2018	19,728.50
EF114253	26746	<b>MOWER CITY</b> LAWN MAINTENANCE	31/07/2018	5,687.50
EF114254	26747	<b>BELL-VISTA FRUIT &amp; VEG</b> FRUIT AND VEGETABLES.	31/07/2018	912.38
EF114255	26752	<b>MG GROUP WA</b> CONSTRUCTION	31/07/2018	363,359.70
EF114256	26754	<b>INSIGHT CALL CENTRE SERVICES</b> CALL CENTRE SERVICES	31/07/2018	5,758.89
EF114257	26759	<b>METRO FILTERS</b> CANOPY, FLUE AND FANS CLEANIND AND FILTE	31/07/2018	721.60
EF114258	26768	<b>ESPLANADE HOTEL FREMANTLE BY RYDGES</b> VENUE HIRE	31/07/2018	1,500.00
EF114259	26772	<b>DEVELOPING SKILLS</b> TRAINING SERVICES	31/07/2018	462.00
EF114260	26773	<b>LASER CORP'S COMBAT ADVENTRUES</b> ENTRY FEES	31/07/2018	1,014.00
EF114261	26774	<b>NATURALISTE LAND SURVEYS</b> SURVEYING SERVICES	31/07/2018	1,320.00
EF114262	26780	<b>METROPOLITAN OMNIBUS COMPANY</b> BUS HIRE	31/07/2018	616.00
EF114263	26782	<b>SOFT LANDING</b> RECYCLING SERVICES	31/07/2018	5,038.00
EF114264	26822	<b>CSE CROSSCOM PTY LTD</b> COMMUNICATION EQUIPMENT	31/07/2018	63,012.29
EF114265	26824	<b>WEB KEY IT PTY LTD</b> WEBSITE CONSULTANCY	31/07/2018	2,288.00
EF114266	26825	<b>ZANZARA</b> MOSQUITO TRAP SUPPLIES	31/07/2018	580.80
EF114267	26829	<b>PARAQUAD INDUSTRIES</b> GENERAL PACKAGING, INDUSTRIAL CLOTH CUTT	31/07/2018	12,204.50
EF114268	26839	<b>BOKASHI COMPOSTING AUSTRALIA PTY LTD</b> COMPOSTING SYSTEMS	31/07/2018	1,626.28
EF114269	26840	<b>GBG MAPS PTY LTD</b> GEOLOGIST CONSULTANCY	31/07/2018	6,781.50
EF114270	26843	<b>ERGO LINK</b> ERGONOMIC OFFICE FURNITURE	31/07/2018	581.00
EF114271	26846	<b>VISABILITY LIMITED</b> DISABILIBLTY SERVICES	31/07/2018	742.50
EF114272	26883	<b>GTA CONSULTANTS</b> TRANSPORT PLANNING	31/07/2018	7,867.20
EF114273	26893	<b>THE BASKETBALL MAN</b> SPORTING GOODS	31/07/2018	11,530.20
EF114274	26897	<b>AUSTRALIAN MEDICAL SUPPLIES PTY LTD</b> MEDICAL EQUIPMENT AND CONSUMABLES	31/07/2018	842.60
EF114275	26898	<b>SPANDEX ASIA PACIFIC PTY LTD</b> SIGNAGE SUPPLIER	31/07/2018	15,421.51

EF114276	26900	<b>BG &amp; E PTY LTD</b> CONSULTING ENGINEERING	31/07/2018	7,150.00
EF114277	26901	<b>ALYKA PTY LTD</b> DIGITAL CONSULTANCY AND WEB DEVELOPMENT	31/07/2018	37,537.50
EF114278	26913	<b>MIRANDA KISSELL CONTRACTING</b> CARPENTRY SERVICES	31/07/2018	3,073.40
EF114279	26915	<b>FOCUSED VISION CONSULTING PTY LTD</b> CONSULTING	31/07/2018	3,016.75
EF114280	26917	<b>CIRRUS NETWORKS PTY LTD</b> IT NETWORK & TELEPHONY SERVICES	31/07/2018	3,491.48
EF114281	26923	<b>WOODLANDS DISTRIBUTORS &amp; AGENCIES PTY LTD</b> RUBBISH COLLECTION EQUIPMENT	31/07/2018	3,227.84
EF114282	26929	<b>ELAN ENERGY MATRIX PTY LTD</b> RECYCLING SERVICES	31/07/2018	640.15
EF114283	26938	<b>MAJESTIC PLUMBING</b> PLUMBING SERVICES	31/07/2018	60,454.57
EF114284	26940	<b>FLOORWEST</b> FLOOR COVERINGS	31/07/2018	7,727.50
EF114285	26946	<b>AV TRUCK SERVICES PTY LTD</b> TRUCK DEALERSHIP	31/07/2018	2,470.98
EF114286	26950	<b>WALCON MARINE AUSTRALASIA PTY LTD</b> MARINE SERVICES	31/07/2018	3,714.70
EF114287	26982	<b>PLANTRITE</b> PLANTS	31/07/2018	5,721.98
EF114288	26983	<b>HITECH SPORTS PTY LTD</b> SPORTING EQUIPMENT	31/07/2018	142.40
EF114289	26984	<b>COMMERCIAL AQUATICS AUSTRALIA PTY LTD</b> POOL EQUIPMENT	31/07/2018	6,330.50
EF114290	26987	<b>CTI RISK MANAGEMENT</b> SECURITY - CASH COLLECTION	31/07/2018	2,774.70
EF114291	27002	<b>COCKBURN PARTY HIRE</b> HIRE SERVICES	31/07/2018	1,062.80
EF114292	27006	<b>BIBRA LAKE IGA XPRESS</b> LIQUOR SUPPLIES	31/07/2018	2,142.81
EF114293	27010	<b>QUANTUM BUILDING SERVICES PTY LTD</b> BUILDING MAINTENANCE	31/07/2018	31,629.50
EF114294	27015	<b>INTELLI TRAC</b> GPS TRACKING	31/07/2018	12,870.50
EF114295	27023	<b>SOLARGAIN PV PTY LTD</b> SOLAR ENERGY PROVIDER	31/07/2018	435.60
EF114296	27027	<b>FRIG TECH WA</b> REFRIDGERATION SERVICES	31/07/2018	330.00
EF114297	27031	<b>DOWNER EDI WORKS PTY LTD</b> ASPHALT SERVICES	31/07/2018	25,908.00
EF114298	27032	<b>WTP AUSTRALIA PTY LTD</b> QUANTITY SURVEYORS	31/07/2018	26,323.00
EF114299	27034	<b>ADELBY PTY LTD</b> FIREBREAK CONSTRUCTION	31/07/2018	2,178.00
EF114300	27044	<b>GRAFFITI SYSTEMS AUSTRALIA</b> GRAFFITI REMOVAL & ANTI-GRAFFITI COATING	31/07/2018	2,724.05
EF114301	27053	<b>READSPEAKER</b> SOFTWARE	31/07/2018	4,122.25
EF114302	27054	<b>VOCUS PTY LTD</b> TELECOMMUNICATIONS	31/07/2018	2,323.20
EF114303	27059	<b>FRONTLINE FIRE AND RESCUE EQUIPMENT</b> MANUFACTURE-FIRE VEHICLES/EQUIPMENT	31/07/2018	32,363.08
EF114304	27085	<b>WESTBOOKS</b> BOOKS	31/07/2018	4,340.12
EF114305	27088	<b>AUSTRAL POOL SOLUTIONS</b> POOL EQUIPMENT/SUPPLIES	31/07/2018	5,414.62
EF114306	27072	<b>NORDIC FITNESS EQUIPMENT</b> FITNESS EQUIPMENT	31/07/2018	457.00
EF114307	27078	<b>INFOCOUNCIL PTY LTD</b> SOFTWARE	31/07/2018	25,036.00
EF114308	27080	<b>TASK EXCHANGE PTY LTD</b> COMPUTER SOFTWARE	31/07/2018	14,172.40
EF114309	27082	<b>KULBARDI PTY LTD</b> STATIONERY SUPPLIES	31/07/2018	369.60
EF114310	27085	<b>SAVILLS PROJECT MANAGEMENT PTY LTD</b> PROJECT MANAGEMENT	31/07/2018	11,137.50
EF114311	27093	<b>MAGNETIC AUTOMATION PTY LTD</b> GATES/BARRIERS	31/07/2018	1,056.00
EF114312	27098	<b>Q2 (Q-SQUARED)</b> DIGITAL DATA SERVICE	31/07/2018	550.00
EF114313	27104	<b>BLACK DIAMOND SECURITY (AUSTRALIA) PTY LTD</b> SECURITY	31/07/2018	8,393.00
EF114314	27106	<b>DAVE LANFEAR CONSULTING</b> CONSULTANCY - SPORT & LEISURE	31/07/2018	7,260.00
EF114315	27124	<b>LYCOPodium INFRASTRUCTURE PTY LTD</b> ENGINEERING SERVICES	31/07/2018	4,874.16
EF114316	27130	<b>OOH MEDIA SOCIAL SPORTS PTY LTD</b> DIGITAL MARKETING & SOFTWARE SERVICE PRO	31/07/2018	688.82
EF114317	27131	<b>WEST COAST COMMERCIAL INDUSTRIES</b> LOCKERS	31/07/2018	352.56
EF114318	27132	<b>WILMA SCENINI</b> TRAINING & INSTRUCTOR	31/07/2018	400.00
EF114319	27138	<b>MARINA INDUSTRIES ASSOCIATION LTD</b>	31/07/2018	698.00
EF114320	27152	<b>THE KILPATRICK GDOWSKI TRUST</b>	31/07/2018	962.50

EF114321	27154	ARCHITECTURE, DESIGN, MASTERPLANNING <b>SUEZ RECYCLING &amp; RECOVERY PTY LTD</b> WASTE SERVICES	31/07/2018	15,875.10
EF114322	27188	<b>NIGHTLIFE MUSIC PTY LTD</b> MUSIC MANAGEMENT	31/07/2018	515.61
EF114323	27177	<b>INITIAL HYGIENE</b> HYGIENE	31/07/2018	2,560.29
EF114324	27181	<b>GREEN GURUS</b> CONSULTANCY	31/07/2018	400.00
EF114325	27189	<b>HEALTHSTRONG PTY LTD</b> HOME CARE	31/07/2018	93.50
EF114326	27194	<b>ANIMAL CARE EQUIPMENT &amp; SERVICES AUSTRALIA PTY LTD</b> ANIMAL HANDLING & CATCHING EQUIPMENT	31/07/2018	749.00
EF114327	27198	<b>GREEN PROMOTIONS PTY LTD</b> PROMOTIONAL SUPPLIES	31/07/2018	4,400.00
EF114328	27204	<b>COHERA-TECH PTY LTD</b> PEOPLE COUNTING SYSTEMS	31/07/2018	1,440.00
EF114329	27205	<b>CAMERON CHISHOLM NICOL</b> ARCHITECTURAL SERVICES	31/07/2018	660.00
EF114330	27210	<b>URBAN DESIGN LAB</b> LANDSCAPE DESIGN	31/07/2018	600.00
EF114331	27212	<b>A&amp;L SAUNA &amp; STEAM WA</b> CARPENTRY - SAUNA	31/07/2018	520.30
EF114332	27215	<b>METAL WORKS PERTH</b> SIGNAGE	31/07/2018	16,240.40
EF114333	27217	<b>CROTHERS CONSTRUCTION PTY LTD</b> BUILDING CONSTRUCTION SERVICES	31/07/2018	693,914.57
EF114334	27225	<b>WSP AUSTRALIA PTY LTD</b> ENGINEERING	31/07/2018	3,300.00
EF114335	27238	<b>AUTO INGRESS PTY LTD</b> SERVICE AUTO DOORS	31/07/2018	407.00
EF114336	27241	<b>LANDSCAPE ELEMENTS PTY LTD</b> LANDSCAPING SERVICES	31/07/2018	44,674.60
EF114337	27242	<b>KP ELECTRIC (AUSTRALIA) PTY LTD</b> ELECTRICAL SERVICES	31/07/2018	6,487.02
EF114338	27243	<b>ARJHUNTLEIGH PTY LTD</b> SUPPLY, REPAIRS HEALTH EQUIPEMNT	31/07/2018	344.50
EF114339	27246	<b>VEALE AUTO PARTS</b> SPARE PARTS MECHANICAL	31/07/2018	1,141.20
EF114340	27252	<b>POSITION PARTNERS</b> SURVEY	31/07/2018	1,353.00
EF114341	27269	<b>INTEGRAPAY PTY LTD</b> PAYMENT PROCESSING	31/07/2018	12,859.20
EF114342	27272	<b>BRIDGE HEALTH PTY LTD</b> SPEECH PATHOLOGY SERVICES	31/07/2018	448.20
EF114343	27274	<b>FORTH CONSULTING PTY LTD</b> ENGINEERING SERVICES	31/07/2018	3,575.00
EF114344	27281	<b>NR METAL RECYCLING</b> RECYCLING SERVICES	31/07/2018	511.50
EF114345	27288	<b>URBIS</b> CONSULTANCY - PROPERTY	31/07/2018	3,575.00
EF114346	27293	<b>BASKETBALL WA</b> SPORTING EVENTS	31/07/2018	2,950.50
EF114347	27297	<b>ALS INDUSTRIAL PTY LTD</b> MATERIALS TESTING	31/07/2018	1,534.50
EF114348	27298	<b>MY MEDIA INTELLIGENCE PTY LTD</b> MEDIA MONITORING	31/07/2018	1,857.27
EF114349	27304	<b>LUSH DIGITAL MEDIA PTY LTD</b> MEDIA TRAINING	31/07/2018	18,956.44
EF114350	27308	<b>JATU CLOTHING &amp; PPE PTY LTD</b> CLOTHING PPE	31/07/2018	3,508.48
EF114351	27310	<b>SWIMPLEX AQUATICS PTY LTD</b> POOL EQUIPMENT MAINTENANCE	31/07/2018	1,760.00
EF114352	27312	<b>SECUREWORKS AUSTRALIA PTY LTD.</b> IT - SECURITY SERVICES	31/07/2018	13,810.50
EF114353	27317	<b>RAWURBAN CONSTRUCTIONS</b> BUILDING CONSTRUCTION	31/07/2018	2,780.91
EF114354	27334	<b>WESTCARE PRINT</b> PRINTING SERVICES	31/07/2018	3,682.80
EF114355	27335	<b>BRIGHTEN INTERIORS</b> CABINET MAKING SERVICES	31/07/2018	9,614.00
EF114356	27345	<b>BELLROCK PROTECTIVE SECURITY SERVICES</b> SECURITY SERVICES	31/07/2018	11,702.57
EF114357	27351	<b>PROGRAMMED PROPERTY SERVICES</b> PROPERTY MAINTENANCE	31/07/2018	2,227.50
EF114358	27353	<b>THE GELO COMPANY</b> BOOKING AGENT	31/07/2018	4,543.00
EF114359	27366	<b>THE HENNA LEAF</b> ARTISTIC - HENNA	31/07/2018	450.00
EF114360	27371	<b>AFFIRMATIVE GROUP 3</b> PAVING SERVICES	31/07/2018	3,493.60
EF114361	27374	<b>SOUTHERN CROSS CLEANING</b> COMMERCIAL CLEANING	31/07/2018	5,479.38
EF114362	27379	<b>ESRI AUSTRALIA PTY LTD</b> GIS SOFTWARE	31/07/2018	5,060.00
EF114363	27381	<b>FIT FOR LIFE EXERCISE PHYSIOLOGY</b> EXERCISE CLASSES	31/07/2018	1,760.00
EF114364	27392	<b>AXIS MAINTENANCE SERVICES PTY LTD</b>	31/07/2018	3,239.39

EF114385	27394	MAINTENANCE SURVEYTECH TRAFFIC SURVEYS PTY LTD	31/07/2018	5,865.00
EF114386	27396	TRAFFIC SURVEY ANKEET MEHTA SPEARWOOD NEWSPAPER ROUND DELIVERY	31/07/2018	368.47
EF114387	27401	NEWSPAPER DELIVERY EMPRISE MOBILITY PTY LTD	31/07/2018	3,590.00
EF114388	27405	MOBILITY EQUIPMENT COMBAT CLOTHING AUSTRALIA P/L	31/07/2018	514.00
EF114389	27410	CLOTHING - PROTECTIVE THE KIT BAG	31/07/2018	6,320.00
EF114370	27422	PPE CLOTHING LITTLE HAWK FREQO	31/07/2018	348.50
EF114371	27423	CATERING MECHANICAL PROJECT SERVICES PTY LTD	31/07/2018	10,991.42
EF114372	27426	AIRCONDITIONING SERVICES THE KART CENTRE PTY. LTD	31/07/2018	1,650.00
EF114373	27430	GO - KART HIRE MY FLEX TRAINING	31/07/2018	704.00
EF114374	27432	TRAINING SERVICES LG SOLUTIONS PTY LTD	31/07/2018	3,437.50
EF114375	27434	FINANCIAL SERVICES CARTWRIGHT MEDIA	31/07/2018	2,610.00
EF114376	27437	VIDEO PRODUCTION PB RETICULATION & MAINTENANCE SERVICES PTY LTD	31/07/2018	338.80
EF114377	27438	IRRIGATION SERVICES ERTECH PTY LTD	31/07/2018	562,432.45
EF114378	27440	ENGINEERING CIVIL CRAIG MENNER INVESTIGATIONS	31/07/2018	350.00
EF114379	27442	COACHING/JUMPING SERVICES CONWAY HIGHBURY PTY LTD	31/07/2018	2,227.50
EF114380	27445	CONSULTANCY DALCON ENVIRONMENTAL	31/07/2018	993.30
EF114381	27447	CONSULTANCY - ENVIROMENTAL MOON DECK PTY LTD	31/07/2018	111,083.50
EF114382	27456	COATINGS SECUREPAY PTY LTD	31/07/2018	98.45
EF114383	27461	PAYMENT SOLUTIONS SIERRA TECHNOLOGIES	31/07/2018	9,539.20
EF114384	27462	ENVIRONMENTAL ENGINEERING OCTAGON LIFTS PTY LTD	31/07/2018	2,438.46
EF114385	27465	LIFT INSTALLATION, SERVICE AND REPAIRS LEADING AGE SERVICES AUSTRALIA LTD	31/07/2018	2,401.30
EF114386	27476	TRAINING MERCHANDISING LIBRARIES PTY LTD	31/07/2018	3,197.38
EF114387	27479	SIGNAGE & DISPLAYS VITAL INTERPRETING PERSONNEL	31/07/2018	244.20
EF114388	27481	TRANSLATING SERVICES STONEHAM AND ASSOCIATES	31/07/2018	1,848.00
EF114389	27482	CONSULTANCY SERVICE - HEALTH BILLI AUSTRALIA PTY LTD	31/07/2018	403.70
EF114390	27495	WATER FILTER TAPS BEST CONSULTANTS	31/07/2018	1,672.00
EF114391	27497	CONSULTANCY TAYCON GROUP PTY LTD	31/07/2018	2,618.00
EF114392	27499	BUILDING SURVEYING HODGE COLLARD PRESTON ARCHITECTS	31/07/2018	26,048.00
EF114393	27500	ARCHITECTS ABSOLUTE BALANCE	31/07/2018	4,681.60
EF114394	27507	FITNESS PROGRAMMES TJS SERVICES GROUP PTY LIMITED	31/07/2018	51,270.51
EF114395	27514	CLEANING SERVICES FEAST SIGNATURE GRAZING TABLES AND PLATTERS	31/07/2018	2,600.00
EF114396	27515	CATERING DELLA RAE MORRISON	31/07/2018	2,600.00
EF114397	27518	ENTERTAINMENT SERVICES KYOCERA DOCUMENT SOLUTIONS AUSTRALIA PTY LTD	31/07/2018	9,192.70
EF114398	27519	PHOTOCOPYING MACHINES EUPHORIUM CREATIVE	31/07/2018	16,500.00
EF114399	27520	EVENTS MANAGEMENT CMAK TECHNOLOGIES	31/07/2018	2,612.50
EF114400	27523	ICT ENGINEERING & CONSULTING ROBERT LAWRENCE TOOHEY	31/07/2018	897.50
EF114401	27524	HIGH PRESSURE CLEANING DAVID WILLS AND ASSOCIATES	31/07/2018	7,535.94
EF114402	27530	ENGINEERING SERVICES PUSH MOBILITY	31/07/2018	1,430.00
EF114403	27538	BEACH ACCESS EQUIPMENT NATIONAL DISABILITY SERVICES	31/07/2018	833.00
EF114404	13158	NGO CITY OF MANDURAH	31/07/2018	6,863.89
EF114405	99996	CONFERENCE ONE STOP PATIO SHOP	31/07/2018	147.00
EF114406	99996	RATES REFUND JACQUELINE LAWTON	31/07/2018	4,000.00
EF114407	99996	RATES REFUND TATAM NICOLE ROSATO	31/07/2018	30.00
EF114408	99996	RATES REFUND KALMAR FACTORY DIRECT	31/07/2018	147.00



EF114409	99996	RATES REFUND KARLEE ANNE WALKER	31/07/2018	147.00
EF114410	99996	RATES REFUND DENTONS AUSTRALIA PTY LTD	31/07/2018	183.85
EF114411	99996	RATES REFUND SERGIO SPEZZACATENA	31/07/2018	77.50
EF114412	99996	RATES REFUND REBECCA JOY FOOTIT	31/07/2018	250.00
EF114413	99996	RATES REFUND LAWRENCE ARMUGAN	31/07/2018	600.00
EF114414	99996	RATES REFUND ASHMY PTY LTD	31/07/2018	147.00
EF114415	99996	RATES REFUND PERTH CHINESE BAPTIST CHURCH	31/07/2018	295.00
EF114416	99996	RATES REFUND CENTURIA PROPERTY FUNDS TRUST ACCOUNT	31/07/2018	73.00
EF114417	99996	RATES REFUND JASON MICHAEL SHAUGHNESSY	31/07/2018	30.00
EF114418	99996	RATES REFUND BETH OAKLEY	31/07/2018	30.00
<b>SUB TOTAL</b>				<b>13,038,301.09</b>
<b>LESS CANCELLED PAYMENTS:</b>				
EF113042		MARCELLO CARDACI	4/07/2018	-500.00
EF113550		PINDAN CONTRACTING PTY LTD	4/07/2018	-15,653.74
EF113067		NICHOLAS HARDWICK	5/07/2018	-400.00
EF113101		LILYANNE PORSCHA CROFT	11/07/2018	-400.00
EF113017		ONE STOP PATIO SHOP	12/07/2018	-147.00
EF113707		CLICKSUPER (DIRECT DEBIT) COC MUNI ACCOU 26517	4/07/2018	-7.90
EF113708		AUST SERVICES UNION PERTH BC, WA, 6849 10152	4/07/2018	-1,180.20
EF113709		AUSTRALIAN TAXATION OFFICE ALBURY, NSW, 1936 10154	4/07/2018	-422,424.00
EF113710		CHILD SUPPORT AGENCY PERTH, WA, 6848 10305	4/07/2018	-3,514.08
EF113711		HOSPITAL BENEFIT FUND PERTH, WA, 6809 10733	4/07/2018	-79.80
EF113712		JANINE M HEATH T/AS LJ CATERERS BIBRA LAKE, WA, 6163 10888	4/07/2018	-8,500.70
EF113713		LOCAL GOVERNMENT RACING & CEMETERIES EMP LEEDERVILLE, WA, 6007 11001	4/07/2018	-164.00
EF113714		CHAMPAGNE SOCIAL CLUB 11857	4/07/2018	-500.00
EF113715		455 CLUB 11860	4/07/2018	-18.00
EF113716		SELECTUS PTY LTD MELBOURNE, VIC, 3001 18553	4/07/2018	-17,050.00
EF113717		HEALTH INSURANCE FUND OF WA PERTH, WA, 6847 19726	4/07/2018	-2,528.00
EF113718		TOYOTA FLEET MANAGEMENT MILSONS POINT, NSW, 1565 25987	4/07/2018	-608.14
EF113719		CTI RISK MANAGEMENT KARDINYA, WA, 6163 26987	4/07/2018	-2,479.25
EF113720		CONWAY HIGHBURY PTY LTD COMO, WA, 6152 27442	4/07/2018	-825.00
<b>SUB TOTAL</b>				<b>476,979.81-</b>
<b>PAYMENT LIST TOTAL</b>				<b>12,561,321.28</b>
<b>BANK FEES AND CREDIT CARD PAYMENTS:</b>				
		BANK FEES	\$	14.07
		MERCHANT FEES COC	\$	13,886.94
		MERCHANT FEES SLLC	\$	314.97
		MERCHANT FEES ARC	\$	2,634.94
		MERCHANT FEES VARIOUS OUT CENTRES	\$	116.01
		NATIONAL BPAY CHARGE	\$	3,315.20
		RTGS/ACLR FEE		
		NAB TRANSACT FEE	\$	364.70
		MERCHANDISE / OTHER FEES		
		CBA CREDIT CARD PAYMENT	\$	77,769.02
				<b>98,415.85</b>
<b>FAMILY DAY CARE AND IN HOME CARE PAYMENTS:</b>				
		FDC PAYMENTS	\$	76,753.54
		IHC PAYMENTS	\$	67,920.03
				<b>144,673.57</b>
<b>PAYROLL PAYMENTS:</b>				
		COC01/07/18 Pmt 000119729372 City of Cockburn	9/07/2018	\$ 88,999.74
		COC06/07/18 Pmt 000119825289 City of Cockburn	11/07/2018	\$ 19,597.78
		COC10/07/18 Pmt 000119874036 City of Cockburn	11/07/2018	\$ 1,325,455.85
		COC12/07/18 Pmt 000119942404 City of Cockburn	12/07/2018	\$ 555.35
		COC11/07/18 Pmt 000120594431 City of Cockburn	25/07/2018	\$ 14,119.84
		COC24/07/18 Pmt 000120645698 City of Cockburn	25/07/2018	\$ 1,299,201.79
		COC27/07/18 Pmt 000120800305 City of Cockburn	27/07/2018	\$ 11,417.20
				<b>2,759,347.55</b>
<b>TOTAL PAYMENTS</b>				<b>15,563,758.25</b>

**JULY PAYMENTS SUMMARY**

**CHEQUE PAYMENTS - Nil**

**ELECTRONIC FUNDS TRANSFER PAYMENT – 712**

EF113707– EF114418

**CANCELLED PAYMENTS**

EF113042  
EF113550  
EF113097  
EF113101  
EF113017  
EF113707  
EF113708  
EF113709  
EF113710  
EF113711  
EF113712  
EF113713  
EF113714  
EF113715  
EF113716  
EF113717  
EF113718  
EF113719  
EF113720

**VOIDED PAYMENTS - Nil**

## 15.2 STATEMENT OF FINANCIAL ACTIVITY AND ASSOCIATED REPORTS - JULY 2018

**Author(s)** N Mauricio

**Attachments** 1. Financial Activity Statement - July 2018 [↓](#)

### RECOMMENDATION

That Council:

- (1) adopt the Statement of Financial Activity and associated reports for July 2018, as attached to the Agenda; and
- (2) amend the 2018-2019 Municipal Budget in accordance with the detailed schedule attached as follows:

Revenue adjustments	Increase	\$500
Expenditure adjustments	Increase	\$47,460
Budget Contingency	Decrease	\$47,460
Net impact on Municipal Budget closing funds	Increase	\$500

**TO BE CARRIED BY AN ABSOLUTE MAJORITY OF COUNCIL**

### Background

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

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

1. Details of the composition of the closing net current assets (less restricted and committed assets);
2. Explanation for each material variance identified between YTD budgets and actuals; and
3. Any other supporting information considered relevant by the local government.

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

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

*Local Government (Financial Management) Regulations - Regulation 34 (5) states “Each financial year, a local government is to adopt a percentage or value, calculated in accordance with the AAS, to be used in statements of financial activity for reporting material variances.”*

This regulation requires Council to annually set a materiality threshold for the purpose of disclosing budget variances within monthly financial reporting and Council adopted at the July 2018 meeting to continue with a materiality threshold of \$200,000 for the 2018-2019 financial year.

Detailed analysis of budget variances is an ongoing exercise, with necessary budget amendments either submitted to Council each month (via this report) or included in the City’s mid-year budget review, as deemed appropriate.

### **Submission**

N/A

### **Report**

#### *Opening Funds*

The City currently has \$11.85 million in opening funds brought forward from the previous year (subject to audit), which includes \$9.56 million of municipal funding required for the carried forward works and projects. The remaining \$2.29 million is slightly higher than the \$2.0 million estimate used in the 2018-2019 adopted budget. This variance will be addressed in the item brought to Council dealing with carried forward works and projects.

#### *Closing Funds*

The City’s actual closing funds position of \$114.30 million is \$13.68 million higher than the YTD budget. This result includes the annual rates revenue raised in July and also reflects budget variances across the operating and capital programs as further detailed in this report.

The 2018-2019 revised budget is showing a small closing surplus of \$15,400, unchanged from the adopted budget.

#### *Operating Revenue*

Consolidated operating revenue of \$107.12 million was under YTD budget by \$0.30 million. A significant portion of the City’s operating revenue is recognised in July upon the issue of annual rates and charges. The remaining revenue, largely comprising service fees, operating grants and contributions and interest earnings from investments flows 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	100.19	100.23	(0.03)	103.70
Specified Area Rates	0.43	0.45	(0.02)	0.45
Fees & Charges	5.02	5.23	(0.21)	28.99
Operating Grants & Subsidies	0.92	1.07	(0.15)	10.27
Contributions, Donations, Reimbursements	0.08	0.08	(0.00)	1.25
Interest Earnings	0.47	0.36	0.10	4.99
<b>Total</b>	<b>107.12</b>	<b>107.42</b>	<b>(0.30)</b>	<b>149.66</b>

The material variances identified at month end were:

- Fees & Charges –
  - Annual lease revenue from the Naval Base Chalets of \$0.45 million was yet to be raised, but has since been raised in August.

#### *Operating Expenditure*

Operating expenditure (including asset depreciation) of \$10.13M was under the YTD budget by \$2.94M.

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:

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	Revised Budget YTD	Variance to Budget	FY Revised Budget
	\$M	\$M	\$M	\$M
Employee Costs - Direct	3.54	4.23	0.69	55.12
Employee Costs - Indirect	0.04	0.08	0.04	1.57
Materials and Contracts	2.06	4.13	2.07	44.71
Utilities	0.35	0.47	0.12	5.46
Interest Expenses	0.00	0.00	0.00	0.71
Insurances	0.96	0.98	0.01	1.49
Other Expenses	0.55	0.57	0.01	9.14
Depreciation (non-cash)	2.59	2.59	0.00	31.12
Amortisation (non-cash)	0.09	0.09	0.00	1.14
Internal Recharging-CAPEX	(0.06)	(0.06)	(0.01)	(0.99)
<b>Total</b>	<b>10.13</b>	<b>13.08</b>	<b>2.95</b>	<b>149.48</b>

- Employee Costs were under YTD budget by \$0.69 million, but this did not include any material variances.
- Material and Contracts was collectively \$2.07 million under the YTD year budget with the identified significant variances being:
  - Aged Services spending was \$0.25 million under YTD budget, but this is due to a budget phasing issue that will be corrected next month.
  - Parks maintenance was showing an under spend of \$0.34 million, but this is generally expected during winter.
  - Environmental management was also underspent by \$0.22 million given the winter period.
  - Cockburn ARC was showing a \$0.24 million underspend for the start of the financial year.

### *Capital Expenditure*

The City's adopted budget capital spend of \$40.92 million has now risen to \$64.70 million with the addition of carried forward works and projects (to be formally adopted via separate item to Council). These

have been preloaded into the financial system to ensure proper budgetary control over projects already in progress or planned.

To the end of the month, actual spending was \$0.91 million, under the YTD budget target by \$3.59 million.

The following table details this budget variance by asset class:

<b>Asset Class</b>	<b>YTD Actuals \$M</b>	<b>YTD Budget \$M</b>	<b>YTD Variance \$M</b>	<b>Revised Budget \$M</b>	<b>Commit Orders \$M</b>
Roads Infrastructure	0.10	1.36	1.26	21.36	8.82
Drainage	0.00	0.13	0.13	1.90	0.13
Footpaths	0.03	0.09	0.06	1.89	0.21
Parks Infrastructure	0.20	1.16	0.96	13.25	1.62
Landfill Infrastructure	0.00	0.07	0.07	0.54	0.06
Freehold Land	0.01	0.06	0.05	0.70	0.00
Buildings	0.35	1.23	0.87	16.89	1.22
Furniture & Equipment	0.12	0.00	(0.11)	0.03	0.00
Information Technology	0.07	0.28	0.21	2.28	0.32
Plant & Machinery	0.03	0.07	0.04	4.32	0.06
Marina Infrastructure	0.00	0.05	0.05	1.55	0.44
<b>Total</b>	<b>0.91</b>	<b>4.50</b>	<b>3.59</b>	<b>64.70</b>	<b>12.89</b>

These results include the following significant project budget variances:

- Roads Infrastructure (under YTD budget by \$1.26 million) –
  - Verde Drive under by \$0.44 million
  - North Lake Road Phoenix Road (construct second right turning lane) under by \$0.24 million
- Parks Infrastructure (under YTD budget by \$0.96 million) –
  - Bibra Lake skate park under by \$0.23 million
- Buildings (under by \$0.87 million) –
  - Lakelands Hockey Facilities under by \$0.31 million.

- Cockburn Bowling & Recreation Facility was under by \$0.29 million.

### *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 for the month included:

- Developer Contribution Area (DCA) contributions were collectively ahead of YTD budget by \$0.23 million, with community infrastructure contributions ahead by \$0.21 million.

### *Reserve Transfers*

- Transfers from reserves were \$2.20 million below YTD budget, made up of funding for capital projects being behind by \$2.60 million (correlating with the capital program under spend). This was partially offset by \$0.45 million of grant related funding transferred from the Restricted Grants Reserve.
- Transfers to financial reserves were \$0.14 million over the YTD budget primarily due to the higher level of DCA developer contributions received (extra \$0.23 million).

### *Cash & Investments*

The closing cash and financial investment holding at month's end totalled \$142.88 million, slightly up from \$141.64 million the previous month as rates payments commenced flowing in towards the end of the month.

\$116.10 million of this balance represented funds held for the City's financial reserves. The remaining \$26.78 million represented the cash funding immediately available to meet operational liquidity requirements.

### *Investment Performance, Ratings and Maturity*

The City's investment portfolio made a weighted annualised return of 2.71 per cent for the month, slightly up on the 2.68 per cent reported last month. Interest earnings of \$0.47 million for the year outperformed the YTD budget by \$0.10 million.

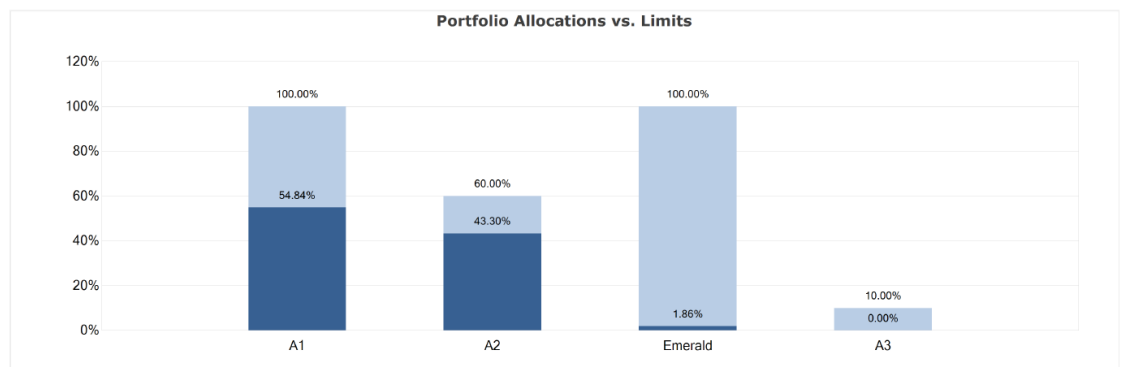
The cash rate was most recently reduced at the August 2016 meeting of the Reserve Bank of Australia (by 25bp to 1.50 per cent). Markets



are indicating that the next move in interest rates will most likely be up, but not until sometime in 2019 due to the prevailing economic conditions.

The majority of investments are currently held in term deposit (TD) products placed with highly rated APRA (Australian Prudential Regulation Authority) regulated Australian and foreign owned banks. These were invested for terms ranging from six to twelve months. All investments comply with the Council’s Investment Policy, other than those made under previous statutory provisions that were grandfathered by updated legislation.

The City’s TD investments fall within the following Standard and Poor’s short term risk rating categories. During the month, the A-2 holding increased from 39.1 percent to 43.3 percent (still comfortably below the policy limit of 60 per cent).

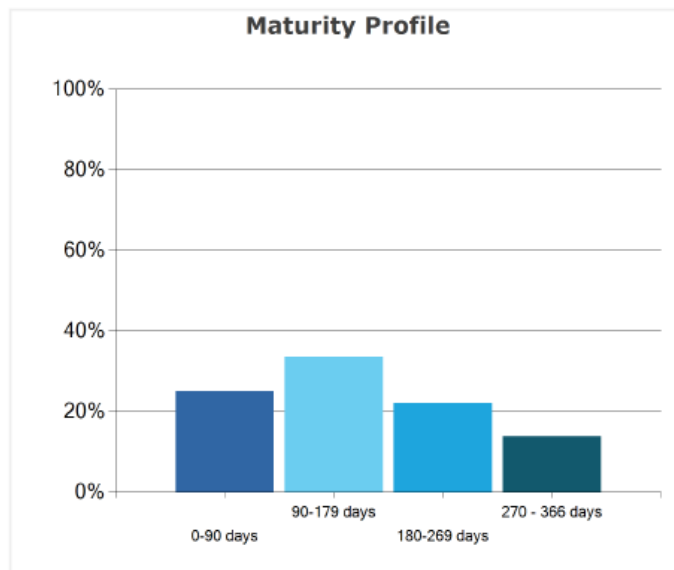


Category	Item	Limit Type	Limit	Actual	Variance	Test
Group						
	A1	Maximum	100.00%	54.84%	45.16%	Compliant
	A2	Maximum	60.00%	43.30%	16.70%	Compliant
	Emerald	Maximum	100.00%	1.86%	98.14%	Compliant
	A3	Maximum	10.00%	0.00%	10.00%	Compliant

Figure 1: Portfolio allocations compared to Investment Policy limits

The current investment strategy seeks to secure the highest possible rate on offer (up to 12 months for term deposits), subject to cash flow planning and investment policy requirements. Best value is currently being derived within the six to nine month investment range.

The City’s TD investment portfolio had an average duration of 162 days or 5.3 months, up slightly from 159 days the previous month. The maturity profile of the City’s TD investments is graphically depicted below, showing sufficient maturities in the zero-90 days range to meet liquidity requirements:



*Figure 2: Council Investment Maturity Profile*

#### *Investment in Fossil Fuel Free Banks*

At month end, the City held 51 per cent (\$71.0 million) of its TD investment portfolio with banks deemed free from funding fossil fuel related industries. This was up from 47 per cent (\$65.50 million) the previous month and fluctuates due to policy limits and deposit rates available at time of placement.

#### *Budget Amendments*

There were a number of minor budget amendments identified during the month that require Council adoption. These items are:

- Smartygrant software licence \$6,500 (funded from budget contingency);
- WALGA Coordinated Corella Control Program \$3,500 (funded from budget contingency);
- Engagement training \$20,000 (funded from budget contingency);
- Marina Software and Services \$17,460 (funded from budget contingency); and
- Cockburn Parenting minor revenue recognition of \$500.

The financial report attached includes a detailed schedule of the proposed budget changes and the associated funding sources.

#### *Description of Graphs & Charts*

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

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

A liquidity graph shows the level of Council's net current position (adjusted for restricted assets) and trends this against previous years. This gives a good indication of Council's capacity to meet its financial commitments over the course of the year. Council's overall cash and investments position is provided in a line graph with a comparison against the YTD budget and the previous year's position at the same time.

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

#### *Trust Fund*

At month end, the City held \$11.85 million within its trust fund. \$6.0 million was related to POS cash in lieu and another \$5.85 million in various cash bonds and refundable deposits.

### **Strategic Plans/Policy Implications**

#### Leading & Listening

Deliver sustainable governance through transparent and robust policy and processes

Listen to and engage with our residents, business community and ratepayers with greater use of social media

### **Budget/Financial Implications**

The 2018-2019 adopted budget surplus of \$15,400 will increase slightly by \$500 due to some minor revenue not included in the adopted budget.

### **Legal Implications**

N/A

**Community Consultation**

N/A

**Risk Management Implications**

Council's adopted budget for revenue, expenditure and closing financial position will be misrepresented if the recommendation amending the City's budget is not adopted.

**Advice to Proponent(s)/Submissioners**

N/A

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

Nil

## STATEMENT OF FINANCIAL ACTIVITY

for the period ended 31 July 2018

	Actuals	YTD Revised Budget	Variance to YTD Budget	\$ Variance to YTD Budget	Revised Budget	Adopted Budget
	\$	\$	%	\$	\$	\$
<b>Operating Revenue</b>						
Financial Services	101,160,548	101,026,475	0%	134,073	111,413,838	113,414,800
Information Services	-	125	-100%	(125)	1,500	1,500
Human Resource Management	30,114	24,333	24%	5,781	292,000	292,000
Library Services	4,566	4,529	1%	37	54,346	54,346
Recreation & Community Safety	994,797	964,357	3%	30,440	13,225,760	13,184,010
Community Development & Services	1,049,863	1,168,496	-10%	(118,633)	8,500,008	8,500,008
Corporate Communications	-	50	-100%	(50)	120,865	120,865
Governance & Risk	167	67	150%	100	800	800
Statutory Planning	97,348	79,333	23%	18,015	977,000	977,000
Strategic Planning	57,529	700,246	-92%	(642,717) X	3,087,944	3,087,944
Building Services	347,013	335,751	3%	11,262	1,263,000	1,263,000
Environmental Health	195,835	226,125	-13%	(30,290)	323,500	323,500
Waste Services	3,071,380	2,909,857	6%	161,523	8,130,049	8,130,049
Parks & Environmental Services	21,948	1,457	1406%	20,491	1,019,080	1,019,080
Engineering Services	1,373	17,226	-92%	(15,853)	286,709	286,709
Infrastructure Services	65,901	(40,991)	-261%	106,892	961,000	961,000
	107,116,489	107,417,435	0%	(300,946)	149,657,399	151,616,611
<b>Total Operating Revenue</b>	<b>107,116,489</b>	<b>107,417,435</b>	<b>0%</b>	<b>(300,946)</b>	<b>149,657,399</b>	<b>151,616,611</b>
<b>Operating Expenditure</b>						
Governance	(265,213)	(292,100)	-9%	26,886	(3,568,661)	(3,660,479)
Strategy & Civic Support	(124,697)	(76,099)	64%	(48,598)	(1,146,001)	(1,146,001)
Financial Services	(1,200,132)	(1,236,537)	-3%	36,405	(6,165,893)	(6,082,779)
Information Services	(521,950)	(428,547)	22%	(93,403)	(5,634,507)	(5,627,001)
Human Resource Management	(173,534)	(222,601)	-22%	49,068	(2,947,112)	(2,853,188)
Library Services	(273,950)	(319,978)	-14%	46,028	(3,918,933)	(3,896,274)
Recreation & Community Safety	(874,406)	(1,419,584)	-38%	545,179	(16,425,634)	(16,391,491)
Community Development & Services	(663,253)	(1,294,150)	-49%	630,897	(12,978,517)	(12,429,539)
Corporate Communications	(163,755)	(220,057)	-26%	56,302	(3,990,774)	(3,880,774)
Governance & Risk	(37,383)	(64,801)	-42%	27,418	(479,330)	(479,330)
Statutory Planning	(75,497)	(102,908)	-27%	27,410	(1,435,141)	(1,435,141)
Strategic Planning	(115,943)	(132,469)	-12%	16,526	(1,956,008)	(1,941,496)
Building Services	(97,564)	(121,452)	-20%	23,888	(1,637,643)	(1,637,643)
Environmental Health	(90,516)	(150,145)	-40%	59,629	(1,929,160)	(1,923,740)
Waste Services	(1,204,898)	(1,520,968)	-21%	316,069	(19,941,355)	(19,593,906)
Parks & Environmental Services	(559,798)	(1,254,639)	-55%	694,841	(15,348,297)	(15,210,682)
Engineering Services	(560,298)	(634,195)	-12%	73,896	(7,937,632)	(7,881,865)
Infrastructure Services	(499,472)	(962,117)	-48%	462,646	(10,761,318)	(10,664,608)
	(7,502,258)	(10,453,345)	-28%	2,951,087	(118,201,916)	(116,735,938)

## STATEMENT OF FINANCIAL ACTIVITY

for the period ended 31 July 2018

	Actuals	YTD Revised Budget	Variance to YTD Budget	\$ Variance to YTD Budget	Revised Budget	Adopted Budget
	\$	\$	%	\$	\$	\$
<b>Less:</b> Net Internal Recharging	57,982	64,521	-10%	(6,539)	986,570	986,570
<b>Add:</b> Depreciation & Amortisation on Non-Current Assets						
Computer Equipment	(84,218)	(84,218)	0%	-	(1,010,616)	(1,010,616)
Furniture and Equipment	(31,647)	(31,647)	0%	-	(379,764)	(379,764)
Plant & Machinery	(266,563)	(267,363)	0%	800	(3,197,550)	(3,197,550)
Buildings	(513,028)	(513,028)	0%	-	(6,156,336)	(6,156,336)
Infrastructure - Roads	(947,435)	(947,435)	0%	-	(11,369,220)	(11,369,220)
Infrastructure - Drainage	(217,367)	(217,367)	0%	-	(2,608,404)	(2,608,404)
Infrastructure - Footpaths	(117,530)	(117,530)	0%	-	(1,410,360)	(1,410,360)
Infrastructure - Parks Equipment	(333,030)	(333,030)	0%	-	(3,996,360)	(3,996,360)
Landfill Infrastructure	(94,940)	(94,940)	0%	-	(1,139,280)	(1,139,280)
Marina Infrastructure	(82,759)	(82,759)	0%	-	(993,108)	(993,108)
	<b>(2,688,517)</b>	<b>(2,689,317)</b>	<b>0%</b>	<b>800</b>	<b>(32,260,998)</b>	<b>(32,260,998)</b>
<b>Total Operating Expenditure</b>	<b>(10,132,793)</b>	<b>(13,078,141)</b>	<b>-23%</b>	<b>2,945,348</b>	<b>(149,476,344)</b>	<b>(148,010,366)</b>
<b>Change in Net Assets Resulting from Operations</b>	<b>96,983,696</b>	<b>94,339,294</b>	<b>3%</b>	<b>2,644,402</b>	<b>181,054</b>	<b>3,606,245</b>
<b>Non-Operating Activities</b>						
<b>Profit/(Loss) on Assets Disposal</b>						
Plant and Machinery	35,000	(115,606)	-130%	150,606	(376,772)	(410,272)
Freehold Land	-	-	0%	-	5,180,000	2,170,000
Buildings	-	-	0%	-	-	-
	<b>35,000</b>	<b>(115,606)</b>	<b>-130%</b>	<b>150,606</b>	<b>4,803,228</b>	<b>1,759,728</b>
<b>Capital Expenditure</b>						
Computer Equipment	(70,923)	(276,832)	-74%	205,909 ✓	(2,282,000)	(1,063,280)
Furniture and Equipment	(116,407)	(2,500)	4556%	(113,907)	(30,000)	(30,000)
Plant & Machinery	(29,227)	(65,000)	-55%	35,773	(4,317,000)	(4,161,000)
Land	(5,200)	(58,440)	-91%	53,240	(701,287)	-
Buildings	(353,265)	(1,226,697)	-71%	873,432 ✓	(16,885,020)	(9,362,800)
Infrastructure - Roads	(97,892)	(1,361,229)	-93%	1,263,337 ✓	(21,358,537)	(14,162,636)
Infrastructure - Drainage	(4,510)	(131,619)	-97%	127,109	(1,899,312)	(1,218,300)
Infrastructure - Footpaths	(29,145)	(92,002)	-68%	62,857	(1,893,461)	(1,187,072)
Infrastructure - Parks Equipment	(120,077)	(919,017)	-87%	798,939 ✓	(10,757,698)	(5,847,000)
Infrastructure - Parks Landscaping	(82,710)	(238,931)	-65%	156,222	(2,491,510)	(1,980,000)
Landfill Infrastructure	-	(74,990)	-100%	74,990	(538,083)	(360,000)
<b>Note 1.</b>	<b>(909,356)</b>	<b>(4,496,840)</b>	<b>-80%</b>	<b>3,587,484</b>	<b>(64,703,908)</b>	<b>(40,922,088)</b>

## STATEMENT OF FINANCIAL ACTIVITY

for the period ended 31 July 2018

	Actuals	YTD Revised Budget	Variance to YTD Budget	\$ Variance to YTD Budget	Revised Budget	Adopted Budget
	\$	\$	%	\$	\$	\$
<b>Add:</b> Land - Vested in Crown	-	-	0%	-	-	-
<b>Add:</b> Transfer to Reserves	(909,297)	(767,489)	18%	(141,808)	(34,538,907)	(31,528,907)
<b>Add Funding from</b>						
Non-Operating Grants, Subsidies and Contributions	(80,210)	266,113	-130%	(346,323) X	15,280,524	10,133,695
Developers Contributions Plans: Cash	665,037	432,494	54%	232,543 ✓	5,910,000	5,910,000
Proceeds on Sale of Assets	35,000	5,000	600%	30,000	6,930,500	3,887,000
Reserves	3,945,450	6,148,137	-36%	(2,202,687) X	39,195,138	17,168,457
Gifted Subdivision Assets	-	-	0%	-	-	-
	<b>4,565,277</b>	<b>6,851,745</b>	<b>-33%</b>	<b>(2,286,467)</b>	<b>67,316,162</b>	<b>37,099,152</b>
<b>Non-Cash/Non-Current Item Adjustments</b>						
Depreciation on Assets	2,593,577	2,594,377	0%	(800)	31,121,718	31,121,718
Amortisation on Assets	94,940	94,940	0%	-	1,139,280	1,139,280
Profit/(Loss) on Assets Disposal	(35,000)	115,606	-130%	(150,606)	(4,803,228)	(1,759,728)
Loan Repayments	-	-	0%	-	(2,500,000)	(2,500,000)
Non-Current Leave Provisions	(15,182)	-	0%	(15,182)	-	-
Deferred Pensioners Adjustment	38,628	-	0%	38,628	-	-
	<b>2,676,963</b>	<b>2,804,923</b>	<b>-5%</b>	<b>(127,960)</b>	<b>24,957,770</b>	<b>28,001,270</b>
Opening Funds	11,855,223	2,000,000	493%	9,855,223	2,000,000	2,000,000
<b>Closing Funds</b>	<b>114,297,506</b>	<b>100,616,026</b>	<b>14%</b>	<b>13,681,480</b>	<b>15,400</b>	<b>15,400</b>
	-	-	-	-	-	-

Note 2, 3.

**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	(70,923)	(88,769)	(159,692)	(276,832)	(2,282,000)	2,122,308
Furniture and Equipment	(116,407)	-	(116,407)	(2,500)	(30,000)	(86,407)
Plant & Machinery	(29,227)	(46,251)	(75,478)	(65,000)	(4,317,000)	4,241,522
Land	(5,200)	-	(5,200)	(58,440)	(701,287)	696,087
Buildings	(353,265)	(784,636)	(1,137,901)	(1,226,697)	(16,885,020)	15,747,119
Infrastructure - Roads	(97,892)	(6,994,115)	(7,092,007)	(1,361,229)	(21,358,537)	14,266,530
Infrastructure - Drainage	(4,510)	(148,405)	(152,915)	(131,619)	(1,899,312)	1,746,397
Infrastructure - Footpaths	(29,145)	(200,738)	(229,883)	(92,002)	(1,893,461)	1,663,578
Infrastructure - Parks Equipment	(120,077)	(1,618,554)	(1,738,631)	(919,017)	(10,757,698)	9,019,067
Infrastructure - Parks Landscaping	(82,710)	(375,621)	(458,330)	(238,931)	(2,491,510)	2,033,180
Landfill Infrastructure	-	(14,044)	(14,044)	(74,990)	(538,083)	524,039
	(909,356)	(10,271,132)	(11,180,488)	(4,447,257)	(63,153,908)	51,973,420

**Note 2.**

Closing Funds in the Financial Activity Statement are represented by:

	Actuals	YTD Revised Budget	Full Year Revised Budget	Adopted Budget
	\$	\$	\$	\$
<b>Current Assets</b>				
Cash & Investments	141,857,802	221,669,698	113,947,104	126,585,931
Rates Outstanding	96,920,004	3,500,000	3,500,000	3,500,000
Rubbish Charges Outstanding	2,333,308	-	-	-
Sundry Debtors	16,229,861	3,200,000	3,200,000	3,200,000
GST Receivable	(133,771)	-	-	-
Prepayments	54,081	-	-	-
Accrued Debtors	810,993	-	-	-
Stock on Hand	22,435	-	-	-
	258,094,713	228,369,699	120,647,104	133,285,931
<b>Current Liabilities</b>				
Creditors	(19,472,085)	(7,500,000)	(7,898,311)	(7,898,311)
Income Received in Advance	(1,275,742)	(1,400,000)	(1,400,000)	(1,400,000)
GST Payable	(1,287,451)	-	-	-
Withholding Tax Payable	-	-	-	-
Provision for Annual Leave	(4,074,590)	(4,000,000)	(4,000,000)	(4,000,000)
Provision for Long Service Leave	(2,609,004)	(2,400,000)	(2,400,000)	(2,400,000)
	(28,718,872)	(15,300,000)	(15,698,311)	(15,698,311)
<b>Net Current Assets</b>	229,375,840	213,069,699	104,948,792	117,587,620
<b>Add: Non Current Investments</b>	1,021,816	1,100,000	1,100,000	1,100,000
	230,397,656	214,169,699	106,048,792	118,687,620
<b>Less: Restricted/Committed Assets</b>				
Cash Backed Reserves #	(116,100,150)	(113,553,672)	(114,278,089)	(118,672,220)
Deposits & Bonds Liability *	-	-	-	-
	114,297,506	100,616,026	(8,229,296)	15,400
<b>Closing Funds (as per Financial Activity Statement)</b>	<b>114,297,506</b>	<b>100,616,026</b>	<b>(8,229,296)</b>	<b>15,400</b>

# 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)				15,400

## Statement of Comprehensive Income *by Nature and Type*

for the period ended 31 July 2018

	Actual	Amended YTD Budget	\$ Variance to YTD Budget	Forecast	Amended Budget	Adopted Budget
	\$	\$	\$	\$	\$	\$
<b>OPERATING REVENUE</b>						
01 Rates	100,192,429	100,225,000	(32,571)	103,667,429	103,700,000	103,700,000
02 Specified Area Rates	434,224	450,000	(15,776)	434,224	450,000	450,000
05 Fees and Charges	Note 1 5,023,728	5,230,419	(206,691)	28,781,921	28,988,612	28,988,612
10 Grants and Subsidies	923,152	1,071,220	(148,067)	10,126,563	10,274,630	12,233,842
15 Contributions, Donations and Reimbursements	75,954	78,758	(2,804)	1,246,885	1,249,689	1,249,689
20 Interest Earnings	467,001	362,039	104,962	5,099,429	4,994,467	4,994,467
25 Other revenue and Income	-	-	-	-	-	-
<b>Total Operating Revenue</b>	<b>107,116,489</b>	<b>107,417,435</b>	<b>(300,946)</b>	<b>149,356,452</b>	<b>149,657,399</b>	<b>151,616,611</b>
<b>OPERATING EXPENDITURE</b>						
50 Employee Costs - Salaries & Direct Oncosts	Note 2 (3,542,059)	(4,234,658)	692,599	(54,431,282)	(55,123,882)	(55,123,882)
51 Employee Costs - Indirect Oncosts	(37,330)	(75,774)	38,444	(1,535,003)	(1,573,447)	(1,571,447)
55 Materials and Contracts	Note 3 (2,059,280)	(4,132,227)	2,072,947	(42,636,224)	(44,709,171)	(43,245,692)
65 Utilities	(346,560)	(470,633)	124,072	(5,337,011)	(5,461,083)	(5,460,583)
70 Interest Expenses	-	-	-	(708,945)	(708,945)	(708,945)
75 Insurances	(964,150)	(975,000)	10,850	(1,474,150)	(1,485,000)	(1,485,000)
80 Other Expenses	(552,879)	(565,053)	12,174	(9,128,214)	(9,140,388)	(9,140,388)
85 Depreciation on Non Current Assets	(2,593,577)	(2,594,377)	800	(31,120,918)	(31,121,718)	(31,121,718)
86 Amortisation on Non Current Assets	(94,940)	(94,940)	-	(94,940)	(1,139,280)	(1,139,280)
<b>Add Back:</b> Indirect Costs Allocated to Capital Works	57,982	64,521	(6,539)	980,031	986,570	986,570
<b>Total Operating Expenditure</b>	<b>(10,132,793)</b>	<b>(13,078,141)</b>	<b>2,945,348</b>	<b>(145,486,657)</b>	<b>(149,476,344)</b>	<b>(148,010,366)</b>
<b>CHANGE IN NET ASSETS RESULTING FROM OPERATING ACTIVITIES</b>						
	<b>96,983,696</b>	<b>94,339,294</b>	<b>2,644,402</b>	<b>3,869,796</b>	<b>181,054</b>	<b>3,606,245</b>
<b>NON-OPERATING ACTIVITIES</b>						
11, 16 Non-Operating Grants, Subsidies and Contributions	(80,210)	266,113	(346,323)	14,934,201	15,280,524	10,133,695
18 Developers Contributions Plans: Cash	665,037	432,494	232,543	6,142,543	5,910,000	5,910,000
95 Profit/(Loss) on Sale of Assets	35,000	(115,606)	150,606	35,000	4,803,228	1,759,728
<b>Total Non-Operating Activities</b>	<b>619,828</b>	<b>583,002</b>	<b>36,826</b>	<b>21,111,744</b>	<b>25,993,752</b>	<b>17,803,423</b>
<b>NET RESULT</b>						
	<b>97,603,523</b>	<b>94,922,296</b>	<b>2,681,227</b>	<b>24,981,540</b>	<b>26,174,806</b>	<b>21,409,668</b>

**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
	\$	\$	\$	\$
<b><u>Recreation &amp; Community Safety</u></b>				
Recreational Services	29,592	49,465	593,580	593,580
Law and Public Safety	54,544	32,623	465,596	465,596
Cockburn ARC	878,233	801,883	11,152,830	11,152,830
	962,370	883,971	12,212,006	12,212,006
<b><u>Waste Services:</u></b>				
Waste Collection Services	2,582,113	2,468,612	2,647,216	2,647,216
Waste Disposal Services	488,685	440,950	5,479,288	5,479,288
	3,070,798	2,909,562	8,126,504	8,126,504
<b><u>Infrastructure Services:</u></b>				
Port Coogee Marina	55,179	(41,491)	955,000	955,000
	55,179	(41,491)	955,000	955,000
	4,088,348	3,752,042	21,293,509	21,293,509

**Note 2.**

Additional information on Salaries and Direct On-Costs by each Division.

	Actual	Amended YTD Budget	Amended Budget	Adopted Budget
	\$	\$	\$	\$
Executive Services	(235,112)	(188,799)	(2,451,261)	(2,451,261)
Finance & Corporate Services Division	(502,783)	(582,523)	(7,531,029)	(7,437,105)
Governance & Community Services Division	(1,284,883)	(1,595,074)	(20,903,528)	(20,997,452)
Planning & Development Division	(343,701)	(443,115)	(5,754,016)	(5,754,016)
Engineering & Works Division	(1,175,579)	(1,425,148)	(18,484,048)	(18,484,048)
	(3,542,059)	(4,234,658)	(55,123,882)	(55,123,882)

**Note 3**

Additional information on Materials and Contracts by each Division.

