



The Council of the City of Cockburn

Ordinary Council Meeting  
**Agenda Paper**

Tuesday, 9 April 2024



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

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Coleville Crescent, Spearwood

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### **NOTICE OF MEETING**

Pursuant to Clause 2.4 of Council's Standing Orders, an Ordinary Meeting of Council has been called for Tuesday 9 April 2024. The meeting is to be conducted at 7.00pm 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 'D. Simms', is positioned above the name of the Chief Executive Officer.

Daniel Simms  
**Chief Executive Officer**



## Ordinary Council Meeting 7:00pm, Tuesday, 9 April 2024

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## Agenda

### 1. Declaration of Meeting

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

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

### 2. Appointment of Presiding Member (If required)

### 3. Disclaimer

Members of the public, who attend Council Meetings, should not act immediately on anything they hear at the Meetings, without first seeking clarification of Council's position.

Persons are advised to wait for written advice from the Council prior to taking action on any matter that they may have before Council.

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

### 5. Apologies & Leave of Absence

#### Leave of Absence

Cr Carol Zhang

#### Apology

Ms E Milne, Executive Governance and Strategy

## **6. Response to Previous Public Questions Taken on Notice**

### **Santo Pasqua, Bibra Lake**

The following questions were taken on notice at the 12 March 2024 Ordinary Council Meeting. Mr Pasqua was provided with the following response:

- Q1. Will Council place no parking signage on laneway lots Mulwala Lane, Tweed Lane, Olympic Lane, Railway Land and Kenebec Lane as per signage on Grasstree Lane, Nora Lane and Murrah Lane?

Also advise all owners not to leave rubbish bins in the laneways after bin pick up and that they must be returned inside their property behind fencing so out of sight or face a Council fine?

Their vehicles should also be parked in their garages not in their laneways.

House numbers 1, 3 and 5 Railcar Lane and 61, 63 and 65 Yellowstone Grove use marked areas on Palladium Drive for placing their bins which is the right thing to do.

This should be patrolled by City Council rangers and reported on by offenders.

The estate is also being used as a dumping place for household items, particularly Branch Circus. Graffiti on Branch Circus reported early January, seems a long winded process to have graffiti removed, so far over two months.

As the development is still being developed, perhaps this can be taken into consideration over the coming months.

A1. **Parking:**

The City recommends that the installation of parking restrictions in the requested laneways is not warranted, based on the following reasons:

- A low number of complaints have been received from residents about issues in the laneways in the subject area.
- There have been only two (2) registered complaints regarding parking in laneways since 2021.

Authorised officers do not have the power to direct residents to park their vehicles on their properties.

### **Receptacle Placement**

Under the City's Waste Local Law, owners or occupiers must remove their receptacles after a reasonable time once the waste collection has been completed by the City's Waste Services. To date, there have been no recorded complaints about bins causing an obstruction within the mentioned areas.

### **Graffiti/Illegal Dumping**

The City cannot find any complaints relating to this specific graffiti clean-up request. The City encourages all community members to report graffiti / illegal dumping with images and exact details to [customer@cockburn.wa.gov.au](mailto:customer@cockburn.wa.gov.au) so action can be addressed and followed up queries with the customer.

**7. Written Requests for Leave of Absence**

Nil

**8. Public Question Time**

**9. Confirmation of Minutes**

**9.1 Minutes of the Ordinary Council Meeting - 12/3/2024**

**Recommendation**

That Council confirms the Minutes of the Ordinary Council Meeting held on Tuesday, 12 March 2024 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. Decisions Made at Electors Meeting**

Nil

14 Reports - CEO (and Delegates)

14.1 Built and Natural Environment

14.1.1 Development Application - DA23/0470 - 8A Sawle Road Hamilton Hill - 'Tourist Accommodation' (3 Self-Contained Cabins)

<b>Executive</b>	Chief of Built and Natural Environment
<b>Author</b>	Planning Officer
<b>Attachments</b>	1. Planning Application Report <a href="#">↓</a>

**RECOMMENDATION**

That Council:

- (1) APPROVES the 'Tourist Accommodation' land use and the construction of three (3) self-contained cabins on 8A Sawle Road, Hamilton Hill, subject to the following conditions and footnotes:

**Conditions**

1. Development shall be carried out in accordance with the approved plan.
2. Prior to the commencement of use, the property owner shall enter into a legal agreement and deed to be lodged over No. 8 (Lot 1) and No. 8A (Lot 2) Sawle Road, Hamilton Hill, permitting the lodgement of an absolute caveat to the benefit of the City, and shall incur all costs relating to the lodgement. This is to be to the satisfaction of the City of Cockburn.
3. This approval runs with the landowner, as identified within this application. The use shall be discontinued if the land is sold, unless otherwise approved by the City.
4. The approval permits short-term accommodation, limiting an occupant's stay to a maximum of six (6) months within any twelve (12) months period.
5. Occupancy for each cabin is limited to a maximum of two (2) people.
6. No pets allowed on site while the property is being used for Tourist Accommodation.
7. The approval of the Tourist Accommodation is subject to the Property Management Plan hereby approved 9 April 2024.
8. The approval for the Property Management Plan remains valid for twelve (12) months only, from the date of the issued occupancy permit/notice of completion. Prior to the expiry, a suitably revised Management Plan must be submitted to the City for approval. This is to be to the satisfaction of the City. It is the responsibility of the Owner to ensure ongoing adherence (including guests) to the requirements of the approved Plan.
9. All stormwater must be contained and disposed of on-site. All stormwater infrastructure must be maintained for the duration of the development.
10. No building or construction activities shall be carried out before 7.00am or after 7.00pm, Monday to Saturday, and not at all on Sunday or Public Holidays.

11. All services and service-related hardware, including clothes drying areas, antennae, satellite dishes and air conditioning units, being suitably located away from public view and/or screened to the satisfaction of the City.
12. The development must be constructed in accordance with Australian Standard 3959 – Construction of Buildings in Bush Fire Prone Areas (or superseding standard) and the approved Bushfire Management Plan implemented accordingly.
13. The proposed access way(s) being constructed and drained at the landowner/applicant cost to the specifications of the City.
14. Prior to commencement of use, vehicle parking, manoeuvring, circulation, wheel stops, and entrance/exit points areas shall be designed, constructed, sealed, and drained, in accordance with:
  - a. The approved plan;
  - b. Council's engineering requirements and design guidelines.
  - c. The areas must be sealed in concrete or brick paving (residential) in accordance with City's specifications, unless otherwise approved by the City.
  - d. Australian Standards AS 1742, AS/NZS 2890.1:2004, AS/NZS 2890.3:2004, AS/NZS 2890.6:2004
15. The Property Management Plan provisions shall be converted into a sign that is to be always displayed within the premises, to the satisfaction of the City.
16. An external sign fronting the common property access, clearly visible, is to display the contact details of the Property Manager/s, to the satisfaction of the City, and shall be maintained on site for the duration of approval. The sign is to clearly advise neighbours who they can contact/ complain to should any issues arise in relation to the Tourist Accommodation.
17. Prior to the issue of a building permit, a revised waste management plan shall be submitted and approved by the City. All recommendations and measures identified in the waste management plan shall be implemented in perpetuity to the satisfaction of the City.
18. Prior to the issue of a building permit, 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. verge treatments
19. Prior the occupation of the development, Landscaping shall be installed, reticulated an irrigated in accordance with the approved landscape plan and maintained thereafter 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) In relation to Condition 2, the landowner/applicant is advised to contact the



City's solicitors (McLeod's) to prepare documentation relating to the legal agreement (deed) and lodgement of an absolute caveat. The purpose of the documentation is to link the site manager residing at 8 Sawle Road to the tourist accommodation on 8A Sawle Road, and ensure a primary contact is always accessible. Further, the caveat provides a mechanism to prevent sale of the land without local government review.

- c) Please be advised that the development must comply with the requirements of the *Building Codes of Australia* and *National Construction Code*.
- d) Please be advised that the use must comply with the requirements of the *Environmental Protection (Noise) Regulations 1997*.
- e) Development undertaken in a manner not consistent with this planning approval represents an offence which may be prosecutable under the requirements of the City of Cockburn Town Planning Scheme No. 3 and Planning and Development Act 2005.
- f) With regard to Condition 15, a physical copy of a Guest Handbook shall be provided on-site and within an appropriate location, visible to the guests, at all times.
- g) With regard to Condition 16, a sign license may be required to be submitted to the City. Details of the sign's sizes, locations and wording are to be provided. Please contact the City's Building Services for information in this regard
- h) Please be advised that State Government intends to introduce Short Term Residential Accommodation (STRA) legislation into parliament by Mid-2024, mandating the registration of all STRAs. The register is expected to open in late 2024, with registration becoming mandatory on 1 January 2025. For further information, please visit the Department of Planning, Lands and Heritage website; and

(2) NOTIFIES all residents who made a submission, of the Council's decision.

## Background

The City received a development application (DA) for a proposed 'Tourist Accommodation' land use on the subject site.

Specifically, the applicant seeks development approval for three (3) studio cabins (refer Attachment 1 – Site Plans).

The subject site was created as part of a survey strata subdivision with an area of 320m<sup>2</sup>, accessed via a common property driveway from Sawle Road, and is surrounded by existing residential development.

The applicant is the current property owner of both survey strata lots. The City has referred the proposal to Council for determination, given the proposal sits outside the scope of standard officer delegation.

Aerial subject site: Vacant strata lot zoned Residential with a density of R30.



## Submission

N/A

## Report

### Proposed Land Use and Operations

The TPS3 defines Tourist Accommodation as:

*This means land and buildings used for the purpose of short term accommodation primarily for tourists visiting the district and includes **cabins**, chalets, short stay self-contained accommodation and similar forms of tourist accommodation, together with uses ancillary to the primary use, but does not include a caravan park, hotel, bed and breakfast or motel.*

Tourist Accommodation is identified as an 'A' (advertising) land use pursuant to TPS3. The use is not permitted unless the local government has exercised its discretion and has granted planning approval after giving special notice (advertising) in accordance with clause 64(3) of the deemed provisions.

#### Summary of proposal

The proposal entails the construction of three (3) identical self-contained cabins, with a 19m<sup>2</sup> floor area, a studio floor layout, a compact bathroom, a front verandah, and a single designated car bay per cabin.

Due to the compact size and studio layout, occupancy will be limited to singles and couples, with each unit featuring a queen-sized bed and will have a maximum occupancy of two adults no children or infants permitted.

Additionally, a shared laundry facility and waste storage area are proposed. The applicant has proposed a 'Check In' between 2 pm and 9 pm and 'Check Out' between 8 am and 12 pm. Bookings will be limited for a period of up to 6 months within any twelve (12) month period.

The applicant has prepared a Management Plan (refer Attachment 3) to support the application which identifies a site manager (the applicant) residing at 8 Sawle Road. The Management Plan addresses the following:

1. Control of Noise and other disturbances;
2. Complaints management procedures;
3. Security of guests, visitors and neighbours;
4. Control of anti-social behaviour and potential conflict between tourists/guests/visitors and permanent residents of the area;
5. Car parking for guests and visitors;
6. Number of bedrooms and beds; and
7. Contact details of Owner and Keeper/Manager.

Further discussion relating to the Management Plan is provided in the body of this report.

#### **Planning Framework**

##### Town Planning Scheme No. 3 (TPS3)

Pursuant to TPS3, the site is zoned Residential (R30) with the objective of the zone as follows:

- i) *To provide for a range of housing and a choice of residential densities to meet the needs of the community.*
- ii) *To facilitate and encourage high quality design, built form and streetscapes throughout residential areas.*
- iii) *To provide for a range of non-residential uses, which are compatible with and complementary to residential development.*

Tourist Accommodation is an 'A' (Advertising) land use pursuant to TPS3 and therefore can be discretionarily considered in the Residential zone, subject to advertising the proposal and consideration of any submissions.

### State Planning Policy

The State Planning Policy 7.3 *Residential Design Codes* (R-Codes) provides a comprehensive basis for the control of residential development throughout Western Australia and defines Residential Development as:

*'Development of permanent accommodation for people, and may include all dwellings, the residential component of mixed-use development, and residential buildings proposing permanent accommodation'.*

Whilst the R-Codes do not provide specific guidance on 'Tourist Accommodation' land uses, the development standards of the R-Codes relating to lot boundary setbacks, building height, parking and design of car spaces have been used as a basis for assessment of the proposal, to assist in guiding site planning of the cabins in context to the residential area. The proposal is consistent with SPP 7.3 as shown below:

**Table 1: R-Codes standards**

Standard	Clause	Required	Provided	Comment
Lot Boundary Setback	C3.4.1 R-Codes	Walls with a height up to 3.5m = 1m	1m	Complies
Building Height	C3.2.1 R-Codes	Top of external Wall =7m Top of pitched roof =10m	Top of external Wall =2.7m Top of pitched roof =3.7m	Complies
Parking	TPS3	1 bay per Unit or Bedroom	3 bays	Complies
Design of car parking Bays	C2.3.3 R-Codes	In accordance with AS2890.1	In accordance with AS2890.1	Complies

### Local Planning Policy 1.15 – Tourist Accommodation

The City's Local Planning Policy 1.15 (LPP1.15) is the principal planning tool guiding the assessment of the development of Tourist Accommodation within the City. The Policy provides development standards and specific guidance for such proposals.

The policy specifies short-term accommodation as;

*'Accommodation for a maximum of 6 persons, inclusive of a keeper if they reside at the dwelling, for a period of up to 6 months within any 12-month period.'*

LPP1.15 provides for the management of tourism accommodation including siting, maintenance, and control of amenity considerations such as noise or other disturbances.

The Management Plan will address most amenity considerations on the subject site, the primary considerations identified below.

**Table 2: Property Management Plan considerations**

Management Plan	Proposed	Outcome
Control of Noise and other disturbances;	The contact details of the Property Manager will be provided to the occupants of adjoining properties. and any complaints will be dealt with immediately. Guests will be provided with a Code of conduct in Appendix A	Addressed in Management Plan  Conditioned to display
Complaints management procedures	Code of Conduct (Appendix A)  Appendix A and will be displayed at the entry of the property	Addressed in Management Plan
Security of guests, visitors, and neighbours	The cabins include compliant RCDs and Smoke Alarms. An Emergency Evacuation Plan (located at Appendix B) will be displayed in a prominent position within the cabin and emergency contact details will be included in the Guest Handbook.	Complies
Control of anti-social behaviour and potential conflict between tourists/guests/visitors and permanent residents of the area	Addressed in the Code of Conduct (Appendix A)	Addressed in Management Plan
Number of bedrooms and beds Max 6 persons	Each cabin features one queen-sized bed and can accommodate a maximum of two people (including adults, children, and infants). The overall site can host up to six people.	Addressed in Management Plan and Conditioned
Contact details of Owner and Keeper/Manager	Provided	Complies
A keeper/manager is not required to reside at the premises whilst it is being used for tourist accommodation purposes	The property will be managed by the owner residing at 8 Sawle Road. They will be responsible for the booking management, cleaning, and maintenance of the property.	Conditioned and controlled via absolute caveat and legal agreement

### Local Planning Policy 1.17 – Non-Residential Uses in Residential Zone

The purpose of this policy is to provide direction for assessing development applications for developments within a residential area that do not involve a dwelling, where the decision-making process requires discretion.

The applicant proposes one variation to LPP1.17, relating to location and accessibility. LPP1.17 notes that non-residential uses shall generally be restricted to 'District Distributor' roads and shall generally not be located on 'Access' Roads'.

Sawle Road is an 'Access Road', however the policy variation is supported on the basis that the site is located approximately 50m from Forrest Road ('District Distributor') servicing multiple bus stops and highly accessible to tourists. In addition, the proposed development has limited occupancy numbers along with sufficient parking.

The equivalent number of vehicles (3) is commensurate with a standard residential lot.

### State Government initiatives

The State Government recently released *Planning Bulletin 115/2023* on 9 November 2023 announcing several new initiatives to improve regulation of the short-term rental accommodation (STRA) sector.

This will introduce two new land use classes for (STRA), namely *hosted* and *unhosted*. As a result, amendments to the *Planning and Development (Local Planning Schemes) Regulations 2015* (LPS Regulations) and to local planning schemes may be undertaken in the future.

Further, a State-wide STRA Register will be implemented alongside these planning changes, scheduled to launch in mid-2024. Registration will become mandatory by January 1, 2025, irrespective of whether the accommodation is *hosted* or *unhosted*, or if it qualifies for a development approval exemption.

The administration of the STRA Register will be handled by DEMIRS, with its authority stemming from the Short-Term Rental Accommodation Act.

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

#### Local Economy

A sustainable and diverse local economy that attracts increased investment and provides local employment.

- Thriving local commercial centres, local businesses and tourism industry.
- A City that is 'easy to do business with'.

#### Listening & Leading

A community focused, sustainable, accountable and progressive organisation.

- High quality and effective community engagement and customer service experiences.

**Budget/Financial Implications**

N/A

**Legal Implications**

Should the Council determine that a legal agreement and absolute caveat are not required as a condition of approval, the City will have no legal basis to ensure a site manager resides at 8 Sawle Road.

A site manager is necessary in addressing public complaints efficiently.

**Community Consultation**

This application was advertised to 20 residential properties in accordance with clause 64(3) of the deemed provisions.

The application was advertised between 5 October to the 25 October 2023 and a total of five (5) objection submissions were received. (refer Attachment 5 - Submission Schedule).

During the community consultation period, several concerns were raised. Most of the concerns raised were centred around the suitability of the location for tourist accommodation, noise related to the use, and the concern regarding the provision in LPP1.15 that permits the site manager to not reside on-site.

In response to the raised concerns about the site manager's proximity to the site, the City sought legal advice. Legal advice recommended the application be conditioned appropriately to ensure that the site manager stays within close proximity to the land use operations.

Addressing the appropriateness of the site, the TPS3 makes provision for tourist accommodation to be located within a residential zoned area, if accompanied by an approved management plan. As part of the assessment, the location of the site was taken into consideration and assessed against its proximity to major tourist attractions:

**Fremantle** - Public Transport (35 minutes), Car (9 minutes)

**Omeo Wreck** - Public Transport (34 minutes), Car (9 minutes)

**Adventure World** - Public Transport (9 minutes), Car (6 minutes)

**Cockburn Central** - Public Transport (35 minutes), Car (12 minutes)

**Perth CBD** - Public Transport (28 minutes), Car (22 minutes)

The site is in proximity to a number of tourist locations that are easily accessible by public transport. It is considered the land use of tourist accommodation can be supported at this location.

It is recommended to include a condition relating to the enforcement of a Management Plan to control amenity impacts relating to noise, which was a primary concern raised during advertising.

**Risk Management Implications**

The applicant has the right to review Council's decision through the State Administrative Tribunal. Should the applicant exercise this right, there may be financial implications, particularly where legal counsel is required.

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

The Proponent(s) and those who lodged a submission on the proposal have been advised that this matter is to be considered at the 9 April 2024 Ordinary Council Meeting.

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

Nil





## **Lot 2 (8A) Sawle Road, Hamilton Hill**

Planning Application Report

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**Client:** David George

**Date:** 01 August 2023

**Contact:**

Melinda Marshall  
[melinda@co-creation.com.au](mailto:melinda@co-creation.com.au)  
0407 662 448  
ABN: 44 981 316 535

<b>Prepared by</b>	Melinda Marshall
<b>Date</b>	1 August 2023
<b>Version</b>	Final

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# 1 Introduction

Please find enclosed the following that constitutes an Application for Planning Approval:

- » A completed City of Cockburn Application for Planning Approval Form;
- » The Certificate of Title;
- » A completed Application Checklist;
- » Details of the Proposed Development and Written Justification;
- » Development Plans;
- » A Short Term Accommodation Management Plan, and;
- » A Bushfire Management Plan.

## 2 Subject Site

### 2.1 Land Ownership

The subject site comprises one lot and is legally described as follows:

Table 1 Ownership Details

Lot No.	Address	Certificate of Title	Owner	Area (m <sup>2</sup> )
2	8A Sawle Road, Hamilton Hill	4038/398	David George	320

A copy of the Certificate of Title is located at Appendix B.

### 2.2 Site Description

The Subject Site is accessed via a common property driveway from Sawle Road and is surrounded by existing residential (Figure 1). It is quadrangular in shape with a 21.45m boundary to the north, a 14.45m eastern boundary, a 24.14m southern boundary and a 14.03m western boundary.

The Subject Site is flat and has been cleared of a structures and vegetation.

Figure 1 2023 Aerial of Subject Site and Surrounds. Source: City of Cockburn



#### 2.2.1 Heritage

A search of the State Heritage Register and the City’s Municipal Inventory reveals that the Subject Site is not heritage listed. In addition, a search of the Aboriginal Heritage Inquiry System reveals that the Subject Site is not impacted by any registered aboriginal heritage sites.

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**CO-CREATION SOLUTIONS**

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### 2.2.2 Service Infrastructure

There is service infrastructure for sewer, water, telecommunications and power located in the vicinity of Subject Site and it appears that these services are connected or available to the property. Most of the infrastructure is located within Sawle Road. However, a sewer main is located within the property to the rear adjacent to the boundary.

The Subject Site is well serviced by road infrastructure as it is in close proximity to the district distributor road of Forrest Road, and Stock Road, which is a Primary Distributer. It is also well serviced by public transport being approximately 110m from a high frequency bus route on Forrest Road. The Subject Site is also well serviced by cycling infrastructure with the Perth Bike Network (PBN) being located approximately 50m to the north.

### 2.2.3 Contamination

The Subject Site is not listed in the Department of Water and Environmental Regulation's Contaminated Sites Database as a known contaminated site.

### 3 Proposed Development

The purpose of this application is to obtain approval for three chalets that are proposed to be used as Tourist Accommodation. Each of the three chalets has a floor area of 19m<sup>2</sup>, a studio floor layout, small bathroom, front veranda, car bay and screened bin storage. As shared laundry is also proposed.

The cabins are setback from boundaries in accordance with the Residential Design Codes and have been orientated to maximise winter sun penetration in accordance with solar passive design principles, whilst maintaining privacy. The chalets are proposed to be as energy and water efficient as possible and will incorporate solar power generation and rainwater tanks.

Given the small size and studio floor plan of the cabins, occupation will be limited to singles and couples. The proposed parking provision of 1 car bay per unit is considered sufficient for this level of occupancy and is in accordance with the requirements of Table 2 of Local Planning Scheme No.3.

Please refer to the Development Plans located at Appendix C.

## 4 Planning Context

### 4.1 City of Cockburn Local Planning Scheme No.3

Under the provisions of Local Planning Scheme No.3 (LPS3) the Subject Site is currently zoned 'Residential R30'. Within the Residential zone a Tourist Accommodation use is an 'A' use, which means that it is a use that is not permitted unless the local government has exercised its discretion and has granted planning approval after giving special notice in accordance with Clause 64(3) of the Deemed Provisions.

Clause 4.8.6 of LPS3 requires that parking is provided for Tourist Accommodation at a rate of 1 bay per unit or bedroom.

### 4.2 Planning Policy & Guideline Compliance

In accordance with Part 7 of the R-Codes, a local government may prepare a local planning policy that amends a deemed-to-comply provision or provides guidance with regards to compliance with the design principles. To follow is a list of the City's local planning policies applicable to the proposed development and a brief discussion regarding their consideration.

#### 4.2.1 Local Planning Policy 1.15 – Tourist Accommodation

In accordance with the requirements of Local Planning Policy 1.15 – Tourist Accommodation (LPP1.15), a management plan is attached at Appendix D, which addresses the following:

1. Control of Noise and other disturbances;
2. Complaints management procedures;
3. Security of guests, visitors and neighbours;
4. Control of anti-social behaviour and potential conflict between tourists/guests/visitors and permanent residents of the area;
5. Car parking for guests and visitors;
6. Number of bedrooms and beds, and;
7. Contact details of Owner and Keeper/Manager.

#### 4.2.2 Local Planning Policy 1.17 – Non Residential Uses in Residential Zones

Local Planning Policy 1.17 – Non Residential Uses in Residential Zones (LPP1.17), provides guidance in assessment of planning applications for development in a Residential zone that does not include a dwelling, where discretion is required to be exercised in the decision making process. Whilst not specifically mentioned in the policy, Tourist Accommodation is a non-residential use and therefore this policy applies to the Proposal.

LPP1.17 suggests that non-residential uses should generally be located as follow:

1. 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;



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2. Within 250m of any public transport bus route or 500m of a train station, measured in a straight line from any part of the route to any part of the lot, and;
3. Be restricted to 'Primary Distributor' and 'District Distributor' roads and shall generally not be located on 'Regional Distributor', 'Local Distributor' or 'Access' roads.

In comparison to the other non-residential uses that LPP1.17 seeks to regulate with its location requirements, this proposal is of a low scale and will generate minimal traffic movements. Consequently, it should not have to adhere to these requirements.

With regards to built form, LPP1.17 requires the following:

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

LPP1.17 generally requires Applications to be accompanied by a Traffic Impact Study or Assessment. Given the small scale of the development it is anticipated that the traffic generated by the proposed tourist accommodation will be similar to a single house development. On this basis it is requested that the requirement for a Traffic Impact Study to accompany the Application be waived.

LPP1.17 also generally requires a Noise Impact Assessment to accompany an Application for Planning Approval. It is requested that this requirement be waived on the basis that this proposal is likely to generate minimal noise and because noise impacts can be regulated by the required Management Plan by restricting the number of people per chalet, check in times and visitor times. The proposal is considered to comply, or have the ability to comply, with all of the other provisions of LPP1.17.

### 4.3 State Planning Policy 3.7 – Planning in Bushfire Prone Areas.

Part of Lot 2 is classified as a Bushfire Prone Area due to its proximity to bushland on the south side of Blackwood Avenue. In accordance with the requirements of SPP3.7 a Bushfire Management Plan is attached at Appendix E.

## 5 Development Standards

In accordance with LPP1.17, the setbacks and height of the proposed development is required to comply with the Residential Design Codes of WA. The table below shows the assessment of the proposed development against the R-Codes and LPS3.

Standard	Clause	Required	Provided	Comment
Lot Boundary Setback	C3.4.1 R-Codes	Walls with a height up to 3.5m = 1m	1m	Complies
Building Height	C3.2.1 R-Codes	Top of external wall = 7m Top of pitched roof = 10m	Top of external wall = 2.7m Top of pitched roof = 3.7m	Complies
Parking	LPS3	1 bay per Unit or Bedroom	2 bays	Complies
Design of Car Parking Spaces	C2.3.3 R-Codes	In accordance with AS2890.1	In accordance with AS2890.1	Complies

## 6 Conclusion

The proposal has been designed and configured to meet the standards of the R-Codes and the City of Cockburn's Planning Scheme and policies and any deviations are considered minor. In addition, the proposal will provide an affordable short term accommodation option in an area where there is little to no tourist accommodation available. Given the design, scale and proposed management of the accommodation no negative impacts on the local community are anticipated.

On this basis we respectfully request the City of Cockburn grant approval for the development.

Should you have any enquiries regarding this matter or require additional information, please do not hesitate to contact Melinda Marshall on 0407 662 448 or via [melinda@co-creation.com.au](mailto:melinda@co-creation.com.au).

# Appendices

- A Appendix A – Application Form & Checklist
- B Appendix B – Certificate of Title
- C Appendix C – Development Plans
- D Appendix D – Short Term Accommodation Management Plan
- E Appendix E – Bushfire Management Plan

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## **A    Appendix A – Application Form & Checklist**

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Lot 2 (8A) Sawle Road, Hamilton Hill

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## B Appendix B – Certificate of Title

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Lot 2 (8A) Sawle Road, Hamilton Hill

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## C **Appendix C – Development Plans**

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Lot 2 (8A) Sawle Road, Hamilton Hill

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## D **Appendix D – Short Term Accommodation Management Plan**

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Lot 2 (8A) Sawle Road, Hamilton Hill



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## **E    Appendix E – Bushfire Management Plan**

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Lot 2 (8A) Sawle Road, Hamilton Hill

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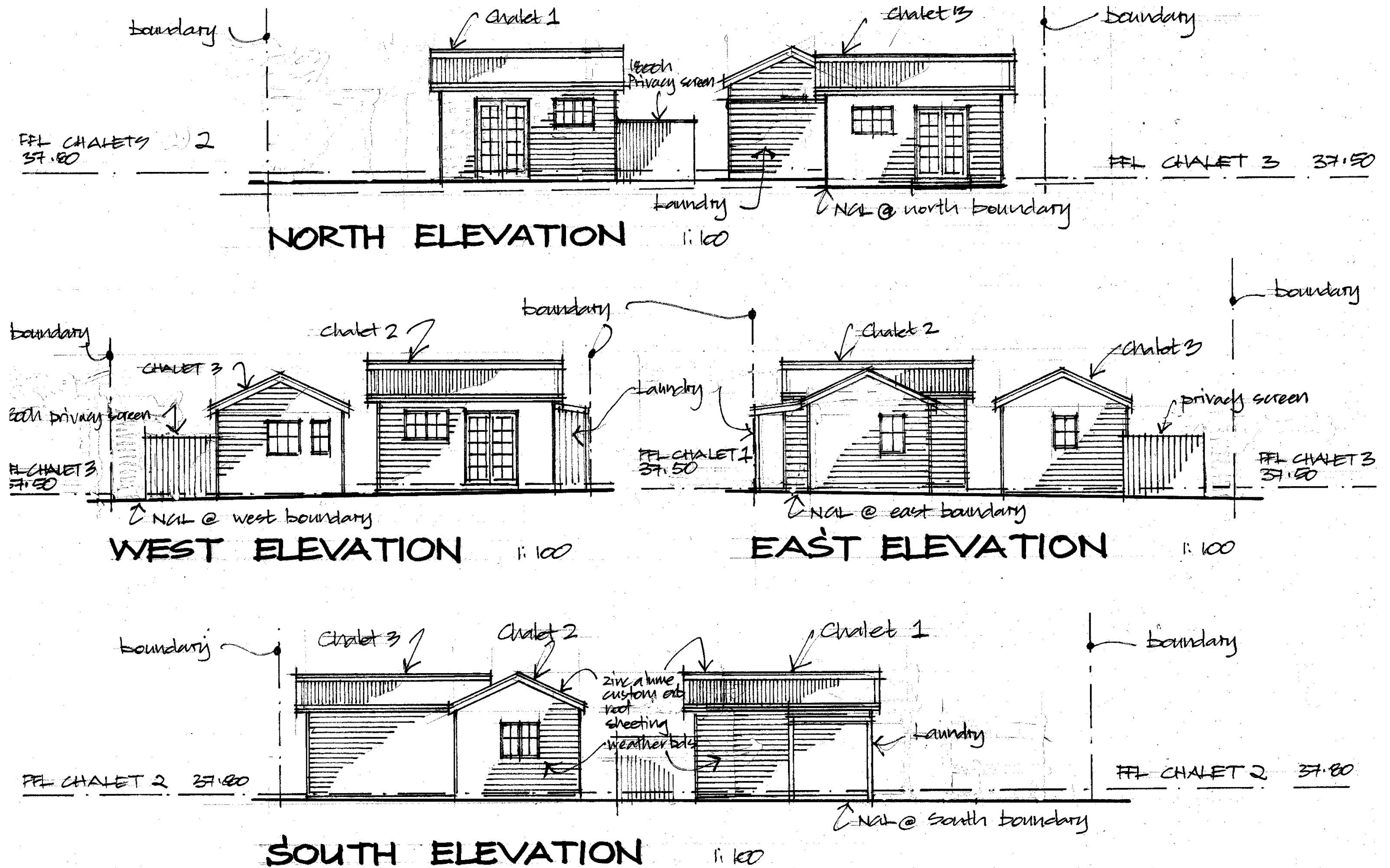


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Lot 2 (8A) Sawle Road, Hamilton Hill



37 of 660



Proposed Short-Term Accommodation Development at  
8 Sawke Rd, Hamilton Hill for David George

ecotecture



# **Short Term Accommodation Management Plan**

Lot 2 (8A) Sawle Road, Hamilton Hill

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**Date:** 07 November 2023

**Contact:**

Melinda Marshall  
[melinda@co-creation.com.au](mailto:melinda@co-creation.com.au)  
0407 662 448  
ABN: 44 981 316 535

<b>Prepared by</b>	Melinda Marshall
<b>Date</b>	7 August 2023
<b>Version</b>	Final

# Contents

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# 1 Introduction

An Application for Planning Approval has been prepared for the construction of three cabins each with a floor area of 19m<sup>2</sup>, a studio floor plan and small bathroom, and associated landscaping and car parking. Approval is also being sought for the use of the cabins as short-term accommodation.

This Management Plan has been prepared for the purpose of managing short-term accommodation.

Short-term accommodation is defined by the City of Cockburn Local Planning Policy 1.15 –Tourist Accommodation as:

*Accommodation for a maximum of 6 persons, inclusive of a keeper if they reside at the dwelling, for a period of up to 6 months within any 12 month period.*

The operation of short-term accommodation at the Subject Site shall be in accordance with the provisions of this Management Plan.



## 2 Management Plan

### 2.1 Property Manager Contact Details

Property management will be undertaken by the owner of the property, who resides in the house at the front of the property. They will be responsible for the booking management, cleaning and maintenance of the property. They will also be responsible for bringing the bins out for collection and returning them when empty.

The Property Managers contact details are: Name: **David George**  
Phone: **0467 005 705**  
Address: **8 Sawle Road, Hamilton Hill**

### 2.2 Occupancy Requirements

Each unit will have one queen sized bed and will have an occupancy of a maximum of 2 adults. Each unit will have one dedicated car parking space. Potential Guests will need to be notified before booking that the on site vehicle access and parking is not suitable for high and wide vehicles, such as camper vans, due to limited manoeuvring area and the eaves intrusion into the driveway.

### 2.3 Bookings & Check In & Check Out Procedure

Check In will be between 2pm and 9pm and Check Out will be between 8am and 12pm. Bookings will be made via an online booking system, which will record the guest's contact details including full name(s), phone number and email address.

The guests will be issued with detailed check-in instructions to guide them through the whole process, including the pin number for unlocking their cabin and the location of their parking spot.

When a guest checks in, they are encouraged to read our 'Guest Handbook' which provides them with all the important information they need to know to have an enjoyable, safe & respectful stay. The Guest Handbook lists the Property Managers contact details, emergency contact details, emergency evacuation plan, code of conduct, parking rules, bin collection days, public transport, nearby amenities, sights, and attractions in the area and how to use the accommodation's amenities.

### 2.4 Noise & Complaints Management

The contact details of the Property Manager will be provided to the occupants of adjoining properties and any complaints will be dealt with immediately. Guests will be provided with a Code of Conduct, which is located at Appendix A.

### 2.5 Guest Safety

The cabins include compliant RCDs and Smoke Alarms. An Emergency Evacuation Plan (located at Appendix B) will be displayed in a prominent position within the cabin and emergency contact details will be included in the Guest Handbook.

# Appendices

- A Code of Conduct
- B Emergency Evacuation Plan

## A Code of Conduct

The following Code of Conduct governs guest behaviour and use of the property. The guest agrees to follow the guidelines below, for themselves and any visitors they allow at the property:

**GUESTS:** A responsible adult (over 18 years of age) shall be on site at all times when children are present. No unauthorised people are permitted to stay overnight.

**NOISE AND NUISANCE:** The guests agree not to cause or permit nuisance at the property. This includes excessive noise, disruptive or anti-social behaviour. Noise should generally cease after 9pm Sunday through Thursday and 10pm Friday and Saturday.

**VEHICLE PARKING:** The guests agree to use the parking space provided and not to park on lawn or garden areas on the property, or on the street verge or street itself outside the property. The guests agree not to park any additional vehicles on the property in excess of the parking spaces provided.

**PREMISE CONDITION AND CLEANLINESS:** The guests agree to leave the premise in a clean and tidy condition upon vacating, with all fittings and chattels in their original condition and position at the beginning of stay. Guests are to advise the Property Manager of any damage or disrepair within 24 hours of this occurring. Any damage repairs or excessive cleaning that is attributable to the guests stay will be paid for by the guests.

**FIRES:** The guests agree not to allow any candles, open fires or similar burn unsupervised within the premise. No open fires are permitted outside at any time. Barbeque facilities may be provided and used in a safe manner.

**RUBBISH DISPOSAL:** The guests agree to contain all their rubbish in the bins provided.

**KEYS:** At the end of the agreed tenancy, guests agree to lock the premise, close all windows and return the keys to the lockbox. Any lost or damaged keys will be replaced at the guest's expense.

**TERMINATION OF ACCOMMODATION:** If guests are found to have contravened any of the above Code of Conduct responsibilities a verbal warning will be issued. If the contravention is not rectified immediately the accommodation booking may be terminated with 2 hours' notice at the Property Manager's discretion. No refunds will be made.

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## B Emergency Evacuation Plan

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Short Term Accommodation Management Plan

Bushtire Emergency Evacuation Plan

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**Bushfire Emergency Evacuation Plan**

Proposed Minor Development of Single Lot

Short Stay Accommodation

**8 Sawle Road Hamilton Hill WA**

**Version 1.0**

**BEEP No: BEEP001v1.0**

## Bushfire Emergency Evacuation Plan

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**Site Address:** 8 Sawle Road Hamilton Hill, Western Australia

**Lot size:** approx. 800m<sup>2</sup>

**Facility maximum occupancy:** 6 Transient occupants, 3 Vehicles

**Current Landowner, Site Manager & BEEP Author:** David George – Mobile 0467005705

**(BEEP) Bushfire Emergency Evacuation Plan Number:** BEEP001v1.0

**Document control**

## Bushfire Emergency Evacuation Plan

Report version	Purpose	Author/reviewer and accreditation details	Date submitted
1.0	Chalet Construction & Short Stay Accommodation Approval	David George	18 <sup>th</sup> July 2023

This Bushfire Emergency Evacuation Plan is Valid for 3 years from the date completed and will be reviewed on an 3 yearly basis or when changes occur.

## Bushfire Protection Criteria Compliance Table

Bushfire Protection Criteria Elements	Method of compliance & Acceptable solution	Checklist	Comment
Element 1 Location	A1.1 Development Location See element 5 A5.7c Siting and Design	Y	Location is a determined BAL-12.5 >10kw/m2 therefore evacuation is the primary action in the event of a bushfire.
Element 2 Siting and Design	A2.1 Asset Protection Zone	Y	APZ of lot in entirety will maintain the determined BAL-12.5 BAL rating
Element 3 Vehicular Access	A3.1 Public Roads	N/A	N/A – See Element 5 (5.8.2)
	A3.2a Multiple Access Routes	N/A	N/A – See Element 5 (5.8.2)
	A3.2b Emergency Accessway	N/A	N/A – See Element 5
	A3.3 Through Roads	N/A	N/A – See Element 5
	A3.4a Perimeter Roads	N/A	N/A – See Element 5
	A3.4b Fire Service Access Routes	N/A	N/A – See Element 5
	A3.5 Battle-Axe Legs	N/A	N/A – See Element 5
	A3.6 Private Driveway	N/A	See Element 5 (A5.8.1 & A5.8.1)
Element 4 Water	A4.1 Identification of Future Water supply	N/A	N/A – See Element 5 (A5.9a)
	A4.2 Provision of water for firefighting purposes	N/A	See A5.9a – Provision of Water
Element 5	A5.7 Siting and Design		
	A5.7a	N/A	Not a caravan Park
	A5.7b	N/A	Not a tolerable loss
	A5.7c	Y	See Element 2 (A2.1 APZ of lot in entirety)
	A5.7d	N/A	Not Appropriate
	A5.7e	N/A	No onsite Shelter
	A5.7f	N/A	Building will not be utilised for shelter in place
	A5.7g	N/A	Building will not be utilised for shelter in place
	A5.8.1 Vehicular Access for all proposals		
	A5.8.1a	N/A	Single driveway access, <50m in length
	A5.8.1b	Y	Compliant by design, <50m
	A5.8.1c	Y	Signage Provided being the: 1. Building Evacuation plan and 2. Bushfire Evacuation Plan (Appendix 5)
	A5.8.2 Vehicular access for short-term accommodation outside of a residential built-out area		Proposal is within a residential built out area and still complies.
	A5.8.2a	Y	Three directional access
	A5.8.2b	Y	Roads are all through roads

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Bushfire Emergency Evacuation Plan

Bushfire Protection Criteria Elements	Method of compliance & Acceptable solution	Checklist	Comment
	A5.8.2c	N/A	
	A5.8.2d	N/A	
	A5.8.2e	Y	A5.8.2a & 5.8.2b are achieved
	A5.9 Provision of water		
	A5.9a	Y	Reticulated hydrant supply provided on Sawle Road
	A5.9b	N/A	N/A



## Bushfire Emergency Evacuation Plan

### 1.0 Introduction

The landowner of the property would like to build three chalets for use as short stay accommodation for guests of no more than two per chalet at the site at any one time.

This site is classified as a vulnerable tourism land use under SPP3.7 (policy 6.6) will require this Bushfire Emergency Evacuation Plan (BEEP) to be submitted and approved by the local government authority and DFES to ensure the safety of all guests within the short stay accommodation. Guests at who stay within the accommodation may not be fully aware of the bushfire threat, their surroundings and may require assistance in the event of a bushfire event in the area.

The site is in the office of bushfire risk management designated bushfire prone area with 90% of vegetation within no closer than 60m from any of the proposed chalets. The only bushfire threat is from the south, all other directions are rated at BAL-LOW being residential built-out areas.

The site has a dwelling and driveway that is already established to the north of the lot. This lot has a determined BAL-12.5 on the day of the site assessment and is currently maintained as per the LGA firebreak notice.

The Asset Protection zone for the lot will be the lot in entirety.

### 1.1 Purpose of the BEEP

The BEEP is designed to guide the Site Manager (David George) who will be living on site and guests of the short stay accommodation in the event of a bushfire emergency within the region.

The BEEP outlines the procedures required to facilitate an effective, safe, and quick evacuation for all guests to a refuge point that is in a suitable direction or communicate to emergency services who will provide further guidance.

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## Bushfire Emergency Evacuation Plan

### 1.2 Emergency Planning Team – Roles and Responsibilities

#### Roles & Responsibilities:

##### **Site Manager – Landowner – David George - Mobile 0467005705**

Ensuring all site is always prepared for bushfire.

Coordinating of transport if not provided by occupants.

Monitoring and relaying all warnings and information sources.

Initiating and relaying bushfire triggered evacuation, procedures, and measures.

Liaising with emergency services by all means

##### **Guest Warden / Responsible Transient Occupant – TBC, will vary.**

Coordinating occupant transport

Physically relocating occupants if required

Monitoring all warnings and information sources including from the Site Manager

Initiating bushfire triggered evacuation, procedures, and measures.

Understanding evacuation routes



Liaising with emergency services by all means

### 1.3 Site Risks

The site is within a Low to extreme (BHL) bushfire risk area as per SPP3.7, appendix 2, Table 3. The area to the south being class D banksia woodland with significant available fuels for a bushfire therefore a fire will be most likely to impact the site from this direction. All other directions are BAL-LOW with through roads within a residential built out area and suitable for evacuation.

The prohibited burning period is from the 1st December to the 31st March with restricted burning periods of the 1st April to 31<sup>st</sup> May & 01<sup>st</sup> October to 30<sup>th</sup> November with dates subject to change, the Fire Control officer will be called for advice and BEEP will be updated annually with any changes.

<https://www.cockburn.wa.gov.au/Health-Safety-and-Rangers/Fire-and-Emergency-Management/Firebreaks-and-Burning-Permits>

The Current and future Fire Danger ratings  and the total fire bans  are available on the emergency WA Website below or via a quick search or QR code below:

<https://www.emergency.wa.gov.au/#firedangerratings>

## Bushfire Emergency Evacuation Plan

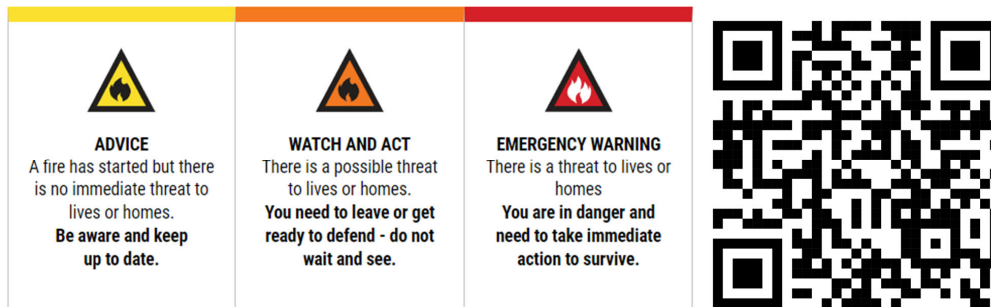


Fire danger ratings and total fire ban information will allow both the Site Manager (David George) and the onsite Guest representative to effectively communicate the possibility of a bushfire event in the area.

The Fire danger ratings are: No Rating, Moderate, High, Extreme and Catastrophic

The Australian Bushfire Warning System will be used as the primary trigger for the BEEP and are displayed below:

<https://mybushfireplan.wa.gov.au/australian-warning-system/>



**Specific triggers for increases in vigilance during the fire season are:**

1. Fire danger ratings increases above Moderate
2. Days where a total Fire ban is declared
3. Days where a harvest movement ban is declared

**These indicate higher risks for bushfires and extra caution should be exercised**

**Other current Information Advice:**

ABC radio or 6PR have updates 15m prior and after the hour.

Emergency Services personnel during an event can provide guidance

DFES: <https://www.dfes.wa.gov.au/> or Telephone: 133337

State Alert Emergency warnings to all phones and mobiles

## Bushfire Emergency Evacuation Plan

### The priority for this site is to evacuate ASAP

**ONLY if evacuation is not possible and this is confirmed advice provided by DFES is any Shelter in place to be considered, in that case the dwellings will be utilised until advised by DFES that it is safe to leave.**

## 2.0 Emergency Action Procedures

### Examples of evacuation triggers for this site:

1. State emergency warning system by phone or text message that recommends evacuation or a **"watch and act"** alert given.
2. Advice from DFES, emergency service personnel/Police officer or representative to evacuate
3. Advice from the site manager or Guest Warden to evacuate
4. Advice from multiple sources including ABC radio, public comms systems or similar that a bushfire threat is imminent for the area and evacuation is recommended.
5. Emergency WA website **"watch and act"**

On days of extreme or catastrophic fire danger rating the site manager or guests may need to monitor conditions and alerts multiple times a day, considering the bushfire direction to determine use of the Primary or Secondary Evacuation Refuge locations, these are shown below.

**Primary Evacuation Refuge (North)** – Jean Willis Centre - 14 Ingram Street, Hamilton Hill  
**2 mins travel time via vehicle (normal road conditions)**

**Secondary Evacuation Refuge (South)** - Davilak Reserve - 103 Rockingham Rd, Hamilton Hill  
**4 mins travel time via vehicle (normal road conditions)**

**These refuge site are to be updated as required.**

### Notification of Evacuation

1. The Site Manager or Guest Warden is to calmly notify all guests that they need to gather belongings move to the vehicles and evacuate to the primary or secondary evacuation point after accounting for number of persons.
2. The responsible person on site (Guest Warden) is to assist in the movement of guests to the vehicles if required.
3. The Responsible Person (Guest Warden) on site will be in communications with the site manager to assist in evacuation, route choice and DFES liaison.
4. If evacuation cannot occur by order of DFES, then the responsible person (Guest Warden) will notify the guests and they will shelter in place inside the primary dwelling as a last resort only.

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## Bushfire Emergency Evacuation Plan

### 2.1 Evacuation Procedures

Action to be taken	Person Responsible	Actioned Y/N
Assess situation, brief all guest(s) and actions to be taken for all persons including the delegation of the Guest Warden.	Site Manager	
Consider & continually reassess transport requirements for all persons on site.	Site Manager/Guest Warden	
Monitor and assess situation regularly and communicate to Guest Warden.	Site Manager	
Depending on conditions, location of the fire front or advice given by DFES determine if the Primary or Secondary Refuge may be utilised.	Site Manager/Guest Warden	
Initiate evacuation on "Watch and Act" alert, Advice from DFES, information source, evacuation trigger or DFES representative.	Site Manager/Guest Warden	
Call 000 and advise is evacuation or shelter in place is to take place.	Site Manager/Guest Warden	
Organise, account for guests and orderly evacuate guests on evacuation trigger	Guest Warden	
Turn off aircon, close windows and doors when required	Guest Warden	
Report via 000 any changes, unaccounted or injured persons	Site Manager/Guest Warden	
If unable to evacuate contact and relay information to 000 and advise guests to shelter in place	Site Manager/Guest Warden	
Monitor progress of evacuation, assist and record actions taken in the incident log (Appendix 5)	Site Manager	

### 2.2 Bushfire Emergency Evacuation Map

Evacuation map for the structure will be displayed in the common area as required under AS3745-2020 with the following information:

1. At a height of not less than 1200mm and no higher than 1600mm off the floor
2. Orientated with structure with a "you are here point"
3. Overview of the site.
4. Locations and travel to exits
5. Direction and location of the Emergency Evacuation Point (Assembly Point)
6. Fire equipment installed on site
7. Printed at A3 size and placed on the Wall in living area

Bushfire Evacuation Diagram (Appendix 3)

Facility Evacuation Map (Appendix 4)

## Bushfire Emergency Evacuation Plan

### 3.0 Contacts

#### In emergencies call 000

David George (Site Manager) – Mobile 0467005705

DFES **133337** or <https://www.dfes.wa.gov.au/>

Cockburn Central CFRS Fire Station 0861931210

City of Cockburn 08 9411 3444

#### 3.1 Return to Site

Do not return until the area is deemed safe and the “all clear” has been given by DFES or representative and contact has been made with emergency services.

Act on advice from the emergency services do not leave a shelter in place until safe to do so and advised by DFES or representative.

Guest warden is to always account for all people in his party.

#### 3.2 Training

Site Manager will conduct self-training annually before the fire season, update procedures when required and record these in Appendix 6 Training Log.

#### 3.3 Document distribution

One hard copy of this BEEP is to be kept on the wall in the common area for each chalet and one other with the Site Manager while the accommodation is occupied.

#### 3.4 Document Review

The site Manager is responsible for the updating of the BEEP when there are any changes to the site, risk levels, events or at a minimum of 3 years.

## Bushfire Emergency Evacuation Plan

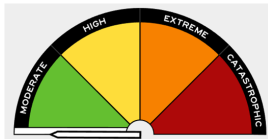
# Bushfire Emergency Evacuation Plan Appendices

## Appendix 1 – Fire Danger Ratings

Fire Danger Ratings (FDR) are issued daily and describe the potential level of danger should a bushfire start. They provide important information so you can take action to protect yourself and others from the potentially dangerous impacts of a bushfire.

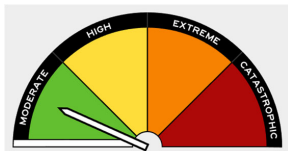
Launching on 1 September 2022, the Australian Fire Danger Rating System (AFDRS) is a new, nationally consistent FDR system that features four simplified rating levels to more accurately reflect fire danger conditions and provide you with clear messages of what to do at each level.

The rating is your prompt to take action to stay safe. You need to stay informed and know what the FDR is for your area each day.

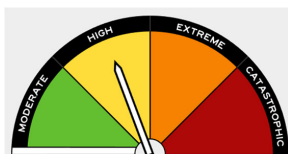


On days when there is minimal risk, the Fire Danger Rating will be set to 'no rating'.

Bushfires which start in these conditions are unlikely to spread in a dangerous or life-threatening way, but you will still need to remain alert and abide by local seasonal laws and regulations.



Stay up to date and be alert for fires in your area.

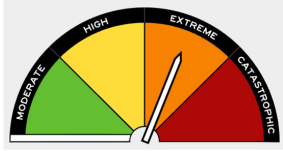


### Bushfire Emergency Evacuation Plan

There's a heightened risk. Be alert for fires in your area.

If a fire starts, your life and property may be at risk.

---

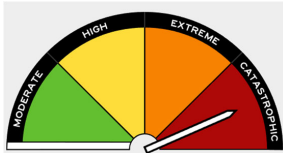


These are dangerous fire conditions.

If a fire starts, take immediate action. If you and your property are not prepared to the highest level, plan to leave early.

Avoid travel through bushfire risk areas.

---



These are the most dangerous conditions for a fire.

It may be too late to make a bushfire plan. Prepare your emergency kit and choose where you will go and different ways to get there.

Stay safe by going to a safer location early in the morning or the night before.

Homes cannot withstand fires in these conditions. You may not be able to leave, and help may not be available.

---



## Bushfire Emergency Evacuation Plan

## Appendix 2 – Bushfire Emergency Warning System

**EMERGENCY WARNING**

An out of control fire is approaching fast and you need to take immediate action to survive. If you haven't prepared your home it is too late.

**You must seek shelter or leave now if it is safe to do so.**

This is the highest level of warning and your site and the persons there are in danger. If it is clear, you have had advice from DFES or emergency service personnel then the responsible person on site is to facilitate the evacuation

**WATCH AND ACT**

A fire is approaching and there is a possible threat to lives or homes. Put your plan into action. If your plan is to leave, make sure you leave early. If your plan is to stay, check all your equipment is ready.

**Only stay and defend if you are mentally and physically prepared.**

The fire could be out of control, you may see smoke or embers, the fire could be approaching your location and you may soon not have time to evacuate effectively. Monitor the situation and act on the updated advice without delay. If the threat is not imminent, then prepare your vehicles for possible evacuation. Maintain all persons at the assembly point.