	Actual	Amended YTD Budget	Amended Budget	Adopted Budget
	\$	\$	\$	\$
Executive Services	(141,669)	(163,914)	(1,984,515)	(2,076,333)
Finance & Corporate Services Division	(391,455)	(264,819)	(4,043,270)	(3,952,650)
Governance & Community Services Division	(586,403)	(1,553,971)	(13,466,124)	(12,658,920)
Planning & Development Division	(30,595)	(56,045)	(1,033,323)	(1,013,391)
Engineering & Works Division	(909,158)	(2,093,478)	(24,181,939)	(23,544,399)
Not Applicable	0	0	0	0
	(2,059,280)	(4,132,227)	(44,709,171)	(43,245,692)

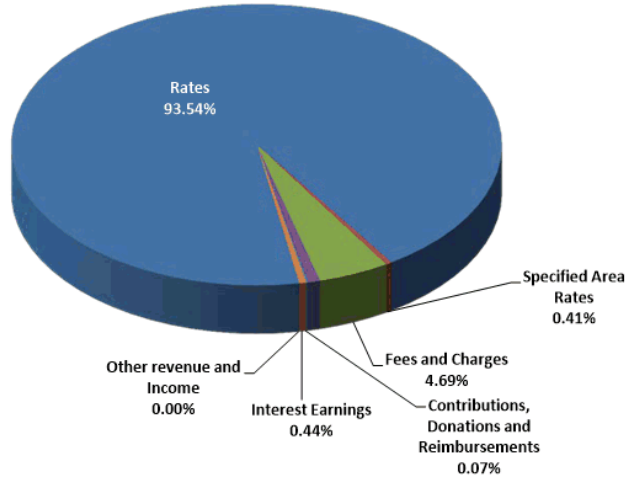
City of Cockburn - Reserve Funds

Financial Statement for Period Ending 31 July 2018

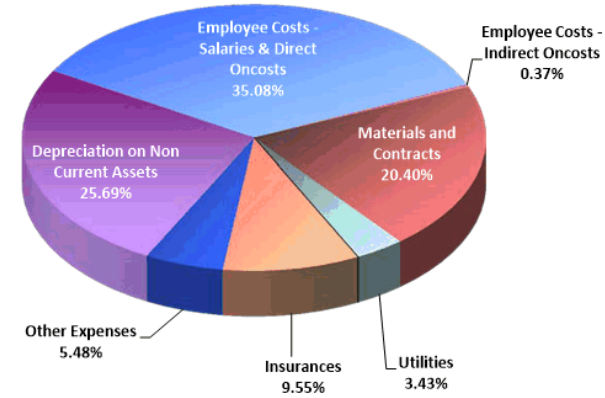
Account Details	Opening Balance		Interest Received		t/f's from Municipal		t/f's to Municipal		Closing Balance	
	Budget	Actual	Budget	Actual	Budget	Actual	Budget	Actual	Budget	Actual
<b>Council Funded</b>										
Bibra Lake Management Plan	601,791	601,791	11,324	1,223	-	-	(100,000)	-	513,115	603,014
Carry Forward Projects	3,618,392	3,618,392	-	-	-	-	(10,938,249)	-	(7,319,857)	3,618,392
Cockburn ARC Building Maintenance	2,010,608	2,010,608	53,573	4,086	-	-	-	-	2,064,181	2,014,694
Cockburn Coast SAR	897	897	-	2	-	-	-	-	897	899
Community Infrastructure	14,879,832	14,879,832	127,034	30,237	7,000,000	-	(5,525,836)	(62,825)	16,481,030	14,847,244
Community Surveillance	903,958	903,958	23,842	1,837	200,000	-	(359,238)	(9,553)	768,562	896,243
Environmental Offset	304,512	304,512	8,033	619	-	-	-	-	312,545	305,130
Greenhouse Action Fund	420,432	420,432	10,790	854	200,000	-	(60,000)	-	571,222	421,287
HWRP Post Closure Management & Contaminated	2,324,206	2,324,206	50,489	4,723	-	-	(135,000)	(307)	2,239,695	2,328,621
Information Technology	206,565	206,565	8,388	420	200,000	-	(121,250)	-	293,703	206,985
Insurance	1,246,137	1,246,137	8,801	2,584	550,000	-	(75,000)	-	1,729,938	1,248,722
Land Development and Investment Fund	3,756,615	3,756,615	256,447	7,634	6,119,801	35,000	(3,000,799)	-	7,132,064	3,799,249
Major Building Refurbishment	13,093,407	13,093,407	147,574	26,607	1,500,000	-	(175,000)	-	14,565,981	13,120,014
Municipal Elections	79,037	79,037	2,977	161	-	-	-	-	82,014	79,198
Naval Base Shacks	1,078,013	1,078,013	24,153	2,191	30,635	-	-	-	1,132,801	1,080,204
Plant & Vehicle Replacement	9,373,858	9,373,858	115,183	19,048	3,350,000	-	(3,526,500)	-	9,312,541	9,392,906
Port Coogee Marina Assets Replacement	285,423	285,423	-	580	1,000,000	-	-	-	1,285,423	286,003
Port Coogee Special Maintenance - SAR	1,629,721	1,629,721	28,417	3,312	380,000	-	(206,833)	(15,744)	1,831,305	1,617,290
Port Coogee Waterways - SAR	92,022	92,022	8,852	187	70,000	-	(50,000)	-	120,874	92,209
Port Coogee Waterways - WEMP	1,763,151	1,763,151	43,009	3,583	-	-	(593,533)	-	1,212,627	1,766,733
Roads & Drainage Infrastructure	15,446,223	15,446,223	81,300	31,388	2,000,000	-	(5,069,894)	-	12,457,629	15,477,611
Staff Payments & Entitlements	1,709,732	1,709,732	47,023	3,474	125,000	-	(190,000)	-	1,691,755	1,713,206
Waste & Recycling	14,136,202	14,136,202	363,713	28,519	1,100,000	-	(598,083)	-	15,001,832	14,164,720
Waste Collection	2,092,296	2,092,296	66,093	4,252	1,400,000	-	(91,207)	-	3,467,182	2,096,548
Welfare Redundancies	42,634	42,634	797	87	-	-	-	-	43,431	42,720
POS Cash in Lieu (Restricted Funds)	-	-	-	-	-	-	-	-	-	-
	<b>91,095,664</b>	<b>91,095,665</b>	<b>1,487,812</b>	<b>177,604</b>	<b>25,225,436</b>	<b>35,000</b>	<b>(30,816,422)</b>	<b>(88,428)</b>	<b>86,992,490</b>	<b>91,219,841</b>
<b>Grant Funded</b>										
Aged and Disabled Asset Replacement	191,003	191,003	8,628	388	-	-	-	-	199,631	191,391
CIHCF Building Maintenance	6,150,813	6,150,813	5,641	12,499	1,456,941	-	-	-	7,613,395	6,163,311
Family Day Care Accumulation Fund	30,674	30,675	-	18	-	-	-	-	30,674	30,692
Naval Base Shack Removal	528,000	528,000	10,822	1,073	56,000	-	-	-	594,822	529,072
Restricted Grants & Contributions	4,398,719	4,398,719	-	-	-	-	(3,907,730)	(3,857,021)	490,989	541,697
Underground Power - Service Charge	-	0	-	-	-	-	-	-	-	0
Welfare Projects Employee Entitlements	506,148	708,130	9,223	986	-	-	-	-	515,371	709,116
	<b>11,805,357</b>	<b>12,007,339</b>	<b>34,314</b>	<b>14,963</b>	<b>1,512,941</b>	<b>-</b>	<b>(3,907,730)</b>	<b>(3,857,021)</b>	<b>9,444,882</b>	<b>8,165,281</b>
<b>Development Cont. Plans</b>										
Cockburn Coast DCP14	(112,255)	(112,255)	-	(228)	-	-	(40,961)	-	(153,216)	(112,483)
Community Infrastructure DCP 13	5,714,253	5,714,253	231,370	11,612	4,500,000	576,687	(4,370,495)	-	6,075,128	6,302,552
Hammond Park DCP	2,742,378	2,742,378	24,032	5,573	500,000	9,073	(6,885)	-	3,259,525	2,757,024
Munster Development	1,260,069	1,260,069	21,830	2,561	80,000	-	(8,321)	-	1,353,578	1,262,629

Muriel Court Development Contribution	257,613	257,613	179	523	350,000	-	(11,738)	-	596,054	258,137
Packham North - DCP 12	15,021	15,021	1,146	31	100,000	-	(9,379)	-	106,788	15,052
Solomon Road DCP	639,757	639,757	16,500	1,300	-	-	(5,511)	-	650,746	641,057
Success Nth Development Cont. Plans	3,282,848	3,282,848	40,540	6,671	30,000	-	(3,776)	-	3,349,612	3,289,519
Thomas St Development Cont. Plans	13,262	13,262	294	27	-	-	-	-	13,556	13,289
Wattleup DCP 10	17,141	17,141	3,394	35	250,000	63,389	(6,885)	-	263,650	80,564
Yangebup East Development Cont. Plans	1,422,610	1,422,610	18,907	2,891	-	-	(3,656)	-	1,437,861	1,425,500
Yangebup West Development Cont. Plans	780,602	780,602	10,212	1,586	100,000	-	(3,376)	-	887,438	782,188
	<b>16,033,299</b>	<b>16,033,299</b>	<b>368,404</b>	<b>32,581</b>	<b>5,910,000</b>	<b>649,149</b>	<b>(4,470,986)</b>	<b>-</b>	<b>17,840,717</b>	<b>16,715,028</b>
<i>Total Reserves</i>	<b>118,934,320</b>	<b>119,136,303</b>	<b>1,890,530</b>	<b>225,148</b>	<b>32,648,377</b>	<b>684,149</b>	<b>(39,195,138)</b>	<b>(3,945,450)</b>	<b>114,278,089</b>	<b>116,100,150</b>

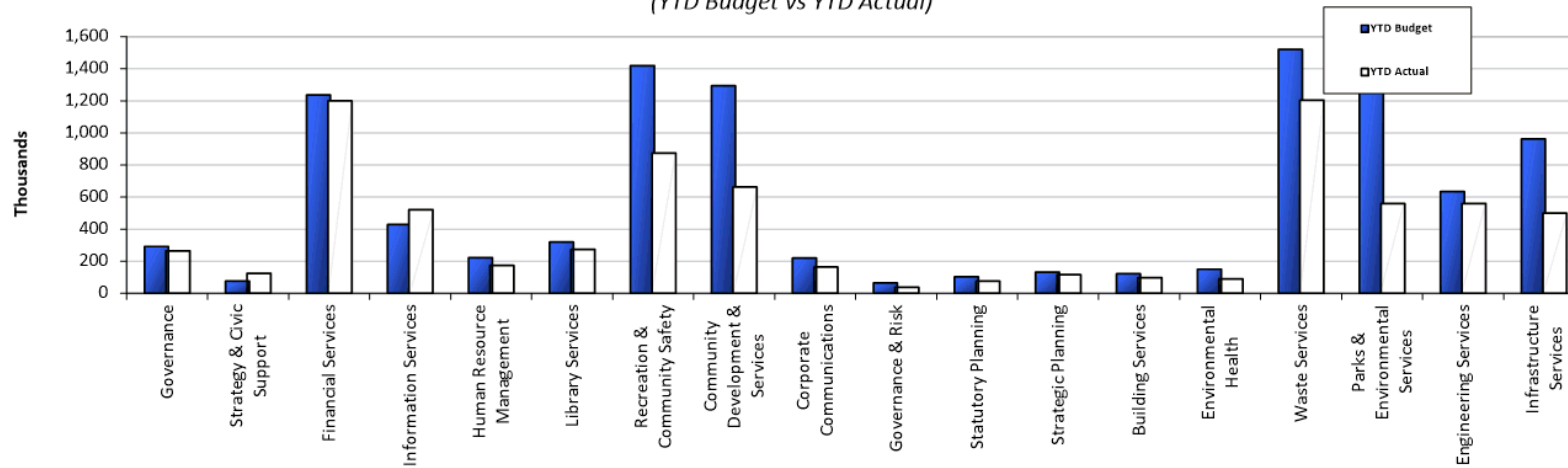
**Operating Income by Nature and Type**  
(YTD Actual)



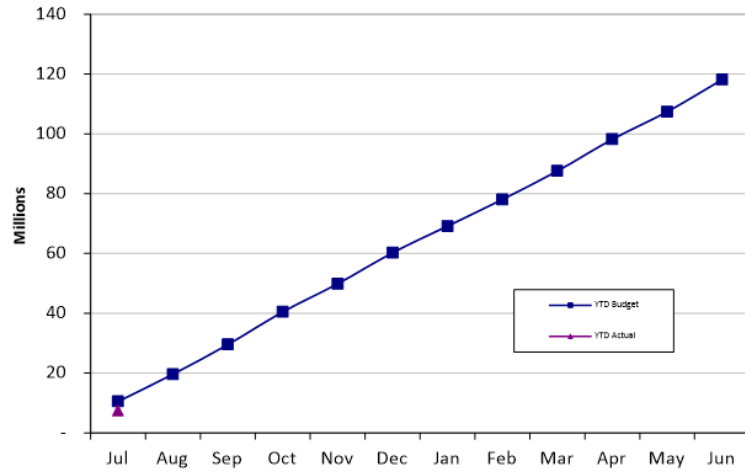
**Operating Expenditure by Nature and Type**  
(YTD Actual)



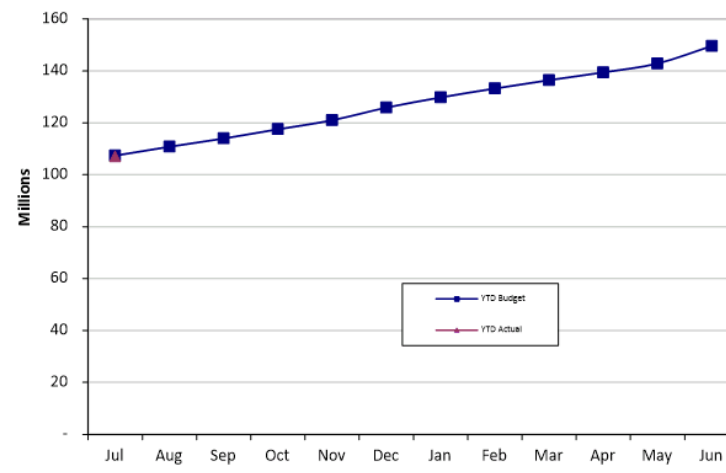
**Operating Expenditure by Business Unit**  
(YTD Budget vs YTD Actual)



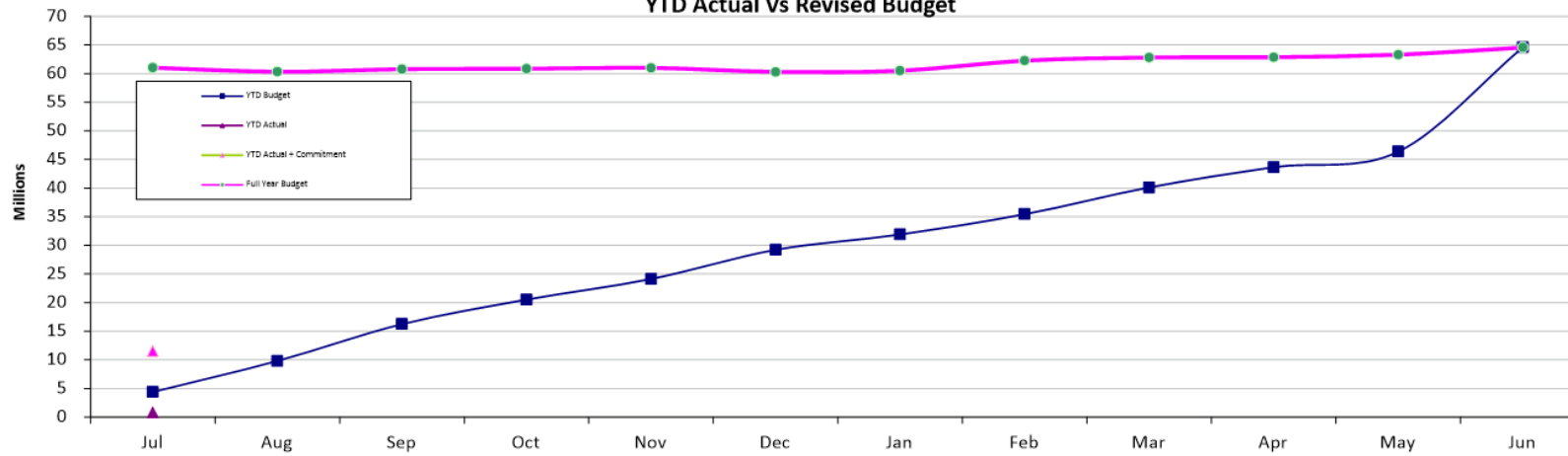
YTD Operating Expenditure Vs YTD Revised Budget



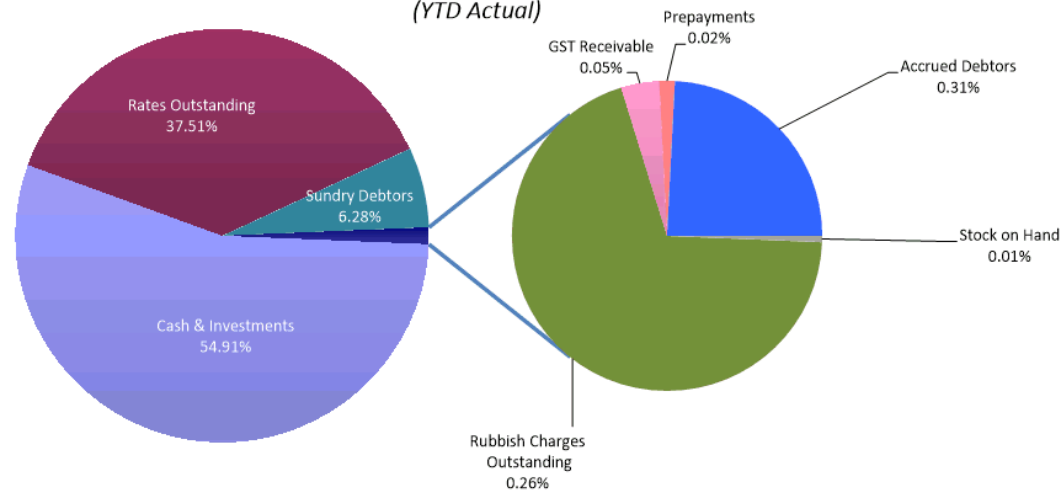
YTD Operating Income Vs YTD Revised Budget



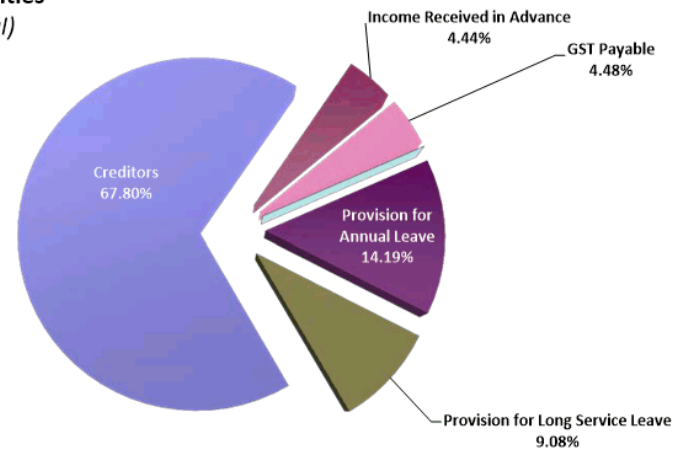
Capital Expenditure  
YTD Actual Vs Revised Budget



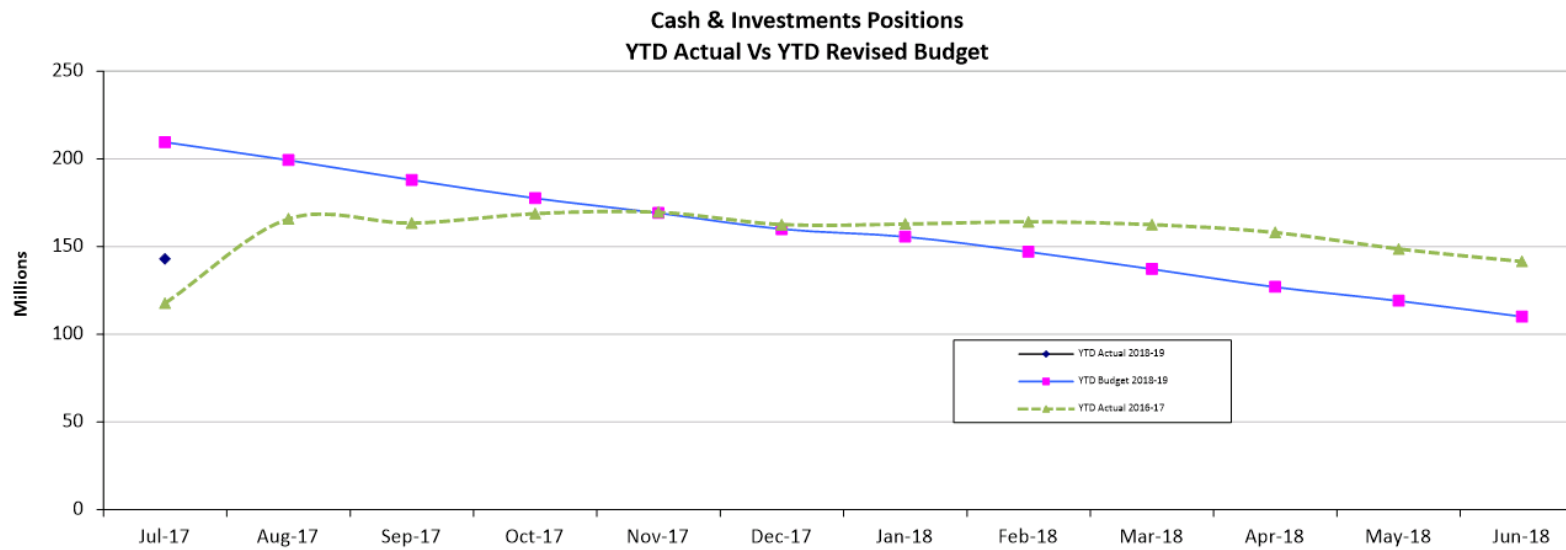
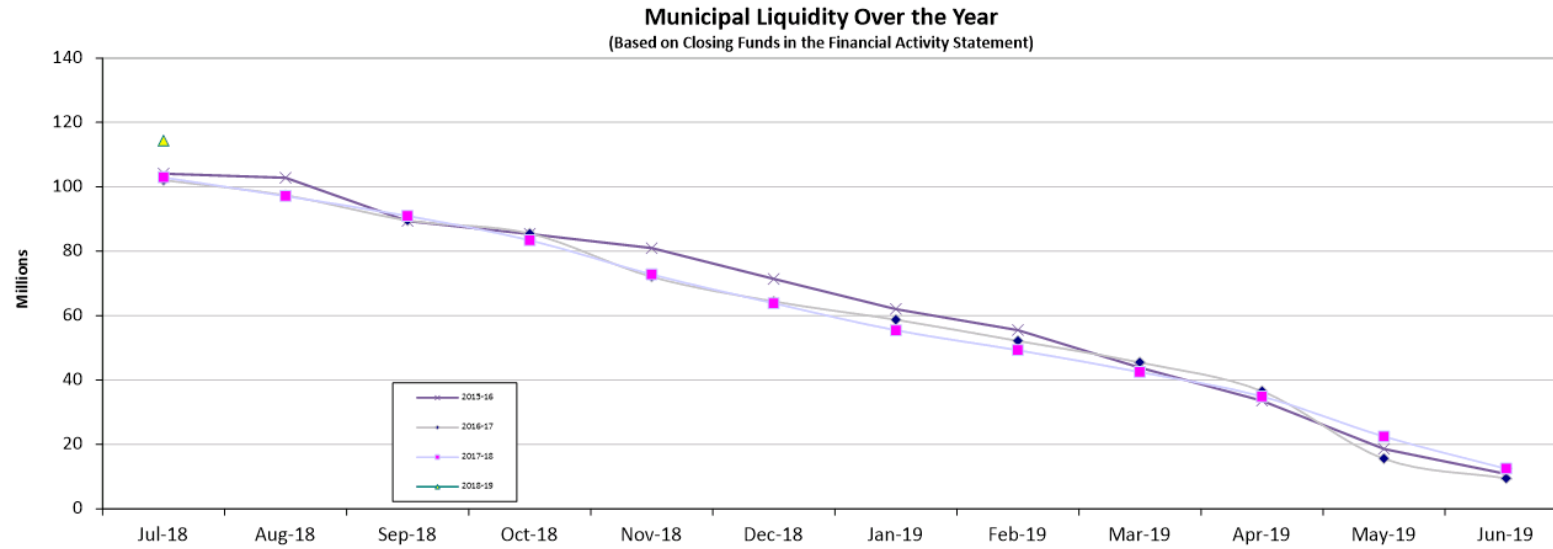
**Current Assets**  
(YTD Actual)



**Current Liabilities**  
(YTD Actual)







**DETAILED BUDGET AMENDMENTS REPORT**  
for the period ended 31 July 2018

PROJECT/ACTIVITY LIST	DESCRIPTION	ADD/LESS	EXPENDITURE	TF TO RESERVE	FUNDING SOURCES			
					RESERVE	EXTERNAL	MUNICIPAL	NON-CASH
GL 235	Cockburn Parenting	ADD				(500)	500	
GL 354	Grants and Research	ADD	6,500				(6,500)	
GL 493	Environmental Services	ADD	3,500				(3,500)	
OP8970	EM Engagement	ADD	20,000				(20,000)	
OP8971	Marina Software and Services	ADD	17,460				(17,460)	
OP8272	EM Budget Contingency	LESS	(47,460)				47,460	
			0	0	0	(500)	500	0

### 15.3 CARRIED FORWARD WORKS/PROJECTS AND BUDGET SURPLUS FROM 2017-2018 FINANCIAL YEAR

**Author(s)** N Mauricio

**Attachments** 1. Carried Forward Works & Projects List (from 2017-2018) [↓](#)

#### RECOMMENDATION

That Council

- (1) amend the 2018-2019 budget by including the Carried Forward Works and Projects as set out in the schedule attached to the Agenda and summarised in the following table:

Capital Expenditure	\$23,781,820
Operating Expenditure	\$879,074
<b>Total Expenditure</b>	<b>\$24,660,894</b>
<b>Funded By:</b>	
Sale of Assets	\$3,043,500
Less: Transfers to Reserves (from land sales)	(\$3,010,000)
Grants & Contributions to be received	\$5,188,579
Grants & Contributions already received	\$2,701,001
Transfers from Reserves	\$7,180,702
Municipal Funds	\$9,557,112
<b>Total Funding</b>	<b>\$24,660,894</b>

- (2) amend the 2018-2019 budget by adjusting the opening municipal funds brought forward position as follows:

Increase opening municipal funds b/fwd from \$2,000,000 to \$11,855,223	(\$9,855,223)
Transfer to the Carried Forwards Projects Reserve, representing municipal component of carried forward works & projects from 2017-2018	\$9,557,112

Increase budgeted transfer to Community Infrastructure Reserve of \$7,000,000 by the variance in budgeted surplus vs actual surplus (\$2,000,000 vs \$2,298,111).	\$298,111
---	-----------

**TO BE CARRIED BY AN ABSOLUTE MAJORITY OF COUNCIL**

### Background

When Council adopted its Budget for the 2018-2019 financial year (FY) at the June ordinary meeting, carried forward works and projects were not included as these were not ascertainable at the time.

An estimated municipal closing surplus position of \$2.0M was included in the 2018-2019 adopted budget, representing an uncommitted surplus (not factoring for the carried forwards). Now that the carried forwards have been determined, these need to be adopted by Council, as well as their impact on the budgeted closing surplus position for 2017-2018.

### Submission

N/A

### Report

In the 2018-2019 adopted budget, the City forecast an opening municipal position of \$2,000,000, being an uncommitted surplus available for budget allocation. These funds were included in the budgeted transfer to the Community Infrastructure Reserve of \$7,000,000.

The City's financial position and carried forward works and projects for 2017-2018 have now been finalised, with a total surplus position of \$11,855,223 having been determined. Whilst this is still subject to audit and may alter slightly, any change can be dealt with through the monthly financial report to Council.

The determined surplus includes an amount of \$9,557,112 municipal funding required for the list of carried forward projects (attached to the agenda). This leaves an uncommitted closing surplus position of \$2,298,111 compared to the \$2,000,000 estimate included in the adopted budget. It is proposed the additional \$298,111 be transferred to the Community Infrastructure Reserve in accordance with Council's budget management policy SC34.

The carried forward works and projects include capital and operating expenditure totalling \$24,660,894 (\$12,037,769 last year). These are

funded from a mix of municipal funds, financial reserves, asset sales and grants and contributions.

Also carried forward is the sale of various land holdings totalling \$3,010,000 which once realised, will be transferred into the Land Development and Investment Fund Reserve as per Council's Land Development Strategy.

There are 200 projects required to be carried forward this year (compared to 144 last year). Of these, 142 projects had commenced last financial year with expenditure of \$22.84 million incurred against a total budget of \$44.56 million. \$21.41 million of the \$24.66 million being carried forward relates to these projects, leaving a balance of \$3.25 million carried forward for 58 projects that are yet to commence (compared with 60 for last year).

Five of the projects being carried forward total \$10.23 million (or 41% of the total amount carried forward). These being Lakelands Hockey & Sporting Facilities (\$4.44 million), Spearwood Ave Duplication (\$2.0 million), Spearwood Ave Bridge (\$1.61 million), Verde Drive (\$1.14 million) and Cockburn Bowling & Recreation Facility (\$1.04 million).

The City spent 62% of the \$63.27 million capital budget during 2017-2018, with 89% of the 481 Capital Works projects budgeted either completed or commenced prior to the 30 June 2018.

### **Strategic Plans/Policy Implications**

#### Leading & Listening

Deliver sustainable governance through transparent and robust policy and processes

Ensure sound long term financial management and deliver value for money

### **Budget/Financial Implications**

The 2017-2018 Budget will be amended to reflect \$11,855,223 of opening funds brought forward from the 2017-2018 financial year, an increase of \$9,855,223. However, this amount includes \$9,557,112 of municipal funding required to fund carried forward works and projects totalling \$24,660,894. The remaining \$298,111 of increased surplus will be transferred to the Community Infrastructure Reserve in accordance with Council's budget management policy SC34.

### **Legal Implications**

N/A

**Community Consultation**

N/A

**Risk Management Implications**

Council's budget for revenue, expenditure and the closing financial position will be misrepresented if the recommendation amending the budget is not adopted. The uncompleted carried forward works and projects from 2017-2018 (and their associated funding sources) need to be formally adopted by Council to ensure compliance with legislative requirements.

**Advice to Proponent(s)/Submissioners**

N/A

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

Nil

Carried Forward Works/Projects from 2017-18 Financial Year

Service Unit	Project Description	Expenditure Amount	Income Source			
			Reserves	External	Restricted Funds	Municipal
512 - Waste_Disposal_Services	CW1935 - Remediation & landfill leachate management	41,171	(41,171.00)			0.00
512 - Waste_Disposal_Services	CW1987 - ITC Weighbridge Fitout	5,000	(5,000.00)			0.00
512 - Waste_Disposal_Services	CW1990 - Pump Monitors	19,860	(19,860.00)			0.00
512 - Waste_Disposal_Services	CW1991 - Waste Supply Agreement - Talis Consultants	32,490	(32,490.00)			0.00
511 - Waste_Collection_Services	OP8981 - Garden Waste Bins	347,449	(80,000.00)		(58,449.00)	(209,000.00)
511 - Waste_Collection_Services	CW1983 - Waste Mobility	16,528			(16,528.00)	0.00
512 - Waste_Disposal_Services	CW1929 - Materials Recovery Facility - Design and Documentation	79,562	(79,562.00)			0.00
543 - Facilities_Mtce_and_Management	CW4639 - Civic and Community Buildings - Asbestos Removal	8,413				(8,413.00)
543 - Facilities_Mtce_and_Management	CW4670 - Main Admin Front Stairs emergency access/egress upgrade to a	19,312			(19,312.00)	0.00
543 - Facilities_Mtce_and_Management	CW4693 - East Beeliar Comm Centre	15,000				(15,000.00)
543 - Facilities_Mtce_and_Management	CW4699 - Jean Willis Centre Activity Room	9,051				(9,051.00)
543 - Facilities_Mtce_and_Management	CW4705 - Success Recreational Facility	9,860				(9,860.00)
543 - Facilities_Mtce_and_Management	CW4694 - Goodchild Changerooms	6,991				(6,991.00)
511 - Waste_Collection_Services	CW1980 - 2 Operation sheds for Staging and Delivery of Bins - Include	11,207	(11,207.00)			0.00
543 - Facilities_Mtce_and_Management	CW3780 - Poppy Street Signs	27,347				(27,347.00)
543 - Facilities_Mtce_and_Management	CW4648 - Civic and Community Buildings - Car Park Linemarking	10,000			(5,000.00)	(5,000.00)
543 - Facilities_Mtce_and_Management	CW4686 - Civic and Community Buildings - Furniture Replacement	19,492				(19,492.00)
544 - Plant_Maintenance	CW7645 - PL645 Waste Education Trailer Replacement	7,000	(6,000.00)	(1,000.00)		0.00
544 - Plant_Maintenance	CW7661 - Light Truck - Roads Services	30,000	(30,000.00)			0.00
544 - Plant_Maintenance	CW7290 - PL 290 Toyota Hi-Ace Commuter 14 Seater	65,000	(32,500.00)	(32,500.00)		0.00
544 - Plant_Maintenance	CW7791 - Marina Boat & Trailer	29,000				(29,000.00)
544 - Plant_Maintenance	CW7794 - Ranger Vehicle Radio Purchases (New)	25,000				(25,000.00)
423 - Leasing and Land Administration	CW1553 - Subdivision - Lot 1300 Goldsmith Rd	361,287	(361,287.00)			0.00
423 - Leasing and Land Administration	CW1587 - Lot 33 Davilak Ave sale		1,250,000.00	(1,250,000.00)		0.00
423 - Leasing and Land Administration	CW1611 - 25 Imlah Court		900,000.00	(900,000.00)		0.00
423 - Leasing and Land Administration	CW1612 - 27 Clara St Hamilton Hill		260,000.00	(260,000.00)		0.00
423 - Leasing and Land Administration	CW1613 - 75 Frederick St Hamilton hill		600,000.00	(600,000.00)		0.00
423 - Leasing and Land Administration	CW1622 - Purchase of Lot 75 Quarimor Road Bibra Lake	340,000	(340,000.00)			0.00
421 - Strategic_Planning	OP8848 - Master plan and feasibility model for development of Civic a	14,512	(14,512.00)			0.00
311 - Management_Libraries	OP8828 - Update History of Cockburn Project Stage 2 - Ongoing	19,825			(19,825.00)	0.00
311 - Management_Libraries	OP9995 - Library Grants Minor	1,983			(1,983.00)	0.00
311 - Management_Libraries	OP8871 - Rebranding	851				(851.00)
113 - Executive Support	CW4675 - Minor Works -C Arc	408,950	(408,950.00)			0.00
331 - Family and Community Development	OP9182 - Reconciliation Action Plan review and update	255			(255.00)	0.00
331 - Family and Community Development	OP9652 - Community Projects – Fremantle Ports Sponsorship	9,200			(9,200.00)	0.00
331 - Family and Community Development	OP9729 - MY Time Group	1,470			(1,470.00)	0.00
332 - Youth_Services	OP8840 - Youth Strategy consultancy	5,023			(5,023.00)	0.00
335 - Seniors Services	OP8883 - Cockburn Seniors Directory	2,750				(2,750.00)
337 - Grants_and_Research	OP8899 - Community Innovation and Participatory Budgeting Program	110,008				(110,008.00)

Carried Forward Works/Projects from 2017-18 Financial Year

Service Unit	Project Description	Expenditure Amount	Income Source			
			Reserves	External	Restricted Funds	Municipal
332 - Youth Services	OP8987 - DCPFS Youth Diversion	11,537			(11,537.00)	0.00
323 - Recreation Services	OP6260 - Sporting Wall of Fame	12,851				(12,851.00)
323 - Recreation Services	CW5904 - Calleya(Treeby) Floodlights	42,230				(42,230.00)
323 - Recreation Services	CW5820 - Sporting Clubs Major Capital Works Program	10,417				(10,417.00)
342 - Events and Culture	CW5207 - Public Artwork Programme	149,750			(149,750.00)	0.00
342 - Events and Culture	CW5822 - Public Art - Coolbellup Water Towers Project	80,000				(80,000.00)
328 - Ranger and Community Safety	CW1621 - RDK CCTV Towers	6,890	(6,890.00)			0.00
328 - Ranger and Community Safety	CW1472 - Ranger Vehicle Base Sets ,Repeater & Portable Boosters	43,272	(43,272.00)			0.00
328 - Ranger and Community Safety	CW1387 - Electronic Infringement System and Software	10,373			(10,373.00)	0.00
328 - Ranger and Community Safety	OP8897 - Bushfire Risk Assessment Tool (CSIRO)	41,750		(41,750.00)		0.00
328 - Ranger and Community Safety	CW1471 - CCTV Yarra Vista Dog Park	54,940	(54,940.00)			0.00
224 - Business_Systems_Services	CW1396 - Intellileisure Online	37,335	(5,000.00)		(12,335.00)	(20,000.00)
224 - Business_Systems_Services	CW1415 - Application and Server Monitoring Software	25,000			(25,000.00)	0.00
224 - Business_Systems_Services	CW1452 - Environmental Health - BP Improvements	43,140				(43,140.00)
224 - Business_Systems_Services	CW1464 - Youth Leadership & Digital Youth Engagement Platform Trial	20,000				(20,000.00)
224 - Business_Systems_Services	CW1397 - Photo Library System	5,320			(5,320.00)	0.00
224 - Business_Systems_Services	CW1450 - CoSafe Incident Reporting System	55,750				(55,750.00)
224 - Business_Systems_Services	CW1463 - Website Replacement Project - Phase II	46,137				(46,137.00)
224 - Business_Systems_Services	CW1432 - New software to payroll rostering	4,857			(4,857.00)	0.00
224 - Business_Systems_Services	CW1433 - New software project management	54,066			(16,347.00)	(37,719.00)
224 - Business_Systems_Services	CW1451 - Electronic Outcome Measurement & Reporting FWK	20,000				(20,000.00)
224 - Business_Systems_Services	CW1454 - Grant Funding Management	20,000				(20,000.00)
224 - Business_Systems_Services	CW1477 - Building Services Digital Internal Referral project	7,613				(7,613.00)
224 - Business_Systems_Services	CW1367 - GIS Integration with T1	5,440				(5,440.00)
221 - Information Communication and Technology	CW1443 - Unified Communication System	265,118				(265,118.00)
221 - Information Communication and Technology	CW1407 - Server Room Renovations	20,000				(20,000.00)
221 - Information Communication and Technology	CW1441 - Replacement UPS (2)	33,330				(33,330.00)
221 - Information Communication and Technology	CW1459 - Redev of Council Chamber AV Systems	160,000				(160,000.00)
221 - Information Communication and Technology	CW1455 - IS Disaster Recovery Plan - Phase II	25,000				(25,000.00)
521 - Parks_Construction_and_Maintenance	CW5645 - Bibra Lake MP - Skate & Recreation Precinct	863,069				(863,069.00)
521 - Parks_Construction_and_Maintenance	CW5407 - Park Development - Coogee Beach Master Plan	743,431			(243,431.00)	(500,000.00)
521 - Parks_Construction_and_Maintenance	CW5754 - CYO Connor Reserve (North) Improvements	330,380				(330,380.00)
521 - Parks_Construction_and_Maintenance	CW5681 - City Street Tree Planting Requests	312,549				(312,549.00)
521 - Parks_Construction_and_Maintenance	CW5755 - Macfaull Park Improvements	283,569				(283,569.00)
521 - Parks_Construction_and_Maintenance	CW5848 - Briggs St (Lot 12 & 52) Landscape Works	215,800				(215,800.00)
521 - Parks_Construction_and_Maintenance	CW5891 - Barrow Reserve Improvements	237,324				(237,324.00)
521 - Parks_Construction_and_Maintenance	CW5843 - Atwell Oval Irrigation Renewal	189,480				(189,480.00)
521 - Parks_Construction_and_Maintenance	CW5800 - Memorial Walk Public Realm Works CCW	145,675				(145,675.00)
522 - Environmental_Management	CW5838 - Yangebup Lake Nutrient Stripping Basin Stage 2	103,179				(103,179.00)
521 - Parks_Construction_and_Maintenance	CW5884 - Rinaldo Reserve Improvements	243,605				(243,605.00)
522 - Environmental_Management	CW5832 - Manning Park Master Plan, Hamilton Hill	94,180				(94,180.00)
521 - Parks_Construction_and_Maintenance	CW5808 - Plumosa Park Developments	82,292			(82,292.00)	0.00
521 - Parks_Construction_and_Maintenance	CW5895 - Aubin Grove Fenced Dog Exercise Areas	80,000			(80,000.00)	0.00
521 - Parks_Construction_and_Maintenance	CW5894 - South Lake Fenced Dog Exercise Areas	80,000			(80,000.00)	0.00
521 - Parks_Construction_and_Maintenance	CW5873 - Yangebup Revitalisation Strategy	80,000				(80,000.00)
521 - Parks_Construction_and_Maintenance	CW5859 - Friendship Way Streetscape_Australia Section, Spearwood	48,101				(48,101.00)
521 - Parks_Construction_and_Maintenance	CW5900 - Pipeline Park – Bridge over pipeline	65,867		(65,867.00)		0.00



Carried Forward Works/Projects from 2017-18 Financial Year

Service Unit	Project Description	Expenditure Amount	Income Source			
			Reserves	External	Restricted Funds	Municipal
521 - Parks_Construction_and_Maintenance	CW5812 - Yale Park	52,500			(52,500.00)	0.00
521 - Parks_Construction_and_Maintenance	CW5861 - Golf Course_Business Case, Studies, Design	77,392				(77,392.00)
521 - Parks_Construction_and_Maintenance	CW5875 - Park Seating & Universal Audit.	40,000				(40,000.00)
521 - Parks_Construction_and_Maintenance	CW5892 - Spearwood Ave – Feature Mural Wall	36,979				(36,979.00)
521 - Parks_Construction_and_Maintenance	CW5888 - Southwell Park Playground Renewal, Hamilton Hill	30,000				(30,000.00)
521 - Parks_Construction_and_Maintenance	CW5853 - Dodd Reserve Improvements	25,000				(25,000.00)
522 - Environmental_Management	CW5826 - Bibra Lake Reserve Interpretive signage	25,000				(25,000.00)
522 - Environmental_Management	CW5825 - Banksia Eucalypt Woodland Signage	15,000				(15,000.00)
522 - Environmental_Management	CW5830 - Interpretive Trail Signs General	10,000				(10,000.00)
521 - Parks_Construction_and_Maintenance	CW5893 - Radiata Park 1/2 Basketball Court	12,000				(12,000.00)
521 - Parks_Construction_and_Maintenance	CW5903 - Pump track and basketball court - Southlake	2,688			(2,688.00)	0.00
521 - Parks_Construction_and_Maintenance	CW5864 - Hanlon Reserve Improvements	17,815				(17,815.00)
521 - Parks_Construction_and_Maintenance	CW5791 - Citywide Irrigation Cabinet Renewal	34,150				(34,150.00)
521 - Parks_Construction_and_Maintenance	CW5762 - Citywide Irrigation Central Control	23,399				(23,399.00)
521 - Parks_Construction_and_Maintenance	CW5715 - Streetscapes - Major Road Improvements	61,269				(61,269.00)
521 - Parks_Construction_and_Maintenance	CW5491 - Park Infrastructure Renewal Allocation	25,794				(25,794.00)
522 - Environmental_Management	CW5835 - Tramway Trail Trail Head Signage	15,000				(15,000.00)
521 - Parks_Construction_and_Maintenance	CW5906 - Lopresti Park	162,882			(162,882.00)	0.00
521 - Parks_Construction_and_Maintenance	CW5907 - 20 King St Coogee (Ocean Crest Development)	20,106			(20,106.00)	0.00
521 - Parks_Construction_and_Maintenance	CW5850 - Cockburn Central - Lot 7 - Landscaping	198,000				(198,000.00)
211 - Accounting_Services	OP8822 - Business Intelligence & Performance Reporting Project	83,114			(83,114.00)	0.00
531 - Road_Construction_and_Maintenance	CW3386 - CoC Drainage Catchment Study	17,182				(17,182.00)
531 - Road_Construction_and_Maintenance	CW2491 - Drainage Investigation & Design	42,898				(42,898.00)
531 - Road_Construction_and_Maintenance	CW3461 - Bus Stop Facilities	76,763			(36,763.00)	(40,000.00)
531 - Road_Construction_and_Maintenance	CW3544 - North Lake Road (Hammond to Kentucky)	112,384			(112,384.00)	0.00
531 - Road_Construction_and_Maintenance	CW3611 - Bus Shelter Replacement Program	78,362				(78,362.00)
531 - Road_Construction_and_Maintenance	CW3624 - Bike network review	11,219			(11,219.00)	0.00
531 - Road_Construction_and_Maintenance	CW3653 - Boronia Park Brushfoot Blvd Install Lake overflow	25,949			(25,949.00)	0.00
531 - Road_Construction_and_Maintenance	CW3686 - Bike Boulevard Demonstration Projects - Design and Developme	5,000			(5,000.00)	0.00
531 - Road_Construction_and_Maintenance	CW3708 - Heavy vehicle parking	60,745			(60,745.00)	0.00
531 - Road_Construction_and_Maintenance	CW3742 - Spearwood Avenue Duplication (Beelair to Barrington )	2,004,735	(524,735.00)	(1,480,000.00)		0.00
531 - Road_Construction_and_Maintenance	CW3743 - Jandakot Warton Road turning pocket	196,839		(33,200.00)	(124,439.00)	(39,200.00)
531 - Road_Construction_and_Maintenance	CW3744 - Spearwood Avenue Rockingham Road upgrade	218,478		(35,000.00)	(125,145.00)	(58,333.00)
531 - Road_Construction_and_Maintenance	CW3752 - Cracksealing Various (Opus Report)	34,430				(34,430.00)
531 - Road_Construction_and_Maintenance	CW3783 - Swallowtail Drive Yangebup - Traffic Calming	10,638				(10,638.00)
531 - Road_Construction_and_Maintenance	CW3767 - Bibra Lake LED Rplacement Lamps	24,000				(24,000.00)
531 - Road_Construction_and_Maintenance	CW3770 - Mctaggert Cove LED replacement Lamps	25,000				(25,000.00)
531 - Road_Construction_and_Maintenance	CW3779 - Phoenix and North Lake turning pocket relocatae services	141,320				(141,320.00)
531 - Road_Construction_and_Maintenance	CW3646 - Rigby Avenue Traffic investigation	16,127			(16,127.00)	0.00
531 - Road_Construction_and_Maintenance	CW3781 - Rigby Avenue Traffic Study, Spearwood	95,595				(95,595.00)
531 - Road_Construction_and_Maintenance	CW3805 - Fawcett Road (West Churchill to Ingrilli)	221,650				(221,650.00)
531 - Road_Construction_and_Maintenance	CW3806 - Frankland Gaebler South to Development Asphalt path	89,375				(89,375.00)
531 - Road_Construction_and_Maintenance	CW3790 - Crossville and Russell construction, Success	44,135				(44,135.00)
531 - Road_Construction_and_Maintenance	CW3828 - Solomon and Armadale Road Footpaths	245,372			(245,372.00)	0.00
531 - Road_Construction_and_Maintenance	CW5802 - Renew Bitumen Path @ C.Y. O'Connor Beach	3,707			(3,707.00)	0.00
531 - Road_Construction_and_Maintenance	CW3429 - Minor Path Works	15,326				(15,326.00)

Carried Forward Works/Projects from 2017-18 Financial Year

Service Unit	Project Description	Expenditure Amount	Income Source			
			Reserves	External	Restricted Funds	Municipal
531 - Road_Construction_and_Maintenance	CW3817 - AW Marvell to Noyes	12,870				(12,870.00)
531 - Road_Construction_and_Maintenance	CW3818 - AW Mollerin to Elderberry	8,775				(8,775.00)
531 - Road_Construction_and_Maintenance	CW3819 - AW Mollica to Watercress	16,100				(16,100.00)
531 - Road_Construction_and_Maintenance	CW3820 - AW Spearwood to Adela	25,740				(25,740.00)
531 - Road_Construction_and_Maintenance	CW3824 - Discovery Drive Spearwood to North Lake	9,389				(9,389.00)
531 - Road_Construction_and_Maintenance	CW3816 - AW Marvell to Compton	14,625				(14,625.00)
531 - Road_Construction_and_Maintenance	CW3867 - Bicycle Network West	460,266		(460,266.00)		0.00
531 - Road_Construction_and_Maintenance	CW3869 - Bicycle Network East	238,090		(238,090.00)		0.00
531 - Road_Construction_and_Maintenance	CW3878 - Spearwood Ave Bridge (Barrington - Yangebup)	1,612,150	(1,612,150.00)			0.00
531 - Road_Construction_and_Maintenance	CW3643 - Berrigan Dr Inter Jandakot – Dean Rd to Jandakot Airport	31,083			(31,083.00)	0.00
531 - Road_Construction_and_Maintenance	CW3768 - Jandakot Road design and project development	131,172				(131,172.00)
531 - Road_Construction_and_Maintenance	CW3773 - Russell Lorimer design intersection improvements	30,000				(30,000.00)
531 - Road_Construction_and_Maintenance	CW3776 - Verde Drive (with roundabout ) Jandakot	1,139,676	(1,139,676.00)			0.00
531 - Road_Construction_and_Maintenance	CW2482 - Russell Road transport planning study	40,826			(40,826.00)	0.00
531 - Road_Construction_and_Maintenance	CW3876 - Spearwood Ave (Barrington to Yangebup)	155,700		(20,760.00)		(51,900.00)
531 - Road_Construction_and_Maintenance	CW3726 - Breaksea Drive design and construct	127,815			(127,815.00)	0.00
531 - Road_Construction_and_Maintenance	CW3654 - 292 Hamilton Road flooding	191,358			(191,358.00)	0.00
531 - Road_Construction_and_Maintenance	CW3791 - Hamilton Road Stage 2 works	193,001				(193,001.00)
531 - Road_Construction_and_Maintenance	CW3684 - Operational Centre Staff Parking	10,326			(10,326.00)	0.00
531 - Road_Construction_and_Maintenance	CW3823 - DeMarchi Park paths	7,262				(7,262.00)
531 - Road_Construction_and_Maintenance	CW3814 - Asquith Street Shelly to Rockingham	7,043				(7,043.00)
531 - Road_Construction_and_Maintenance	CW3825 - Hargreaves Park paths	3,517				(3,517.00)
531 - Road_Construction_and_Maintenance	CW5818 - Nineham Way Cobine to Scales	14,419				(14,419.00)
531 - Road_Construction_and_Maintenance	CW3701 - Roper Reserve Parking	7,355			(7,355.00)	0.00
531 - Road_Construction_and_Maintenance	CW3772 - Russell Hammond and Frankland Roundabout	19,530				(19,530.00)
531 - Road_Construction_and_Maintenance	CW2375 - TRAFFIC SAFETY MANAGEMENT - Traffic calming & minor works	51,892				(51,892.00)
531 - Road_Construction_and_Maintenance	CW3656 - 257 Yangebup Road Flooding	55,856			(55,856.00)	0.00
531 - Road_Construction_and_Maintenance	CW3797 - Beelii Drive (Rockingham Road roundabout)	9,630				(9,630.00)
531 - Road_Construction_and_Maintenance	CW3799 - Berrigan/Jandakot roundabout	56,953			(30,820.00)	(26,133.00)
531 - Road_Construction_and_Maintenance	CW3871 - Discovery Renewable to North Lake	11,545				(11,545.00)
531 - Road_Construction_and_Maintenance	CW3874 - North Lake Road (Forrest to Phoenix)	10,821				(10,821.00)
531 - Road_Construction_and_Maintenance	CW3875 - Phoenix (Sudlow to North Lake)	3,168				(3,168.00)
531 - Road_Construction_and_Maintenance	OP8901 - COC District Traffic Study	50,000				(50,000.00)
531 - Road_Construction_and_Maintenance	OP8890 - Condition survey updates	4,767				(4,767.00)
543 - Facilities_Mtce_and_Management	CW4631 - Depot DR Facility Construction	21,457			(14,497.00)	(6,960.00)
543 - Facilities_Mtce_and_Management	CW4655 - Port Coogee Marina CCTV & Comms Hookup to Depot	54			(54.00)	0.00
543 - Facilities_Mtce_and_Management	CW4671 - new depot comms mast and the standby generator relocation	5,048			(5,048.00)	0.00
543 - Facilities_Mtce_and_Management	CW4683 - Administration Building - IT Server Room Refurbishment	69,180				(69,180.00)
543 - Facilities_Mtce_and_Management	CW4713 - Wattleup Hall demolition	49,144				(49,144.00)
542 - Asset_Services	CW1392 - Works & Assets Systems Development	3,183			(3,183.00)	0.00
542 - Asset_Services	CW1474 - Asset Data Collection Initiatives	200,000				(200,000.00)
542 - Asset_Services	CW1475 - Works & Assets Systems Development	18,992				(18,992.00)
542 - Asset_Services	CW1478 - Community Safety Mobility: Inspection & Incident Reporting	16,436	(16,436.00)			0.00
542 - Asset_Services	OP8263 - Road & Footpath Condition Audit	3,989			(3,989.00)	0.00
542 - Asset_Services	OP8596 - Road & roadside furniture Asset Condition Survey	8,401			(8,401.00)	0.00

Carried Forward Works/Projects from 2017-18 Financial Year

Service Unit	Project Description	Expenditure Amount	Income Source			
			Reserves	External	Restricted Funds	Municipal
543 - Facilities_Mtce_and_Management	CW4630 - Cockburn Bowling & Recreation Facility Construction	1,040,314				(1,040,314.00)
543 - Facilities_Mtce_and_Management	CW4677 - Lakelands Reserve Hockey Facility & Clubrooms - CSRRF Funded	4,440,266	(2,236,886.00)	(2,200,000.00)		(3,380.00)
543 - Facilities_Mtce_and_Management	CW4676 - Frankland Park Recreation Centre & Ovals - Design	276,926		(172,926.00)		(104,000.00)
543 - Facilities_Mtce_and_Management	CW4385 - Operations Centre - New Op Cntr Building Design & Constructi	87,568				(87,568.00)
543 - Facilities_Mtce_and_Management	CW4680 - Wetland Education Centre - Design	284,500		(167,335.00)		(117,165.00)
543 - Facilities_Mtce_and_Management	CW4698 - Jandakot VBFB Constructions	407,495		(251,764.00)		(155,731.00)
543 - Facilities_Mtce_and_Management	CW4628 - Community Mens Shed, Cockburn Central	69,697				(69,697.00)
543 - Facilities_Mtce_and_Management	CW4684 - Beale Park / Kent St Sewer Connection	1,335				(1,335.00)
545 - Port Coogee Marina	CW4657 - Port Coogee Fuel Spill Kit	30,000			(30,000.00)	0.00
545 - Port Coogee Marina	CW4656 - Port Coogee Marina Day Vistor Jetty Walkway Access	50,000	(50,000.00)			0.00
545 - Port Coogee Marina	CW4706 - Marina Chafers for C/D Jetty pull up area	32,145				(32,145.00)
545 - Port Coogee Marina	CW4707 - Port Coogee Marina Precinct carpark, bin store and path acce	124,407				(124,407.00)
546 - Coastal Engineering Services	OP6266 - Ngarkal Beach – Beach Maintenance	35,672	(20,672.00)			(15,000.00)
546 - Coastal Engineering Services	OP8597 - C Y O'Connor Beach Nourishment Works	7,406			(7,406.00)	0.00
531 - Road_Construction_and_Maintenance	CW3696 - Gibbs and Liddelow Roundabout	30,773				(30,773.00)
543 - Facilities_Mtce_and_Management	CW4379 - Disability Access Facility Improvements	2,022				(2,022.00)
543 - Facilities_Mtce_and_Management	CW4645 - Civic and Community Buildings - Swipe Card	6,473				(6,473.00)
543 - Facilities_Mtce_and_Management	CW4650 - Spearwood Library - Refurbishments	5,913				(5,913.00)
521 - Parks_Construction_and_Maintenance	CW5793 - North Lake Rd Landscaping (Lakes Revitalisation Strategy)	2,706				(2,706.00)
521 - Parks_Construction_and_Maintenance	CW5847 - Botany Park Playground Upgrade, Hammond Park	15,524				(15,524.00)
521 - Parks_Construction_and_Maintenance	CW5883 - Redmond Reserve Improvements	4,106				(4,106.00)
521 - Parks_Construction_and_Maintenance	CW5885 - Ronsard Park 1 Playground Renewal, Beeliar	7,617				(7,617.00)
521 - Parks_Construction_and_Maintenance	CW5897 - BMX pump track	4,762			(4,762.00)	0.00
521 - Parks_Construction_and_Maintenance	CW5899 - Harmony Park – Lighting to Boardwalk & Shelter	21,621		(21,621.00)		0.00
221 - Information Communication and Technology	OP8246 - Tablets/ Laptops Purchases – Execs Councillor SMT	7,506	(7,506.00)			0.00
521 - Parks_Construction_and_Maintenance	OP7728 - Local Projects Local Jobs - Community Tree Planting	93,465			(93,465.00)	0.00
335 - Seniors Services	OP8247 - Fundraising - Senior Centre	5,290			(5,290.00)	0.00
		<b>24,660,894</b>	<b>(4,170,702.00)</b>	<b>(8,232,079.00)</b>	<b>(2,701,001.00)</b>	<b>(9,557,112.00)</b>

## 16. ENGINEERING & WORKS DIVISION ISSUES

### 16.1 MANNING PARK MASTER PLAN

**Author(s)** C Beaton

**Attachments** 1. Manning Park Master Plan [↓](#)

#### RECOMMENDATION

That Council:

- (1) adopt the Manning Park Master Plan, as shown in the attachment to the Agenda;
- (2) allocate \$500,000 per annum commencing 2020- 2021 following completion of the Coogee Beach Master plan and amend the long term financial plan accordingly; and
- (3) investigate and submit grant funding applications each year to compliment the delivery of the plans key action items.

#### Background

Manning Park is one of the City's most popular parks and is subject to intensive use by an assortment of users. It is imperative that the City maintains the uniqueness and values of Manning Park by developing a master plan that will see the park utilised in a manner that is sustainable in the long term as well as being consistent with the Beeliar Regional Park Management Plan which Council adopted in 2006. A preliminary briefing of the master plan was conducted in March 2017 with the Elected Members, followed by community consultation during August and September 2017 with further liaison with Randwick Stables being undertaken over the last six months.

#### Submission

N/A

#### Report

The Beeliar Regional Park Management Plan 2006 was prepared by the Department of Parks and Wildlife with input from the following authorities:

- Department of Sport and Recreation;
- Conservation Commission of Western Australia;
- Murdoch University;
- City of Kwinana;

- City of Melville; and
- City of Cockburn.

Manning Park is identified in the Beelihar Regional Park Management Plan as falling under two management regimes:

Conservation and Protection – in this zone the emphasis is to protect and where possible enhance the biodiversity conservation values and landscape qualities of the Park. The priority is to be given to maintaining the natural state of conservation and protection areas with minimal impairment. Visible evidence of management will be minimal. Management actions in this area will be guided by those set out in the City's Public Open Space Strategy and the Natural Area Management Strategy.

Recreation – the emphasis in this zone is to provide a variety of recreation opportunities. The type and scale of facilities will depend on the values of any given area, community demand for recreation and the appropriate management of the Park. Management involves minimising the impact of visitor activities through sensitive placement and provision of access and facilities. Visible evidence of management may be high. Management actions in this area will be guided by those set out in the City's Public Open Space Strategy and Public Open Space Development Guide.

The State Heritage Office of Western Australia, the National Trust and the City's Heritage Inventory have all identified numerous locations within the park as of heritage value. Manning Park is comprised of cultivated irrigated lawn areas (parkland) adjacent to the wetland, a wetland with littoral vegetation and the upland ridge area to the west which primarily consists of native vegetation in varying condition with limestone outcrops.

Current activities undertaken within Manning Park include:

- Picnicking and informal ball games;
- Walking, jogging and cycling and other exercise activities;
- Dog walking;
- Unsanctioned horse riding;
- Large organised community events and performances, (Spring Fair & Concerts);
- Informal and formal social group gatherings;
- Wildlife conservation and education;
- Community club activities;
- Archaeology and historical artefact preservation; and

- Unsanctioned mountain bike trail creation.

The purpose of the Master Plan is to ensure that any upgrades, development and activities held within Manning Park are consistent with a common vision which will ensure that the park is not degraded by ad hoc additions and activities that do not consider the park in its entirety.

The Master Plan will strengthen and progress Manning Park as a regional multi-purpose park that is recognised by locals and the broader community as one of the best managed Parks in the Perth metropolitan area.

The Master Plan will also provide the City with an important strategic planning tool guiding the future development and use of Manning Park.

Five guiding themes have been identified as overarching approaches to the master plan.

These key themes are as follows:

- Address, access and identity: Recognise and clearly communicate Manning Park's dual identity as a community park as well as a part of the broader Beeliar Regional Park network;
- Heritage: Promote and conserve a vibrant heritage environment;
- Environment: Conserve and protect the ridge, lake ecosystem and improve habitat;
- Amenity and Infrastructure: Provide and improve facilities to service the Cockburn community; and,
- Program and activation: Provide a diverse range of defined event and community spaces to retain a sense of community ownership.

Based on these themes, six Big Picture Ideas guide the delivery of the Master Plan. These are;

- 1 The Spearwood Ridge Trail;
- 2 The Lake to Hilltop Circuit;
- 3 The Heritage Spine;
- 4 The Quarry Sites;
- 5 The Destination Precincts; and
- 6 The Green Links.

Thirty-three (33) clear actions have been provided to assist in delivering these Big Picture Ideas.

Some of the priority actions contained within the master plan include:

- Implementation of a uniform signage strategy ,
- Implementation of a consistent furniture palette,
- Development of additional walking and mountain bike trails,

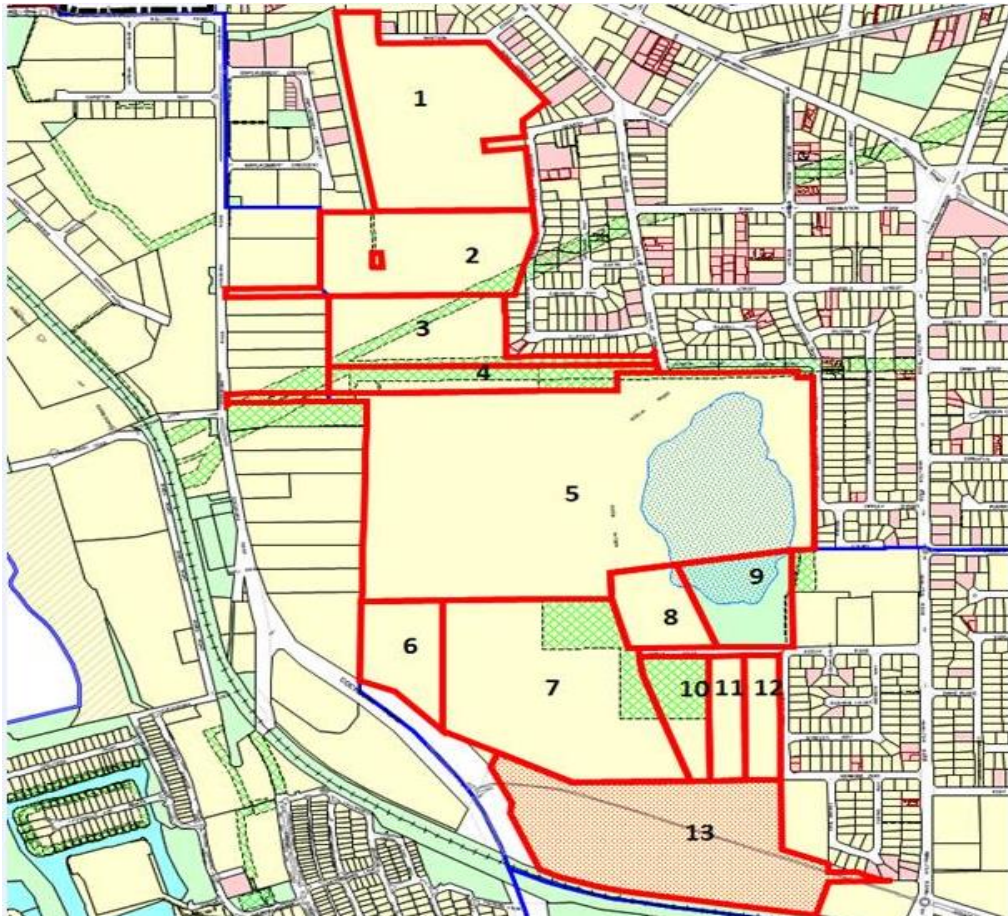
- Upgrading and linking heritage areas including protecting the ruins, and
- Vegetation rehabilitation works.

#### Land Tenure

Manning Lake is made up of 13 parcels of land; 11 owned by WAPC, 1 owned by the State of WA, and 1 owned by Landcorp.

The WAPC has advised the City they are prepared to transfer the ownership of their freehold land to the State of WA to be created as a Crown land reserve, with a Management Order in favour of the City of Cockburn. Under this Management Order, made pursuant to section 46 of the Land Administration Act 1997, the Crown land reserve would be vested in the City for the designated purpose of Community Purposes, with a power to lease and licence. WAPC have also agreed to pay the City \$75,000 under their Area Assistance Grants Scheme (AAGS) as a contribution towards capital works at Manning Park.

It is unknown at this stage whether the Landcorp parcel (6) will be privately developed in the future, at this time it will remain in their freehold ownership.



### Mountain Bikes

The Perth and Peel Mountain Bike Master Plan identified Manning Park as an area that would be ideal for the establishment of designated mountain bike trails. Mountain biking is the fastest growing recreation activity in the country. At present the park is used by mountain bikers and numerous trails have been and continue to be constructed. These trails are unsanctioned and many have resulted in the destruction of vegetation. It is understood that a Manning Park Mountain Bike club has already been established. Considerable information regarding the trails has also been posted on social media.

The development of appropriately designed and located trails is seen as a way to manage trail construction and reduce the associated adverse impacts. The plan identifies the two quarries, one in the north and one in the south as ideal locations for the creation of mountain bike trails with a single loop trail connecting them both. The establishment of a pump track in the northern corner of the grassed area just to the north east of the lake has also been suggested.

### Horse Access

During community consultation, the issue of dogs and horse access to the park was of significant concern. Whilst ongoing, but well managed dog access is supported by the Council and community, horse riding is currently not formally permitted in the park in line with the Beeliar Regional Park Management Plan.

Council officers consulted a number of long-time horse riders from Randwick Stables who have been accessing the park without formal approval for a number of years. The horse riders subsequently made a written request to the City to allow riding in some situations.

Officers sought advice from the Beeliar Regional Park Community Advisory Committee and the Department of Biodiversity, Conservation and Attractions (DBCA). Both the committee and the department did not support horse access to the park. The reasons are outlined in the Beeliar Regional Park Management Plan:

- the possible damage by horses to the Park's nature conservation values that include introducing or spreading disease, eroding soil, trampling and browsing vegetation and introducing and spreading weeds through feed and droppings;
- the potential safety conflicts with other Park visitors; and
- conflict with other visitor experiences.

The City's insurance agency was consulted and also stated that, given horse access was not supported via the Beeliar Regional Park Management Plan and DBCA, insurance cover could not be provided in relation to horses within the Park.

Based on the current constraints of the park, the existing road reserve to the west of the current park boundary has been explored as an



opportunity for access by Randwick stables. Discussions with officers from Strategic Planning have indicated that this road is unlikely to be needed. Upgrading Cockburn Road is seen as a better and more cost effective option. The Master Plan suggests that this road reservation should be incorporated into Manning Park via an MRS amendment if it is no longer required. The City supports this outcome.

The Western Australian Planning Commission currently has responsibility for the road reservation. In discussions they have indicated that it is likely the road will not be required and that it will become part of the park. The WAPC have also indicated that, in the interim, given the road reservation currently lies outside the regional park, they could issue the City a license so that the City could allow access to this area by the horses from Randwick stables until such times as the road reserve is incorporated into the park.

Horse access would be restricted to the existing road reservation which is not currently within the regional park. This access will be regularly monitored and reviewed. Only horses permanently stabled at the Randwick will be permitted access. This is seen as a good compromise as, although not within the park, horses can still access an area that they have previously accessed.

The City's insurer, LGIS, has indicated that insurance could be provided for horses accessing the road reservation subject to some conditions as it is not within the regional park.

### **Strategic Plans/Policy Implications**

#### Community, Lifestyle & Security

Provide for community facilities and infrastructure in a planned and sustainable manner.

Provide safe places and activities for residents and visitors to relax and socialise.

#### Economic, Social & Environmental Responsibility

Sustainably manage our environment by protecting, managing and enhancing our unique natural resources and minimising risks to human health.

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

#### Leading & Listening

Ensure sound long term financial management and deliver value for money.

## **Budget/Financial Implications**

The Master Plan includes an opinion of probable cost (OPC) in Appendix 1. The OPC identifies the annual development cost and a proposed implementation timeline of 10 years for the actions contained within the Master Plan.

Recommendations and associated costs (in the vicinity of \$700,000 each year) include asset upgrades and new capital works for the construction and enhancement of recreation and other facilities within the park. The total cost over the 10 year timeframe is \$7.5 million which will be sourced through new capital allocations each year, asset renewal funding as per the Parks & Environment Asset management Plans and grant opportunities.

After consultation with Finance on the Long Term Financial Plan (LTFP) allocations, the overall cash flow requirements indicate that the Manning Park Master Plan capital works program will have to follow the completion of the Coogee Beach Master Plan works. The commencement of the Manning Park works will thus commence in 2020/21 financial year, according to the current program. At this stage, an annual allocation of \$500,000 can be incorporated into the LTFP due to other priorities across the City.

The current annual maintenance budgets for Manning Park held by the Environmental Service Unit and Parks Service Unit (which for 2018/19 are \$156,069 and \$178,195 respectively) will need increasing each year as works are completed to ensure the levels of service are sustained.

## **Legal Implications**

The City's insurer, LGIS, has indicated that it cannot provide insurance cover in the event of any injuries or impacts associated with horses if they are permitted within the park. The City would be liable for any costs in the event of injury or damage associated with horses within the park.

## **Community Consultation**

Community and stakeholder engagement was undertaken throughout the development of the Manning Park Master Plan.

The purpose of the community and stakeholder engagement process was to inform the community and visitors to the site about the Manning Park Master Plan project, the design process and intent and gather information about the use of site and community values to inform the Master Plan. Further details in relation to community consultation can be found in Section 2, Page 12 of the master plan.

**Risk Management Implications**

The risk is that continued ad hoc additions to Manning Park will detract from the park, impacting adversely on the parks amenity and natural features. Infrastructure installation needs to be considered in relation to the surrounds and the increasing number of visitations to the park.

**Advice to Proponent(s)/Submitters**

N/A

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

Nil



City of Cockburn  
**MANNING PARK MASTER PLAN**



[cockburn.wa.gov.au](http://cockburn.wa.gov.au)

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Date	Revision	Approved	UDLA Scope of Work
20.03.17	A	Dan Firms	DRAFT REPORT
20.04.17	B	Dan Firms	DRAFT REPORT
30.06.17	C	Dan Firms	DRAFT REPORT
26.07.17	D	Dan Firms	DRAFT REPORT
10.12.17	E	Dan Firms	FINAL REPORT 00
22.03.2018	F	C. Beaton	FINAL REPORT 01
21.6.2018	E	C. Beaton	FINAL REPORT 02
31.7.2018	G	C. Beaton	REVISION – SMT & EXECUTIVE REVIEW




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## Executive Summary

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### Introduction

The purpose of this Master Plan is to provide a ten year plan to guide the management and development of Manning Park by the City of Cockburn.

Manning Park includes both a traditional park environment with lawns, seating nodes, play equipment, exercise facilities, toilets and other community park infrastructure along with unique elements such as Manning Stairs, Azelia Ley House and the Davilak Ruins. Alongside the heritage and community infrastructure the park incorporates Manning Lake and the limestone ridgeline of the Spearwood dunes which boasts views across surrounding suburbs and the coastline.

The park is popular with the community, includes significant historical infrastructure and areas of regional environmental significance. As such sustainable and coordinated ongoing development and management of both its built and natural attractions is important.

### Methodology

The approach to this report incorporated detailed community and stakeholder engagement. This process included community surveys, a series of visits to the Park and direct engagement with park users and other relevant stakeholders.

A literature review was also undertaken to gain further insights into how the park has been used and managed in the past.

Alongside this community engagement and literature review the consultancy team regularly met with the City of Cockburn staff steering group to help guide the development of the Master Plan.

## Key Objectives

The key objectives of this report are as follows:

- Establish a coherent framework that will guide future improvements and long term management for this important community asset, so that it continues to be enjoyed by all.
- Provide an overarching vision for the site that considers the existing uses and values, whilst also identifying appropriate new future uses.
- Give clear direction to the City of Cockburn in the manner in which proposed approaches are to be implemented.
- Provide an opinion of probable cost for implementation of approved recommendations.

## Key Recommendations

Five guiding themes have been identified as overarching approaches to the masterplan.

These key themes are as follows:

- **Address, access and identity:** Recognise and clearly communicate Manning Park's dual identity as a community park as well as a part of the broader Beelihar Regional Park network;
- **Heritage:** Promote and conserve a vibrant heritage environment;
- **Environment:** Conserve and protect the ridge, lake ecosystems and improve habitat;
- **Amenity and Infrastructure:** Provide and improve facilities to service the Cockburn community; and,
- **Program and activation:** Provide a diverse range of defined event and community spaces to retain a sense of community ownership.

Based on these themes, six 'Big Picture Ideas' guide the delivery of the Master Plan.

These are;

1. The Spearwood Ridge Trail
2. The Lake to Hilltop Circuit
3. The Heritage Spine
4. The Quarry Sites
5. The Destination Precincts
6. The Green Links

Furthermore, thirty-three (33) clear actions have been provided to assist in delivering these 'Big Picture Ideas'.





## PART A: BACKGROUND

### 1 Introduction

#### 1.1 Site Location and Extents

Manning Park is located within the City of Cockburn. The park is bordered by Cockburn Road to the west, Spearwood Avenue to the south, Glenister Road, Gorham Way and Southend Road to the east.

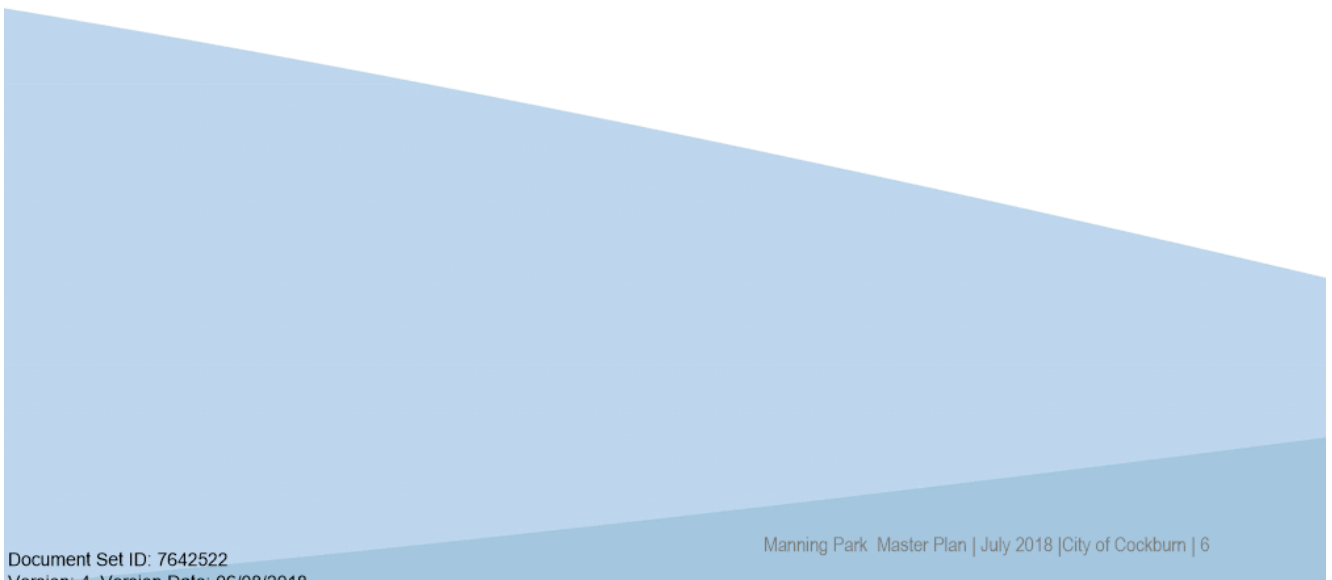
The location and size of Manning Park offers an opportunity to service a broad cross section of the Cockburn community. Covering an area of approximately 117ha, the park straddles the suburbs of Spearwood and Hamilton Hill, with the western park boundary adjacent to North Coogee.

Refer Figure 1 for site context and extents.

The Park is located in close proximity to a number of attractions, commercial hubs and community spaces (refer Table 1).

	Pedestrian	Bike	Car	Public transport
Cockburn Central	N/A	11km / 36min	10 km / 17 min	27 min
Fremantle Rail Station	N/A	5.7km / 19min	6.6 km / 15 min	23 min
Port Coogee	1 km / 15 min	2.8km / 12min	3.5 km / 7 min	23 min
Coogee Beach	1.5 km / 21 min	4.1km / 14min	3.3 km / 6 min	N/A

Table 1: Manning Park Proximity to Key Centres



Manning Park is defined by areas zoned as Parks and Recreation in City Town Planning Scheme No. 3. Manning Park is a park offering two contrasting landscape experiences—the more ‘wild,’ regional park experience of the Spearwood Ridge area, and the more manicured, traditional park experience at Manning Lake.

Approximately 25% of the area of Manning Park is occupied by a wetland and turf areas incorporating a looped walking trail and amenity nodes. Key defining elements of this parkland area are its community uses, as well as heritage elements, remnants of its past use as a homestead and farm.

The remaining area of the park can be identified by the ridge landscape. A coastal ridgeline characterised by revegetated coastal heath, limestone outcrops, formal and informal walking and informal unsanctioned mountain biking tracks, three lookouts with commanding views across the lake, suburbs and the coast to the west.

Connecting the parkland and ridge areas are the popular Manning Stairs, a key attractor to the area, providing an active-use hub and allowing easy access up the steep slope to the top of the ridge.