**ADVICE**

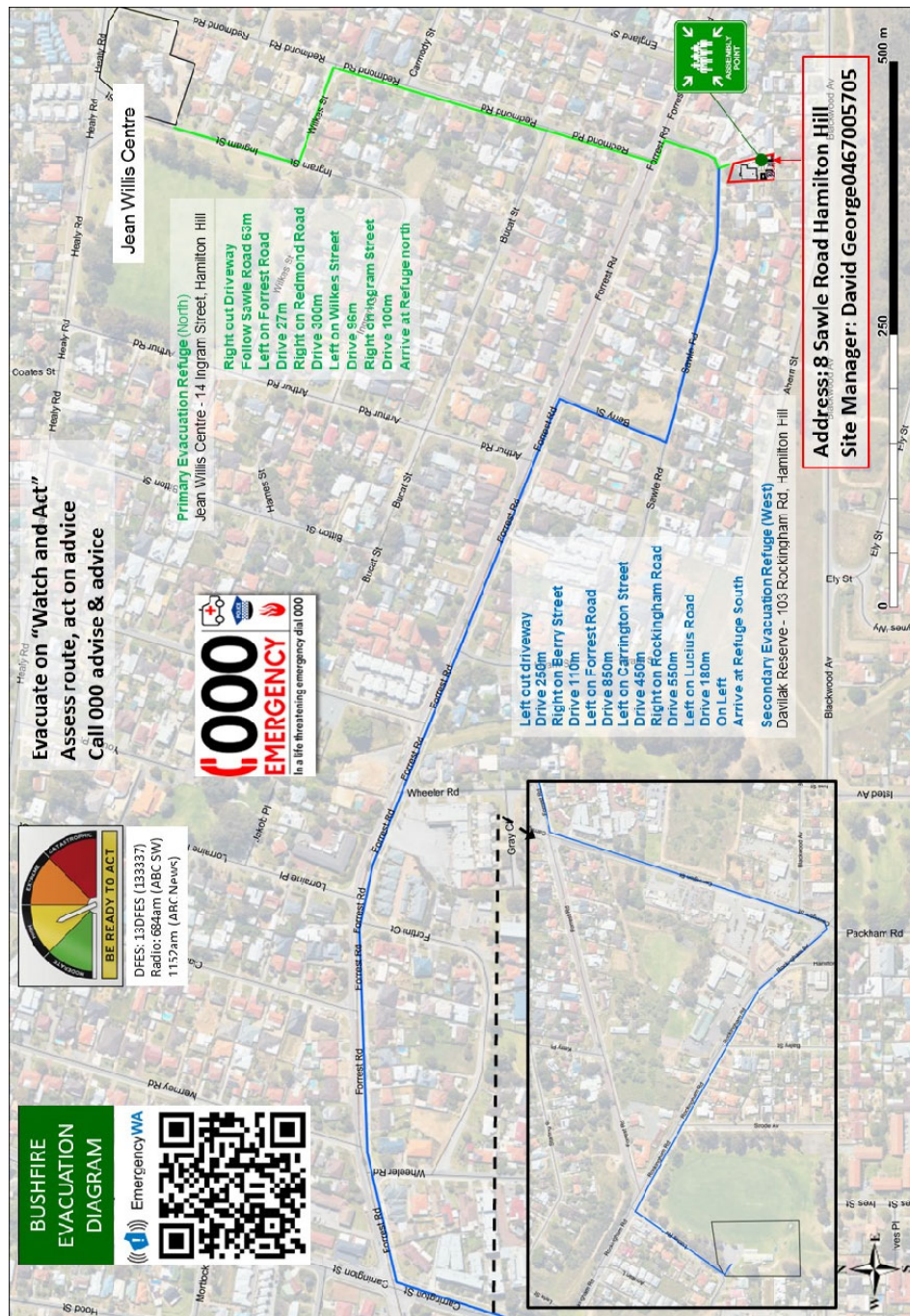
A fire has started but there is no immediate danger. Stay alert and watch for signs of a fire.

**Be aware and keep up to date.**

There is a fire in the area and there is no imminent danger. You need to monitor the situation, information sources and act on advice or a change on alert status.

## Bushfire Emergency Evacuation Plan

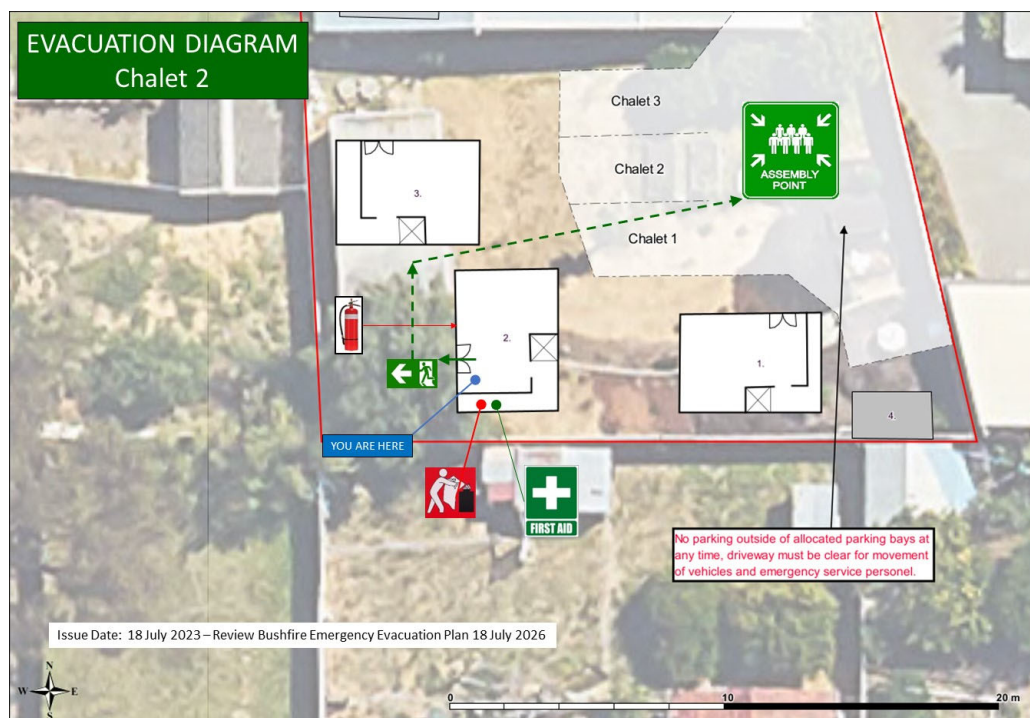
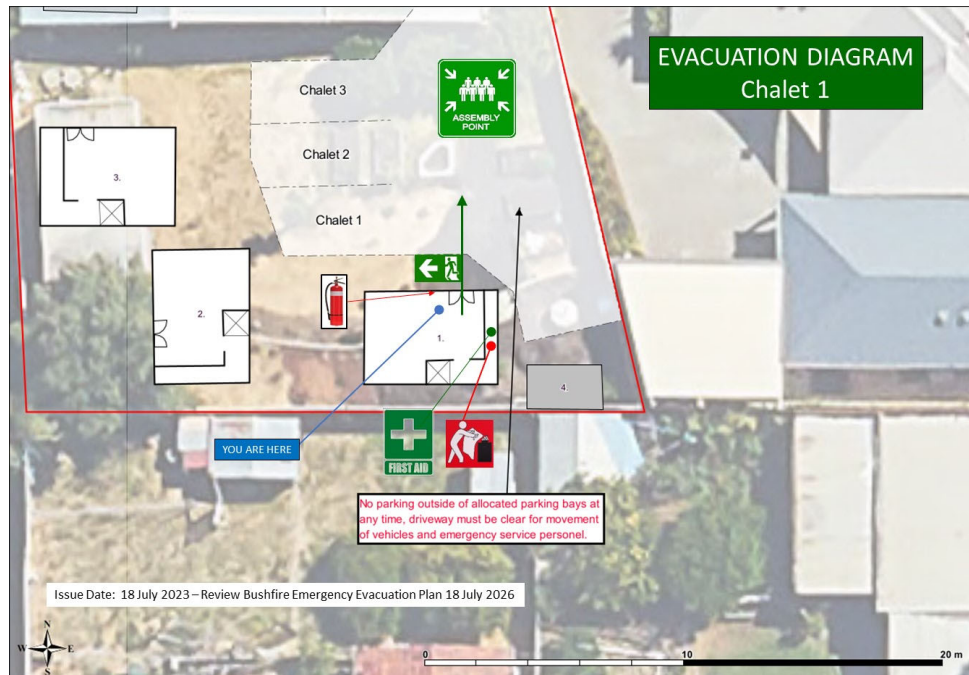
## Appendix 3 – Bushfire Evacuation Diagram (A3 Printed)





Bushfire Emergency Evacuation Plan

Appendix 4 – Facility Evacuation Maps 1-3 (A3 Printed)



**EVACUATION DIAGRAM**  
**Chalet 3**

Chalet 3  
Chalet 2  
Chalet 1

YOU ARE HERE

FIRST AID

ASSEMBLY POINT

No parking outside of allocated parking bays at any time, driveway must be clear for movement of vehicles and emergency service personnel.

Issue Date: 18 July 2023 – Review Bushfire Emergency Evacuation Plan 18 July 2026

0 10 20 m

[illegible]

## Appendix 6 – Training Log

0 - - - 1 47

CO-CREATION SOLUTIONS

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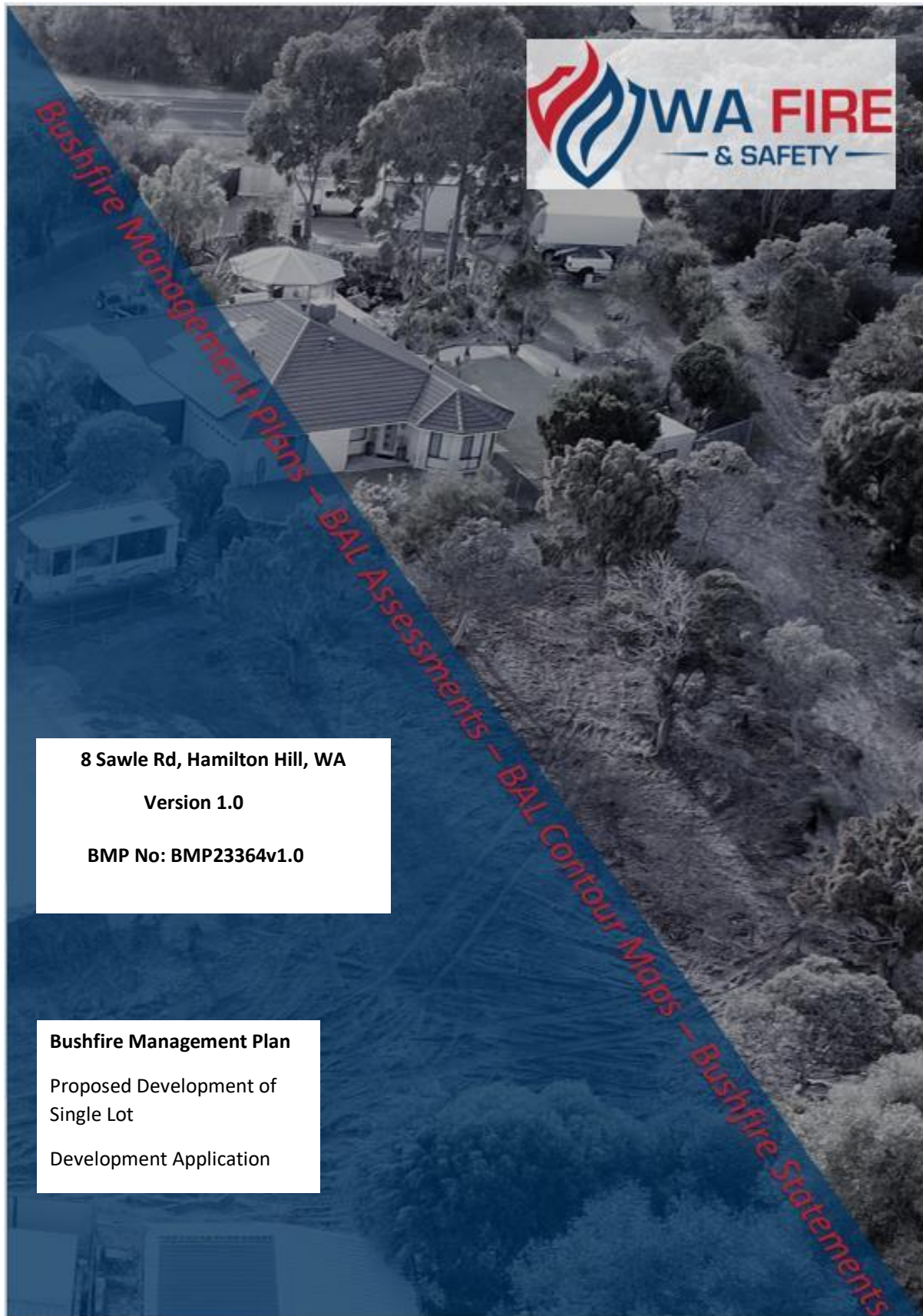


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Short Term Accommodation Management Plan



## Bushfire Management Plan – BAL Assessment



## Bushfire Management Plan – BAL Assessment

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- Figure 3: Map of bushfire prone areas for the subject site
- Figure 4: Vegetation Classification Map
- Figure 5: Determined BAL Results



Bushfire Management Plan – BAL Assessment

Bushfire Management Plan Coversheet

Addressing the Bushfire Protection Criteria

Site Address: 8 Sawle Rd, Hamilton Hill, Western Australia

Site Visit: Yes ☒ No ☐

Date of site visit: 19 November 2022, 11 July 2023

Report Author: Dwayne Griggs, WA Fire & Safety

(BMP) Bushfire Management Plan Number: BMP 23364

BMP Date: 13<sup>th</sup> July 2023

	Yes	No
Has the BAL been calculated by a method other than method 1 as outlined in AS3959 (tick no if AS3959 method 1 has been used to calculate the BAL)?		X
Have any of the bushfire protection criteria elements been addressed using a performance principle (tick no if only acceptable solutions have been used to address all the bushfire protection criteria elements)?		X
Is the proposal any of the following (see <a href="#">SPP 3.7 for definitions</a> )?		
Unavoidable development (in BAL-40 or BAL-FZ)		X
Strategic planning proposal (including rezoning applications)		X
High risk land-use		X
Vulnerable land-use	X	

**Note:** Only if one (or more) of the above answers in the tables is yes should the decision maker (e.g. local government or the WAPC) refer the proposal to DFES for comment.

The information provided within this bushfire management plan to the best of my knowledge is true and correct:



Dwayne Griggs, WA Fire & Safety, 13th July 2023

Bushfire Management Plan – BAL Assessment

Document control

Report version	Purpose	Author/reviewer and accreditation details	Date submitted
1.0	Approval of and construction of chalets on the rear of the lot.	Author Dwayne Griggs BPAD40466	13th July 2023

Disclaimer

The Bushfire Management Plan prepared by Dwayne GriggsBPAD40466 of WA Fire & Safety, is solely intended for the use of:

- 1. Current & future landowners
- 2. Developers & contractors engaged by the current landowners
- 3. Local Government Authority (LGA)

The enclosed strategies intended for the mitigation of the bushfire risk for this development are the minimum standard and the risk is assessed to the ability of the bushfire consultant and provided information from all stakeholders at the time of the accepted task.

This BMP considers the bushfire aspects of planning only and does not consider all the environmental aspects involved. A limited environmental survey has been completed and further consultation and/or approval for vegetation clearances is up to the Local Government Authority (LGA).

The setbacks and distances for the Asset Protection Zone(s) APZs should be confirmed at the time of vegetation modification for the proposed structures and after the vegetation clearance a final inspection may be required to provide a to confirm distance and issue a BAL certificate, thus ensuring the correct risk mitigation distances has been achieved, the decision for a final inspection is up to the LGA.

There is no guarantee that in the event of a bushfire that property loss will not occur, and the author has used the information provided, appropriate guidelines and due care to provide what they believe is the best possible solution to combat a relatively unpredictable fire threat.

WA Fire & Safety (Dwayne Griggs) excludes all liability for any damage, loss, injury or claim from any fire event, by the acceptance of this BMP the property owner is made aware and agrees to this exclusion of liability.

The ongoing responsibility falls on the landowner for the correct site maintenance to maintain the BAL Levels outlined inside this BMP and their continuance to mitigate the risks involved with extreme fire behaviour. The poor maintenance of vegetation, fuel loads, APZ requirements, Local government fire break notices and fire risk mitigation strategies provided within this BMP can severely impact the level of risk that a fire event can have. If the landowner believes that any factors have changed or modified the potential risk, then the bushfire consultant should be informed, and a new BMP may be required.

On submission of this BMP the landowner authorises direct contact from the LGA to the bushfire consultant for any issues, changes, or queries, contact details are below.

This Bushfire Management Plan is Valid for 3 years from the date completed.

## Bushfire Management Plan – BAL Assessment

### Compliance Statement

This document has been prepared in accordance to the State Planning Policy 3.7 Planning in bushfire prone areas 2021 and the Guidelines for planning in bushfire prone areas v1.4 December 2021.

Bushfire Management Plan Author:  
WA Fire & Safety, Maida Vale, Western Australia  
Dwayne Griggs  
Level 2 FPAA Accredited Practitioner  
Accreditation Number: BPAD40466  
Phone: 0415684681  
Email [Admin@wafiresafety.com.au](mailto:Admin@wafiresafety.com.au)



## Bushfire Management Plan – BAL Assessment

### 1.0 Introduction and Proposal Details

This BMP has been requested by the landowners for the proposed development of 8 Sawle Rd, Hamilton Hill, Western Australia, within the LGA of the City of Cockburn.

The residential lot is currently identified as inside the Bushfire Prone area. Currently, this lot is in a developed state with only the Class 1a Primary dwelling, fences are already constructed as per the site plan.

This proposed application is to build three short term chalets on the rear of the lot.

The determined BAL rating is BAL-12.5 on the day of the site visit.

### 1.1 Site Location

The proposed development is located south off Forrest Road on Sawle Rd.

### 1.2 Aims and Objectives

The aim of this Bushfire Management Plan is to identify issues, requirements and provide bushfire risk mitigation measures for the proposed development. Aims for this site include:

- avoid increasing the threat to people, property and infrastructure
- reduce the developments vulnerability from extreme bushfire behaviour
- allow ingress and egress for fire and emergency services
- consider and minimize environmental impacts by reducing vegetation modification.

The objectives of this Bushfire Management Plan are to:

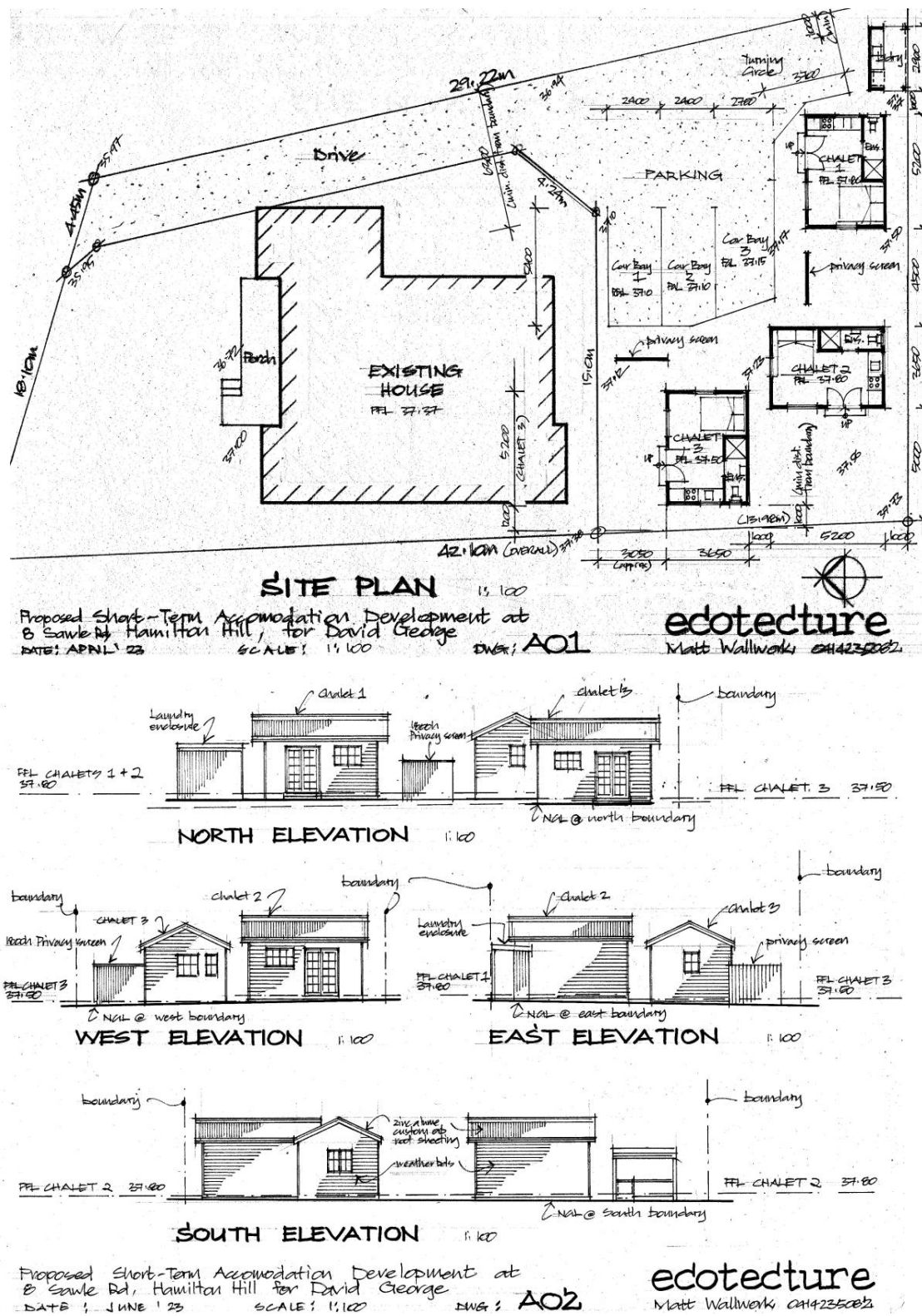
- demonstrate suitability for development
- display bushfire risk levels, fuels, vegetation types and the impact before and after
- show Bushfire management strategies recommended for the site
- demonstrate compliance with the bushfire protection criteria and the use of acceptable solutions for the site.

### 1.3 Document Preparation

Dwayne Griggs from WA Fire & Safety a BPAD Level 2 accredited practitioner with the Fire Protection Association of Australia has conducted the site assessment and prepared this BMP.

## Bushfire Management Plan – BAL Assessment

FIGURE 1: Copy of Site Plans



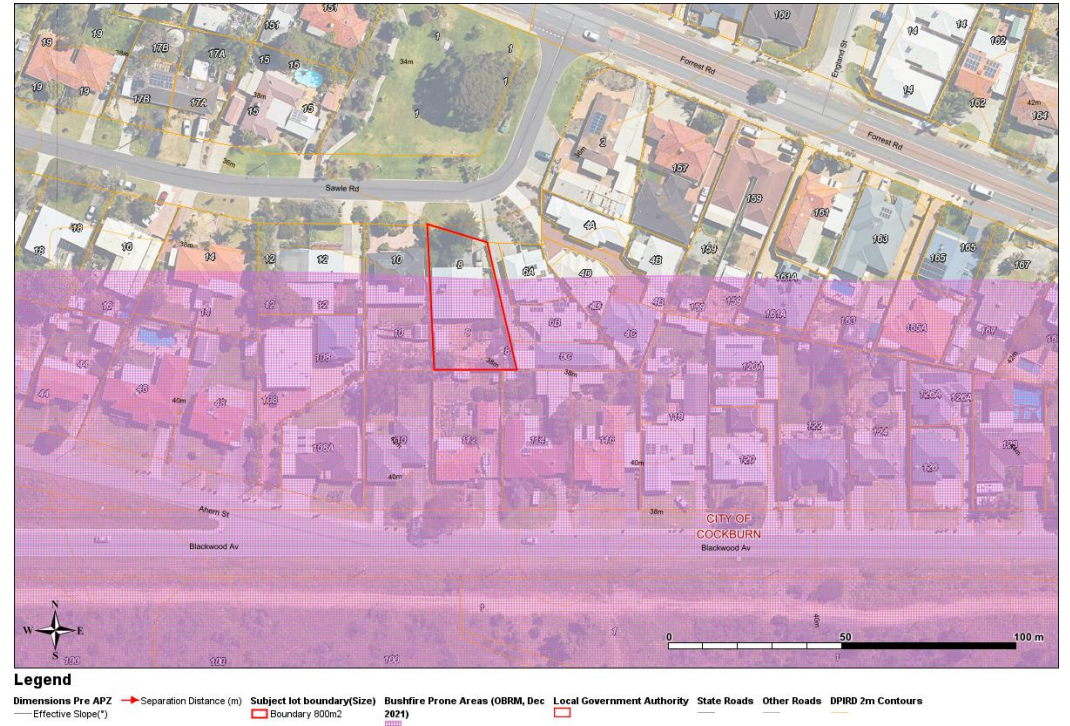


Bushfire Management Plan – BAL Assessment

FIGURE 2: Site Location



FIGURE 3: Map of Bushfire Prone Areas for the subject site



## Bushfire Management Plan – BAL Assessment

Southern part of the lot is inside the bushfire prone area

## 2.0 Environmental Considerations

Limited considerations below have been assessed with no issues:

**Department of Biodiversity, Conservation and Attractions (DBCA)**

Conservation category wetlands and buffer **DBCA-019**,

Augusta to Walpole **DBCA-017**

RAMSAR wetlands (**DBCA-010**)

Threatened and priority flora (**DBCA-036**)

Threatened Ecological Communities (**DBCA-038**)

**Department of Planning, Lands and Heritage**

Bush Forever areas 2000 (**DOP-071**)

**Department of Water and Environmental Resources (DWER)**

Clearing regulations – Environmentally Sensitive Areas (**DWER-046**)

Swan Bioplan Regionally Significant Natural Areas 2010 (**DWER-070**)

**Department of Primary Industries and Regional Development (DPIRD)**

Conservation Covenants Western Australia (**DPIRD-023**)

## 2.1 Native vegetation – Modification and Clearing

No vegetation modification is required as the determined rating is BAL-12.5

## 2.2 Revegetation/Landscape Plans

Revegetation inside the APZ will be designed and maintained as per the standards for APZ's (Appendix 1) and the Local Government Authority Firebreak Notice (Appendix 2)

## 3.0 Bushfire Assessment Results

The site requires a BAL assessment in accordance with clause 6.5 of SPP 3.7. The assessment of this site or development was undertaken by Dwayne Griggs of WA Fire & Safety, a BPAD Accredited Level 2 Practitioner for the purpose of determining the Bushfire Attack Level in accordance with AS 3959 - 2018 Simplified Procedure (Method 1). All vegetation within 150m of the proposed site has been assessed and classified in accordance with AS3959.



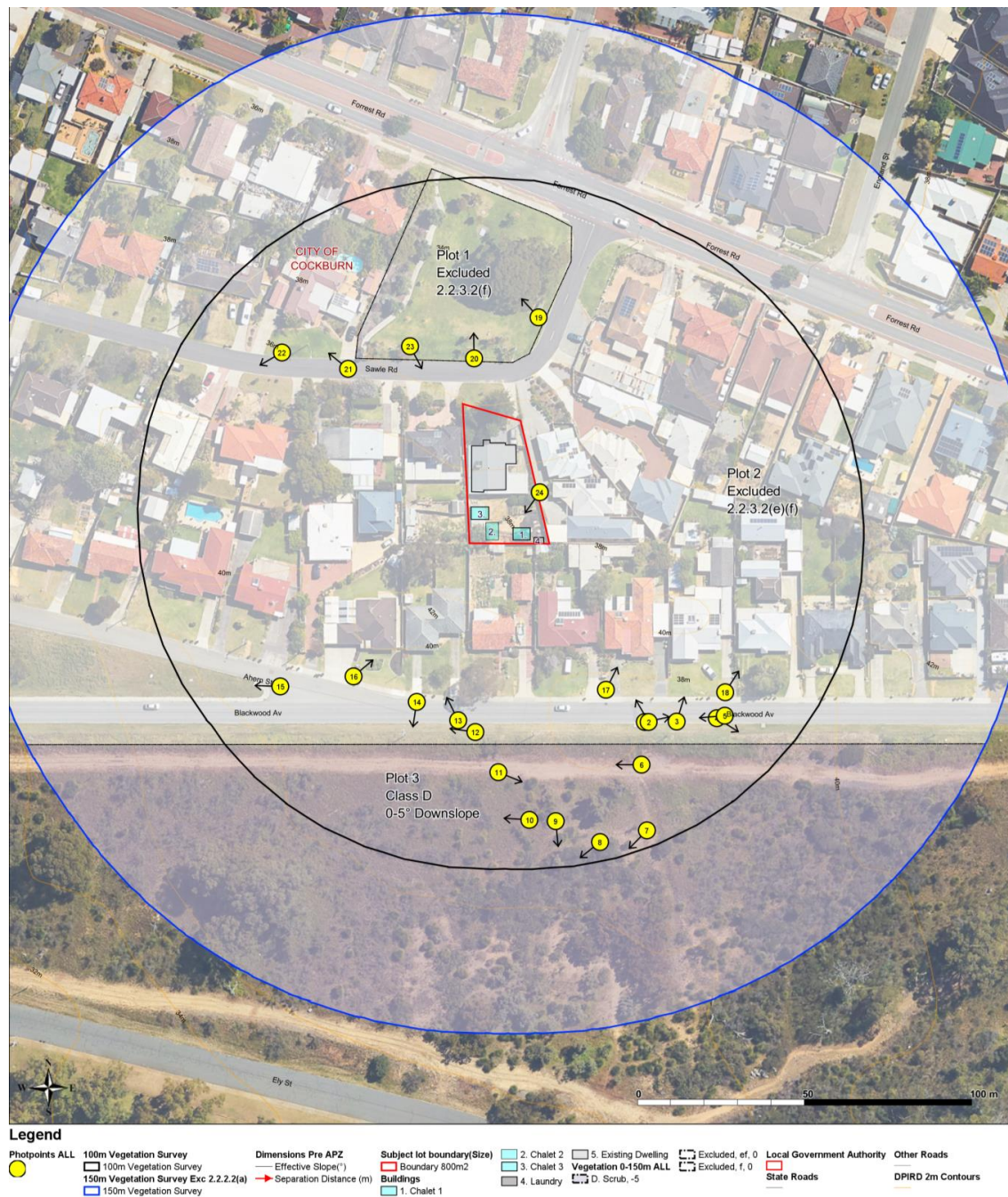
## Bushfire Management Plan – BAL Assessment

### 3.1 Vegetation Classification

Vegetation and land use within 150 m of the site has been classified as per descriptions included in AS 3959 – 2018 *Construction of Buildings within Bushfire Prone Areas*.

All vegetation inside the 150m Vegetation survey is either Class G Grassland or Class A Forest.

**FIGURE 4: Vegetation Classification Map (Next page)**





## Bushfire Management Plan – BAL Assessment

Photo ID:	19	Plot:	1	<div>BRG: 318°NW (T) POS: -32.084484, 115.78904 ±3 m ALT: 8 m</div>  <div>9 Sawle Rd Hamilton Hill 11 July 2023, 9:08:38 am</div> <div>WAFS DG</div>
Vegetation Classification or Exclusion Clause				
Excludable - 2.2.3.2(f) Low Threat Vegetation				
Description / Justification for Classification				
Parkland with managed grasses Insufficient fuels to increase the threat from bushfire.				

Photo ID:	20	Plot:	1	<div>BRG: 359°N (T) POS: -32.084595, 115.788834 ±4 m ALT: 12 m</div>  <div>9 Sawle Rd Hamilton Hill 11 July 2023, 9:09:05 am</div> <div>WAFS DG</div>
Vegetation Classification or Exclusion Clause				
Excludable - 2.2.3.2(f) Low Threat Vegetation				
Description / Justification for Classification				
Parkland with managed grasses Insufficient fuels to increase the threat from bushfire.				




Photo ID:	22	Plot:	2	
Vegetation Classification or Exclusion Clause				
Class G Grassland				
Description / Justification for Classification				

## Bushfire Management Plan – BAL Assessment

<p>Managed gardens with irrigation Low threat ground covers Canopy cover under 10% Insufficient fuels to increase the threat from bushfire. Non-vegetated areas</p>				<p>BRG: 240°SW (T) POS: -32.084579, 115.788218 ±3 m ALT: 5 m</p>  <p>9 Sawle Rd Hamilton Hill 11 July 2023, 9:09:45 am</p> <p>WAFS DG</p>
<p><b>Photo ID:</b> 23</p> <p><b>Plot:</b> 1</p> <p><b>Vegetation Classification or Exclusion Clause</b></p> <p>Excludable - 2.2.3.2 (e) (f) Low Threat Vegetation/Non Vegetated</p> <p><b>Description / Justification for Classification</b></p> <p>Managed gardens with irrigation Low threat ground covers Canopy cover under 10% Insufficient fuels to increase the threat from bushfire. Non-vegetated areas</p>				<p>BRG: 153°SE (T) POS: -32.084562, 115.788629 ±9 m ALT: 8 m</p>  <p>9 Sawle Rd Hamilton Hill 11 July 2023, 9:10:26 am</p> <p>WAFS DG</p>
<p><b>Photo ID:</b> 21</p> <p><b>Plot:</b> 1</p> <p><b>Vegetation Classification or Exclusion Clause</b></p> <p>Excludable - 2.2.3.2 (e) (f) Low Threat Vegetation/Non Vegetated</p> <p><b>Description / Justification for Classification</b></p> <p>Managed gardens with irrigation Low threat ground covers Canopy cover under 10% Insufficient fuels to increase the threat from bushfire. Non-vegetated areas</p>				<p>BRG: 309°NW (T) POS: -32.084624, 115.78843 ±3 m ALT: 7 m</p>  <p>9 Sawle Rd Hamilton Hill 11 July 2023, 9:09:33 am</p> <p>WAFS DG</p>
<p><b>Photo ID:</b> 22</p> <p><b>Plot:</b> 2</p> <p><b>Vegetation Classification or Exclusion Clause</b></p>				



## Bushfire Management Plan – BAL Assessment

Excludable - 2.2.3.2 (e) (f) Low Threat Vegetation/Non Vegetated					
Description / Justification for Classification					
Managed gardens with irrigation					
Low threat ground covers					
Canopy cover under 10%					
Insufficient fuels to increase the threat from bushfire.					
Non-vegetated areas					
Photo ID:	15	Plot:	2		
Vegetation Classification or Exclusion Clause					
Excludable - 2.2.3.2 (e) (f) Low Threat Vegetation/Non Vegetated					
Description / Justification for Classification					
Managed gardens with irrigation					
Low threat ground covers					
Canopy cover under 10%					
Insufficient fuels to increase the threat from bushfire.					
Non-vegetated areas					
Photo ID:	16	Plot:	2		
Vegetation Classification or Exclusion Clause					
Excludable - 2.2.3.2 (e) (f) Low Threat Vegetation/Non Vegetated					
Description / Justification for Classification					
Managed gardens with irrigation					
Low threat ground covers					
Canopy cover under 10%					
Insufficient fuels to increase the threat from bushfire.					
Non-vegetated areas					
Photo ID:	16	Plot:	2		
Vegetation Classification or Exclusion Clause					
Excludable - 2.2.3.2 (e) (f) Low Threat Vegetation/Non Vegetated					
Description / Justification for Classification					
Managed gardens with irrigation					
Low threat ground covers					
Canopy cover under 10%					
Insufficient fuels to increase the threat from bushfire.					
Non-vegetated areas					

## Bushfire Management Plan – BAL Assessment


<b>Photo ID:</b> 17 <b>Plot:</b> 2	 <p>BRG: 27°N (T) POS: -32.085495, 115.789256 ±3 m ALT: 9 m</p> <p>9 Sawle Rd Hamilton Hill 11 July 2023, 9:05:38 am</p> <p>WAFS DG</p>
<b>Vegetation Classification or Exclusion Clause</b> Class G Grassland	
<b>Description / Justification for Classification</b> Managed gardens with irrigation Low threat ground covers Canopy cover under 10% Insufficient fuels to increase the threat from bushfire. Non-vegetated areas	
<b>Photo ID:</b> 24 <b>Plot:</b> 2	 <p>BRG: 216°SW (T) POS: -32.084959, 115.789044 ±5 m ALT: 9 m</p> <p>9 Sawle Rd Hamilton Hill 11 July 2023, 9:12:45 am</p> <p>WAFS DG</p>
<b>Vegetation Classification or Exclusion Clause</b> Excludable - 2.2.3.2 (e) (f) Low Threat Vegetation/Non Vegetated	
<b>Description / Justification for Classification</b> Managed gardens with irrigation Low threat ground covers Canopy cover under 10% Insufficient fuels to increase the threat from bushfire. Non-vegetated areas	
<b>Photo ID:</b> 3 <b>Plot:</b> 2	 <p>BRG: 17°N (T) POS: -32.085581, 115.789483 ±4 m ALT: 15 m</p> <p>9 Sawle Rd Hamilton Hill 11 July 2023, 9:01:03 am</p> <p>WAFS DG</p>
<b>Vegetation Classification or Exclusion Clause</b> Excludable - 2.2.3.2 (e) (f) Low Threat Vegetation/Non Vegetated	
<b>Description / Justification for Classification</b> Managed gardens with irrigation Low threat ground covers Canopy cover under 10% Insufficient fuels to increase the threat from bushfire. Non-vegetated areas	



## Bushfire Management Plan – BAL Assessment

Photo ID:	18	Plot:	2	
Vegetation Classification or Exclusion Clause				
Class A Forest				
Description / Justification for Classification				
Managed gardens with irrigation Low threat ground covers Canopy cover under 10% Insufficient fuels to increase the threat from bushfire. Non-vegetated areas				
Photo ID:	11	Plot:	3	
Vegetation Classification or Exclusion Clause				
Class D Scrub				
Description / Justification for Classification				
Canopy cover of 30-70% Sandy soil High fuels loads Average height of >2m and <6m				
Photo ID:	10	Plot:	3	
Vegetation Classification or Exclusion Clause				
Class D Scrub				
Description / Justification for Classification				
Canopy cover of 30-70% Sandy soil High fuels loads Average height of >2m and <6m				
Photo ID:	7	Plot:	3	

## Bushfire Management Plan – BAL Assessment

Vegetation Classification or Exclusion Clause	
Class D Scrub	
Description / Justification for Classification	
Canopy cover of 30-70% Sandy soil High fuels loads Average height of >2m and <6m	

### 3.2 Slope

This site is located on undulating terrain, with the classified vegetation being 0-5° downslope

**Table 3A:** Vegetation Classification and Slopes

Plot	Vegetation Classification	Effective Slope
1	Excludable – Clause 2.2.3.2 (e) & (f)	-
2	Excludable – Clause 2.2.3.2 (e) & (f)	-
3	Class D Scrub	0-5 Downslope

### 3.3 Fire Danger Index

The nominated fire danger index (FDI) for Western Australia is 80.

### 3.4 BAL-Assessment

Table 3B provides the distances and determined radiant heat impact in the form of a BAL rating before vegetation modification or the establishment of APZ.

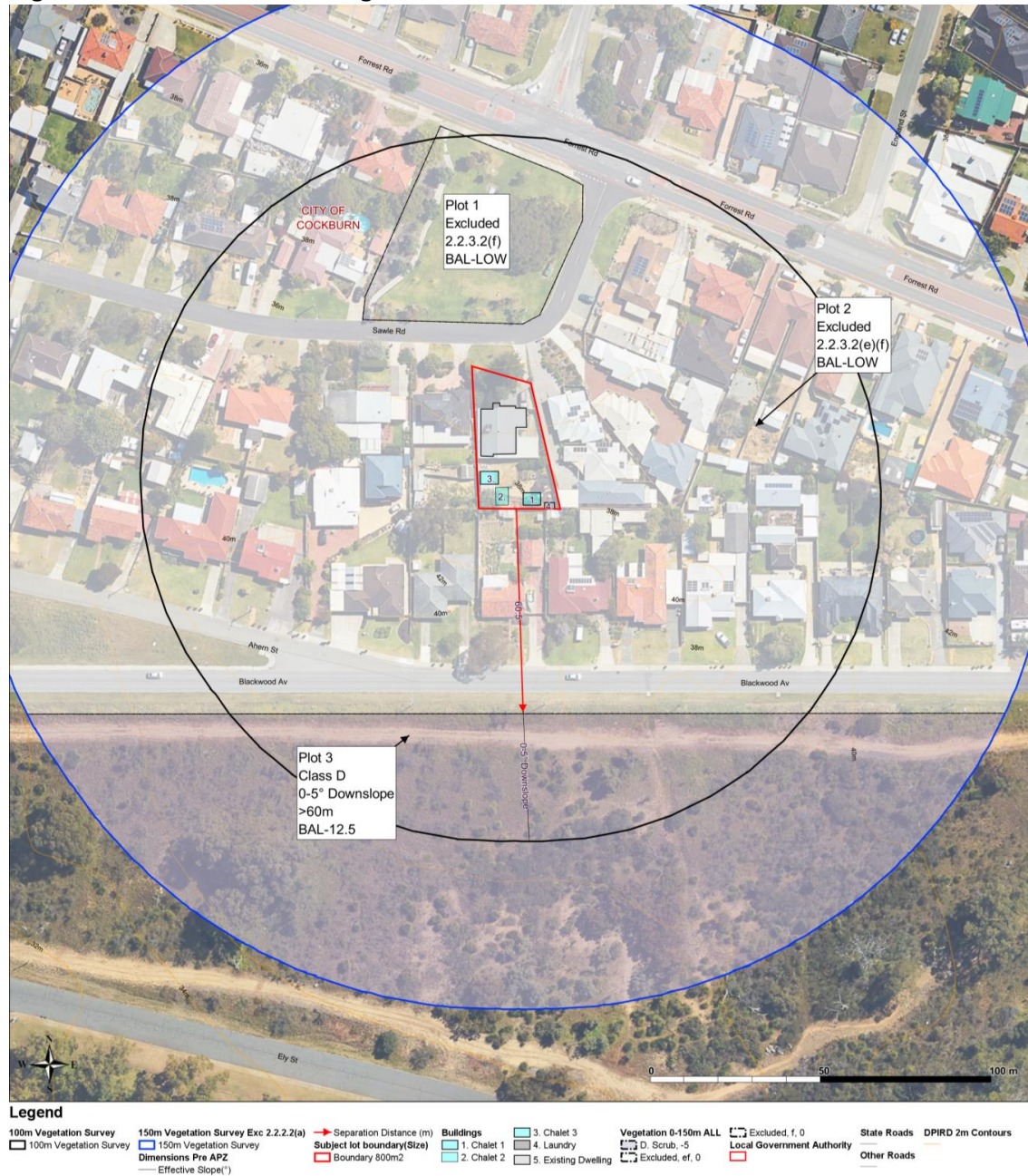


## Bushfire Management Plan – BAL Assessment

Table 3B: Determined BAL Ratings

Plot	Vegetation Classification	Effective Slope in Degrees	Separation (m)	BAL
1	Excludable – Clause 2.2.3.2 (e) & (f)	-	-	BAL – LOW
2	Excludable – Clause 2.2.3.2 (e) & (f)	-	-	BAL – LOW
3	Class D Scrub	0-5 Downslope	>60m	BAL – 12.5

Figure 5: Determined BAL Ratings



## Bushfire Management Plan – BAL Assessment

### 3.5 Additional Bushfire Hazard Issues

Below are the identified bushfire hazard issues relating to this site:

- The development is in a low threat area with the only threat from bushfire to the south.
- Asset Protection Zones are to be maintained in perpetuity to ensure all structures maintain BAL-12.5
- The indicative BAL ratings are to demonstrate compliance only and will need to be established during the building process.
- As this development is above BAL-LOW the relevant bushfire protection criteria apply and will need to be addressed (section 4.0).

## 4.0 Compliance and Justifications

### 4.1 SPP 3.7 Objectives and Application of Policy Measures

The intent of *State Planning Policy (SPP) 3.7 Planning in Bushfire Prone Areas* (Department of Planning and Western Australian Planning Commission, 2015) is to ensure that bushfire risks are considered in a timely manner and that planning documents demonstrate the appropriate application of the various policy measures. Table 3 summarises the intent and objectives of SPP 3.7 and provides evidence of how the site complies.

**Table 3:** Evidence of compliance with SPP 3.7 intent and objectives

SPP Reference	Description	Evidence of Compliance
Intent	<ul style="list-style-type: none"> <li>Ensure that risks associated with bushfires are planned using a risk-based approach</li> </ul>	<ul style="list-style-type: none"> <li>Preparation of a bushfire management plan in accordance with SPP 3.7</li> <li>BAL assessment indicates risks associated with bushland are manageable</li> </ul>
Objective 1	<ul style="list-style-type: none"> <li>Avoid any increase in the threat of bushfire to people, property and infrastructure</li> </ul>	<ul style="list-style-type: none"> <li>BAL assessment indicates risks associated with bushland are manageable</li> <li>Structures within 100 m of vegetation assigned BAL-rating as per AS-3959 – 2018</li> </ul>
Objective 2	<ul style="list-style-type: none"> <li>Reduce vulnerability to bushfire</li> </ul>	<ul style="list-style-type: none"> <li>BAL assessment indicates risks associated with bushland are manageable</li> <li>Structures within 100 m of vegetation assigned BAL-rating as per AS-3959 – 2018</li> </ul>
Objective 3	<ul style="list-style-type: none"> <li>Ensure that higher order strategic planning documents and proposals consider bushfire protection requirements at an early stage</li> </ul>	<ul style="list-style-type: none"> <li>Planning at the site is largely complete, with bushfire risk being considered at an appropriate stage of the development</li> <li>This bushfire management plan documents the risks as they stand</li> </ul>
Objective 4	<ul style="list-style-type: none"> <li>Achieve an appropriate balance between bushfire risk management and biodiversity conservation</li> </ul>	<ul style="list-style-type: none"> <li>Biodiversity values will remain in the surrounding bushland area</li> <li>Site environmental values have been considered during previous stages of the planning approvals process</li> </ul>

### 4.2 Compliance table

The Bushfire protection criteria have been provided to assist in the assessment of proposed bushfire risk management measures required for development applications in bushfire prone areas. Table 4 demonstrates the Site's Compliance with Bushfire Protection Criteria.



## Bushfire Management Plan – BAL Assessment

**Table 4: Compliance with bushfire protection criteria**

Bushfire protection criteria Intent	Acceptable solutions	Proposed bushfire management strategies/solutions
<p>Element 1: Location</p> <p>Ensure that strategic planning proposals, subdivision and development applications are located in areas with the least possible risk of bushfire to facilitate the protection of people, property and infrastructure</p>	<p><b>A1.1 Development location</b></p> <ol style="list-style-type: none"> <li>1. Bushfire hazard level is or on completion will be moderate or low or</li> <li>2. BAL Rating is BAL-29 or lower</li> </ol>	<p>BMP concludes that a determined BAL-12.5 rating is achieved.</p> <p>A radiant heat flux exceeding 10kW/m<sup>2</sup> determines that this site would be not suitable for shelter in place and evacuation would be the primary action in the event of a bushfire.</p>
<p>Element 2: Siting and design</p> <p>To ensure that the siting and design of development minimises the level of bushfire impact</p>	<p><b>A2.1 Asset Protection Zone</b></p> <p>Every habitable building is surrounded by, and every proposed lot can achieve an APZ depicted on plans that meets the following:</p> <ol style="list-style-type: none"> <li>1. Width – bushfire radiant heat does not exceed radiant heat of 29 kW/m<sup>2</sup> (BAL-29) as measured from any external wall or supporting post or column in all circumstances</li> <li>2. Location – APZ contained solely within the boundaries of the lot on which the building is situated, except in instances where the neighbouring lot(s) will be managed in a low-fuel state on an ongoing basis, in perpetuity</li> <li>3. Management – the APZ is managed in accordance with the requirements of Schedule 1 'Standards for Asset Protection Zones' (BMP Appendix 1)</li> </ol>	<p>APZ is to be established and maintained in perpetuity to:</p> <ol style="list-style-type: none"> <li>1. Lot in entirety.</li> </ol> <p>APZ does not impact the environment as there is no native vegetation inside the subject lot.</p> <p>APZ's are to be maintained in perpetuity in accordance with:</p> <ol style="list-style-type: none"> <li>1. Schedule 1 of the Guidelines for Planning in Bushfire Prone Areas (Appendix 1) and</li> <li>2. Local Government Authority Firebreak Notice (Appendix 2).</li> </ol>
<p>Element 3: Vehicular access</p>	<p><b>A3.1 Public Roads</b></p> <p>Minimum requirements under the acceptable solution are applicable to all proposed and existing roads.</p>	<p>N/A – See 5.8.2</p>

## Bushfire Management Plan – BAL Assessment

Bushfire protection criteria Intent	Acceptable solutions	Proposed bushfire management strategies/solutions
Vehicular access servicing a subdivision/development is available and safe during a bushfire event	<p>1. Public Roads are to meet minimum technical requirements in Table 6, Column 1 (BMP Appendix 3)</p> <p>SP – Strategic planning proposal and structure plan where the lot layout is not known  Sb – Structure plan where the lot layout is known and subdivision application  Do – Development application for any other development</p>	
	<p><b>A3.2a Multiple Access Routes</b>  Public road access is to be provided in two different directions to at least two different destinations with an all-weather surface (Two Way Access)</p> <p>1. If the public road access to the subject site is via a no-through road which cannot be avoided due to demonstrated site constraints, the road access is to be a maximum of 200m from the subject lot(s) boundary to and intersection providing two way access.</p> <p>2. The no-through road may exceed 200 metres if it is demonstrated that an alternative access, including an emergency access way, cannot be provided due to site constraints and the following requirements are met:</p> <ol style="list-style-type: none"> <li>the no-through road travels towards a suitable destination; and the balance of the no-through road, that is greater than 200 metres from the subject</li> <li>site, is wholly within BAL-LOW, or is within a residential built-out area</li> </ol> <p>SP – Strategic planning proposal and structure plan where the lot layout is not known  Sb – Structure plan where the lot layout is known and subdivision application  Do – Development application for any other development</p>	N/A – See 5.8.2

## Bushfire Management Plan – BAL Assessment

Bushfire protection criteria Intent	Acceptable solutions	Proposed bushfire management strategies/solutions
	<p>A3.2b Emergency Access Way</p> <p>Where it is demonstrated that A3.2a cannot be achieved due to site constraints, or where an alternative design option does not exist, an emergency access way can be considered as an acceptable solution.</p> <p>An emergency access way is to meet all the following requirements:</p> <ol style="list-style-type: none"> <li>1. requirements in Table 6, Column 2 (BMP Appendix 3);</li> <li>2. provides a through connection to a public road.</li> <li>3. be no more than 500 metres in length; and</li> <li>4. must be signposted and if gated, gates must open the whole trafficable width and remain unlocked.</li> </ol> <p>SP – Strategic planning proposal and structure plan where the lot layout is not known  Sb – Structure plan where the lot layout is known and subdivision application  Do – Development application for any other development</p>	N/A – See Element 5
	<p>A3.3 Through Roads</p> <p>All public roads should be through-roads. No-through roads should be avoided and should only be considered as an acceptable solution where:</p> <ol style="list-style-type: none"> <li>1. it is demonstrated that no alternative road layout exists due to site constraints; and</li> <li>2. the no-through road is a maximum length of 200 metres to an intersection providing</li> <li>3. two-way access, unless it satisfies the exemption provisions in A3.2a of this table.</li> <li>4. A no-through road is to meet all the following requirements:</li> <li>5. requirements of a public road Table 6, Column 1 (BMP Appendix 3); and</li> <li>6. turn-around area as shown in (BMP Appendix 3)</li> </ol> <p>SP – Strategic planning proposal and structure plan where the lot layout is not known  Sb – Structure plan where the lot layout is known and subdivision application</p>	N/A – See Element 5

## Bushfire Management Plan – BAL Assessment

Bushfire protection criteria Intent	Acceptable solutions	Proposed bushfire management strategies/solutions
	<p>A3.4a Perimeter roads</p> <p>A perimeter road is a public road and should be provided for greenfield or infill development where 10 or more lots are being proposed (including staged subdivision) with the aim of:</p> <ol style="list-style-type: none"> <li>1. Separating areas of classified vegetation under AS3959, which adjoin the subject site, from the proposed lot(s) and</li> <li>2. Removing the need for battle-axe lots that back onto the areas of classified vegetation</li> </ol> <p>A perimeter road is to meet the requirements contained in Table 6, Column 1 (BMP Appendix 3)</p> <p>A Perimeter Road may not be required where:</p> <ol style="list-style-type: none"> <li>1. The adjoining classified vegetation is class G</li> <li>2. Lots are zoned for rural living or equivalent</li> <li>3. It is demonstrated that it cannot be provided due to site constraints; or</li> <li>4. All lots have frontage to an existing public road</li> </ol> <p>SP – Strategic planning proposal and structure plan where the lot layout is not known Sb – Structure plan where the lot layout is known and subdivision application</p>	N/A – See Element 5
	<p>A3.4b Fire service access route (FSA)</p> <p>Where proposed lots adjoin classified vegetation under AS3959, and a perimeter road is not required in accordance with A3.4a, a FSA route can be considered as an acceptable solution to provide fire fighter access, where access is not available to the classified vegetation.</p> <p>FSA is to meet all the following requirements:</p>	N/A – See Element 5

## Bushfire Management Plan – BAL Assessment

Bushfire protection criteria Intent	Acceptable solutions	Proposed bushfire management strategies/solutions
	<ol style="list-style-type: none"> <li>1. Table 6, column 3 (BMP Appendix 3)</li> <li>2. Be “through roads” with no dead ends</li> <li>3. Linked to an internal road system at regular intervals, every 500 metres</li> <li>4. Be signposted</li> <li>5. No further than 500 metres to a public road</li> <li>6. If gated, gates must open the required horizontal clearance and can be locked by the LGA or emergency services, if keys are provided for each gate</li> <li>7. Have turn-around areas for 3.4 fire appliances every 500m</li> </ol> <p>SP – Strategic planning proposal and structure plan where the lot layout is not known</p> <p>Sb – Structure plan where the lot layout is known and subdivision application</p>	
	<p><b>A3.5 Battle-axe access legs</b> Where it is demonstrated that a battle-axe cannot be avoided due to site constraints, it can be considered as an acceptable solution.</p> <p>There are no battle-axe technical requirements where the point the battle-axe access leg joins the effective area of the lot, is less than 50 metres from a public road in a reticulated area.</p> <p>In circumstances where the above condition is not met, or the battle-axe is in a non-reticulated water area, the battle-axe is to meet all the following requirements:</p> <ol style="list-style-type: none"> <li>1. requirements in Table 6, Column 4; and</li> <li>2. passing bays every 200 metres with a minimum length of 20 metres and a</li> <li>3. minimum additional trafficable width of two metres (i.e. the combined trafficable</li> <li>4. width of the passing bay and constructed private driveway to be a minimum six metres).</li> </ol> <p>See (BMP Appendix 3 E3.5)</p> <p>Sb – Structure plan where the lot layout is known and subdivision application</p>	N/A – See Element 5

## Bushfire Management Plan – BAL Assessment

Bushfire protection criteria Intent	Acceptable solutions	Proposed bushfire management strategies/solutions
	<p>A3.6 Private Driveways There are no private driveway technical requirements where the private driveway is:</p> <ol style="list-style-type: none"> <li>1. within a lot serviced by reticulated water;</li> <li>2. no greater than 70 metres in length between the most distant external part of the development site and the public road measured as a hose lay; and</li> <li>3. accessed by a public road where the road speed limit is not greater than 70 km/h.</li> </ol> <p>In circumstances where all of the above conditions are not met, or the private driveway is in a non-reticulated water area, the private driveway is to meet all the following requirements:</p> <ol style="list-style-type: none"> <li>1. Requirements in Table 6, Column 4;</li> <li>2. Passing bays every 200 metres with a minimum length of 20 metres and a minimum additional trafficable width of two metres (i.e. the combined trafficable width of the passing bay and constructed private driveway to be a minimum six metres); and</li> <li>3. Turn-around area as shown in (BMP Appendix 3, E3.6) and within 30 metres of the habitable building.</li> </ol> <p>See BMP Appendix 3, E3.6</p> <p><b>Dd</b> – Development application for a single dwelling, ancillary dwelling or minor development</p> <p><b>Do</b> – Development application for any other development</p>	N/A fire appliances will operate from the street and use the hydrants provided on Sawle Road.
<p>Element 4: Water</p> <p>Water is available to the subdivision, development or land use to enable people, property and infrastructure to be defended from bushfire</p>	<p>A4.1 Identification of future water supply Evidence that a reticulated or sufficient non-reticulated water supply for bushfire fighting can be provided at the subdivision and/or development application stage, in accordance with the specifications of the relevant water supply authority or the requirements of Schedule 2 (BMP Appendix 4, Schedule 2).</p> <p>Where the provision of a strategic water tank(s) is required a suitable area within a road reserve or a dedicated lot the location should be identified, should be</p>	N/A –