[Refer Figure Two for Manning Park Landscape Character.](#)



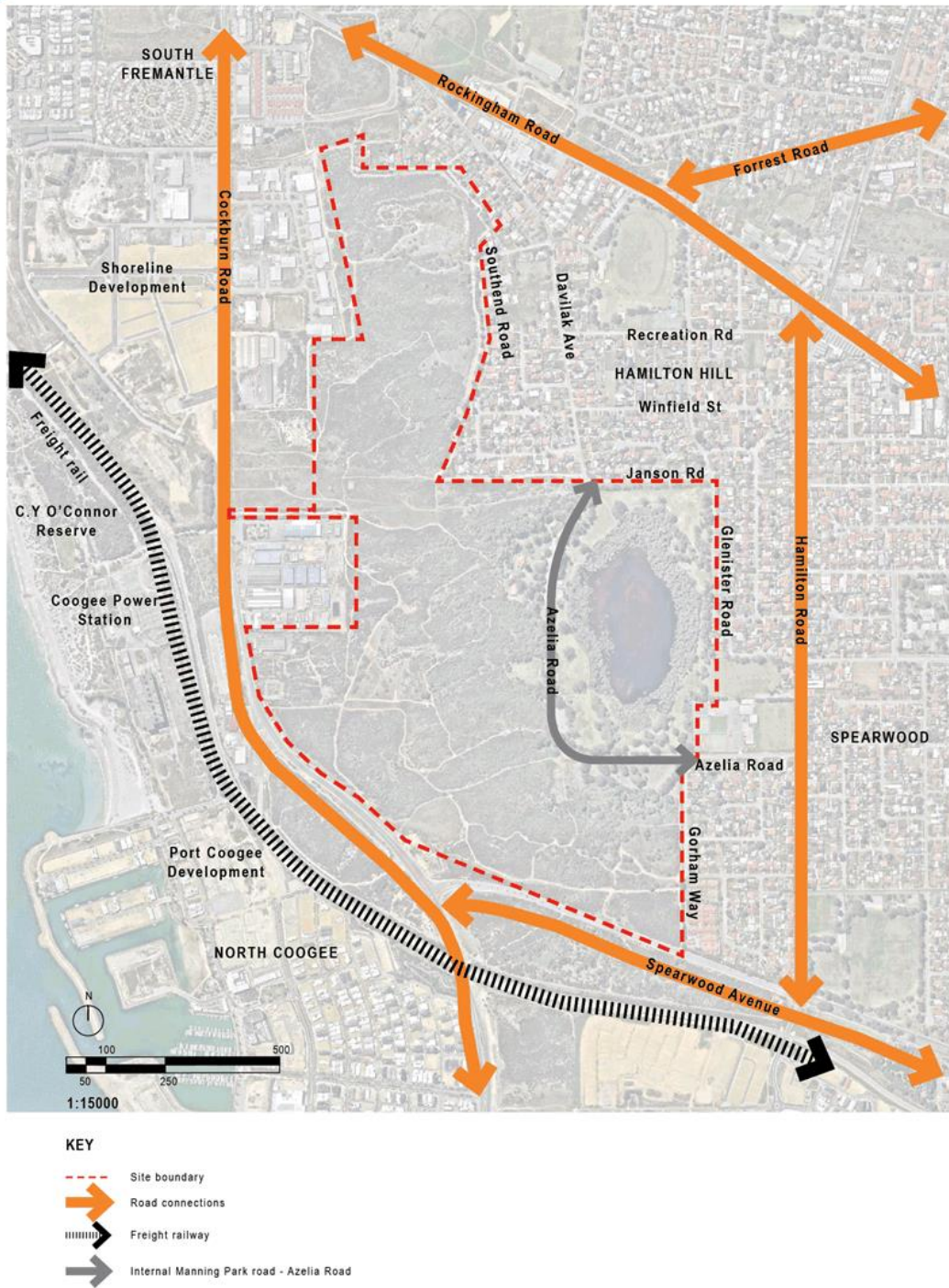


Figure 1: Site Context and Extents (Source: UDLA)



Figure 2: Manning Park Landscape Character

## 1.2 Purpose

The purpose of the Manning Park Master Plan is to establish a coherent framework that will guide future improvements and long term management for this important community asset, so that it continues to be enjoyed by all. The Manning Park Master Plan will provide an overarching vision for the site that respects the existing uses and values at the Park, whilst also accommodating new uses into the future.

The City's Strategic Community Plan (2016-2026) identifies five key strategic objectives which will help fulfil its vision. Two of these, Economic, Social and Environmental Responsibility and Community, Lifestyle and Security support the need to deliver a master plan for Manning Park.<sup>1</sup>

As part of the Beeliar Regional Park the vision for Manning Park is for a park that supports: "... a diversity of wetland and upland habitats and ecosystems. The Park will be managed as a single entity for conservation purposes as well as for a range of sustainable community uses that recognise Aboriginal and non-Aboriginal heritage in a harmonious way."


## 1.3 Master Plan Scope

UDLA has been engaged by The City of Cockburn to prepare a Master Plan for Manning Park. This engagement was based on the provision of the following work packages.

- Site Context and User Analysis
  - Review of existing infrastructure.
  - Analysis of existing landscape components.
  - Consideration of circulation, access and connectivity for vehicles, active transport users and pedestrians.
  - Provision and quality of existing facilities.
  - Review of compliance/integration with other management plans, policies and statutes.

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<sup>1</sup>City of Cockburn, *City of Cockburn Strategic Community Plan 2016-2026* (City of Cockburn, 2016).

- 
- Stakeholder Engagement
    - Undertaking stakeholder engagement
    - Collating and assessing feedback
    - Preparing a plan that addresses stakeholder feedback
  - Preparation of a Master Plan Report
    - Creation of a Master Plan that addresses community feedback and site analysis outcomes.
    - Preparation of a staging framework,
    - Opinion of probable cost

#### 1.4 Key Themes

Based on the site analysis and community engagement undertaken during the preparation of the report, five key themes have been identified. These key themes guide this Master Plan and are as follows:

- **Address, access and identity:** Recognise and clearly communicate a cohesive approach to Manning Park that reflects its identity as both a community park and a key part of the broader Beeliar Regional Park network;
- **Heritage:** Promote and conserve the unique heritage environment;
- **Environment:** Conserve and protect the ridge, lake ecosystems and improve habitat;
- **Amenity and infrastructure:** Provide and improve facilities to service the broad cross-section of the Cockburn community; and,
- **Program and activation:** Provide a diverse range of defined event and community spaces to retain a sense of community ownership.

## 2 Methodology

### 2.1 Community and Stakeholder Engagement

Community and stakeholder engagement was undertaken throughout the development of the Manning Park Master Plan.

- The purpose of the community and stakeholder engagement process was to inform the community and visitors to the site about the Manning Park Master Plan project, the design process and intent; and;
- Gather information about the use of site and community values to inform the Master Plan.

#### 2.1.1 Methods of Community and Stakeholder Engagement

Methods of community and stakeholder engagement are as follows:

##### Local Community Mail-Out

A letter box drop informed residents in the immediate vicinity of Manning Park of the Master Planning process and provided information regarding opportunities for engagement such as an online community survey, design team site visits or by emailing comments directly to the City of Cockburn.

##### 'Comment on Cockburn' Online Community Survey

The City of Cockburn website hosts 'Comment on Cockburn' ([comment.cockburn.wa.gov.au](http://comment.cockburn.wa.gov.au)) where residents are advised of potential projects and can submit comments. An online survey was prepared to gauge community opinion of Manning Park, 101 community members responded.

[Further detail in relation to the survey results is available by contacting the City's Parks and Environment Department.](#)

##### On-The-Ground, Informal Community Conversations

The design team attended Manning Park at various times of day over a period of seven (7) days. The team spoke to visitors to the park and observed usage patterns.

Visits to site coincided with community events in order to ensure maximum community engagement. Events included:

- Froggy's Fun on the Green;
- Opening hours of the Azelia Ley Homestead Museum; and,
- Manning Park Farmers Market.

Further detail in relation to the site visits is available by contacting the City's Parks and Environment Department.

### Key Community Group Contact and Meetings

The design consultants identified and contacted key community groups who have existing involvement and/or interests in Manning Park. The purpose of these interactions was to gather information regarding the master planning process and to invite further contributions.

Key community groups contacted included:


- Bravery Association;
- Cockburn Restoration Club;
- Dalmatinac Club, Spearwood;
- Davilak Cinema;
- Friends of the Community;
- Hamilton Hill Community Group;
- Historical Society of Cockburn;
- Manning Park Farmers and Artisan Market;
- Manning Ridge Community Group;
- Mountain biking community members;
- South Beach Community Group;
- Pétanque WA; and,
- South Metropolitan Personnel – Life Skills Hub.



Image 1: Pétanque pitches (Source: UDLA)

Further detail in relation to the community groups contacted is available by contacting the City's Parks and Environment Department.





### Key Reference Groups

The design team presented to key reference groups, City of Cockburn Aboriginal Reference Group (ARG) and the Beeliar Regional Park Community Advisory Committee inviting conversation regarding Manning Park and its ongoing development and management.

### City of Cockburn Project Steering Committee

The Master Plan design and development process was paired with presentations to a City Project Steering Committee (PSC), so that internal City staff knowledge could be gathered in a shared forum and collated to inform the project direction.

Membership of the PSC included representation from the following City of Cockburn departments:

- Parks Management;
- Environmental Management
- Cultural Development;
- Community Services;
- Strategic Planning;
- Disability and Access;
- Facilities.

## 2.2 Site Analysis

The site analysis methodology for the Manning Park Master Plan included a literature review and on-the-ground observations.

### 2.2.1 Desktop Literature Review

A number of documents have been reviewed to ensure existing knowledge and management approaches to the site are incorporated into the Master Plan. These documents are referenced, as applicable, throughout this report to ensure ongoing cohesion between the various works associated with the park. Each document is listed in the references.

### 2.2.2 On-Site Observations and Analysis

Alongside the desk top literature review the project team undertook a physical site review to inspect existing assets, natural vegetation, community activity and usage of the site during events. Throughout these visits specific opportunities and constraints have been noted to guide the development of the Master Plan.



Image 2: Cockburn Coast site from Spearwood Ridge, Manning Park

## PART B: THE ISSUES

### 3 The Site

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#### 3.1 Planning and Policy Framework

State planning documents identify Manning Park as part of the Beeliear Regional Park network. At a local planning level, it is zoned as City of Cockburn 'Parks and Reserve'.

A summary of key state and local policy are presented in Table 2.

The significant difference between state policy and local policy outcomes is the exclusion of land set aside for the proposed Cockburn Coast Drive. State level documents such as the Department of Biodiversity, Conservation and Attractions (DBCA<sup>2</sup>) Regional Park Network - Beeliear Regional Park and Bush Forever Site 247 amend the park boundary to exclude the future road reserve for the proposed Cockburn Coast Drive. The City has noted that the road is not supported and designs are unlikely to be progressed in the current alignment. This land is currently managed as a part of Manning Park. This Master Plan Report is being prepared with the assumption that this road reserve will be formally included within conservation areas in the future and will not be utilised as road reserve.

Within the Beeliear Regional Park document area 30 includes parts of Manning Park as well as the site to the south of Spearwood Avenue. This site has not been included in the Master Plan as it may become part of a future Golf Course. Should the Golf Course not proceed the area will be managed as part of Manning Park and Beeliear Regional Park.

Refer Figure 3, Manning Park Planning Context, for boundaries of Beeliear Regional Park, Bush Forever Site 247, PR-Parks and Recreation and PR-Primary Regional Roads within the Manning Park site.

Refer Image 2 for the Cockburn Coast District Structure Plan site from the Spearwood Ridge, Manning Park.

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<sup>2</sup> Note the Department of Biodiversity, Conservation and Attractions was previously known as Department of Parks and Wildlife.

### 3.1.1 Recommended Actions

State and local policy and planning documents currently provide conflicting outcomes in relation to a long term strategy for Manning Park. There is a need to provide a clear framework for the Park though formal removal of the PR-Primary Regional Road reserve and to include this land parcel in conservation / parks and reserve land.

State Planning & Policy Framework	
<p>DBCA Regional Park Network – Beeliam Regional Park</p>	<p>Manning Park is a part of the Beeliam Regional Park, which forms part of the Department of Biodiversity, Conservation and Attractions (DBCA) Regional Parks Network.</p> <p>Regional Parks are areas of open space that are identified as having regionally significant conservation, landscape and recreation values.</p> <p>The Beeliam Regional Park encompasses Manning Park, with the exception of land set aside for the proposed Cockburn Coast Drive.</p> <p>Beeliam Regional Park consists of a number of regional open space areas that are isolated from one another by suburban development – an eastern and a western wetland chain spanning a 23km stretch of coastline south of Perth’s CBD of which Manning Park forms the northern most portion of the western wetland chain, at approximately 17km south of the CBD.</p>
<p>Bush Forever Site 247</p>	<p>Encompasses the broad majority of Manning Park, except land set aside for the proposed Cockburn Coast Drive.</p> <p>The Western Australian Planning Commission (WAPC) (2011) states that the Bush Forever policy: “recognises the protection and management of significant bushland areas as a fundamental consideration in the planning process, while also seeking to integrate and balance wider environmental, social and economic considerations.”<sup>3</sup></p>

<sup>3</sup> “Developer Contributions.” Accessed November 1, 2016.  
[http://www.cockburn.wa.gov.au/Council\\_Services/City\\_Development/Projects/Developer\\_Contributions](http://www.cockburn.wa.gov.au/Council_Services/City_Development/Projects/Developer_Contributions)

State Planning & Policy Framework (Cont.)	
City of Cockburn Coast District Structure Plan and Local Structure Plans	<p>The Cockburn Coast District Structure Plan (CCDSP) was prepared for the West Australian Planning Commission in 2009 to guide future land uses between South Beach and the Port Coogee Marina.</p> <p>Local Structure Plans have been adopted for Robb Jetty and Emplacement Precincts, with a structure plan yet to be adopted for the remaining precinct – the Power Station Precinct.</p> <p>District structure planning objectives have been supported in City of Cockburn Town Planning Scheme No. 3.<sup>4</sup></p> <p>According to the CCDSP, the impact of the Cockburn Coast development on Manning Park is:</p> <ul style="list-style-type: none"> <li>• A significant increase to population in the area surrounding the Park, increasing user groups for the Park and Reserve area;</li> <li>• Potential social and environmental impact of proposed Cockburn Coast Drive road reserve; and,</li> <li>• Proposed 'green corridor', east-west public open space connections from the Cockburn Coast development into Manning Park.</li> </ul> <p>The future Cockburn Coast Drive road reserve falls within the Manning Park boundary, west of the Beeliar Regional Park and Bush Forever boundary.</p> <p>'Green corridor' connections have been considered as future linkage points from Manning Park to the coast.</p>

Table 2a: State Planning and Policy Framework

<sup>4</sup>Western Australia Planning Commission, Government of Western Australia Department of Planning, *Cockburn Coast: District Structure Plan* (Western Australian Planning Commission, 2009).

Local Government Planning & Policy Framework	
City of Cockburn Town Planning Scheme No. 3	<p>Manning Park is defined by the extent of Parks and Reserve land as delineated in the City Town Planning Scheme No. 3. Each land parcel that comprises Manning Park is zoned as 'Parks and Recreation'; however, many land parcels also have overlapping provisions. The various planning layers present within the boundary of Manning Park are as follows:</p> <ul style="list-style-type: none"> <li>• <b>PR-Parks and Recreation:</b> The entirety of Manning Park is zoned as Parks and Recreation, with a number of overlapping land uses, as below.</li> <li>• <b>PR-Primary Regional Roads:</b> Cockburn TPS No. 3 allows for a future regional road passing north-south through the site, west of the Spearwood Ridge and outside the boundary of the Beeliam Regional Park and Bush Forever Site 247.</li> <li>• <b>PR-Other Regional Roads:</b> Road reserve for Spearwood Avenue.</li> <li>• <b>Development Zone / Development Area 33 (Cockburn Coast Development):</b> The Manning Park area overlaps Development Area No. 33 in western most lots. The City of Cockburn states: "The City of Cockburn Amendment No. 89 was gazetted in April 2013, introducing a 'Development' zone (Development Area No. 33) for the Cockburn Coast area." The lots bordering Cockburn Road are included in the Cockburn Coast development.</li> <li>• <b>Development Contribution Areas 13 and 14:</b> Development Contribution Schemes for key infrastructure, with DCA 13 covering a large area of the City and DCA14 being specific to the Cockburn Coast – specifically around contributions to the Robb Jetty and Emplacement Precincts.<sup>5</sup></li> </ul> <p><b>Heritage Places 1, 33 and 61.1:</b> Manning Park includes a number of heritage assets, which are listed on Local Government, State and National heritage registers. The City Town Planning Scheme includes heritage places listed in the Local Government Heritage Inventory. Their listing includes constraints around development on these sites.</p>

Table 2b: Local Planning and Policy Framework

<sup>5</sup> "Developer Contributions."



- KEY**
- TPS Parks and Recreation
  - Bush Forever
  - Beelihar Regional Park
  - TPS Regional Road
  - Site boundary
  - Road connections
  - Freight railway
  - Internal Manning Park road - Azelia Road

Figure 3: Manning Park Planning Context

### 3.2 Tenure and Land Use

Manning Park, part of the broader Beeliar Regional Park, which in turn is part of the broader Regional Park Network, is largely owned freehold by the WAPC, with the exception of Lot 2010 to the south of the lake, vested in the City.

#### Refer Figure 4: Manning Park Tenure

In 1997, the Western Australian State Government announced a commitment to introduce legislation giving Regional Parks legal standing and vesting in the Conservation Commission of Western Australia (CCWA).<sup>6</sup> Since then, the WAPC has made steps to acquire the land that is required to consolidate the Regional Park network. It is intended that lands acquired by the WAPC will be transferred either to the CCWA or the State of WA (Crown land) with a management order in favour of the City of Cockburn for ongoing management.

In the case of Manning Park (Areas 30, 31 and 32 of Beeliar Regional Park) the Beeliar Regional Park Management Plan (2009) states: "Cockburn City Council has advised that prior to accepting vesting of Areas 30, 31 and 32 proposed financial arrangements for their management need to be agreed with the WAPC."<sup>7</sup> This document lists the City of Cockburn as the vested authority when referring to future tenure arrangements for this area.

Currently land use zoning of the park is recreational. Surrounding land use to the west is industrial, with future zoning changes to encompass the future Cockburn Coast development. To the north, south and east, land use is residential – suburban form typical of the area.

#### 3.2.1 Recommended Actions

When the transfer of the land to the State, with vesting in either the City or the CCWA will occur is unknown. Understanding the implications for ongoing management of the park, should either outcome occur, is important to the long term implementation of this Master Plan.

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<sup>6</sup> Thompson Palmer Pty Ltd. *Beeliar Regional Park: Final Management Plan 2006* (Conservation Commission of Western Australia, Department of Conservation and Land Management, 2006).

<sup>7</sup> Ibid.





- KEY**
- Land held in freehold by WAPC
  - Landcorp (Lot 9908)
  - City of Cockburn (Reserve 26870)
  - Site boundary
  - Road connections
  - Freight railway
  - Internal Manning Park road - Azelia Road

Figure 4: Current Manning Park Tenure.

### 3.3 Management and Works

Overall management of Manning Park is currently the responsibility of the City, with the Parks Department having responsibility for the active turf areas and Environmental Services managing the natural vegetative areas.

The City's Environmental Services undertake revegetation works in the ridge area. Current works are focused on the western facing ridge, in areas outside the proposed Cockburn Coast Drive Road Reserve (PR-Primary Regional Road). Future revegetation is to be carried out on the eastern side of the ridge with the intent of connecting high quality vegetation across the ridge and reducing the occurrence of invasive species. Other regular tasks in the ridge area include rubbish removal and woody weed control.

A number of documents, plans and strategies guide the current management of the Park, and are outlined below.

#### **Beeliar Regional Park: Final Management Plan, 2006**

The Beeliar Regional Park Management Plan states that the Park "will support a diversity of wetland and upland habitats and ecosystems. The Park will be managed as a single entity for conservation purposes as well as for a range of sustainable community uses that recognise Aboriginal and non-Aboriginal heritage in a harmonious way."<sup>8</sup>

At a broad scale, the Beeliar Regional Park Management Plan divides each space in the park in to different management zones. Manning Park – encompassing Management Zones No. 30 – 32 of the broader Beeliar network, is classified within two management zones – 'Conservation and Protection' and 'Recreation'. The City of Cockburn is responsible for the day to day implementation of works to address these management zones.

The Management Type, 'Recreation', is unique to Beeliar Regional Park – with only two other instances being the western shoreline of Bibra Lake, and the southern shoreline of Piney Lakes Reserve. This management classification provides the opportunity for a unique experience within the broader Beeliar Regional Park network.

#### **City of Cockburn Natural Area Management Strategy 2012-2022,**

The City of Cockburn Natural Area Management Strategy outlines the management approach for the City's natural areas. It notes a Priority Classification for Manning Park, being high, with 55.90 Ha of bushland, aligning with the conservation values listed above.

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<sup>8</sup> Thompson Palmer Pty Ltd. *Beeliar Regional Park: Final Management Plan 2006* (Conservation Commission of Western Australia, Department of Conservation and Land Management, 2006).

### 3.4 Other Plans and Strategies

A number of subsidiary plans, strategies, works or policies are relevant to the implementation of management and / or works at Manning Park, These include:

- The Australia ICOMOS Charter for Places of Cultural Significance. The Burra Charter, 2013.
- City of Cockburn Weed Management Strategy;
- City of Cockburn Bicycle Network and Footpath Plan 2010;
- City of Cockburn Cycling and Walking Network Plan 2016;
- City of Cockburn Strategic Community Plan 2016-2026,
- City of Cockburn Public Open Space Development Guidelines, 2014;
- City of Cockburn Trails Master Plan, 2013;
- City of Cockburn Reconciliation Action Plan 2013-2016,
- City of Cockburn Sustainability Strategy 2013-2017,
- City of Cockburn Disability, Access and Inclusion Plan 2012-2017,
- City of Cockburn Manning Lake Reserve Combined Fire Response Plan. 2012;
- City of Cockburn Youth Services Strategic Plan, 2011-2016,
- City of Cockburn Local Government Inventory, Heritage List, Significant Tree List, 2011;
- City of Cockburn Community Safety and Crime Prevention Plan, 2011;
- City of Cockburn Sport and Recreation Strategic Plan, 2009;
- City of Cockburn Age-Friendly Strategic Plan, 2008;
- Perth and Peel Mountain Bike Master Plan 2016-2026,
- Manning Park Mountain Bike Concept Plan (Yet to be finalised) ; and,
- Davilak Ruins Archaeological Management Strategy, supplied by City of Cockburn.
- National, state and local heritage documents and guidelines.

These documents will guide the development of the Manning Park Master Plan. This Master Plan Report will refer to the above documents, strategies and plans in directives for Manning Park.

### 3.4.1 Recommended Actions

Align the approach to management and works at the site across both state and local government and within specific departments at the City of Cockburn, to support a clear intention for Manning Park.

#### Context: Summary

	Direction	Action Reference
Planning and policy framework	<ul style="list-style-type: none"> <li>Define the boundary of Manning Park, specifically to remove the PR-Primary Regional Road reserve.</li> </ul>	Action 31
Tenure and land use	<ul style="list-style-type: none"> <li>Confirm implications of future vesting of the park to either the City of Cockburn or CCWA.</li> </ul>	Action 31
Management and works	<ul style="list-style-type: none"> <li>Provide a clear management framework for the Park</li> </ul>	Action 31

Table 3: Context - Summary

## 4 Site Understanding

---

### 4.1 Address, Access and Identity

#### 4.1.1 Address

The means of entry into Manning Park is via the eastern side through suburbs Spearwood and Hamilton Hill. Hence, the site's address is focused on the Manning Lake area. The park does not have a clear address from Cockburn Road. With increasing residential development to the west this will need to be considered in the future.

#### 4.1.2 Access

##### Car

Public vehicle access is rightly limited to the lake and parklands area, via Azelia Road.

There are three formalised car parking lots on site and informal parking happens at a broad scale throughout the park.

[Refer Figures 5a and b for vehicle access to Manning Park.](#)

##### Pedestrian

Pedestrian access from the surrounding suburbs Hamilton Hill and Spearwood is good. Access occurs mostly to the east of the site into the formalised parklands.

At present, access from the west is less utilised. Access points lack clear signage and wayfinding, the land tenure to the west is not residential and topography of the site may discourage regular access. In addition Cockburn Road and Spearwood Avenue which border the site to the west and south further hinder pedestrian access due to the speed and volume of traffic on these roads. In this regard consideration will need to be given to the Emplacement Structure Plan.

[Refer Figure 6 and Images 3a and b for pedestrian access to and throughout Manning Park.](#)



Image 3a: Pedestrian and service vehicle access from Cockburn Rd (Source: Google Maps)



Image 3b: Pedestrian and service vehicle access from Southend Rd (Source: Google Maps)

Pedestrian access through the lake and parkland area is formalised but is often disconnected. Path networks in the ridge area are informal, lacking clear wayfinding and signage and there are no formal links between the ridge and lake path networks.

There is an opportunity to connect with the proposed 'greenway' links in the Cockburn Coast development.

### **Bike**

Many people currently ride to the park and ridge, as well as commuting through it. There is a need for east-west connections for commuting cyclists.

### **Horse**

A number of horses attached to the Randwick stables currently access the reserve although horse access is not supported by the Beeliar Regional Park Management Plan or the Department of Biodiversity, Conservation and Attractions. The City's insurers, LGIS, have indicated they would not provide insurance cover for horses within the park as it is not a permitted activity. Conditional access is to be granted to the area of road reservation west of the park which is not currently within the park. LGIS has indicated that insurance cover could be provided for horses in the road reservation area subject to some conditions. This conditional access will be regularly monitored and reviewed.

## Public Transport

The site is in proximity to a number of bus routes, with services along Rockingham Rd and Hamilton Rd. Public transport access from the west is less available.

[Refer Figure 7 for existing public transport access to Manning Park.](#)

### 4.1.3 Identity

Manning Park has a dual identity – as both a regional and a local park. These layers and associated management approaches are evident at Manning Park, with various materials, signage and nomenclature currently on site.

#### Signage

Throughout Manning Park, a number of variations on signage are evident. Different signage strategies have been referred to and implemented.

In some instances the City's public open space signage guidelines have been implemented. Whilst in other locations the DBCA signage system is utilised.

Signage across the site utilises different fonts, nomenclature, size and approach which can confuse the message to visitors and distracts from a cohesive aesthetic for the park.

[Refer Image 4a for example of unclear signage at Manning Park.](#)



Image 4a: Multiple signage types at Davilak Ave entry, displaying multiple names and signage styles for Manning Park (Source: Google Maps)

### Naming and Terminology

Manning Park is named in a variety of ways, through signage, informal names given by community members and stakeholders and in a range of planning and strategy documents and reports. The official name is “Manning Park,” as approved by the Minister for Lands on 09/01/2014.

Manning Park, or parts thereof, is referred to in the following ways:

- Manning Park;
- Beeliar Regional Park – Manning Lake;
- Manning Lake;
- Davilak Lake;
- Manning Lake Reserve;
- Manning Reserve;
- Manning Ridge;
- Azelia Ley Homestead; and,
- Manning Estate.

### Edge Conditions

Edge treatments at Manning Park are not uniform, there are a number of different treatments around the perimeter including

- Impermeable edge: Fence, residential edge, and grade change; and,
- Permeable edge: Both limited access (bollard) and open access.

[Refer Figure 8 and Images 4b and c for existing edge conditions at the park.](#)

Current edge treatments also highlight a difference between the ridge and lake areas. The current treatments around the parkland allow a greater level of access and visibility to the lake area, due to a higher level of permeability.





Image 4b: Impermeable edge condition to ridge area from Cockburn Rd - fencing (Source: Google Maps)



Image 4c: Permeable edge condition to lake area from Glenister Road (Source: Google Maps)

#### 4.1.4 Address, access and identity: Community feedback

During various instances of community feedback, input on address, access and identity included the following:

- Improvements to Azelia Road around safety and speed of vehicles;
- Improvements to pedestrian and cycle / bike access, to both the lake and ridge areas;
- Improved wayfinding and signage to increase visitation to the ridge area; and,
- Addition of interpretation around heritage and environmental aspects of Manning Park.

#### 4.1.5 Recommended Actions

- a) Manning Park requires a clear, singular naming and nomenclature for the site and its features.
- b) Manning Park requires a clear wayfinding system.
- c) Manning Park requires a uniform edge treatment, ensuring that the ridge as well as the lake area is included in the overall perception of the Park.
- d) Manning Park is bisected by vehicle access. Azelia Rd needs to be transformed into a shared space.
- e) Manning Park requires improved access from the west to east across the ridge to link to the Cockburn Coast development and public transport routes.
- f) Manning Park requires a clear address from all approaches, ensuring that the ridge as well as the lake area is included in the overall perception of the Park
- g) Manning Park requires a more accessible and inviting eastern edge for park users and commuters.

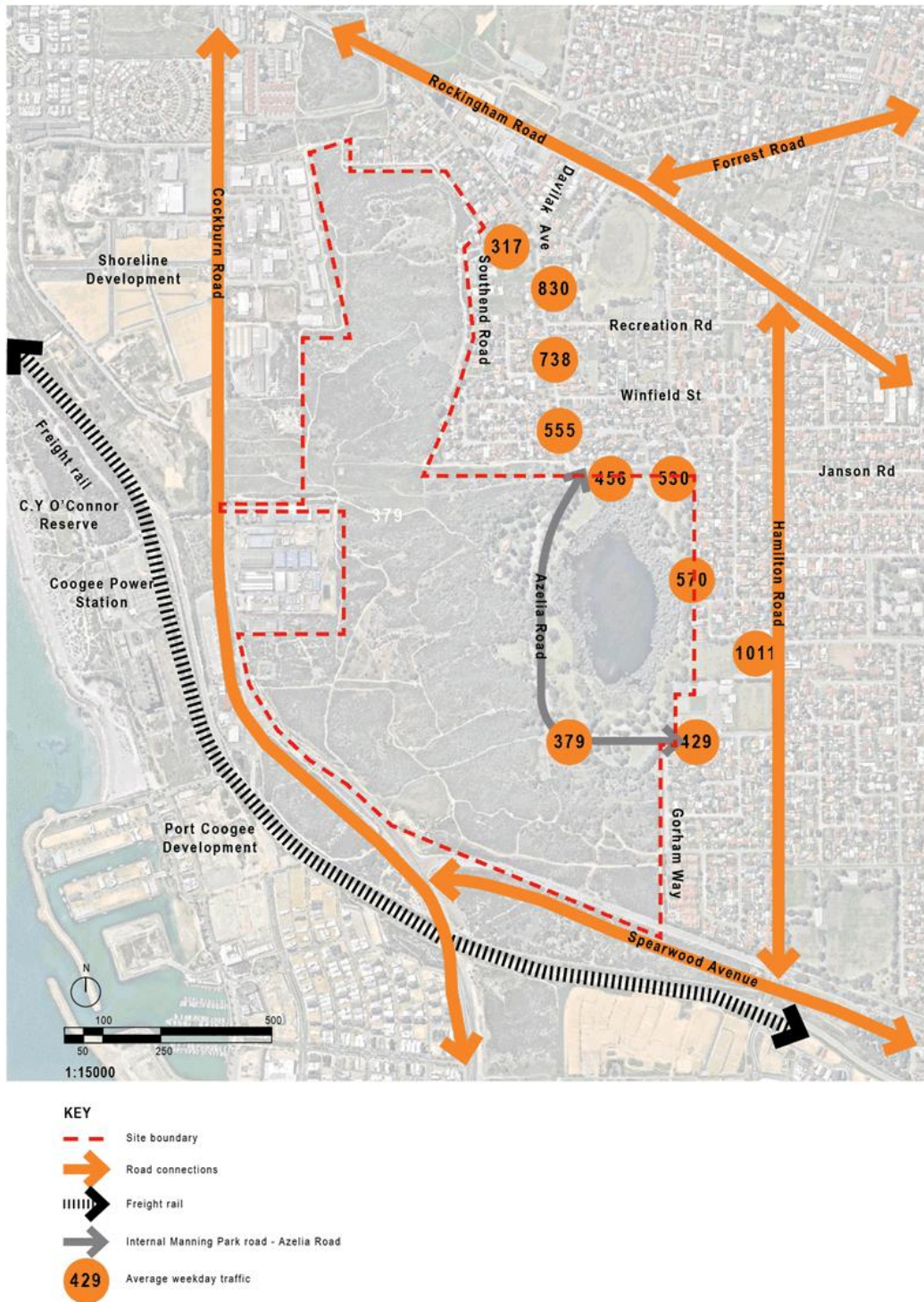
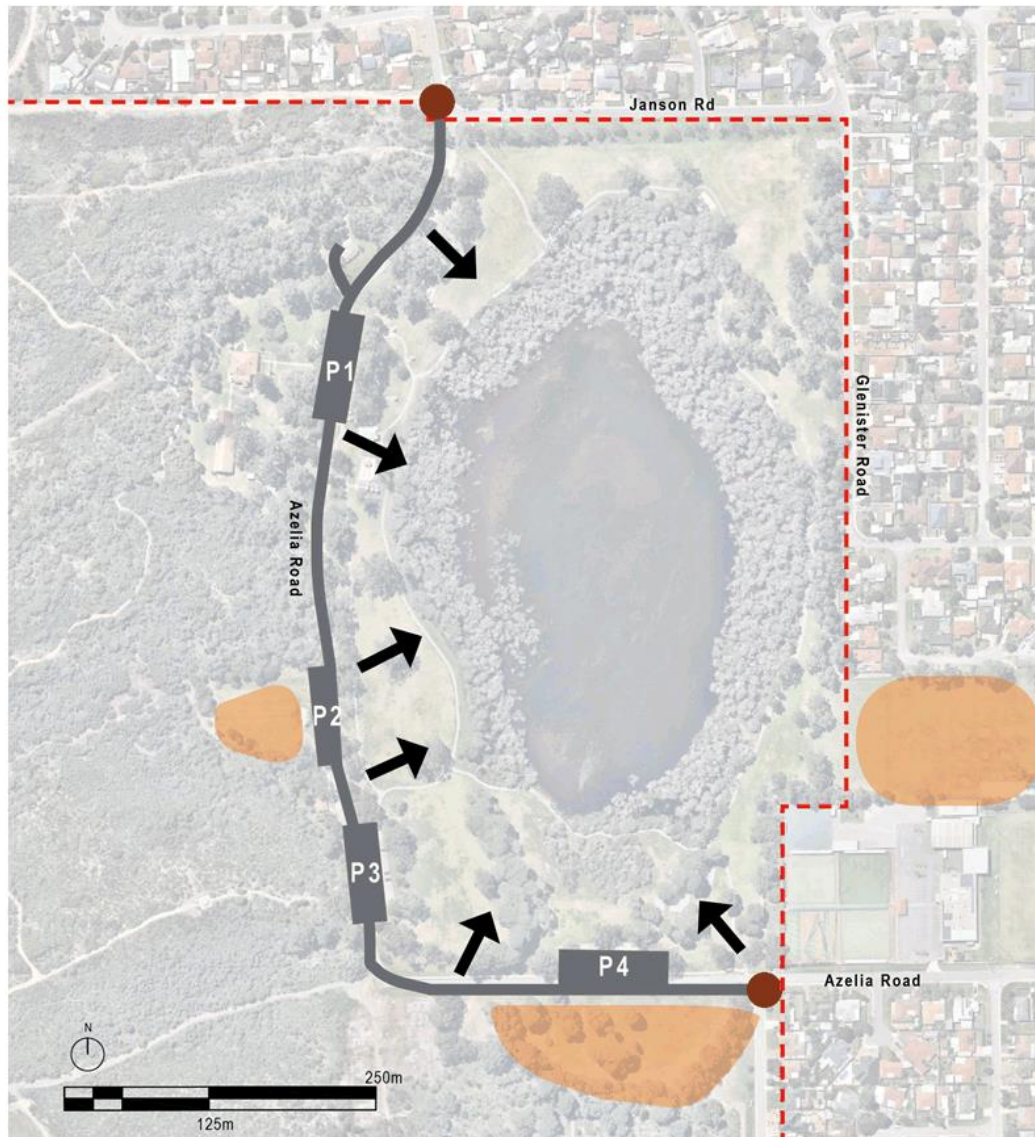


Figure 5a: Vehicle access to Manning Park



**P1 AZELIA LEY CARPARK:** 40 bays (37 standard bays, 2 disabled bays, 1 bus)



**P2 MUSIC BOWL CARPARK:** 19 bays (17 standard bays, 2 disabled bays)



**P3 MANNING STAIRS CARPARK:** 59 bays (57 standard bays, 2 disabled bays)

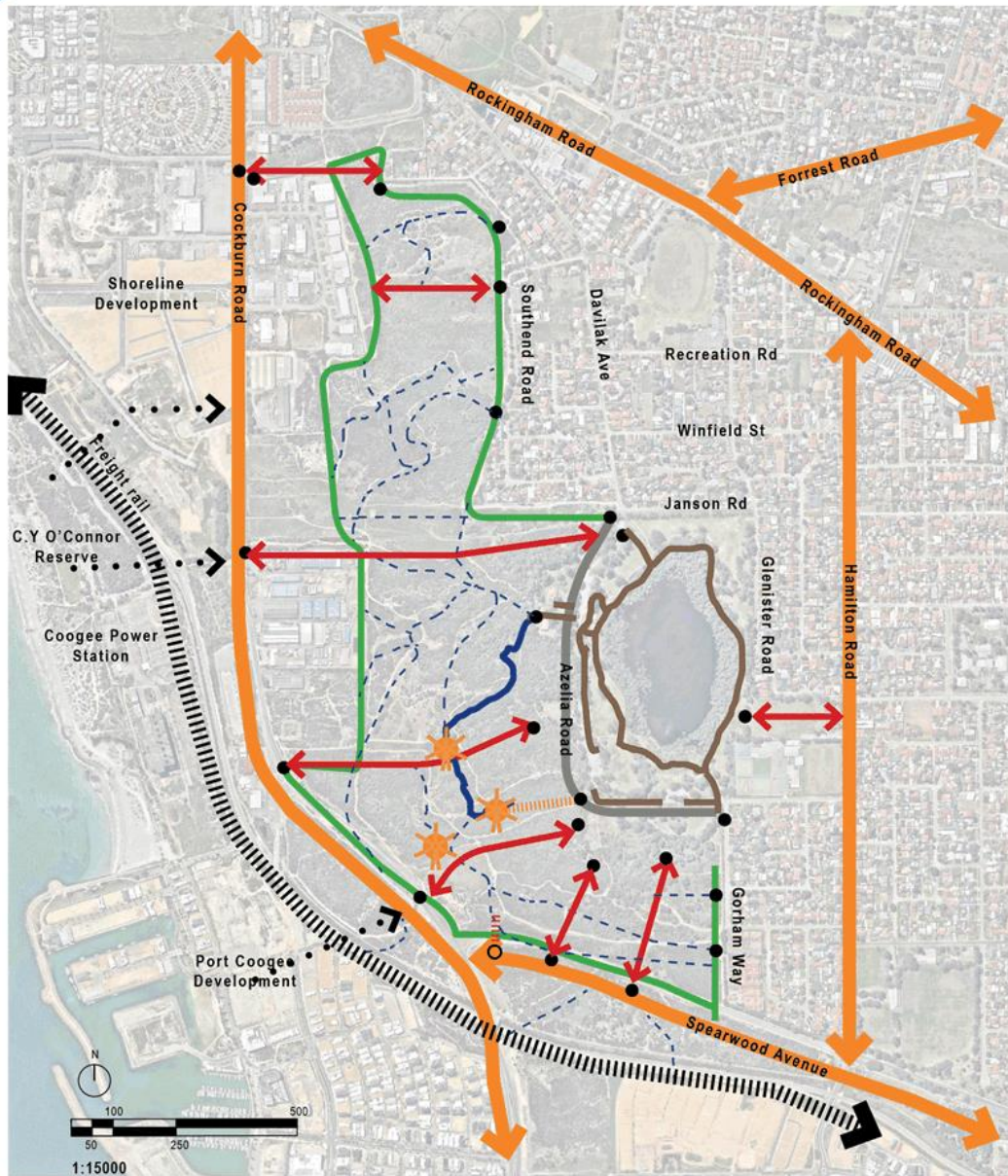


**P4 SOUTHERN CARPARK:** 31 bays (29 standard bays, 2 disabled bays)

**KEY**

- Site boundary
- P1 Car park
- Overflow parking
- Main entry (gated)
- Informal parking access
- Internal park road - Azelia Road

Figure 5b: Vehicle access to Manning Park



**KEY**

	Road connections		Firebreak
	Freight rail		East-west connection paths
	Internal Manning Park Rd - Azelia Rd		Davitak Heritage Trail
	Future green link		Informal walking trails
	Lookout		Manning Stairs
	Entry		Stairs - proposed future
	Entry - proposed future		Lake Loop and parkland paths

Figure 6: Pedestrian access to Manning Park

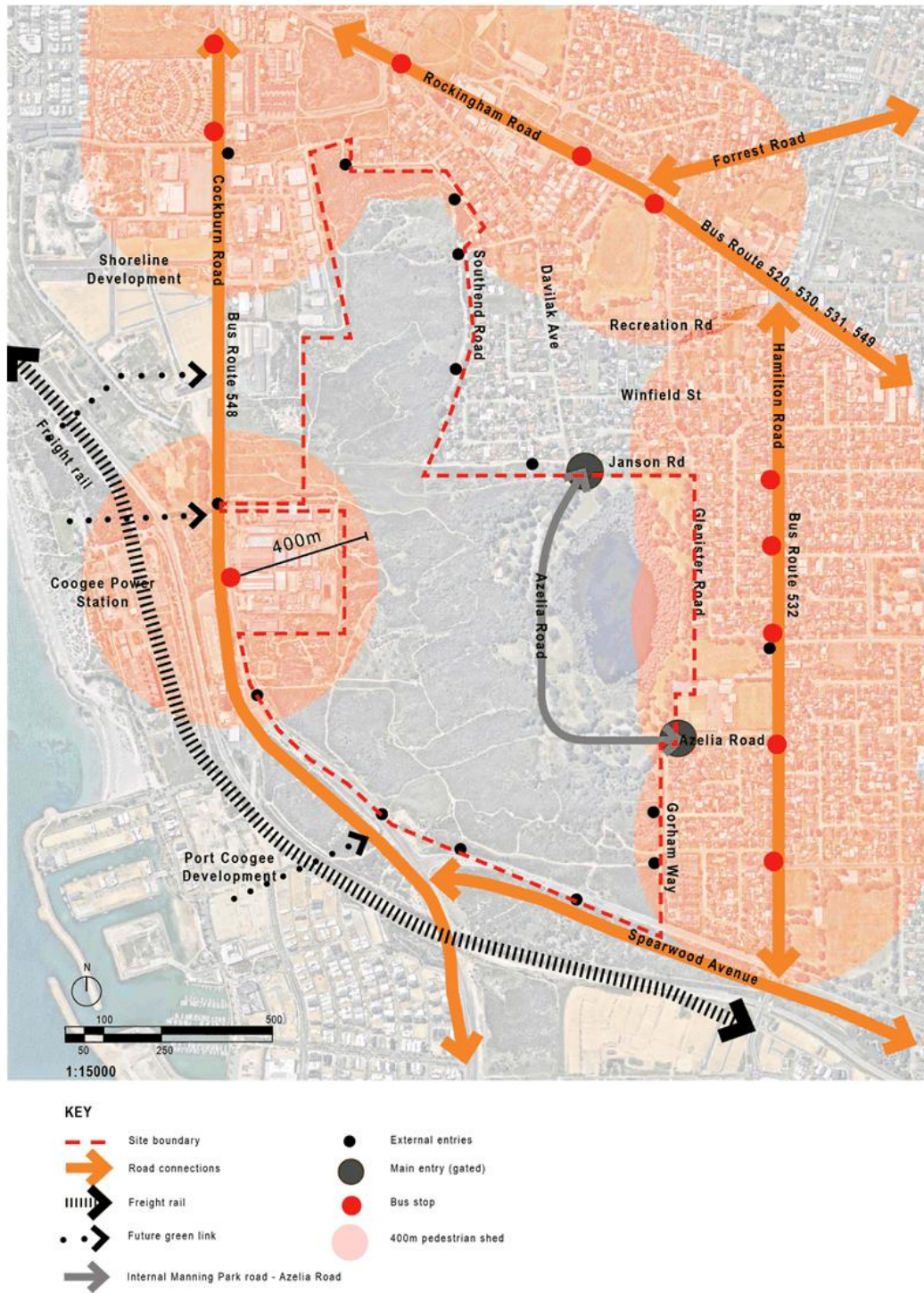
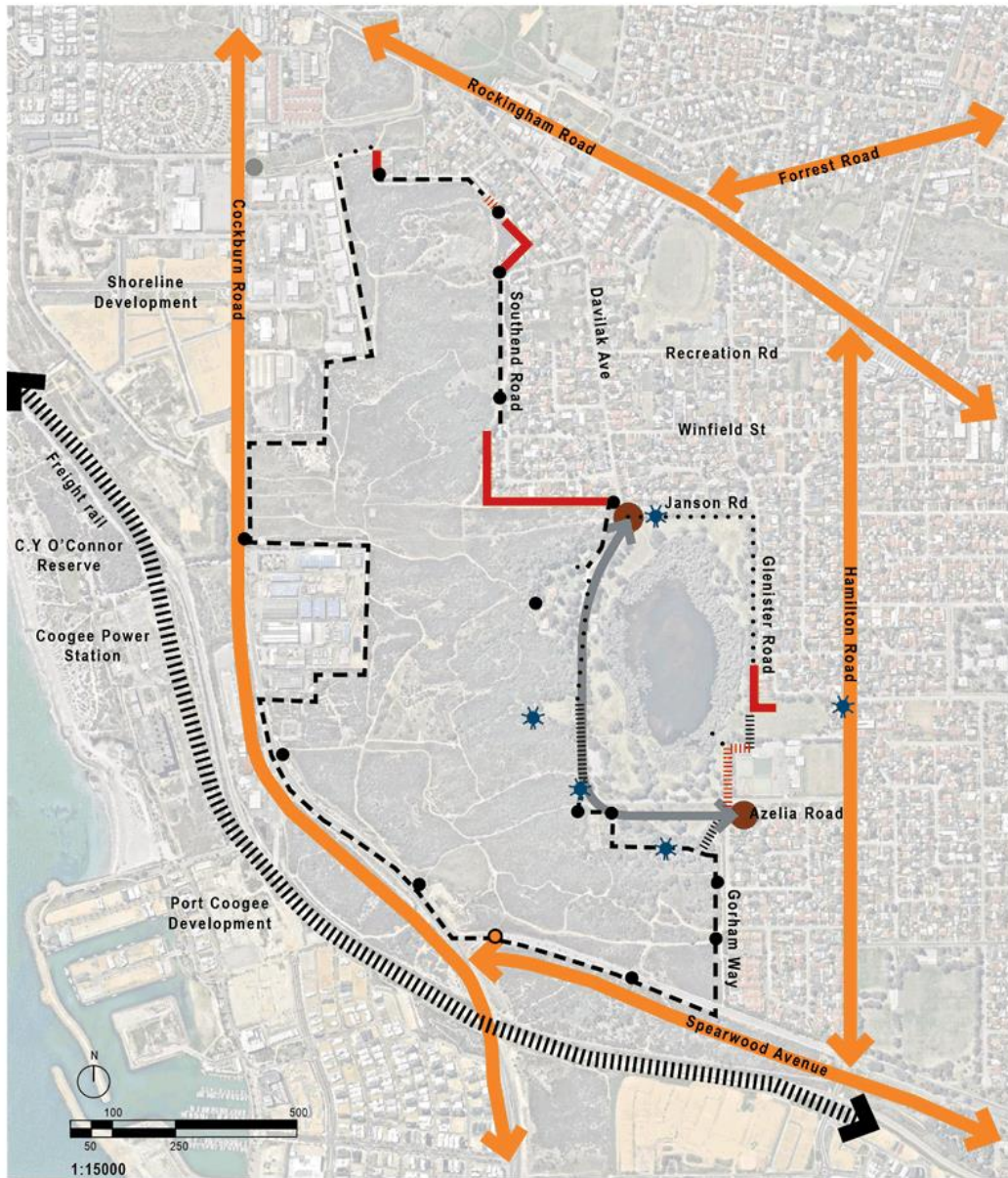


Figure 7: Public transport access to Manning Park



KEY	
	Road connections
	Freight rail
	Edge - Fence (impermeable)
	Edge - Bollard (permeable)
	Edge - residential (impermeable)
	Edge - Grade change (permeable)
	Edge - Grade change (impermeable)
	Internal Manning Park road - Azelia Road
	Entry - Pedestrian only
	Entry - Pedestrian only (proposed)
	Entry - Pedestrian only (informal)
	Entry - Pedestrian and public vehicle
	Entry - Pedestrian and service

Figure 8: Manning Park Edge Condition

## 4.2 Heritage

### 4.2.1 Aboriginal Heritage and Significance

The Manning Park area and coastal surrounds are of great Aboriginal significance, both as previous camping grounds and as sites of spiritual importance.

There are a number of Department of Aboriginal Affairs (DAA) registered sites within proximity to Manning Park. These registered sites are recognised as a starting point, however it must be noted that DAA registration is static and sometimes inaccurate, with limitations in representing an integrated living cultural landscape and the complexity and breadth of cultural heritage present in the Cockburn area. Registered DAA sites in proximity of Manning Park are noted in Table 4.

Site ID	Site Name	Site Type	Archaeo / Ethno	Access	Restriction
18332	Clontarf Hill	Ceremonial, Mythological, Artefacts / Scatter (Camp, Hunting Place, Natural Feature)	Both	Open	None
15840	Cockburn Road	Mythological	Ethno [associated Archaeo]	Open	None
3776	Indian Ocean	Mythological	Ethno	Open	None
3707	Robb Jetty Camp	Man-Made Structure (Camp)	Both	Open	None

Table 4: DAA sites within proximity of Manning Park



Within the Manning Park area there is a high likelihood that: “unrecorded cultural sites may still be found with significant research potential”.<sup>9</sup> Although there are currently no registered DAA sites within the boundary of the park, this does not negate the potential for rich Aboriginal heritage and significance that extends beyond registered DAA sites.

The Manning Park area and surrounds, especially the lakes of Beeliar Regional Park, are significant as previous camping sites.<sup>10</sup> A respected local Nyungar elder, Patrick Hume, has made reference to sites and places of heritage significance around the Azelia Ley Homestead, including quartz and a marked tree.<sup>11</sup> In addition collected local histories on the Manning homestead make reference to camping areas at the lake.

Additionally, the Spearwood Ridge and its extension beyond Manning Park to the north and south has been identified as a mythological site which is associated with the creation of Lake Coogee and other nearby lakes, possibly the eastern chain of the Beeliar wetlands.

Initial consultation with the City of Cockburn Aboriginal Reference Group (ARG) suggests that the Manning Park site includes many sites of significance. It is noted that Manning Park is a camp site, with the park area including a corroboree tree and a women’s site or birthing tree. According to membership of the ARG, the name Davilak, or Devil’s Lake, comes from a belief that spirits haunted Manning Lake after dark. Some stories tell of a dark event that led to this name and belief - a massacre in the area, with bodies abandoned in the lake. The importance of the broader context was also noted – the Robb Jetty camp sites, the significance of the Cockburn Sound and of the Beeliar wetland chain.

<sup>9</sup> Western Australia Planning Commission, Government of Western Australia Department of Planning, *The Changing Cockburn Coast: Appendices – Indigenous Heritage* (Western Australian Planning Commission, 2008).

<sup>10</sup> Western Australia Planning Commission, Government of Western Australia Department of Planning, *The Changing Cockburn Coast: Appendices – Indigenous Heritage* (Western Australian Planning Commission, 2008).

<sup>11</sup> “Podcast – Interview with Patrick Hume.” Accessed November 1, 2016.  
<http://www.cockburnlibraries.com.au/podcast-interview-with-patrick-hume>.

#### 4.2.2 European Heritage and Significance

Manning Park, previously 'Manning Estate,' has been acknowledged as one of the most important sites of European significance in the Cockburn area. This history begins with the colonisation of the Fremantle and Cockburn area, as well as more recent history such as the WW2 South Beach Battery Site and the nearby South Fremantle Power Station site. The timeline shown in Figure 9b provides a brief account of European history of Manning Park.

Manning Park is significant primarily due to its colonial history as a former estate and farm for the Manning Family. Today, remnants of this historical land-use remain, including the Azelia Ley Homestead, now a museum and ruins of the previous homestead – the Davilak Ruins. This places Manning Park as a valuable asset to communicate the stories of Cockburn's colonial era.

Charles Manning purchased the estate in 1860, with the family farming a 923 acre area from North Lake to Coogee.<sup>12</sup> As noted in the Cockburn Coast Heritage Report, "The Manning Estate comprises one restored turn-of-the-century dwelling and associated out buildings (Azelia Ley Homestead), archaeological remains of two previous dwellings (Davilak and the Old Farm) and historical gardens. The Manning Lake (originally named Davilak Lake) and floral surrounds are also significant natural features. This place is a valuable archaeological resource that has the potential to yield important information and hidden secrets from our early colonial past."<sup>13</sup>

The site, or parts thereof, is listed on the following heritage inventories:

- Register of the National Estate;
- National Trust of Western Australia; and,
- The City of Cockburn Local Government Inventory and Heritage List.

Manning Park is also within proximity of a number of other places of European significance, as noted in Table 5.

Refer Figure 9a for WA state registered sites of European heritage significance in Manning Park.

Refer Figure 9b for a timeline of the recent European history of Manning Park with reference to the Manning Family.

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<sup>12</sup> Thompson Palmer Pty Ltd. *Beeliar Regional Park: Final Management Plan 2006* (

<sup>13</sup>Western Australia Planning Commission, Government of Western Australia Department of Planning, *The Changing Cockburn Coast: Appendices – European Heritage* (Western Australian Planning Commission, 2008).



#### 4.2.3 Heritage: Community Feedback

During various instances of community engagement, input on heritage included the following:

- Heritage as a valued and unique element on site to select user groups;
- Retaining heritage elements on site and expanding interpretation into the public open space;
- Importance of retaining, interpreting and protecting the Davilak Ruins; and,
- Need for recognition of Aboriginal heritage.

#### 4.2.4 Recommended Actions

The significant Aboriginal history and heritage of Manning Park has not had substantial interpretation to date at Manning Park.

- a. With appropriate cultural guidance, Aboriginal heritage needs to be interpreted and communicated at Manning Park alongside the rich European heritage that is currently visible on site.

Heritage interpretation at Manning Park is limited to specific objects and locations and is primarily centred on Azelia Ley Homestead Museum. The Davilak Ruins are fenced off, and lack interpretation or means for visitor interaction.

- b. Heritage interpretation at Manning Park should be externalised, to include varying perspectives and events, to link the existing destinations at the park, to integrate Aboriginal heritage and to utilise the landscape in the interpretation of history and previous narratives on site.

Site name	Address	Register of the National Estate	National Trust of Western Australia	City of Cockburn Municipal Heritage Inventory
Manning Estate / Manning Park and Tuart trees (incl. Davilak Ruins)	Azelia Road	-	00511	033, Cat B
Azelia Ley Homestead	Azelia Road	Listed	00533	001, Cat A
Davilak House (Davilak Ruins)	Lot 164 Azelia Road, Spearwood	-	00511	-
Mulberry Tree, Manning Estate	Azelia Road, Spearwood	-	-	Heritage Tree
South Beach Battery	Emplacement Crescent, Hamilton Hill	-	-	
Marks House	1 Davilak Avenue	-	10185	034, Cat B
Newmarket Hotel	1 Rockingham Road	-	00504	038, Cat A
Randwick Stables	24 Rockingham Road	Listed	09242	079, Cat A
Robb Jetty Chimney	Bennett Avenue	-	03211	063, Cat A
Morton Bay Fig Trees	Lot 9001, Cockburn Road	-	17001	088
South Beach Horse Exercise Area	South Beach Foreshore Reserve	-	16120	082, Cat A
C.Y. O'Connor Statue	South Beach Foreshore Reserve	-	17006	081, Cat A
South Fremantle Power Station	Robb Road	Listed	03381	075, Cat A

Table 5: European heritage sites in, or in proximity of, Manning Park

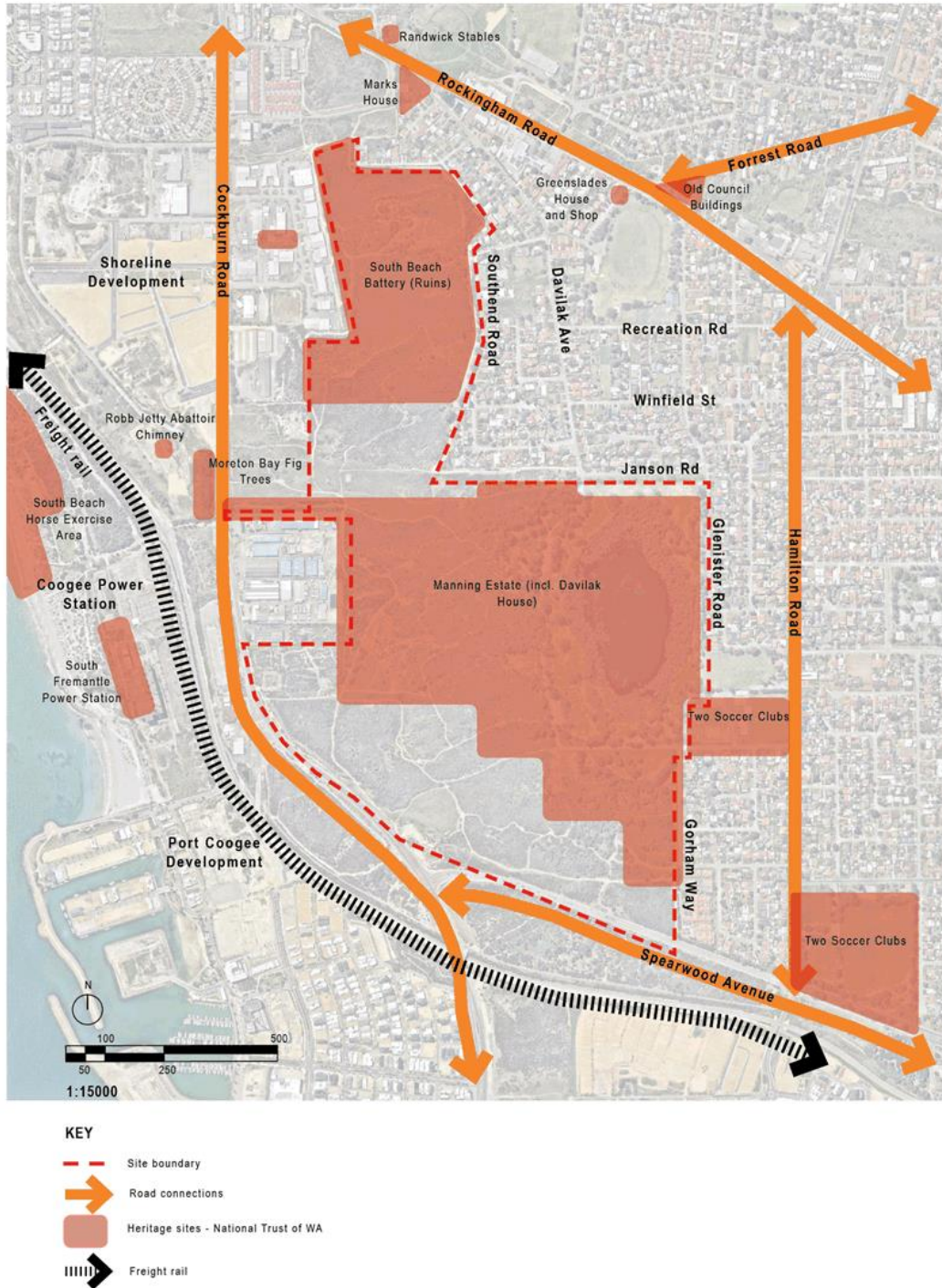
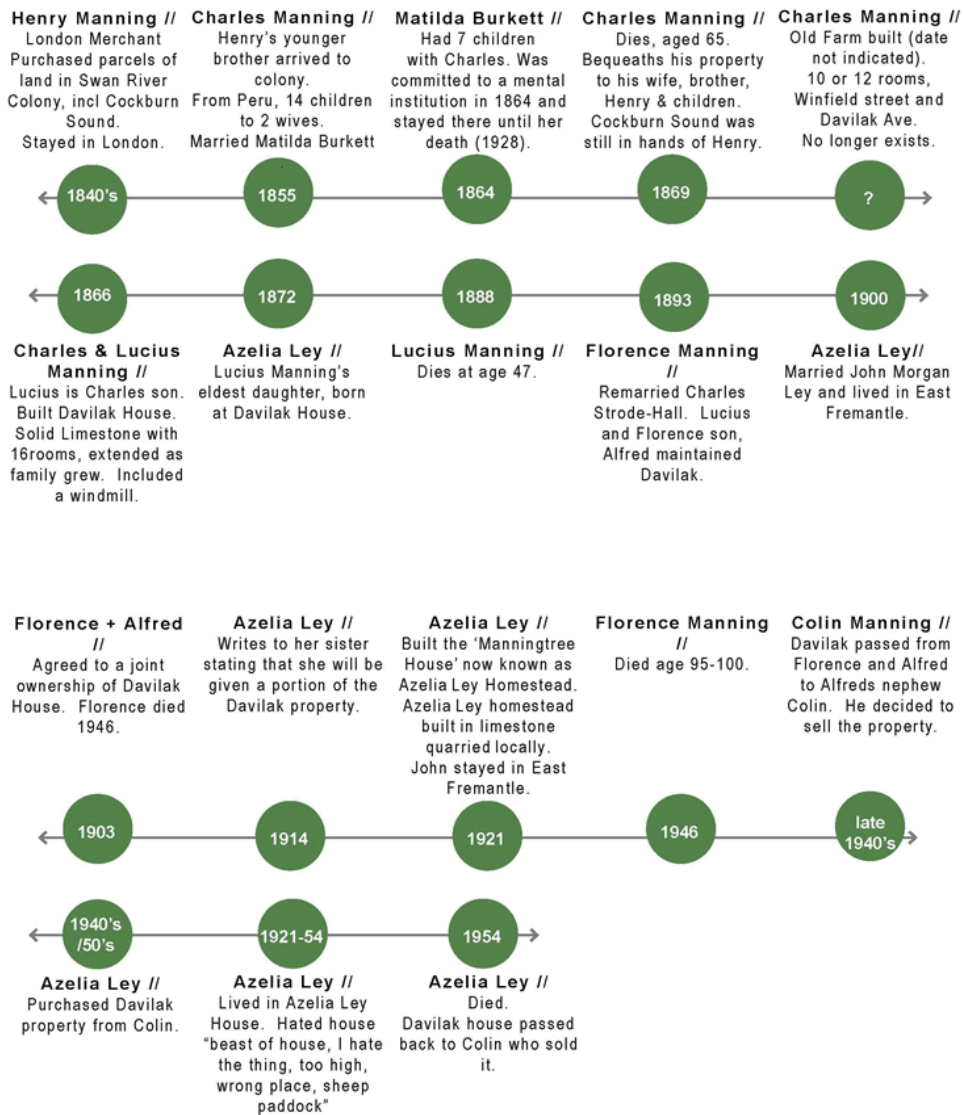


Figure 9a: WA State Registered sites of European heritage significance in Manning Park



**HERITAGE // MANNING FAMILY HISTORY**

Figure 9b: Timeline of the recent European history of Manning Park with reference to the Manning family

## 4.3 Environment

### 4.3.1 Land Systems and Land Form

Land form at Manning Park is defined by the Spearwood Ridge, running north south along the coast, and peaking at 40-50m AHD. To the east of the ridge, the landform drops steeply, leading down towards Manning Lake. The Manning Lake area is in the eastern lee of the ridge, sheltered by the steep dual topography.

Surface geology at Manning Park runs north south, aligned with the Spearwood Ridge. At a broad level, the geology of the ridge area is primarily Tamala limestone overlain by Safety Bay sand. At the lower elevations, leading toward Manning Lake, the surface geology is Spearwood Sand, and immediately surrounding the lake is Sandy Silt.

Manning Lake is located just below 0m AHD. In its natural state, it is ground water fed and seasonal - a surface expression of the surrounding ground water table. However, due to drainage infrastructure additions, the may also receive some stormwater from the north east in heavy storm events, the water firstly flowing into a nutrient stripping basin then overflowing into the lake.

Manning Lake is included in DBCA's Swan Coastal Plain Geomorphic Wetland Dataset, details as follows:

- Manning Lake, central portion: Conservation category wetland;
- Manning Lake, immediate surrounding area: Resource Enhancement category wetland; and
- Manning Lake surrounding parkland: is a Multiple Use category wetland.

Manning Lake was also included as an Environmental Protection Policy Lake under the Environmental Protection (Swan Coastal Plain Lakes) Policy 1992.<sup>14</sup> This policy was revoked in November 2015.

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<sup>14</sup> Western Australia Planning Commission, Government of Western Australia Department of Planning, *Cockburn Coast: District StructurePlan*.

#### 4.3.2 Flora

The Manning Park contains five vegetation communities:

- *Melaleuca raphiophylla* (Swamp paper bark) forest;
- *Eucalyptus gomphocephala* (Tuart) woodland;
- *Eucalyptus decipiens* (Redheart or Mattock) woodland;
- *Melaleuca huegelii* (Honey myrtle) / *Melaleuca acerosa* shrublands; and,
- Acacia woodlands on taller dunes.<sup>15</sup>

*Eucalyptus decipiens* woodlands and Acacia woodlands are not well represented in reserves on the Swan Coastal Plain – their representation at Manning Park is unique.

A DBCA Nature Map survey of the site, with a 1.2km radius, suggests a broad range of flora is found within the survey area. Table 6 lists the protected and rare flora included in the survey.

On-the-ground information provided by the City suggests that Manning Park also includes the most southern extent of *Alyogyne huegelii* (Native hibiscus), occurring along the top sections of the ridge. The City has also noted that *Pimelea calcicola*, a Priority 3 species, has been recorded at the park.

Vegetation condition and Weed mapping are undertaken every 4 years at Manning Park. The last mapping was undertaken in 2013 with the next round undertaken in 2017 with results in early 2018. The vegetation quality at Manning Park varies. The ridge area has been impacted by power lines, limestone quarries, tracks and instances of fire. Successful revegetation works having been undertaken in past years and are to continue. Weed infestation is being controlled through management efforts and through introduction of endemic vegetation communities.

[Refer Figure 10 for vegetation condition mapping.](#)

[Refer Figure 11 for weed mapping.](#)

<sup>15</sup> *ibid.*



### 4.3.3 Fauna

A DBCA Nature Map survey of the site, with a 1.2km radius, suggests a broad range of fauna is found within the survey area. Species include a variety of bird species, in the wetland and ridge upland habitats, reptile species which include the threatened *Lerista lineata* (Lined Skink) and marsupials, including *Isoodon obesulus*, (Southern Brown Bandicoot).

*Calyptorhynchus latirostris* (Carnaby's Black Cockatoo), a threatened bird species, are represented at Manning Park. Acacia woodlands and the pines are significant as foraging trees for this species, whilst the Tuart woodlands are roosting habitats.<sup>16</sup> Refer Table 7 for protected and rare fauna included the Nature Map survey report.

The complete Nature Map survey report is available by contacting the City's Parks and Environment Department.

### 4.3.4 Environment: Community Feedback

During various instances of community engagement, input on environment included the following:

- Environment as a valued and unique element on site for the majority of users;
- Increase planting and revegetation, including shade trees;
- Increase of interpretation and information about the environment; and,
- Importance of protection and conservation of the environment.

### 4.3.5 Recommended Actions

- a. The unique flora and fauna represented at Manning Park must be protected, with opportunities for further revegetation, and interpretation and communication regarding environmental values.
- b. Points of degraded vegetation and weed invasion, such as the northern and southern quarry sites, should be considered as opportunities for ridge access, address and amenity.

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<sup>16</sup> City of Cockburn, information supplied 2017.