## Bushfire Management Plan – BAL Assessment

Bushfire protection criteria Intent	Acceptable solutions	Proposed bushfire management strategies/solutions
	<p>identified on the structure plan, to the satisfaction of the local government.</p> <p><b>SP</b> – Strategic planning proposal and structure plan where the lot layout is not known</p>	
	<p>A4.2 Provision of water for firefighting purposes Where a reticulated water supply is existing or proposed, hydrant connection(s) should be provided in accordance with the specifications of the relevant water supply authority. Where these specifications cannot be met, then the following applies:</p> <ol style="list-style-type: none"> <li>1. The provision of a water tank(s), in accordance with the requirements of Schedule 2 (BMP Appendix 4, Schedule 2); and</li> <li>2. Where the provision of a strategic water tank(s) is applicable, then the following requirements apply:</li> <li>3. land to be ceded free of cost to the local government for the placement of the tank(s);</li> <li>4. the lot or road reserve where the tank is to be located is identified on the plan of subdivision.</li> <li>5. tank capacity, construction, and fittings, provided in accordance with the requirements of Schedule 2 (BMP Appendix 4, Schedule 2); and</li> <li>6. a strategic water tank is to be located no more than 10 minutes from the subject site (at legal road speeds).</li> </ol> <p>Where a subdivision includes an existing habitable building(s) that is to be retained, a water supply should be provided to this existing habitable building(s), in accordance with the requirements listed above.</p> <p><b>Sb</b> – Structure plan where the lot layout is known and subdivision application  <b>Dd</b> – Development application for a single dwelling, ancillary dwelling or minor development  <b>Do</b> – Development application for any other development that is not a single dwelling, ancillary dwelling or minor development</p>	Hydrants located on Sawle Road

**Other short-term accommodation – including motel, serviced apartments, tourist development (includes cabins and chalets), holiday accommodation and caravan park (which incorporates camping grounds)**

## Bushfire Management Plan – BAL Assessment

Bushfire protection criteria Intent	Acceptable solutions	Proposed bushfire management strategies/solutions
	<p><b>A5.7 Siting and design</b></p> <p>A5.7a For caravan parks, the provision of an APZ to achieve BAL-29 (29kW/m<sup>2</sup>) around the campground facilities, which may include the office, manager's residence, camper's kitchen, and shower/laundry.</p> <p>A5.7b Where the BMP identifies accommodation structures, including, but not limited to, caravan and camping sites, eco tents and cabins, as a tolerable loss in the event of a bushfire, these accommodation structures can be sited in areas above BAL-29 (29kW/m<sup>2</sup>).</p> <p>A5.7c For all other short-term accommodation, an APZ to be provided in accordance with Element 2: Siting and Design of Development A2.1 Asset Protection Zone.</p> <p>A5.7d A landscape management plan is to be prepared to identify on-going onsite vegetation management (where appropriate). Where an on-site shelter is proposed, to comply with A5.8.2e, it is to meet all the following requirements:</p> <p>A5.7e Pedestrian paths to any on-site shelter are to be provided on-site and be clearly signposted.</p> <p>A5.7f Where a building is to function as an on-site shelter, there is to be sufficient separation distance from the predominant bushfire prone vegetation to avoid exposure to a radiant heat flux exceeding 10kW/m<sup>2</sup> (with an assumed flame temperature of 1200K); or where an open space area is to function as an onsite</p>	<p>A5.7a N/A Not a caravan Park</p> <p>A5.7b N/A Not a tolerable loss, sited at BAL-12.5</p> <p>A5.7c Development has an APZ of lot boundary as per A2.1 and will maintain a BAL-12.5 rating.</p> <ol style="list-style-type: none"> <li>1. Element 2 (A2.1 APZ of lot in entirety)</li> <li>2. Appendix 1 – Information and SPP3.7, Schedule 1 - Standards for APZ's</li> </ol> <p>A5.7d N/A</p> <p>A5.7e N/A</p> <p>A5.7f N/A Building will not be utilised for shelter in place</p> <p>A5.7g N/A Building will not be utilised for shelter in place</p>



## Bushfire Management Plan – BAL Assessment

Bushfire protection criteria Intent	Acceptable solutions	Proposed bushfire management strategies/solutions
	<p>shelter, there is to be sufficient separation distance from the bushfire prone vegetation to avoid exposure to a radiant heat flux exceeding 2kW/m<sup>2</sup> (with an assumed flame temperature of 1200K).</p> <p>A5.7g Buildings identified as suitable for on-site shelter be designed and constructed in accordance with National Construction Code and the ABCB Community Shelter Handbook.</p>	
	<p><b>A5.8.1 Vehicular access for all proposals</b></p> <p>A5.8.1a Internal vehicular access/private driveway is to provide emergency egress/access for all patrons and staff, in the event of a bushfire. Where possible, this is to include the provision of at least two internal access/egress points to the public road network.</p> <p>A5.8.1b Internal vehicular access/private driveways longer than 50 metres are to meet all the following requirements:</p> <ol style="list-style-type: none"> <li>1. Requirements in Table 6, Column 4;</li> <li>2. Passing bays every 200 metres with a minimum length of 20 metres and a minimum additional trafficable width of two metres (that is, the combined trafficable width of the passing bay and constructed private driveway to be a minimum six metres); and</li> <li>3. Turn-around areas as shown in Figure 28(BMP Appendix 3).</li> </ol> <p>A5.8.1c Signage to be provided within the site, advising of where each access route travels to and the distance and general information signs on what to do in</p>	<p>A5.8.1a driveway is less than 50m in length and will be clear at all times allowing access to and from the site.</p> <p>A5.8.1b less than 50m in length, N/A</p> <p>A5.8.1c Signage Provided in BEEP provided by landowner for both the site and the surrounding areas.</p>

## Bushfire Management Plan – BAL Assessment

Bushfire protection criteria Intent	Acceptable solutions	Proposed bushfire management strategies/solutions
	the event of a bushfire.	
	<p><b>A5.8.2 Vehicular access for short-term accommodation outside of a residential built-out area</b></p> <p>A5.8.2a Public road access is to be provided in two different directions to at least two different suitable destinations.</p> <p>A5.8.2b All public roads to be through roads. No-through roads are not recommended but if unavoidable, or they are existing, the following requirements apply:</p> <ol style="list-style-type: none"> <li>1. No more than 200 metres in length, where the adjoining classified vegetation, excluding the road reserve, has an extreme BHL; or</li> <li>2. No more than 500 metres in length, where the adjoining classified vegetation, excluding the road reserve, has a moderate BHL; or</li> <li>3. No limitation, where the adjoining classified vegetation, excluding the road reserve, has a low BHL or is not identified as bushfire prone.</li> </ol> <p>A5.8.2c Where it is demonstrated that A5.8.2a and A5.8.2b cannot be achieved, an emergency access way can be considered as an acceptable solution.</p> <p>An emergency access way is to meet all of the following requirements:</p> <ol style="list-style-type: none"> <li>1. Requirements in Table 6, Column 2(BMP Appendix 3);</li> <li>2. Provide a through connection to a public road;</li> <li>3. Be no more than 600 metres in length; and</li> </ol>	<p>Site is in a residential area and complies.</p> <p>A5.8.2a Public road access provides three suitable destinations all within a BAL-LOW area and away from the bushfire threat to the south.</p> <p>A5.8.2b All roads are through roads.</p>

## Bushfire Management Plan – BAL Assessment

Bushfire protection criteria Intent	Acceptable solutions	Proposed bushfire management strategies/solutions
	<p>4. Must be signposted and if gated, gates must remain unlocked.</p> <p>A5.8.2d A public road is to meet the requirements in Table 6, Column 1 (BMP Appendix 3)</p> <p>A5.8.2e Where A5.8.2a, A5.8.2b and A5.8.2c (if required), cannot be achieved, and the proposed development has a capacity of up to a maximum of 100 guests and staff at any one time, an on-site shelter is to be provided in accordance with A5.7e, A5.7f and A5.7g Siting and Design.</p>	
	<p><b>A5.9 Provision of water</b></p> <p>A5.9a The development or land use is provided with a reticulated water supply in accordance with the specifications of the relevant water supply authority; or</p> <p>A5.9b Provision of a water tank(s) in accordance with the requirements of Element 4, Schedule 2, 2.2 Technical requirements.</p>	<p>A5.9 Provision of Water</p> <p>5.9a Hydrants on Sawle Road with fire appliances to work from the street.</p>

Bushfire Management Plan – BAL Assessment

5.0 Bushfire Management Strategies



## Bushfire Management Plan – BAL Assessment

### 6.0 Roles & Responsibilities

Responsibilities & implementation measure for the proposed development, these are shared by the Current and future landowners, project developer and the Local Government Authority (LGA).

**Table 5: Roles & Responsibilities**

DEVELOPER/LANDOWNER/CONSULTANT – PRIOR TO USE	
No.	Implementation action
1	A notification, pursuant to Section 165 of the Planning and Development Act 2005, is required to be placed on the certificate(s) of title of the proposed lot(s) with a Bushfire Attack Level (BAL) rating of 12.5 or above, advising of the existence of a hazard or other factor. Notice of this notification is to be included on the diagram or plan of survey (deposited plan). The notification is to state as follows  "This land is within a bushfire prone area as designated by an Order made by the Fire and Emergency Services Commissioner and is/may be subject to a Bushfire Management Plan. Additional planning and building requirements may apply to development on this land." (Western Australian Planning Commission).
2	Maintain the Asset Protection Zone (APZ) to the dimensions (Table 4 A 2.1), the standard stated in this BMP. (Appendix 1), Schedule 1 of the Guidelines for Planning in Bushfire Prone Areas – Appendices and to the requirements outlined in the Local Government Authority Firebreak Notice (Appendix 2).
3	Maintain the lot to required standard in perpetuity as per Local Government Authority Firebreak Notice (Appendix 2) this includes all grass within the subject lot being always maintained to a height of less than 100mm
4	Construct / maintain all driveways and turn around areas to the standard stated in this BMP including a width of 4m (table 4 A3.6 & A5.8.1) to the standard stated in BMP (Appendix 3) Table 6, column 3 and E3.5 of the Guidelines for Planning in Bushfire Prone Areas – Appendices
5	Submit BEEP for development that is approved by the City of Cockburn.
LANDOWNER – ONGOING	
No.	Management action
1	Maintain an Asset Protection Zone (APZ) to the dimensions (Table 4 A 2.1), the standard stated in this BMP. (Appendix 1), Schedule 1 of the Guidelines for Planning in Bushfire Prone Areas – Appendices and to the requirements outlined in the Local Government Authority Firebreak Notice (Appendix 2)
2	Maintain the lot to required standard in perpetuity as per Local Government Authority Firebreak Notice (Appendix 2) this includes all grass within the subject lot being maintained to a height of less than 100mm.
4	Comply with the relevant local government annual firebreak notice issued under s33 of the Bush Fires Act 1954 and the Local Government Authority Firebreak Notice (Appendix 2)
5	Maintain vehicular access routes driveways, turnaround points, [passing bays and defensible spaces within the lot to allow free movement for emergency personnel as per the standard stated in BMP.
LOCAL GOVERNMENT AUTHORITY (LGA) – ONGOING MANAGEMENT	
No.	Management action
1	Inspection and issue of works orders or fines for non-compliance, this includes firebreaks, access, APZ and water supply.



## Bushtire Management Plan – BAL Assessment

### Bushfire Management Plan Appendices

#### Appendix 1 – Information and SPP3.7, Schedule 1 - Standards for APZ's

An APZ is an area surrounding a building that is managed to reduce the bushfire hazard to an acceptable level. The width of the required APZ varies with slope and vegetation. The APZ should at a minimum be of sufficient size to ensure the potential radiant heat impact of a fire does not exceed  $29\text{kW/m}^2$  (BAL-29). It should be lot specific and will extend from the walls and supporting posts of a dwelling or any structure that is associated (<6m) from the dwelling.



The APZ includes a defensible space which is an area adjoining the asset within which firefighting operations can be undertaken to defend the structure. Vegetation within the defensible space should be kept at an absolute minimum and the area should be free from combustible items and obstructions. The width of the defensible space is dependent on the area which is available on the property, but as a minimum should be 3 metres.

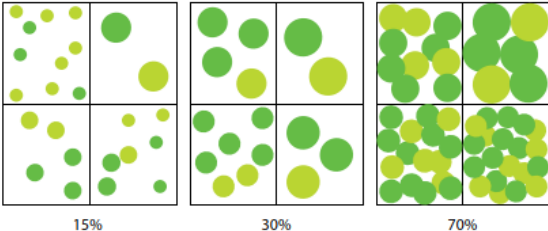
The APZ should be contained solely within the boundaries of the lot on which the building is situated, except in instances where the neighbouring lot or lots will be managed in a low-fuel state on an ongoing basis, in perpetuity or rating of BAL-29 or less is achieved.

APZs can adversely affect the retention of native vegetation. Where the loss of vegetation is not acceptable or causes conflict with landscape or environmental objectives, such as waterway foreshore areas and wetland buffers, reducing lot yield may be necessary in order to minimise the removal and modification of remnant vegetation.

It is the responsibility of the landowner/proponent to maintain their APZ in accordance with Schedule 1 'Standards for Asset Protection Zones'. It is further recommended that maintenance of APZs is addressed through the local government firebreak notice, issued under s33 of the Bushfires Act 1954, and preferably included in a Bushfire Management Plan specifically as a how-to guide for the landowner.

## Bushtire Management Plan – BAL Assessment

**SCHEDULE 1: STANDARDS FOR ASSET PROTECTION ZONES**

OBJECT	REQUIREMENT
Fences within the APZ	<ul style="list-style-type: none"> <li>Should be constructed from non-combustible materials (for example, iron, brick, limestone, metal post and wire, or bushfire-resisting timber referenced in Appendix F of AS 3959).</li> </ul>
Fine fuel load (Combustible, dead vegetation matter <6 millimetres in thickness)	<ul style="list-style-type: none"> <li>Should be managed and removed on a regular basis to maintain a low threat state.</li> <li>Should be maintained at &lt;2 tonnes per hectare (on average).</li> <li>Mulches should be non-combustible such as stone, gravel or crushed mineral earth or wood mulch &gt;6 millimetres in thickness.</li> </ul>
Trees* (>6 metres in height)	<ul style="list-style-type: none"> <li>Trunks at maturity should be a minimum distance of six metres from all elevations of the building.</li> <li>Branches at maturity should not touch or overhang a building or powerline.</li> <li>Lower branches and loose bark should be removed to a height of two metres above the ground and/or surface vegetation.</li> <li>Canopy cover within the APZ should be &lt;15 per cent of the total APZ area.</li> <li>Tree canopies at maturity should be at least five metres apart to avoid forming a continuous canopy. Stands of existing mature trees with interlocking canopies may be treated as an individual canopy provided that the total canopy cover within the APZ will not exceed 15 per cent and are not connected to the tree canopy outside the APZ.</li> </ul> <p><b>Figure 19:</b> Tree canopy cover – ranging from 15 to 70 per cent at maturity</p>  <p>15%                      30%                      70%</p>
Shrub* and scrub* (0.5 metres to six metres in height). Shrub and scrub >6 metres in height are to be treated as trees.	<ul style="list-style-type: none"> <li>Should not be located under trees or within three metres of buildings.</li> <li>Should not be planted in clumps &gt;5 square metres in area.</li> <li>Clumps should be separated from each other and any exposed window or door by at least 10 metres.</li> </ul>
Ground covers* (<0.5 metres in height. Ground covers >0.5 metres in height are to be treated as shrubs)	<ul style="list-style-type: none"> <li>Can be planted under trees but must be maintained to remove dead plant material, as prescribed in 'Fine fuel load' above.</li> <li>Can be located within two metres of a structure, but three metres from windows or doors if &gt;100 millimetres in height.</li> </ul>
Grass	<ul style="list-style-type: none"> <li>Grass should be maintained at a height of 100 millimetres or less, at all times.</li> <li>Wherever possible, perennial grasses should be used and well-hydrated with regular application of wetting agents and efficient irrigation.</li> </ul>
Defendable space	<ul style="list-style-type: none"> <li>Within three metres of each wall or supporting post of a habitable building, the area is kept free from vegetation, but can include ground covers, grass and non-combustible mulches as prescribed above.</li> </ul>
LP Gas Cylinders	<ul style="list-style-type: none"> <li>Should be located on the side of a building furthest from the likely direction of a bushfire or on the side of a building where surrounding classified vegetation is upslope, at least one metre from vulnerable parts of a building.</li> <li>The pressure relief valve should point away from the house.</li> <li>No flammable material within six metres from the front of the valve.</li> <li>Must sit on a firm, level and non-combustible base and be secured to a solid structure.</li> </ul>

## Bushtire Management Plan – BAL Assessment

### E2 Managing an Asset Protection Zone (APZ) to a low threat state

An APZ is a low fuel area maintained around a habitable building to increase the likelihood that it will survive a bushfire, by providing a defensible space and reducing the potential for direct flame contact, radiant heat exposure and ember attack.

Vegetation management within an APZ should provide defensible space and be maintained to a low threat state, in perpetuity, in accordance with the requirements outlined in Schedule 1.

The width of an APZ varies with slope and vegetation type, however it should only be as wide as needed to ensure the potential radiant heat impact of a bushfire does not exceed  $29\text{kW}/\text{m}^2$  (BAL-29), or  $10\text{kW}/\text{m}^2$  where a building is identified for use as an on-site shelter. An APZ is generally not required where a building or development site achieves  $29\text{kW}/\text{m}^2$  (BAL-29) or lower in its pre-development state (prior to any vegetation clearing or modification).

An APZ should include an area of defensible space immediately adjoining a building, that is kept free from combustible items and obstructions, within which firefighting operations can be undertaken to defend the structure. Where a lot contains a building envelope, it may not be necessary for the entire building envelope to achieve  $29\text{kW}/\text{m}^2$  (BAL-29) as this may result in significant unnecessary clearing. It is recommended that the BMP identifies that a sufficient APZ can be accommodated within the building envelope, with the development site and associated APZ to be determined at the development approval stage.

An APZ should be contained within the boundaries of the lot on which the building is situated, except in instances where it is demonstrated that the vegetation on the adjoining land is managed in a low threat state, as per cl. 2.2.3.2 of AS 3959, such as a road, managed park, rocky outcrop or a water body.

The siting of a habitable building and associated APZ should aim to minimise the clearing of vegetation. The BMP should demonstrate that the proposed APZ has minimised the unnecessary loss of vegetation or potential for conflict with landscape or environmental objectives; and complies with environmental approvals/exemptions (where necessary). A re-design or reduction in lot yield may be necessary to minimise the removal and modification of remnant vegetation.

It is recommended that development be located on flat areas or slopes less than 20 degrees (especially where classified vegetation is located downslope to a building) and away from ridge tops, crests or narrow gullies, as bushfire can spread rapidly in these areas. Circumstances where these locations may be suitable for development to occur include where the land is already cleared, and  $29\text{kW}/\text{m}^2$  (BAL-29) or lower can be achieved for the whole development site without the use of an APZ. To ensure soil stability within an APZ, vegetation removal on slopes exceeding 18 degrees is discouraged.



## Bushtire Management Plan – BAL Assessment

Fine fuel load should be maintained to less than two tonnes per hectare, however this is often a subjective assessment. Reducing fuel load levels does not necessarily require the removal of existing vegetation. A combination of methods can be utilised to reduce fuel load such as raking, weed removal, pruning, mulching and/or the removal of plant material.

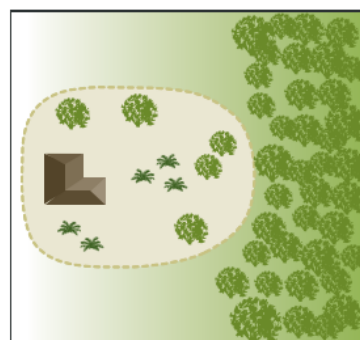
A simple method to estimate fuel load is to roughly equate one tonne of fuel load per hectare as 100 grams per square metre. For example, two tonnes per hectare of leaf litter is roughly 200 grams of leaf litter per square metre and eight tonnes per hectare is roughly 800 grams. Eucalyptus leaf litter is approximately 100 grams per handful, so two handfuls of litter per square metre will roughly equate to two tonnes per hectare. Different types of fine fuel, like mulch or pine needles may be more or less than a handful, however the 100 grams per square metre rule of thumb can still be used.

The landowner or proponent is responsible for maintaining an APZ in accordance with Schedule 1 - Standards for Asset Protection Zones. Ongoing maintenance of an APZ is usually enforced through the local government firebreak notice issued under section 33 of the *Bushfires Act 1954*, and/or through a condition of a development approval, which requires the implementation of measures identified within a BMP.

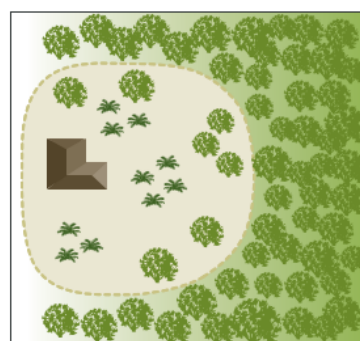
A copy of the firebreak notice and Schedule 1 should be included in a BMP specifically as a how-to guide for the landowner, and to demonstrate to decision-makers that the measures outlined in the BMP to achieve the appropriate BAL rating through provision and ongoing management of an APZ, can be implemented.

Regardless of whether an Asset Protection Zone exists in accordance with the acceptable solutions and is appropriately maintained, it should be noted that fire fighters are not obliged to protect an asset if they think the separation distance between the dwelling and vegetation is unsafe.

Hazard on one side



Hazard on three sides



### Legend

- APZ
- trees
- shrubs

Figure 18: Design of Asset Protection Zone

## Bushtire Management Plan – BAL Assessment

### E2 Landscaping and design of an asset protection zone

Landscaping, design, and maintenance of an APZ in a bushfire prone area can significantly improve the bushfire resilience of a building. An APZ should not be seen as an area entirely cleared of vegetation, but as a strategically designed space that gives holistic consideration to how existing or proposed vegetation or non-combustible features interact with, or affect the building's bushfire resilience.

A well designed APZ provides a greater level of vegetation management within the first few metres of a building with, for example, less vegetation or inclusion of non-combustible materials. The vegetation within the remainder of an APZ can increase further away from the building with carefully considered plant selection and landscaping techniques.

Strategic landscaping measures can be applied, such as replacing weeds with low flammability vegetation (refer to E2 Plant Flammability) to create horizontal and vertical separations between the retained vegetation. The accumulation of fine fuel load from different plants is an important consideration for ongoing maintenance in accordance with Schedule 1. For example, when planting ground covers under deciduous trees within an APZ, the total fine fuel load prescribed in Schedule 1 will include any dead plant material from ground covers and leaf litter from the trees.

Plant density and final structure and form of mature vegetation should be considered in the initial landscaping stages. For example, clumps of sapling shrubs planted at a density without consideration of future growth, may increase the bushfire risk as a clump will quickly grow to exceed 5m<sup>2</sup>. It should be noted that in some cases, a single shrub in a mature state may be so dense as to fill a 5m<sup>2</sup> clump alone.

The location of plants within an APZ is a key design technique. Separation of garden beds with areas of low fuel or non-combustible material, will break up fuel continuity and reduce the likelihood of a bushfire running through an APZ and subjecting a dwelling to radiant heat or direct flame contact. It is important to note, where mature trees are separated from a building by six metres, but the canopy has grown to extend or overhang a building, maintenance and pruning to remove the overhanging branches should be undertaken without the entirety of the tree being removed.

Mulches used within the APZ should be non-combustible. The use of stone, gravel, rock and crushed mineral earth is encouraged. Wood mulch >6mm in thickness may be used, however it is recommended that it is used in garden beds or areas where the moisture level is higher by regular irrigation. These materials could be sourced from non-toxic construction and demolition waste giving the added benefit of reducing the environmental impact of any 'hard landscaping' actions.

Combustible objects, plants, garden supplies such as mulches, fences made from combustible material, should be avoided within 10 metres of a building. Vines or climbing plants on pergolas, posts or beams, should be located away from vulnerable parts of the building, such as windows and doors. Non-flammable features can be used to provide hazard separation from classified vegetation, such as tennis courts, pools, lawns and driveways or paths that use inorganic mulches (gravel or crushed rock). Consider locating firewood stacks away from trees and habitable buildings.

Incorporation of landscaping features, such as masonry feature walls can provide habitable buildings with barriers to wind, radiant heat and embers. These features can include noise walls or wind breaks. Use of Appendix F of AS 3959 for bushfire resistant timber selection within areas of 29kW/m<sup>2</sup> (BAL-29) or below, or the use of non-combustible fencing materials such as iron, brick, limestone, metal post and wire is encouraged.

In addition to regular maintenance of an APZ, further bushfire protection can be provided at any time by:

- ensuring gutters are free from vegetation;
- installing gutter guards or plugs;
- regular cleaning of underfloor spaces, or enclosing them to prevent gaps;
- trimming and removing dead plants or leaf litter;
- pruning climbing vegetation (such as vines) on a trellis, to ensure it does not connect to a building, particularly near windows and doors;
- removing vegetation in close proximity to a water tank to ensure it is not touching the sides of a tank; and/or
- following the requirements of the relevant local government section 33 fire break notice, which may include additional provisions such as locating wood piles more than 10 metres from a building.

## Bushtire Management Plan – BAL Assessment

Preparation of a property prior to the bushfire season and/or in anticipation of a bushfire is beneficial even if your plan is to evacuate. As embers can travel up to several kilometres from a bushfire and fall into small spaces and crevices or land against the external walls of a building, best practice recommends that objects within the APZ are moved away from the building prior to any bushfire event. Objects may include, but are not limited to:

- door mats;
- outdoor furniture;
- potted plants;
- shade sails or umbrellas;
- plastic garbage bins;
- firewood stacks;
- flammable sculptures; and/or
- playground equipment and children's toys.

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### E2 Plant flammability

There are certain plant characteristics that are known to influence flammability, such as moisture or oil content and the presence and type of bark. Plants with lower flammability properties may still burn during a bushfire event, but may be more resistant to burning and some may regenerate faster post-bushfire.

There are many terms for plant flammability that should not be confused, including:

- Fire resistant – plant species that survive being burnt and will regrow after a bushfire and therefore may be highly flammable and inappropriate for a garden in areas of high bushfire risk.
- Fire retardant – plants that may not burn readily or may slow the passage of a bushfire.
- Fire wise – plants that have been identified and selected based on their flammability properties and linked to maintenance advice and planting location within a garden.

Although not a requirement of these Guidelines, local governments may develop their own list of fire wise or fire-retardant plant species that suit the environmental characteristics of an area. When developing a recommended plant species list, local governments should consult with ecologists, land care officers or environmental authorities to ensure the plants do not present a risk to endangered ecological communities, threatened, or endangered species or their habitat.

When selecting plants, private landholders and developers should aim for plants within the APZ that have the following characteristics:

- grow in a predicted structure, shape and height;
- are open and loose branching with leaves that are thinly spread;
- have a coarse texture and low surface-area-to-volume ratio;
- will not drop large amounts of leaves or limbs, that require regular maintenance;
- have wide, flat, and thick or succulent leaves;
- trees that have bark attached tightly to their trunk or have smooth bark;
- have low amounts of oils, waxes, and resins (which will often have a strong scent when crushed);
- do not produce or hold large amounts of fine dead material in their crowns; and/or
- will not become a weed in the area.

## Bushtire Management Plan – BAL Assessment

### Appendix 2 – Local Government Authority Firebreak Notice

#### City of Cockburn Fire Control Order - **Effective from 10 May 2018**

##### First and Final Notice

Pursuant to Section 33 of the Bush Fires Act 1954 owners or occupiers of land situated within the City of Cockburn are required by law to comply with the prescribed Fire Control Order here within.

#### 1. All Property (vacant or developed) - less than 4,047m<sup>2</sup>

To reduce the fire hazard on your land and to comply with the requirements of this Fire Control Order you are required to:

1.1 Have all flammable materials such as dry grass and weeds slashed, mown or trimmed down by other means to a maximum height of 50mm across the entire property for the duration of this firebreak time; and

1.2 Remove all dead vegetation.

#### 2. All property (vacant or developed) - 4,047m<sup>2</sup> or greater

To reduce the fire hazard on your land and to comply with the requirements of this Fire Control Order you are required to:

2.1 Construct a firebreak (as defined within section 3 of this order) immediately inside all external property boundaries, this includes those adjacent to roads, drains, rail reserves and any public open space reserves

2.2 Remove all dead vegetation surrounding and over all habitable structures to a radius of 3 metres except living trees, shrubs, maintained grass and gardens under cultivation.

#### 3. Firebreak Specifications

A firebreak is an area of land cleared of flammable material, installed to minimise the spread or extension of a fire and to provide suitable access for fire fighting vehicles. The standards of a compliant firebreak are as follows:

3.1 A firebreak must be constructed of bare earth, stone, or sealed surfaces and be clear of all flammable materials to create a 3 metre wide trafficable surface

## Bushtire Management Plan – BAL Assessment

3.2 Maintained grass may occupy a firebreak

3.3 Overhanging branches must be pruned to provide a 4 metre vertical clearance above the full width of the 3 metre firebreak surface

3.4 A firebreak must be a continuous trafficable surface for a fire fighting vehicle, clear of any obstructions and must not terminate in a cul-de-sac (dead end).

### 4. Additional Works

Regardless of land size and location, the City of Cockburn or its Authorised Officer(s) may require you to undertake additional work(s) on your property to improve access and/or undertake further works where in the opinion of that Authorised Officer(s), these works would be conducive to preventing the outbreak and/or the spread or extension of a fire.

### 5. Fire Control Order Variations

A variation will be considered where the owner and/or occupiers believe it is impractical to meet the compliance requirements of this Fire Control Order.

Approved structure's occupying a firebreak will not require a variation approval. However, a firebreak will be required to be installed as close as practical around the approved structure.

If approved, variations will be valid in perpetuity, unless a new variation has been approved or the property changes ownership.

The City of Cockburn reserves the right to review, amend or revoke an existing variation in writing at any time. Should a request to vary the Fire Control Order requirements on your property not be approved in writing, this Fire Control Order must be complied with as applicable in its entirety.

If you cannot comply with the above requirements you can complete the online firebreak variation application form.

Firebreak Variation Application Form

Approved: You must comply with the conditions of the approved variation.

Not approved: You must comply with the requirements of the Fire Control Order.

### Bushtire Management Plan – BAL Assessment

#### 6. Burning

During the declared prohibited burning time, owners and/or occupiers must not undertake any bush or garden refuse burning activities.

During the declared restricted burning time only, owners and/or occupiers may:

6.1 Apply for a permit to burn the bush for bush fire risk mitigation purposes, by following the conditions imposed on a permit to burn as issued by an Authorised Officer.

6.2 In areas zoned rural by the Metropolitan Region Scheme you may undertake burning of leaves, tree branches, and other dry vegetation in piles no larger than 1m<sup>3</sup> in size, without a permit to burn, subject to the following conditions:

6.2.1 No flammable material (other than that being burned) is to be within 5 metres of the fire at any time while the fire is burning

6.2.2 The fire is lit between 6pm and 11pm and is completely extinguished before midnight on the same day

6.2.3 At least one person is present at the site of the fire at all times until it is completely extinguished

6.2.4 When the fire is no longer required, the person ensures that the fire is completely extinguished by the application of water or earth.

During the unrestricted burning time, owners and/or occupiers in areas zoned rural under the Metropolitan Region Scheme may burn garden refuse and set fire to bush on their land without a permit 'To Set Fire To The Bush'. Burning of the bush must be in accordance with all relevant State legislative requirements.

Burning of garden refuse in areas not zoned rural should not be undertaken within the City of Cockburn, unless approved by an Authorised Officer. Burning of household waste is prohibited in all areas of the City of Cockburn.

#### 7. Penalties

Failing to comply with this Fire Control Order will result in a penalty of up to \$5,000. A person in default is also liable whether prosecuted or not to pay the costs of performing the work directed by a City's Authorised Officer.

## Bushtire Management Plan – BAL Assessment

Any owner and/or occupier who engages a contractor to undertake works on their behalf is responsible to ensure that the works completed meet the requirements of this Fire Control Order.

### Term Definition

#### Authorised Officer

A person appointed by the City of Cockburn Chief Executive Officer as an authorised person/officer to exercise the powers and duties set out in the Local Government Act 1995, Bush Fires Act 1954 and Local Law(s).

**Flammable Material** Any dead or dry grass, vegetation, substance, object, thing or material (except living flora including live and/ or habitat standing trees) that may or is likely to catch fire and burn or any other thing deemed by an Authorised Officer to be capable of combustion.

**Maintained Grass** Soil covered land, planted with grasses or other durable plants, maintained green and less than 50mm in height.

**Prohibited Burning Time** The time of each year where it is unlawful to set fire to the bush at any time. This time is normally from 1 December of each year until and including 31 March of the following year. This time may be amended, subject to prevailing seasonal conditions.

**Restricted Burning Time** The time of each year where it is unlawful to set fire to the bush without a valid Permit to Set Fire To The Bush issued by an Authorised Officer. This period is normally from 1 April until and including 31 May and from 1 October until and including 30 November of any year. This time may be amended, subject to the prevailing seasonal conditions.

**Unrestricted Burning Time** The time of each year where it is lawful to set fire to the bush at any time, in areas zoned rural under the Metropolitan Region Scheme. This time is normally from 1 June until and including 30 September. This time may be amended, subject to the prevailing seasonal conditions.

**Firebreak Time** The time of each year where fire hazard reduction works must be maintained as specified in this Fire Control Order. This time is 1 November of each year until and including 15 April of the following year.

**Structure** A building, as defined in the Building Codes of Australia (BCA) may be made up of a number of classes if it has a mixed use.

Any Fire Control Order previously published by the City of Cockburn in the Government Gazette or in any Western Australian newsprint is hereby revoked.

By Order of Council

Bushtire Management Plan – BAL Assessment

**Appendix 3 – Vehicular Access Requirements**

Nil, Fire appliances will operate from the street.

**Appendix 4 – Water Supply & Schedule 2**

Nil, Fire Hydrants on Sawle Road.



## SCHEDULE OF SUBMISSIONS

## PROPOSED CHANGE OF USE: DA23/0470 - Tourist Accommodation - 8A Sawle Road, Hamilton Hill

No.	Name/Address	Submission	Officer Comment
1	Confidential	<p><b>Objection:</b> Being an elderly person living at my family home it is not ideal for me the tourist accommodation Plan for me because of frequent disturbances and noise.</p> <p>I don't feel secure with these surroundings</p>	<p>The application is required to adhere to the noise pollution regulations outlined in the Environmental Protection Act of 1986, specifically in accordance with the Environmental Protection (Noise) Regulations of 1997. Compliance will be ensured through specific conditions imposed on the project.</p> <p>Furthermore, the Management Plan will include strategies for managing noise and addressing complaints, which will be implemented alongside the Development Application process.</p> <p>In the event of non-compliance to the approved development application, it would constitute a breach of the Planning Approval. Subsequently, the city may request the termination of operations or issue an infringement notice.</p>
2.	Confidential	<p><b>Objection:</b> <b>Inappropriate Use in Zone:</b> Firstly, as your letter identifies, the lot is zoned as an "A" use in a Residential Zone under the City's local planning scheme. We understand that this means that the use is not permitted unless the local government has exercised its discretion and has granted planning approval after giving special notice. We do not believe the City should exercise its discretion to approve this otherwise non-permitted use because the use and design of this proposed "Tourist Accommodation" development is completely inappropriate for this location. As far as we are aware, there are no similar "Tourist Accommodation" facilities consisting of three</p>	<p><b>Inappropriate Usage within Zone:</b> The Town Planning Scheme 3 (TPS3) permits tourist accommodation within residential areas, and given the nature of the proposal, the city is seeking Council approval.</p> <p>During the assessment process, the suitability of the site's location was evaluated, taking into account its proximity to key tourist attractions:</p> <p>Fremantle: Public Transport (35 minutes), Car (9 minutes)  Omeo Wreck: Public Transport (34 minutes), Car (9 minutes)  Adventure World: Public Transport (9 minutes), Car (6 minutes)  Cockburn Central: Public Transport (35 minutes), Car (12 minutes)  Perth CBD: Public Transport (28 minutes), Car (22 minutes)</p>

	<p>chalets in a rear battleaxe lot in Hamilton Hill. The closest similar tourist accommodation are larger caravan parks and motels, situated on much larger lots, on higher-order roads, and closer to the beach and attractions. These locations are better suited to tourism accommodation developments. The proposed use does not provide long-term residential housing, which is the primary objective of the Residential Zone under clause 3.2.1 of the City's planning scheme. The proposed development is not "compatible with and complimentary to residential development" because this development will not service nearby residents, and will likely have an adverse impact on amenity for adjacent properties. We also do not see how this proposal contributes to the objective of achieving "high quality design, built form and streetscapes throughout residential areas" mentioned in the scheme.</p> <p><b>Inappropriate Use for Lot</b> 8A Sawle Ave is approximately 320 square metres. The lot is too small to accommodate the proposed development without significant amenity impacts. The definition of "Tourist Accommodation" in the scheme refers to "accommodation primarily for tourists visiting the district". The lot is not located near any significant tourist attraction or facility. The turnover of guests in three chalet units will have a much greater traffic generation and therefore a greater negative impact on amenity (such as noise, traffic, and potential antisocial behaviour) than a "P" use residential development on this lot. There is no service car bay for vehicle movements to service the</p>	<p><b>Inappropriate Usage for the Lot:</b> The proposed self-contained cabins aligns with all definitions of tourism accommodation and parking requirements outlined in the Town Planning Scheme.</p> <p><b>Design Inconsistency with Existing Built Environment:</b> The management plan stipulates that all parking must be conducted on-site, with a restriction on large vehicle. All occupants are required to agree to these terms when making a booking.</p> <p>Additionally, the unit must adhere to Building Regulations as a Class 3 Building, with the addition of landscaping to beauty the design. The application underwent assessment against R-codes to ensure compliance with setback and privacy requirements to the neighbouring properties.</p> <p><b>No On-Site Manager:</b> Should the application receive support, the city will impose a condition requiring the site manager to reside at 8 Sawle Road throughout the site's operational duration.</p>
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	<p>units. The lot is so small that noisegenerating car bays, the driveway turning points and the laundry will be close to adjacent neighbouring properties. It would be inappropriate for a laundry to be located against or near to an adjoining property. This use and type of development is more appropriate in a licensed caravan park. The nearest caravan parks (Discovery Woodman Point and Fremantle Village) are located on lots that are approximately 44,000 sq m and 64,000 sq metres respectively. 8A Sawle Ave is simply too small to be a suitable Tourist Accommodation site.</p> <p><b>Design Not Consistent with Existing Built Form</b> The supplied designs appear to depict temporary or demountable structures that are approximately 19 square meters large - comparable to a park home. These are not consistent with the surrounding character of suburban brick houses. Weatherboard properties may have poor soundproofing, especially being located so close to lot boundaries. Guests may also park caravans, motorhomes, or vans on adjacent streets, which would have a disproportionate negative impact on amenity and community safety.</p> <p><b>No On-Site Manager</b> We understand that there is no guarantee that there will be an on-site caretaker/manager living onsite into the future. If approved, this development should have a manager residing on the same lot, to ensure any issues could be promptly resolved. Even if the manager was to reside at the front lot (8 Sawle Ave), there is no guarantee that the manager would continue to reside at that location into the future.</p>	
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		<p>They also may not notice any noise or antisocial behaviour impacting the neighbours if they live in the front lot (or even more concerning elsewhere). It is not clear that the proposed manager has any demonstrated experience in operating this kind of accommodation.</p> <p><b>Conclusion</b></p> <p>We oppose this use and development for these reasons. We do not believe it would be orderly and proper planning for this proposal to be approved. If the City is minded to approve the proposal, we believe strong conditions should be put in place, and would appreciate the opportunity to discuss these matters further</p>	
3.	Confidential	<p><b>Objection:</b> There is no guarantee that this will not be used as student accommodation, due to the proximity to Murdock Uni and a 6 month tenant as short term Please note REWA rental start at 6 months.</p> <p>Three dwellings in a confined space and in close proximity to my property has to much potential for issues with no grantee of management in site to deal with any prob</p>	<p>LPP1.15 allows for tourist lodging for a maximum of six individuals, including a resident manager if they live on the premises, for a duration of up to six months within a twelve-month period.</p> <p>The planned units adhere to the setback requirements outlined in the R-Codes.</p> <p>Should the application support for approval , the City will impose a condition requiring the site manager to reside at 8 Sawle Road throughout the site's operation</p>
4.	Confidential	<p><b>Objection:</b> I would like to know who is going to be responsible for managing the chalets.</p> <p>I would like a copy of the management plan.</p> <p>I am concerned that there are not enough parking bays as we already have residents and visitors using Sawle Park as a parking area.</p> <p>Who would be checking that the management are following your policy for short term accommodation</p>	<p>If the application is supported the City will be conditioning the application, for a the site manager to reside at 8 Sawle Road for the duration of the operation of the site.</p> <p>The proposed development is complaint with the TPS3, providing 3 parking bays onsite.</p>

		and does the council have the power to close the operation down if there are repeated complaints about noise parking and antisocial behaviour etc.	The use will need to operate in accordance with the approved Management Plan, any breach can result in a compliance matter.
5.	Confidential	<b>Enquiry:</b> Requested a copy of the Management Plan.	Noted: No comment, Management Plan provided.
			)

Bushtire Emergency Evacuation Plan

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**Bushfire Emergency Evacuation Plan**

Proposed Minor Development of Single Lot

Short Stay Accommodation

**8 Sawle Road Hamilton Hill WA**

**Version 1.0**

**BEEP No: BEEP001v1.0**

## Bushfire Emergency Evacuation Plan

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**Site Address:** 8 Sawle Road Hamilton Hill, Western Australia

**Lot size:** approx. 800m<sup>2</sup>

**Facility maximum occupancy:** 6 Transient occupants, 3 Vehicles

**Current Landowner, Site Manager & BEEP Author:** David George – Mobile 0467005705

**(BEEP) Bushfire Emergency Evacuation Plan Number:** BEEP001v1.0

**Document control**

## Bushfire Emergency Evacuation Plan

Report version	Purpose	Author/reviewer and accreditation details	Date submitted
1.0	Chalet Construction & Short Stay Accommodation Approval	David George	18 <sup>th</sup> July 2023

This Bushfire Emergency Evacuation Plan is Valid for 3 years from the date completed and will be reviewed on an 3 yearly basis or when changes occur.

## Bushfire Protection Criteria Compliance Table

Bushfire Protection Criteria Elements	Method of compliance & Acceptable solution	Checklist	Comment
Element 1 Location	A1.1 Development Location See element 5 A5.7c Siting and Design	Y	Location is a determined BAL-12.5 >10kw/m2 therefore evacuation is the primary action in the event of a bushfire.
Element 2 Siting and Design	A2.1 Asset Protection Zone	Y	APZ of lot in entirety will maintain the determined BAL-12.5 BAL rating
Element 3 Vehicular Access	A3.1 Public Roads	N/A	N/A – See Element 5 (5.8.2)
	A3.2a Multiple Access Routes	N/A	N/A – See Element 5 (5.8.2)
	A3.2b Emergency Accessway	N/A	N/A – See Element 5
	A3.3 Through Roads	N/A	N/A – See Element 5
	A3.4a Perimeter Roads	N/A	N/A – See Element 5
	A3.4b Fire Service Access Routes	N/A	N/A – See Element 5
	A3.5 Battle-Axe Legs	N/A	N/A – See Element 5
	A3.6 Private Driveway	N/A	See Element 5 (A5.8.1 & A5.8.1)
Element 4 Water	A4.1 Identification of Future Water supply	N/A	N/A – See Element 5 (A5.9a)
	A4.2 Provision of water for firefighting purposes	N/A	See A5.9a – Provision of Water
Element 5	A5.7 Siting and Design		
	A5.7a	N/A	Not a caravan Park
	A5.7b	N/A	Not a tolerable loss
	A5.7c	Y	See Element 2 (A2.1 APZ of lot in entirety)
	A5.7d	N/A	Not Appropriate
	A5.7e	N/A	No onsite Shelter
	A5.7f	N/A	Building will not be utilised for shelter in place
	A5.7g	N/A	Building will not be utilised for shelter in place
	A5.8.1 Vehicular Access for all proposals		
	A5.8.1a	N/A	Single driveway access, <50m in length
	A5.8.1b	Y	Compliant by design, <50m
	A5.8.1c	Y	Signage Provided being the: 1. Building Evacuation plan and 2. Bushfire Evacuation Plan (Appendix 5)
	A5.8.2 Vehicular access for short-term accommodation outside of a residential built-out area		Proposal is within a residential built out area and still complies.
	A5.8.2a	Y	Three directional access
	A5.8.2b	Y	Roads are all through roads

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## Bushfire Emergency Evacuation Plan

Bushfire Protection Criteria Elements	Method of compliance & Acceptable solution	Checklist	Comment
	A5.8.2c	N/A	
	A5.8.2d	N/A	
	A5.8.2e	Y	A5.8.2a & 5.8.2b are achieved
	A5.9 Provision of water		
	A5.9a	Y	Reticulated hydrant supply provided on Sawle Road
	A5.9b	N/A	N/A

## Bushfire Emergency Evacuation Plan

### 1.0 Introduction

The landowner of the property would like to build three chalets for use as short stay accommodation for guests of no more than two per chalet at the site at any one time.

This site is classified as a vulnerable tourism land use under SPP3.7 (policy 6.6) will require this Bushfire Emergency Evacuation Plan (BEEP) to be submitted and approved by the local government authority and DFES to ensure the safety of all guests within the short stay accommodation. Guests at who stay within the accommodation may not be fully aware of the bushfire threat, their surroundings and may require assistance in the event of a bushfire event in the area.

The site is in the office of bushfire risk management designated bushfire prone area with 90% of vegetation within no closer than 60m from any of the proposed chalets. The only bushfire threat is from the south, all other directions are rated at BAL-LOW being residential built-out areas.

The site has a dwelling and driveway that is already established to the north of the lot. This lot has a determined BAL-12.5 on the day of the site assessment and is currently maintained as per the LGA firebreak notice.

The Asset Protection zone for the lot will be the lot in entirety.

### 1.1 Purpose of the BEEP

The BEEP is designed to guide the Site Manager (David George) who will be living on site and guests of the short stay accommodation in the event of a bushfire emergency within the region.

The BEEP outlines the procedures required to facilitate an effective, safe, and quick evacuation for all guests to a refuge point that is in a suitable direction or communicate to emergency services who will provide further guidance.

## Bushfire Emergency Evacuation Plan

### 1.2 Emergency Planning Team – Roles and Responsibilities

#### Roles & Responsibilities:

##### **Site Manager – Landowner – David George - Mobile 0467005705**

Ensuring all site is always prepared for bushfire.

Coordinating of transport if not provided by occupants.

Monitoring and relaying all warnings and information sources.

Initiating and relaying bushfire triggered evacuation, procedures, and measures.

Liaising with emergency services by all means

##### **Guest Warden / Responsible Transient Occupant – TBC, will vary.**

Coordinating occupant transport

Physically relocating occupants if required

Monitoring all warnings and information sources including from the Site Manager

Initiating bushfire triggered evacuation, procedures, and measures.

Understanding evacuation routes



Liaising with emergency services by all means

### 1.3 Site Risks

The site is within a Low to extreme (BHL) bushfire risk area as per SPP3.7, appendix 2, Table 3. The area to the south being class D banksia woodland with significant available fuels for a bushfire therefore a fire will be most likely to impact the site from this direction. All other directions are BAL-LOW with through roads within a residential built out area and suitable for evacuation.

The prohibited burning period is from the 1st December to the 31st March with restricted burning periods of the 1st April to 31<sup>st</sup> May & 01<sup>st</sup> October to 30<sup>th</sup> November with dates subject to change, the Fire Control officer will be called for advice and BEEP will be updated annually with any changes.

<https://www.cockburn.wa.gov.au/Health-Safety-and-Rangers/Fire-and-Emergency-Management/Firebreaks-and-Burning-Permits>

The Current and future Fire Danger ratings  and the total fire bans  are available on the emergency WA Website below or via a quick search or QR code below:

<https://www.emergency.wa.gov.au/#firedangerratings>

### Bushfire Emergency Evacuation Plan



Fire danger ratings and total fire ban information will allow both the Site Manager (David George) and the onsite Guest representative to effectively communicate the possibility of a bushfire event in the area.

The Fire danger ratings are: No Rating, Moderate, High, Extreme and Catastrophic

The Australian Bushfire Warning System will be used as the primary trigger for the BEEP and are displayed below:

<https://mybushfireplan.wa.gov.au/australian-warning-system/>



**Specific triggers for increases in vigilance during the fire season are:**

1. Fire danger ratings increases above Moderate
2. Days where a total Fire ban is declared
3. Days where a harvest movement ban is declared

**These indicate higher risks for bushfires and extra caution should be exercised**

**Other current Information Advice:**

ABC radio or 6PR have updates 15m prior and after the hour.

Emergency Services personnel during an event can provide guidance

DFES: <https://www.dfes.wa.gov.au/> or Telephone: 133337

State Alert Emergency warnings to all phones and mobiles

## Bushfire Emergency Evacuation Plan

### The priority for this site is to evacuate ASAP

ONLY if evacuation is not possible and this is confirmed advice provided by DFES is any Shelter in place to be considered, in that case the dwellings will be utilised until advised by DFES that it is safe to leave.

## 2.0 Emergency Action Procedures

### Examples of evacuation triggers for this site:

1. State emergency warning system by phone or text message that recommends evacuation or a “**watch and act**” alert given.
2. Advice from DFES, emergency service personnel/Police officer or representative to evacuate
3. Advice from the site manager or Guest Warden to evacuate
4. Advice from multiple sources including ABC radio, public comms systems or similar that a bushfire threat is imminent for the area and evacuation is recommended.
5. Emergency WA website “**watch and act**”

On days of extreme or catastrophic fire danger rating the site manager or guests may need to monitor conditions and alerts multiple times a day, considering the bushfire direction to determine use of the Primary or Secondary Evacuation Refuge locations, these are shown below.

---

**Primary Evacuation Refuge (North)** – Jean Willis Centre - 14 Ingram Street, Hamilton Hill  
**2 mins travel time via vehicle (normal road conditions)**

---

**Secondary Evacuation Refuge (South)** - Davilak Reserve - 103 Rockingham Rd, Hamilton Hill  
**4 mins travel time via vehicle (normal road conditions)**

---

These refuge site are to be updated as required.

### Notification of Evacuation

1. The Site Manager or Guest Warden is to calmly notify all guests that they need to gather belongings move to the vehicles and evacuate to the primary or secondary evacuation point after accounting for number of persons.
2. The responsible person on site (Guest Warden) is to assist in the movement of guests to the vehicles if required.
3. The Responsible Person (Guest Warden) on site will be in communications with the site manager to assist in evacuation, route choice and DFES liaison.
4. If evacuation cannot occur by order of DFES, then the responsible person (Guest Warden) will notify the guests and they will shelter in place inside the primary dwelling as a last resort only.

---

Page 12

## Bushfire Emergency Evacuation Plan

### 2.1 Evacuation Procedures

Action to be taken	Person Responsible	Actioned Y/N
Assess situation, brief all guest(s) and actions to be taken for all persons including the delegation of the Guest Warden.	Site Manager	
Consider & continually reassess transport requirements for all persons on site.	Site Manager/Guest Warden	
Monitor and assess situation regularly and communicate to Guest Warden.	Site Manager	
Depending on conditions, location of the fire front or advice given by DFES determine if the Primary or Secondary Refuge may be utilised.	Site Manager/Guest Warden	
Initiate evacuation on "Watch and Act" alert, Advice from DFES, information source, evacuation trigger or DFES representative.	Site Manager/Guest Warden	
Call 000 and advise if evacuation or shelter in place is to take place.	Site Manager/Guest Warden	
Organise, account for guests and orderly evacuate guests on evacuation trigger	Guest Warden	
Turn off aircon, close windows and doors when required	Guest Warden	
Report via 000 any changes, unaccounted or injured persons	Site Manager/Guest Warden	
If unable to evacuate contact and relay information to 000 and advise guests to shelter in place	Site Manager/Guest Warden	
Monitor progress of evacuation, assist and record actions taken in the incident log (Appendix 5)	Site Manager	

### 2.2 Bushfire Emergency Evacuation Map

Evacuation map for the structure will be displayed in the common area as required under AS3745-2020 with the following information:

1. At a height of not less than 1200mm and no higher than 1600mm off the floor
2. Orientated with structure with a "you are here point"
3. Overview of the site.
4. Locations and travel to exits
5. Direction and location of the Emergency Evacuation Point (Assembly Point)
6. Fire equipment installed on site
7. Printed at A3 size and placed on the Wall in living area

Bushfire Evacuation Diagram (Appendix 3)

Facility Evacuation Map (Appendix 4)

## Bushfire Emergency Evacuation Plan

### 3.0 Contacts

#### In emergencies call 000

David George (Site Manager) – Mobile 0467005705

DFES **133337** or <https://www.dfes.wa.gov.au/>

Cockburn Central CFRS Fire Station 0861931210

City of Cockburn 08 9411 3444

### 3.1 Return to Site

Do not return until the area is deemed safe and the “all clear” has been given by DFES or representative and contact has been made with emergency services.

Act on advice from the emergency services do not leave a shelter in place until safe to do so and advised by DFES or representative.

Guest warden is to always account for all people in his party.

### 3.2 Training

Site Manager will conduct self-training annually before the fire season, update procedures when required and record these in Appendix 6 Training Log.

### 3.3 Document distribution

One hard copy of this BEEP is to be kept on the wall in the common area for each chalet and one other with the Site Manager while the accommodation is occupied.

### 3.4 Document Review

The site Manager is responsible for the updating of the BEEP when there are any changes to the site, risk levels, events or at a minimum of 3 years.



## Bushfire Emergency Evacuation Plan

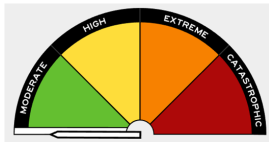
### Bushfire Emergency Evacuation Plan Appendices

#### Appendix 1 – Fire Danger Ratings

Fire Danger Ratings (FDR) are issued daily and describe the potential level of danger should a bushfire start. They provide important information so you can take action to protect yourself and others from the potentially dangerous impacts of a bushfire.

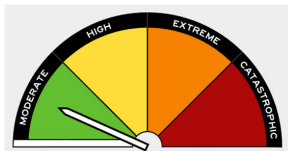
Launching on 1 September 2022, the Australian Fire Danger Rating System (AFDRS) is a new, nationally consistent FDR system that features four simplified rating levels to more accurately reflect fire danger conditions and provide you with clear messages of what to do at each level.

The rating is your prompt to take action to stay safe. You need to stay informed and know what the FDR is for your area each day.

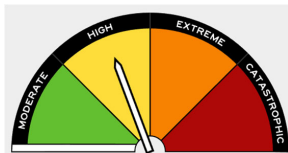


On days when there is minimal risk, the Fire Danger Rating will be set to 'no rating'.

Bushfires which start in these conditions are unlikely to spread in a dangerous or life-threatening way, but you will still need to remain alert and abide by local seasonal laws and regulations.



Stay up to date and be alert for fires in your area.