## Flora

Species name	Common name	Conservation code
<i>Dodonea hackettiana</i>	Hackett's Hopbush	P4: Priority Four: Rare, Near Threatened and other species in need of monitoring

Table 6: Protected and rare flora, DBCA NatureMap Survey

## Fauna

Species name	Common name	Conservation code
<i>Ardea modesta</i>	Eastern Great Egret	IA: Protected under international agreement
<i>Calyptorhynchus latirostris</i>	Carnaby's Cockatoo	T: Threatened Fauna (Fauna that is rare or is likely to become extinct). Species that have been adequately searched for and are deemed to be in the wild either rare, in danger of extinction, or otherwise in need of special protection, and have been gazetted as such.
<i>Isoodon obesulus</i>	Southern Brown Bandicoot	P5: Priority Five: Conservation Dependent species
<i>Isoodon obesulus subsp. fusciventer</i>	Quenda, Southern Brown Bandicoot	P5: Priority Five: Conservation Dependent species
<i>Lerista lineata</i>	Perth Slider, Lined Skink	P3 Priority Three: Poorly-known species (some on conservation lands)
<i>Merops ornatus</i>	Rainbow Bee-Eater	IA: Protected under international agreement
<i>Oxyura australis</i>	Blue-billed Duck	IA: Protected under international agreement
<i>Tringa nebularia</i>	Common Greenshank	IA: Protected under international agreement

Table 7: Protected and rare fauna, DBCA NatureMap Survey



Figure 10: Manning Park Vegetation Condition Mapping (2013)

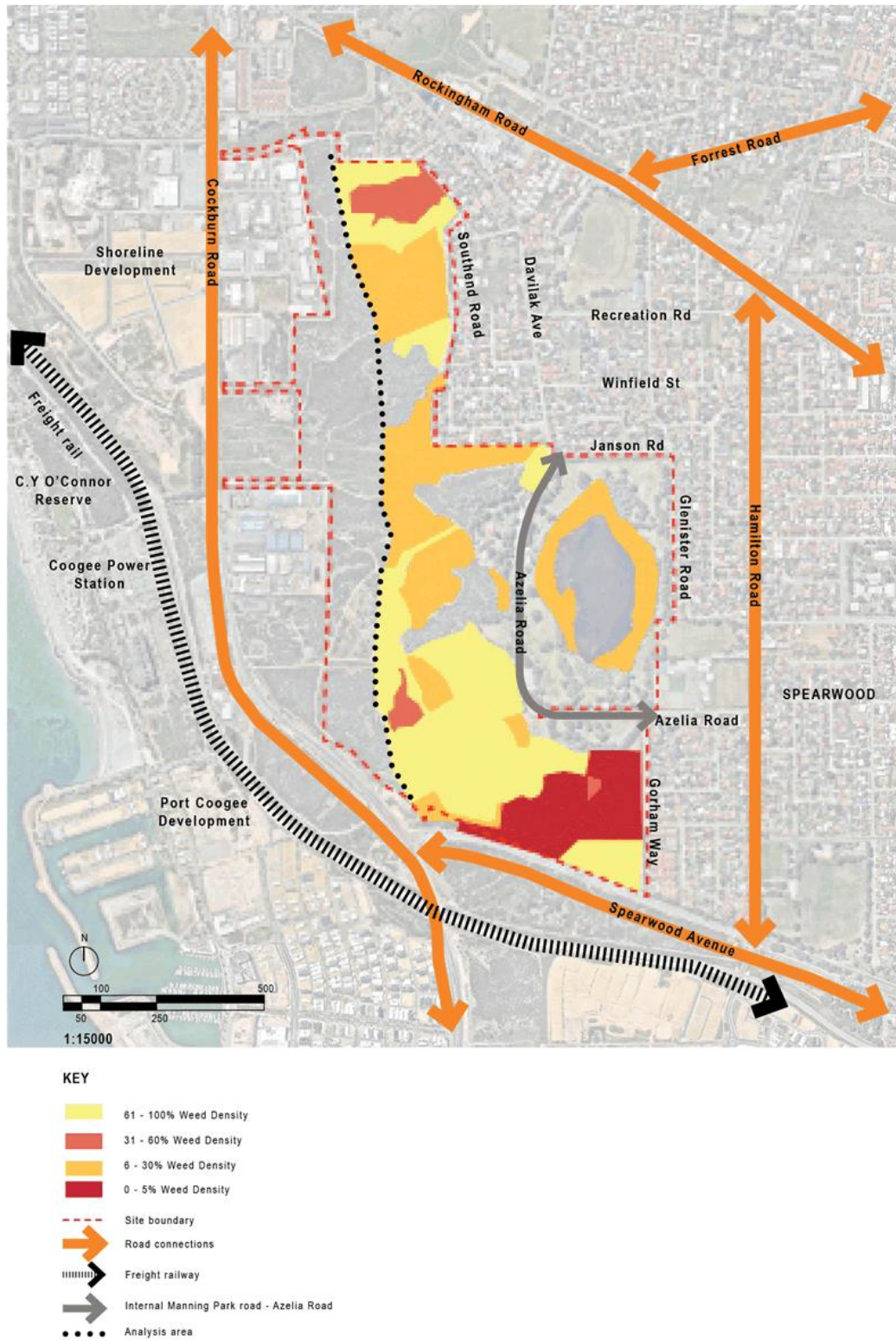


Figure 11: Manning Park Weed Mapping (2013)

## 4.4 Infrastructure and Amenity

Infrastructure is the physical structures and facilities of the park and amenity is any desirable feature, often facilitated by infrastructure and other environmental features.

### 4.4.1 Infrastructure

Infrastructure at Manning Park has been provided over a number of years. The existing infrastructure at Manning Park falls into two main categories, being community use and park management.

Community use infrastructure includes items such as the play spaces, pedestrian pathways, interpretive signage and furniture. The quality of community use infrastructure varies across site and is often at odds with volume of use. For example, although safe for use, the three playgrounds on site are of low quality, with each playground requiring upgrade or minor repair. However, playgrounds are well used at Manning Park and provide an opportunity to encourage higher visitation.

Recent additions, such as the Manning Stairs and two ridge top lookouts, have been successful in increasing visitor numbers and developing the Park as a regional destination. The recent inclusion of the Manning Stairs, has provided a high quality experience for users, but has placed pressure on surrounding public uses and natural environments, such as the management of pedestrian and traffic flow at the base of the stairs and damage to adjoining vegetation.

Other infrastructure is ageing, and has not been implemented from a uniform palette. This has led to a park which serves the needs of its community in part but is not tied to an overarching vision. Recent additions, for example the timber seating at the Manning Stairs, provide a palette and strong, tested example to build from for future infrastructure provisions.

Park management infrastructure, such as access paths, fire breaks, informative signage and access ramps are implemented by each relevant management group within the City. This independent approach can lead to poor design outcomes. Recent additions such as the new toilet block at the main playground and associated access have created a visual and physical barrier between seating nodes and play equipment that impacts on users' ability to utilise concurrently the BBQ space and the play space.

In the future, the City of Cockburn will also be undertaking a trial of temporary food trucks in the Park, based on community requests.

Overall infrastructure on site lacks aesthetic coordination with varying materials, types, nomenclature and furniture distracting from the creation of an identifiable Manning Park precinct. Furthermore the conflicting aesthetics can confuse delivery of information and ability to easily utilise the facilities of the site.

The existing state of the infrastructure at Manning Park indicates the need for a combined management approach. Whilst current infrastructure provides a functional park, cohesively addressing aesthetics as well as implementing infrastructure in a staged approach allows for a park that not only functions holistically but which is iconically Manning Park.

#### 4.4.2 Amenity

Community use infrastructure that is used and contributes to amenity at Manning Park is as follows:

- The path that circles Manning Lake ;
- The Azelia Ley Homestead Museum and surrounding grounds;
- The Davilak Ruins;
- Alan Thomas Music Shell;
- One major playground and two smaller playgrounds;
- 2 x toilet blocks;
- Pétanque courts;
- Basketball court;
- Various picnic nodes surrounding Manning Lake;
- The Manning Stairs, connecting the lake and the ridge areas;
- Ridge walking trails;
- 3 x lookouts.

At present, user analysis suggests that site use of the lake area is clustered around lakeside amenity nodes, also uniformly across the ridge area. There is an opportunity to consolidate and support the current sites use by building upon existing site amenity and use.

Refer Figure 12, Manning Park Infrastructure and Amenity for existing amenity and infrastructure provision within the park.

Informal uses at Manning Park can adversely impact on the natural amenity and vegetation. Examples include use of the Northern Quarry for mountain biking and use of informal rails in the ridge area for both walking and mountain biking. Unrestricted horse access can also impact vegetation and trails.



Image 5: The Southern Quarry, informal mountain biking use (Source: UDLA)

#### 4.4.3 Amenity and Infrastructure: Community Feedback

During various instances of community engagement, input on amenity and infrastructure included the following:

- Addition of a café;
- Improvements to play infrastructure;
- Addition of shade amenity;
- Clear information around dog walking regulations and the importance of keeping Manning Park dog friendly;
- Ongoing access for the local horse riding community;
- Improvements to road and parking infrastructure;
- Amenity provisions around exercise; and,
- Additional picnic infrastructure, for example shade shelters, BBQs, seating, bins.

#### 4.4.4 Recommended Actions

Current use of amenity is clustered around lakeside hubs, the Azelia Ley Homestead and the Manning Stairs.

- a) This use can be built upon through improvements to existing amenity.
- b) Underutilised infrastructure at Manning Park requires improvements so that it can be used to its full capacity to service the park community.
- c) Implementation of management plans and associated infrastructure to support and communicate management principals to public.
- d) All future infrastructure provision needs to align with site use and align with a uniform palette.







Figure 12: Manning Park Infrastructure and Amenity

#### 4.5 Program and Activation

Program and activation at Manning Park can be divided in to three categories, as follows:

- Every-day use;
- Activities; and,
- Events.

Manning Park is a place for the local community - for regular routine visits, for regular organised activities, and also for large scale events.

Refer [Figure 13, Manning Park Community Interests](#), for program and activation at Manning Park.

##### 4.5.1 Everyday Use

Everyday activation of Manning Park is centred on Manning Lake, the ridge area and the Manning Stairs. While users have an interest in or respect for heritage elements, at present these elements are not able to be interpreted in daily use of the park.

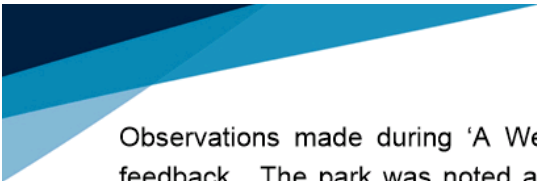
According to the City of Cockburn Manning Park Community Survey, the most popular community uses of Manning Park include:

- Mountain biking;
- Nature appreciation;
- Appreciation of history and heritage;
- Use of playgrounds; and,
- Walking the dog.

The most popular areas noted were:

- The Ridge – Trails and Lookouts;
- Manning Lake Loop;
- Manning Stairs;
- Davilak Trail;
- Central Playground;
- Museum.

The majority of community members surveyed visited the park at least once a week, with weekends being most popular. Over three quarters of those surveyed suggested that they would stay for 1 to 3 hours.



Observations made during 'A Week in the Life at Manning Park' support this survey feedback. The park was noted as a community place – a local hub which people had been visiting regularly for years, sometimes decades. During conversations with park users, it became clear that this park is greatly valued as a place for every-day use by surrounding residents.

The complete survey report and 'A Week in the Life of Manning Park' is available by contacting the City's Parks and Environment Department.

#### 4.5.2 Activities

Additional to everyday use, Manning Park also hosts low-key activities for community groups and the local, community.

These events include:

- Heritage Day at the Azelia Ley Homestead Museum;
- City of Cockburn Indigenous Heritage Walks;
- Froggy's Fun on the Green – weekly parents and children's group;
- Sports events, e.g. Manning Park Trail Run, cross country events; and,
- Guided tours for seniors groups and school group at the Azelia Ley Homestead Museum.



Image 6: Manning Park Farmers and Artisan Market (Source: Facebook)

#### 4.5.3 Events

Manning Park is at present utilised as one of the City's premier event spaces.

During the City's 2016-2017 events year, the following events were held at Manning Park:

- Teddy Bear's Picnic (Azelia Ley Homestead Grounds);
- Spring Fair and FROSH Youth Festival (south of Manning Lake);
- Celebrate Ability;
- Various concert events at the Alan Thomas Music Shell, e.g. Concert for the Wetlands;
- Hello Baby (Azelia Ley Homestead Grounds);
- Manning Park Community Concert (south of Manning Lake);
- WA National Trust Heritage Festival Vintage & Market Garden Machinery Day;
- Patchwork in the Park; and
- Annual High Tea.

Additionally, the Park is a popular site for community generated uses, such as:

- Weddings; and,
- Small community gatherings.

Manning Park is utilised as a City of Cockburn event space due to parking availability on site, there are powered sites available and because the location services the community in the western suburbs of Cockburn. The site has some limitations, in that it is not easily accessible by public transport and that most event attendees arrive via car, causing access difficulties. There is an opportunity to review and formalise event spaces at Manning Park, to ensure ease of access and also to allow multiple uses, both during event time and outside planned event days.

Refer Figure 14: Manning Park Event Use, for event use at Manning Park.



Image 7a: Concert for the Wetlands (Source: UDLA)

#### 4.5.4 Program and activation: Community feedback

During various instances of community engagement, input on program and activation included the following:

- Importance of Manning Park as a place for regular visits, as a 'community hub' and local park;
- Importance of Manning Park as a home base for current community groups such as South Metropolitan Personnel and the Cockburn Heritage Society;
- Interest in Manning Park as a location for multiple community groups to site headquarters;
- Support for Manning Park as a location for local community events.

#### 4.5.5 Recommended Actions

- a) Incorporate the heritage value of the site into the everyday use of the park.
- b) Ensure the masterplan is implemented in a manner that supports and enhances the regular use of the park.
- c) Ensure that events held at the park are in line with the parks attributes and values.
- d) Ensure the development of the park supports the current and future community use of the park.



Image 7b: Spring Fair at Manning Park



KEY	
	Community interests
	Site boundary
①	Informal use of ridge trails and mountain biking community
	Road connections
②	The Quarry mountain bike destination
	Freight rail
③	Azelia Ley Homestead Museum: Cockburn Historical Society
	Internal Manning Park road - Azelia Road
④	83 Hamilton Road: SMP LifeSkills
	Manning Stairs
⑤	Petanque Courts
	Stairs - proposed future
	Lookout

Figure 13: Manning Park Community Interests



- KEY**
- Event locations
  - Site boundary
  - Manning Park Farmers and Artisan Markets site
  - Azelia Ley Homestead Museum and surrounds (small to medium events)
  - Alan Thomas Music Shell and surrounds (medium events)
  - Southern lake area (larger events)
  - Road connections
  - Freight rail
  - Internal Manning Park road - Azelia Road
  - Manning Park Annual Trail Run

Figure 14: Manning Park Event Use



**4.6 Site Understanding: Summary**

Theme	Direction	Action Reference
Address, access and identity	<ul style="list-style-type: none"> <li>Unclear nomenclature leads to confusion. Lack of clear direction regarding identity for the Park. Manning Park requires a clear, singular naming and nomenclature for the site and its features.</li> </ul>	Action 1
	<ul style="list-style-type: none"> <li>Manning Park requires a clear wayfinding system.</li> </ul>	Action 2
	<ul style="list-style-type: none"> <li>Manning Park requires a uniform edge treatment, ensuring that the ridge as well as the lake area is treated similarly to enhance the perception of the whole parkland.</li> </ul>	Action 4
	<ul style="list-style-type: none"> <li>Opportunity for Azelia Road to be transformed in to a shared space.</li> </ul>	Action 8
	<ul style="list-style-type: none"> <li>Park requires improved access from the west to link it to the Cockburn Coast development.</li> </ul>	Action 22
	<ul style="list-style-type: none"> <li>Manning Park requires clear access from all approaches, ensuring that the ridge as well as the lake area is included in the overall perception of the Park.</li> </ul>	Action 4, 8, 14, 19, 22, 23, 28
Heritage	<ul style="list-style-type: none"> <li>The significant Aboriginal history and heritage of Manning Park has not been interpreted to date. With appropriate cultural guidance, Aboriginal heritage should be interpreted and communicated alongside the rich European heritage that is currently visible on site.</li> </ul>	Action 19
	<ul style="list-style-type: none"> <li>Heritage interpretation at Manning Park needs to be externalised, to include varying perspectives and events, to link the Park's existing destinations</li> </ul>	Action 5 + 6

Environment	<ul style="list-style-type: none"> <li>The unique flora and fauna represented at Manning Park must be protected, with opportunities for further revegetation, and interpretation and communication regarding environmental values.</li> </ul>	Action 24, 25 & 26
	<ul style="list-style-type: none"> <li>Points of degraded vegetation and weed invasion, such as the northern and southern quarry sites, provide opportunities for ridge access, address and amenity.</li> </ul>	Action 25
Amenity and infrastructure	<ul style="list-style-type: none"> <li>Current use of amenity is clustered around lakeside hubs, the Azelia Ley Homestead and the Manning Stairs. This use can be built upon through improvements to existing amenity or rationalisation.</li> </ul>	Action 5, 6, 7,8 & 9
	<ul style="list-style-type: none"> <li>Underutilised amenity at Manning Park requires improvements so that it can be used to its full capacity to service the park community.</li> </ul>	Action 9 & 3
	<ul style="list-style-type: none"> <li>All future infrastructure provision needs to align with site use and align with a uniform palette.</li> </ul>	All Actions
Program and activation	<ul style="list-style-type: none"> <li>Importance of supporting and strengthen the existing values at Manning Park</li> </ul>	
	<ul style="list-style-type: none"> <li>Continue and support community uses, whilst ensuring the park can continue as an amenity for the broader City.</li> </ul>	Action 12
	<ul style="list-style-type: none"> <li>Incorporate the heritage value of the site into the everyday use of the park.</li> </ul>	Action 5, 6 & 8
	<ul style="list-style-type: none"> <li>Ensure the masterplan is implemented in a manner that supports and enhances the regular use of the park.</li> </ul>	All Actions
	<ul style="list-style-type: none"> <li>Ensure that events held at the park are in line with the parks attributes and values.</li> </ul>	Action 32
	<ul style="list-style-type: none"> <li>Ensure the development of the park supports the current and future community use of the park.</li> </ul>	All Actions

Table 8: Site understanding - Summary



## PART C: THE VISION

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### 5 The Big Picture Ideas

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The 'Big Picture Ideas' guide the main design approach for the Master Plan for Manning Park and are as follows:

1. The Spearwood Ridge Trail;
2. The Lake to Hilltop Circuit;
3. The Heritage Spine;
4. The Quarry Sites;
5. The Feature Precincts; and,
6. The Green Links.

These ideas are described over the following pages.

## 5.1 The Spearwood Ridge Trail

### Summary

- Establish a legible, safe and continuous north south trail along the ridge line with opportunities for seating, viewpoints and interpretation.
- Spearwood Ridge Trail to partner with the Lake to Hilltop Circuit.
- Opportunities for walking and mountain biking.

Refer Figure 15: The Ridge Trail, pedestrian route.

### Concept

The Spearwood Ridge Trail will be a locally iconic walk that will be a clear and safe path of travel in a meandering north-south direction. The walk will offer up spectacular views of the ocean to the west and the 'green canopy' of the surrounds and Spearwood suburb to the east. The intent of the trail is to connect the limestone ridges to the north (Clontarf Hill) and the South into Woodman Point Reserve.

### Description

- Length is approximately 2.8km.
- Time to walk: 30 to 40 mins.
- Utilising existing paths/trails where possible.
- Consistent low-key surface material (emulsified stabilised limestone).
- Consistent width of 3.5m.
- Seating nodes at opportune locations, such as under a tree, at a vantage point every 200m or so.
- Low key interpretive and directional signage at points of interest.
- Clear and legible gateway signage at entry/exit points and key intersections.

Refer Action 1, 2, 3, 19, 20, 21, 22, 23, 25, 28, 29 and 31



Figure 15: The Spearwood Ridge Trail, pedestrian route

## 5.2 The Lake to Hilltop Circuit

### Summary

- Create a continuous fitness loop connecting the ridge (the existing Davilak Heritage Trail), the steps and the lake loop.
- Incorporate exercise nodes.

Refer Figure 16: The Lake to Hilltop Circuit, pedestrian route.

### Concept

The fitness circuit connects the ridge with the lake, inviting users to enjoy a scenic and challenging exercise route. The circuit offers a flat run around the lake, a stair climb, a ridge run, a hill descent and a series of nodes and stations.

### Description

- Length: 2km
- Time to walk: 25mins
- Consistent and safe gravel footpath (emulsified stabilised limestone) in ridge areas, with asphalt to lake area.
- Consistent width and profile to path (2.5m)
- Regularly located exercise challenges and nodes using a consistent suite of outdoor exercise equipment (8 nodes in total including existing stair climb).
- Signage at exercise nodes.
- Distance markers along path.
- Directional signage and identifiers to clearly mark the route.

Refer Action 1, 2, 8, 9, 13, 15, 23, 24, 27, 28 and 29.

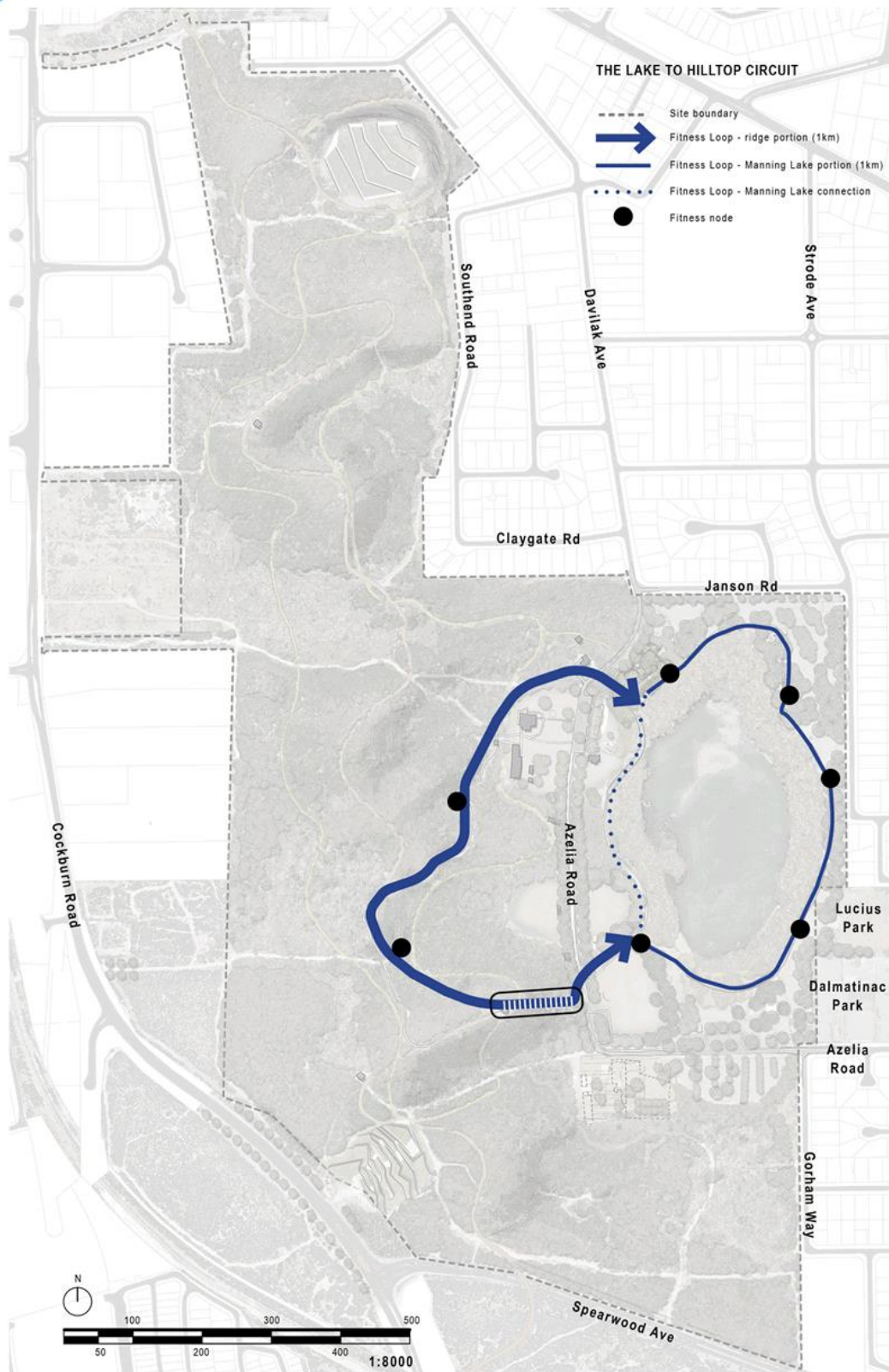


Figure 16: The Lake to Hilltop Circuit, pedestrian route

### 5.3 The Feature Precincts

#### Summary

- A defined series of destination precincts within the site related to use and identity.

Refer Figure 17: The Feature Precincts – Manning Parkland area

#### Concept

Connected by the Heritage Spine, three (3) key feature precincts are defined as “clearings” within the broader landscape.

These are;

1. Azelia Ley Homestead Precinct;
2. The Events Lawn; and,
3. The Davilak Ruins.

#### Azelia Ley House Precinct – The “Day to Day Precinct”

- Museum
- Weddings
- BBQs and shade
- “Village Style” markets
- Adventure Playground
- Toilet Amenities
- Car Park
- Bravery Garden Walk
- Wagon House Museum

Goal: Maintain the “Arcadian” landscape character of the area ensuring heritage structures are maintained and important landscape features (such as trees) are protected. Avoid cluttering the space with excessive and inappropriate elements.





### The Events Lawn – The Special Events Precinct

- Concerts/Performances
- Larger Markets
- Rally's and larger Gatherings
- Toilets
- Car Park

Goal: Expand and define the current music bowl lawn. Replace (or relocate) the music sound shell with a modern and flexible structure including infrastructure that supports audio-visual equipment, lighting and other event related requirements. Improve connection to the lake and provide seating to the edge of the trees.

### Davilak Ruins – " Cultural and Interpretive Precinct"

- Public Space
- Interpretive Signage
- Protective layer over archaeological ruins

Goal: Develop a detailed concept that balances the need to protect the ruins, with the need to interpret them. Rather than reconstruction of the site, the ruins themselves can be "re-cast" as an interesting space that will enable a unique reading of the site as well as opportunity for special events and performances.

Refer Action 1, 2, 3, 5, 6, 7, 10, 11, 12, 13, 14, 15, 26, 27, 28, 29, 30 and 32.

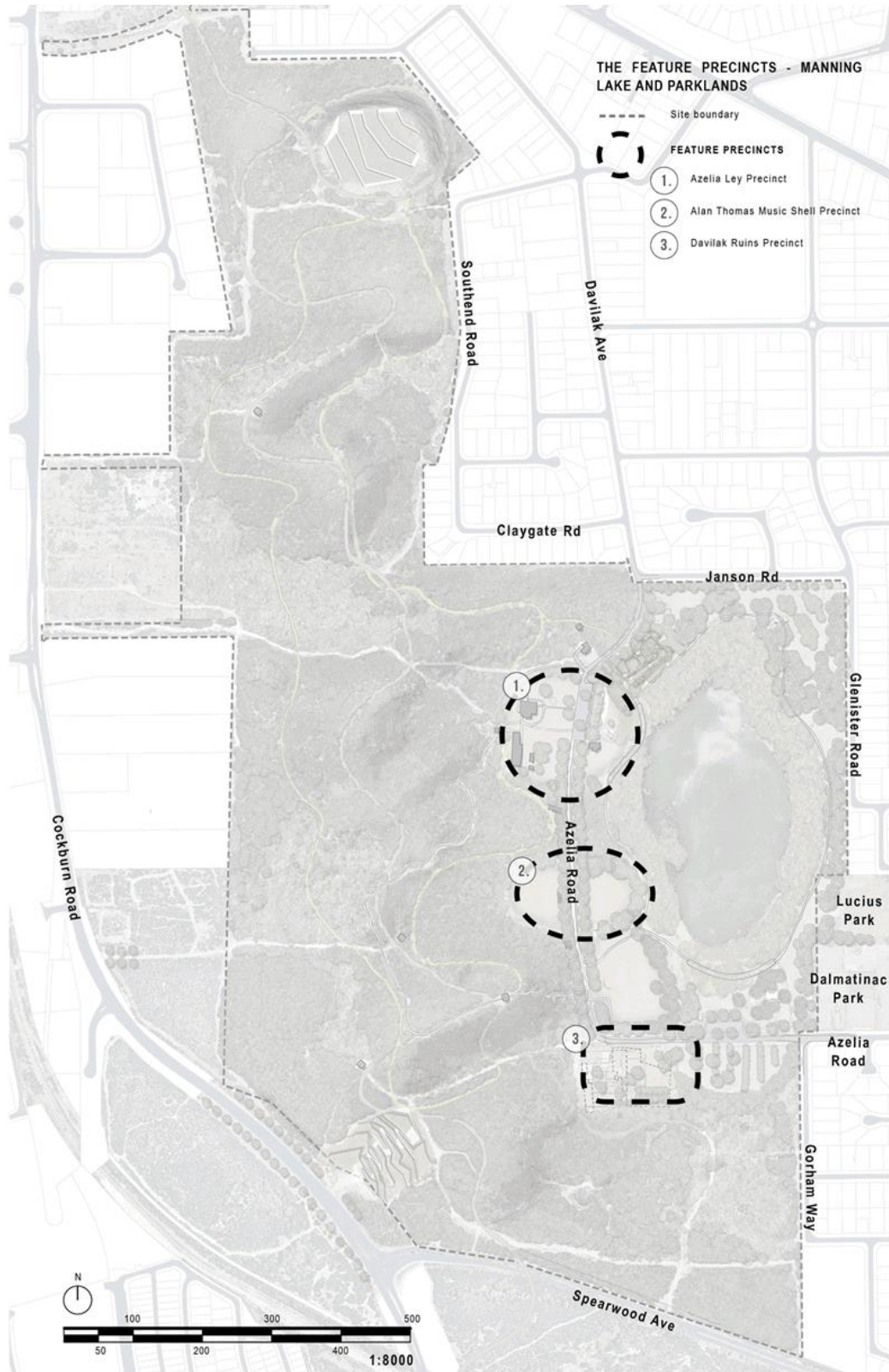


Figure 17: The Feature Precincts

## 5.4 The Heritage Spine

### Summary

- Connecting the Davilak Heritage Trail, Azelia Ley House and Davilak Ruins with an integrated heritage layer.
- A low key, 'shared space' access road and pedestrian zone.

[Refer Figure 17: The Heritage Spine](#)

### Concept

The heritage spine provides a legible spatial connection between the sites key visible heritage structure and ruins, effectively forming the basis of a 'precinct'. The spine will be low key and pedestrian prioritised however vehicles will still be able to travel through as they currently do (30km/h speed). The spine will also be able to be closed during certain times such as during events or markets.

### Description

- Retain existing Tuart and Marri tree canopy (Tuarts listed on local Heritage Inventory).
- Reinforce canopy with more Tuarts to establish an informal tree-lined country road atmosphere.
- Road surface to be considered by parks team and engineers to create a point of difference and indicate a shared vehicle/pedestrian zone. Consider materials such as emulsified stabilised limestone or paved surfaces.
- Utilise limestone blocks or similar as edging to control vehicular access to park.
- Include lighting for both vehicular use and event use.
- Incorporate directional signage.

Refer Action 1, 2, 5, 6, 8, 14, 15, 24, 26, 27, 28, 29 and 32.

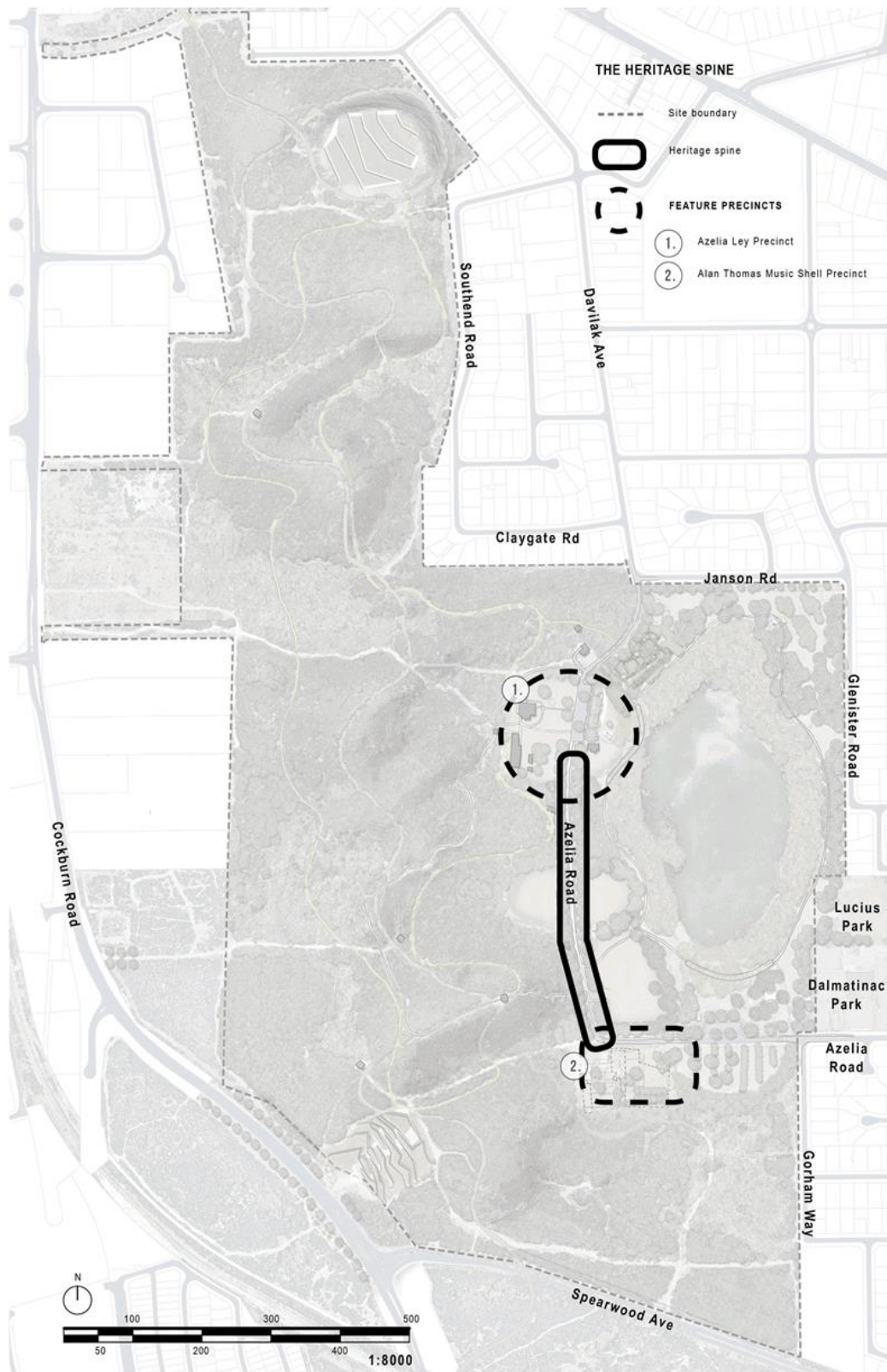


Figure 17: The Heritage Spine. (Source: UDLA)

## 5.5 The Quarry Sites

### Summary

- Establish quarry sites as intensive mountain biking destinations and access points.
- Quarry sites to be linked via the Spearwood Ridge Mountain Biking Loop.
- Mountain biking program to connect across ridge and parkland area via a pump track, also an entry point to the Spearwood Ridge Trail.

Refer Figure 18: The Quarry Site

### Background

The two disused quarry sites form a key part of Manning Park heritage. Both sites are topographically interesting and create naturally enveloped spaces. Given their respective locations at the northern and southern most corners of the site, they present opportunity to act as both gateways and destinations, with a mountain bike trail, the Spearwood Ridge Loop, being the connecting route between them.

Currently the northern quarry is being used informally for mountain biking and the southern quarry is disused entirely. The establishment of formalised trails will help to prevent ongoing unsanctioned trail construction and limit further impacts to vegetation.

### Concept

Both quarry sites to be developed as specific mountain biking nodes, making use of the grade change. Natural features will form a challenging circuit, with the Spearwood Ridge Loop linking the quarry sites. Various entry points will link the quarry points to the broad area, one of which being a lakeside pump track, designed for use by a range of people.

### Description

- Detailed design of a suitable mountain bike track in and around each space suited to various objectives needs to be undertaken within the context of the broader mountain bike strategy for the site and beyond. Note that the trails will need to be of a standard that they will negate the creation of adhoc unsanctioned trails in other areas of the park.
- Both sites need good access from the street (vehicle and pedestrian to the north and pedestrian only to the south), legible signage and amenity.
- Consideration given to minimising the impact on residential amenity of nearby properties, including appropriately managing parking.

Refer Action 1, 2, 3, 16, 17, 18, 19 and 33.

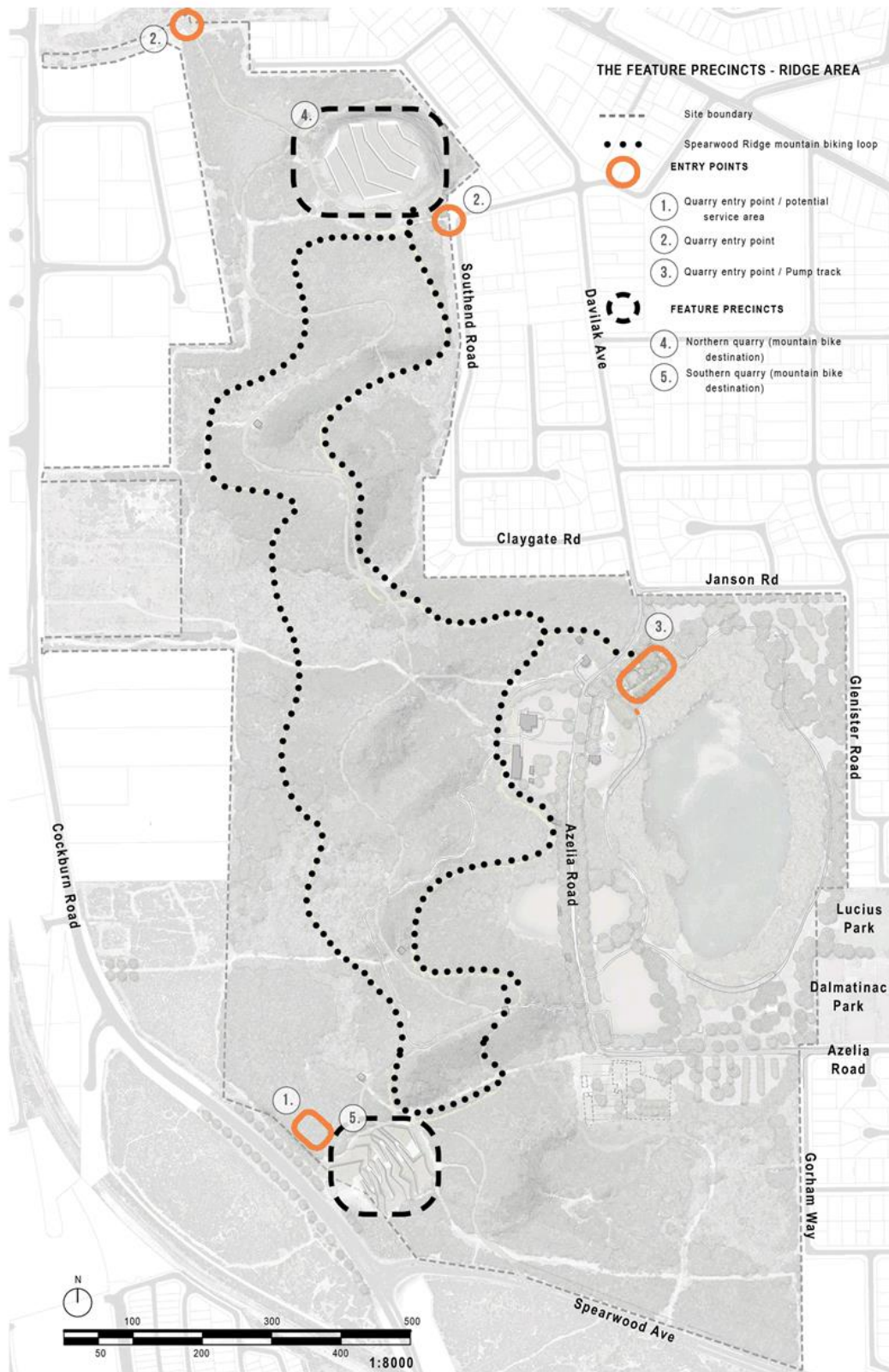


Figure 18: The Quarry Sites

## 5.6 The Green Links

### Summary

- Re-establishment of east west vegetated links between the lake environment and the ridge environment using the natural landform.

Refer Figure 20: The Green Links

### Concept

Increase the canopy and shade within parkland area by facilitating the connection of vegetation from the ridge to the lake. Connection of this vegetation will provide a unique transect of vegetative typology from the coastal ridgeline to the wetland species surrounding the lake.

This will also have the effect of defining the three (3) activity precincts.

Refer Action 24, 25, 26 and 31.



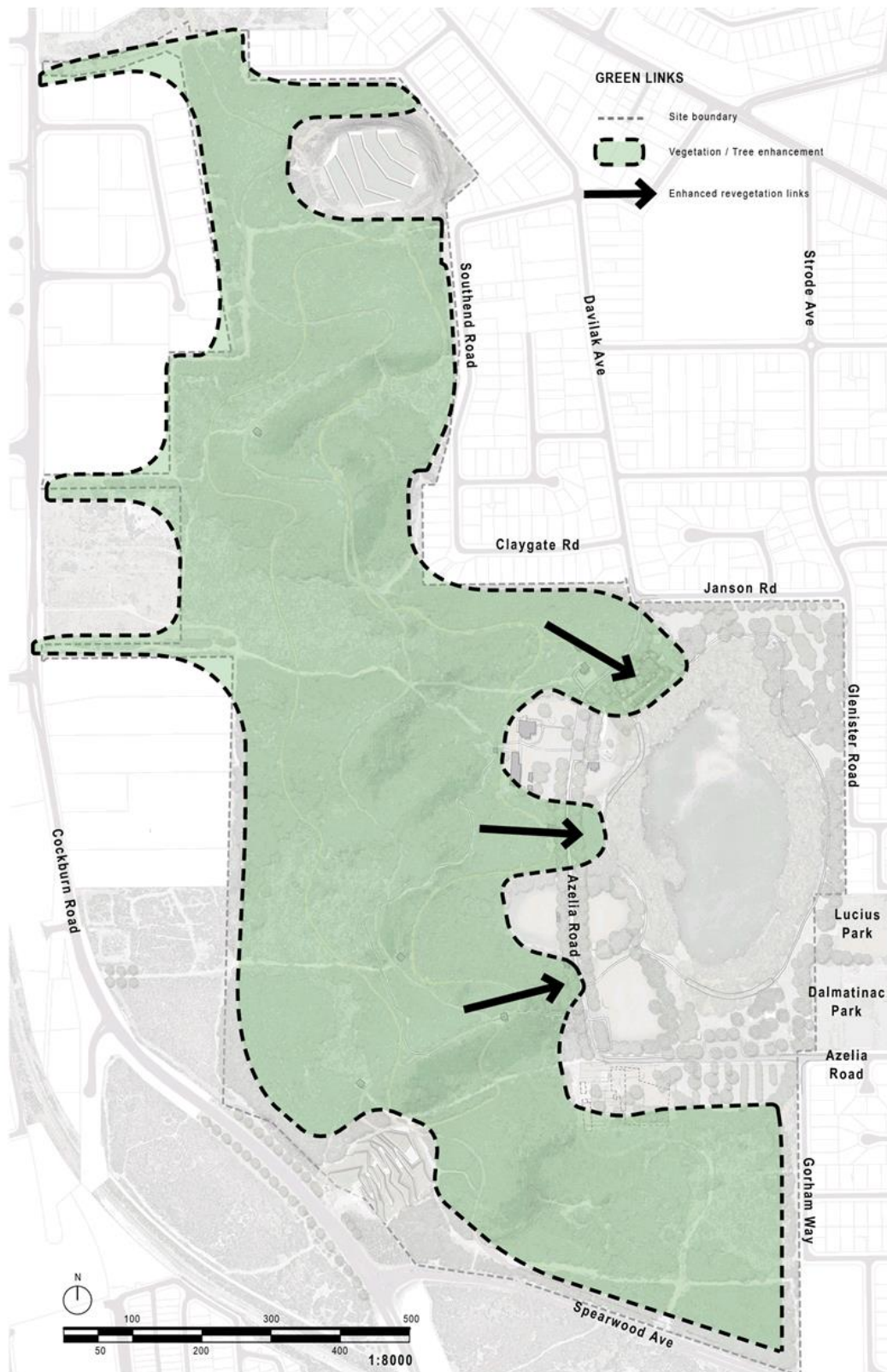


Figure 19: The Green Links.



## 6 The Master Plan

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The master plan has been developed on the basis of 'The Big Picture Ideas,' guiding the design direction for the Park.

The implementation of these ideas is described as detailed actions, in the following section.



Manning Park Master Plan Concept





## PART D - THE ACTIONS

### 7 Actions

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This plan identifies 33 actions that will enable the City to establish a clear identity for Manning Park and its precincts, safeguard heritage, protect the natural environment and improve infrastructure including amenities.

The actions address the key themes and support the delivery of the 'Big Picture Ideas' which guide delivery of the Master Plan.

Individual actions can support multiple key themes and 'Big Picture Ideas' and thus have been separated into the following categories.

- *Identity*
- *Manning Lake and Parklands*
- *Ridge Area*
- *The Natural Environment*
- *Infrastructure*
- *Planning and Management*

Each action has a suggested delivery timeframe and an opinion of probable cost.

[See Appendix A for Opinion of Probable Cost.](#)

## 7.1 Identity

### ACTIONS 1 – 4

- ACTION 1: Confirm on an agreed name and identification for Manning Park
- ACTION 2: Implement a uniform signage and interpretation system for Manning Park
- ACTION 3: Upgrade furniture to a uniform Manning Park palette to align with existing amenity hubs
- ACTION 4: Define new fence line and provide uniform boundary treatments



Image 8: Manning Park Entrance Sign (Source: UDLA)

**ACTION 1: Confirm on an agreed name and identification for Manning Park**

Identity, address and access	Heritage	Environment	Amenity and infrastructure	Program and activation
✓	✓	✓	✓	✓

An agreed, clear name for Manning Park for future communication, branding and marketing exercises will increase clear communication around the Park’s identity, context, boundaries, diversity and extent. The definition of a clear name for Manning Park will ensure that:

- Manning Park is recognised as a part of the Beeliar Regional Park network, and has a clear identity within the network.
- Manning Park is recognised in a holistic way that includes the extent of the diverse elements within it, including Manning Lake and parklands, ridge and uplands, Azelia Ley Homestead and Davilak Ruins.
- A clear basis is provided upon which Nyungar language can be added to communications, as per the City’s guidelines and Reconciliation Action Plan.

**Delivery:**

- The primary identifier for this park will be ‘Manning Park’.
- The secondary identifier for this park will be ‘Beeliar Regional Park’.
- Spatial elements that exist within the park, e.g. Manning Ridge and uplands, Manning Lake, Manning Stairs, Davilak Ruins and Azelia Ley Homestead will fall underneath these primary and secondary identifiers.
- The park will be uniformly referred to as ‘Manning Park’ in future planning and strategy documentation, promotional material and signage.
- An appropriate Nyungar name will be added with guidance from Traditional Owners.

**Responsibility:** City of Cockburn

**Those to be involved / consulted:**

- Traditional Owner representatives
- Historical Society of Cockburn

**Reference documents:**

- Beeliar Regional Park Management Plan 2006
- DBCA Regional Park Sign System
- City of Cockburn Reconciliation Action Plan 2013-2016, 2013.
- City of Cockburn Signage Style Guide

**Timeframe:** 2020/21.      **Estimated Cost:** Nil





**ACTION 2: Implement a uniform signage and interpretation system for Manning Park**

Identity, address and access	Heritage	Environment	Amenity and infrastructure	Program and activation
✓			✓	

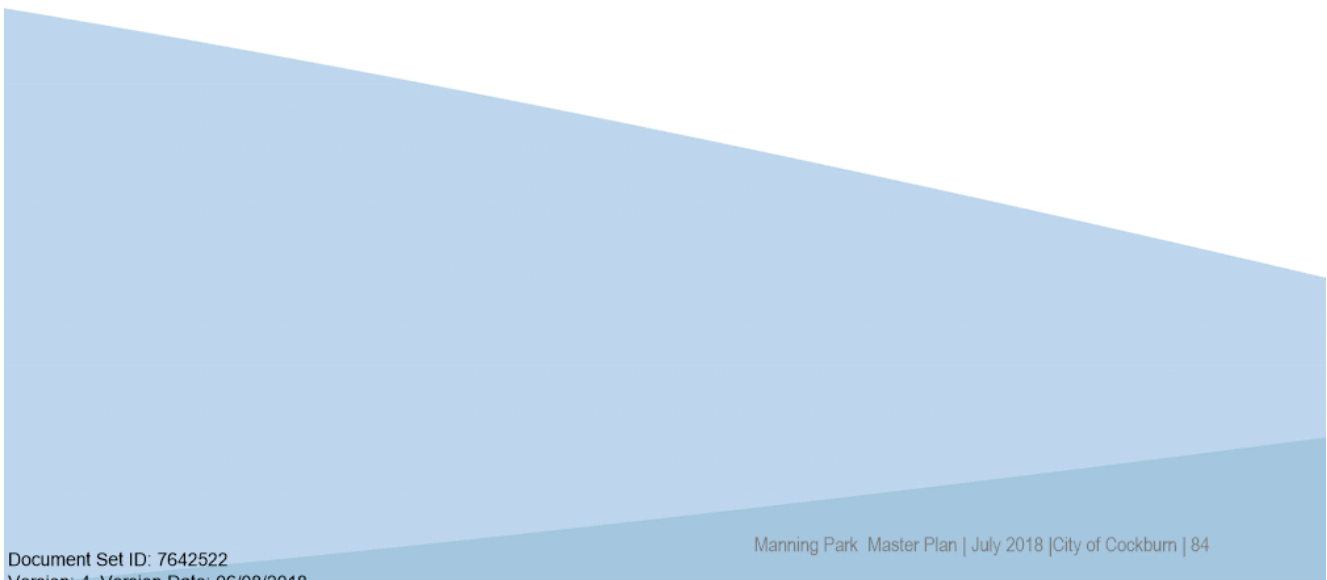
An agreed signage system will provide a clear guide for design and installation of both wayfinding and interpretive signage across the extent of Manning Park. Clear interpretative signage at Manning Park is to aid in the communication of the multiple layers of significance at the site, including heritage significance, both European and Aboriginal and ecological significance throughout the ridge and the lake areas.

The function of a clear signage strategy is:

- Manning Park to be recognised as a part of the Beeliar Regional Park network.
- Clear direction to, from and within Manning Park.
- Clear external signage, increasing visibility of access to Manning Park from the surrounding suburbs.
- Clear internal signage, increasing access and safe movement within Manning Park.

**Delivery:**

- DBCA Regional Parks Signage System is to be implemented in the Beeliar Regional Park network, as noted in the City’s Trails Master Plan (2013) and the Beeliar Regional Park Management Plan (2006).
- The Beeliar Regional Park Management Plan states that Aboriginal and non-Aboriginal history of the Park should be integrated in to interpretive material where appropriate



- To align with **ACTION 1**, minor amendments will be made to the DBCA Sign System to ensure that: 'Manning Park' is uniformly referred to as primary identifier; and, 'Beeliar Regional Park' is uniformly referred to as secondary identifier.
- City logo and identification to be visible on all signage.
- Existing signage to be retained removed and / or upgraded to align with the above guidelines.

Refer Figure 22: Manning Park Proposed Signage for a broad guide to implementation of signage and interpretation at Manning Park.

Refer Image 9: DBCA Regional Parks Sign System

**Responsibility:** City of Cockburn

**Those to be involved / consulted:**

- Traditional Owner representatives
- Heritage Council
- Historical Society of Cockburn.

**Timeframe:** 2020/21.

**Estimated Cost:** \$85,000 - Refer to Appendix A: Opinion of Probable Cost





**Example Imagery:**



Image 9: DBCA Regional Parks Sign System (Source: David Smith Studio, [davidsmithstudio.com](http://davidsmithstudio.com).)

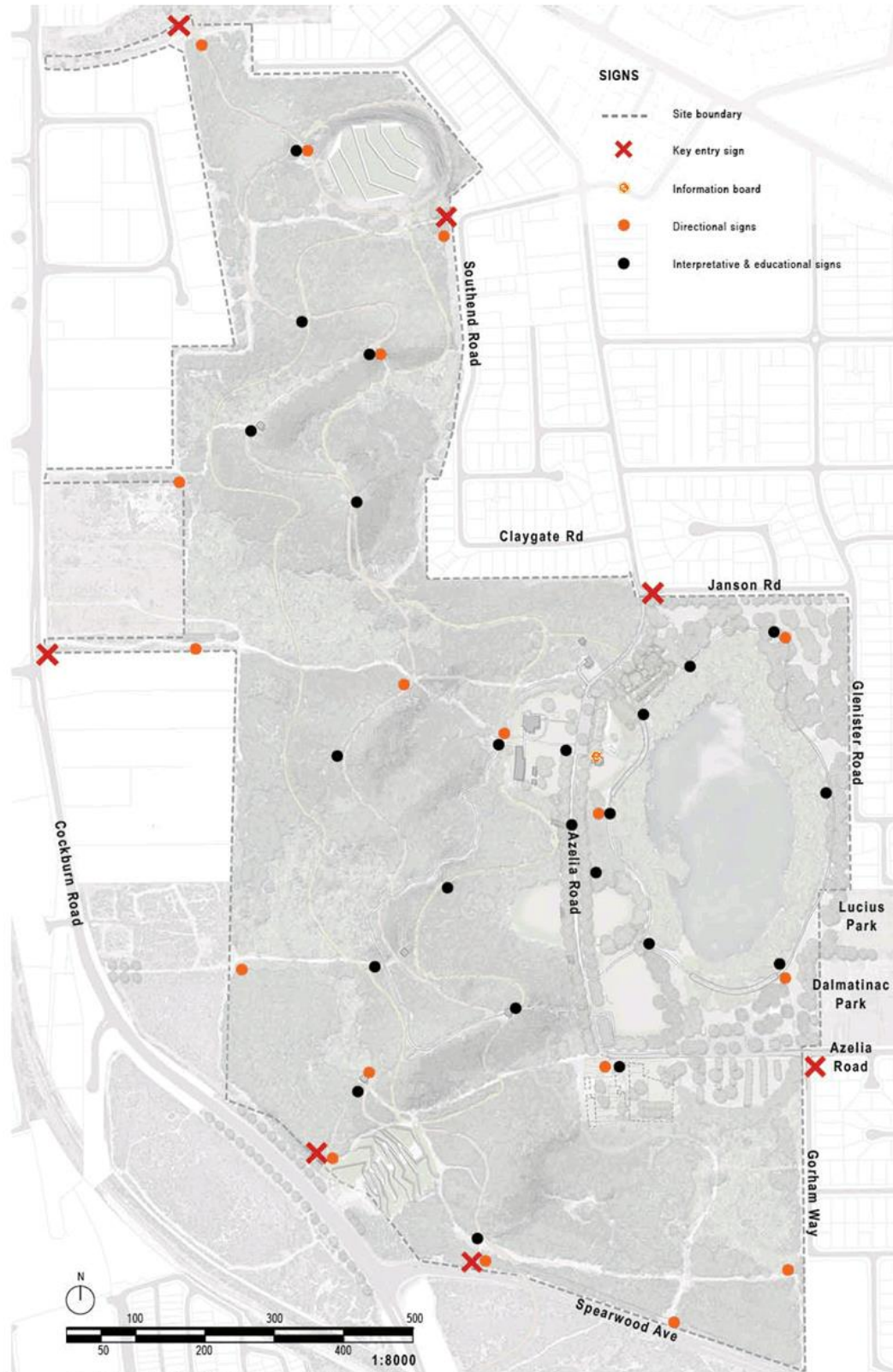


Figure 22: Manning Park Proposed Signage



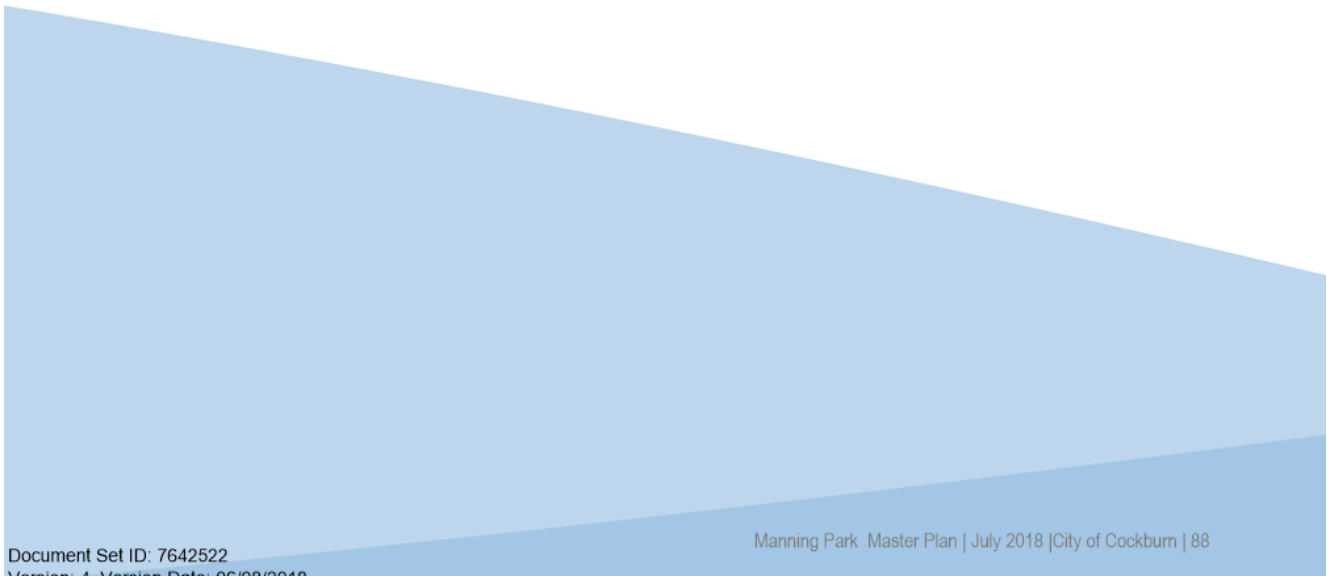
**ACTION 3: Upgrade furniture to a uniform Manning Park palette to align with existing amenity hubs**

Identity, address and access	Heritage	Environment	Amenity and infrastructure	Program and activation
✓			✓	✓

The upgrading of existing furniture at Manning Park to a uniform and site appropriate palette will:

- complement the unique heritage and ecological setting of Manning Park;
- ensure they are universally accessible;
- ensure they are of a high standard, durable and robust with low embodied energy;
- ensure they are low maintenance and can be repaired in-situ; and,
- complement and align with items in other Beeliar Regional Park locations in the City such as North Lake and Bibra Lake.
- build on current use of amenity and provide improvements to the underutilised amenity so that it can be used to its full potential to service the park community.

‘Furniture’ refers to all outdoor furniture and fixtures intended for public use, including but not limited to litter bins, seats, benches and tables, drinking fountains, bicycle racks, tree grates and barbecues (City POS Development Guidelines, 2009). In the case of the Manning Park Master Plan, furniture will also refer to shade structures. Where possible, furniture shall be fully accessible.



**Delivery:**

- Furniture that is ageing and that does not align with the overarching vision of the Master Plan is to be removed over time. Placement of new furniture according to Figure 23: Suggested Furniture Placement.
- New furniture to be selected with reference to the suggested Manning Park furniture palette, with the exception of Feature Precincts. Feature Precincts should be designed with consideration of, but not exclusively aligned to the Manning Park Furniture Palette. There is an opportunity for special items/ custom design which highlights the unique nature of the environmental and heritage layers of Manning Park.
- Existing uses to be respected and responded to, for example, the pétanque pitches to be considered and interpreted.

[Refer Table F for Manning Park Furniture Palette](#)

[Refer Figure 23 for suggested furniture placement.](#)

**Responsibility:** City of Cockburn

**Those to be involved / consulted:**

- Heritage Council.

**Timeframe:** 2021-2028. **Estimated Cost:** \$1,178,300 - Refer to Appendix A: Opinion of Probable Cost



Two examples of current seating at Manning Park

**Manning Park Furniture Palette:**

Furniture type	Supplier and product	Description	Image
Bench	Altiform/Cox: Parkline  To match existing on site (as shown in image)	<ul style="list-style-type: none"> <li>• Cast aluminium with hardwood slats</li> </ul>	
Picnic Setting	Altiform/Cox: Parkline	<ul style="list-style-type: none"> <li>• 6 person table setting</li> <li>• Cast aluminium with hardwood slats</li> </ul>	
Bin Enclosure	Altiform/Cox: Parkline  To match existing on site (as shown in image)	<ul style="list-style-type: none"> <li>• 240L bin size</li> </ul>	
BBQ	Christie:  Modular Double  To match existing on site (as shown in image)	<ul style="list-style-type: none"> <li>• Double cooktop configuration</li> <li>• Stainless Steel bench</li> <li>• Electric Model</li> <li>• Utilise wheelchair accessible BBQs where possible.</li> </ul>	

Furniture type	Supplier and product	Description	Image
Shade shelter - small	Landmark: Skillion	<ul style="list-style-type: none"> <li>• Timber</li> </ul>	
Shade shelter - large	Landmark: Skillion	<ul style="list-style-type: none"> <li>• Timber</li> </ul>	
Drinking fountain	Street Furniture Australia: Arqua	<ul style="list-style-type: none"> <li>• Stainless steel</li> <li>• Inclusion of dog bubbler</li> </ul>	 
Bike Racks	Landmark: Bike stand	<ul style="list-style-type: none"> <li>• Stainless steel.</li> </ul>	

Table F: Suggested Manning Park furniture types

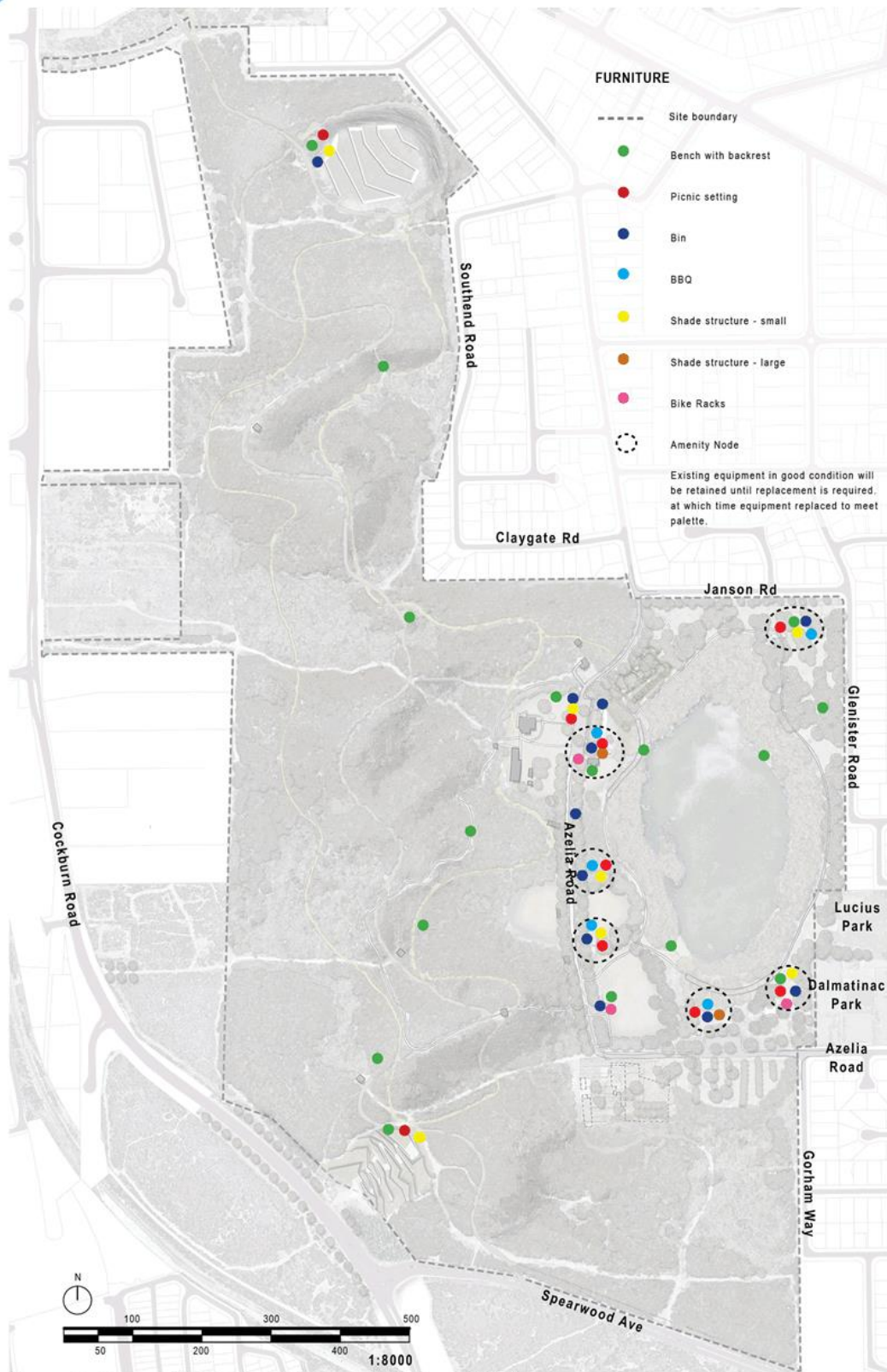


Figure 23: Suggested Furniture Placement. (Source: UDLA)



**ACTION 4: Define new fence line and provide uniform boundary treatments**

Identity, address and access	Heritage	Environment	Amenity and infrastructure	Program and activation
✓	✓	✓	✓	

Retain and further highlight the rural character of Manning Park while protecting vulnerable heritage and ecological areas through a uniform approach to boundary treatments.

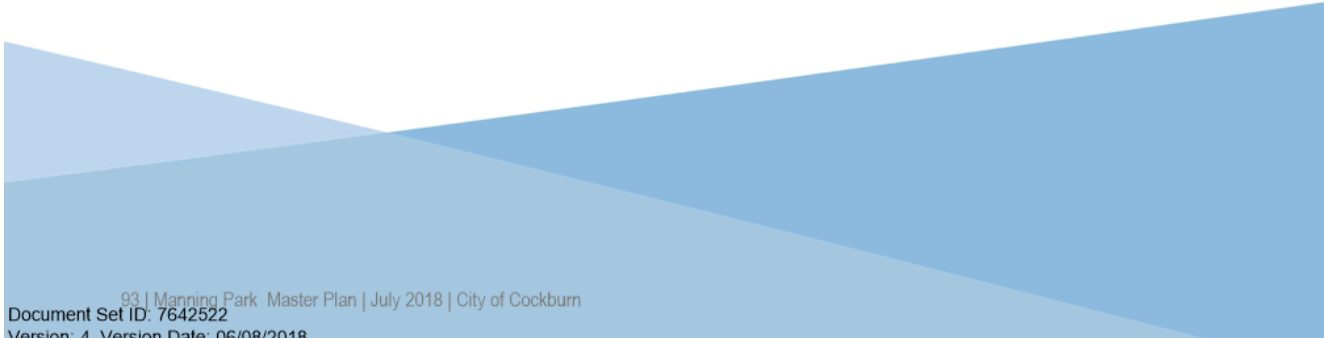
The function of a uniform boundary treatment is to:

- Continue to protect vulnerable ecological and heritage areas (replacing existing bollards and fencing).
- Clearly communicate the extent of Manning Park in a clear and uniform manner.
- Acknowledge the heritage aspect of the park through sensitive material selection.
- Provide a traffic control purpose, removing the need for bollards or other barrier items.

**Delivery:**

- Uniform fencing treatment to be applied throughout the internal park precinct. Timber post and rail fencing to be installed to reference site heritage and rural past.
- Uniform fencing to be installed around perimeter of Manning Ridge reserve and heritage areas as per current Beelie Regional Park standards.

**Responsibility:** City of Cockburn







**Those to be involved / consulted:**

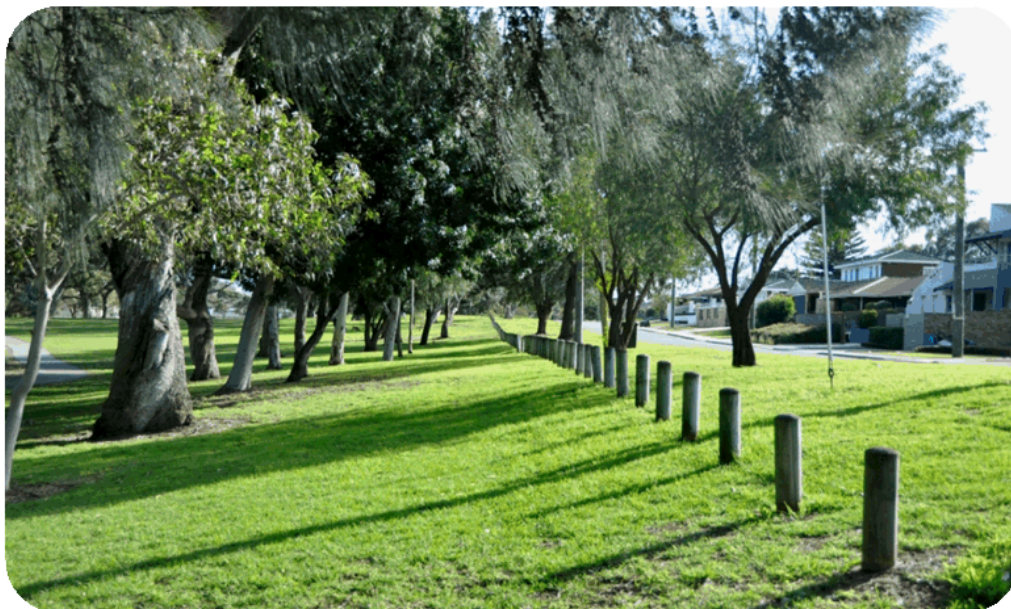
- Heritage Council.
- Historical Society of Cockburn

Refer Image 10a for Example image of external fencing for Beelie Regional Park.

Refer Figure 24 for Suggested location of fencing at Manning Park

**Timeframe: 2023-27. Estimated Cost: \$350,000** - Refer to Appendix A: Opinion of Probable Cost

**Example Imagery:**



Manning Park boundary

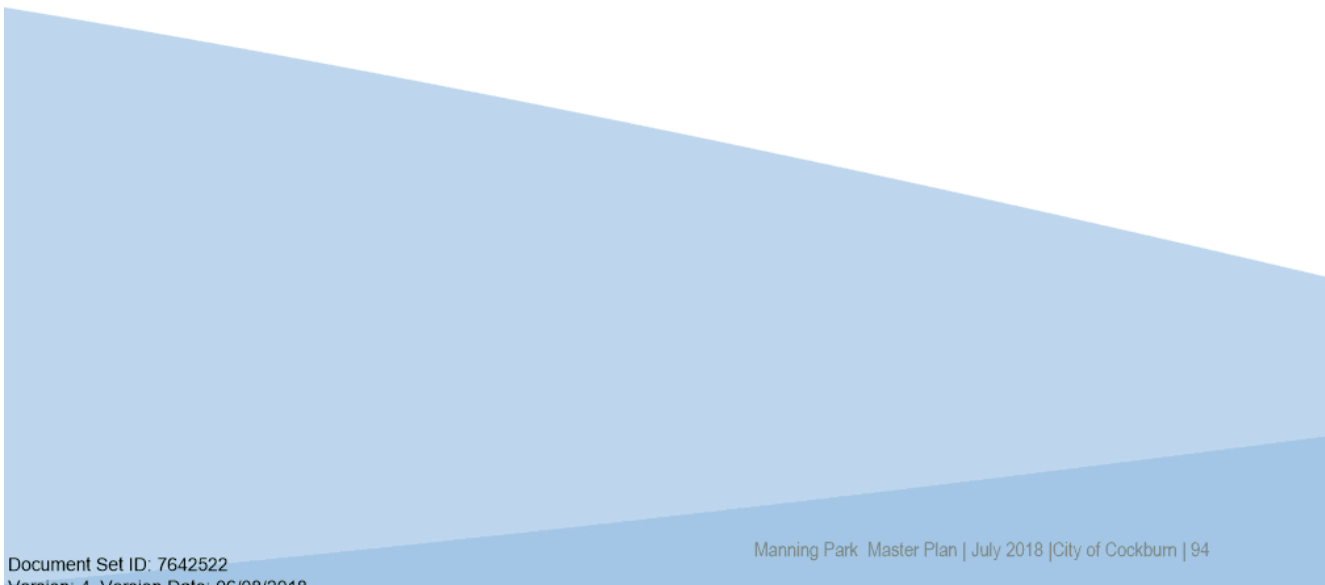




Image 10a: Perimeter Fencing; ensure current wire mesh and post fence creates an impenetrable boundary.



Image 10b: Historical Image (source, Cockburn Library), Post and Rail fencing, to internal areas of site to acknowledge historical fencing types from site.

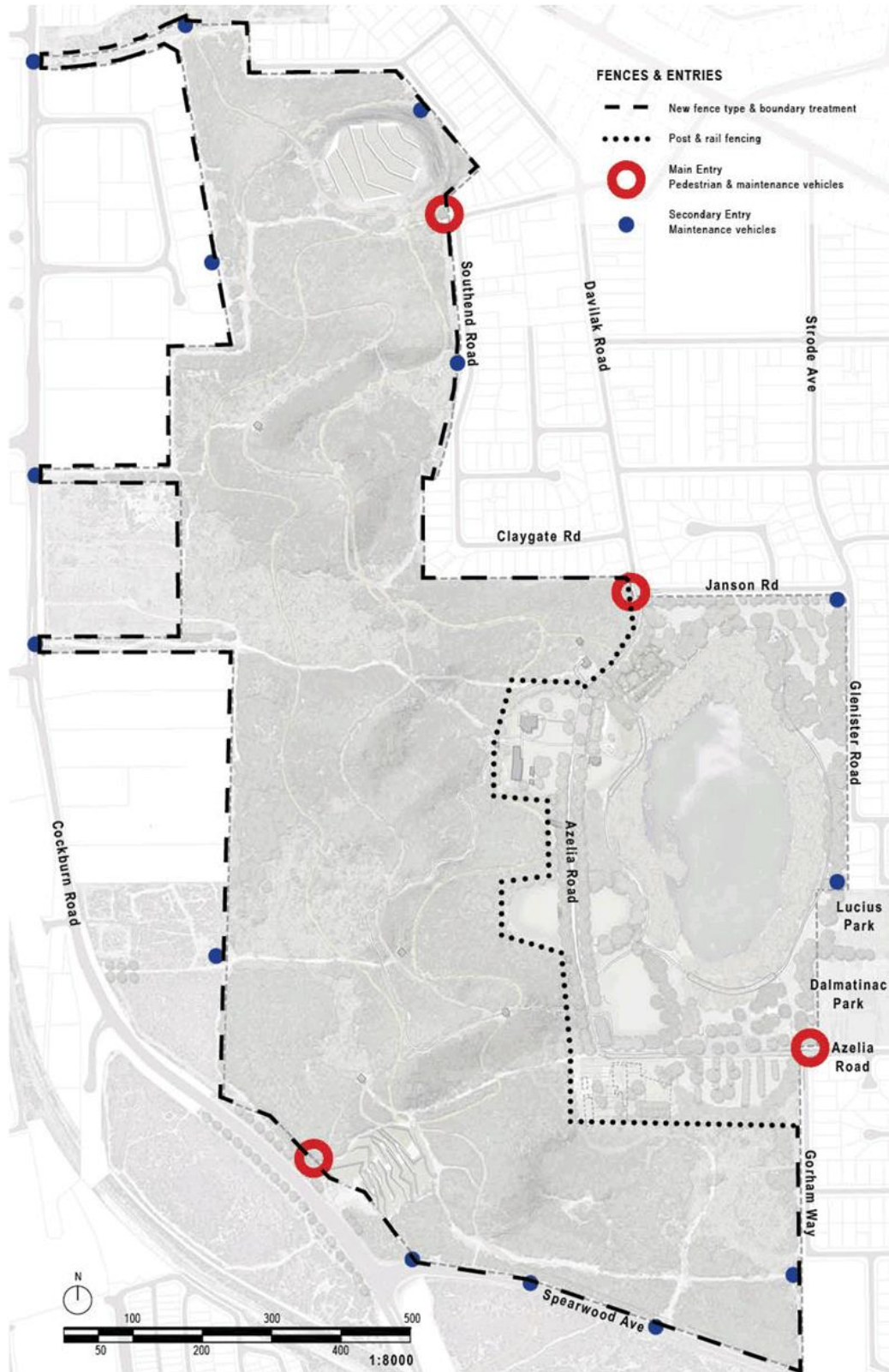


Figure 24: Suggested location of fencing at Manning Park.

## 7.2 Manning Lake and Parklands

### ACTIONS 5 – 15

- ACTION 5: Feature precinct: Define, establish and protect the Azelia Ley Precinct
- ACTION 6: Feature precinct: Define, establish and protect the Davilak Ruins Precinct
- ACTION 7: Feature precinct - Re-define the Alan Thomas Music Shell Precinct
- ACTION 8: Develop 'The Heritage Spine'
- ACTION 9: Develop and Implement a Lakeside Recreational Hub
- ACTION 10: Provide a Lakeside Pump Track
- ACTION 11: Create the Lakeside Walk of Remembrance
- ACTION 12: Improve and establish ongoing use of the Community Cottage (former Caretaker's Cottage)
- ACTION 13: Provide southern lakeside boardwalk
- ACTION 14: Upgrades to Azelia Road
- ACTION 15: Car Park Upgrades



**ACTION 5: Feature precinct: Define, establish and protect the Azelia Ley Precinct**

Identity, address and access	Heritage	Environment	Amenity and infrastructure	Program and activation
✓	✓		✓	

The establishment and protection of the Azelia Ley Homestead Feature Precinct will:

- Protect the visual and spatial integrity of the Azelia Ley Homestead and surrounding gardens.
- Ensure strong connection with the Lake.
- Improve the ability of the area to cater for 'market' and 'village' style events.
- Prioritise the Azelia Ley Homestead as the 'central hub' of the park.

**Delivery:**

- A design consultant will be engaged to design a Precinct Plan specifically for the Azelia Ley Precinct
- This Precinct Plan will be within the parameters of and aligned with the vision of the Manning Park Master Plan, and will respond to previous works and strategies proposed for this site.
- This Feature Precinct, calls for a considered and detailed design approach. This may require key custom items, outside uniform items as prescribed elsewhere in this Master Plan.
- Inclusion of a temporary café or food trucks to this area should be encouraged.

Refer Figure 25: Action 5 – 15 Manning Lake and Parklands

Refer Image 11: Tranby House Peninsula Farm, Bassendean

**Reference documents:**

- Beeliar Regional Park Management Plan, 2006.
- City of Cockburn Public Open Space Development Guidelines, 2014;
- The Australia ICOMOS Charter for Places of Cultural Significance. The Burra Charter, 2013.
- City of Cockburn Reconciliation Action Plan 2013-2016, 2013.
- National, state and local heritage documents and guidelines
- Manning Estate, Hamilton Hill, Conservation Plan 2011.

**Responsibility:** City of Cockburn

**Those to be involved / consulted:**

- Historical Society of Cockburn
- Heritage Council
- Community members and other identified stakeholders

**Timeframe:** 2024/25 & 2029/30.

**Estimated Cost:** \$140,000 - Refer to Appendix

A: Opinion of Probable Cost

**Example Imagery:**

Image 11: Tranby House and Peninsula Farm, Bassendean.



**ACTION 6: Feature precinct: Define, establish and protect the Davilak Ruins Precinct**

Identity, address and access	Heritage	Environment	Amenity and infrastructure	Program and activation
✓	✓		✓	

The Davilak Ruins Feature Precinct will:

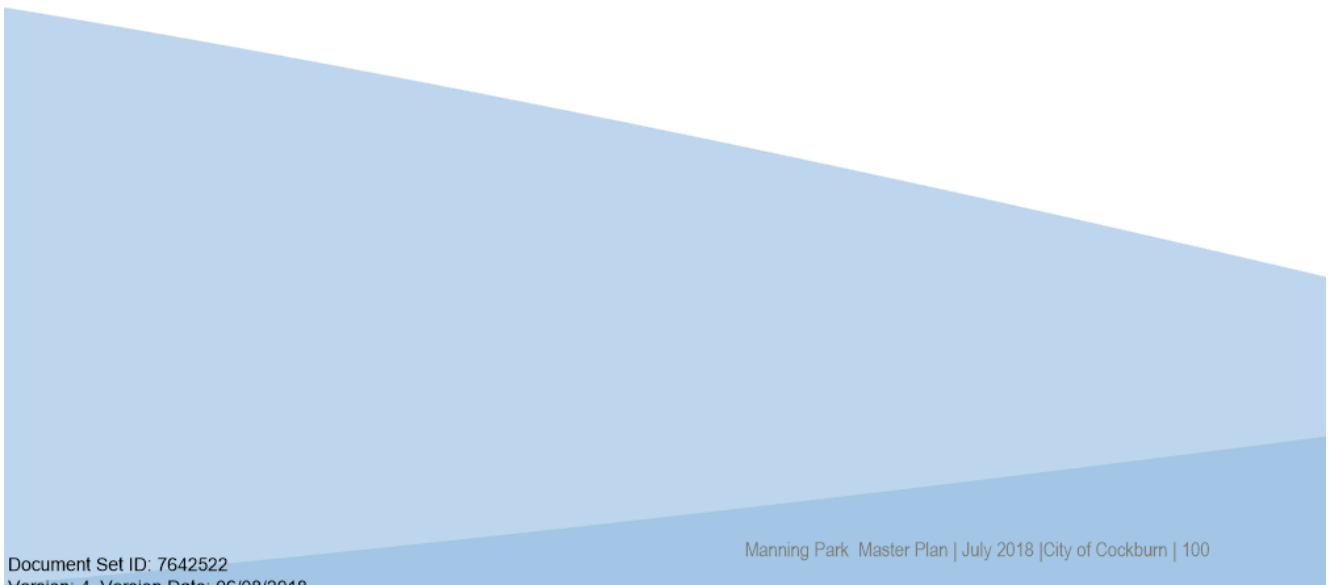
- Establish the Davilak Ruins as an iconic interpretive and cultural landscape space underpinned by Burra Charter. The Burra Charter is a set of principles that have been adopted to create a nationally accepted standard for heritage conservation practice in Australia.
- Protect the visual and spatial integrity of the Davilak Ruins.
- Ensure that the significant heritage of the Davilak Ruins can be understood and interpreted as part of the broader historical narrative of the site.

**Delivery:**

- A consultant will be engaged to design a precinct plan specifically for the Davilak Ruins Precinct.
- This Precinct Plan will be within the parameters of, and aligned with, the vision of the Manning Park Master Plan and will respond to previous works and strategies proposed for this site.
- This Feature Precinct, calls for a considered and detailed design approach. This may call for key custom items, outside uniform items as prescribed elsewhere in this Master Plan.

Refer Figure 25: Action 5 – 15 Manning Lake and Parklands

Refer Image 12: Roman Ruins of Can Taco. (Source: Archdaily.com)



**Reference documents:**

- Beeliar Regional Park Management Plan, 2006.
- City of Cockburn Public Open Space Development Guidelines, 2014.
- Davilak Ruins Archaeological Management Strategy
- The Australia ICOMOS Charter for Places of Cultural Significance. The Burra Charter, 2013.
- National, state and local heritage documents and guidelines

**Responsibility:** City of Cockburn**Those to be involved / consulted:**

- Design consultant (Heritage Specialist)
- Community members and identified stakeholders
- Heritage Council.
- Historical Society of Cockburn

**Timeframe:** 2025-30.      **Estimated cost:** \$1.05M. Refer to Appendix A: Opinion of Probable Cost**Example Imagery:**



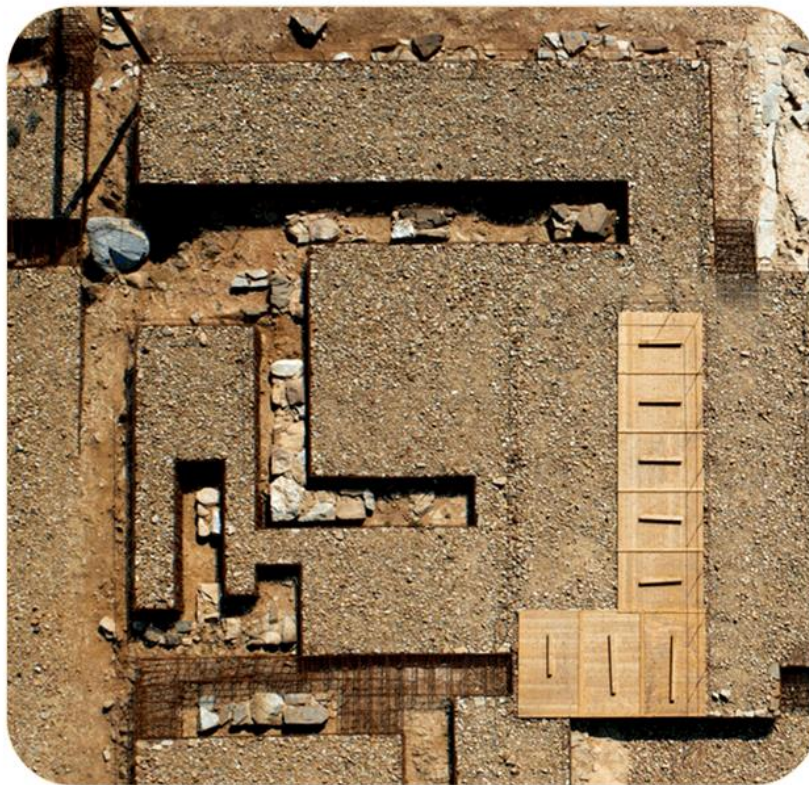


Image 12: Roman Ruins of Can Taco. (Source: Archdaily.com)

This project provides an example of a possible treatment of significant ruins in a manner that protects the remains, interprets the original use of the site and provides access for the community.

**ACTION 7: Feature precinct - Re-define the Alan Thomas Music Shell Precinct**

Identity, address and access	Heritage	Environment	Amenity and infrastructure	Program and activation
			✓	✓

The Alan Thomas Music Shell Precinct will:

- Incorporate infrastructure upgrades to support medium sized gatherings and events. This may include power, audio-visual, waste management and signage upgrades.
- Ensure a strong connection with Manning Lake.
- Improve amenity through addition of shade and other infrastructure.
- Develop the area as a multi-purpose space – an improved event space as well as a park space for daily use.

**Delivery:**

- A design consultant should be engaged to design a precinct plan specifically for the Alan Thomas Music Shell Precinct
- The precinct plan will be within the parameters of and aligned with the vision of the Manning Park Master Plan and will respond to previous works and strategies proposed for this site.
- Maintain an event space that can cater for between 3000 (current capacity) and 5000 people.

Refer Figure 25: Action 5 – 15 Manning Lake and Parklands

Refer Image 13: National Botanic Gardens in Canberra. (Source: <http://www.abc.net.au>)

**Reference documents:**

- Beeliar Regional Park Management Plan, 2006.
- City of Cockburn Public Open Space Development Guidelines, 2014.
- Manning Estate, Hamilton Hill, Conservation Plan 2011.

**Responsibility:** City of Cockburn

**Those to be involved / consulted:**

- Design consultant
- Heritage Council.
- Historical Society of Cockburn

**Timeframe: 2023-25.**  
Probable Cost

**Estimated cost: \$300,000** - Refer to Appendix A: Opinion of



Image 13a: Manning Park Music Shell



Image 13b: National Botanic Gardens in Canberra. (Source: <http://www.abc.net.au>)

**ACTION 8: Develop 'The Heritage Spine'**

Identity, address and access	Heritage	Environment	Amenity and infrastructure	Program and activation
✓	✓		✓	✓

The Heritage Spine will:

- Redefine Azelia Ley Road as a 'shared space' for pedestrians and bicycles as well as vehicles.
- Provide new parking options
- Provide new surface treatments
- Link the European heritage elements on site
- Provide function to both high volume uses, when the road is closed and parking is managed at either end or during normal traffic when it can revert back to being a 'shared space'

Refer Figure 25: Action 5 – 15 Manning Lake and Parklands

Refer Image 14: The Heritage Spine – activated for event use and as per daily park use

Refer Image 15: Centennial Parklands, Sydney, Australia

**Delivery:**

- A civil and design consultant should be engaged to review existing site issues such as grading, hydrology and access requirements to create a design specifically for the Heritage spine.

**Reference documents:**

- Beeliar Regional Park Management Plan 2006.
- City of Cockburn Public Open Space Development Guidelines, 2014.
- City of Cockburn Bicycle Network and Footpath Plan 2010.
- City of Cockburn Cycling and Walking Network Plan 2016.
- City of Cockburn. Disability Access and Inclusion Plan 2012-2017. City of Cockburn, 2015.
- Manning Estate, Hamilton Hill, Conservation Plan 2011.

**Responsibility:** City of Cockburn

**Those to be involved / consulted:**

- Design consultant
- Heritage Council
- Historical Society of Cockburn

**Timeframe:** 2021/22.      **Estimated Cost:** \$112,000 - Refer to Appendix A: Opinion of Probable Cost

**Example Imagery:**



Current Aspect along Azelia Ley Road



Image 14: The Heritage Spine – activated for event use and daily park use (Artist Impression, Source UDLA)

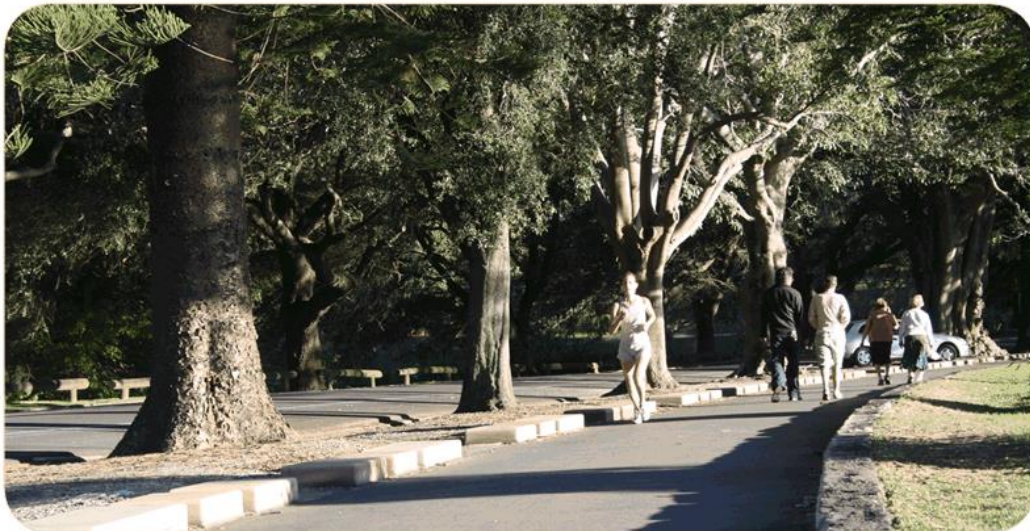


Image 15: Centennial Parklands, Sydney, Australia . (Source: UDLA)

**ACTION 9: Develop and Implement a Lakeside Recreational Hub**

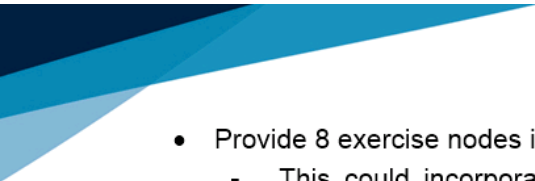
Identity, address and access	Heritage	Environment	Amenity and infrastructure	Program and activation
			✓	✓

In response to strong community feedback to improve infrastructure, the Lakeside Recreational Hub will formalise existing play equipment and provide additional exercise equipment to the lakeside precinct. This does not include mountain bike infrastructure as this is addressed in a separate action.

The key approaches include:

- Destination Lakeside Themed Playground
  - Create a cohesive, functional and site responsive play space for visitors to Manning Park.
  - Respond to diverse needs of the children and youth of the City of Cockburn
  - Improve and replace ageing infrastructure.
  - Nature play component will be part of upgrade, using local materials where possible
- Secondary Playground upgrade
  - Provide community node to residents living on the eastern boundary of the park
  - Responding to the community needs as this playground is well utilised despite its current poor condition.
  - Improve and replace ageing infrastructure.
- Refine and upgrade the Pétanque courts
  - Remove a number of courts that are underutilised and in low lying areas.
  - Resurface one or two courts for formal and informal use.
  - Provide signage to encourage the general public to utilise courts.
- Upgrade Basketball court
  - Replace the existing, well-utilised courts and replace with new infrastructure.



- 
- Provide 8 exercise nodes in line with the City's Public Health Plan
    - This could incorporate defining retaining walls, existing stairs and bench seats.
    - Provide infrastructure to the Lake to Hilltop Circuit

**Delivery:**

- The Destination Themed Playground will be designed with respect to its context as part of a broader community, heritage and ecological space.
- As suggested in the Beeliar Regional Park Management Plan 2006:
  - Alterations to the natural landscape should be subtle, remaining subordinate to natural elements by borrowing extensively from line, form, colour texture and scale found commonly in the surrounding landscape.
  - Where structures are required they should be sympathetic in design, materials and colour to complement surrounding landscape elements and be carefully sited away from major natural focal points, out of viewer sight-lines and where vegetation or landform screening can be used.<sup>17</sup>

**Reference documents:**

- Beeliar Regional Park Management Plan 2006.
- City of Cockburn Public Open Space Development Guidelines, 2014.
- City of Cockburn Disability Access and Inclusion Plan 2012-2017. City of Cockburn, 2015.
- City of Cockburn Public Health Plan 2013-2018.

Refer Figure 25: Action 5 – 15 Manning Lake and Parklands

Refer Image 16: Lizard Log Park.

**Responsibility:** City of Cockburn

**Those to be involved / consulted:**

- Design consultant
- Community members and identified stakeholders
- Pétanque WA

**Timeframe:** 2020-2029.      **Estimated cost:** \$714,000 - Refer to Appendix A:  
Opinion of Probable Cost

**Example Imagery:**



Image 16: Lizard Log Park. (Source: landezine.com)

**ACTION 10: Provide a Lakeside Pump Track**

Identity, address and access	Heritage	Environment	Amenity and infrastructure	Program and activation
			✓	✓

The provision of a pump track in the Manning Lake and Parklands area will:

- Ensure that mountain biking provision at Manning Park services all age groups and ability levels;
- Provide a link to the ridge and lake areas.
- Respond to a noted requirement for metropolitan mountain biking destinations as identified in the Perth Peel Mountain Bike Master Plan, acting as a local mountain biking location.
- Respond to community needs, as highlighted during the community engagement phase and address management concerns by formalisation of an existing site use.

**Delivery:**

- Given significant community interest in biking infrastructure the City should consider the creation of a mountain bike community steering group.
- A design consultant with specialisation in mountain biking infrastructure will be engaged to design a pump track for the lakeside site (Note: identified location is indicative only).
- The northern quarry would be designed with respect to its context as part of a broader mountain biking strategy for Manning Park, consisting of the northern quarry, the southern quarry, the Pump Track and the Spearwood Ridge Loop
- To be developed through the Trail Development Process as outlined in the Western Australia Mountain Bike Management Guidelines

- As suggested in the Beeliar Regional Park Management Plan 2006:
  - Alterations to the natural landscape should be subtle, remaining subordinate to natural elements by borrowing extensively from line, form, colour texture and scale found commonly in the surrounding landscape.
  - Where structures are required they should be sympathetic in design, materials and colour to complement surrounding landscape elements and be carefully sited away from major natural focal points, out of viewer sight-lines and where vegetation or landform screening can be used.<sup>18</sup>

**Reference documents:**

- Beeliar Regional Park Management Plan, 2006.
- City of Cockburn Bicycle Network and Footpath Plan 2010.
- City of Cockburn Cycling and Walking Network Plan 2016.
- City of Cockburn Public Open Space Development Guidelines, 2014
- Perth and Peel Mountain Bike Master Plan 2016-2026
- Manning Park Mountain Bike Concept Plan (still to be finalised)
- Western Australia Mountain Bike Management Guidelines

Refer Figure 25: Action 5 – 15 Manning Lake and Parklands

Refer Image 17: Mount Stromlo Mountain Bike Track, 'The Playground'

**Responsibility:** City of Cockburn

**Those to be involved / consulted:**

- Design consultant with specialisation in mountain biking infrastructure
- Community members and identified stakeholders

**Timeframe:** 2021/22.      **Estimated Cost:** \$100,000 - Refer to Appendix A: Opinion of Probable Cost

**Example Imagery:**



Image 17: Mount Stromlo Mountain Bike Track (Canberra), 'The Playground' (Source: Makin Trax Website )

**ACTION 11: Create the Lakeside Walk of Remembrance**

Identity, address and access	Heritage	Environment	Amenity and infrastructure	Program and activation
✓			✓	✓

The Walk of Remembrance will:

- Provide a lakeside boardwalk;
- Link the Azelia Ley Precinct with a lakeside experience;
- Provide a place of contemplation in a peaceful and natural setting
- Potential to include a place of commemoration for those who have received a Bravery Decoration or for the families of those who have received posthumous Bravery Decoration awards, as per suggestions of the Bravery Association guidelines for the proposed Bravery Garden.

**Delivery:**

- Project to be approached and delivered as a unique design project to be aligned with the over-arching vision of the Manning Park Master Plan
- Prior to works being undertaken, an Aboriginal heritage survey to be undertaken to ensure that important sites are protected and can be interpreted

**Reference documents:**

- Beeliar Regional Park Management Plan, 2006.
- City of Cockburn Public Open Space Development Guidelines, 2014.
- Proposal for Creation of Bravery Garden.
- City of Cockburn. Disability Access and Inclusion Plan 2012-2017.

Refer Figure 25: Action 5 – 15 Manning Lake and parklands  
Image 18: The Walk of Remembrance (Artist Impression, Source UDLA)

**Responsibility:** City of Cockburn

**Those to be involved / consulted:**

- Design consultant
- Community members and identified stakeholders
- Bravery Association
- Aboriginal Reference Group

**Timeframe:** 2021/22.

Probable Cost

**Estimated Cost:** \$200,000 - Refer to Appendix A: Opinion of**Example Imagery:**

Image 18: The Walk of Remembrance (Artist Impression, Source UDLA)

### **ACTION 12: Improve and establish ongoing use of the Community Cottage (former Caretaker's Cottage)**

<b>Identity, address and access</b>	<b>Heritage</b>	<b>Environment</b>	<b>Amenity and infrastructure</b>	<b>Program and activation</b>
✓	✓		✓	✓

Improvements to the Community Cottage as a shared community resource will:

- Allow for ongoing community uses,
- Allow for flexible uses of this area. For example, improvements to this area could allow collaboration with and space for a number of community groups who have interests at Manning Park

#### **Delivery:**

- Existing Community Cottage will be accessed based on site and community needs.
- Any future, expanded use to be developed with community and stakeholder input.
- Improvements and renovations as per future community needs.

[Refer Figure 25: Action 5 – 15 Manning Lake and Parklands](#)

#### **Reference documents:**

- Beeliar Regional Park Management Plan, 2006.
- City of Cockburn Public Open Space Development Guidelines, 2014.
- City of Cockburn. Disability Access and Inclusion Plan 2012-2017. City of Cockburn, 2015.



**Responsibility:** City of Cockburn

**Those to be involved / consulted:**

- Interested *community groups and identified stakeholders.*

**Timeframe:** 2027-30.      **Estimated Cost:** \$225,000 - Refer to Appendix A: Opinion of Probable Cost



Manning Park Community Cottage (former Caretaker's Cottage)

**ACTION 13: Provide southern lakeside boardwalk**

Identity, address and access	Heritage	Environment	Amenity and infrastructure	Program and activation
✓			✓	

Alongside rehabilitation links between the bushland and the lake, the southern deck will provide a walkway that is not affected by rising water through winter.

**Delivery:**

- Review winter water levels.
- Review existing areas of flooding.
- Link with existing lakeside path.

Refer Figure 25: Action 5 – 15 Manning Lake and Parklands

Refer Image 19: Perry Lakes Reserve (Source: <http://www.kids-around-perth.com>)

**Reference documents:**

- Beeliar Regional Park Management Plan, 2006.
- City of Cockburn Public Open Space Development Guidelines, 2014

**Responsibility:** City of Cockburn

**Those to be involved / consulted:**

- Design consultant
- Community members and stakeholders

**Timeframe:** 2027/28

**Estimated Cost:** \$100,000 – Refer to Appendix A: Opinion of Probable Cost

**Example Imagery:**



Image 19: Perry Lakes Reserve (Source: <http://www.kids-around-perth.com>)

**ACTION 14: Upgrades to Azelia Road**

Identity, address and access	Heritage	Environment	Amenity and infrastructure	Program and activation
✓			✓	

The road upgrades will ensure that:

- Manning Park can be safely and efficiently accessed via vehicle for daily use.
- Manning Park can be safely and efficiently accessed via bike or for daily walking
- Manning Park can be safely and efficiently accessed via vehicle for event use.
- Manning Park can be safely and efficiently accessed via bike or walking for events

**Delivery:**

- Engage a traffic/civil engineer to provide advice to the upgrade of roads and associated infrastructure.
- Ensure traffic continues to be maintained at low speeds representative of shared space.
- Ensure full coordination with Action 8 ‘Heritage Spine’ and Action 15 ‘Car Park Upgrades’
- Address community concerns on road quality and speed.

[Refer Figure 25: Action 5 – 15 Manning Lake and Parklands](#)

**Responsibility:** City of Cockburn

**Those to be involved / consulted:**

- Design consultant
- Traffic engineer

**Timeframe:** 2021/22.      **Estimated Cost:** \$16,000 - Refer to Appendix A: Opinion of Probable Cost

**ACTION 15: Car Park Upgrades**

Identity, address and access	Heritage	Environment	Amenity and infrastructure	Program and activation
✓			✓	

The car park upgrades will ensure that:

- Manning Park can be safely and efficiently accessed via vehicle for daily and event use.
- Pedestrians can safely access precincts.

**Delivery:**

- Engage a traffic/civil engineer to provide advice for the upgrade of carparks and associated infrastructure.
- Consider requirements of events and ongoing park use, including active transport requirements (such as bike parking).
- Reconfigure parking spaces to allow for safe passage along 'Heritage Spine' and particularly at the base of the stairs.
- In large events utilise surrounding streetscapes and Lucius Park for overflow parking.
- Removal of 17 regular car bays and 3 disabled car bays in the existing music bowl carpark (P2), however additional bays will be provided in other car parks and overflow car parking areas.

Refer Figure 25: Action 5 – 15 Manning Lake and Parklands

**Responsibility:** City of Cockburn

**Those to be involved / consulted:**

- Design consultant
- Traffic engineer

**Timeframe:** 2021/22

**Estimated Cost:** \$160,000 - Refer to Appendix A: Opinion of

Probable Cost

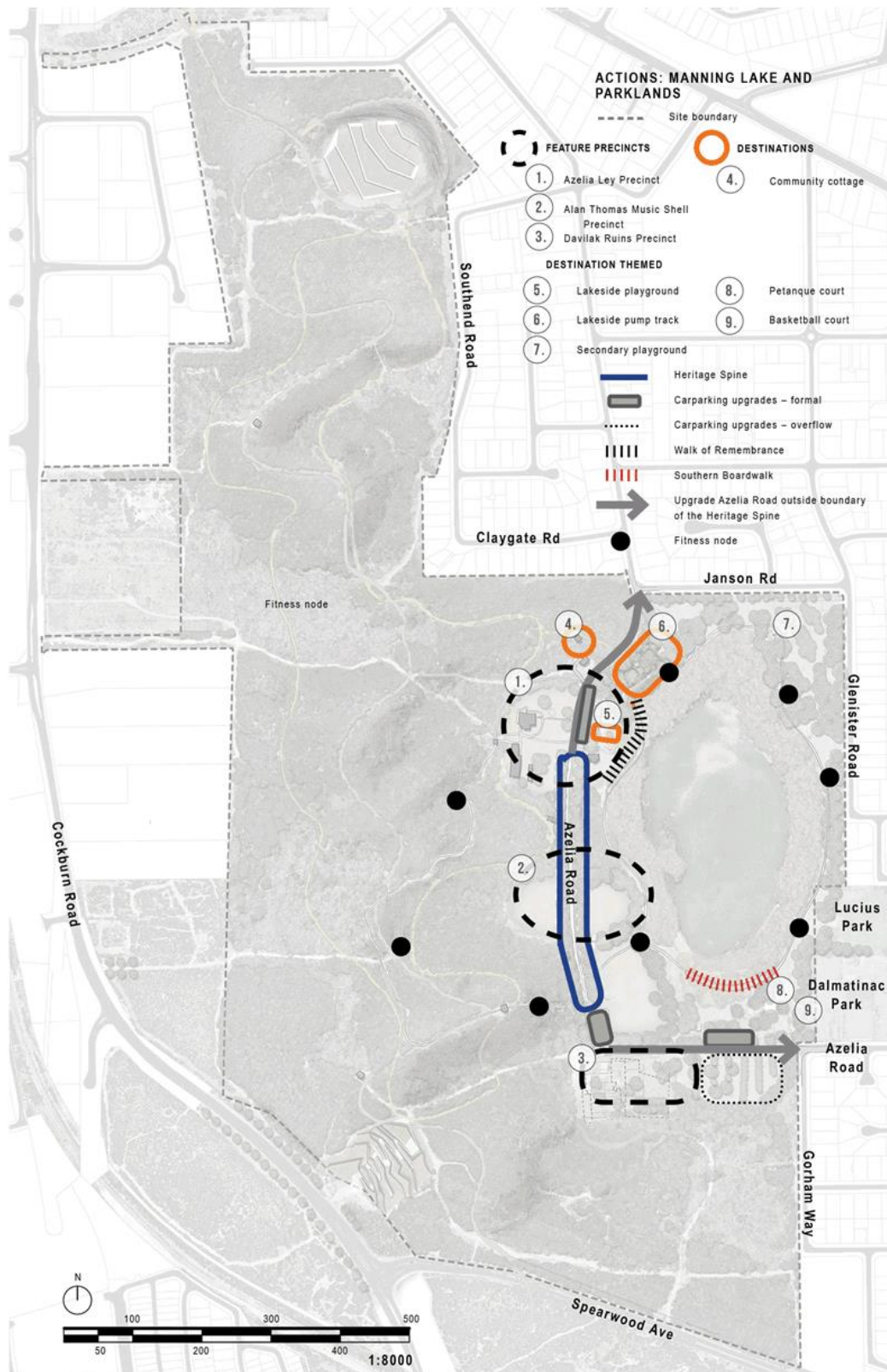


Figure 25: Action 5 – 15 Manning Lake and parklands

### 7.3 Ridge Area

#### ACTIONS 16 - 23

- ACTION 16: Feature precinct: The Northern Quarry (Mountain Bike Destination)
- ACTION 17: Feature precinct: The Southern Quarry (Mountain Bike Destination)
- ACTION 18: Create the Spearwood Ridge Mountain Biking Loop
- ACTION 19: Formalise the Spearwood Ridge Walking Trail
- ACTION 20: Review and Upgrade Cultural Lookout
- ACTION 21: Provide a new ridge lookout
- ACTION 22: Formalise east-west pedestrian ridge trails
- ACTION 23: Develop the Fitness Loop



**ACTION 16: Feature precinct: The Northern Quarry (Mountain Bike Destination)**

Identity, address and access	Heritage	Environment	Amenity and infrastructure	Program and activation
✓		✓	✓	✓

**Function:**

The Northern Quarry Precinct will:

- Respond to a noted requirement for local mountain biking destinations.
- Deliver a design that responds to community needs through the formalisation of trails.
- Respond to the needs of the surrounding site by proposing high use in area of high degradation and low vegetation cover.
- Protect and enhance habitat via revegetation and reducing unsanctioned trail building
- Place Manning Park as a local destination for mountain biking.
- Provide a northern address and access point for Manning Park, via Southend Road (pedestrian and biking).
- Exclude trail (motor) bikes.

**Delivery:**

- Given significant community interest in biking infrastructure the City should consider the creation of a local mountain bike steering group.
- A design consultant with specialisation in mountain biking infrastructure will be engaged to design a trail system for the Northern Quarry.
- The Northern Quarry will be designed with respect to its context as part of a broader mountain biking strategy for Manning Park, consisting of the Northern Quarry, the Southern Quarry, the Pump Track and the Spearwood Ridge Loop

- To be developed through the Trail Development Process as outlined in the Western Australia Mountain Bike Management Guidelines
- This construction will be within the parameters of and aligned with the vision of the Manning Park Master Plan and the soon to be finalised Manning Park Mountain Concept Plan.
- Being a feature precinct, it requires a considered and detailed design approach. This may require key custom items, outside uniform items as prescribed elsewhere in this Master Plan.
- The detailed design should consider opportunities to create formalised car parking in this location. Whilst the quarry is close enough to Manning Park to allow users to utilise the existing bays, additional parking is recommended for busy times. It should be designed to minimise impacts on nearby residential properties.
- As suggested in the Beeliar Regional Park Management Plan 2006:
  - Alterations to the natural landscape should be subtle, remaining subordinate to natural elements by borrowing extensively from line, form, colour texture and scale found commonly in the surrounding landscape.
  - Where structures are required they should be sympathetic in design, materials and colour to complement surrounding landscape elements and be carefully sited away from major natural focal points, out of viewer sight-lines and where vegetation or landform screening can be used.<sup>19</sup>

Refer to Figure 26: Action 16 –23 The Ridge Action Items Plan

Refer to Image 20: Cap de Creus by EMF Landscape Architecture. (Source: landezine.com)

**Reference documents:**

- Beeliar Regional Park Management Plan, 2006.
- City of Cockburn Public Open Space Development Guidelines, 2014.
- Manning Park Mountain Bike Concept Plan (to be finalised).
- Perth and Peel Mountain Bike Master Plan 2016-2026.
- Western Australia Mountain Bike Management Guidelines.
- City of Cockburn Bicycle Network and Footpath Plan 2010.
- City of Cockburn Cycling and Walking Network Plan 2016.
- City of Cockburn. Disability Access and Inclusion Plan 2012-2017. City of Cockburn, 2015.



**Responsibility:** City of Cockburn

**Those to be involved/consulted:**

- The local mountain biking community
- Design consultant with specialisation in mountain biking infrastructure

**Timeframe:** 2021-23. **Estimated Cost:** \$200,000 - Refer to Appendix A: Opinion of Probable Cost

**Example Imagery:**



Image 20: Cap de Creus by EMF Landscape Architecture. (Source: Landezine.com)

**ACTION 17: Feature precinct: The Southern Quarry (Mountain Bike Destination)**

Identity, address and access	Heritage	Environment	Amenity and infrastructure	Program and activation
✓		✓	✓	✓

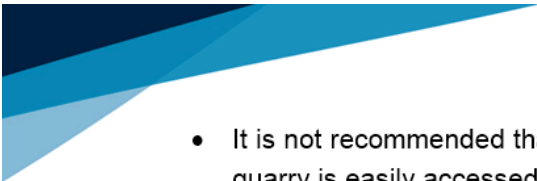
**Function:**

The Southern Quarry Precinct will:

- Respond to a noted requirement for local mountain biking destinations.
- Respond to the needs of the surrounding site by proposing high use in area of high degradation and low vegetation cover.
- Protect and enhance habitat via revegetation and reducing unsanctioned trail building
- Place Manning Park as a local mountain biking destination.
- Provide a southern address and access point to Manning Park for bikes, via Cockburn Road.
- Respond to community needs and management concerns through the formalisation of an existing site use.
- Exclude trail (motor) bikes.

**Delivery:**

- Given significant community interest in biking infrastructure the City should consider the creation of a local mountain bike steering group.
- A design consultant with specialisation in mountain biking infrastructure will be engaged to design a system of trails specifically for the Southern Quarry.
- The Southern Quarry will be designed with respect to its context as part of a broader mountain biking strategy for Manning Park, consisting of the Northern Quarry, the Southern Quarry, the Pump Track and the Spearwood Ridge Loop.
- This construction will be within the parameters of and aligned with the vision of the soon to be finalised Manning Park Mountain Bike Concept Plan and will respond to previous works and strategies proposed for this site.
- Being a feature precinct, it requires a considered and detailed design approach. This may require key custom items, outside uniform items as prescribed elsewhere in this Master Plan.

- 
- It is not recommended that parking be considered in this location. The southern quarry is easily accessed by bike from numerous car parks in local area.
  - To be developed through the Trail Development Process as outlined in the Western Australia Mountain Bike Management Guidelines
  - As suggested in the Beeliar Regional Park Management Plan:
    - Alterations to the natural landscape should be subtle, remaining subordinate to natural elements by borrowing extensively from line, form, colour texture and scale found commonly in the surrounding landscape.
    - Where structures are required they should be sympathetic in design, materials and colour to complement surrounding landscape elements and be carefully sited away from major natural focal points, out of viewer sight-lines and where vegetation or landform screening can be used.<sup>20</sup>

[Refer to Figure 26: Action 16 –23 The Ridge Action Items Plan](#)

[Refer to Image 21: Restoration of Vall D'en Joan Landfill Site by Batlle i Roig](#)

**Reference documents:**

- Beeliar Regional Park Management Plan, 2006.
- City of Cockburn Public Open Space Development Guidelines, 2014.
- Perth and Peel Mountain Bike Master Plan 2017.
- Manning Park Mountain Bike Concept Plan (to be finalised).
- Western Australia Mountain Bike Management Guidelines.
- City of Cockburn Bicycle Network and Footpath Plan 2010
- City of Cockburn Cycling and Walking Network Plan 2016
- City of Cockburn. Disability Access and Inclusion Plan 2012-2017. City of Cockburn, 2015.

**Responsibility:** City of Cockburn

**Those to be involved / consulted:**

- The local mountain biking community
- Design consultant with specialisation in mountain biking infrastructure

**Timeframe:** 2022-24.      **Estimated Cost:** \$150,000 - Refer to Appendix A: Opinion of Probable Cost

**Example Imagery:**



Image 21: Restoration of Vall D'en Joan Landfill Site by Batlle i Roig. (Source: <http://architizer.com/>)

Utilising the existing topography to integrate bike paths, facilities and native rehabilitation.



**ACTION 18: Create the Spearwood Ridge Mountain Biking Loop**

Identity, address and access	Heritage	Environment	Amenity and infrastructure	Program and activation
✓		✓	✓	✓

**Function:**

The Spearwood Ridge Loop will:

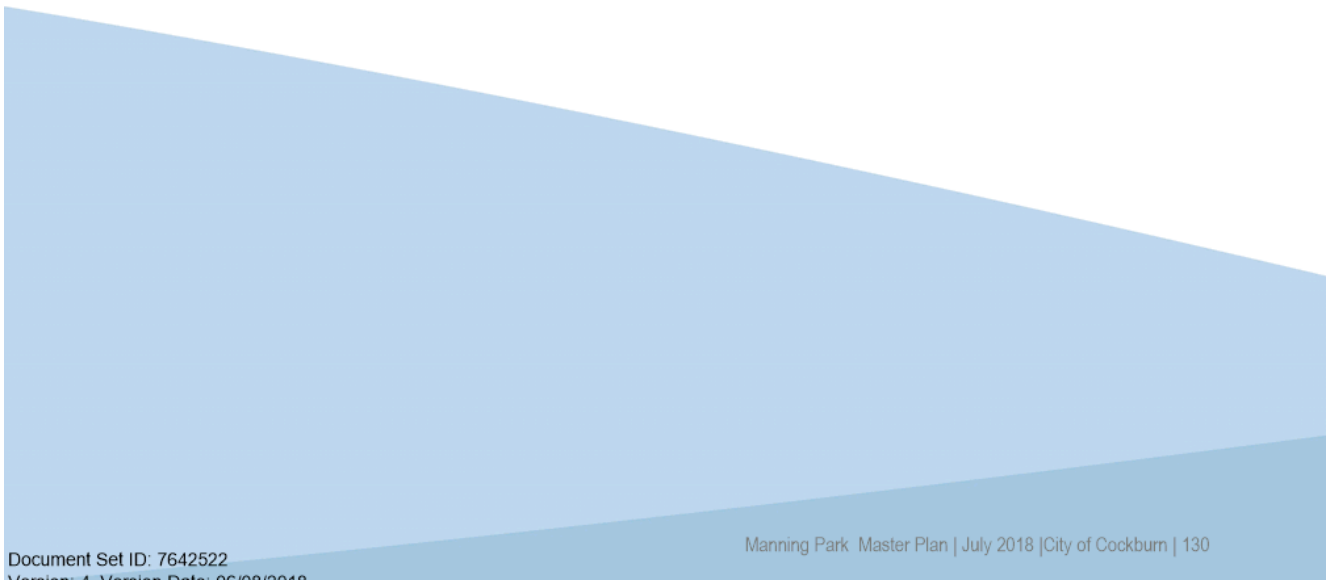
- Provide a dedicated mountain bike path through the ridge area.
- Provide a mountain biking connection between the northern and southern quarry sites.
- Clearly delineate mountain biking zones as opposed to pedestrian zones in the ridge by means of signage and other infrastructure.
- Protect and enhance habitat via revegetation and reducing unsanctioned trail building
- Respond to community needs and management concerns through the formalisation of an existing site use.
- Exclude trail (motor) bikes.


**Delivery:**

A number of path networks already exist for the Spearwood Ridge Loop.

To develop this trail:

- The City should consider the creation of a mountain bike steering group given the significant community interest in mountain biking.
- Engage consultants who specialise in mountain biking infrastructure ;



- 
- Any mountain bike trails to be developed through the Trail Development Process as outlined in the Western Australia Mountain Bike Management Guidelines;
  - Develop and install signage and wayfinding;
  - Install suitable surface treatments; and,
  - Design and implement with respect to its context as part of a broader mountain biking plan for Manning Park, consisting of the norther quarry, the southern quarry and the Spearwood Ridge Loop.
  - Concept plan will go out for public comment.

Refer to Figure 26: Action 16 –23 The Ridge Action Items Plan

Refer to Image 22: Mount Stromlo mountain bike trails

**Reference Documents:**

- Beelihar Regional Park Management Plan, 2006.
- City of Cockburn Trails Master Plan, 2013
- City of Cockburn Public Open Space Development Guidelines, 2014.
- Perth and Peel Mountain Bike Master Plan 2017.
- Western Australia Mountain Bike Management Guidelines
- Manning Park Mountain Bike Concept Plan (to be finalised).
- City of Cockburn Bicycle Network and Footpath Plan 2010.
- City of Cockburn Cycling and Walking Network Plan 2016.

**Responsibility:** City of Cockburn

**Those to be involved / consulted:**

- The local mountain biking community
- Design consultant with specialisation in mountain biking infrastructure

**Timeframe:** 2023-25.      **Estimated cost:** \$ 150,000 - Refer to Appendix A: Opinion of Probable Cost

**Example Imagery:**



Image 22: Mount Stromlo (Canberra) mountain bike trails: Bike trails with specifically designed elements utilising local materials.

**ACTION 19: Formalise the Spearwood Ridge Walking Trail**

Identity, address and access	Heritage	Environment	Amenity and infrastructure	Program and activation
✓			✓	✓

**Function:**

The provision of the Spearwood Ridge Trail will:

- Provide additional walking paths and infrastructure to meet community demands, as outlined during the community engagement.
- Provide a pedestrian path along the full length of Manning Park, north to south, ultimately linking with Clontarf Hill and Woodman Point ;
- Provide a pedestrian connection between the northern and southern quarry sites.
- Clearly delineate a pedestrian zone, as opposed to mountain biking zone, in the ridge area.
- Provide information on Aboriginal and non-Aboriginal history of the Park.
- Provide an additional opportunity for the development of an Aboriginal heritage trail, following consultation with traditional owners.

**Delivery:**

All path networks exist for the Spearwood Ridge trail.

To implement this trail:

- Develop and install signage and wayfinding;
- Install appropriate surface treatments.

Refer to Figure 26: Action 16 –23 The Ridge Action Items Plan

Refer to Image 23: Cap Roig, Spain by Michele & Miquel Architects. - (<http://www.landezine.com>)

**Reference Documents:**

- Beeliar Regional Park Management Plan, 2006.
- City of Cockburn Trails Master Plan, 2013.
- City of Cockburn Public Open Space Development Guidelines, 2014.
- City of Cockburn Bicycle Network and Footpath Plan 2010.



- City of Cockburn Cycling and Walking Network Plan 2016.
- City of Cockburn. Disability Access and Inclusion Plan 2012-2017. City of Cockburn, 2015.

**Responsibility:** City of Cockburn

**Those to be involved / consulted:**

- Identified stakeholders

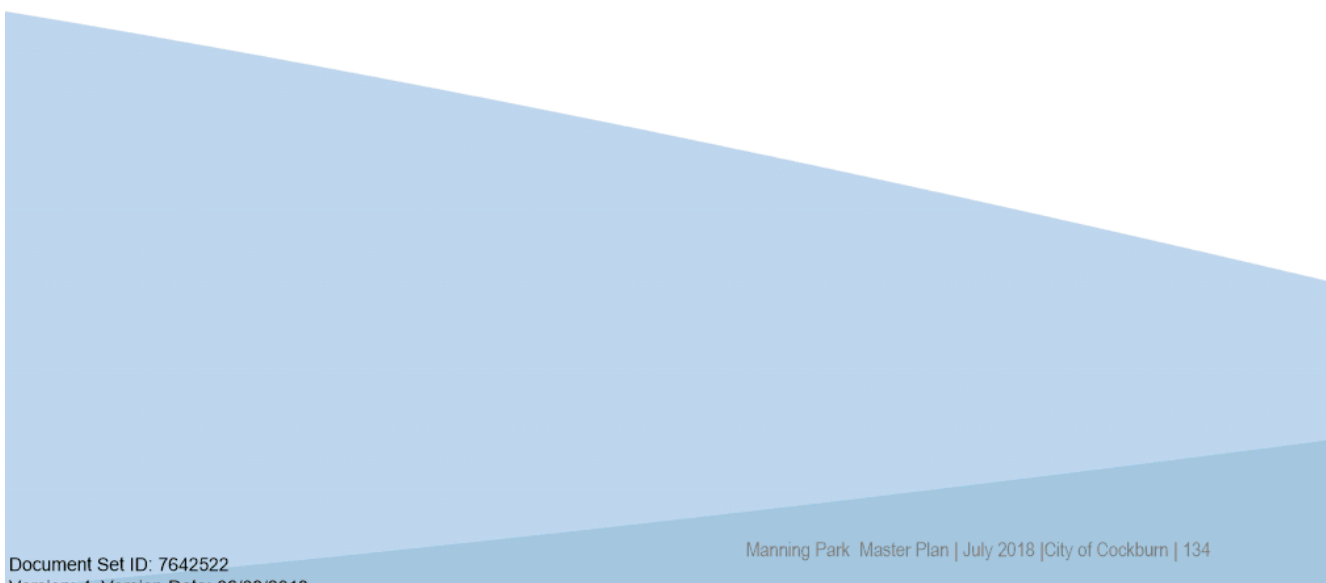
**Timeframe:** 2025/26.      **Estimated Cost:** \$85,000 - Refer to Appendix A: Opinion of Probable Cost

**Example Imagery:**



Image 23: Cap Roig, Spain by Michele & Miquel Architects. - (<http://www.landezine.com>)

Formalised walking track with materials that complement the overall site material palette.



**ACTION 20: Review and Upgrade Cultural Lookout**

Identity, address and access	Heritage	Environment	Amenity and infrastructure	Program and activation
✓			✓	✓

**Function:**

The regeneration of the Cultural lookout will:

- Improve and re-instate a key lookout on the Spearwood Ridge.
- Further highlight the spectacular landscape characteristics and context of the Manning Park ridge area.

**Delivery:**

- Project to be approached and delivered as a unique design project to be aligned with the over-arching vision of the Manning Park Master Plan
- The Cultural Lookout will be upgraded with respect to its context as part of the Spearwood Ridge Walk experience, consisting of the Spearwood Ridge Walk (incl. existing lookouts and proposed new stairs), as well as proposed new ridge lookouts.
- Lookout to complement the proposed ridge lookouts.
- A simple, low key design is recommended.

[Refer to Figure 26: Action 16 –23 The Ridge Action Items Plan](#)

**Reference Documents:**

- Beeliar Regional Park Management Plan, 2006.
- City of Cockburn Public Open Space Development Guidelines, 2014.
- City of Cockburn. Disability Access and Inclusion Plan 2012-2017. City of Cockburn, 2015.

**Responsibility:** City of Cockburn

**Those to be involved / consulted:**

- The local community via consultation.

**Timeframe:** Completed

**Cost:** \$40,000 - Refer to Appendix A: Opinion of Probable Cost



Image 24: Cultural Lookout at Manning Park in current condition

**ACTION 21: Provide a new ridge lookout**

Identity, address and access	Heritage	Environment	Amenity and infrastructure	Program and activation
✓			✓	✓

**Function:**

A new ridge lookout will:

- Build on the existing use of site in the ridge area.
- Build on the successful past projects implemented in the ridge area.
- Further highlight the spectacular landscape characteristics and context of the Manning Park ridge area.

**Delivery:**

- Project to be approached and delivered as a unique design project to be aligned with the over-arching vision of the Manning Park Master Plan
- An appropriate site is determined based on existing use of the site and in relation to the Spearwood Ridge Trail.
- Lookout to be designed in tandem with and to complement the regenerated Cultural Lookout.
- A simple, low key design is recommended.

[Refer to Figure 26: Action 16 –23 The Ridge Action Items Plan](#)

**Reference Documents:**

- Beeliar Regional Park Management Plan
- City of Cockburn Public Open Space Development Guidelines, 2014

**Responsibility:** City of Cockburn

**Those to be involved / consulted:**

- Local community via consultation.

**Timeframe:** 2021/22.      **Estimated Cost:** \$50,000 - Refer to Appendix A: Opinion of Probable Cost

**Example Imagery:**



**ACTION 22: Formalise east-west pedestrian ridge trails**

Identity, address and access	Heritage	Environment	Amenity and infrastructure	Program and activation
✓			✓	✓

**Function:**

Formalisation of east west trails will:

- Build on the existing community use of site and provide additional walking path infrastructure to meet community needs.
- Provide access points to west across Cockburn Road to support current and future community.
- Increase pedestrian accessibility across the ridge area; and
- Clearly delineate a pedestrian zone, as opposed to mountain biking zone, in the ridge area.

**Delivery:**

All path networks exist for the Spearwood Ridge trail and the associated east/west connectors.

Other requirements to implement this action:

- Review surrounding roads and develop safe road crossings to support pedestrian access to park.
- Develop and install signage and wayfinding;
- Identify and install appropriate surface treatments.

[Refer to Figure 26: Action 16 –23 The Ridge Action Items Plan](#)

**Reference Documents:**

- Beeliar Regional Park Management Plan, 2006.
- City of Cockburn Trails Master Plan, 2013.
- City of Cockburn Public Open Space Development Guidelines, 2014.
- City of Cockburn Bicycle Network and Footpath Plan 2010.
- City of Cockburn Cycling and Walking Network Plan 2016.
- City of Cockburn. Disability Access and Inclusion Plan 2012-2017. City of Cockburn, 2015.

**Responsibility:** City of Cockburn

**Those to be involved / consulted:**

- The local community via consultation.

**Timeframe:** 2020/21.      **Estimated Cost:** \$94,000 - Refer to Appendix A: Opinion of Probable Cost



**ACTION 23: Develop the Fitness Loop**

Identity, address and access	Heritage	Environment	Amenity and infrastructure	Program and activation
			✓	✓

**Function:**

The Fitness Loop will:

- Link the ridge area with the lake area via the Manning Stairs.
- In line with the City’s Public Health Plan, provide a fitness circuit and a connection between the Spearwood Ridge Trail and the Manning Lake Loop.

**Delivery:**

The Fitness Loop is an extension of the existing Davilak Heritage Trail.

To implement this action:

- Develop and install signage and wayfinding;
- Extend the existing Davilak Heritage Trail to create the Fitness Loop by identifying and installing appropriate surface treatments and path additions and connections.

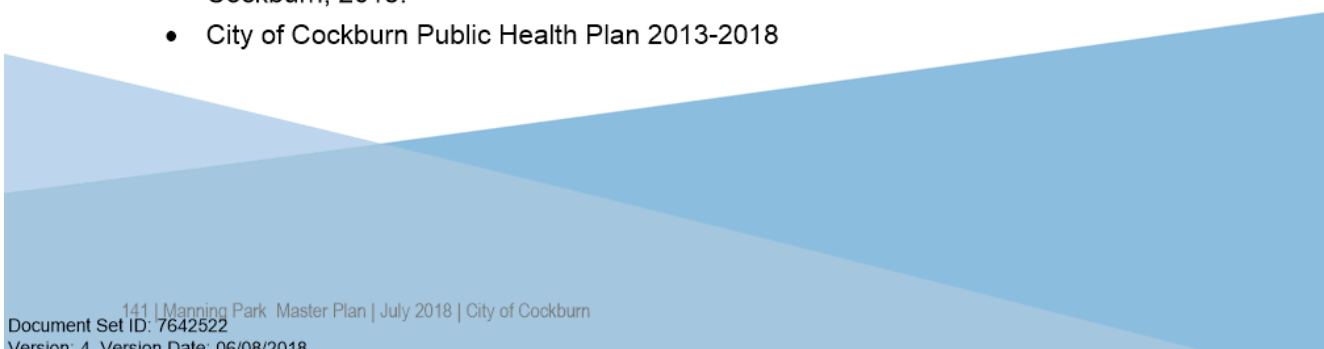
[Refer to Figure 26: Action 16 –23 The Ridge Area Action Items](#)

[Refer to Image 25: The Tan Running Route, Melbourne.](#)

[Refer to Image 26: Exercise Bars, Sydney](#)

**Reference Documents:**

- Beeliar Regional Park Management Plan, 2006.
- City of Cockburn Trails Master Plan, 2013
- City of Cockburn Public Open Space Development Guidelines, 2014.
- City of Cockburn Bicycle Network and Footpath Plan 2010.
- City of Cockburn Cycling and Walking Network Plan 2016.
- City of Cockburn. Disability Access and Inclusion Plan 2012-2017. City of Cockburn, 2015.
- City of Cockburn Public Health Plan 2013-2018





**Responsibility:** City of Cockburn

**Those to be involved / consulted:**

- The local community via consultation.

**Timeframe:** 2021/22.  
**Probable Cost**

**Estimated Cost:** \$ 22,500 - Refer to Appendix A: Opinion of

**Example Imagery:**

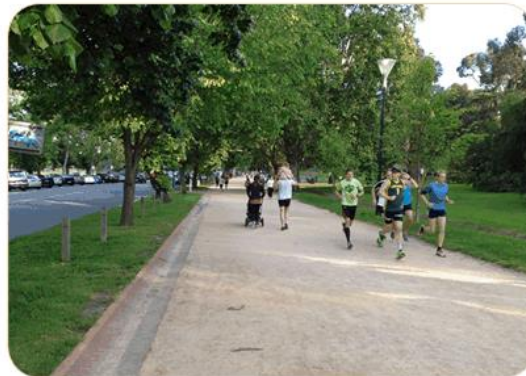


Image 25: The Tan Running Route, Melbourne.  
 (Source: <http://www.joggingroutes.org>)



Image 26: Exercise Bars (Source: Weekend notes)

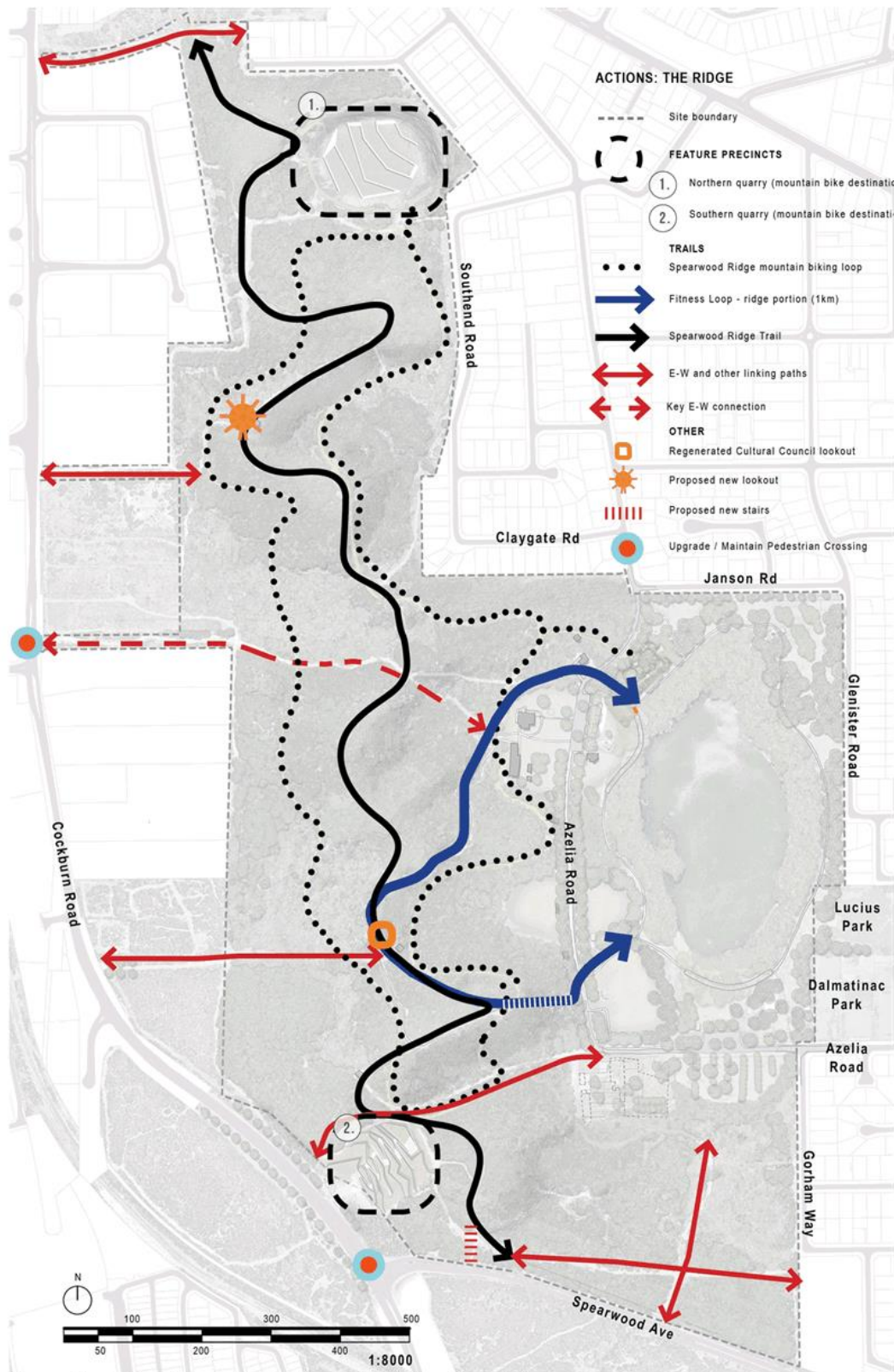


Figure 26: Action 16 – Action 23 The Ridge Action Items Plan

## 7.4 The Natural Environment

### ACTIONS 24 – 26

- ACTION 24: Undertake additional tree planting
- ACTION 25: Revegetation of ridge and lake areas
- ACTION 26: Provide greenway corridors and links to connect Manning Park to the broader Beeliar Regional Park



**ACTION 24: Undertake additional tree planting**

Identity, address and access	Heritage	Environment	Amenity and infrastructure	Program and activation
✓		✓	✓	

Additional planting for shade in the parkland area will:

- Strengthen the existing character of the park;
- Provide additional Tuart habitat in the parkland areas;
- Provide additional shade, increasing the use and flexibility of existing open space parkland areas, as was a key request during community feedback.

**Delivery:**

- Tree species to be selected to complement environmental context and heritage of the site;
- Tree species to be selected to provide additional shade amenity;
- Tree species to be selected to support rare and threatened species found at Manning Park.

**Reference documents:**

- Beelihar Regional Park Management Plan, 2006.
- City of Cockburn Public Open Space Development Guidelines, 2014.
- Manning Estate, Hamilton Hill, Conservation Plan 2011.

Refer to Figure 27: Action 24 - 26 Natural Environment Action Items

**Responsibility:** City of Cockburn

**Those to be involved/consulted:**

- Beelihar Regional Park Community Advisory Committee via consultation
- Other identified stakeholders

**Timeframe:** 2024-29. **Estimated Cost:** \$150,000 - Refer to Appendix A: Opinion of Probable Cost

**ACTION 25: Revegetation of ridge and lake areas**

Identity, address and access	Heritage	Environment	Amenity and infrastructure	Program and activation
		✓		

Revegetation of the ridge and lake areas will:

- Strengthen the existing character of Manning Park;
- Preserve, protect and rehabilitate habitats;
- Respond to natural landform through the revegetation of low-lying areas to the south of Manning Lake.

**Delivery:**

- Resolve tenure and management agreements to allow City revegetation projects to encompass land parcels with PR-Primary road reserve zoning.
- Revegetation species to be selected to complement environmental context & heritage;
- Revegetation species to be selected to support rare and threatened species found at Manning Park.
- As suggested in the Beeliar Regional Park Management Plan,
  - where possible, plant or seed material should originate from within the Park or nearest viable seed source
  - where possible, views should be maintained without compromising effective revegetation work
  - insure that mulch and soil used in rehabilitation works does not include unwanted seeds, pathogens or pollutants.
- It is essential that revegetation works consider fire risk and access to the park.

**Reference documents:**

- City of Cockburn Manning Lake Reserve Combined Fire Response Plan. 2012.
- Beeliar Regional Park Management Plan, 2006.
- City of Cockburn Natural Area Management Strategy 2012.

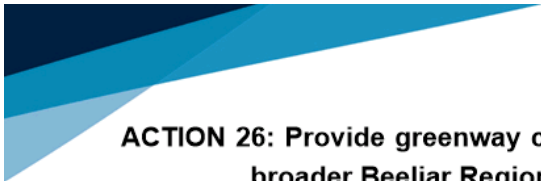
[Refer to Figure 27: Action 24 - 26 Natural Environment Action Items](#)

**Responsibility:** City of Cockburn

**Those to be involved / consulted:**

- Beeliar Regional Park Community Advisory Committee via consultation.

**Timeframe:** Ongoing as per current rehabilitation programme.



**ACTION 26: Provide greenway corridors and links to connect Manning Park to the broader Beeliar Regional Park**

Identity, address and access	Heritage	Environment	Amenity and infrastructure	Program and activation
		✓	✓	

Greenway Links are noted as an important directive in the Beeliar Regional Park Management Plan. The provision of greenways will:

- Improve biodiversity linkages between Manning Park and the broader Beeliar Regional Park,;
- Improve visual and pedestrian linkages between Manning Park and the broader Beeliar Regional Park.