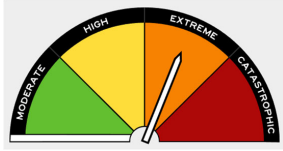


### Bushfire Emergency Evacuation Plan

There's a heightened risk. Be alert for fires in your area.

If a fire starts, your life and property may be at risk.

---

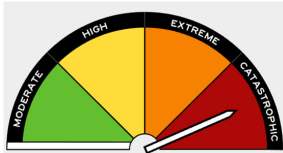


These are dangerous fire conditions.

If a fire starts, take immediate action. If you and your property are not prepared to the highest level, plan to leave early.

Avoid travel through bushfire risk areas.

---



These are the most dangerous conditions for a fire.

It may be too late to make a bushfire plan. Prepare your emergency kit and choose where you will go and different ways to get there.

Stay safe by going to a safer location early in the morning or the night before.

Homes cannot withstand fires in these conditions. You may not be able to leave, and help may not be available.

---

## Bushfire Emergency Evacuation Plan

## Appendix 2 – Bushfire Emergency Warning System

**EMERGENCY WARNING**

An out of control fire is approaching fast and you need to take immediate action to survive. If you haven't prepared your home it is too late.

**You must seek shelter or leave now if it is safe to do so.**

This is the highest level of warning and your site and the persons there are in danger. If it is clear, you have had advice from DFES or emergency service personnel then the responsible person on site is to facilitate the evacuation

**WATCH AND ACT**

A fire is approaching and there is a possible threat to lives or homes. Put your plan into action. If your plan is to leave, make sure you leave early. If your plan is to stay, check all your equipment is ready.

**Only stay and defend if you are mentally and physically prepared.**

The fire could be out of control, you may see smoke or embers, the fire could be approaching your location and you may soon not have time to evacuate effectively. Monitor the situation and act on the updated advice without delay. If the threat is not imminent, then prepare your vehicles for possible evacuation. Maintain all persons at the assembly point.

**ADVICE**

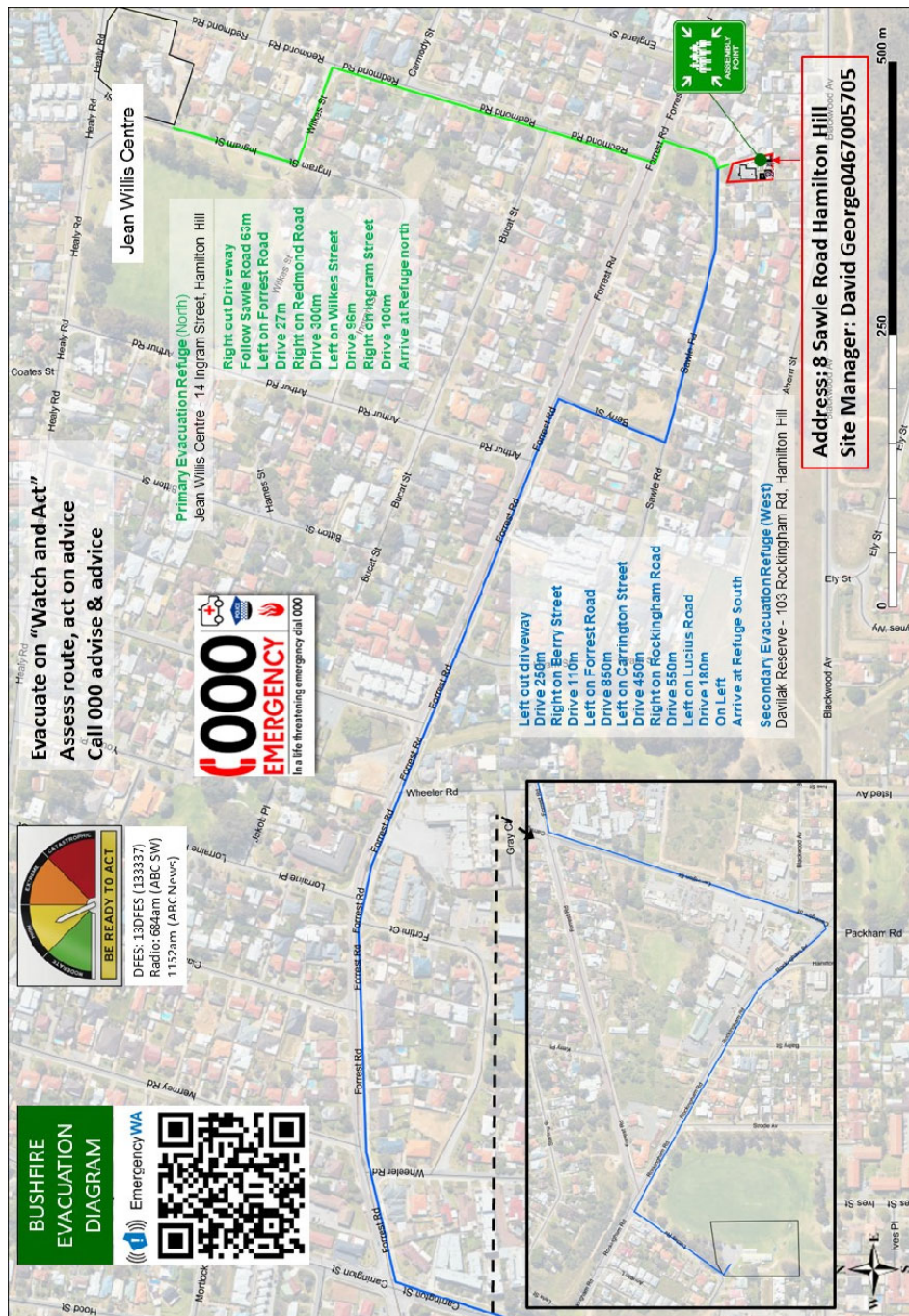
A fire has started but there is no immediate danger. Stay alert and watch for signs of a fire.

**Be aware and keep up to date.**

There is a fire in the area and there is no imminent danger. You need to monitor the situation, information sources and act on advice or a change on alert status.

Bushfire Emergency Evacuation Plan

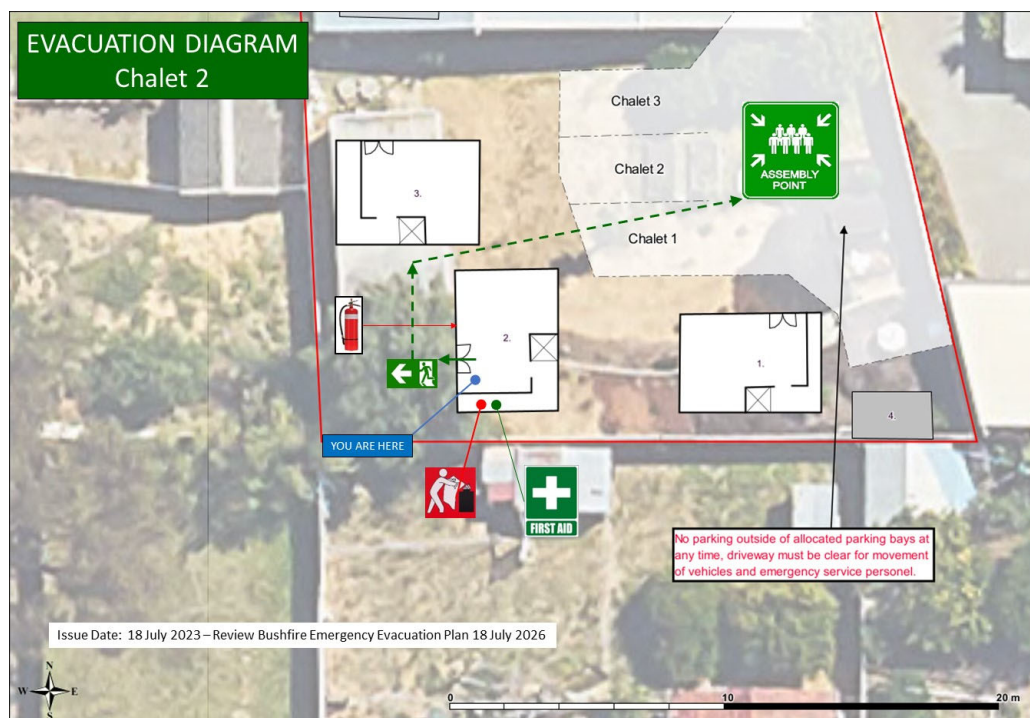
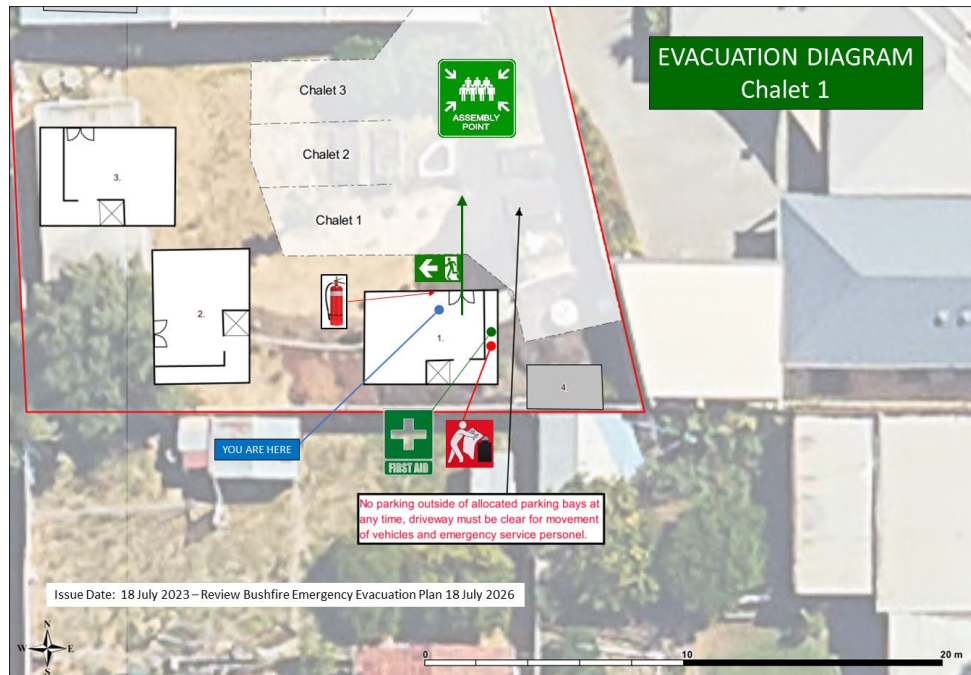
Appendix 3 – Bushfire Evacuation Diagram (A3 Printed)





## Bushfire Emergency Evacuation Plan

## Appendix 4 – Facility Evacuation Maps 1-3 (A3 Printed)



EVACUATION DIAGRAM  
Chalet 3

Chalet 3  
Chalet 2  
Chalet 1

YOU ARE HERE

FIRE EXTINGUISHER  
FIRST AID  
FIRE EXIT  
ASSEMBLY POINT

1.  
2.  
3.  
4.

No parking outside of allocated parking bays at any time, driveway must be clear for movement of vehicles and emergency service personnel.

Issue Date: 18 July 2023 – Review Bushfire Emergency Evacuation Plan 18 July 2026

0 10 20 m

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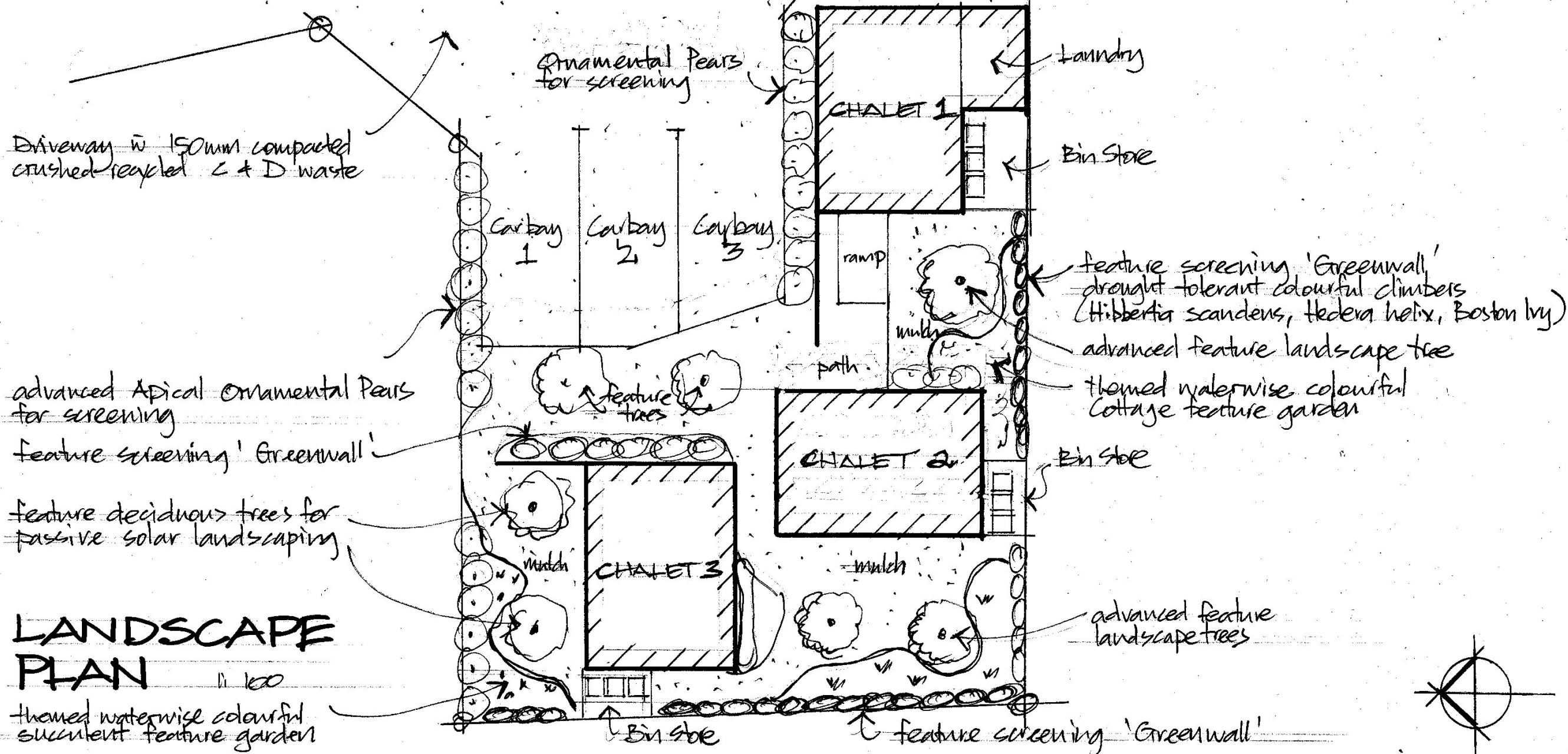
## Appendix 6 – Training Log

5-117



NOTES:

- 1) All advanced trees min. semi-mature drought hardy incl. min of 3 x 90L feature trees
- 2) All soils amended w clay & compost to improve water & nutrient holding capacity
- 3) Bulk landscape planting w 140mm plants
- 4) All mulches to be rough, coarse, chunky to increase water infiltration



## LANDSCAPE PLAN

themed waterwise colourful succulent feature garden

Proposed Short-Term Accommodation Development at  
8 Sawle Rd, Hamilton Hill for David George

ecotecture  
Matt Wallwork 0414735062

### 14.1.2 Recommendation on Final Adoption - (Standard) Amendment No.165 to Town Planning Scheme No.3 - Partial Rationalisation of Development Areas 8 & 9 (Success and Hammond Park)

<b>Executive</b>	Chief of Built and Natural Environment
<b>Author</b>	Strategic Planning Officer
<b>Attachments</b>	1. Advertised Amendment No.165 Report <a href="#">↓</a> 2. Schedule of Submissions <a href="#">↓</a> 3. Schedule of Modifications <a href="#">↓</a>
<b>Location</b>	Success and Hammond Park
<b>Owner</b>	Various
<b>Applicant</b>	City of Cockburn
<b>Application Reference</b>	109/165

#### RECOMMENDATION

That Council:

- (1) ADOPTS the Schedule of Submissions prepared in response to proposed Scheme Amendment No.165 as set out in Attachment 2;
- (2) SUPPORTS final approval of Scheme Amendment No.165, subject to the modifications listed in Attachment 3, as follows:
  1. Rezoning various lots within 'Development Area 8' and 'Development Area 9' from 'Development' to 'Mixed Use (R40)', Mixed Use (R60), and 'Local Centre' as depicted on the Scheme Amendment Map.
  2. Reclassifying land within 'Development Area 8' from the 'Development' zone to a local 'Parks and Recreation' and/or 'Local Road' reserve, as depicted on the Scheme Amendment Map.
  3. Reclassifying land within 'Development Area 8' and 'Development Area 9' from 'No Zone' to a 'Local Road' reserve, as depicted on the Scheme Amendment Map.
  4. Reducing the extent of the 'Development Area 8' special control area boundary and removing the entire remaining extent of the 'Development Area 9' special control area boundary, as depicted on the Scheme Amendment Map.
  5. Modifying 'Table 9 – Development Areas' of the Scheme Text, by deleting provisions 3 to 7 of 'Development Area 8' and renumbering the remaining provisions accordingly and modifying 'Table 9 – Development Areas' of the Scheme Text, by deleting 'Development Area 9' entirely;
- (3) DELEGATES authorisation and submission of the amendment documentation, to the Western Australian Planning Commission along with a request for the endorsement of final approval by the Hon. Minister for Planning; and
- (4) ADVISES those who made a submission of Council's decision accordingly.

**Background**

Initiated by Council at the 9 November 2023 Ordinary Council Meeting, Scheme Amendment No. 164 (Item 14.1.1) and No. 165 (Item 14.1.2) collectively propose to transfer the zones and reserves from several approved Structure Plans within Development Areas 8 and 9 into Town Planning Scheme No.3 (TPS3).

This process, commonly referred to as Structure Plan 'rationalisation', ensures the City retains appropriate planning mechanisms to guide and control future use and/or redevelopment of the land (including a similar range of permissible land uses and associated development standards as currently apply), consistent with community expectations.

Scheme Amendment No.165 concentrates on land surrounding the Success and Hammond Park local centres adjacent to Russell Road, an apartment building at 53 Gabler Road, and other portions of reserves, that require public advertisement due to involving Structure Plan zonings that require a different zoning or density code to meet the intended and/or development outcome on the ground.

On 30 November 2023, the Environmental Protection Authority (EPA) determined formal environmental assessment was not required.

On 11 December 2023, the Department of Planning Lands and Heritage (DPLH) under delegation from the Minister for Planning, approved advertising of the Amendment.

**Status of Scheme Amendment No.164**

On 27 February 2023, the City received advice the Minister had granted final approval to Scheme Amendment No.162. The proposal was gazetted on 8 March 2023.

**Report**

A copy of the advertised Scheme Amendment, inclusive of the rationalisation for the various zonings and reservations proposed, and consequential impact/revocation of the Structure Plans (refer Attachment 1).

The purpose of this report is to consider the submissions made during the advertising period and make a recommendation to the Minister for Planning on final determination.

Reflective of the straight-forward nature of the proposal, which simply seeks to formalise the development that has occurred in this area, only three submissions were received during the advertising period.

One submission queried whether the Scheme Amendment proposed to down-code the apartment complex at #53 Gaebler Road from 'R60' to 'R40', noting that existing development is commensurate with the higher code.

This is not the intention of the proposal with modifications recommended to both the formal resolution and the Scheme Amendment Map to provide greater certainty on the final outcome (refer Attachment 3).

The second submission essentially queried whether compensation would be available if the change of zoning affected property values. The answer is no. As the Scheme Amendment has been specifically prepared to match existing lawful development on each site and does not seek to reserve or restrict any privately owned land for public purposes, it does not give rise to a claim of injurious affection under the *Planning and Development Act (2005)*.

The third submission from the Department of Communities who simply advised that they had no objection to the proposal.

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

#### Local Economy

A sustainable and diverse local economy that attracts increased investment and provides local employment.

- A City that is 'easy to do business with'.

#### Listening & Leading

A community focused, sustainable, accountable and progressive organisation.

- Best practice Governance, partnerships and value for money.

### **Budget/Financial Implications**

Not applicable - the Scheme Amendment documentation has been prepared, and the proposal will be progressed by the administration under its FY24 budget allocation.

### **Legal Implications**

- *Planning and Development Act 2005*
- *Planning and Development (Local Planning Schemes) Regulations 2015*

### **Community Consultation**

The proposal was advertised for 42 days, in accordance with Part 5, Division 3, Regulation 47 of the *Planning and Development (Local Planning Schemes) Regulations 2015*, between 9 January and 21 February 2024.

Advertising consisted of a notice and electronic copies of the documentation being made available on the City's 'Comment on Cockburn' website, letters to directly affected landowners and/or occupiers, and relevant State Government Agencies.

Hard copies of the documentation were also available to view during work hours at the City's Administration Building, Spearwood for the duration of the advertising period.

The City received three (3) submissions, all from directly affected landowners. A copy of the Schedule of Submissions, including officer responses to the matters raised, is included (refer Attachment 2).

**Risk Management Implications**

The officer recommendation considers the relevant planning matters associated with the proposal. It is considered that the officer recommendation is appropriate.

If the Scheme Amendment does not proceed (or is ultimately refused by the Minister for Planning):

- an opportunity will be missed to simplify the planning framework and remove additional layers of planning (Structure Plans) that have served their purpose.
- the City will need to consider alternatives to ensure an appropriate local planning framework is in place to guide future land use and/or redevelopment proposals in the area ahead of the Structure Plans expiring on 19 October 2025.

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

Those who lodged a submission on the proposal have been advised that this matter is to be considered at the 9 April 2024 Ordinary Council Meeting.

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

Nil



Town Planning Scheme No.3  
Amendment No.165  
(Standard)

*Rationalisation of*

*Pt of Local Structure Plan 8D - Lots 458 and 501 Hammond Road, Success,  
Pt of Local Structure Plan 9A - Lot 202 Gaebler Road, Hammond Park  
& Pt of Local Structure Plan 9B – Lot 412 Gaebler Road, Hammond Park*

**NOVEMBER 2023**

***Planning and Development Act 2005***  
**RESOLUTION TO AMEND A TOWN PLANNING SCHEME**

**City of Cockburn**  
**Town Planning Scheme No.3**  
**Amendment No.165**

RESOLVED that the Council, Pursuant to Section 75 of the *Planning and Development Act 2005*, amend the City of Cockburn Town Planning Scheme No.3 by:

1. Rezoning various lots within 'Development Area 8' and 'Development Area 9' from 'Development' to 'Mixed Use (R40)' and 'Local Centre' as depicted on the Scheme Amendment Map.
2. Reclassifying land within 'Development Area 8' from the 'Development' zone to a local 'Parks and Recreation' and/or 'Local Road' reserve, as depicted on the Scheme Amendment Map.
3. Reclassifying land within 'Development Area 8' and 'Development Area 9' from 'No Zone' to a 'Local Road' reserve, as depicted on the Scheme Amendment Map.
4. Reducing the extent of the 'Development Area 8' special control area boundary and removing the entire remaining extent of the 'Development Area 9' special control area boundary, as depicted on the Scheme Amendment Map;
5. Modifying 'Table 9 – Development Areas' of the Scheme Text, by deleting provisions 3 to 7 of 'Development Area 8' and renumbering the remaining provisions accordingly and modifying 'Table 9 – Development Areas' of the Scheme Text, by deleting 'Development Area 9' entirely.

The amendment is 'Standard' under the provisions of the *Planning and Development (Local Planning Schemes) Regulations 2015* for the following reason(s):

- *an amendment that is consistent with a local planning strategy for the scheme that has been endorsed by the Commission;*
- *an amendment to the scheme map that is consistent with a structure plan or local development plan that has been approved under the scheme for the land to which the amendment relates if the scheme does not currently include zones of all the types that are outlined in the plan;*
- *an amendment that would have minimal impact on land in the scheme area that is not the subject of the amendment;*
- *an amendment that does not result in any significant environmental, social, economic or governance impacts on land in the scheme area.*



Pursuant to Regulation 35A of the *Planning and Development (Local Planning Schemes) Regulations 2015*, the amendment to the above Local Planning Scheme affects the following structure plans:

Structure Plan #	Address	Endorsement Date	WAPC Reference
8D	Pt Lots 458 & 501 Hammond Road, Success	30/04/2004	801/2/23/0020P
9A	Lot 202 Gaebler Road, Hammond Park	02/02/2006	801/2/23/0015P
9B	Lot 412 Gaebler Road, Hammond Road	24/07/2015	801/2/23/0014P 4V

Upon the amendment taking effect the remaining portions of theses approved structure plans are to be revoked.

Dated this ..... day of ..... 20.....

\_\_\_\_\_  
CHIEF EXECUTIVE OFFICER

## AMENDMENT REPORT

### 1.0 INTRODUCTION

Local Structure Plans No.'s 8D, 9A and 9B have been fully implemented.

The purpose of this standard scheme amendment is to transfer the zones and reserves shown for these structure plan areas into Town Planning Scheme No.3 (TPS3), to ensure the City maintains appropriate development control once the structure plans expire on 19 October 2025.

This process is referred to as the rationalisation of structure plans.

Several Crown Reserves within Development Area 8 and 9 (DA8 and DA9) but outside of any existing structure plan will also be reclassified via this amendment.

### 2.0 BACKGROUND

DA8 and DA9 were initially created when District Zoning Scheme No.2 (DZS2) was first gazetted in February 1992 and were carried through to TPS3 when it was first gazetted in December 2002.

The current extent of DA8 is the result of Amendment No.135 (SA135) to TPS3. Gazetted on 8 January 2019, SA135 rationalised Structure Plan 8E (Lot 1 Hammond Road, Success) and Structure Plan 8H (Lots 4 -11,14, 42 & 500 Hammond Road, Success) on the western side of Hammond Road, between Willerin Loop / Davesia Park to the North, and Mosman Loop / Waterbuttons Park to the South.

The current extent of DA9 is the result of Amendment No.28 (SA28) to TPS3. Gazetted on 16 December 2014, SA28 excised the portion of DA9 south of Gaebler Road and put it within a new area (DA26) to better enable implementation of the Stage 3 (Hammond Park/Wattleup) Southern Suburbs District Structure Plan.