**Delivery:**

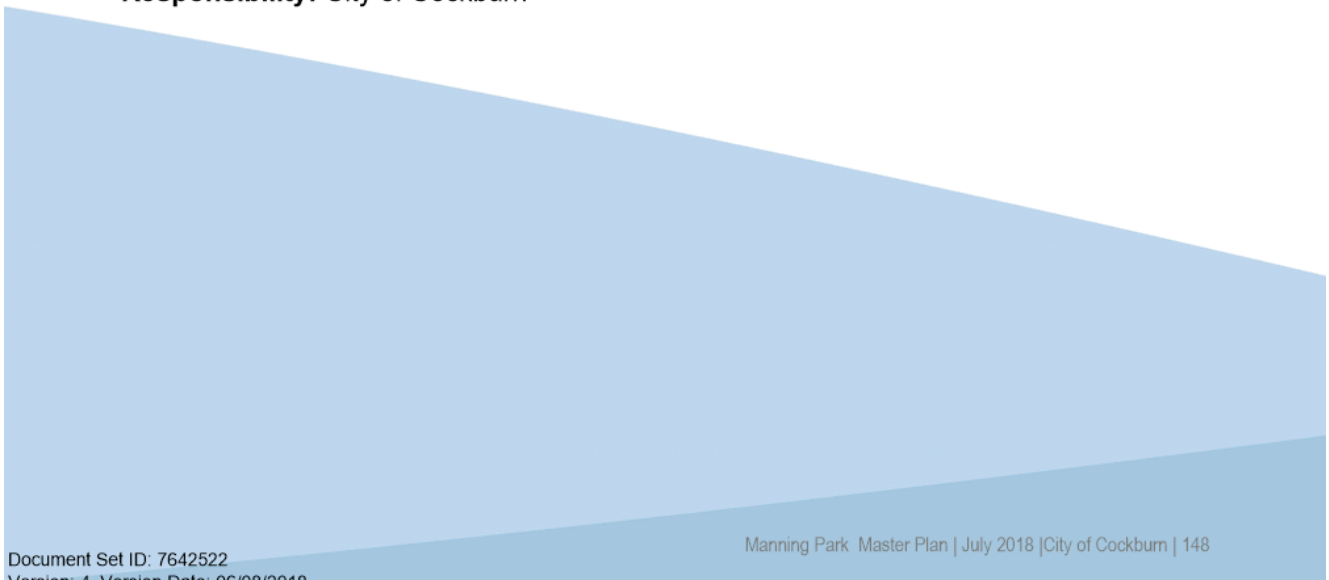
- Liaise with relevant internal and external authorities to implement long-term plans for Greenways
- Species to be selected to complement environmental context and heritage of the site;
- Species to be selected to support rare and threatened species found within the Beeliar Regional Park.

**Reference documents:**

- Beeliar Regional Park Management Plan, 2006.

[Refer to Figure 27: Action 24 - 26 Natural Environment Action Items](#)

**Responsibility:** City of Cockburn



**Those to be involved / consulted:**

- Beeliam Regional Park Community Advisory Committee.
- Department of Biodiversity, Conservation and Attractions
- Other government agencies such as Main Roads WA
- Local Community groups

**Timeframe: 2023-30.**  
Probable Cost

**Estimated Cost: \$850,000 - Refer to Appendix A: Opinion of**





Figure 27: Action 24 - 26 Natural Environment Action Items

**7.5 Infrastructure**

**ACTION 27 – 29**

- ACTION 27: Provide pedestrian and controlled feature lighting
- ACTION 28: Provide universal access throughout park where practical
- ACTION 29: Provide upgraded design and surfaces treatment to paths



**ACTION 27: Provide pedestrian and controlled feature lighting**

Identity, address and access	Heritage	Environment	Amenity and infrastructure	Program and activation
✓			✓	

Upgrades to lighting infrastructure will assist in providing the following benefits to the park:

- Safer access for pedestrians but minimising light spill into natural areas.
- Improved aesthetic palette that references the greater Manning Park furniture palate and aesthetic approach.
- Functional use to seating nodes and BBQ areas after dark.
- Ability to control use at night through managed lighting program.
- Ability to utilise event spaces.

**Delivery:**

- Utilise an electrical engineer to work with the proposed landscape design, road layout and event planning to create a lighting strategy for the park.
- Ensure lighting does not impact on ecologically sensitive areas such as the bushland and wetland.
- Reduce lighting to areas that are not well populated and adhere to Crime Prevention Through Environmental Design guidelines.
- Utilise the Australian Standards and appropriate P-codes to select appropriate light fittings.

**Responsibility:** City of Cockburn

**Those to be involved / consulted:**

- Beeliar Regional Park Community Advisory Committee via consultation.

**Timeframe:** 2024-28

**Estimated Cost:** \$120,000 - Refer to Appendix A: Opinion of Probable Cost

**ACTION 28: Provide universal access throughout park where practical**

Identity, address and access	Heritage	Environment	Amenity and infrastructure	Program and activation
✓			✓	

Universal access throughout Manning Park, where practical will:

- Ensure that this amenity can be used and enjoyed by as many people as possible

**Delivery:**

- All improvements to be implemented in line with the City of Cockburn Disability, Access and Inclusion Plan 2012-2017, 2012.

**Reference documents:**

- City of Cockburn Disability, Access and Inclusion Plan 2012-2017, 2012.

**Responsibility:** City of Cockburn

**Those to be involved / consulted:**

- The local community via consultation

**Timeframe:** To be considered as part of all infrastructure upgrades and development.

**ACTION 29: Provide upgraded design and surfaces treatment to paths**

Identity, address and access	Heritage	Environment	Amenity and infrastructure	Program and activation
✓			✓	

Upgrading existing paths will provide numerous benefits for the park including:

- Safer and more inclusive access for all path users
- Improved aesthetic palette that references the greater Manning Park.

**Delivery:**

- Implement alongside other path upgrade and realignment works.
- Incorporate minor amendments to grades to prevent localised flooding that currently occurs around the park.

**Responsibility:** City of Cockburn

**Those to be involved / consulted:**

- The local community via consultation.

**Timeframe:** 2021/22

**Estimated Cost:** \$ 100,000 - Refer to Appendix A: Opinion of Probable Cost



## 7.6 Planning and Management

### ACTION 30 – 33

- ACTION 30: Improved communication around animal controls
- ACTION 31: Manning Park management and resolution of tenure.
- ACTION 32: A series of multi-purpose, flexible spaces appropriate for events as well as daily park use.
- ACTION 33: Develop Manning Park Mountain Bike Concept Plan



**ACTION 30: Improved communication around animal controls**

Identity, address and access	Heritage	Environment	Amenity and infrastructure	Program and activation
		✓		✓

During community consultation, the issue of dogs and horses access to the park was of significant concern. Whilst ongoing, but well managed dog access is supported by the council and community, horse riding is currently not formally permitted in the park. Council officers consulted a number of long-time horse riders who subsequently made a written request to the City to allow riding in some situations. Officers sought advice from the Beelie Regional Park Community Advisory Committee and the Department of Biodiversity, Conservation and Attractions (DBCA). Both the committee and the department did not support horse access to the park. Advice from the City’s insurer also stated that, given horse access was not supported via the Beelie Regional Park Management Plan and DBCA, insurance cover could not be provided in relation to horses within the Park.

Improvements around guidelines on dog management and horse access will:

- Ensure that visitors to Manning Park have the correct information about animal control requirements.
- Allow clear communication around one of the Park’s most popular and regular uses.

**Delivery:**

- Align guidelines at Manning Park with the Beelie Regional Park Management Plan, as follows:  
 “Dog walking is a common activity in the Park and a legitimate activity in certain areas. However appropriate restraint of dogs is necessary if they are not to have an adverse effect on wildlife and activities of other Park visitors.”
- Align dog management at Manning Park with the Dog Act 1976, as follows:  
 A dog shall not be in a public place unless it is –  
 (a) held by a person who is capable of controlling the dog; or  
 (b) securely tethered for a temporary purpose, by means of a chain, cord, leash or harness of sufficient strength and not exceeding the prescribed length.

- Ensure that all signage communicating the guidelines does so in a clear and positive manner and follows a uniform signage strategy.

And

- Horse access will be restricted to the existing road reservation which is not currently within the regional park. This access will be regularly monitored and reviewed. Only horses permanently stabled at the Randwick will be permitted access. The restriction in access is in consideration of the following issues outlined in the Beeliar Regional Management Plan and concerns regarding ongoing horse access from both the Beeliar Regional Park Community Advisory Committee and the Department of Biodiversity, Conservation and Attractions:
  - the possible damage by horses to the Park's nature conservation values that include introducing or spreading disease, eroding soil, trampling and browsing vegetation and introducing and spreading weeds through feed and droppings;
  - the potential safety conflicts with other Park visitors; and
  - conflicts with other visitor experiences.

The City's insurer, LGIS, has indicated that insurance could be provided for horses accessing the road reservation subject to some conditions as it is not within the regional park.

**Reference documents:**

- Beeliar Regional Park Management Plan, 2006.
- Beeliar Regional Park Community Advisory Committee correspondence, 21 November 2017.
- Department of Biodiversity, Conservation and Attractions correspondence, 30 January 2018.
- Local Government Insurance Service Email Correspondence



**Responsibility:**

- City of Cockburn

**Those to be involved / consulted:**

- The local community via consultation.

**Timeframe:** 2021/22. *To be implemented along with Signage Strategy (Action 2)*



**ACTION 31: Manning Park management and resolution of tenure.**

Identity, address and access	Heritage	Environment	Amenity and infrastructure	Program and activation
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✓

Resolution around Manning Park tenure and ongoing management responsibility will:

- Allow Manning Park to be managed holistically.
- Ensure the efficient implementation and realisation of the Manning Park Master Plan.
- Ensure that the proposed PR-Primary Regional Road land parcel reserved for Cockburn Road Reserve is removed to enhance the protection of the Manning Park ecosystem.

**Delivery:**

- The City to continue communications with relevant agencies to resolve the tenure and management issues at Manning Park.
- Resolve zoning and remove from the Metropolitan Regional Scheme the Cockburn Coast Road Reservation.

**Reference documents:**

- Beeliear Regional Park Management Plan, 2006.

**Responsibility:** City of Cockburn

**Those to be involved / consulted:**

- Beeliear Regional Park Community Advisory Committee
- West Australian Planning Commission/Department of Planning, Lands and Heritage
- Landcorp

**Timeframe:** 2020/21

**ACTION 32: A series of multi-purpose, flexible spaces appropriate for events as well as daily park use.**

Identity, address and access	Heritage	Environment	Amenity and infrastructure	Program and activation
✓		✓	✓	✓

Resolution to the Manning Park Event Spaces will ensure the following:

- Events that are held at suitable locations within the park.
- Efficient and easily accessed event infrastructure.
- Ease of use for community members and event staff.
- Reduced impacts on Manning Park associated with large gatherings.

Whilst ongoing events at Manning Park are supported, the type of event should align with the parks environmental/heritage condition. The proposed Heritage Spine (Action 8 & 14) and creation of the Feature Precincts (Action 5, 6 & 7) allow for creation of spaces that support a range of small to medium scale site specific events. As part of these proposed works the Alan Thomas Music Shell will be upgraded to provide a better setting for events.

The City should consider alternative venues for larger events such as the Spring Fair due to constraints around parking, public transport, impact on wildlife and appropriate infrastructure.

**Delivery:**

- Internal City staff: Agree on a size limit for event use at Manning Park and adjust event sizes to suit amended park environment discussed in previous actions.
- Recommendation that the City create an Event Management Plan for the Cockburn region.

- It is recommended that the Event Management Plan identify an alternative event space for larger events and events that do not align with the natural environment of Manning Park.
- Existing events to be retained at Manning Park until the Event Management Plan is finalised and adopted.
- Proposals for new events that are not wholly aligned with the heritage/environmental conditions of the park should not be supported.
- It is recommended that during events held at Manning Park, Azelia Road is closed to vehicles, providing for a safe pedestrian connection between the ridge/music bowl and the lake. The northern car park should be set aside for event staff with event attendees funnelled through the southern entrance to car parks/overflow parking. See figure 28.

**Reference documents:**

- City of Cockburn. Cultural Strategy: Art Culture Heritage and Events Strategy 2016-2020.,
- 2015. City of Cockburn Bicycle Network and Footpath Plan 2010.
- City of Cockburn Cycling and Walking Network Plan 2016.
- Manning Estate, Hamilton Hill, Conservation Plan 2011.

Refer to Figure 28: Event Space Management Plan

Refer to Image 27: Kings Park Concert- (<http://www.bgpa.wa.gov.au>)

**Responsibility:** City of Cockburn

**Those to be involved / consulted:**

- Local events co-ordination committees via consultation.

**Timeframe:** Refer to Action 5, 6, 7

**Example Imagery:**



Image 27: Kings Park Concert (Source: <http://www.bgpa.wa.gov.au>)

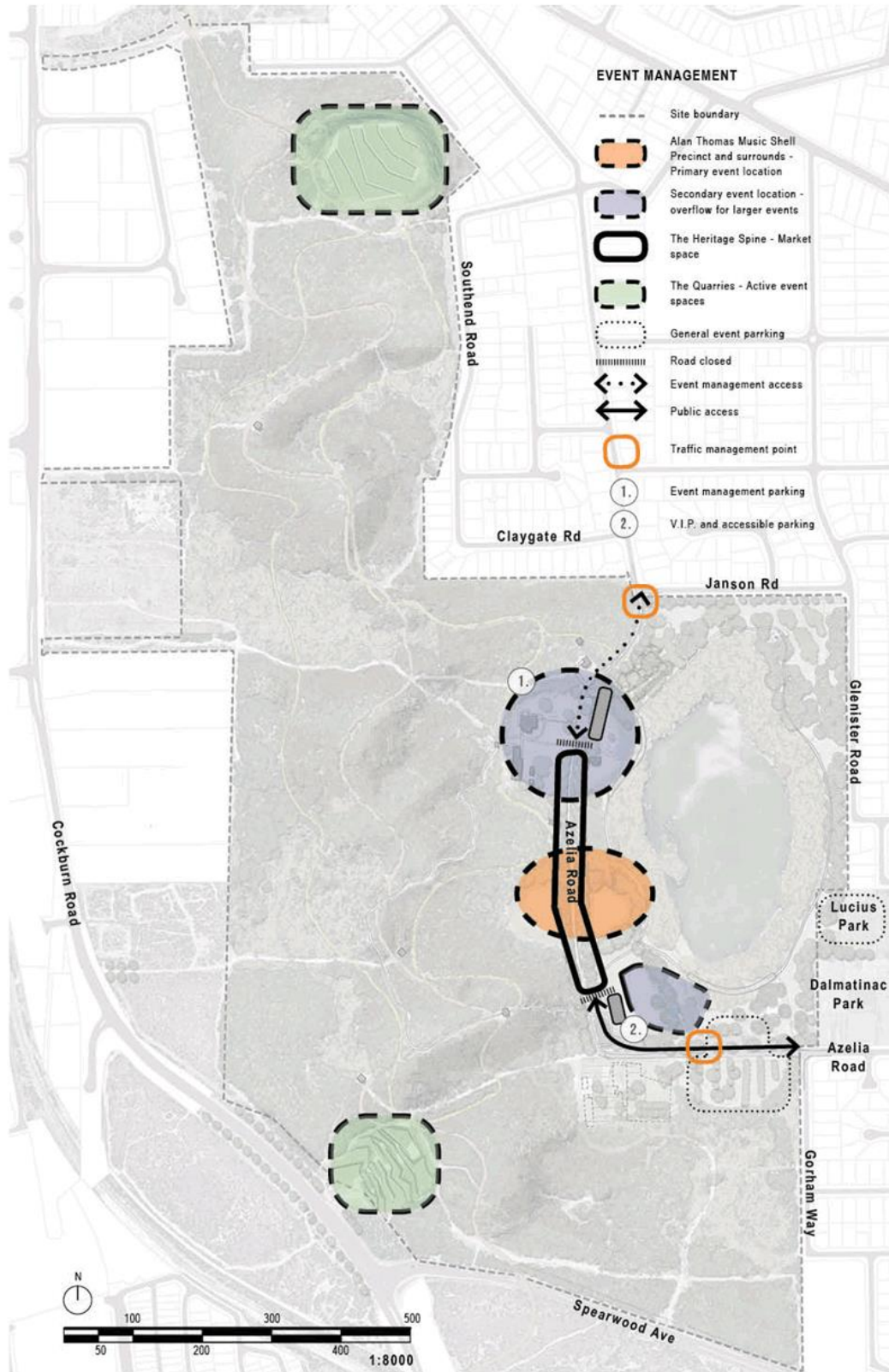


Figure 28: Event Space Management Plan

**ACTION 33: Develop Manning Park Mountain Bike Concept Plan**

Identity, address and access	Heritage	Environment	Amenity and infrastructure	Program and activation
✓		✓	✓	✓

It is recommended that a mountain bike concept plan be developed for Manning Park to further rationalise and identify the suggested trails within the park. The Mountain Bike Concept Plan will allow provision for trails specific to mountain biking including signage, with the aim to reduce impact from unsanctioned trail construction.

**Delivery:**

- Internal: The City to continue communications, as similar to the Manning Park Project Steering Committee, to ensure a clear and shared vision and implementation for the Park.
- Ensure all user groups are consulted.
- To be developed through the Trail Development Process as outlined in the Western Australia Mountain Bike Management Guidelines
- Resolve zoning and remove Metropolitan Regional Scheme Cockburn Road reservation.

**Reference documents:**

- City of Cockburn Trails Master Plan 2013
- Perth and Peel Mountain Bike Master Plan
- Western Australia Mountain Bike Management Guidelines
- City of Cockburn Bicycle Network and Footpath Plan 2010
- City of Cockburn Cycling and Walking Network Plan 2016

**Responsibility:** City of Cockburn

**Those to be involved / consulted:**

- The local community via consultation.

**Timeframe:** 2021/22

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- City of Cockburn. Community Safety and Crime Prevention Plan. City of Cockburn, 2011.
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Department of Aboriginal Affairs. "Aboriginal and Other Heritage Place Search." Accessed October 15, 2016. <http://www.daa.wa.gov.au/heritage/place-search>.

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9 Appendices

Appendix A: Manning Park Report: Opinion of Probable Cost

Action Item	Works Item	Year 1	Year 2	Year 3	Year 4	Year 5	Year 6	Year 7	Year 8	Year 9	Year 10	Cost	Qty	Unit	Grant Required
		2020/21	2021/22	2022/23	2023/24	2024/25	2025/26	2026/27	2027/28	2028/29	2029/30				
<b>Implement Uniform Signage Strategy</b>															
Action 2	* Key Entry Sign (5 no.)	\$ 25,000										\$ 5,000.00	5	no.	
Action 2	* Information Board (1 no.)	\$ 5,000					\$ 5,000					\$ 5,000.00	1	no.	
Action 2	* Directional Signage (18no.)	\$ 18,000										\$ 1,000.00	18	no.	
Action 2	* Environmental Education Sign (13no.)	\$ 13,000										\$ 1,000.00	13	no.	
Action 2	* European Heritage Education Sign (10no.)	\$ 10,000										\$ 1,000.00	10	no.	
Action 2	* Aboriginal Heritage Education Sign (10no.)	\$ 10,000										\$ 1,000.00	10	no.	
Action 2	* Regional Education Sign (4no.)	\$ 4,000										\$ 1,000.00	4	no.	
<b>Implement Manning Park Furniture Palette</b>															
Action 3	* Bench Seat (21 no.)	\$ 52,500										\$ 2,500.00	21	no.	
Action 3	* Table and Chair (19 no.)	\$ 60,800										\$ 3,200.00	19	no.	
Action 3	* Bin Enclosure (10 no.)	\$ 50,000										\$ 5,000.00	10	no.	
Action 3	* Small Shade Structure (10 no.)				\$ 100,000	\$ 100,000	\$ 100,000	\$ 100,000	\$ 115,000			\$ 11,500.00	10	no.	
Action 3	* Large Shade Structure (5 no.)				\$ 100,000	\$ 100,000	\$ 100,000	\$ 100,000	\$ 100,000			\$ 200,000.00	5	no.	
<b>Ridge Experience</b>															
Action 16	* The Northern Quarry (mountain bike destination)*	\$ 50,000	\$ 100,000	\$ 50,000											\$ 2,000,000.00
Action 17	* The Southern Quarry Feature Precinct (mountain bike destination)*			\$ 50,000	\$ 100,000										\$ 2,000,000.00
Action 18	* Spearwood Ridge Mountain Bike Trail* (3272 In m)				\$ 100,000	\$ 50,000									\$ 800,000.00
Action 19	* Pedestrian Spearwood Ridge Trail* (3420 In m)						\$ 85,000								\$ 400,000.00
Action 20 + 21	* Upgrades to Lookouts (2no.)	Completed	\$ 50,000									\$ 30,000.00	2	no.	
Action 22	* East West Connecton Pathways	\$ 93,500										\$ 33.00	2872	sgm	
<b>Lake Experience</b>															
Action 9	* Upgrade Main Playground*		\$ 500,000												\$ 550,000.00
Action 9	* Secondary Playground									\$ 120,000					
Action 14 + 15	* Reconfigure Road and Car Bays (asphalt, drainage and kerbs)	\$ 160,000	\$ 160,000									\$ 63.00	5372	sgm	
Action 8	* Create Pedestrian/Vehicle Heritage Spine		\$ 112,320									\$ 60.00	1872	sgm	
Action 23	* Create Fitness Loop between Ridge Trail and the Lake		\$ 22,500									\$ 75.00	300	sgm	
Action 9	* Add Fitness Equipment to Start/Lake Link			\$ 75,000								\$ 5,000.00	15	no.	
Action 9	* Consolidation and Improvement to Petanque Courts		\$ 10,000												
Action 9	* Upgrades to Basketball Court	\$ 9,000													
Action 27	* Upgrades to Pedestrian and Feature Lighting					\$ 30,000	\$ 30,000	\$ 30,000	\$ 30,000						
Action 7	* Define the Alan Thomas Music Shell (new stage, lighting and seating)					\$ 150,000	\$ 150,000								
Action 11	* Create Wall of Remembrance		\$ 200,000									\$ 200.00	126	lm m	
Action 13	* Southern Boardwalk through Wetland								\$ 100,000			\$ 350.00	135	lm m	
Action 29	* Upgrade Pedestrian Pathways through Parklands (reskin asphalt and slight realignment)	\$ 99,780										\$ 20.00	4989	sgm	
Action 10	* Provide Lakeside Pump Track		\$ 100,000												
<b>Azelia Ley House</b>															
Action 12	* Improve and Establish Community Cottage								\$ 75,000	\$ 75,000	\$ 75,000				
Action 5	* Upgrade to Garden (Reflect Heritage)											\$ 40,000			
Action 5	* Pagoda (Weddings and Events)											\$ 50,000			
Action 5	* Cafe (small shipping container style)					\$ 50,000									
<b>Devilak Ruins Works</b>															
Action 6	* Protection Works*						\$ 100,000	\$ 200,000	\$ 200,000	\$ 300,000	\$ 100,000				\$ 1,500,000
Action 6	* Internal Wayfinding and Signage											\$ 50,000			
Action 6	* Internal Lighting									\$ 50,000	\$ 50,000				
<b>Natural Environment Works</b>															
Action 26	* Rehabilitation Works to New Greenways			\$ 100,000	\$ 100,000	\$ 50,000	\$ 250,000	\$ 100,000	\$ 200,000	\$ 150,000	\$ 23.00	37000	sgm		
Action 24	* Planting Programme to Establish Shade Trees Across Parklands		\$ 30,000	\$ 30,000	\$ 30,000	\$ 30,000	\$ 30,000		\$ 30,000						
Action 4	* Define new fence line and provide uniform boundary treatments			\$ 100,000	\$ 100,000	\$ 50,000	\$ 10,000								
<b>SUB-TOTAL</b>		\$ 660,600	\$ 654,620	\$ 700,000	\$ 705,000	\$ 710,000	\$ 700,000	\$ 720,000	\$ 720,000	\$ 655,000	\$ 635,000	\$ 6,880,420.00			
<b>CONTINGENCY (5%)</b>		\$ 33,030	\$ 32,741	\$ 35,000	\$ 35,250	\$ 35,500	\$ 35,000	\$ 36,000	\$ 36,000	\$ 32,750	\$ 31,750				
<b>WORKS TOTAL</b>		\$ 693,630	\$ 687,361	\$ 735,000	\$ 740,250	\$ 745,500	\$ 735,000	\$ 756,000	\$ 756,000	\$ 687,750	\$ 666,750	\$ 7,203,442			\$ 7,250,000.00

\*Rates exclude additional grant funding that will be required.

Notes:

- The wording of the items on this list should match the actions in the big picture concept
- Costs above are EXCLUSIVE of management costs and programmes including weed control, rehabilitation, cleaning and general maintenance.
- Annual operational expenditure will need to be considerate of previous years' works.

## 16.2 STATE OF SUSTAINABILITY REPORT 2017-2018

**Author(s)** J Harrison and C Sullivan

**Attachments** 1. State of Sustainability Report 2017-2018 [↓](#)

### RECOMMENDATION

That Council adopt the State of Sustainability Report 2017-2018.

### Background

For the past eight years the City has tracked its progress towards sustainability in an annual State of Sustainability report.

This reporting tool enables the City to publicly report against four key areas: Governance, Economy, Environment and Society.

The State of Sustainability report uses the traffic light symbols to provide a visual snapshot of progress towards achieving the City's Key Performance Indicators (KPIs), which are aligned to the Corporate Business Plan and Strategic Community Plan.

### Submission

N/A

### Report

The City of Cockburn's eighth annual State of Sustainability Report is a snapshot of the City's collective efforts in working towards a sustainable future for the 2017-2018 financial year.

For this reporting period, the City addressed 76 indicators for sustainability across the organisation. The City has made great progress during the first year of the four year action plan with the majority of KPIs in progress or achieved.

A summary of the highlights of KPI's achieved over the past reporting year are outlined below.

Governance: The City identified 18 KPIs to measure its progress towards achieving Governance Excellence. Governance is the cornerstone of the City's approach to sustainability by which the City is able to listen to and guide its residents in building a sustainable future.

28% of governance KPIs were achieved in 2017-2018, with a further 67% significantly progressed, whilst six percent have not yet started.

Governance highlights include:

- Cockburn Men's Shed delivered to meet community needs. The facility has low water and energy use design and is planned to have a Solar PV system;
- Cockburn Bowling and Recreation Facility features a 30kW solar PV system, low water and energy use requirements;
- Cockburn ARC won a suite of awards for design excellence, innovation and best practice in collaboration;
- The Sustainability Committee continues to meet bi-monthly, delivering projects to reduce waste and influence sustainable outcomes in the workplace;
- Over 10,000m<sup>2</sup> of new pathways and cycle ways were constructed to facilitate sustainable transport; and
- The launch of a variety of online systems to improve efficiencies were rolled out including secure printing and deployed additional tablets for field staff, which has significantly reduced paper usage.

Environment: The City identified 31 KPIs to measure progress toward achieving best practice in Environmental Management. The environment is one of the foundations for sustainability in the City. Our natural areas and resources must be sustainably managed now and in the future.

32% of the environmental KPIs were achieved in 2017-2018, with a further 58% significantly progressed, whilst 10% were not started.

Environment highlights include:

- Endorsed as a Gold Waterwise Council;
- Contributed to the development of the Roe 8 Rehabilitation Management Plan and assisted with the installation of 3,000 plants;
- Rehabilitated 4.2 hectares of bushland across the City;
- Received \$100,000 grant from the state government to plant 4,000 native trees;

- Over 60 sustainability related events offered to the community
- Continued roll-out of over 14,500 garden waste bins;
- Maintained a Zero Emissions Fleet via the carbon offset program;
- Installed a 30 kW Solar PV system on the Visko Park Bowling Club;
- The Geothermal System became operational at the Cockburn Aquatic and Recreation Centre;
- Continued enhancement of the Coogee Maritime Trail;
- Won the 2017 Local Government Children’s Environment and Health Policy Shade in Public Places category award;
- Won the 2017 Heart Foundation Local Government Award for the City’s Healthy Lifestyle Program;
- Overall winner in the 2018 PHAIWA Children’s Environment & Health Local Government Policy Awards; and
- Received a Coastal Planning Award for the Cockburn Sound Coastal Alliance.

Society: The City identified 18 KPIs to measure progress towards achieving a more socially equitable, diverse and inclusive community. Society is at the heart of sustainability in Cockburn. Our people – from our residents, ratepayers and businesses to schools, visitors and employees – are the driving force behind the way we develop, now and into the future.

17% of societal KPIs were achieved in 2017-2018, with a further 72% significantly progressed, whilst 11% were not started.

Society highlights include:

- Cultural Diversity Officer position appointed;
- The City’s third Reconciliation Action Plan (RAP) 2017-2020 was adopted by Council;
- Communications Strategy and Action Plan 2018-2022 was adopted by Council;

- A new three day coastal event Coogee Live ran for the first time in 2018;
- Cockburn Central East and Treeby District Structure Plans were developed;
- Celebrated the City's 20th Anniversary of sister relationship with Split, Croatia;
- Red poppy symbols added to more than 100 selected street signs to honour those involved in war or peace-keeping efforts;
- Delivered a suite of community programs, events and training for the Cockburn community; and
- First local government to develop a website that facilitates digital accessibility for people with a disability.

Economy: The City identified nine key performance indicators (KPIs) to measure progress towards achieving best practice financial management.

A viable economy underpins the sustainable development of the City and must be resilient in the face of uncertainty and risk. The City's economy is directly integrated with its society and environment.

89% of the economy KPI's were progressed in 2017-2018, whilst 11% had not started.

Economy highlights include:

- The City awarded several new contracts to both disability and indigenous enterprises during 2017-2018;
- Participated in the Local Government Coastal Hazard Risk Management and Adaptation Planning (CHRMAP) forum to continue regional collaboration on coastal issues;
- Delivered 10 Community Development training sessions to strengthen and support community groups within the City;
- Received the Lighthouse Project metropolitan local government leadership award for providing employment for people with disability;

- 14 Sustainability Grants awarded to enhance sustainability outcomes in the community; and
- Cockburn Creates initiative launched in 2017-18 providing opportunities for residents to nominate project ideas and vote on allocation of funding.

### **Strategic Plans/Policy Implications**

#### Economic, Social & Environmental Responsibility

Sustainably manage our environment by protecting, managing and enhancing our unique natural resources and minimising risks to human health.

Improve water efficiency, energy efficiency and waste management within the City's buildings and facilities and more broadly in our community.

#### Leading & Listening

Strengthen our regional collaboration to achieve sustainable economic outcomes. Ensure advocacy for funding and promote a unified position on regional strategic.

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**

This report represents the eighth consecutive year of sustainability reporting for the City of Cockburn. This reporting tool has established high levels of communication and service provision around sustainability initiatives within a designated reporting timeframe.



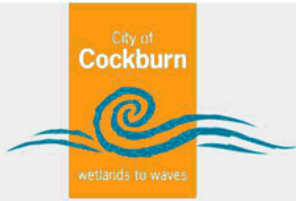
If the report is not endorsed, Council risks not meeting established reporting deadlines and potentially not meeting staff and community expectations around sustainability communication

**Advice to Proponent(s)/Submitters**

N/A

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

Nil



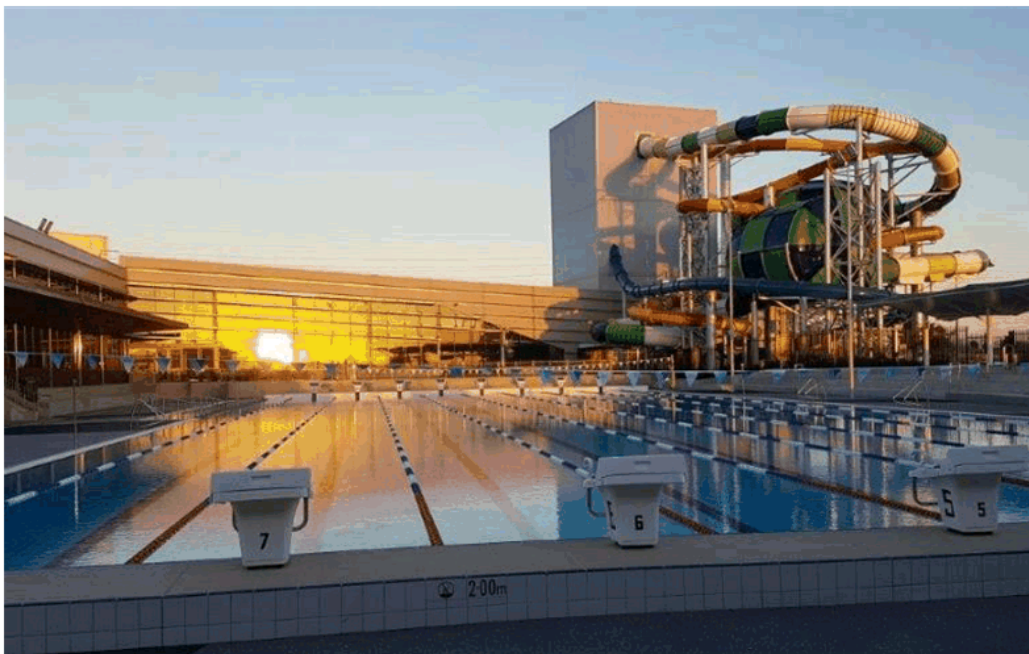
City of Cockburn  
**STATE OF SUSTAINABILITY REPORT**  
**2017-2018**



[cockburn.wa.gov.au](http://cockburn.wa.gov.au)

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*Image 1: The award winning Cockburn Aquatic and Recreation Centre (ARC) generates power and heating via Solar PV and Geothermal*

## Statement from the CEO

The City's eighth Sustainability Report further showcases just how far the City has come in the sustainability journey. A range of new initiatives and projects were commenced over the past year, which have touched all parts of our service delivery.

Within the City's operations one of the major changes that have been underway is the digitisation and automation of our processes and systems. These initiatives have seen significant reduction in consumables, elimination of storage space and a better level of customer service.

A key part of this digital transformation was the introduction of mobile computing; we call this project *mobility*, into all field operations. Field staff can now transact their day to day tasks on tablets; and through these tablets they have access to critical information, such as GIS data, in the field. The way staff have embraced this new way of working also demonstrates their strong commitment to sustainability.

On a practical level the City's commitment to natural resource management was recognised with the award of a *Waterwise Gold Council* standard by the Water Corporation. The City is actively pursuing measures to reduce and conserve this precious resource, thus ensuring we can provide healthy and active playing space for generations of residents to come.

Similarly through our waste strategy the City's Council made a number of pivotal decisions. The roll out of our 3<sup>rd</sup> bin for organics is now at the half way point, with 50% of households having a garden organics bin. Thousands of tonnes of green waste are now being processed into compost feedstock at our Henderson waste precinct. From 2020 all residual municipal solid waste will go to a waste to energy plant being built in Rockingham. By this date, these two initiatives will lift overall diversion of household waste to around 80%; with further opportunity to push this to 90% in future.

I hope you enjoy reading about the many other initiatives mentioned in this report; demonstrating that we continue to strive to make Cockburn a better and more sustainable place to live.

Stephen Cain

Chief Executive Officer

## Statement from the Mayor

I'm sure everyone is aware of the great initiatives occurring in the sustainability field across all the business units within the City. Their reach is exceptional and bring a strong focus to how even small, low cost changes can deliver improvements in customer services and within the business unit itself.

Setting high level targets in the five key sustainability areas of water conservation, waste minimisation, energy and emissions reduction, biodiversity and liveability and social capital drive the process of continual improvement and understanding and valuing lessons learnt from within and external to the organisation.

Designing new community facilities and retrofitting existing facilities with sustainability features has brought into sharp contrast that early planning and consultation across the business units and with the community return dividends that far exceed our initial thinking. It also serves to educate the community and those managing the facilities how important it is to make choices earlier rather than later that address resource issues.

This Sustainability Report clearly demonstrates the passion and commitment of staff towards achieving goals that may stretch them from time to time, however the outcomes are ones that they, and our community can be proud knowing that in many cases they are leading the way across local government.

Mayor Logan K Howlett JP



*Image 2: Cockburn Bowling and Recreation Facility features a 30kW solar PV system, low water and energy use requirements.*

## 1. Our Vision

Council's vision is to build on the solid foundations that our history has provided to ensure that the Cockburn of the future will be the most attractive place to live, work, visit and invest in, within the Perth metropolitan area.

## 2. Our Sustainability Definition

Pursuing governance excellence to meet the needs of current and future generations through integration of the environment, society, economy.

## 3. Our Sustainability Focus

The City of Cockburn strives towards best practice in sustainability.

We make a commitment to ensuring that the decisions we make today enable our community and the society beyond our borders, to thrive into the future.

We aim to protect, conserve and improve our urban and natural environment; so that we might leave this place more liveable, more resilient and more beautiful than we found it.



*Image 3: Over 10,000m<sup>2</sup> of new pathways and cycleways were constructed to facilitate sustainable transport in Cockburn.*

## 4. Integrated Reporting Platform

The Integrated Reporting Platform provides the framework for sustainability planning, monitoring and reporting. The hierarchy of documentation is outlined below:

### Strategic Community Plan 2016 – 2026

Sets the City’s direction for 2026 based around five strategic objectives for Cockburn.

### Policy SC37 – Sustainability

Provides a set of 6 high-level principles to guide the City’s decision-making processes.

### Sustainability Strategy 2017 – 2022

Identifies the Integrated Reporting Platform and articulates the City’s 16 sustainability objectives.

### Sustainability Action Plan 2017 – 2022

76 Key Performance Indicators (KPI’s) set to achieve to the City’s sustainability objectives. Aligned to the Corporate Business Plan.

### State of Sustainability Report (Annual)

Annual progress report that provides a balanced representation on the City’s sustainability performance.

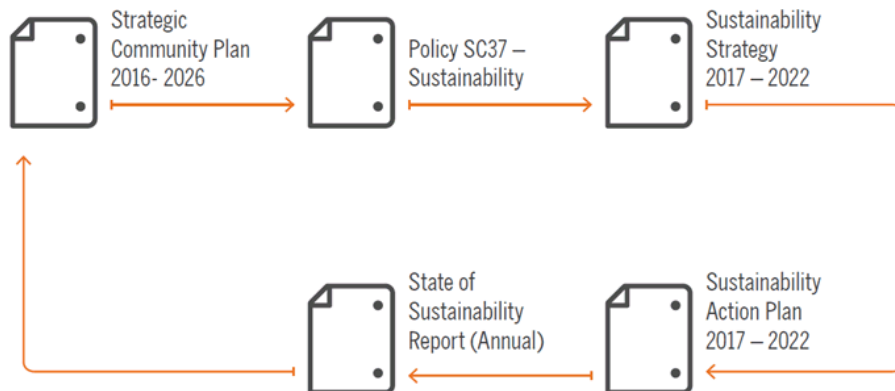


Image 4: The City of Cockburn’s Integrated Reporting Platform

## 5. Sustainability Action Planning

Measurable targets and Key Performance Indicators (KPIs) are set by the Strategic Business Managers Group to support the City in achieving the sustainability outcomes articulated in the Strategic Community Plan. The KPIs are aligned to the Corporate Business Plan and culminate in the Sustainability Action Plan 2017- 2022.

The Sustainability Policy, Strategy and Action Plan are reviewed on a four yearly basis to align with the Community Strategic Plan (CSP).

Document	Reporting and Review
State of Sustainability	Annual progress report 2018, 2019, 2020, 2021
Policy SC37 - Sustainability	2022
Strategy	2022
Action Plan	2022

## 6. Annual Sustainability Reporting

The State of Sustainability (SoS) report is released each year to track progress towards the agreed targets set out in the Strategy and Action Plan. This is a public document whereby our achievements and any acknowledged need for improvement will be transparently communicated to Council and the community.

This annual reporting process allows the City to assess any gaps or resourcing issues in time for the following year's budget. In keeping with the four year planning cycle targets, while still being assessed annually, KPIs will be tracked as 'percentage complete' against the strategy review period.




A summary of performance, whether positive or negative, is included in the City's Annual Report enabling transparency and accountability on the City's contributions towards the goal of Sustainable development.



## 7. Reporting Structure

This report is structured according to the City's key focus areas for sustainability – Governance, Environment, Society and Economy.

Each focus area is linked to a number of strategic objectives and key performance indicators (KPIs). The City's progress in achieving its KPIs is illustrated through the use of a simple traffic light system, which is explained as follows:

-  Indicates the City has achieved, or is on track to achieving, the KPI.
-  Indicates while the City is making progress toward the achievement of a particular KPI, more work is needed.
-  Indicates the City is not yet making progress toward the achievement of that particular KPI.

## 8. State of Sustainability Summary 2017- 2018

The City of Cockburn's eighth annual State of Sustainability Report is a snapshot of the City's collective efforts in working towards a sustainable future for the 2017-18 financial year.

As illustrated in image 4 below the City has made great progress during the first year of the four year action plan with the majority of KPIs in progress or achieved.

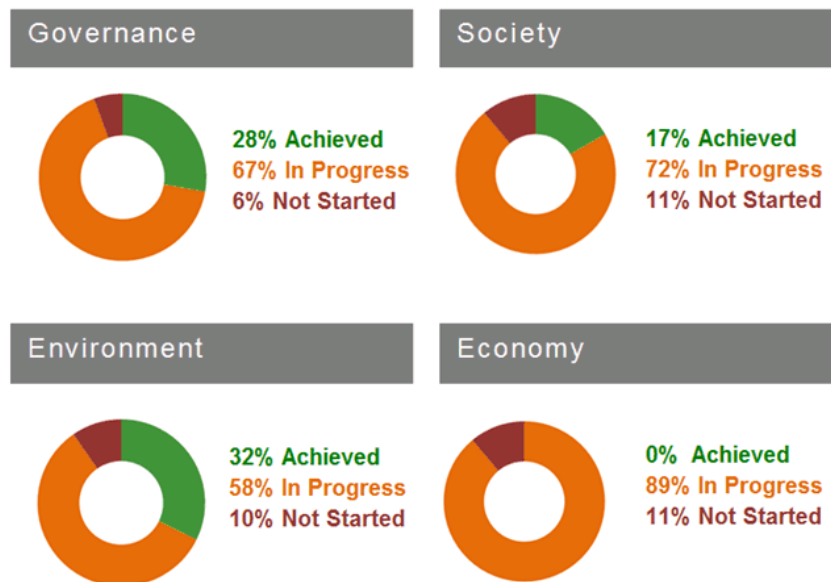


Image 5: Summary of progress during the first year of the four-year action plan

## 9. Sustainability Targets

The City has set a number of high-level targets across five key sustainability areas including water conservation, waste minimisation, energy and emissions reduction, biodiversity and livability.

Targets		Progress 2017 -18
<b>Water Conservation</b>	Maintain <i>Waterwise Council</i> status by achieving all water conservation targets and actions identified in the <i>Water Efficiency Action Plan 2016</i> .	Endorsed as a Gold Waterwise Council in May 2018
<b>Waste Minimisation</b>	12% of waste to be recovered and diverted from landfill at Henderson Waste Recovery Park, per annum	8.7% of waste was recovered at HWRP in 17-18
	100% rollout of the Garden Waste Bin program across Cockburn by 2020	50% bin rollout complete. Target on track to be completed in 2019
	Ongoing commitment to 10% waste recovery from the Bulk Junk Verge collection	8% recovered from bulk verge collection in 2017-2018 (the tender for mattresses and e-waste was only active for one collection).



Image 6: The City of Cockburn has been endorsed as a Gold Waterwise Council.

Sustainability Targets		Progress 2017 -18
<b>Energy and Emissions Reduction</b>	Ongoing commitment to the Zero Emissions Fleet	Zero Emissions Fleet maintained
	20% renewable energy generation by 2020	The Greenhouse Gas inventory for 2017-2018 is in progress. Waiting for synergy data set
	Electricity and gas emissions to be 20% below 2008-2009 levels, by 2020	
	Western Power Street Lighting emissions to be 10% below 2008-2009 levels, by 2020	
	Waste Emissions to be no more than 45% above 2008-2009 levels, by 2020 at Henderson Waste Recovery Park.	Waste emissions are on track to meet 2020 target.
<b>Biodiversity targets</b>	Complete 2.5 hectares of revegetation annually with an emphasis on enhancing ecological corridors linking natural areas	Revegetated 4.2 hectares of bushland in 2017-2018
	Vegetation in good or better condition is increasing against base year figure of 62% in 2010	69% vegetation rated as being in good or better condition
<b>Livability and Social Capital</b>	100% of structure plans comply with the elements of Livable Neighbourhoods Design Code	100% of structure plans assessed in 2017-2018 complied with the elements of livable Neighbourhoods.
	To reduce our percentage of overweight and obese adults to be less than or equal to the WA State average in 2018 and beyond	Progress will be measured when the City's Health and Wellbeing Profile is updated and published by WA Department of Health.
	9500m <sup>2</sup> of new pathways and cycleways constructed per annum to facilitate sustainable transport.	10,100m <sup>2</sup> new pathways and cycleways constructed in 2017-2018

## 10. Actions

The purpose of the Action Plan is to set out key performance indicators for the achievement of ambitious, high level targets for sustainability across the City.

### 10.1 Governance


Governance is the cornerstone of the City's approach to sustainability. It ensures an integrated decision-making process, which takes into account the triple bottom line and employs the precautionary principle to ensure that future generations of the Cockburn community are taken into consideration. We listen and lead, and work together with residents for a sustainable future.






#### Governance Highlights 2017-2018






- Cockburn Men's Shed delivered to meet community needs. The facility has low water and energy use design and is planned to have a Solar PV system.
- Cockburn Bowling and Recreation Facility features a 30kW solar PV system, low water and energy use requirements.
- Cockburn ARC won a suite of awards for design excellence, innovation and best practice in collaboration.
- The Sustainability Committee continues to meet bi-monthly, delivering projects to reduce waste and influence sustainable outcomes in the workplace
- Over 10,000m<sup>2</sup> of new pathways and cycleways were constructed to facilitate sustainable transport.
- The launch of a variety of online systems to improve efficiencies, rolled out secure printing and deployed additional tablets for field staff which has significantly reduced paper usage.




*Image 7: The City has significantly reduced paper use and streamlined processes with mobile computing.*







SCP Strategic Objectives	KPI #	Key Performance Indicator	Lead Contributor	Timeframe	2017-2018 Progress	
<p>Deliver sustainable governance through transparent and robust policy and processes.</p>	<p>GOV 1.1</p>	<p>Support and develop the City's business systems to enhance the effectiveness and efficiency of Council's operations through the use of technology.</p>	<p>Business Systems</p>	<p>Ongoing</p>	<p>The City has increased the number of online services available to the public allowing improved access to information. We have provisioned access to Online Rates and eProperty, Building Applications and Public Wi-Fi.</p> <p>CoSafe Mobility – all CoSafe now using 100% online tablet system for Community Safety. All work performed via system, eliminating all paper.</p> <p>Technology One Mobility – Work Management Mobile Strategy (WMMS). A further 19 tablets deployed to Roads, workshop, community safety and parks field staff to improve work processes and significantly reduce paper use.</p> <p>Introduced Secure Printing across whole organisation, reducing wasted paper.</p> <p>EMPLive Rollout – paperless timesheet and rostering system implemented at the ARC, eliminating paper time sheets.</p> <p>Online Building Applications – 60% off all building applications are now electronic rather than paper.</p> <p>Replaced the City's online planning application lodgement system which has resulted in increased customer usage and massive reductions in paper usage.</p>	

SCP Strategic Objectives	KPI #	Key Performance Indicator	Lead Contributor	Timeframe	2017-2018 Progress	
					Transitioned all complex planning application community consultation to online portal 'Comment on Cockburn' to reduce hard copy plans being sent to the public and hard copy submission forms being sent back.	
	GOV 1.2	Increase the City's use of smart and integrated technology solutions to measure, monitor and reduce waste across the City's Operations and to increase resource efficiency.	Business Systems	Ongoing	The City is developing a Digital Strategy which will contain a roadmap for embracing Smart technologies. This strategy is due to be released during the financial year of 2018-2019.	
	GOV 1.3	Consolidate the existing strategies and strategic documents into a cohesive framework of strategies and list of operational documents linked to the Strategic Themes and objectives.	Strategy	2019-2020	Strategy consolidation for 2017-2018 is behind schedule due to Business Unit workloads. This has sometimes been due to external reasons. The Community, Sport and Recreation Facilities Plan was deferred by Council.	
	GOV 1.4	Finalise and implement the Strategic Risk Register.	Governance	2016-2017	Completed.	
	GOV 1.5	Review and update the Risk Management Strategy.	Governance	2018 & 2020	Converted to Risk Framework, due for review every 2 yrs. Next review due late 2019.	
	GOV 1.6	Engage, enhance and execute the strategic procurement framework to optimise Value for Money (cost, quality, and sustainability) across the City's procurement expenditure.	Procurement Services	2019-2020	Enhanced strategic measure by increasing the max sustainability criteria percentage to 15% within a procurement process.  Appointment of a Category role to optimise value & process.	

SCP Strategic Objectives	KPI #	Key Performance Indicator	Lead Contributor	Timeframe	2017-2018 Progress	
	GOV 1.7	Provide policy, programs and advice which shape the City's workforce to ensure it is capable of achieving business objectives now and in the future.	Human Resources	2019-2020	Ongoing. FTE increase for 2017-2018 firm at 8.5 with all positions recruited  Work Force Plan has an additional 7.2 FTE approved for 2018-2019 and recruitment has commenced already for a number of the roles.	
	GOV 1.8	Promote Sustainability throughout the organisation via Sustainability Committee and delivery of minimum of two staff initiatives per annum.	Environmental Management / SMT	Ongoing	The Sustainability Committee continues to meet bi-monthly, delivering projects to reduce waste in the workplace, pledge-a-plant, staff planting events, community gardens, plus training on influencing and persuasion skills.	
Provide for community facilities and civic infrastructure in a planned and sustainable manner, including administration, operations and waste management.	GOV 2.1	Management of City assets through Asset Management Plans including condition assessment and review of service levels for Road Infrastructure; Drainage; Buildings; Fleet and Plant; Parks and Environment; and Footpaths.	Assets Services	Ongoing	Currently In development	
	GOV 2.2	Develop Asset Management Plan for marine and coastal assets.	Assets	2017-2018	Internal draft Asset Management Plan created	
	GOV 2.3	Continue to engage with State and Federal Government Agencies in order to secure partnership funding arrangements.	Executive	Ongoing	Engagement is ongoing with regular and topic based meetings occurring as required.	

SCP Strategic Objectives	KPI #	Key Performance Indicator	Lead Contributor	Timeframe	2017-2018 Progress	
	GOV 2.4	In liaison with Recreation & Community Safety and Community Development & Services, plan and deliver new and refurbished buildings and facilities.	Community Services	Ongoing	<p>Cockburn Bowling and Recreation Facility has a 30kW solar PV system, low water, and energy use requirements, and provision for an Electric Vehicle Charge Station.</p> <p>Cockburn Community Men's Shed, and has low water and energy use design and is planned to have a Solar PV system.</p> <p>Cockburn ARC was awarded the following:</p> <p>2017 – Won the Local Government category of the Australasian Leisure Management Communication and Marketing Awards.</p> <p>2017 – Named Best Public Use Building over \$20m at the 2017 Master Builders Bankwest Excellence in Construction Award.</p> <p>2018- won the Facility Design and Development category and the Overall Innovations Award at the 2018 Australian Sport, Recreation and Play Innovation Awards.</p> <p>2018 - won the Institute of Public Administration Australia (WA) Gold achievement award for Best Practice in the Collaboration between Government and Non-Government Organisations.</p> <p>2018 - Parks Leisure Australia WA: 2018 Community Facility of the Year.</p>	



SCP Strategic Objectives	KPI #	Key Performance Indicator	Lead Contributor	Timeframe	2017-2018 Progress	
Identify gaps and take action to extend the coverage of the cycle way, footpath and trail networks.	GOV 3.1	Review and update the Integrated Transport Plan, incorporating the Road Safety Strategy and Travel Smart Plan.	Engineering Services	2018-2019	Completed	
	GOV 3.2	In conjunction with Environmental Management, review and integrate the Footpath Plan and Trails Master Plan.	Engineering Services	2016-2017	In Progress	
Advocate for improvements to public transport, especially bus transport.	GOV 4.1	Ensure planning and development of the public transport network within the City meets community and industry needs while minimising environmental impact.	Transport and Traffic Services	Ongoing	The City is liaising with Department of transport on an ongoing basis to ensure that the public transport has been promoted and is utilised	
	GOV 4.2	Advocate for improvements to public transport.	Executive	2019-2020	Ongoing, there have been a large number of the public events promoting Travel Smart and road safety initiatives.	
	GOV 4.3	Review current parking approaches and create the City wide Parking Strategy.	Engineering Services	2017-2018	In progress, completion by December 2018. To be incorporated into the Integrated Transport Plan	
	GOV 4.4	Review and update the City's District Traffic Study 2013.	Engineering Services	2017-2018	In progress. The first draft has been presented to Elected Members for their comments and feedback	

## Environment



The environment is the foundation for sustainability in the City of Cockburn. We consider conserving biological diversity and ecological integrity of utmost importance. We work to ensure that the impact we have on our environment is positive, and we take our legacy into account in our planning and development decisions.




### Environment Highlights 2017-2018

- Endorsed as a Gold Waterwise Council
- Contributed to the development of the Roe 8 Rehabilitation Management Plan and assisted with the installation of 3,000 plants
- Rehabilitated 4.2 hectares of bushland across the City
- Received \$100,000 grant from state government to plant 4,000 native trees
- Over 60 sustainability related events offered to the community
- Continued roll-out of over 14,500 garden waste bins
- Maintained a Zero Emissions Fleet via the carbon offset program
- Installed a 30 kW Solar PV system on the Visko Park Bowling Club.
- Geothermal System became operational at the Cockburn Aquatic and Recreation Centre
- Continued enhancement of the Coogee Maritime Trail
- Won the 2017 Local Government Children's Environment and Health Policy 'Shade in Public Places' category award.
- Won the 2017 Heart Foundation Local Government Award for the City's Healthy Lifestyle Program
- Overall winners in the 2018 PHAIWA Children's Environment & Health Local Government Policy Awards
- Received a Coastal Planning Award for the Cockburn Sound Coastal Alliance.










Image 8: Mini twitchers. Environmental Education Program.






SCP Strategic Objectives	KPI #	Key Performance Indicator	Lead Contributor	Timeframe	Progress	
Sustainably manage our environment by protecting, managing and enhancing our unique natural resources and minimising risks to human health.	ENV 1.1	Ensure the City's property interests and land portfolio are managed to maximise social, economic and environmental outcomes.	Land Administration	Ongoing	The City comprehensively reviewed and updated its Land Management Strategy in 2017. The Objectives in the strategy are directly prescribed to require decision making based upon maximising social, economic and environmental outcomes.	
	ENV 1.2	Protect the quality of the environment and improve and manage public health by implementing the City's Public Health Plan.	Environmental Health	Ongoing	<p>The Public Health Plan is being reviewed in 2018.</p> <p>Won the 2017 Heart Foundation Local Government Award for the City's Healthy Lifestyle Program</p> <p>Overall winners in the 2018 PHAIWA Children's Environment &amp; Health Local Government Policy Awards.</p> <p>157 clients assessed under the Healthy Eating Activity Lifestyle Program (HEAL)</p> <p>Sponsored the Healthy Schools Pilot Program to deliver nutrition education at 6 local schools</p> <p>Delivered three Food Sensations programs.</p> <p>Delivered 2 'Connect with Diabetes Workshops' to targeted community groups such as Aboriginal and Torres Strait Islander peoples.</p> <p>The City signed a partnership with Act-Belong-Commit (staying mentally healthy).</p>	

SCP Strategic Objectives	KPI #	Key Performance Indicator	Lead Contributor	Timeframe	Progress	
	ENV 1.3	Maintain and improve wellbeing in the community by ensuring the standard of premises and activities complies with accepted public health standards and practices.	Environmental Health	Ongoing	Ongoing	
	ENV 1.4	Irrigation Maintenance – water management through irrigation planning and maintenance.	Parks Operations	Ongoing	Endorsed as a Gold Waterwise Council in May 2018.	
	ENV 1.5	Natural Area Management – enhance local ecological services values through rehabilitation, revegetation and maintenance of natural areas.	Environmental Operations	Ongoing	<p>Revegetated 4.2 hectares of bushland in 2017-2018.</p> <p>Contributed to the development of the Roe 8 Rehabilitation Management Plan and assisted with the installation of 3,000 plants</p> <p>20 landowner biodiversity grants issued to residents</p> <p>Received \$100,000 Grant from the state government Local Projects Local Jobs fund to plant additional 4,000 native trees.</p> <p>Continued development of the Coogee Maritime Trail by adding additional underwater art (fish basket) and two historic relics (railway wheel and an admiralty anchor) recovered from Elizabeth Quay. Improved access to the trail with the installation of limestone stairs. Maintained partnership with UWA to research the reef.</p>	





SCP Strategic Objectives	KPI #	Key Performance Indicator	Lead Contributor	Timeframe	Progress	
	ENV 1.6	Develop a contemporary Public Health Plan which includes relevant parts of the Mosquito Management Plan 2008, the Contaminated Sites Strategy 2008 and the Tobacco Action Plan 2008.	Environmental Health	2017-2018	The Public Health Plan is being reviewed in 2018.	
	ENV 1.7	Review the Open Space Strategy which will include a progress report. The next version of this ten year strategy will incorporate the Playground Shade Sail Strategy and specific management plans.	Parks & Environment	2017-2018	Rescheduled to 2018-2019	
	ENV 1.8	Develop a Climate Change Strategy. Incorporate the Greenhouse Gas Emission Reduction Strategy 2011 – 2020; Climate Change Adaptation Plan; Coastal Vulnerability Strategy; the Local Water Action Plan 2011– 2017; and the Water Conservation Plan 2013.	Environmental Management	2019-2020	Scheduled for 2019-2-20	
	ENV 1.9	Review and update the Sustainability Strategy 2013 – 2017.	Environmental Management	2017-2018	Completed. Adopted by Council in August 2017.	
	ENV 1.10	Commence planning of the Wetlands Precinct.	Environmental Management	2019-2020	Concept vision completed. Business case finalized and approved by Executive. Quantity Surveyor and project manager to be appointed 2018-2019.	






SCP Strategic Objectives	KPI #	Key Performance Indicator	Lead Contributor	Timeframe	Progress	
Improve the appearance of streetscapes, especially with trees suitable for shade.	ENV 2.1	Landscape design, development and construction of infrastructure and park equipment.	Park Development		Landscape designs completed and delivered at Botany Park, Dixon Res, Redmond Res, Dean /Jandakot Rd, North Lake Rd and Citywide streets.  Bicycle pump tracks installed at Yangebup and South Lake.  Won the 2017 Local Government Children's Environment and Health Policy Shade in Public Places category award.	
	ENV 2.2	Develop and implement an Urban Forest Plan.	Parks Management	2017 Ongoing	Draft Plan developed and circulated for internal comment.	
Improve water efficiency, energy efficiency and waste management within the City's buildings and facilities and more broadly in our community.	ENV 3.1	Sustainability – coordinating events and activities designed to educate and support the community toward sustainable living. This includes environmental awareness, emission reduction, using renewable energy and waste education.	Environmental Management	Ongoing	Sustainable Living event Series successfully delivered over 60 sustainability related events to the community in 2017-2018.  Joined the 'Responsible Cafes' program to reduce use of disposable cups in Cockburn	
	ENV 3.2	Continue to monitor the waste-to-energy sector locally, nationally and internationally and be an active stakeholder in discussions around the development of a local waste-to-energy system.	Executive / Waste Management	Ongoing	The successful tenderer for supply of an energy-to-waste plant was advised in March 2018 and negotiations are proceeding with solicitors representing each party on a final Waste Supply Agreement due by December 2018.	

SCP Strategic Objectives	KPI #	Key Performance Indicator	Lead Contributor	Timeframe	Progress	
	ENV 3.3	Plan and implement initiatives to reduce building and facility and plant non-renewable energy consumption and GHG emissions.	Infrastructure Services	Ongoing	Maintained a Zero Emissions Fleet via the carbon offset program.  Installed a 30 kW Solar PV system on the Visko Park Bowling Club.  Geothermal System became operational at the Cockburn Aquatic and Recreation Centre.  Various other buildings and high electricity consuming sites are being investigated for opportunities to reduce consumption and generate energy via photovoltaic panels.	
	ENV 3.4	Investigate options for reduction of energy costs and greenhouse gas emissions through changeover of street lights to LED and smart technology.	Infrastructure Services	Ongoing	The City continues to advocate for Western Power to expand its schedule of LED options, for Synergy to set appropriate tariffs for LED's and for major light replacement programs to be initiated along with all new developments to utilise LEDs over conventional lighting.	
	ENV 3.5	Review and update the Waste Management and Education Strategic Plan 2013 – 2023.	Waste Management	2018-2019	The Strategy has been reviewed by the Waste Manager and the Waste Education Officer. Waste forum 7 is planned for August 2018 where the substantive issues around HWRP will be finalised. Once EM decisions are made the review of the plan can be completed	

SCP Strategic Objectives	KPI #	Key Performance Indicator	Lead Contributor	Timeframe	Progress	
	ENV 3.6	Extend the implementation of a third household bin for the re-use of garden organics (GO) subject to Council decision.	Waste Management	2017-2018 -2019-2020	14,849 bins rolled out of an anticipated total of 30,177.  Rollout delivered to the suburbs of Hamilton Hill, Leeming, Munster, North Coogee, Spearwood, Bibra Lake, Coolbellup, South Lake, Cockburn Central, Success, Atwell, North Lake, and Jandakot.  The roll out program has been condensed to be completed in Nov 19.	
	ENV 3.7	Ensure greater recovery from bulk verge hard waste collections.	Waste Management	Ongoing	Tender for Mattress and E-Waste recovery now in operation	
	ENV 3.8	Work toward Cockburn becoming a 'plastic bag free City' through advocacy for a State-wide ban and investigations into the applicability and compliance mechanisms around developing a local law if no state-wide legislation is enacted.	Waste Management / Governance	2019200	State-wide legislation adopted. Plastic Bag Ban implemented effective 1 July 2018. The City supported a variety of community groups in making re-usable bags and delivered workshops to assist with the transition.	
	ENV 3.9	Ensure the City and its contractors utilise recycled inert road base material, where practical, for all path and road construction work.	Engineering Services	2016-2017	Ongoing initiatives to use recycled road material, which satisfy Australian Standards and Main Roads requirements	
	ENV 3.10	Roll out Public Place Recycling Bin enclosures to all parks.	Waste Management	2016-2017 to 2019-20	Request for Tender specifications sent to procurement and now awaiting draft version.	



SCP Strategic Objectives	KPI #	Key Performance Indicator	Lead Contributor	Timeframe	Progress	
	ENV 3.11	Promote sustainable building / precinct design and management across all City assets and within the residential and commercial development industries.	Environmental Management	Ongoing	Consultant engaged to work with the City to develop ESD criteria for Council built facilities.	
	ENV 3.12	Develop an assessment of potential uses for intercepted water from the Port Coogee Groundwater Interception Drain (GID).	Parks & Environment	2017-2018	Assessment completed. Intercepted water can be utilised for the Coogee Golf Complex and Cockburn Coast Development .	
	ENV 3.13	Develop an initial investigation into the availability of ground water and vegetation condition ratings in preparation for a Coogee Golf Complex.	Parks & Environment	2017-2018	Flora assessment completed. Department of Water and Environmental Regulations confirmed access to the intercepted water from the Port Coogee Groundwater Interception Drain (GID).	
	ENV 3.14	Develop a feasibility study for the Henderson Waste Recovery Park including potential for a precinct approach, relocated entry and Materials Recovery Facility.	Waste Management	2017-2018	Waste forum 7 is planned for August 2018 where the all the consultants work will be summarised. It is hoped that this will allow the substantive issues around HWRP to be resolved.	

SCP Strategic Objectives	KPI #	Key Performance Indicator	Lead Contributor	Timeframe	Progress	
Further develop adaptation actions including planning; infrastructure and ecological management to reduce adverse outcomes arising from climate change.	ENV 4.1	Street Tree Management – assessment, monitoring and management of street trees.	Parks Operations	Ongoing	Street tree management is ongoing and will be further enhanced by the Urban Forest Plan (UFP) which outlines key actions to address this KPI	
	ENV 4.2	Water Management – water management and education to reduce consumption and improve quality.	Environmental Management	Ongoing	Endorsed as a Gold Waterwise Council in May 2018.	
	ENV 4.3	Continue regional collaboration on coastal issues through leadership of the Cockburn Sound Coastal Alliance.	Executive	Ongoing	Broad liaison ongoing.  The Cockburn Sound Coastal Alliance received the Coastal Planning Award for its Coastal Vulnerability and Flexible Adaptation Pathways project at the 2017 Western Australian Coastal Awards for Excellence.	
	ENV 4.4	Develop and implement the City's Coastal Management & Adaptation Plan (in conjunction with Strategic Planning & Recreation Services).	Marina and Coastal Services	2016-2017 to 2019-2020	Not commenced.	
	ENV 4.5	Review and develop the City's Bushfire Risk Management Plan.	Ranger and Community Safety Services	2017-2018	Developed in 2014. Review scheduled for 2020.	

## Society




Society is the heart of sustainability in Cockburn. Our people – from our residents, ratepayers and businesses, to schools, visitors and employees – inform the way we develop, now and into the future. We consider social sustainability, cultural and creative growth and community engagement of paramount importance as we acknowledge that this is an integral part of providing equity within and between generations.




### Society Highlights 2017-2018





- Cultural Diversity Officer position appointed
- The City's third Reconciliation Action Plan (RAP) adopted by Council
- Communications Strategy and Action Plan 2018-2022 adopted by Council
- A new three day coastal event 'Coogee Live' ran for the first time in 2018.
- Cockburn Central East and Treeby District Structure Plans developed
- Celebrated the City's 20th Anniversary of sister relationship with Split, Croatia
- Red poppy symbols added to more than 100 selected street signs to honor those involved in war or peace-keeping efforts.
- Delivered a suite of community programs, events and training for the Cockburn community
- First local government to develop a website that facilitates digital accessibility for people with a disability.











*Image 9: Froggy's on the green community program.*

SCP Strategic Objectives	KPI #	Key Performance Indicator	Lead Contributor	Timeframe	Progress	
Continue to recognise and celebrate the significance of cultural, social and built heritage including local indigenous and multicultural groups.	SOC 1.1	Provide community events and work to preserve and celebrate the City's built and cultural heritage.	Events & Culture	Ongoing	<p>Cultural grant program has been reviewed. Scoping has been undertaken for the register and work will start on it in the latter part of 2018</p> <p>The City's community events variously continue to recognize our Aboriginal culture, our multicultural diversity, the richness of our art, as well as our heritage.</p> <p>The City celebrated its 20<sup>th</sup> Anniversary of sister relationship with Split, Croatia</p> <p>Red Poppy Symbols added to more than 100 selected street signs to honor those involved in war or peace-keeping efforts.</p>	
	SOC 1.2	Continue to capture, preserve and record historical records significant to the district.	Library Services	Ongoing	The Local History Website is nearing completion with an anticipated launch date of November/December 2018.	
	SOC 1.3	Provide information, events, community development, liaison, and activities which respond to the needs of Aboriginal community groups and families. Review and implement the Reconciliation Action Plan 2017 – 2020.	Aboriginal Community Development	Ongoing	Reconciliation Week, NAIDOC week, ATSI Children's Day events held. The revised Reconciliation Action Plan Stretch RAP was adopted by Council in March 2018 and implementation has commenced.	

SCP Strategic Objectives	KPI #	Key Performance Indicator	Lead Contributor	Timeframe	Progress	
	SOC 1.4	Finalise and implement the Community Development Strategy.	Community Development	Ongoing	Strategy completed, implementation is ongoing. A new Cultural Diversity Officer position was appointed last year, and the City is developing its first Cultural Diversity Strategy.	
	SOC 1.5	Implement the Culture, Art, Heritage and Event Strategy 2016 - 2020. Consider including a multicultural approach in a future version.	Events and Culture	Ongoing	History website is well progressed. An audit of the City's artwork is underway. A new three day coastal event Coogee Live ran for the first time in 2018. Consultation with FORM is underway in regard to painting the Coolbellup water towers. A report has been written on the suitability of Cockburn spaces for attracting large events. A Memorial walk is planned for 2018-2019 in Cockburn Central. Planning for a streamlined approval process for events has commenced.	
Continue revitalisation of older urban areas to cater for population growth and take account of social changes such as changing	SOC 2.1	Prepare structure plans, amendments to the Local Planning Scheme, formulate strategies and adopt policies which provide guidance and direction for the growth of the City.	Strategic Planning	Ongoing	Key highlights included the Cockburn Central East Structure Plan; the Treeby District Structure Plan; the implementation of the Lakes Revitalisation Strategy; progressing of new structure plans through the Hammond Park and Wattleup localities.	

SCP Strategic Objectives	KPI #	Key Performance Indicator	Lead Contributor	Timeframe	Progress	
household types.	SOC 2.2	Finalise a model to report on achievements within each Revitalisation Strategy and ensure clear transition to the operational Business Units of the City to achieve implementation. Ensure sustainability consideration in decision-making.	Strategic Planning	2019-2020	A funding model has been developed and is continually utilised. This enables accurate reporting according to the (current) four different revitalisation strategy areas, and also enables this information to inform the budgeting process. Reporting can provide both the monetary value and number of actions commenced, complete or not started	
	SOC 2.3	Review and update the Housing Affordability and Diversity Strategy 2013.	Strategic Planning	2017-2018	Completed. This review also resulted in the City successfully securing a \$10,000 State Government grant to further research right sizing housing opportunities for seniors within the City's original settlement areas of Spearwood, Hamilton Hill and Coolbellup.	
	SOC 2.4	Ensure the drainage structure throughout the City caters for new development and revitalization.	Engineering Services	Ongoing	Ongoing initiatives implemented through design and implementation stages of development	
	SOC 2.5	Review and update the Drainage Management and Maintenance Strategy 2008 - 2013 in conjunction with Finance to ensure drainage management principles are agreed across the organization.	Engineering Services	2017-2018	Completed. Adopted by Council at July 2018 OCM	




SCP Strategic Objectives	KPI #	Key Performance Indicator	Lead Contributor	Timeframe	Progress	
Listen to and engage with our residents, business community and ratepayers with greater use of social media.	SOC 3.1	Take an agile and flexible approach to support the City in engaging our community, with the aim of driving towards sustainable outcomes through integrated use of social media, smart technology and the internet of things.	Business systems	Ongoing	The City's new website facilitates digital accessibility for people with a disability. It was developed and audited to meet the internationally recognised Website Content Accessibility Guidelines to Level AA and is the first Local Government website in Australia to meet this standard.	
	SOC 3.2	Continue to develop external partnerships for Sustainable Service Delivery by facilitating the introduction of the Success Library model of program delivery to Coolbellup and Spearwood libraries.	Libraries	Ongoing	External partnerships have proved to be valuable and rewarding. English Language Classes are ongoing with Fremantle Multicultural Centre at Success and Coolbellup libraries, and planning is underway for rollout at Spearwood for 2019. Curtin University program delivery is active and ongoing at Success Library, currently unable to duplicate this model at the other libraries due to Curtin staff constraints.	
	SOC 3.3	Ensure the Community Engagement Policy and Framework principles and intent are implemented and embraced throughout the Organisation. Ensure reports to Council are supported by community engagement that meets the Policy and Framework requirements.	Community Development	Ongoing	The Community Engagement Officer has conducted training with key staff across the organization and monitors alignment of community engagement activities with the Policy and Framework. The New Project Portfolio Management System will also ensure compliance with the Policy. In 2018-2019 the City will undertake a review of the Community Engagement Policy and Framework.	


SCP Strategic Objectives	KPI #	Key Performance Indicator	Lead Contributor	Timeframe	Progress	
	SOC 3.4	Delivering communication materials and services to ensure the community is engaged with and informed about services and programs. This includes marketing, media, public relations, customer service, graphic design and photography, and social media.	Corporate Communications	Ongoing	The Communications Strategy and Action Plan 2018-2022 was adopted by Council in 2018 following community consultation.	
Ensure growing high density living is balanced with the provision of open space and social spaces.	SOC 4.1	Review and update the Local Commercial and Activity Centres Strategy 2011.	Strategic Planning	2018-2019	Scheduled for 2018-2019	
	SOC 4.2	Prepare the new Local Planning Strategy and Scheme for the District.	Strategic Planning	2018-2019	Scheduled for 2018-2019. Work has on key issue papers and community workshops. This work has been extensive and is considered to provide opportunity for active community engagement to help formulate the draft version.	
	SOC 4.3	Regulate development and subdivision within the City to ensure the protection of appropriate levels of amenity and to protect the public interest.	Statutory Planning	Ongoing	Workshops, intern project and review of policies have been scheduled for 2018-2019 to improve urban infill density outcomes in relation to vegetation retention and/or replacement	
	SOC 4.4	Cash In-Lieu Plan provides a coordinated approach to the expenditure of funds for public open space (Planning Development Act)	Parks Management	2017 - 2019	Plan is being implemented in accordance with delivery program.	





SCP Strategic Objectives	KPI #	Key Performance Indicator	Lead Contributor	Timeframe	2017-2018 Progress	
Strengthen our regional collaboration to achieve sustainable economic outcomes. Ensure advocacy for funding and promote a unified position on regional strategic projects.	ECO 1.1	Continue regional collaboration through active participation in the South West Group (SWG) and the National Growth Areas Alliance (NGAA).	Executive	Ongoing	We maintain active membership of the SWG and NGAA and participate on issues where they are closely relevant to the City.	
	ECO 1.2	Collaborate with the South West Metropolitan Librarian's Group to develop a feasibility study towards a strategic partnership for collaboration and rationalisation for public libraries across local government boundaries.	Libraries	2017-2018	Feasibility study completed July 2017. A Public Library Working Group has been established by the State Government outlining priority actions over the next four years. Opportunities for regional collaboration will be assessed by the SW Metropolitan Librarians' Group as they arise.	
	ECO 1.3	Continue regional collaboration on coastal issues with adjacent Councils, state government agencies and the community via the Cockburn Sound Coastal Alliance.	Executive & Infrastructure Services	Ongoing	Participation ongoing in the Local Government Coastal Hazard Risk Management and Adaptation Planning (CHRMAP) Forum meetings and initiatives along with other coastal councils, facilitated through WALGA.	
Ensure sound long term financial management and deliver value for money.	ECO 2.1	Facilitate efficient and cost effective procurement in a centre led procurement model; provide support services in competitive sourcing and contract management. Ensure organisational compliance with statutory and internal procurement requirements.	Procurement Services	Ongoing	The new 360 eProcurement system has been successfully implemented and commissioned across the City's business units, with efficiency benefits having already been realised. Phase 2 will integrate and improve to the City's supplier base and administrative functions.	

SCP Strategic Objectives	KPI #	Key Performance Indicator	Lead Contributor	Timeframe	2017-2018 Progress	
					Improved education in sustainability via MCCC Procurement workshop, Service Unit Procurement reviews and general staff training.  Improved system and documentation templates on sustainability concerns.	
	ECO 2.2	Implement Project Portfolio Management Framework to improve internal measurement of business performance.	Finance	2018-2019	The Project Portfolio Management Framework has progressed to 'in system build phase'.	
Create opportunities for community, business and industry to establish and thrive.	ECO 3.1	Review and update the Economic Development Directions Strategy 2014.	Strategic Planning	2018-2019	Scheduled for 2018-2019	
	ECO 3.2	Implement the Cockburn Central Activity Centre Plan in conjunction with relevant Business Units.	Strategic Planning	Ongoing	This work is ongoing and supported through the subsequent assessment of structure plans, master plans and development proposals.	
	ECO 3.3	Provides capacity building and community engagement to strengthen and support community groups within the City including residents associations.	Community Development	Ongoing	Community Development Group Training conducted: Neighborhood Networker Training (x4 sessions), Successful Social Media Leadership Skills, Development Workshop Sustainability Training for Community Groups (x2 sessions), Innovative Meetings, Reducing Financial Stress: Surviving Events.	

SCP Strategic Objectives	KPI #	Key Performance Indicator	Lead Contributor	Timeframe	2017-2018 Progress	
					<p>14 Sustainability Grants awarded to enhance sustainability outcomes in the community</p> <p>Cockburn creates initiative launched in 2017-18 providing opportunities for residents to nominate project ideas and vote on allocation of funding.</p>	
Increase local employment and career opportunities across a range of different employment areas.	ECO 4.1	Enable social procurement objectives with a focus on supporting indigenous, disability and local enterprises.	Procurement Services	2017-2018	<p>The City has awarded several new contracts to both disability and indigenous enterprises during the year to date, increasing the social procurement budget spend. It has also committed to several stretch targets under the new proposed Reconciliation Action Plan (RAP).</p> <p>Improved relationships with Social Enterprises to enable direct engagement and preferred status for City Suppliers.</p> <p>Recognised Social value by attaining two consecutive Awards.</p> <p>Received the Lighthouse Project's metropolitan local government leadership award for providing employment for people with disability.</p>	

**City of Cockburn**

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## 17. COMMUNITY SERVICES DIVISION ISSUES

### 17.1 COMMUNITY SPORTING AND RECREATION FACILITIES FUND 2018/19 ANNUAL AND FORWARD PLANNING GRANTS - MALABAR PARK (COCKBURN BMX)

**Author(s)** D Burton

**Attachments**

1. Attachment 1 - Location Plan Malabar Park [↓](#)
2. Attachment 2 - Concept Plan Option 1 [↓](#)
3. Attachment 3 - Concept Plan Option 2 [↓](#)

#### RECOMMENDATION

That Council:

- (1) endorses an application to the Department of Local Government, Sport and Cultural Industries' Community Sporting and Recreation Facilities Fund for a total of \$1,083,766 to part fund the redevelopment of Malabar Park (Cockburn BMX);
- (2) notes \$300,000 has been allocated to detailed design and documentation for the Redevelopment of Malabar Park as part of the 2018/19 Annual Budget;
- (3) considers allocating \$1,867,532 from the Municipal Fund as part of the 2019/20 annual budget deliberation process for the Redevelopment of Malabar Park, subject to a successful Community Sporting and Recreation Facilities Fund application; and
- (4) notes a future report will be received on the outcomes of the discussions with the Department of Local Government, Sport and Cultural Industries and BMX Sports WA in relation to the potential of a state facility.

#### Background

The Department of Local Government Sport and Cultural Industries' (DLGSCI) Community Sporting and Recreation Facilities Fund (CSRFF) program aims to increase participation in sport and recreation with an emphasis on physical activity through the provision of funding that assists the development of well-planned and designed infrastructure.

Applications for funding may be submitted by any community organisation or local government and will not exceed one-third of the total completed cost of the project, with the remaining funds to be contributed by the applicant and/or the local government.

As part of the process, the City of Cockburn is required to place a priority ranking and rating on applications for projects that fall within its boundaries based on the following criteria:

1. Well planned and needed by the local government.
2. Well planned and needed by the applicant.
3. Needed by the local government, more planning required.
4. Needed by the applicant, more planning required.
5. Idea has merit, more planning required.
6. Idea has merit, more preliminary work needed.
7. Not recommended.

The DLGSCI places a strong emphasis on a planned approach towards CSRFF applications.

### **Submission**

N/A

### **Report**

There is one project for consideration within the 2019/20 annual and forward planning grant round. A project summary and recommendation has been developed as part of the preparation process.

#### Redevelopment of Malabar Park (Cockburn BMX)

Malabar Park is located on Malabar Way, Bibra Lake (Attachment 1 refers). The Site's use from approximately 1980 – 1988 was a municipal landfill site. The City has recently completed a detailed site investigation to determine the nature and the extent of contamination and the effect on the community. Professional advice suggests that landfill gases are being emitted from the site and although there is no detrimental effect to the community, there is a requirement to develop a site management plan.

The site is currently leased to the Cockburn BMX Club (Inc.) and the Club has been responsible for maintaining the track and supporting infrastructure, while the City has been maintaining the grassed areas and playground. The track itself is in good condition, however much of the supporting infrastructure is either in the form of sea containers and/or has aged significantly where it is beyond repair and needs to be replaced.

In 2014, the City received a proposal including detailed concept plans from the Cockburn BMX club to upgrade the facilities at Malabar Park to an international standard. The notional cost of this development was \$10-12M.

As part of the development of the Draft Community Sport and Recreation Facilities Plan 2017 – 2031 (Draft CSRFP), one regional level BMX Track within the City's boundaries is considered a suitable level of provision for the forecast population of 147,174 by 2026. Further, the redevelopment of Malabar Park was identified in the Draft CSRFP due to the supporting infrastructure i.e. public toilets, clubrooms and lighting being in poor condition and not considered suitable for purpose. Subsequently, a master planning process has been undertaken and two concept plan options have been developed to meet a vision of addressing the current infrastructure challenges, while also improving public access by creating a destination for structured and unstructured BMX sport activities.

#### *Concept Plan - Option 1*

Initially it was viewed the track was in good condition and subsequent upgrades would be required to supporting infrastructure. Therefore Option 1 (Attachment 2 refers) has been developed to keep the existing track and provide a new 5 metre start ramp. Additional community facilities have been included to assist activate the space which includes a pump track, playground and barbecue area.

As previously mentioned, the existing track is in good condition although there are a number of design issues with this track that affect users including:

- The first corner creates gate bias, favouring riders who are allocated to certain lanes at the start ramp.
- The marshalling area and finish line are in the same area, which presents challenges at competition and larger events.
- The east-west orientation of the track affects riders due to local wind conditions and as a result in certain sections there are head winds and are not conducive for training and competition.
- There is a large professional 'berm' jump, which is affected by head winds and as a result is rarely utilised due to the risk associated with attempting the jump.
- Drainage has been developed ad-hoc and doesn't attribute with the fall of the site.



- Not compliant with Union Cyclist International (UCI) standards, which subsequently risks the Club's opportunities in the future to host State and/or National Championships.

### *Concept Plan – Option 2*

As part of the master planning process, the City has been in discussions with BMX Sports WA and the DLGSCI. Recently, that planning process has identified the need for a 'state-level' facility within the Perth Metropolitan Area. A preliminary site analysis of the Perth Metropolitan Area has been undertaken and the only existing BMX club site identified as suitable for further investigation of a state-level facility is Cockburn BMX. A state-level facility would allow the opportunity for high performance athletes to train and would include access to a track that complies with UCI standards and access to a 5 metre and 8 metre start ramp. In addition, the facility would likely need to allow for additional capacity for temporary infrastructure to support spectators, as well as access to parking. Storage and access to office space for staff and key volunteers may also need to be considered.

Option 2 (Attachment 3 refers), meets the abovementioned desired criteria. Furthermore, it addresses the design issues with the existing track and the overall vision of the master planning process. This option is preferred and subsequently has been recommended for Council's endorsement to proceed with a CSRFF application excluding the following elements:

- 8 metre start ramp.
- Office space supporting BMX Sports WA.
- Upgrade of the park area and new pump track.

The 8 metre start ramp and office space support BMX Sports WA are considered 'state-level' infrastructure and are outside the standard of provision for local government. However, discussions with BMX Sports WA and DLGSCI have been held and should there be a desire to pursue this, it is possible that alternative sources of funding such as the State Sporting Infrastructure Fund may be considered. Furthermore, BMX Sports WA may provide a level of funding support.

If a partnership arrangement were successful, it would be expected a suitable lease fee would apply to cover the cost of managing the floor space (approximately \$300 per square metre plus variable outgoings) as well as a track access fee. Negotiations would need to occur and the City would also expect a higher capital contribution over and above the projected CSRFF amount.

The upgrade of the park area and new pump track has been excluded from the CSRFF application as the funding guidelines do not support this level of infrastructure. It is suggested that these components form a potential stage two of the project which could occur in the future.

### Assessment Summary

As part of the CSRFF process, local governments are required to undertake an internal assessment. The following is a summary of the criteria assessed for the Redevelopment of Malabar Park (Cockburn BMX).

Assessment Criteria	Evidence Provided		
	Satisfactory	Unsatisfactory	Not relevant
Project justification	✓		
Planned approach	✓		
Community input	✓		
Management planning	✓		
Access and opportunity	✓		
Design	✓		
Financial viability	✓		
Co-ordination	✓		
Potential to increase physical activity	✓		
Sustainability	✓		

### Recommendation Summary

Ranking: 1 (of 1).

Rating: Well planned and needed by local government

Funding request: \$1,083,766

### **Strategic Plans/Policy Implications**

#### Community, Lifestyle & Security

Provide for community facilities and infrastructure in a planned and sustainable manner.

Create and maintain recreational, social and sports facilities and regional open space.

#### Leading & Listening

Deliver sustainable governance through transparent and robust policy and processes.

Ensure sound long term financial management and deliver value for money.

### **Budget/Financial Implications**

The Draft CSRFP identified a budget of \$2,500,000 to complete the Malabar Park Redevelopment (design and construction).

The estimated cash cost to deliver each option is as follows (design and construction, including contingencies):

Option 1 - \$2,884,206 (ex GST)

Option 2 - \$3,251,298 (ex GST)

Within Option 2, construction of the track does not require a high level of technical skill, although it is specific and specialised to the sport. Therefore, it could be undertaken by the Club and it is suggested that the materials and equipment are provided and the Club undertake the final track shaping. It is anticipated this process would take two weeks and 400 hours of volunteer labour which would be contributed by the Club to the project. The Club has a number of qualified tradespeople who would be suitable to undertake this work. This is within the CSRFF guidelines and would attribute a project cost of \$10,000.

In addition, it is expected some of the clubs pre-existing recently purchased equipment will be utilised as part of the redevelopment, including kitchen items, office assets and a track transponder timing system.

It is recommended that Option 2 be endorsed and a CSRFF application be submitted based on this option. The proposed funding breakdown for the project is as follows:

Cockburn BMX – in kind	\$10,000
City of Cockburn	\$2,167,532
CSRFF	\$1,083,766
Total	\$3,261,298

The further option to upgrade to the park and new pump track has been estimated to cost \$255,852 (including cost escalation and contingencies). It is recommended that these works be undertaken at a

later time, or if cost savings are found in the project delivery process, some or all aspects are delivered within the overall project.

Should a 'state-level' facility be determined as the most appropriate direction forward, it is estimated the additional cost for the office space supporting BMX Sports WA and an 8 metre ramp would be \$417,150 (including cost escalation and contingencies). It should be noted that there will be no municipal budget implications for this infrastructure and elements are to be covered through alternative funding pathways.

In addition, if the redevelopment proceeds, a site management plan will be developed tailored to the new infrastructure on site. It is expected that \$250,000 would be required to mitigate the contamination issues and this be sourced from the City's *Contaminated Sites Reserve Account*.

### **Legal Implications**

N/A

### **Community Consultation**

Through the development of the Draft CSRFP a significant amount of consultation was undertaken to determine the needs of the broader community including Malabar Park (Cockburn BMX).

The community consultation process undertaken by "Community Perspectives" in 2016 identified the following in relation to BMX facilities:

- There is low satisfaction levels amongst BMX users, with only 27% of users satisfied.
- There was a high level of dissatisfaction with BMX users, with 31% of users dissatisfied (ranked second highest overall across all community facilities).
- Based on frequency of use, importance and satisfaction levels, BMX facilities ranked the fifth highest priority (above Tennis Courts, Libraries, Netball Courts, Basketball Courts and Lawn Bowls Rinks).
- In terms of qualitative comments identifying top priorities, BMX facilities were listed in the top three of comments from the 309 comments completed as part of the survey.

In addition, during the final community consultation period held in May 2017 for the Draft Community Sport and Recreation Facilities Plan 2017 - 2031, the City received 25 independent comments in support for BMX

Facilities and/or the Redevelopment of Malabar Park from 73 survey respondents.

The City has also actively engaged the Cockburn BMX Club during the development of the proposed concept plans.

### **Risk Management Implications**

Should Council not endorse the application, the next opportunity to apply for funding will not be until September 2019. Subsequently, this would delay the project for at least 12 months.

Should the CSRFF application not be successful, staff will investigate opportunities to stage the redevelopment and/or value engineer the proposed design to keep the project within the available funds.

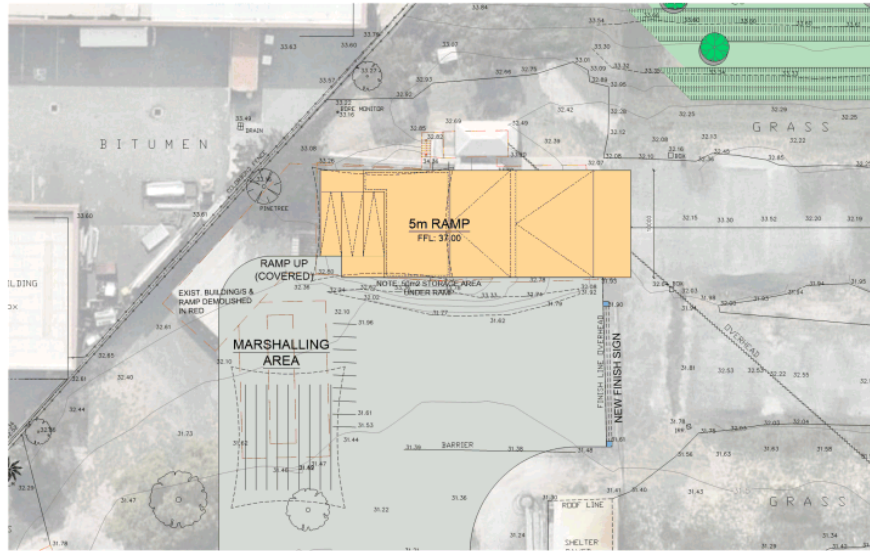
### **Advice to Proponent(s)/Submitters**

N/A

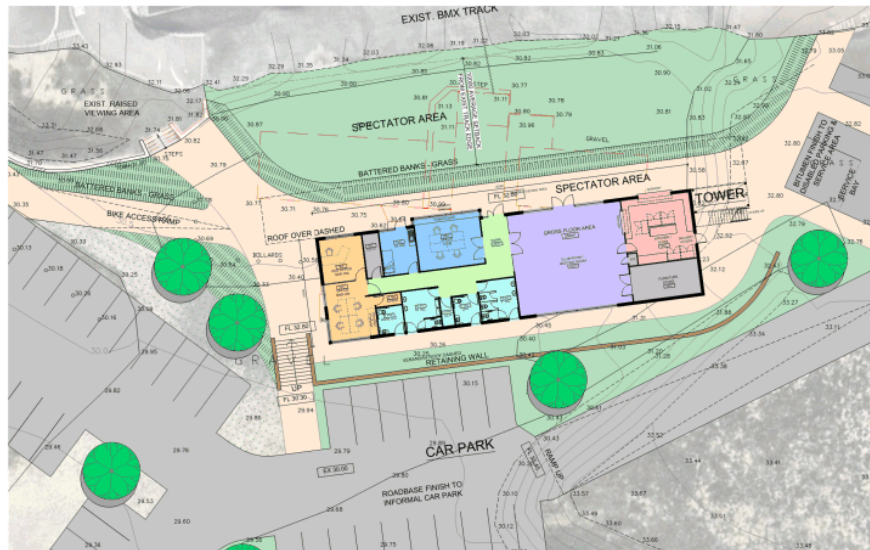
### **Implications of Section 3.18(3) *Local Government Act, 1995***

Nil

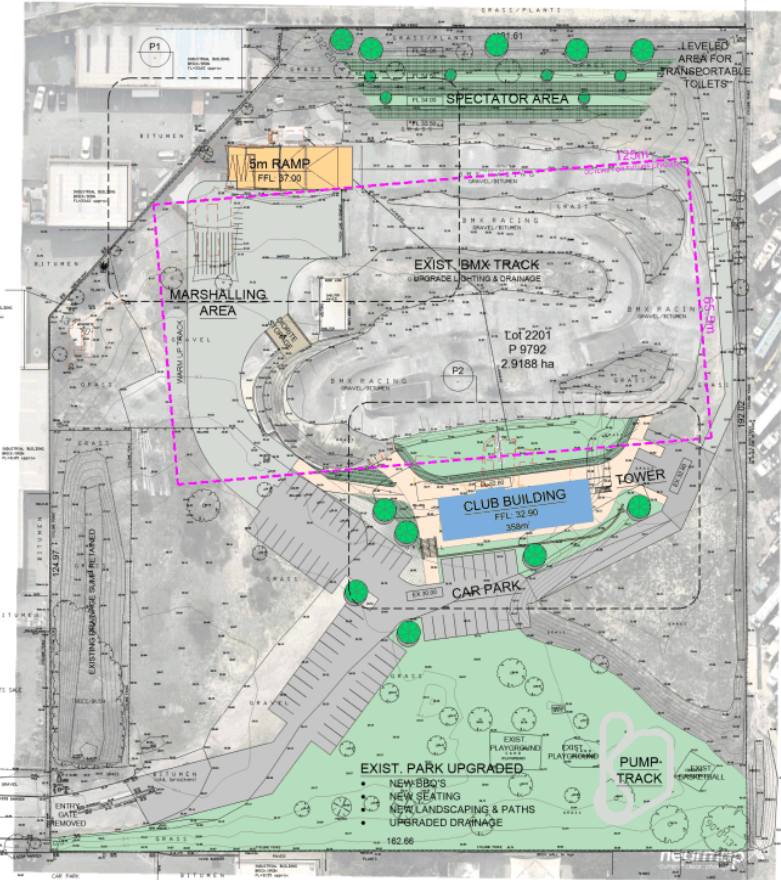




P1 STARTING RAMP  
SCALE: 1:100 @ A1 / 1:200 @ A3



P2 CLUB BUILDING  
SCALE: 1:100 @ A1 / 1:200 @ A3



P0 OVERALL SITE PLAN  
SCALE: 1:500 @ A1 / 1:1,000 @ A3

OPTION 1

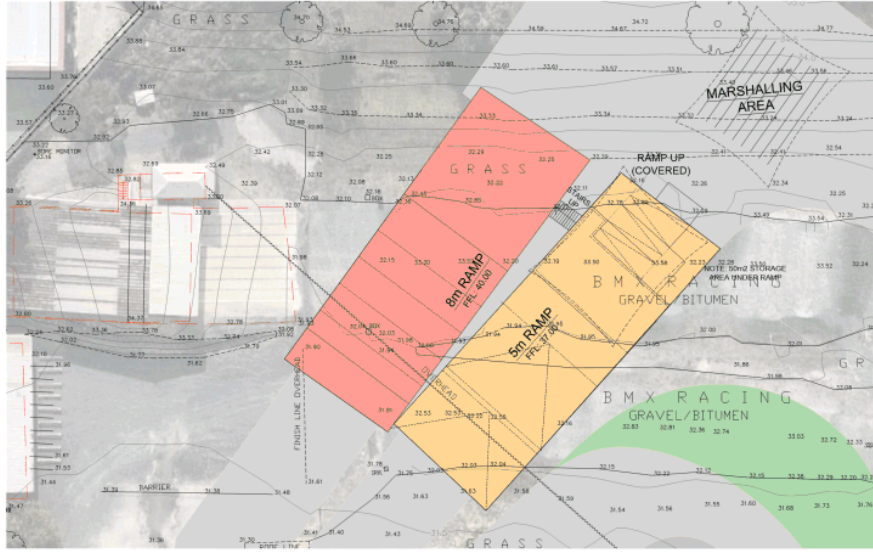
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DATE: 22ND AUGUST 2018

revision /	description	drawn	checked	date
01	PROJECT	JC	JC	
	COCKBURN BMX UPGRADE FEASIBILITY			
	location			
	MALABAR PARK, BIBRA LAKE			
	scope			
	2018/06/21			
	project no			
	65.18			
	sheet no			
	SK1/2			
	scale			
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P1 STARTING RAMPS  
SCALE: 1:200@A1



P2 CLUB BUILDING  
SCALE: 1:200@A1



P0 OVERALL SITE PLAN  
SCALE: 1:500@A1 / 1:1,000@A3

OPTION 2

INTERIM ISSUE ONLY  
DATE: 23RD AUGUST 2018

revision / description	drawn	checked	date
01	MC	NP	15/08/2018
02	NP	NP	15/08/2018
03	NP	NP	15/08/2018
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**17.2 ADOPTION OF CULTURAL DIVERSITY STRATEGY**

<b>Author(s)</b>	G Bowman
<b>Attachments</b>	1. Cultural Diversity Strategy 2018-2021 <a href="#">↓</a> 2. Cultural Diversity Strategy Budget Implications <a href="#">↓</a>

**RECOMMENDATION**

That Council

- (1) adopt the City of Cockburn's Cultural Diversity Strategy 2018-2021, as attached to the Agenda; and
- (2) ensure that any financial requirements from the Strategy are included for consideration in future annual budgets and corporate planning documents.

**Background**

Due to the significant population of Culturally and Linguistically Diverse (CaLD) community members in the District, it was previously identified that there was a need for the City to develop a Cultural Diversity Strategy to better plan for and prioritise the needs of this significant demographic group. The City has now developed a Draft Cultural Diversity Strategy that reflects the aspirations and needs of a growing and increasingly diverse community. To inform the development of this strategy, an extensive research and community engagement process using a range of methodologies were used for gaining insight, information and needs from community members.

**Submission**

N/A

**Report**

Following a request for quotation process the City appointed Fremantle Multicultural Centre and Progressing Priority Projects Consultancy to assist the City in the development of the Cultural Diversity Strategy. The following tasks were undertaken by the appointed Consultants:

1. Provision of comprehensive written information on currently available City of Cockburn and community services groups and programs either targeting or predominantly catering for culturally diverse communities in Cockburn;
2. Consultation/s with culturally diverse people, the broader community, staff and service providers;

3. Demographic analysis and research to identify current and future needs for culturally diverse people in the Cockburn District; and
4. Provision of a Forward Plan outlining the required type and location of future services, community development opportunities and events for culturally diverse people over the next three years.

The Australian Census 2016 shows 34.5% of people in Cockburn had both parents born in Australia and 44.5% of people had both parents born overseas. 21.42% of the total population in Cockburn (compared to 17.54% of the total State population) spoke a language other than English at home.

Of local interest is that Munster and Spearwood are the most popular suburbs to live in for Italian, Croatian and Portuguese communities. North Lake and Leeming are the most popular for Chinese families and Hammond Park, Wattleup-Henderson and Aubin Grove are the most popular suburbs for the Indian community.

The City of Cockburn currently ranks sixth in the top ten most diverse Cities in Western Australia. This is a significant population for the City to consider in its future planning.

The City of Cockburn appointed a full time Cultural Diversity Officer in July 2017 and the report identifies that the following key achievements have been made as a result of this:

- Dedicated City of Cockburn website page focused on Cultural Diversity matters;
- Translation of relevant information on the City of Cockburn website into four languages reflecting the four largest cultural groups (Mandarin, Croatian, Italian and Portuguese);
- Development of intercultural and interfaith relationships amongst residents and understanding through the planning and delivery of shared events;
- Community consultations and relationship-building with 10 cultural groups within Cockburn;
- Establishment of a working relationship with the Office of Multicultural Interests which is the peak government body for multicultural interests; and
- Capacity building opportunities for culturally-specific groups and small businesses.

Consultations were undertaken with 618 people through a survey, focus groups and workshops with highly engaged culturally diverse groups,

City staff and existing service providers. The consultations identified the following main issues of concern:

- There are limited local employment opportunities for culturally diverse job seekers who often feel disadvantaged without locally recognised skills and experience;
- Limited or no understanding of what services and supports are available at the City of Cockburn;
- The need for more English language classes, cultural language schools and life-skill classes all with crèche facilities;
- Greater access to shared and/or subsidized venues to support a range of cultural and social activity and establishment of a multi-cultural hub;
- Concern regarding social isolation such as young parents and seniors, including those who were caring for grandchildren with limited English skills; and
- Lack of opportunities to introduce and promote culture and harmony.

A comprehensive literature review was also undertaken as part of the strategy development. One of the key opportunities highlighted within the research is the Welcoming Cities network. Welcoming Cities is a national initiative that supports local councils in committing, communicating, planning, building and sustaining a welcoming community. Welcoming Cities supports local governments committed to becoming more inclusive. The City of Cockburn has the opportunity to join 14 other Councils across Australia and become part of this growing network of cities, regions and communities committed to welcoming and inclusion. To this end, the Cultural Diversity Strategy is aligned with the Australian Standard for Welcoming Cities, which sets the National Standard for cultural diversity and inclusion policy and practice in local government.

The completion of the consultancy tasks included the alignment with the City of Cockburn's Strategic Community Plan 2016 and resulted in an overarching vision, a total of six outcomes, 24 strategies and 56 actions being included in the Cultural Diversity Strategy.

The Cultural Diversity Strategy vision is that;

*“the City of Cockburn provides a welcoming and inclusive environment where people of all backgrounds have a sense of belonging, feel valued and fully participate in social, cultural, civic, and economic life.”*

The Cultural Diversity Strategy aims to achieve the following six outcomes:

- The City of Cockburn actively lead, advocates and promotes cultural diversity and inclusion.
- Ensures social and cultural inclusion by addressing and removing barriers which prevent equitable access to all City of Cockburn services, and promote social cohesion.
- Culturally diverse communities to actively participate in the economic development of the City of Cockburn with equitable access to employment, business development and entrepreneurship opportunities.
- Culturally diverse communities, City of Cockburn staff, and other relevant parties have access to learning and capacity building opportunities.
- Culturally diverse communities engage in all levels of civic activity within the City of Cockburn.
- The needs of culturally diverse communities are considered in the planning and delivery of recreational, social, learning and sports facilities as well as regional open spaces within the City of Cockburn.

The ten priority actions identified in the plan based on community priorities are:

	<b>Focus area</b>	<b>Priority action</b>
<b>1</b>	Leadership and networking	Seek membership of the Welcoming Cities network.
<b>2</b>	Community engagement	Engage, consult and seek continuous feedback (both formal and informal) to inform continual improvement.
<b>3</b>	Equitable access and inclusion	Develop a City of Cockburn languages policy to ensure that limited competence in the English language is not a barrier to accessing services.
<b>4</b>	Integration and social cohesion	Enhance intercultural understanding and build cultural harmony through events that promote cultural fusion with

	<b>Focus area</b>	<b>Priority action</b>
		Aboriginal and Torres Strait Islander, culturally diverse and the broader community.
<b>5</b>	Social inclusion	Explore potential issues of social isolation for seniors, grandparents caring for children and others, in culturally diverse communities.
<b>6</b>	Economic development/ Employment	Explore unpaid work experience opportunities within the City of Cockburn to provide employment opportunities for professional residents with high skills sets who are constrained by lack of work experience in Australia.
<b>7</b>	Learning and skill development	Assess, prioritise and respond to appropriate learning and development needs (including English language classes, culture-specific language classes, creches and playgroups) within culturally diverse communities.
<b>8</b>	Community capacity building	Deliver workshops to raise community awareness of grant opportunities and provide guidance to build community capacity in developing successful project proposals.
<b>9</b>	Community capacity building	Encourage and support community groups to become incorporated, build their confidence and ability to become self-sufficient.
<b>10</b>	Access (places and spaces)	Undertake a review of best practice models for multicultural hub/s to provide shared use of meeting spaces and appropriate storage for culturally diverse

	Focus area	Priority action
		groups.

These priorities are reflected in an Action Plan which contains a total of 56 actions. The actions have been developed to achieve the vision, outcomes and strategies of the City of Cockburn with regard to cultural diversity and inclusion. A comprehensive review of all components of the Cultural Diversity Strategy will be undertaken in 2022. This will include consideration of embedding the Cultural Diversity Strategy into another relevant strategy which is likely to be an Access and Inclusion Strategy.

### **Strategic Plans/Policy Implications**

#### Community, Lifestyle & Security

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

#### Economic, Social & Environmental Responsibility

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

### **Budget/Financial Implications**

As contained in the plan, over the three year period it is estimated that \$60,000 of additional municipal resources will be required to implement the strategy actions listed below:

- 2.2.1 Research, develop, and distribute an innovative and on-going tailored Welcome to the City of Cockburn information pack.
- 2.3.3 Relevant staff trained in the use of interpreting and translating services.
- 4.1.1 Cultural diversity training utilising local skills and resources where possible.
- 4.2.1 Assess and respond to appropriate learning and development needs (including English language classes, culture-specific language classes, creches and playgroups) within culturally diverse communities.

- 6.4.2 Support culturally diverse groups to access facilities through additional resources e.g. a subsidy program for cultural activities.

The remaining 51 actions contained within the strategy will be required to be undertaken within existing operational resources or through securing external grant funding. It is recommended that all actions which require additional Municipal resources be considered by Council through Council's strategic and annual budget process.

### **Legal Implications**

N/A

### **Community Consultation**

A total of 618 culturally diverse people, service providers, broader community and City of Cockburn staff were consulted to inform the development of the strategy.

There were a total of 566 community representatives from the following cultural groups consulted via focus groups, meetings and the community survey:

- Croatian
- Democratic Republic of Congo
- Burundian
- Indian
- Fijian
- Serbian
- Filipino
- Chinese
- Samoan
- Tongan

### ***Summary of culturally diverse community feedback***

<b>Strengths</b>	<b>Challenges and Opportunities</b>
<b>Establishment of the Cultural Diversity position</b>	There are limited local employment opportunities for culturally diverse job

Strengths	Challenges and Opportunities
<b>and very positive contact and communication with the incumbent officer</b>	seekers who often feel disadvantaged without locally recognised skills and experience
<b>All communities appreciated being involved in the consultation process for the development of this strategy</b>	Many participants had no understanding of what services and supports were available via the City Of Cockburn
<b>Highly rated facilities/services included the Cockburn Aquatic Recreation Centre, libraries and child health services</b>	The need for more English language classes, cultural language schools and life-skill classes all with crèche facilities
<b>Libraries were viewed positively but there was a need for more books in languages other than English</b>	Greater access to shared and/or subsidized venues to support a range of cultural and social activity and establishment of a multi-cultural hub
	Concern regarding the quality of education available via local schools and recognition that many families potentially leave the area due to this issue
	Concern regarding the social isolation of seniors including those who were caring for grandchildren with limited English skills

There were also 12 service providers and 40 City staff consulted during the period with consultation findings contained in the strategy.

The 187 community survey respondents indicated that connection to a cultural community, engagement with neighbours and utilisation of local services and facilities enhanced a sense of inclusion. The lack of local employment, no access to information on services and facilities, and no immediate family in the area were barriers to inclusion. These themes were borne out in every consultation and emphasize the need for *connection and information*.



**Risk Management Implications**

If the Strategy is adopted as recommended the financial implications for each of the actions contained in the strategy will need to be considered by Council in the relevant financial year and included in the Long Term Financial Plan.

If the Strategy is not adopted by Council the community and other stakeholders will be informed in accordance with the Community Engagement Framework and there will be an increased risk of reputation damage.

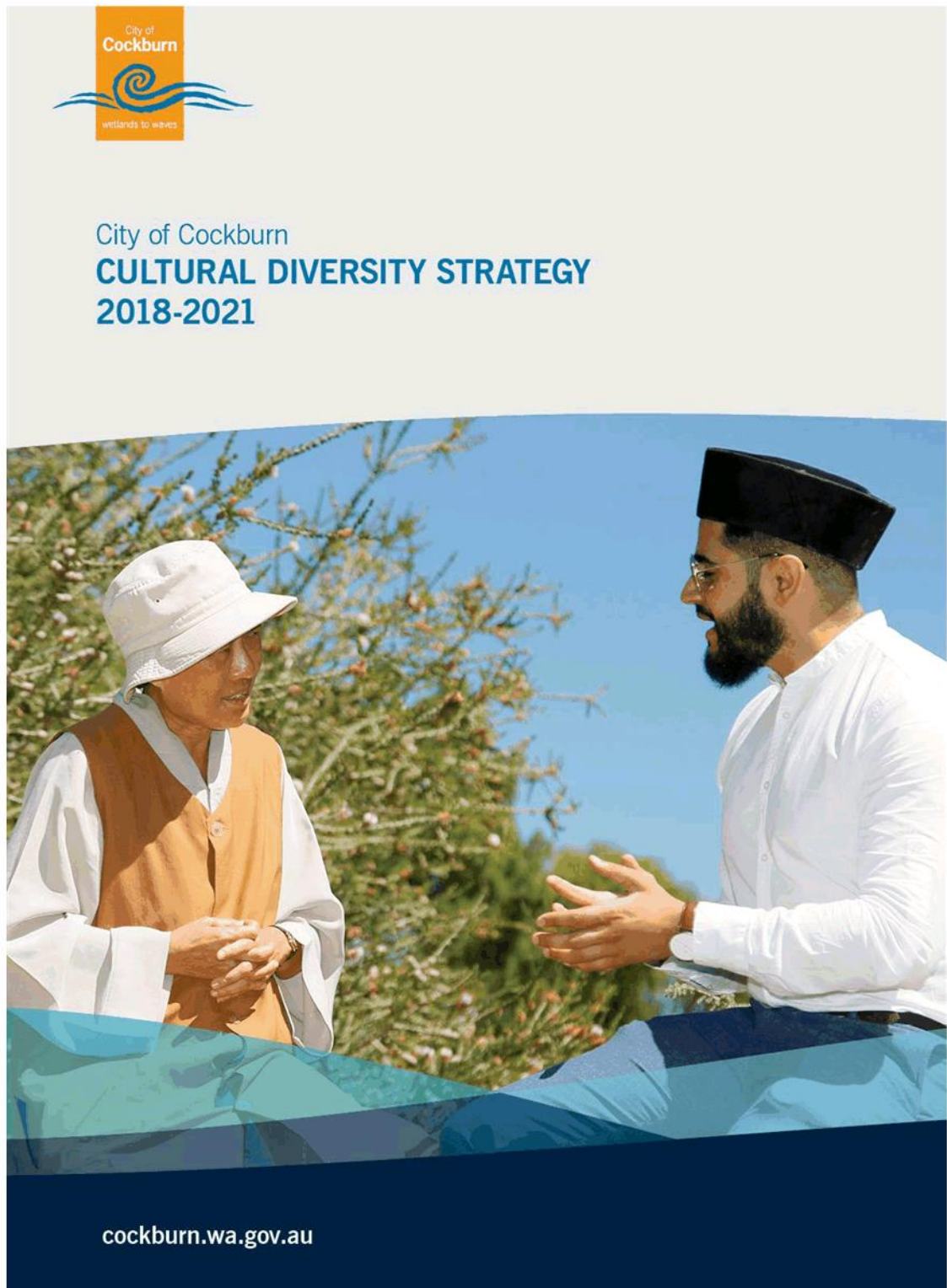
If the Strategy is not adopted by Council there is a risk that the City will not allocate sufficient resources to accommodate for the needs of the culturally diverse community into the future.

**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 13 September 2018 Ordinary Council Meeting.

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

Nil



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## 1.0 Executive Summary

This is the City Of Cockburn's first Cultural Diversity strategy and reflects the aspirations of a growing and increasingly diverse community.

In 2016 the City of Cockburn has a diverse community with 34% of its residents born overseas. Historically, the City had significant populations of Italian, Croatian, German and Portuguese people while immigrants over the past five years have largely come from China, India and the Philippines. Currently in the City of Cockburn, 20% of residents come from countries where English is not their first language and 21% of people speak a language other than English at home. While many reported being fluent in English, 2.8% i.e. 3132 people reported some difficulty.

To inform the development of this strategy 618 people were consulted via a survey, focus groups and workshops. The resulting vision, six outcomes and 24 strategies have been developed to align with the Welcoming Cities framework. A total of 56 actions have been identified and ten of those have been highlighted for priority consideration.

The survey results indicated that connection to a cultural community, engagement with neighbours, and utilisation of local services and facilities enhanced a sense of inclusion. The lack of local employment, no access to information on services and facilities, and no immediate family in the area were barriers to inclusion. These themes were borne out in every consultation and emphasise the need for **connection and information**.

Other more specific identified issues included the need for more English language classes and cultural language schools; greater access to venues and consideration of a multi-cultural hub; concern regarding the quality of education being delivered at local schools; and the need to address isolation of the elderly including those caring for grandchildren.

The Cultural Diversity Strategy aims to achieve the following outcomes:

- The City of Cockburn actively leads, advocates and promotes cultural diversity and inclusion.
- Ensure social and cultural inclusion by addressing and removing barriers which prevent equitable access to all City of Cockburn services, and promote social cohesion.

- Culturally diverse communities actively participate in the economic development of the City of Cockburn with equitable access to employment, business development and entrepreneurship opportunities.
- Ensure culturally diverse communities, City of Cockburn staff, and other relevant parties have access to learning and capacity building opportunities.
- Culturally diverse communities engage in all levels of civic activity within the City of Cockburn.
- The needs of culturally diverse communities are considered in the planning and delivery of recreational, social, learning and sports facilities as well as regional open spaces within the City of Cockburn.

## 2.0 Key achievements

This is the first Cultural Diversity Strategy for the City of Cockburn. However the needs and contributions of culturally diverse communities have been recognised for some time and are demonstrated by the following City's activities and achievements:

- Establishment of a fulltime Cultural Diversity Officer position
- Dedicated City of Cockburn website page focused on Cultural Diversity matters
- Translation of relevant information on the City of Cockburn website into four languages reflecting the four largest cultural groups i.e. Mandarin, Croatian, Italian and Portuguese
- Development of intercultural and interfaith relationships and understanding through the planning and delivery of shared events
- Community consultations and relationship-building with 10 cultural groups within Cockburn
- Establishment of a working relationship with the Office of Multicultural Interests
- Supporting opportunities for culturally-specific small businesses e.g. cultural food catering

## 3.0 Methodology

A three-stage process was used to develop the Cultural Diversity Strategy 2018-22 as outlined below:

### 1. Stage One:

Desktop research and analysis of demographics; mapping of existing programs and services; and analysis of existing research and identification of trends

**2. Stage Two:**

Consultations undertaken with culturally diverse communities, the broader City of Cockburn community, relevant Government bodies, City of Cockburn staff and a broad range of service providers

**3. Stage Three:**

Development of a forward plan complete with strategies and actions to progress the vision of a City that provides a welcoming and inclusive environment where people of all backgrounds have a sense of belonging, feel valued and fully participate in social, cultural, civic, and economic life.

#### 4.0 Demographic information

The City of Cockburn is located approximately 20 kilometres south of the Perth CBD.

Australian Census 2016 data<sup>1</sup> reports that 104,473 people lived in the City and it was estimated that the resident population in 2017 had increased to 110,710.

The City of Cockburn is becoming increasingly culturally diverse and this diversity has intensified over the past five years. Some of the key features of these demographic trends are summarized in Table 1.

**Table 1 – Key features of City of Cockburn demographics**

Key features of City of Cockburn 2016 Census data <sup>1</sup>	
❖	The ten largest ancestries in the City of Cockburn in 2016 were English (34.1%), Australian (28.7%), Italian (8.8%), Irish (8.4%), Scottish (8.3%), Chinese (5.3%), Croatian (2.8%), Indian (2.7%), German (2.7%) and Portuguese (2.6%)
❖	34% of people living in the City of Cockburn were born overseas and 22% arrived in Australia within the 5 year period 2011 to 2016
❖	20% of residents in the City of Cockburn came from countries where English was not their first language
❖	2.8% of the population reported difficulty speaking English
❖	21% of residents spoke a language other than English in the home

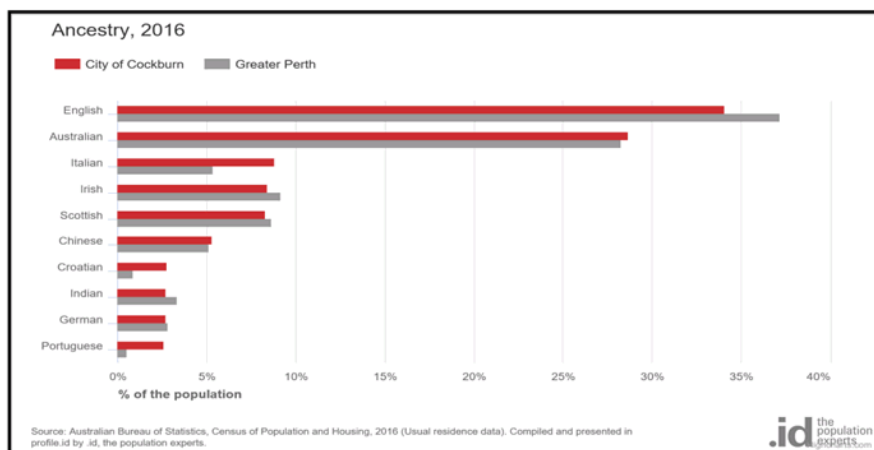
### 4.1 Ancestry

Ancestry defines the cultural association and ethnic background of an individual going back three generations. Ancestry is a good measure of the total size of cultural groups in the City of Cockburn regardless of where they were born or what language they speak.

It is interesting to note that six of the top ten ancestries in the City of Cockburn do not have English as their first language. The major difference between ancestries in the City of Cockburn and Greater Perth was a slightly larger percentage of people with Italian, Portuguese and Croatian in Cockburn and a slightly lower percentage of people with English ancestry.

Ancestry in the City of Cockburn in 2016 is summarized in Table 2 below.

**Table 2 – Ancestry in the City of Cockburn, 2016**



### 4.2 Birthplace

Country of birth data identifies where people were born and is indicative of the level of cultural diversity in the City of Cockburn. The mix of country of birth is

also indicative of historical settlement patterns as source countries for Australia's immigration program have varied significantly over time. Historically many immigrants came from the UK, Italy, Croatia and Portugal while more recent source countries have included China, India and the Philippines.

Country of birth data in the City of Cockburn compared to greater Perth shows a smaller proportion of people born overseas and a slightly higher proportion of people from a non-English speaking background.

Overall, 34.1% of the population was born overseas and 20% were from a non-English speaking background compared with 36.1% and 19.3% respectively for greater Perth.

The largest non-English speaking country of birth in the City of Cockburn was the Philippines, where 2.3% of the population i.e. 2,408 people were born.

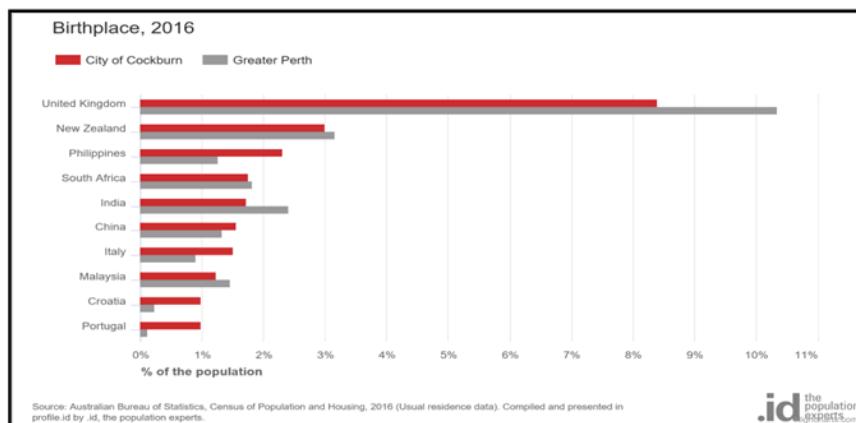
Between 2011 and 2016, the number of people born overseas increased by 6634 (22.8%), and the number of people from a non-English speaking background increased by 4,809 (30.2%).

The largest changes in birthplace countries of the population in this area between 2011 and 2016 were for those born in:

- The Philippines (+1,073 persons)
- India (+834 persons)
- United Kingdom (+773 persons)
- China (+732 persons)

Birthplace in the City of Cockburn in 2016 is summarized in table 3 below

**Table 3 – Birthplace in the City of Cockburn, 2016**



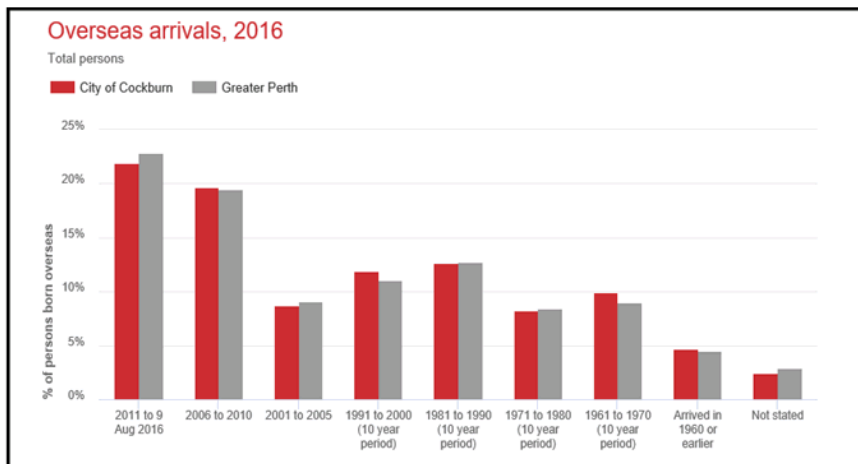


### 4.3 Year of arrival

The Year of Arrival data records when the overseas born population arrived in Australia. The number of recent overseas arrivals is often determined by a combination of housing affordability, employment opportunities and pre-existing communities located in the area.

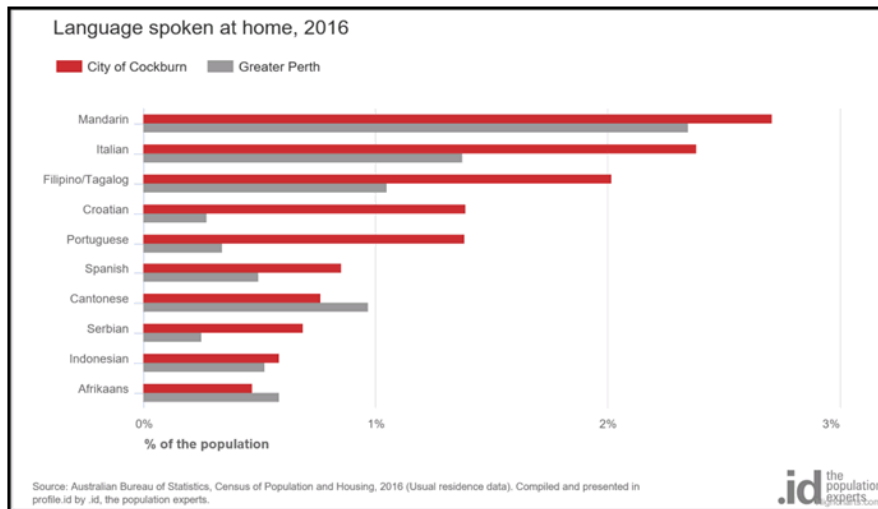
It is interesting to note that the percentage of people born overseas has been somewhat constant since 1960 but with a significant upward spike in numbers since 2006.

**Table 4 – Year of arrival in the City of Cockburn, 2016**



### 4.4 Language spoken at home

The City of Cockburn's language statistics show the proportion of the population who speak a language at home other than English. This indicates how culturally diverse a population is and the degree to which different ethnic groups and nationalities are retaining their language. In the City of Cockburn, 21% of people spoke a language other than English at home in 2016 with Mandarin, Italian and Filipino/Tagalog the largest language groups. According to Diversity Statistics report from the Office of Multicultural Interests, this statistics ranks the City of Cockburn the 6<sup>th</sup> most diverse City in Western Australia.

**Table 5 – Language spoken at home, 2016**

Data is collected on the self-assessed proficiency of spoken English for people who speak a language other than English at home. In 2016, 2.8% (3132) of City of Cockburn residents reported difficulty speaking English.

#### 4.5 Non-English speaking background ancestry by suburb

Culturally diverse communities have settled in all suburbs across the City of Cockburn.

The more established cultural groupings e.g. Portuguese, Italian and Croatian communities have favoured suburbs including Munster, Spearwood and Yangebup.

The German community is evenly spread across the City with slightly higher numbers of people in North Lake and Hamilton Hill.

The Chinese community has higher concentrations in North Lake and Leeming while the Indian community has favoured Hammond Park, Wattleup-Henderson and Aubin Grove.

A summary of the six largest non-English speaking background ancestries by suburb within the City of Cockburn is outlined below. For ease of reporting, only the four most populated suburbs for each ancestry group have been included.

**Table 6 – Non-English speaking background ancestry by suburb**

	<i>Italian</i>	<i>Chinese</i>	<i>Croatian</i>	<i>Indian</i>	<i>German</i>	<i>Portuguese</i>
<i>Munster</i>	11%		14%			11%
<i>Spearwood</i>	10%		16%			10%
<i>Coogee/North Coogee</i>	10%		12%			
<i>Bibra Lake</i>	9%				6%	
<i>North Lake</i>		14%			8%	
<i>Leeming</i>		14%				
<i>Success</i>		9%		9%		
<i>Jandakot</i>		9%				
<i>Yangebup</i>			7%			9%
<i>Beeliar</i>			7%			9%
<i>Hammond Park/Wattleup-Henderson</i>				13%		
<i>Aubin Grove</i>				12%		
<i>Banjup</i>				10%		
<i>Hamilton Hill</i>					8%	
<i>Coolbellup</i>					7%	

#### 4.6 Demographic Analysis

The City of Cockburn is becoming increasingly culturally diverse with 34% of its residents born overseas. Historically the City of Cockburn had significant populations of Italian, Croatian, German and Portuguese people while immigrants over the past five years have largely come from China, India and the Philippines.

In the City of Cockburn, 20% of residents in the City of Cockburn came from countries where English was not their first language and 21% of people speak a language other than English at home. While many reported being fluent in English, 2.8% i.e. 3132 people reported some difficulty.

Munster and Spearwood are the most popular suburbs to live in for Italian, Croatian and Portuguese communities. North Lake and Leeming are the most

popular for Chinese families and Hammond Park, Wattleup-Henderson and Aubin Grove are the most popular suburbs for the Indian community.

These demographics present some challenges for the City of Cockburn in terms of balancing the needs of older and more established culturally diverse communities with those of the emerging groups. While English language proficiency is important for both employment and social activity, it is anticipated that most cultural groups will wish to maintain their language skills. This will present a challenge to the City in terms of supporting the breadth of culturally diverse communities to achieve this. It is also noted that culturally diverse communities reside in all suburbs across the city which is positive in terms of the level of integration but will place pressure on the allocation of culturally-specific facilities and services.

### 5.0 Links to the Strategic Community Plan 2016 – 2026

The Cultural Diversity Strategy aligns with the following Strategic Community Plan objectives:

- Objective 3: Provide safe, attractive, healthy programs and infrastructure for a diverse range of activity and people.
  - 3.1. Provide residents with a range of high quality, accessible programs and services.
  - 3.3. Provide safe places and activities for residents and visitors to relax and socialise
- Objective 4: Economic, Social and Environmental Responsibility
  - 4.1. Create opportunities for community, business and industry to establish and thrive through planning, policy and community development
  - 4.7. Continue to recognise and celebrate the significance of cultural, social and built heritage including local indigenous and multicultural groups.

6.0 Current services and activities

Below is a list of current services and activities specifically delivered to culturally diverse communities within the City of Cockburn.

Table 7 – Services and activities specifically for culturally diverse communities

CURRENT CULTURALLY DIVERSE PROGRAMS, SERVICES & ACTIVITIES			
Agency name	Address	Contact details	Brief description of services and programs
City of Cockburn	9 Coleville Crescent, Spearwood 6163	P.O. Box 1215, Bibra Lake, WA 6965  08 9411 3444  <a href="mailto:customer@cockburn.wa.gov.au">customer@cockburn.wa.gov.au</a>	<ol style="list-style-type: none"> <li><b>Cultural Diversity Officer</b> The position was established in 2017 to engage, facilitate and undertake community development activities with culturally diverse communities.</li> <li><b>Library Programs:</b> <ul style="list-style-type: none"> <li>Success Library runs a 10 week LETS program – Learning English Through Storytime, aimed at 3 to 4 year old children and their parents. Inspire Me classes run during school terms. Computer and job ready skills for the CaLD community in conjunction with Fremantle Multicultural Centre.</li> <li>All Cockburn Libraries have books in languages other than English, including Italian, Portuguese, Croatian and a range of Asian languages.</li> <li>There are also collections to help English Language learners, including IELTS resources and Easy Readers for both children and adults.</li> <li>Weekly English language and conversation classes are held at all three Cockburn Libraries - Spearwood, Coolbellup and Success. Crèche facilities are currently only available at Coolbellup.</li> </ul> </li> <li><b>Citizenship ceremonies.</b> The City delivers regular and highly valued ceremonies throughout the year for residents to receive Australian Citizenship from the Commonwealth Department of Home Affairs.</li> <li><b>Cultural Fair</b> A free cultural fair with over 20 performances is held in April attracting over</li> </ol>

			<p>4,000 residents</p> <p>5. <b>Harmony Week</b> The City co-ordinated a variety of highly engaging events across the week that were well supported by residents.</p> <p>6. <b>English language classes</b> The City's Coolbellup and Success libraries host weekly conversational English classes with a crèche available at Coolbellup but not at Success.</p> <p>7. <b>Women of the World</b> (in partnership with the Yangebup Centre) <i>Women of the World</i> is a free group for women who are new to Perth and looking to make new connections and friendships. Provided by the Cockburn Support Service, the group meets weekly with a free onsite crèche.</p> <p>8. <b>Translation and interpreter services</b> Interpreting and translating services are available for non-English speaking residents. This service is free for residents and ratepayers who do not speak English when accessing the City's services.</p> <p>9. <b>Sister City agreements</b> The City of Cockburn has three sister cities, Yueyang in China, Mobile in Alabama USA and Split in Croatia The sister city relationships are marked by decorative artworks along Friendship Way which runs along Spearwood Avenue from Hamilton Road to Beeliar Drive.</p>
<b>Agency name</b>	<b>Address</b>	<b>Contact details</b>	<b>Brief description of services and programs</b>
<b>Fremantle Multicultural Centre</b>	241-243 High Street, Fremantle WA 6160	08 9336 8282 <a href="http://www.fmcwa.com.au">www.fmcwa.com.au</a> <a href="mailto:administration@fmcwa.com.au">administration@fmcwa.com.au</a>	<p>Services provided for Culturally Diverse people include:</p> <ul style="list-style-type: none"> <li>• Accommodation: crisis accommodation and case management support;</li> <li>• Mental Health Access service: Counselling and support services</li> <li>• Settlement grants: employment pathways; educational and skills training</li> <li>• Emergency relief to assist with financial issues and constraints</li> <li>• Family and Domestic Violence counselling.</li> <li>• Early intervention for children and young people</li> <li>• Conversational English classes</li> <li>• Computer classes</li> </ul>

<b>Agency name</b>	<b>Address</b>	<b>Contact details</b>	<b>Brief description of services and programs</b>
<b>South Lake Ottey Family and Neighbourhood Centre</b>	2A South Lake Drive, South Lake WA 6164	08 9417 2372 <a href="http://www.otteycentre.org">www.otteycentre.org</a> <a href="mailto:otteyfam@bigpond.net.au">otteyfam@bigpond.net.au</a>	<b>Conversational English classes</b> Weekly sessions for up to 8 weeks free-of-charge and delivered in a friendly environment and in collaboration with Glow Community Services Inc.
<b>Yangebup Family Centre Inc.</b>	11 Dunraven Drive, Yangebup WA 6164	08 9417 9995 <a href="http://www.yangebupfamilycentre.org">www.yangebupfamilycentre.org</a> <a href="mailto:info@yangebupfamilycentre.org">info@yangebupfamilycentre.org</a> PO Box 3039, Success WA 6964	<b>Events and activities</b> The centre has recently facilitated a wide range of events and activities to include local culturally diverse community members including: <ul style="list-style-type: none"> <li>• Suq Al'usra Family Market</li> <li>• Harmony Day celebrations</li> <li>• Chinese New Year</li> <li>• Totem Pole project – community art reflecting cultural diversity</li> </ul>
<b>Palmerston</b>	L3 / 22 Queen Street, Fremantle WA 6160	08 9430 5966 <a href="http://www.palmerston.org.au/contact/smcads-fremantle">www.palmerston.org.au/contact/smcads-fremantle</a> <a href="mailto:fremantle@palmerston.org.au">fremantle@palmerston.org.au</a> PO Box 1460, Fremantle 6959	The integrated Community Alcohol and Drug Services in South Metro were developed through a partnership between Palmerston and Next Step (Drug and Alcohol Office). Palmerston provides counselling and support for individuals and their families while Next Step provides medical and psychological services.  The community drug service has a culturally diverse outreach service offered from the following locations: <ul style="list-style-type: none"> <li>• South Lake Ottey Family and Neighbourhood Centre</li> <li>• Coolbellup Community Hub</li> <li>• Cockburn Integrated Health in Success and</li> <li>• The Alcohol and Drug Service office in Fremantle</li> </ul>

<b>Agency name</b>	<b>Address</b>	<b>Contact details</b>	<b>Brief description of services and programs</b>
<b>Silver Chain Fremantle Social Centre</b>	12 Laidlaw St, Hilton WA 6163	08 9242 242  <a href="https://www.agedcareguide.com.au/silver-chain-fremantle-social-centre">https://www.agedcareguide.com.au/silver-chain-fremantle-social-centre</a>	This service provides meals, transport, medication supervision, social and recreational support for those with dementia and personal care needs, and to provide respite. This service specifically caters for Croatian, Italian and Portuguese clients.
<b>Connecting Communities for Kids</b>		0429 904 324  <a href="http://www.connecting4kids.com">http://www.connecting4kids.com</a>  <a href="mailto:info@connecting4kids.com.au">info@connecting4kids.com.au</a>	Connecting Community for Kids is a collective impact initiative developed to empower parents, children and professionals in the communities of Cockburn and Kwinana to improve childhood outcomes.  One of the four community priorities focuses on creating pride in culture. The strategies to achieve this include embracing all cultures and celebrating them through events and gatherings; and developing cultural mentors and advisory groups to work alongside the City of Cockburn.  The anticipated outcome is increased knowledge and engagement in cross-cultural activities.
<b>Fremantle Women's Health Centre</b>	114 South St Fremantle WA 6160	08 9431 0500  <a href="http://www.fwhc.org.au">www.fwhc.org.au</a>  <a href="mailto:enquiries@fwhc.org.au">enquiries@fwhc.org.au</a>	Fremantle Women's Health Centre is a not for profit, community health organisation dedicated to women-centred care for women who live or work in the Fremantle, East Fremantle, Cockburn, and Melville regions.  Originally known as the Multicultural Women's Health Centre, the service has been providing health and wellbeing services to women since 1985. Outreach services, inclusive of culturally diverse women, are provided at the Coolbellup Hub.



## 7.0 Research and trends

Below are four key resources in the multi-cultural and inclusion sector that were used to inform the development of the Cultural Diversity Strategy 2018-22.

### 7.1 Welcoming Cities

Launched in early 2016, Welcoming Cities<sup>2</sup> is a network of cities, shires, towns and municipalities committed to welcoming and inclusion. The network encourages a culture and policy environment that makes it possible for people of all backgrounds to feel valued and to fully participate in social, civic, and economic life.

Welcoming Cities is part of a growing international movement. Members form part of a network of 135 cities and municipalities across Australia, New Zealand, North America, Germany, and the UK.

Australian Local Government members include:

- City of Monash
- Lake Macquarie
- City of Whittlesea
- Warrnambool City Council
- Ararat Rural City
- City of Darebin
- City of Melton
- City of Port Adelaide -Enfield
- City of Greater Bendigo
- Moreland City Council
- Hume City Council
- City of Canning, and
- City of Stirling
- Glenorchy City

*The Australian Standard for Welcoming Cities* is a central element of the Welcoming Cities network. The Standard establishes the framework for local councils to:

- benchmark their Cultural Diversity policies and practices across the organisation;
- identify where and how further efforts could be directed; and,
- assess progress over time.

On March 23, 2018, version 2.0 of *The Australian Standard for Welcoming Cities*<sup>3</sup> was launched. and this framework has informed the development of the outcomes, strategies and actions developed within this plan.

### 7.2 Office of Multicultural Interests

The Office of Multicultural Interests<sup>4</sup> (OMI) is a division of the Department of Local Government, Sport and Cultural Industries. OMI's key role is to advise the

Minister for Citizenship and Multicultural Interests on the development of state government policies and programs to achieve the full potential of multiculturalism.

Supports and resources available via OMI include:

- Development of a strategy to ensure people with disability from culturally and linguistically diverse backgrounds can access the National Disability Insurance Scheme (NDIS).
- Grant funding through its Community Grants Program (CGP) for community-led activities with a total annual budget of \$500,000
- Community languages program that supports not-for-profit organisations to teach languages other than English and cultural maintenance programs in the community
- Civics and citizenship workshops designed to improve community understanding of the Australian political system and citizenship rights and responsibilities
- On-line cultural competency training, and
- Harmony Week resources

### 7.3 City of Hume – Local jobs for local people

The City of Hume is one of Australia's fastest growing and most culturally diverse municipalities located in an urban growth corridor on the north-west edge of metropolitan Melbourne. Hume welcomed over 8,800 new residents in the 2016-17 financial year, including Australia's second-highest intake of humanitarian entrants. Over 35% of its residents were born overseas and almost half speak a language other than English at home. Hume is also one of Melbourne's most socio-economically disadvantaged areas with an unemployment rate of 10% which is almost double the national level.

In 2012, The City of Hume's social justice commitment led the council to look for practical solutions to the local unemployment situation and the Economic Development Strategy 2030 and four year Council Plan prioritised the need to stimulate economic participation by generating *Local jobs for local people*<sup>5</sup>.

In the five years since the program implementation, more than 5,000 job vacancies have been identified and promoted to Hume residents and over 1,200 residents have secured employment as a result. In addition to securing jobs for local residents the program has increased the wellbeing, social inclusion and

economic participation of their residents, increased engagement with local employers and developers, and enhanced the overall economic prosperity of the community.

The City of Hume has developed a handbook to provide other Local Governments with practical information to implement the highly successful Hume model in their own communities.

#### **7.4 Mapping Social Cohesion**

Produced by Monash University researchers, with a collective sample of 42,000 respondents, the Scanlon Foundation Survey 2007 - 2017<sup>6</sup> is the largest survey of its kind and tracks Australian attitudes on issues including immigration, multiculturalism, discrimination and political trust.

Despite significant demographic change over the decade including population rise and increased diversity, Australian attitudes have remained stably positive. The survey reports that 63% of respondents agree or strongly agree in the statement “accepting immigrants from many different countries makes Australia stronger” and agreement that “multiculturalism has been good for Australia” remain high at 83-86%.

However, it is important to acknowledge that a significant 37% of the population believe Australia’s immigration intake is “too high” and much work still needs to be done to engage with this section of the community to better understand their concerns.

The report identifies that 28% of Australians are born overseas and this represents the highest percentage in Organisation for Economic Cooperation and Development (OECD) countries compared to Canada at 20%, the US at 13% and UK at 12%. In Australia immigrants are increasingly drawn from Asia, most notably from China and India, but our culturally diverse population is drawn from at least 29 different countries.

#### **7.5 Research and trend summary analysis**

The Welcoming Cities network is increasingly recognised as an important framework for guiding Local Government on cultural diversity issues. With an international profile, the network is gathering increasing momentum in Australia with at least 14 Local Governments signed up as of May, 2018. The recently

released second version of the *Australian Standard for Welcoming Cities* substantially informed the development of this strategy document.

The Office of Multicultural Interests participated in a number of the consultative processes for the development of this strategy and is recognised as a highly useful resource with regards to both strategy and implementation.

Employment issues were high on the agenda for many culturally diverse communities and the highly successful ***Local jobs for local people*** initiative developed by the City of Hume provided inspiration for a number of actions contained within this strategy.

The Scanlon Foundation survey has mapped social cohesion for 10 years and their findings were cross-referenced with the City of Cockburn consultation outcomes. Both processes clearly indicated that the cultural diversity was embraced and multiculturalism highly valued.

## 8.0 Consultation outcomes

A total of 618 residents were consulted via surveys, focus groups, workshops and informal meetings. ***A summary of the consultations undertaken is attached at Appendix A and a list of survey comments is listed at Appendix B.***

### 8.1 Community survey

The community survey opened in February 2018, closed on 20 April 2018 and included an online survey, a hardcopy version handed out at the City's Citizenship ceremonies and cultural events along with copies provided at face-to-face consultation sessions. Residents could also send an email to [comment@cockburn.wa.gov.au](mailto:comment@cockburn.wa.gov.au).

A total of 187 residents completed the survey.

A summary of the key responses to the survey is outlined in table 7.

**Table 8 – Key features of survey responses**

Key features of survey responses	
We asked if you felt included in the community	You said: "Already doing great"

<p>Factors assisting inclusion:</p> <ul style="list-style-type: none"> <li>• 29% said there were no barriers and they felt included in their community</li> <li>• Activities within their cultural group, church, friendly neighbours and meeting people at parents groups helped people feel included</li> <li>• 67% spoke English very well</li> </ul>	<p>“Promote places such as the Yangebup Family Centre who do such a good job of making everyone feel welcome and included in the community.”</p> <p>“This is a really good initiative by the City of Cockburn and it must be advertised”</p>
<p>Barriers to belonging included:</p> <ul style="list-style-type: none"> <li>• Not having a job</li> <li>• Having a disability or being a carer</li> <li>• A lack of information on local services</li> </ul>	<p>“I didn't go to school in my country and learning English is very hard. We need more support for people who don't speak English well and free English classes.”</p> <p>“More support to get a job”</p>

Of those residents who completed the survey 44% were aged 35 to 49 years and a further 25% were aged 25 to 34 years. 58% of the surveys were completed by women with men completing the balance at 42%.

Respondents reflected the cultural diversity of the City of Cockburn and reported their place of birth from 44 different countries as follows:

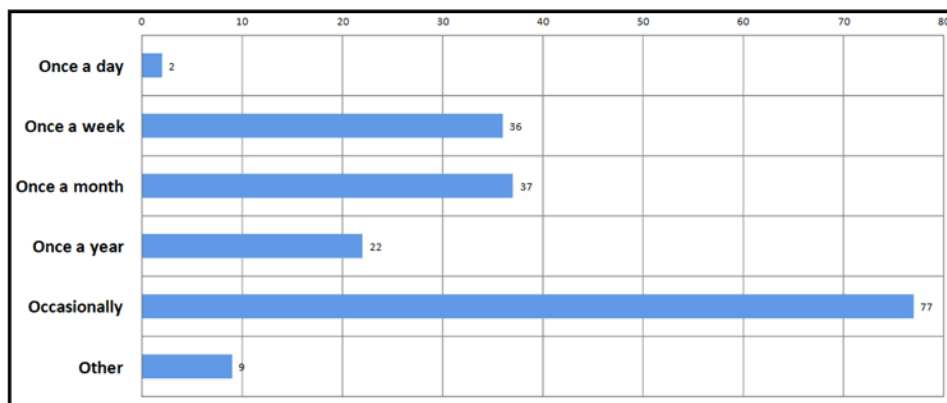
**Table 9 – Birth place of survey respondents**

Reported Birth Place of Survey Respondents			
Portugal	Burundi	Italy	Germany
Serbia	China	New Zealand	Wales
South Africa	Congo	Sudan	Scotland
Spain	Croatia	Ethiopia	Zimbabwe
UK	Philippines	Nigeria	Japan
Australia	India	Czech Republic	Venezuela
El Salvador	Pakistan	France	Brazil
Mauritius	Iraq	Iran	Lebanon
Persia	South Korea	Tanzania	Peru
Sri Lanka	Nigeria	Russia	Indonesia
Bangladesh	Thailand	Poland	Finland

Somewhat surprisingly 54% of respondents reported that they only occasionally or annually attended cultural activities although 40% reported that they engaged in cultural activities on a weekly or monthly basis.

**Table 10 – Involvement in cultural activities**

**Reported Level of Involvement in Cultural Activities**



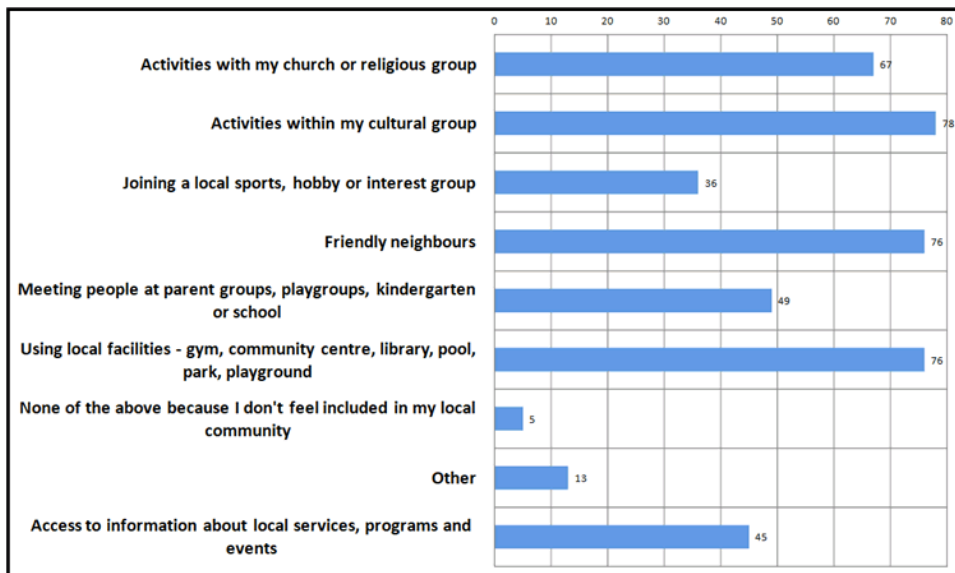
Two of the most significant questions asked in the survey attempted to explore what were the factors that helped culturally diverse people feel included in their local community and what were the barriers.

Three factors that were identified as most helpful and included:

1. **Activities within my cultural group (41%)**
2. **Friendly neighbours and (40%)**
3. **Using local facilities including gym, community centre, library, pool, park and playground (40%)**

**Table 11 – Factors helping inclusion**

**Reported Factors Helping Inclusion**

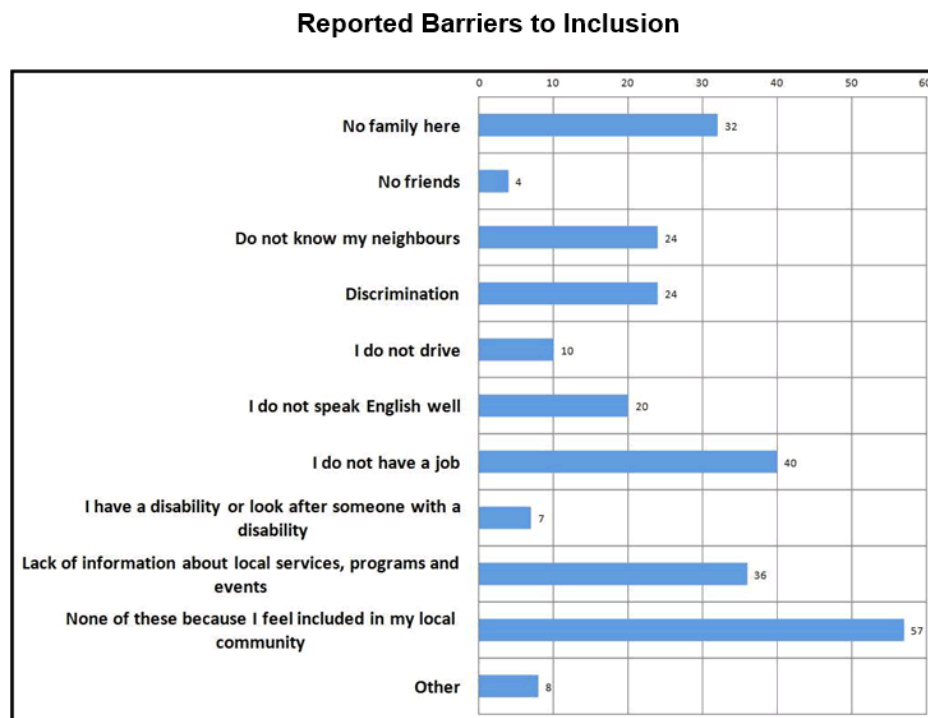


Three factors that were identified as barriers to inclusion and included:

1. **Don't have a job (21%)**
2. **No information on programs, services and events (19%)**
3. **No family here (17%)**

It is important to note that 30% of respondents indicated that none of these barriers applied to them as they felt included in their local community.

Table 12 – Barriers to inclusion



## 8.2 Consultations with culturally diverse groups

Focus group consultations were undertaken with ten community groups with participant numbers included in brackets:

- Croatian (10)
- Democratic Republic of Congo (18)
- Burundian (14)
- Indian (30)
- Fijian (5)
- Serbian (11)
- Filipino (80)
- Chinese (127)
- Samoan (7)
- Tongan (67)

These culturally diverse groups were asked to identify what they saw as the strengths in their communities, from whatever perspective they chose, followed by a discussion on what they perceived to be the challenges and opportunities. The focus groups varied considerably in size with the smallest involving five participants and the largest involving one hundred and twenty seven. Generally



only one facilitator was present with two or more involved in the larger consultations. Notes were taken by the facilitator in the smaller consultations with the whiteboard used to record feedback in the larger groups.

Despite the diversity of cultural groups consulted there was a surprising consistency in the responses. A summary of the community feedback is outlined below.

**Table 13 – Summary of culturally diverse community feedback**

Strengths	Challenges and Opportunities
Establishment of the Cultural Diversity position and very positive contact and communication with the incumbent officer	There are limited local employment opportunities for culturally diverse job seekers who often feel disadvantaged without locally recognised skills and experience
All communities appreciated being involved in the consultation process for the development of this strategy	Many participants had no understanding of what services and supports were available via the City Of Cockburn
Highly rated facilities/services included the Cockburn Aquatic Recreation Centre, libraries and child health services	The need for more English language classes, cultural language schools and life-skill classes all with crèche facilities
Libraries were viewed positively but there was a need for more books in languages other than English	Greater access to shared and/or subsidized venues to support a range of cultural and social activity and establishment of a multi-cultural hub
	Concern regarding the quality of education available via local schools and recognition that many families leave the area due to this issue
	Concern regarding the social isolation of seniors including those who were caring for grandchildren with limited English skills

### 8.3 Consultations with City of Cockburn staff

Two two-hour workshops were held with a total of 40 City of Cockburn staff utilising a very similar approach to that of the focus groups as outlined in 7.2. Staff were asked to identify what they saw as the strengths of culturally diverse communities and the City of Cockburn's interaction with them. This was followed by a discussion on what were the perceived challenges and opportunities of working with culturally diverse communities.

Both groups involved between 20 to 25 staff members who were highly engaged and very responsive in both sessions. Two facilitators guided the discussion and recorded feedback on a whiteboard.

Again there was consistency of feedback across the two sessions and a summary of the strengths, challenges and opportunities is outlined below.

**Table 14 – Summary of City of Cockburn staff feedback**

Strengths	Challenges and Opportunities
The City of Cockburn was recognised as a leader in cultural diversity evidenced by the appointment of a Cultural Diversity Officer and the development of this strategy	While there is growing momentum regarding Cultural Diversity there is not yet a whole of organization commitment to the area
The on-line Directory of Services was highly regarded and well-used as was other information translated into 4 languages	Similarly, while some staff have participated in cultural awareness training there are still many who have not
City of Cockburn funding opportunities for community groups with quarantined amounts for culturally diverse applicants was identified as a strength	The development of a Cultural Diversity strategy will encourage all staff to put a diversity lens over everything they do
Well organized and attended citizenship ceremonies were acknowledged as a strength which demonstrates that cultural diversity was valued with participants feeling welcomed and highly valued	Recognising that many culturally diverse communities do not understand the role and responsibilities of the City, there is an opportunity to inform and educate
A dedicated budget for the delivery of translation and interpreter services was viewed as a strength	New and emerging culturally diverse communities e.g. Indian, Chinese and Filipino would benefit from proactive assistance with reference to accessing venues, funding support, governance information and the exploration of mentoring and partnership opportunities

#### 8.4 Consultations with service providers

One consultation was undertaken with a diverse group of service providers operating within the City of Cockburn.

A total of twelve agencies were represented and included:

- Silver Chain
- Office of Multicultural Interests
- WA Primary Health Alliance
- Yangebup Family Centre
- Palmerston
- Fremantle Family Support Network
- South Lake Ottey Family and Neighbourhood Centre
- Interlife
- Commonwealth Respite and Carelink Centres
- Mercycare
- Helping Minds

Participants were asked to identify what they saw as the strengths within culturally diverse communities and their agency’s interaction with them. This was followed by a discussion on what they perceived to be the challenges and opportunities of working with culturally diverse communities.

A summary of the strengths, challenges and opportunities is outlined below.

**Table 15 – Summary of service provider feedback**

Strengths	Challenges and Opportunities
Agencies reported an increasing need to engage dedicated culturally diverse staff and/or offer cultural awareness training to other staff	Migration and re-settlement can be traumatic and the subsequent loss of identity, perceived stigma regarding accessing support and possible mental health issues can limit engagement.
Agencies identified the need to offer outreach services into culturally diverse communities, specific programs e.g. Women of the World group or events to celebrate cultural diversity	The current funding model provides support for the first five years but issues often continue after this period with fewer supports in place
The City of Cockburn was congratulated for its leadership in cultural diversity as evidenced by the appointment of a Cultural Diversity Office	Lack of employment opportunities for people in culturally diverse communities continues to be an ongoing issue long after settlement and this issue needs to be prioritised
Service providers reported valuing the opportunity to share strategies and identified the need to meet regularly on Cultural Diversity issues	Some people have limited English proficiency; access to interpreter and translation services is critical and all communication should be delivered in straightforward English

### 8.5 Consultation analysis

There was overwhelmingly positive engagement with the consultation processes to inform the development of the City of Cockburn's first Cultural Diversity strategy. All participants including cultural groups, City of Cockburn staff and service providers were enthusiastic regarding the recent appointment of a Cultural Diversity Officer and reported very positive interaction with the incumbent.

The survey results indicated that connection to a cultural community, engagement with neighbours and utilisation of local services and facilities enhanced a sense of inclusion. The lack of local employment, no access to information on services and facilities, and no immediate family in the area were barriers to inclusion. These themes were borne out in every consultation and emphasize the need for **connection and information**.

Other more specific issues included the need for more English language classes and cultural language schools; greater access to venues and consideration of a multi-cultural hub; concern regarding the quality of education being delivered at local schools; and the need to address isolation of the elderly including those caring for grandchildren.

**9.0 Vision, Outcomes, Strategies and Actions**

The consultation findings, research, and demographic analysis have been utilised to develop the three year Cultural Diversity Strategy 2018-21. The six outcome areas and 24 strategies have also been aligned with the Welcoming Cities standard. The 56 actions detailed below have been developed to achieve the vision, outcomes and strategies for the City of Cockburn with regard to cultural diversity and inclusion. A total of ten actions have been identified for priority consideration and these are asterisked and shaded in red.

<b>VISION – The City of Cockburn provides a welcoming and inclusive environment where people of all backgrounds have a sense of belonging, feel valued and fully participate in social, cultural, civic, and economic life.</b>				
<b>Outcome 1 – Leadership</b> The City of Cockburn actively leads, advocates and promotes cultural diversity and inclusion.				
<b>Strategy 1.1</b> Facilitate communication between Aboriginal and Torres Strait Islander and culturally diverse communities to promote and strengthen the City's Reconciliation Action Plan.				
Actions	Leaders	Budget	Time frame	Measures of success
1.1.1 Formally and informally link culturally diverse and Aboriginal and Torres Strait Islander groups.	<ul style="list-style-type: none"> <li>• Cultural Diversity Officer</li> <li>• Aboriginal Community Development Officer</li> </ul>	Existing	Ongoing	Linkages developed between culturally diverse and Aboriginal and Torres Strait

				Islander groups.	
1.1.2	Enhance the awareness of culturally diverse communities in regard to Aboriginal cultural heritage.	<ul style="list-style-type: none"> <li>Cultural Diversity Officer</li> <li>Aboriginal Community Development Officer</li> </ul>	Existing	Ongoing	Culturally diverse communities have increased awareness of Aboriginal cultural heritage.
1.1.3	Encourage culturally diverse groups to acknowledge Aboriginal culture by integrating 'Acknowledgement of Country' messages into their events and gatherings as appropriate.	<ul style="list-style-type: none"> <li>Cultural Diversity Officer</li> <li>Aboriginal Community Development Officer</li> </ul>	Existing	Ongoing	Culturally diverse groups integrate an 'Acknowledgement of Country' messages into their events and gatherings as appropriate.
<b>Strategy 1.2</b>					
Seek membership to the <i>Welcoming Cities Network</i> of Australia, and commit to be welcoming and inclusive.					
<b>Actions</b>		<b>Leaders</b>	<b>Budget</b>	<b>Time frame</b>	<b>Measures of success</b>
*1.2.1	Seek membership to the <i>Welcoming Cities Network</i> .	<ul style="list-style-type: none"> <li>Cultural Diversity Officer</li> </ul>	Existing	2018/19	Membership achieved
1.2.2	Establish relationships and explore best practice sharing opportunities with other West Australian Local Governments (either individually and/or as a group of Councils) who are members of the <i>Welcoming Cities Network</i> .	<ul style="list-style-type: none"> <li>Cultural Diversity Officer</li> </ul>	Existing	2018/19	<ul style="list-style-type: none"> <li>Linkage established with other WA Local Government members</li> <li>City of Cockburn best practice experiences shared and opportunities identified</li> </ul>
<b>Strategy 1.3</b>					
Identify and pursue opportunities to promote the leadership and best practice achievements of the City of Cockburn in Cultural Diversity on the local, state, national and international stage.					
<b>Actions</b>		<b>Leaders</b>	<b>Budget</b>	<b>Time frame</b>	<b>Measures of success</b>
1.3.1	Launch the City's 'Cultural Diversity Strategy 2018 – 21' and widely	<ul style="list-style-type: none"> <li>Manager Community Development</li> </ul>	Existing	2018/19	<ul style="list-style-type: none"> <li>Strategy distributed widely internally and externally</li> </ul>

	distribute and promote using various platforms.	<ul style="list-style-type: none"> <li>Family and Community Development Manager</li> <li>Cultural Diversity Officer</li> </ul>			<ul style="list-style-type: none"> <li>Increased requests for further information</li> <li>Increased request to collaborate from other organisations</li> </ul>
1.3.2	Seek opportunities to present at conferences or forums, or apply for awards to showcase successful projects, positive outcomes and best practice within the Strategy.	<ul style="list-style-type: none"> <li>Cultural Diversity Officer</li> <li>Manager Community Development</li> <li>Family and Community Development Manager</li> </ul>	Existing	Ongoing	<ul style="list-style-type: none"> <li>Presentations delivered at conferences or forums</li> <li>Projects recognised as best practice</li> </ul>
<b>Strategy 1.4</b>					
Ensure a whole of organisation approach by incorporating Cultural Diversity in all strategic, business and community planning processes.					
	<b>Actions</b>	<b>Leaders</b>	<b>Budget</b>	<b>Time frame</b>	<b>Measures of success</b>
1.4.1	Encourage senior management to consider integrating Cultural Diversity aspects in their planning.	<ul style="list-style-type: none"> <li>Manager Community Development</li> <li>Family and Community Development Manager</li> </ul>	Existing	Ongoing	Cultural diversity and inclusion issues are considered regularly at senior levels of the organisation
<b>Strategy 1.5</b>					
Advocate the benefits of Cultural Diversity to the community and inform public debate about this as required.					
	<b>Actions</b>	<b>Leaders</b>	<b>Budget</b>	<b>Time frame</b>	<b>Measures of success</b>
1.5.1	Promote cultural diversity using various platforms (e.g. cultural events).	<ul style="list-style-type: none"> <li>Cultural Diversity Officer</li> </ul>	Existing	Ongoing	Regular presentations, events or activities delivered to community groups.
1.5.2	Proactively respond to media coverage on the benefits of cultural diversity.	<ul style="list-style-type: none"> <li>Manager Corporate Communications</li> </ul>	Existing	Ongoing	Opportunities are maximized to positively advocate the

1.5.3	Develop audio-visual and print messaging that communicates the community-wide benefit of Cultural Diversity.	<ul style="list-style-type: none"> <li>• Cultural Diversity Officer</li> <li>• Manager Corporate Communications</li> <li>• Cultural Diversity Officer</li> </ul>	Existing	ongoing	benefits of cultural diversity <ul style="list-style-type: none"> <li>• Key messages developed</li> <li>• Key messages are used in City audio-visual materials and publications</li> </ul>
<b>Outcome 2 – Social and cultural inclusion</b> Ensure social and cultural inclusion by addressing and removing barriers which prevent equitable access to all City of Cockburn services, and promote social cohesion.					
<b>Strategy 2.1</b> Recognise the value of engaging, consulting and involving culturally diverse communities and the importance of an on-going feedback process to inform continual improvement.					
<b>Actions</b>		<b>Leaders</b>	<b>Budget</b>	<b>Time frame</b>	<b>Measures of success</b>
*2.1.1	The Cultural Diversity Officer continues to engage, consult and seek continuous feedback for improvement purposes (both formal and informal).	<ul style="list-style-type: none"> <li>- Cultural Diversity Officer</li> <li>- Community Engagement Officer</li> </ul>	Existing	Ongoing	<ul style="list-style-type: none"> <li>• Continuous engagement, consultation and the joint identification of capacity building opportunities with culturally diverse communities</li> <li>• Relationships are developed to embrace the sharing of both formal and informal feedback</li> </ul>
<b>Strategy 2.2</b> Develop an innovative and sustainable <i>Welcome to the City of Cockburn</i> information initiative and other communication approaches to enhance community awareness and improve engagement.					
<b>Actions</b>		<b>Leaders</b>	<b>Budget</b>	<b>Time frame</b>	<b>Measures of success</b>



2.2.1 Research, develop, and distribute an innovative and on-going tailored <b>Welcome to the City of Cockburn</b> information pack.	<ul style="list-style-type: none"> <li>• Manager Community Development,</li> <li>• Corporate Communications</li> <li>• Cultural Diversity Officer</li> </ul>	New \$5000	2019/20	<ul style="list-style-type: none"> <li>• A successful business case developed for a <b>Welcome to the City of Cockburn</b> information pack</li> <li>• A pack is developed and distributed</li> </ul>
2.2.2 Explore opportunities to promote and encourage the use of the online Cockburn Community Directory.	<ul style="list-style-type: none"> <li>• Manager Community Development</li> <li>• Manager Corporate Communications</li> <li>• Cultural Diversity Officer</li> </ul>	Existing	Ongoing	<ul style="list-style-type: none"> <li>• Current levels of use determined</li> <li>• Use of the online Cockburn Community Directory increases</li> <li>• Informal feedback gathered on the value of the directory and what could be improved</li> </ul>
2.2.3 Improve the accessibility and promote the use of City of Cockburn’s website, print media and other communication tools.	<ul style="list-style-type: none"> <li>• Manager Corporate Communications</li> <li>• Cultural Diversity Officer</li> </ul>	Existing	Ongoing	<ul style="list-style-type: none"> <li>• Current levels of use determined</li> <li>• Use of the website, print media and other communication tools increases</li> <li>• Informal feedback gathered on the value of these tools and improvements made</li> </ul>
<p><b>Strategy 2.3</b> Recognise the importance of utilising interpreting and translation services when engaging with culturally diverse individuals and communities over the phone and face-to-face.</p>				
<b>Actions</b>	<b>Leaders</b>	<b>Budget</b>	<b>Time frame</b>	<b>Measures of success</b>

*2.3.1	Develop a City of Cockburn languages policy to ensure that limited competence in the English language is not a barrier to accessing services.	<ul style="list-style-type: none"> <li>• Manager Community Development</li> <li>• Family and Community Development Manager</li> <li>• Cultural Diversity Officer</li> </ul>	Existing	2018/19	Languages policy developed and promoted to senior staff once adopted
2.3.2	Monitor interpreting and translating needs and ensure sufficient funding is available.	<ul style="list-style-type: none"> <li>• Manager Corporate Communications</li> <li>• Cultural Diversity Officer</li> </ul>	Existing	2018/19	<ul style="list-style-type: none"> <li>• Dedicated budgets maintained and increased as required</li> <li>• Monitor and identify any essential information that is not translated and request funding as required.</li> </ul>
2.3.3	Ensure that relevant City of Cockburn staff are appropriately trained in the use of interpreting and translating services.	<ul style="list-style-type: none"> <li>• Family and Community Development Manager</li> <li>• Learning and Development team</li> </ul>	New \$5,000	2019/20 then Ongoing	<ul style="list-style-type: none"> <li>• City of Cockburn staff are appropriately trained in the use of translating and interpreter services</li> <li>• usage increases</li> </ul>
<p><b>Strategy 2.4</b> Promote culture through events and celebrations with active involvement and co-design approaches with culturally diverse communities.</p>					
<b>Actions</b>		<b>Leaders</b>	<b>Budget</b>	<b>Time frame</b>	<b>Measures of success</b>
2.4.1	Actively involve communities in the City's existing or newly created culturally diverse events.	<ul style="list-style-type: none"> <li>• Cultural Diversity Officer</li> <li>• Events management team</li> <li>• Youth Development Officer</li> </ul>	Existing	Ongoing	A range of culturally diverse communities engage in a co-design process for a number of existing or newly created events.
*2.4.2	Enhance intercultural understanding	<ul style="list-style-type: none"> <li>• Cultural Diversity Officer</li> </ul>	Existing	Ongoing	Intercultural understanding and

and build cultural harmony through events that promote cultural fusion with Aboriginal and Torres Strait Islander, culturally diverse and broader communities.	<ul style="list-style-type: none"> <li>• Events management team</li> <li>• Youth development officer</li> </ul>			cultural harmony is increased for Aboriginal and Torres Strait Islander, culturally diverse and broader communities.
<b>Strategy 2.5</b>				
Address issues of social isolation which may create a barrier to accessing information and inclusion in services and activities.				
<b>Actions</b>	<b>Leaders</b>	<b>Budget</b>	<b>Time frame</b>	<b>Measures of success</b>
*2.5.1 Identify and promote opportunities that will reduce social isolation for seniors, grandparents caring for children, and others, in culturally diverse communities.	Cultural Diversity Officer	Existing	2018/19	Opportunities for social connectedness are identified and promoted for seniors; grandparents caring for children; people with disability; and others who could be socially isolated.
<b>Strategy 2.6</b>				
Identify and respond to specific issues which may impact on the wellbeing of individuals and families in culturally diverse communities e.g. disability, mental health, family and domestic violence (FDV) and alcohol and other drug (AOD) use.				
2.6.1 Strengthen the capacity of the City's grant-funded and municipal services to address any barriers for residents of culturally diverse background in accessing services.	Cultural Diversity Officer	Existing	Ongoing	Provide support to these areas via information, and attendance at activities as required
1.6.2 Develop effective and culturally appropriate referral pathways to address issues of FDV, AOD and other concerns, and advocate for the increased provision of relevant services and service providers in the	Cultural Diversity Officer	Existing	ongoing	Number of partnerships developed and referral pathways available

City.				
<b>Outcome 3 - Economic development</b>				
Culturally diverse communities actively participate in the economic development of the City of Cockburn with equitable access to employment, business development and entrepreneurship opportunities.				
<b>Strategy 3.1</b>				
Identify and address any barriers that may limit diversity and inclusion in employment practices at the City of Cockburn.				
<b>Actions</b>	<b>Leaders</b>	<b>Budget</b>	<b>Time frame</b>	<b>Measures of success</b>
3.1.1 Identify and adopt innovative approaches to communicate employment opportunities to culturally diverse communities.	<ul style="list-style-type: none"> <li>• Manager Human Resources</li> <li>• Cultural Diversity Officer</li> </ul>	Existing	2020/21	<ul style="list-style-type: none"> <li>• Increased applicants with a culturally diverse background</li> <li>• Increased staff employed with a culturally diverse background</li> </ul>
3.1.2 Review current recruitment processes to identify and address barriers and unconscious bias that may limit diversity and inclusion in employment practices.	<ul style="list-style-type: none"> <li>• Manager Human Resources</li> <li>• Cultural Diversity Officer</li> </ul>	Existing	2020/21	<ul style="list-style-type: none"> <li>• Review undertaken</li> <li>• Amendments made to recruitment processes as identified</li> </ul>
*3.1.3 Explore unpaid work experience opportunities within the City of Cockburn to provide employment opportunities for professional residents with high skills sets who are constrained by lack of Australian work experience.	<ul style="list-style-type: none"> <li>• Manager Human Resources</li> <li>• Cultural Diversity Officer</li> </ul>	Existing	Ongoing	Skilled migrants lacking Australian work experience are provided with short-term and unpaid opportunities.
3.1.3 Consider suitable candidates from culturally diverse background to fill casual, contract and fulltime work roles.	<ul style="list-style-type: none"> <li>• Manager Human Resources</li> <li>• Family and Community Development Manager</li> </ul>	Existing	2020/21	Candidates from culturally diverse backgrounds are offered opportunities to fill casual, contract and fulltime work roles in the cultural

				diversity area.
<b>Strategy 3.2</b> Explore opportunities to improve employment opportunities for culturally diverse communities locally.				
<b>Actions</b>	<b>Leaders</b>	<b>Budget</b>	<b>Time frame</b>	<b>Measures of success</b>
3.2.1 Research potential benefits and ways of encouraging “local jobs for local people” approaches to improve diversity and inclusion in employment.	<ul style="list-style-type: none"> <li>• Human Resources</li> <li>• Cultural Diversity Officer</li> </ul>	Existing	2020/21	Research is undertaken to progress a “local jobs for local people” strategy.
3.2.2 Support and facilitate events and activities that grow local employment opportunities, business incubation and the development of commercial acumen within culturally diverse communities.	<ul style="list-style-type: none"> <li>• Cultural Diversity Officer</li> <li>• Business Engagement Officer</li> </ul>	Existing	2020/21	Events and activities are delivered that grow local employment opportunities, business incubation and the development of commercial acumen.
3.2.3 Encourage culturally diverse communities to explore alternative employment options such as self-employment and small business; and organize business development workshops and networking events to promote these opportunities.	<ul style="list-style-type: none"> <li>• Cultural Diversity Officer</li> <li>• Business Engagement Officer</li> </ul>	Existing	2019/20	A range of business focused activities, including workshops and networking events, are offered to culturally diverse communities
3.2.4 Explore opportunities to advocate to local employers the potential benefits of employing staff from local and culturally diverse communities.	<ul style="list-style-type: none"> <li>• Cultural Diversity Officer</li> <li>• Business Engagement Officer</li> </ul>	Existing	Ongoing	Ongoing advocacy occurs, via various events and activities, of the potential benefits of employing staff from local and culturally diverse communities.
<b>Outcome 4 – Capacity building, learning and skill development</b>				
Ensure culturally diverse communities, City of Cockburn staff, and other relevant parties have access to learning and capacity building				

opportunities.				
<b>Strategy 4.1</b> Identify and deliver cultural diversity learning opportunities for City of Cockburn staff to increase their capacity and skill to engage with and appropriately respond to the needs of culturally diverse communities.				
<b>Actions</b>	<b>Leaders</b>	<b>Budget</b>	<b>Time frame</b>	<b>Measures of success</b>
4.1.1 Develop and deliver cultural diversity training opportunities as required utilising local skills and resources where possible.	<ul style="list-style-type: none"> <li>• Manager Human Resources</li> <li>• Cultural Diversity Officer</li> </ul>	New \$10,000	2019/20 then ongoing	Cultural diversity training delivered as required utilising local skills and resources
4.1.2. Explore best practice approaches (in addition to 4.1.1) to continuously improve staff capacity to respond to Cultural Diversity needs.	<ul style="list-style-type: none"> <li>• Cultural Diversity Officer</li> </ul>	Existing	2018/19	Other strategies are identified and delivered to continuously improve staff capacity to respond to Cultural Diversity needs.
4.1.3. Promote the City's Cultural Diversity Officer position and encourage staff to seek the opportunity for specialist advice and guidance as required.	<ul style="list-style-type: none"> <li>• Cultural Diversity Officer</li> </ul>	Existing	Ongoing	City of Cockburn staff utilise the Cultural Diversity Officer position for expert advice and guidance as required.
<b>Strategy 4.2</b> Build the capacity of culturally diverse groups to identify and respond to needs within their own communities.				
<b>Actions</b>	<b>Leaders</b>	<b>Budget</b>	<b>Time frame</b>	<b>Measures of success</b>
*4.2.1 Assess, prioritise and respond to appropriate learning and development needs (including English language classes, culture-specific language classes, creche and playgroups) within	<ul style="list-style-type: none"> <li>• Cultural Diversity Officer</li> <li>• Manager Library Services</li> <li>• Manager Community Development</li> </ul>	New \$8000	2019/20 Then ongoing	Learning and skill development opportunities, including English language classes, are prioritised and delivered as required.

culturally diverse communities.				
*4.2.2 Deliver workshops to raise community awareness of grant opportunities and provide guidance to build community's capacity in developing successful project proposals.	<ul style="list-style-type: none"> <li>• Cultural Diversity Officer</li> <li>• Grants and Research Coordinator</li> </ul>	Existing	Ongoing	Workshops are delivered and guidance provided as required to build community capacity to develop successful project proposals.
*4.2.3 Encourage and support community groups to become incorporated, build their confidence and ability to become self-sufficient.	<ul style="list-style-type: none"> <li>• Community Development team</li> <li>• Cultural Diversity Officer</li> </ul>	Existing	Ongoing	Encouragement and support delivered to community groups to build confidence and self-sufficiency.
4.2.4 Actively support communities to initiate and lead projects, events and activities.	<ul style="list-style-type: none"> <li>• Cultural Diversity Officer</li> </ul>	Existing	Ongoing	Communities are actively supported to initiate and lead projects, events and activities.
4.2.5 Facilitate opportunities for established culturally diverse communities to provide guidance, support and mentoring to build the capacity of new and emerging community groups.	<ul style="list-style-type: none"> <li>• Cultural Diversity Officer</li> </ul>	Existing	Ongoing	Opportunities are provided for established culturally diverse communities to provide guidance, support and mentoring to build the capacity of new and emerging community groups.
4.2.6 Encourage and facilitate cross-cultural collaboration in delivering events, projects and activities to build on social capital.	<ul style="list-style-type: none"> <li>• Cultural Diversity Officer</li> </ul>	Existing	Ongoing	Cross-cultural collaboration to deliver events, projects and activities is encouraged and facilitated.
<b>Strategy 4.3</b>				
Support culturally diverse and inclusive communities to work more closely with schools to identify and better meet their needs.				
4.3.1 Explore opportunities to involve local students and schools in cultural events	<ul style="list-style-type: none"> <li>• Youth Development Officer</li> <li>• Childrens Development</li> </ul>	Existing	Ongoing	Local students and schools are involved in cultural events.

	to celebrate cultural diversity and enhance their understanding of multiculturalism.	Officer • Cultural Diversity Officer			
4.3.2	Support local schools in their efforts to cultivate a culture of respect, caring and inclusion through exploring opportunities to connect with speakers and/or groups of diverse cultural and religious background.	• Youth Development Officer • Childrens Development Officer • Cultural Diversity Officer	Existing	Ongoing	Local schools connect with speakers and/or groups of diverse cultural and religious background.
4.3.3	Empower culturally diverse communities to connect with local schools and the Education Department and communicate their concerns regarding the quality of education and jointly identify strategies to address this issue.	• Youth Development Officer • Childrens Development Officer • Cultural Diversity Officer	Existing	Ongoing	Culturally diverse communities connect with local schools and the Education Department to explore quality of education issues.
<b>Outcome 5 - Civic participation</b> Culturally diverse communities engage in all levels of civic activity within the City of Cockburn.					
<b>Strategy 5.1</b> Assist culturally diverse communities to understand the roles, functions, services and responsibilities of the City of Cockburn.					
	<b>Actions</b>	<b>Leaders</b>	<b>Budget</b>	<b>Time frame</b>	<b>Measures of success</b>
5.1.1	Develop innovative approaches to facilitate understanding on the role, functions, services and opportunities across local government, ensuring language and other accessibility needs are addressed.	• Cultural Diversity Officer • Manager Corporate Communications	Existing	2019/20	Accessible and sustainable information on functions, services and opportunities for engagement with the City of Cockburn is available in multiple languages



<p><b>Strategy 5.2</b> Raise awareness about civic opportunities within the City of Cockburn to culturally diverse communities.</p>				
<b>Actions</b>	<b>Leaders</b>	<b>Budget</b>	<b>Time frame</b>	<b>Measures of success</b>
5.2.1 Develop and communicate information on the roles and responsibilities of local government and all tiers of government; and actively encourage community members to consider these opportunities.	<ul style="list-style-type: none"> <li>Cultural Diversity Officer</li> <li>Manager Corporate Communications</li> </ul>	Existing	2019/20	Increased interest from culturally diverse communities in attending potential candidates information sessions for local government
5.2.2 Enhance understanding of active citizenship, community leadership, participation and the benefits of this both personally and for culturally diverse communities.	<ul style="list-style-type: none"> <li>Cultural Diversity Officer</li> </ul>	Existing	Ongoing	Increased understanding of active citizenship, community leadership, participation and the benefits of this both personally and for culturally diverse communities.
<p><b>Strategy 5.3</b> Identify interested culturally diverse community representatives and facilitate opportunities to bring them together to discuss opportunities and issues.</p>				
<b>Actions</b>	<b>Leaders</b>	<b>Budget</b>	<b>Time frame</b>	<b>Measures of success</b>
5.3.1 Consult with culturally diverse communities to determine interest and explore best practice models for establishing discussion platforms e.g. reference group or other forums.	<ul style="list-style-type: none"> <li>Cultural Diversity Officer</li> <li>Community Engagement Officer</li> </ul>	Existing	2019/20	Appropriate discussion platforms are identified and established.

<b>Outcome 6 - Places and spaces</b>				
The needs of culturally diverse communities are considered in the planning and delivery of recreational, social, learning and sports facilities as well as regional open spaces within the City of Cockburn.				
<b>Strategy 6.1</b>				
Ensure planning processes for facilities and public spaces reflect cultural diversity interests and needs to allow for full inclusion.				
<b>Actions</b>	<b>Leaders</b>	<b>Budget</b>	<b>Time frame</b>	<b>Measures of success</b>
6.1.1 Review City of Cockburn facility and open space planning processes to ensure the specific needs of culturally diverse communities are identified and considered e.g. prayer rooms, crèche.	<ul style="list-style-type: none"> <li>• Manager Community Development</li> <li>• Cultural Diversity Officer               <ul style="list-style-type: none"> <li>- Manager Recreation &amp; Community Safety</li> </ul> </li> </ul>	Existing	2019/20	Planning considerations are reviewed and updated, if necessary, to ensure the specific needs of culturally diverse communities are considered.
<b>Strategy 6.2</b>				
Ensure that the operation of recreational, community and sports facilities and regional open spaces recognize cultural diversity needs and universal use.				
<b>Actions</b>	<b>Leaders</b>	<b>Budget</b>	<b>Time frame</b>	<b>Measures of success</b>
6.2.1 Ensure that planned use of facilities and spaces allow for diverse cultural needs and practices in order to encourage inclusion e.g. gender specific programs, timeslots and spaces.	<ul style="list-style-type: none"> <li>• Manager Recreation &amp; Community Safety</li> <li>• Cultural Diversity Officer</li> </ul>	Existing	Ongoing	Planned use of facilities and spaces allow for diverse cultural needs and practices to encourage inclusion e.g. gender specific programs, timeslots and spaces
6.2.2 Encourage the use of available facilities and spaces for specific cultural groups where appropriate, and	<ul style="list-style-type: none"> <li>• Manager Recreation &amp; Community Safety</li> <li>• Cultural Diversity Officer</li> </ul>	Existing	2019/20	Diverse cultural communities participate with their own groups initially and understand

where possible aim for a gradual transition to more universally inclusive services and programs.				the value of integrating with the broad community in the longer term.
<b>Strategy 6.3</b> Recognise the need for targeted community engagement and education processes for identified culturally sensitive environmental issues e.g. turtle fishing.				
<b>Actions</b>	<b>Leaders</b>	<b>Budget</b>	<b>Time frame</b>	<b>Measures of success</b>
6.3.1 Build on established relationships to facilitate engagement and consultation with culturally diverse communities regarding sensitive environmental issues e.g. turtle fishing.	<ul style="list-style-type: none"> <li>• Manager Environmental Services</li> <li>• Cultural Diversity Officer</li> </ul>	Existing	Ongoing	Positive engagement and consultation is achieved with culturally diverse communities to protect the environment.
<b>Strategy 6.4</b> Ensure that new and emerging culturally diverse communities have equitable access to facilities on both a short and long term basis in balance with established culturally diverse groups.				
<b>Actions</b>	<b>Leaders</b>	<b>Budget</b>	<b>Time frame</b>	<b>Measures of success</b>
6.4.1 Develop monitoring systems to measure utilisation level of leased facilities to ensure equitable access for all groups.	<ul style="list-style-type: none"> <li>• Manager Recreation &amp; Community Safety</li> <li>• Cultural Diversity Officer</li> </ul>	Existing	2019/20	Monitoring systems to measure utilisation level of leased facilities are established to ensure equitable access for all groups.
6.4.2 Support culturally diverse groups to advocate for their facility requirements and explore opportunities for additional resources including a subsidy program for cultural activities.	<ul style="list-style-type: none"> <li>• Manager Recreation &amp; Community Safety</li> <li>• Cultural Diversity Officer</li> <li>• Manager Community Development</li> </ul>	New \$2,000 subsidy	2019/20	Culturally diverse groups are supported to advocate for their facility requirements and additional resources are provided through a grants and

				donations subsidy
<b>Strategy 6.5</b>				
Explore options and models for multicultural meeting hub/s or space/s for culturally diverse groups.				
<b>Actions</b>	<b>Leaders</b>	<b>Budget</b>	<b>Time frame</b>	<b>Measures of success</b>
*6.5.1 Undertake a review of best practice models for multicultural hub/s to provide shared use of meeting spaces and appropriate storage for culturally diverse groups.	<ul style="list-style-type: none"> <li>• Manager Recreation &amp; Community Safety</li> <li>• Manager Community Development</li> <li>• Cultural Diversity Officer</li> </ul>	Existing	2019/20	Review undertaken and best practice models identified to provide shared use of meeting spaces and the provision of storage for culturally diverse groups in the City of Cockburn.
6.5.2 Explore partnership opportunities and grant- funding opportunities for the development of multicultural facilities.	<ul style="list-style-type: none"> <li>• Manager Recreation &amp; Community Safety</li> <li>• Manager Community Development</li> <li>• Family and Community Development Manager</li> <li>• Cultural Diversity Officer</li> </ul>	Existing	Ongoing	Partnership opportunities and grant- funding opportunities are explored, as required, for the development of multicultural facilities.
6.5.3 Ensure that the meeting space, storage, and specific requirements of culturally diverse communities are actively considered in planning for the proposed City of Cockburn Lifelong Learning Centre.	<ul style="list-style-type: none"> <li>• Manager Community Development</li> <li>• Cultural Diversity Officer</li> </ul>	Existing	Ongoing	The meeting and storage space need of culturally diverse communities is actively considered in planning for the proposed City of Cockburn Lifelong Learning Centre.



### 10.0 Review process

Community members are invited to provide feedback on the Cultural Diversity Strategy 2018-2021 at any time via Comment on Cockburn [comment.cockburn.wa.gov.au](https://comment.cockburn.wa.gov.au), during various engagements, and will be encouraged to contact the Cultural Diversity Officer.

A comprehensive review of all components of the Cultural Diversity Strategy will be undertaken in 2021. This will include consideration of embedding the Cultural Diversity Strategy into a broader Access and Inclusion Strategy.

### 11.0 References

1. City of Cockburn demographics <https://profile.id.com.au/cockburn/ancestry>
2. Welcoming Cities  
<https://welcomingcities.org.au>
3. The Australian Standard for Welcoming Cities  
[https://welcomingcities.org.au/wp-content/uploads/2018/03/AustralianStandardWC\\_digital\\_2\\_0.pdf](https://welcomingcities.org.au/wp-content/uploads/2018/03/AustralianStandardWC_digital_2_0.pdf)
4. Office of Multicultural Interests  
<https://www.omi.wa.gov.au>
5. Scanlon Survey - mapping social cohesion  
<http://scanlonfoundation.org.au/socialcohesion2017/>
6. City of Hume – Local jobs for local people  
[https://www.hume.vic.gov.au/files/sharedassets/hume\\_website/business/hcc3689\\_localjobshandbook\\_web\\_enabled\\_final.pdf](https://www.hume.vic.gov.au/files/sharedassets/hume_website/business/hcc3689_localjobshandbook_web_enabled_final.pdf)

## APPENDIX A – Summary of consultations

	<b>Group</b>	<b>Approach</b>	<b>Date</b>	<b>Number of participants</b>	<b>Length on consultation</b>	<b>Comments</b>
1	City of Cockburn residents	On-line survey	February to April, 2018	187	N/A	
2	Croatian community	Focus group	25 February, 2018	10	2 hours	
3	Democratic Republic of Congo	Focus group	27 February, 2018 & 28 March, 2018	18	1.45 hours	Included 11 members of the community and 7 members of the youth group
4	Burundi community	Focus group	1 March, 2018 & 9 March, 2018	14	1.5 hours	
5	Indian community	Focus group	10 March, 2018	5	2.5 hours	
6	Serbian community	Focus group	11 March, 2018	11	2 hours	
7	Filipino Christian community	Forum	18 March, 2018	80	2 hours	
8	Business owners	Short consultations	19 and 21 March, 2018	4	N/A	
9	City of Cockburn staff	Forum	28 March, 2018 & 18 April, 2018	46	2 and 1.5 hours	

10	Service providers	Focus group	28 March, 2018	12	2 hours	Included health, mental health, disability, aged care and family support service providers
11	Chinese community	Forum	7 April, 2018	127	2 hours	
12	Fijian community	Short consultation	3 May, 2018	5	1 hour	
13	Samoan community	Short consultation	4 May, 2018	7	1 hour	
14	Tongan community	Focus group	7 May, 2018	67	2.5 hours	
15	Indian community	Focus group	25 May, 2018	25	2.5 hours	
<b>TOTALS</b>				618	24.45 hours	187 via the survey and 431 face to face



## APPENDIX B – General comments from the survey

23. General comments about how we can support multicultural people and groups or help people feel more included:	
1	By organizing more social events
2	Since my English and computer skills are not good, maybe have information provided by City of Cockburn staff to our community group, face to face. Free venues/rooms to be used by community groups to meet and socialised.
3	More employment opportunities or at least chance for work placement experience by local businesses
4	More support to get a job
5	Information about services to be accessible not only on the website/computer. I have low computer skills and cant navigate internet well
6	Help to find a job
7	I didn't go to school in my country and learning English is very hard. More support for people who don't speak English well, more free English classes
8	Affordable sport activities
9	Educating residents about cultural diversity
10	More services for multicultural residents similar that Fremantle Multicultural provides
11	Reducing stereotyping in mainstream Australian society about different cultural groups by educating them
12	More services for migrants what Multicultural Centre does
13	Have many more cultural events and share the location around or at least, find out where the majority of each culture lives and celebrate it there. There are many beautiful parks in Aubin Grove that there should be an event every single weekend.
14	Multicultural activities
14	By letting them appreciate Australian culture and joining in rather than promoting other cultures and dividing the community. They came here for something different than their homelands, otherwise they would never have left.
15	May we know more about the planting plan? Maybe publish on the Cockburn website?
16	Encourage friends and friends neighbours to join any activities of interest


17	Make friends with Jesus
18	A lot are struggling to get jobs to start with and I think there should be a place to train hands on and make them work ready in any area
19	Information dissemination
20	A really good initiative by the city of Cockburn and it must be advertised.
21	I think we should come together as one and share what we go through life and other that troubles us.
22	Buddy system where people from "different" groups can visit each other
23	Thanks a lot for giving some time to ask me.
24	To have more cultural activities
25	Already doing great,
26	I think amiable is cool
27	Great Day!!
28	Promoting groups throughout the community Grants
29	More youth inclusion programs for CALD community
30	More multicultural event
31	All good
32	Since Split in Croatia and Cockburn are city sisters, maybe on their biggest day St Duje, city of Cockburn can have something similar on the same day. As example
33	Very friendly and appreciable at all time
34	Need more support toward deaf community by providing funds
35	To celebrate multicultural day
36	Thrust educating us all the laws /rules/benefits


37	Thank you for your support of our culture! In 2012 we received grant from the city of Cockburn. We perform and take part in multicultural events)
38	Great community of tremendous diversity
39	More kids cultural activities e.g. sports, events, cultural cooking classes & cultural information in schools.
40	By celebrating multicultural day in community
41	To hold various events like Chinese New Year, Deepavolki etc to bring various groups of people together and learn about each other's culture
42	Playgroup
43	More well maintained park
44	I also discuss things with my dogs. Continue the good work.
45	How about a multicultural food festival? That would bring everyone together.
46	Promote places such as the Yangebup Family Centre who do such a good job of making everyone feel welcome and included in the community.
47	I don't know. I noticed that that "birds of a feather tend to flock together". As such you have many enclaves. It's difficult when one lives outside of such enclaves or choose to live outside such enclaves. Typical prejudices, biases and stereotyping runs deep.
48	Thank you for providing free computer services! Where can I find out more about this?
49	Sauna in ARC should have water to throw to heater.... To support Finnish tradition. There is not a proper sauna anywhere. I had this discussion many times inside Arc's sauna with other people in there.
50	Celebrate all culture events. Just a mention in the newsletter would be a good way to make aware of the cultural events. I'm not Sri Lankan but did you know 14/4 was Sri Lankan new year day? Having these on your calendar that is given to residents would be great and it sure beats blank squares. I didn't get a Welcome pack when I first moved in so it must be a new concept which sounds great. Love to see what's included in that.

9 Coleville Crescent, Spearwood WA 6163  
PO Box 1215, Bibra Lake DC WA 6965  
P 08 9411 3444 F 08 9411 3333

[cockburn.wa.gov.au](http://cockburn.wa.gov.au)



 This information is available in alternative formats upon request

 Paper from sustainable sources



## Cultural Diversity Strategy

Strategy Action Number	Action	Budget Type	18/19	19/20	20/21	Total
2.2.1	Research, develop, and distribute an innovative and on-going tailored Welcome to the City of Cockburn information pack	New Recurrent		\$5,000	\$5,000	
2.3.3	Relevant staff trained in the use of interpreting and translating services	New Recurrent		\$5,000	\$5,000	
4.1.1	Cultural diversity training utilising local skills and resources where possible	New Recurrent		\$10,000	\$10,000	
* 4.2.1	Assess and respond to appropriate learning and development needs (including English language classes, culture-specific language classes, creche and playgroups) within culturally diverse communities.	New Recurrent		\$8,000	\$8,000	
6.4.2	Support culturally diverse groups to access facilities through additional resources e.g a subsidy program for cultural activities.	New Recurrent		\$2,000	\$2,000	
<b>Total</b>				<b>\$30,000</b>	<b>\$30,000</b>	<b>\$60,000</b>

**18. EXECUTIVE DIVISION ISSUES**

Nil

**19. MOTIONS OF WHICH PREVIOUS NOTICE HAS BEEN GIVEN**

Nil

**20. NOTICES OF MOTION GIVEN AT THE MEETING FOR CONSIDERATION AT NEXT MEETING****21. NEW BUSINESS OF AN URGENT NATURE INTRODUCED BY MEMBERS OR OFFICERS****22. MATTERS TO BE NOTED FOR INVESTIGATION, WITHOUT DEBATE****22.1 TIMEFRAME FOR AGENDA PAPERS TO BE PROVIDED TO ELECTED MEMBERS****Author(s)** D Green**Attachments** N/A**RECOMMENDATION**

That Council notes the Report

**Background**

At the July 2018 Ordinary Council Meeting, the following “Matter to be noted for Investigation, Without Debate” was submitted by Councillor Terblanche;

*“A Report on the viability to have a two week (instead of the current one week) period between the time that the Ordinary Council Meeting (OCM) Agenda is released and briefed and the actual OCM”*

**Submission**

N/A

**Report**

Currently, officers at the City of Cockburn responsible for the preparation of Reports to an Ordinary Council Meeting (OCM) work to a schedule of time critical requirements which result in the production of the Agenda Papers for the relevant OCM. This is illustrated as follows

and is relative to the process for producing and distributing the Agenda Papers for the 13 September 2018 OCM.

Closing Date for Agenda Items – 27 August (17 days prior to OCM)

Draft Agenda Prepared – 30 August (14days prior)

Agenda Settlement Meeting – 3 September (10 days prior)

Final Agenda Prepared - 5 September (8 days prior)

Agenda Briefing Forum – 6 September (7 days prior)

Ordinary Council Meeting – 13 September (0 days)

In order to determine how other local governments in the Perth metropolitan area undertake this process, a survey was undertaken, resulting in the following outcomes:

1. Operate with a system of Standing Committees and one OCM per month – Fourteen (14)
2. Operate with no Standing Committees and two OCMs per month – Three (3)
3. Operate with no Standing Committees and one week between the Agenda Briefing and the OCM – Thirteen (13), including City of Cockburn
4. Operate with no Standing Committees and two weeks between the Agenda Briefing and the OCM – Three (3)

In order to understand the procedure involved by those local governments represented in 4 above, a study of their processes was undertaken. One was a small Shire Council and therefore not considered relevant to the City of Cockburn. The other two were Cities, with one being a large inner metropolitan local government (domiciled in this Report as LG1: for comparative purposes) and the other being a medium sized outer metropolitan local government (LG2).

The following timeframes are required for the preparation and distribution of OCM Agendas for these Councils and applied to distribute an Agenda for an OCM to be held on 13 September:

LG1 – Closing Date for Agenda Items – 16 August (28 days prior to OCM)

Agenda Settlement Meeting – 24 August (20 days prior)

Final Agenda Prepared – 26 August (18 days prior)

Agenda Briefing Forum – 30 August (14 days prior)

Ordinary Council Meeting – 13 September (0 days)

LG2 – Closing Date for Agenda Items – 3 August (41 days prior to OCM)

Agenda Settlement Meeting – 10 August (34 days prior)

Final Agenda Prepared – 16 August (28 days prior)

Agenda Briefing Forum – 30 August (14 days prior)

Ordinary Council Meeting – 13 September (0 days)

As can be seen, if the process currently followed by the City of Cockburn was amended to accommodate an extra week between the Agenda Briefing Forum and the scheduled Council Meeting, it would result in a concurrent requirement for officers to complete their relevant Reports 7 days earlier as well. This would result in the cut – off time for the Agenda preparation being reduced by the same 7 day timeframe and so on. The practical impact of this will reduce the capacity of officers to include items on the Agenda that are presented after the extended closing date for accepting items to be included in the Agenda. This would be particularly relevant to the Planning and Development Unit items, many of which are assessed for inclusion in the Draft Agenda during the critical last week of the current timeframe. Many applicants are aware of the City's current deadlines and work cooperatively with officers to have their items deposited for assessment in an expeditious manner in order to meet these deadlines. Anecdotally, this is a positive point of difference between the City of Cockburn and many other metropolitan local governments and one which is appreciated by the development industry overall. The City has a good track record of presenting these items for Council's consideration within the statutory time period.

While Council is not beholden to the development sector and can resolve to adjust the timeframes associated with the preparation and distribution of its business papers, it would be a retrograde step in efficiency and reduce the timeliness of processing items which formulate the bulk of the Agenda each month. Accordingly, it is not an action that is supported by the City's administration, however, there is the potential for large documents which are accepted into the Agenda at the Settlement Meeting, which is conducted 10 days prior to the Council Meeting, to be provided to members at that time, thus reducing the bulk of information distributed at the Briefing Forum. If this action was incorporated into the administrative procedure associated with preparing the Agenda each month, then it is unlikely that the remainder of the Agenda items will present an unacceptable barrier to members



being able to read and comprehend the Agenda and make any further enquiries they may need to prior to the relevant Council Meeting.

This approach has been adopted by the Executive, especially with early release of major strategies and plans for Elected Members to read. While it leads to a more piecemeal approach to distribution of the agenda papers, it does provide additional time to read and absorb the information in these documents. At this time it is the intention of the City's Administration to retain this practice.

### **Strategic Plans/Policy Implications**

#### Leading & Listening

Deliver sustainable governance through transparent and robust policy and processes.

### **Budget/Financial Implications**

N/A

### **Legal Implications**

Clause 2.4 of the City of Cockburn Standing Orders Local Law refers

### **Community Consultation**

N/A

### **Risk Management Implications**

There is a "Substantial" level of "Brand / Reputation" risk associated with this item, as applicants seeking Council determination on their matters are potentially delayed.

### **Advice to Proponent(s)/Submitters**

N/A

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

Nil

## **22.2 APPROVING REGULATORY SIGNAGE AND LINE MARKING PLANS**

**Author(s)** C Sullivan

**Attachments** 1. Minutes of WALGA South Metropolitan Zone Meeting 25 June 2018 [↓](#)

**RECOMMENDATION**

That Council note the following recommendation by the Infrastructure Policy Team of WALGA:

- (1) the Infrastructure Policy Team does not support the adoption of a policy that would allow Local Governments to design and approve of regulatory signage and line marking for roads under the care and control of Local Governments; and
- (2) continue to advocate the proposal to local authorities in WA.

**Background**

On 14 September 2017 Mayor Howlett put up a motion under Matters for Investigation without Debate Item 23.5 as follows:

*“Provide a report to a future Council Meeting on the opportunity for the responsibility for approving the design of local roads, road signage, line markings, etc to be transferred to Local Government from Main Roads WA. Consideration also be given to recommending an ‘opt in system’ for Local Governments in Western Australia for WALGA’s consideration”.*

The above proposal was raised as a motion at the WALGA South Metropolitan Zone Meeting of 25 June 2018. The WALGA South Metropolitan Zone considered the motion and resolved that WALGA adopt a policy and make representation to Main Roads WA to allow local authorities in the Perth Metropolitan area, as the local road network managers, to design and approve regulatory signage and line marking plans for roads under the care, control and maintenance of the local authorities. All such designs shall be to the standards of Main Roads WA. A copy of the Minutes of the WALGA South Metropolitan Zone Meeting has been included as Attachment 1 for reference.

**Submission**

N/A

**Report**

The motion in relation to Local Governments approving regulatory signage and line marking plans on Local Government roads was referred to the WALGA Infrastructure Policy Team on 4 July 2018, with the recommendation as resolved by State Council.

A copy of the item, discussion and resolution from the Policy Team Meeting appears below.

**Background**

The South Metropolitan Zone have resolved that WALGA adopt a policy and make representation to Main Roads WA to allow local authorities in the Perth Metropolitan area, as the local road network managers, to design and approve regulatory signage and line marking plans for roads under the care, control and maintenance of the local authorities. All such designs shall be to the standards of Main Roads WA.

Comment

This matter has been discussed with Local Government officers in the past. There is a diverse range of views.

Proposed Recommendation

That WALGA undertake consultation with all member Local Governments to identify:

- advantages and disadvantages of the proposed delegation of authority;
- identify implications of this approach;
- whether Councils support accepting delegated authority for design and approval of regulatory signage and line marking; and
- prepare a recommendation to State Council based on the findings.

Discussion by Members

The adoption of a policy that would allow Local Governments to design and approve of regulatory signage and line marking would be risky for Local Governments. It would pose a burden on Local Governments to undertake the works. It would shift responsibility to Local Governments and if something went wrong with not undertaking the works appropriately then Local Governments would be at fault.

On a similar topic, there is no flexibility with the types of tourist signage used by Main Roads WA.

While consistency is important with signage, it's equally important to install signage that suits the location and represents Local Governments branding.

RESOLUTION

The Infrastructure Policy Team does not support the adoption of a policy that would allow Local Governments to design and approve of regulatory signage and line marking for roads under the care and control of Local Governments.

The Infrastructure Policy Team members raise the issue of approvals from Main Roads WA for tourist signage through their Zones seeking policy change to provide opportunities to diversify tourist signage to ensure that it suits the environment/location.

Moved: Cr Chris Mitchell

Seconded: Mayor Tracey Roberts

With no support by the WALGA consultation and procedure, it is unlikely the proposal would be accepted by the Main Roads WA. All that the City and the Council can do now is to continue to advocate the proposal to the other local authorities in WA.

### **Strategic Plans/Policy Implications**

#### Moving Around

Improve connectivity of transport infrastructure.

#### Community, Lifestyle & Security

Provide for community facilities and infrastructure in a planned and sustainable manner.

Provide for community facilities and infrastructure in a planned and sustainable manner.

#### Leading & Listening

Deliver sustainable governance through transparent and robust policy and processes.

### **Budget/Financial Implications**

Nil

### **Legal Implications**

Nil

### **Community Consultation**

Consultation has been made through the WALGA approval process with other local authorities in the region.

### **Risk Management Implications**

While being unsuccessful through the WALGA procedure and representation, to cease advocating the proposal as recommended would mean that the matter will never be reconsidered.

### **Advice to Proponent(s)/Submitters**

N/A

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

Nil

01-005-03-0004



# South Metropolitan Zone

## Minutes

25 June 2018



# South Metropolitan Zone

Hosted by the City of Melville  
10 Almondbury Road Booragoon, phone 1300 635 845  
Monday 25 June 2018 commenced at 5:30 pm

## Minutes

<b>MEMBERS</b>	<b>3 Voting Delegates from each Member Council</b>
City of Cockburn	Mayor Logan Howlett JP Cr Lee-Anne Smith Cr Carol Reeve-Fowkes Mr Stuart Downing, Acting Chief Executive Officer
Town of East Fremantle	Cr Cliff Collinson Cr Tony Natale Cr Tony Watkins (Deputy) Mr Gary Tuffin, Chief Executive Officer – non-voting delegate
City of Fremantle	Cr Doug Thompson Cr Jon Strachan Cr Sam Wainwright
City of Kwinana	Mayor Carol Adams Cr Sandra Lee Cr Sheila Mills Ms Joanne Abbiss, Chief Executive Officer non-voting delegate
City of Melville	Cr Tim Barling Cr Duncan McPhail Cr Karen Wheatland (Deputy) Mr Steve Cope, Acting Chief Executive Officer
City of Rockingham	Cr Andrew Burns Cr Matthew Whitfield Cr Deb Hamblin Mr Robert Jeans, Acting Chief Executive Officer - non-voting delegate
South West Group	Mr Tom Griffiths, Director
WALGA Secretariat	Ms Kirstie Davis, Manager Community Mr Tim Lane, Manager Strategy and Association Governance Mr Craig Perry, Environment Policy Advisor
DLGC Representative	Ms Jodie Holbrook, Director
Guest Speaker	Nil
<b>APOLOGIES</b>	
City of Melville	Cr Nicole Robins Dr Shayne Silcox, Chief Executive Officer – non-voting delegate
City of Fremantle	Mr Philip St John, Chief Executive Officer – non-voting delegate
City of Cockburn	Mr Stephen Cain, Chief Executive Officer - non-voting delegate
Town of East Fremantle	Cr Michael McPhail





**ANNOUNCEMENTS**

Confirmation of Attendance An attendance sheet was circulated prior to the commencement of the meeting to register your name for the Minutes.

**ATTACHMENTS WITHIN THE AGENDA**

1. Draft Minutes of previous meeting
2. Zone Status Report
3. Standing Orders

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**1. DEPUTATIONS**

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Nil

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**2. CONFIRMATION OF MINUTES**

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**RESOLUTION**

Moved Mayor Logan Howlett JP  
Seconded Mayor Carol Adams

That the Minutes of the meeting of the South Metropolitan Zone held on 23 April 2018 be confirmed as a true and accurate record of the proceedings.

**CARRIED**

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**3. DECLARATION OF INTEREST**

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Pursuant to our Code of Conduct, Councillors must declare to the Chairman any potential conflict of interest they have in a matter before the Zone as soon as they become aware of it. Councillors and deputies may be directly or indirectly associated with some recommendations of the Zone and State Council. If you are affected by these recommendations, please excuse yourself from the meeting and do not participate in deliberations.

Nil

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**4. BUSINESS ARISING**

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**4.1 Status Report**

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A Status Report outlining the actions taken on the Zone's resolutions was enclosed as an attachment to the Agenda.

**Noted**



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**5. STATE COUNCIL AGENDA – MATTERS FOR DECISION**


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*(Zone delegates to consider the Matters for Decision contained in the WA Local Government Association State Council Agenda and put forward resolutions to Zone Representatives on State Council)*

Moved Mayor Logan Howlett JP  
Seconded Mayor Carol Adams

That items 5.1-5.6 contained in the July State Council agenda be endorsed.

**CARRIED**

Moved Cr Sandra Lee  
Seconded Mayor Carol Adams

That item 5.7 contained in the July State Council agenda be endorsed.

**CARRIED**

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**6. BUSINESS**


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**6.1 Regulatory Signage and Line Marking Plans**


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*By Mayor Logan Howlett JP, City of Cockburn*

**RESOLUTION**

Moved Mayor Logan Howlett  
Seconded Cr Matthew Whitfield

**That WALGA make representation to Main Roads WA to allow local authorities in the Perth Metropolitan area, as the local road network managers, to design and approve regulatory signage and line marking plans for roads under the care, control and maintenance of the local authorities. All such design shall be to the standards of Main Roads WA.**

**CARRIED**

**Rationale**

The cost of installation of signage and line marking will still be a project cost for the local authority so there is no change to the current procedure for installation with the Main Roads WA responsible for maintenance into the future. The benefit for the local authorities as the local road network managers will be in the design stage of projects as the decisions on the application of the Main Roads WA standards to the local road conditions would be made by the local authority.

Apart from the time saving of no approval stage with the Main Roads WA, the local authorities understand the traffic conditions and safety requirements of their local road network and are well able to apply the requirements of the Main Roads WA standards to any design situation. For example, a centreline may be required on a local road to improve driver safety in a curvilinear section of horizontal alignment but the traffic volume may be below the threshold level in the criteria. Because the local authority understands the local traffic and safety concerns, the local authority would know it is a location where the centreline is genuinely required and would be able to get the centreline installed.

There are many locations and design decisions where the local authority is better placed to make the decision on signage and line marking applications based on their local knowledge and understanding.



Any such design would still be based on the Main Roads WA standard details to ensure consistency remains across the whole State for future maintenance and replacement.

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## 6.2 Emissions Report

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*By Marissa Macdonald, WALGA Policy Officer Transport and Roads*

At the 20 February 2017 meeting the South Metropolitan Zone requested that WALGA investigate whether vehicle diesel emissions are considered as part of relevant State Government policies and considered as part of major transport and infrastructure projects during the benefit-cost ratio analyses by the Federal and State Governments. The Zone also requested a review into methods to reduce vehicle diesel particulate pollution and to consider the impact on human health.

Attached with the Agenda is the Emissions Report for the Zone's information.

### RESOLUTION

**Moved Cr Sam Wainwright  
Seconded Mayor Logan Howlett**

**That the recommendations contained in the paper, as follows, be adopted by the Zone and put forward to WALGA for action:**

- 1. Local Governments, where possible, consider vehicle emissions during planning, designing and construction of infrastructure projects.**
- 2. When evaluating tenders Local Governments consider vehicle emissions during the process of purchasing new fleet, in addition to their fleet policies.**
- 3. Local Governments consider policies that facilitate the adoption of electric vehicles and supporting electric vehicle charging infrastructure.**
- 4. That WALGA advocate to the proposed Infrastructure Western Australia body, when it is established by the State Government, to consider vehicle emissions as part of the assessment process and cost-benefit analysis for projects.**
- 5. That WALGA advocate to Infrastructure Australia to consider vehicle emissions, other than greenhouse gas emissions, during the assessment of projects.**
- 6. That WALGA advocate to State Government for the broader implementation of the Department of Environment Regulation 'CleanRun' Program, as a behaviour change initiative which has the potential to reduce fuel consumption.**

**CARRIED**

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## 7. OTHER BUSINESS

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### 7.1 Freight Policy Forum

Cr Sam Wainwright updated the Zone on the work of the WALGA Freight Policy Forum.

**Noted.**



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**8. EXECUTIVE REPORTS**

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**8.1 WALGA President's Report**

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Mr Tim Lane presented the WALGA President's Report to the Zone.

**Noted.**

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**9.2 State Councillor's report to the Zone**

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Mayor Carol Adams provided an update to the Zone in relation to the previous State Council meetings.

**Noted.**

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**9.3 Department of Local Government and Communities Representative Update Report.**

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Ms Jodie Holbrook updated the Zone on current activities of the Department of Local Government, Sport and Cultural Industries including:

- The *Local Government Act Review 1995*;
- State Local Government Partnership Working Group; and,
- Strategic Plan for Waste Management.

**Noted.**

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**10. SOUTH WEST GROUP REPORT**

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Mr Tom Griffiths delivered the South West Group Report.

**Noted.**

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**11. DATE, TIME AND PLACE OF NEXT MEETING**

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The next meeting of the South Metropolitan Zone will be held Monday 27 August 2018 at the City of Rockingham commencing at 5.30 pm.

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**12. CLOSURE**

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There being no further business the Chair declared the meeting closed at 18.22







**22.3 REVIEW OF WEED MANAGEMENT**

**Author(s)** C Sullivan

Cr Stephen Pratt requested a report for the City to undertake a review of its weed management practices to ascertain if there are suitable alternative options to chemical spraying.

**22.4 PLANNING FRAMEWORK ON THE DEVELOPMENT OF WATTLEUP AND WATTLEUP TOWNSITE**

**Author(s)** D Arndt

Deputy Mayor Lee-Anne Smith requested a report be prepared to a future meeting of Council on the development of Wattleup and the Wattleup town site, in particular the City's role and the planning framework that applies to the area, and also include an analysis of any associated health risks to residents in the area.

**23. CONFIDENTIAL BUSINESS**

Nil

**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**