DA8 currently includes 10 endorsed structure plans as per the table below:

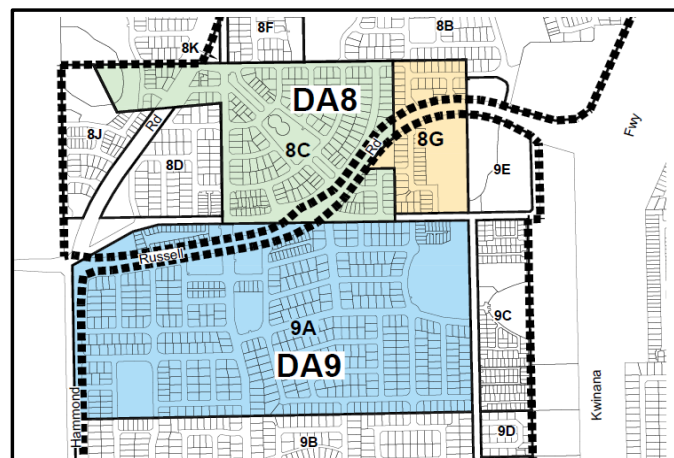
Structure Plan #	Address	Endorsement Date	Amendment Type Required
8A	Magnolia Garden – Phase 1	18/06/2002	Basic
8B	Magnolia Garden - Phase 2 & 3	23/12/2016	Basic
8C*	Lot 458 Russell Road, Success	19/01/2002 21/7/2005 (mods)	Basic
8D	Pt Lots 458 & 501 Hammond Road	30/04/2004	Basic/ <b>Standard</b>
8F	Lots 21 Hammond Road, Success	23/08/2005	Basic
8G*	Pt Lot 458 Baler Court, Hammond Park	13/02/2014	Basic
8J	Lot 7000 Hammond Road, Success	11/02/2011	Basic
8K	Lot 742 Hammond Road, Success	14/02/2013	Basic

8L	Lot 559 Wentworth Parade, Success	11/04/2017	<i>Not being rationalised</i>
8M	Lot 558 Lauderdale Drive, Success	07/9/2017	<i>Not being rationalised</i>

DA 9 currently includes seven endorsed structure plans as per the table below:

Structure Plan #	Address	Endorsement Date	Amendment Type Required
9A*	Lot 202 Gaebler Road, Hammond Park	02/02/2006	Basic / <b>Standard</b>
9B	Lot 412 Gaebler Road, Hammond Road	24/07/2015	Basic / <b>Standard</b>
9C	Lot 203 and Pt Lot 11 Barfield Road, Hammond Park	15/04/2003	Basic
9D	Lot 10 Barfield Road, Hammond Park	30/10/2006	Basic
9E	Pt Lots 22 and 203 Baler Court, Banjup	20/04/2004	Basic
9G	Lot 9 Barfield Road, Hammond Park	08/04/2008	Basic
9H	Lots 80, 81 Gaebler Road, Hammond Park	09/05/2007	Basic

**\*NB.** The extent of Structure Plans 8C, 8G and 9A matched the parent lot boundaries at the time they were prepared and are partially located within both Development Areas (refer Figure 1 below).



**Figure 1 - Structure Plans partially located within both Development Areas**

Rationalisation of most of these structure plans forms the subject of a separate scheme amendment (#164). This proposal principally seeks to rationalise the portions of Structure Plans 8D and 9A and 9B that couldn't be included in that 'basic' amendment, on the basis they did not directly correlate with existing zones in TPS3.

Complimentary, minor adjustments to the zoning of other land in within the DA8 and 9 areas are also proposed, as discussed in the following sections.

The extent of DA8 and DA 9 (thick black dotted line), this scheme amendment proposal (red solid line), and the relevant Structure Plans are depicted on **Figures 2 and 3**.

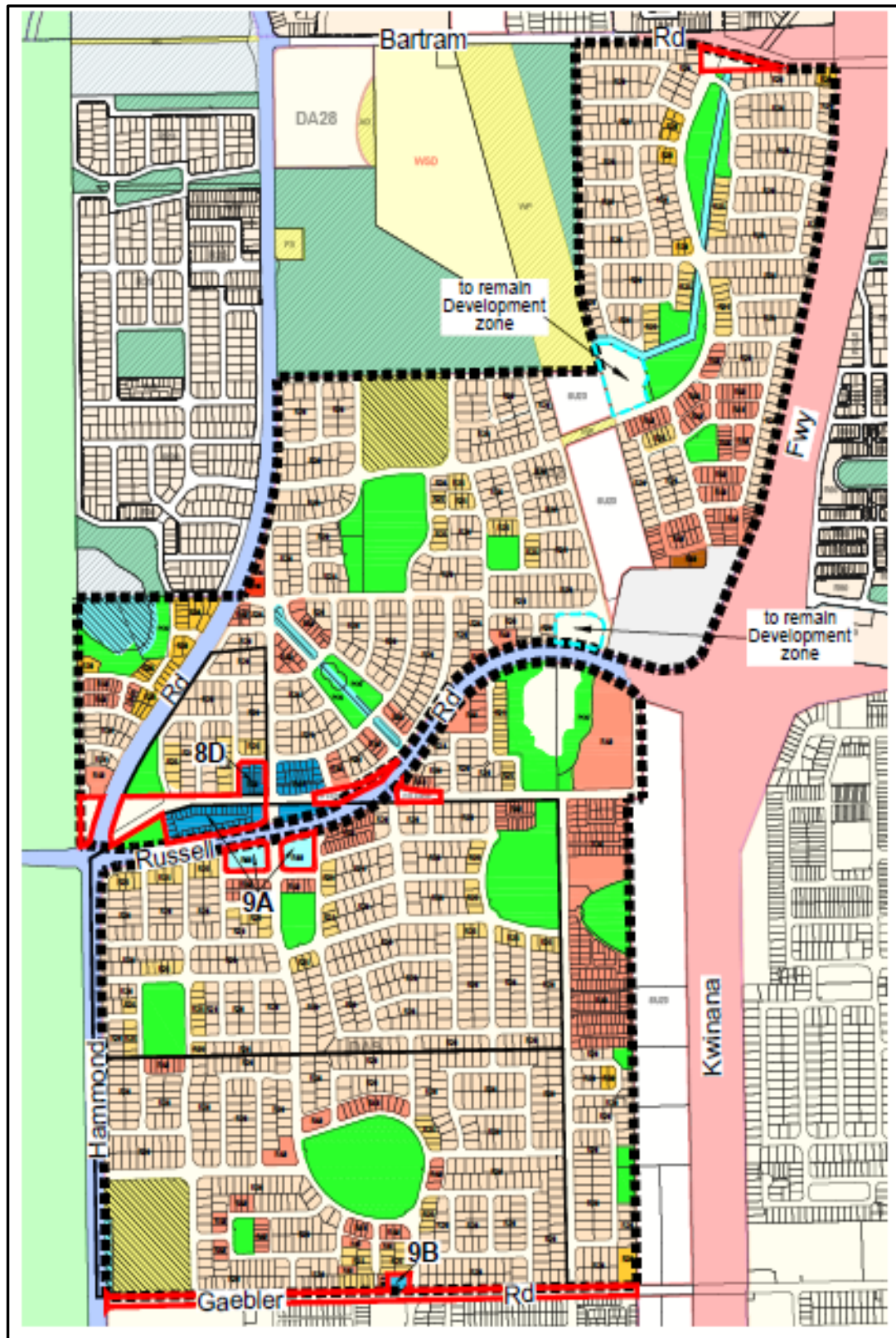


Figure 2 – DA8 & DA9, Amendment Extent and Current endorsed Structure Plans





Figure 3 – Aerial Photograph showing extent of completed Subdivision and Development

Structure Plans 8L and 8M (outlined in blue on **Figures 2 and 3**), are undeveloped and are expected to form the subject of new or amended Structure Plan proposals. On this basis they are not being rationalised by this proposal and will retain their existing 'Development' zoning.

Structure plans 8D and 9A include Local Development Plans (LDPs). This amendment has no effect on the operation of those instruments which will remain in effect until they expire on (or after) 19 October 2025.

### 3.0 AMENDMENT TYPE

Part 5, Division 1, Regulation 34 of the *Planning and Development (Local Planning Schemes) Regulations 2015*, identifies different amendment types: basic, standard and complex.

Regulation 35(2) requires the local government to specify in their resolutions to prepare or adopt an amendment what type of amendment it is, as well as the explanation for forming that opinion.

This proposed amendment is considered a 'standard' amendment, which Regulation 34 describes as any of the following amendments to a local planning scheme:

- a) *an amendment relating to a zone or reserve that is consistent with the objectives identified in the scheme for that zone or reserve;*
- b) *an amendment that is consistent with a local planning strategy for the scheme that has been endorsed by the Commission;*
- c) *an amendment to the scheme so that it is consistent with a region planning scheme that applies to the scheme area, other than an amendment that is a basic amendment;*
- d) *an amendment to the scheme map that is consistent with a structure plan, activity centre plan or local development plan that has been approved under the scheme for the land to which the amendment relates if the scheme does not currently include zones of all the types that are outlined in the plan;*
- e) *an amendment that would have minimal impact on land in the scheme area that is not the subject of the amendment;*
- f) *an amendment that does not result in any significant environmental, social, economic or governance impacts on land in the scheme area;*
- g) *any other amendment that is not a complex or basic amendment.*

This proposed amendment satisfies parts b), d), e) and f) of the above criteria.

Specifically, it is an amendment consistent with the City's 1999 Commission endorsed Local Planning Strategy, that involves zoning land consistent with the intent and subsequent land use and built form outcome of approved structure plans for the same land, and/or other minor adjustments in a manner that do not have any significant environmental, social, economic or governance impact on surrounding land.

#### **4.0 TOWN PLANNING CONTEXT**

##### **4.1 State Planning Framework**

The entirety of DA 8 and DA 9 is identified in the *South Metropolitan Peel Sub-Regional Planning Framework* and zoned 'Urban' under the Metropolitan Region Scheme.

##### **4.2 City of Cockburn Local Planning Framework**

Under TPS3, the area is zoned 'Development' and identified on the Scheme Map and in Table 9 of the Scheme Text as Development Areas 8 and 9.

The purpose of the 'Development' zone is to trigger the requirement for a Structure Plan to guide further subdivision and/or development.

Table 9 allows specific 'provisions' to then be applied to defined Development Areas, to inform the subsequent structure planning and subdivision processes.

#### **5.0 PROPOSAL**

Subdivision and development of substantive portions of DA8 and all of DA9 are now complete, meaning that most structure plans in this area have served their purpose and are no longer required.

This amendment therefore seeks to remove these areas from DA8 and DA9 and transfer the structure plans identified zonings and reservations for the land into the Scheme, ahead of the structure plans expiring on 19 October 2025.

##### **Development Areas:**

###### Development Area 8

As there remain portions of DA8 yet to be developed (in particular, Lot 559 Wentworth Parade and Lot 558 Lauderdale Drive, Success), complete deletion of DA8 and its special provisions are not proposed at this time, rather just a reduction to the extent of DA8 special control area boundary and removal of five redundant provisions.

A tracked changes version of Table 9 highlighting the deletions appears below. The rational for each change is explained in the right-hand side column of the table.



TABLE 9 – DEVELOPMENT AREAS			REASONING
REF. NO.	AREA	PROVISIONS	
DA 8	SUCCESS LAKES (DEVELOPMENT ZONE)	<p>1. An approved Structure Plan together with all approved amendments shall be given due regard in the assessment of applications for subdivision, land use and development in accordance with clause 27(1) of the Deemed Provisions.</p> <p>2. To provide for Residential development.</p> <p><del>3. The local government may adopt Design Guidelines for any development precincts as defined on the Structure Plan. All development in such precincts is to be in accordance with the adopted guidelines in addition to any other requirements of the Scheme, and where there is any inconsistency between the design guidelines and the Scheme, the Scheme shall prevail.</del></p> <p><del>4. No subdivision or development of incompatible use will be supported within the generic buffer area associated with the poultry on Lot 10 Hammond Road and the piggery on Pt Lot 15 Lyon Road until the use of the land ceases or the buffer area is scientifically determined and approved by the Department of Environmental Protection. Buffer areas are to be shown on the Structure Plan.</del></p> <p><del>5. No residential development will be supported within the midge buffer area or Water Corporation treatment plant buffer area.</del></p>	<p>Where appropriate, the Planning and Development (Local Planning Scheme) Regulations 2015 and TPS3 both enable Design Guidelines and/or Local Development Plans to be adopted for specific areas without the need for an enabling DA specific scheme provision.</p> <p>The piggery and poultry farm have ceased operation and have subsequently been redeveloped for residential purposes, hence these buffers are no longer applicable.</p> <p>Local Planning Policy 1.11 – Residential Rezoning &amp; Subdivision Adjoining Midge Infested Lakes and Wetlands suitably addresses development within identified midge buffer areas.</p> <p>There are no remaining portions of DA8 affected by the Water Corporation buffer.</p>

		<p><del>6. Development of Shops (retail uses) within the Development Area shall be a maximum of 1,000m<sup>2</sup> NLA for the local centre associated with the railway precinct and 200m<sup>2</sup> NLA maximum in other centres.</del></p> <p><del>7. As and when required, the local government shall initiate procedures to close portion of the existing Russell Road upon construction of the deviation of Russell Road in accordance with the Metropolitan Region Scheme and shall recommend to the Department of Planning Lands and Heritage that the land be amalgamated with the adjoining Lot 202 and transferred free of cost to that landowner.</del></p>	<p>Specific floorspace limitations are no longer required on the basis that they are adequately regulated via <i>State Planning Policy 4.2 – Activity Centres</i>, as informed by the City's Local Commercial and Activity Centre Strategy.</p> <p>The relevant road closure and amalgamation is no longer applicable.</p>
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#### Development Area 9

It is proposed to delete DA9 and its special provisions entirely.

A tracked changes version of Table 9 highlighting the deletions appears below. The rational for each provision is explained in the right-hand side column of the table.

TABLE 9 – DEVELOPMENT AREAS			REASONING
REF. NO.	AREA	PROVISIONS	
DA 9	GAEBLER ROAD (DEVELOPMENT ZONE)	<p><del>1. An approved Structure Plan together with all approved amendments shall be given due regard in the assessment of applications for subdivision, land use and development in accordance with clause 27(1) of the Deemed Provisions.</del></p> <p><del>2. To provide for Residential development.</del></p> <p><del>3. The local government may adopt Design Guidelines for any development precincts as defined on the Structure Plan. All development in such precincts is to be in accordance with the</del></p>	<p>All development zoned land within DA9 form the subject of an approved Structure Plan.</p> <p>As subdivision and development of these areas are substantially complete, all the Structure Plans are now being rationalised via Scheme Amendment No.'s 164 and 165.</p> <p>Where appropriate, the <i>Planning and Development (Local Planning Scheme) Regulations 2015</i> and TPS3 both enable Design Guidelines and/or Local</p>

	<p><del>adopted guidelines in addition to any other requirements of the Scheme, and where there is any inconsistency between the design guidelines and the Scheme, the Scheme shall prevail.</del></p> <p><del>4. No subdivision or development of incompatible use will be supported within the generic buffer area associated with the kennels on Pt Lot 11 Barfield Road or the piggery on Pt Lot 15 Lyon Road until the use of the ceases or the buffer area is scientifically determined and approved by the Department of Environmental Protection. Buffer requirements associated with the market gardens on Lot 37 Gaebler Road to be determined in consultation with the local government and Department of Environmental Protection. Buffer areas are to be shown on the Structure Plan.</del></p> <p><del>5. Development of Shops (retail uses) within the Development Area shall be a maximum of 5,000m<sup>2</sup> NLA within the neighbourhood centre immediately south of Russell Road and 200m<sup>2</sup> NLA maximum in other centres.</del></p> <p><del>6. Those uses which may be permitted within the Mixed Business R40/R60 and commercial R60 Zone as set out in Table 1 – Zoning Table, and the adopted Frankland Springs Neighbourhood Centre Plan are to be developed in accordance with the following Design Requirements.</del></p> <p><del>a. Building Location</del></p> <p><del>(i) Development fronting Russell Road (other than car-based development), Macquarie Boulevard and Yarra Promenade (other than residential</del></p>	<p>Development Plans to be adopted for specific areas without the need for an enabling DA specific scheme provision.</p> <p>The dog kennel, piggery and market garden have ceased operation and have subsequently been redeveloped for residential purposes, hence these buffers are no longer applicable.</p> <p>Specific floorspace limitations are no longer required on the basis that they are adequately regulated via <i>State Planning Policy 4.2 – Activity Centres</i>, as informed by the City's <i>Local Commercial and Activity Centre Strategy</i>.</p> <p>This clause applies to the Neighbourhood Centre within LSP 9A, which has long been developed.</p> <p>In time, the City intends to replace its <i>Local Commercial and Activity Centre Strategy</i> with a new Local Planning Policy that will provide 'centre specific guidance' based on a concise assessment of each centre's current functionality.</p> <p>Further information on this approach can be viewed at item 14.1 of its <i>Ordinary Council Meeting - Minutes - 12 May 2022</i></p>
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		<p>development) is required to have a nil setback to the street front, or is to be paved and landscaped to achieve visual integration and pedestrian permeability between the building frontage and street, to provide a "main street" character to the centre</p> <p><del>b. Building Form</del></p> <p><del>(i) Buildings shall be generally contiguous, other than for pedestrian access points, alfresco dining areas and vehicular access and parking. All buildings within the centre plan area should exhibit a high degree of architectural integrity and avoid the traditional "big box" supermarket style.</del></p> <p><del>(ii) The floor plan of all buildings within the Centre (other than the residential development) shall be sufficiently robust to allow land use change to occur over time.</del></p> <p><del>(iii) Development on street corners should contain strong architectural landmark elements to reinforce the corner. In particular, development on the corners of the Russell Road intersection should provide an 'entry statement' to the Centre.</del></p> <p><del>(iv) Residential development is required to address the public streets to provide streetscape amenity and casual surveillance to the street.</del></p>	<p><a href="http://cockburn.wa.gov.au">cockburn.wa.gov.au</a></p> <p>In the interim, the State and Local Planning Frameworks collectively provide appropriate controls to guide any future expansion or redevelopment proposals that may be submitted.</p> <p>This includes, but is not limited to:</p> <ul style="list-style-type: none"> <li>• <i>State Planning Policy 4.2 – Activity Centres</i></li> <li>• <i>State Planning Policy 7.0 – Design of The Built Environment</i></li> <li>• <i>State Planning Policy 7.3 – Residential Design Codes</i></li> <li>• <i>Local Planning Policy 3.7 – Signs and Advertising.</i></li> </ul>
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		<p><del>(v) — Where possible, development should be two storeys in height, or where single storey, the facade should be constructed to an equivalent second storey height.</del></p> <p><del>(vi) — All buildings should have pitched roofs of at least 25 degrees.</del></p> <p><del>c. — Materials:</del></p> <p><del>(i) — Materials may comprise a combination of masonry, render and tiles or custom orb sheeting. Façade should be designed to provide for varying textures and articulation to clearly define separate tenancies and reinforce a fine grained character for the Centre.</del></p> <p><del>d. — Building Frontage:</del></p> <p><del>(i) — The facades of development along Russell Road, Macquarie Boulevard, Hammond Road and Yarra Promenade shall comprise an aggregate of at least 40% of the facade area below the eave line as clear windows to provide a visual connection between uses inside the building and activity on the street.</del></p> <p><del>(ii) — Windows shall not be obscured by more than 25% to ensure surveillance to streets and carparks for security purposes, and to minimise adverse impacts on streetscape.</del></p> <p><del>e. — Pedestrian Access/Amenity:</del></p> <p><del>(i) — Primary access to all</del></p>	
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		<p>tenancies shall be provided from the street, with secondary access permissible from the rear of the development, to encourage activity along the main street, and vibrancy within the centre.</p> <p><del>(ii) All development shall have awnings or verandahs along public streets to provide shelter and comfort for pedestrians and encourage use of the public realm.</del></p> <p><del>f. Vehicle Access:</del></p> <p><del>(i) Vehicle accesses shall be restricted to those indicated on the final adopted Centre Plan</del></p>	
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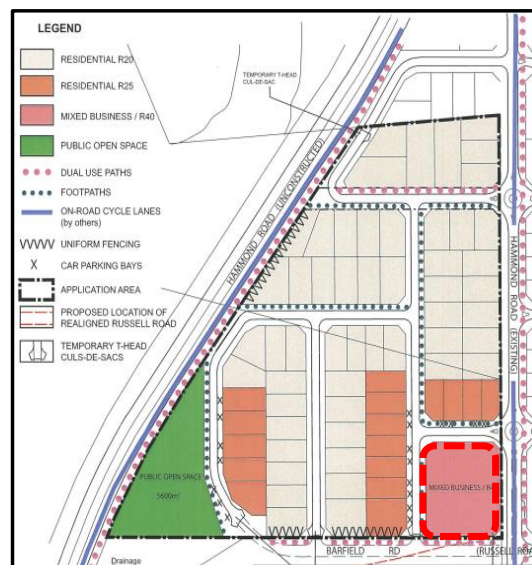
### Local Structure Plans (LSP):

Details on each Structure Plan (including the LSP map and an aerial of the area) are provided in this section to demonstrate our reasoning for rationalisation. This includes discussion on the matters that led to these areas being separated out from Amendment #164.

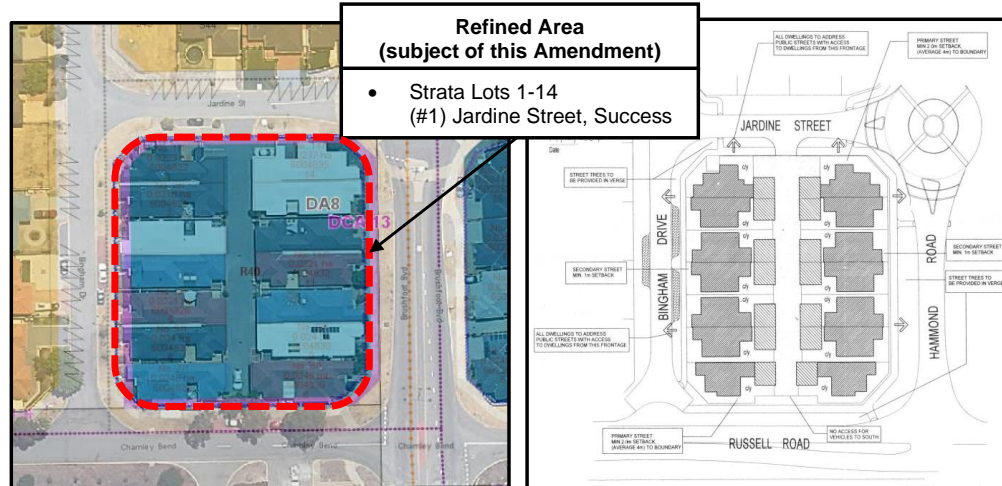
#### Lot 458 & 501 Hammond Road, Success (8D)

Bounded by Hammond Road on the west, Cotter Loop to the north, Brushfoot Boulevard to the east and Charnley Bend to the south, this Structure Plan identifies local roads, and an area of POS (Purslane Park) in the south-west corner adjacent Hammond Road, primarily servicing low residential density (R20) housing.

Pockets of R25 housing are located in high amenity locations that have a direct relationship to POS, or the 'Mixed Business' site located in the south-east corner.



This proposal focuses on rationalising the 'Mixed Business' site which has ultimately been entirely developed for medium density grouped housing in accordance with a 2004 approved Local Development Plan.



A full copy of the approved Structure Plan Map and the relevant Local Development Plan is attached as **Appendix A and B**. The following table summarises how the City proposes to rationalise this area.

Property Address	Structure Plan Land Use Designation	Proposed Zoning	Reasoning
Strata Lots 1-14 (#1) Jardine Street, Success	Mixed Business (R40)	Mixed Use (R40)	<p>The objective of a 'Mixed Business' zone in TPS3 is:</p> <p><i>"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."</i></p> <p>The structure plan intent and developed outcome of the land (Residential) is more consistent with the objective of a 'Mixed Use' zone in TPS3, which is:</p> <p><i>"to provide for a mixed use environment that includes residential development and a range of compatible smaller scale commercial uses such as office, retail and eating establishments."</i></p> <p>This will ensure the scale of any subsequent insertion of commercial use is tempered to protect the amenity of existing residents.</p> <p>Consistent with the Structure Plan outcome (reflected on the approved LDP), an R40 coding is proposed to avoid inadvertently upcoding the land to R60 (via use of clause 4.8.3 of TPS3).</p>



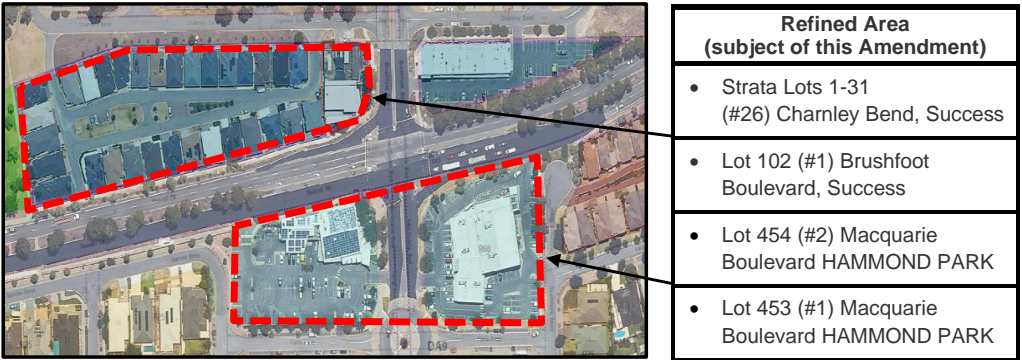
**Lot 199 Gaebler Road, Hammond Park (9A) - ‘Frankland Springs’**

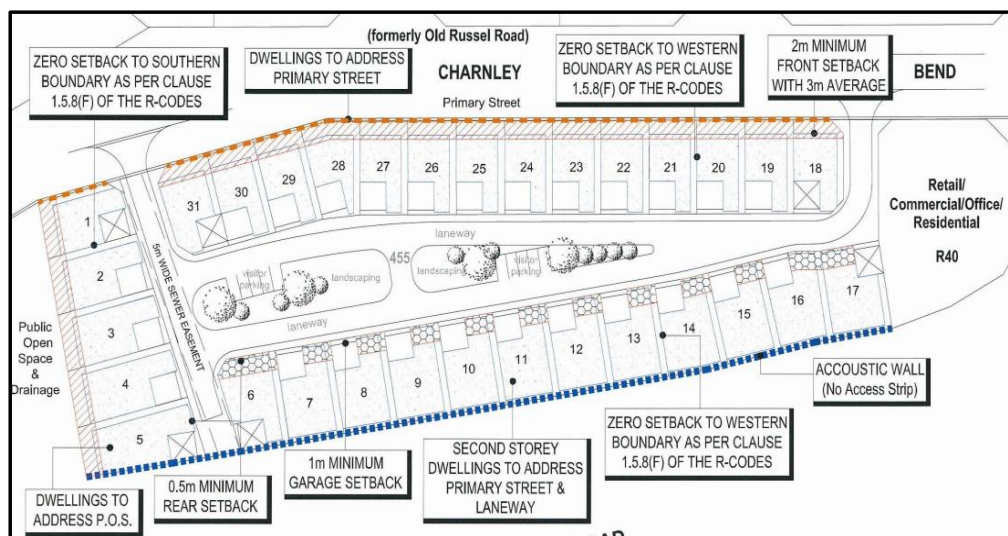
Encompassing most of the northern half of DA9, this Structure Plan identifies a comprehensive local road and public open space (POS) network, servicing primarily low residential density (R20 and R25) housing.

Pockets of medium density (R40) housing are located in high amenity locations that have a direct relationship to POS or the Neighbourhood Centre located at the intersection of Macquarie / Bushfoot Boulevards and Russell Road.



This proposal focuses on rationalising the area shown on the LSP as Commercial / Neighbourhood Centre (on the southern side of Russell Road), and the ‘Mixed Business’ area west of Brushfoot Boulevard (see red dotted line on the below maps and table for exact location)





A full copy of the approved Structure Plan Map and the relevant Local Development Plan is attached as **Appendix C and D**. The following table summarises how the City proposes to rationalise these areas.

Property Address	Structure Plan Land Use Designation	Proposed Zoning	Reasoning
Strata Lots 1-31 (#26) Charnley Bend, Success	Mixed Business	Mixed Use (R40)	<p>The objective of a 'Mixed Business' zone in TPS3 is:</p> <p><i>"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."</i></p> <p>The structure plan intent and developed outcome of the land (Residential Grouped Dwellings and a Child Care Centre) is more consistent with the objective of a 'Mixed Use' zone in TPS3, which is:</p> <p><i>"to provide for a mixed use environment that includes residential development and a range of compatible smaller scale commercial uses such as office, retail and eating establishments."</i></p> <p>This will ensure the scale of any subsequent insertion of commercial use is tempered to protect the amenity of existing residents.</p> <p>Consistent with the Structure Plan outcome (reflected on the approved LDP), an R40 coding is proposed to avoid inadvertently upcoding the land to R60 (via use of clause 4.8.3 of TPS3).</p>
Lot 102 (#1) Brushfoot Boulevard, Success			

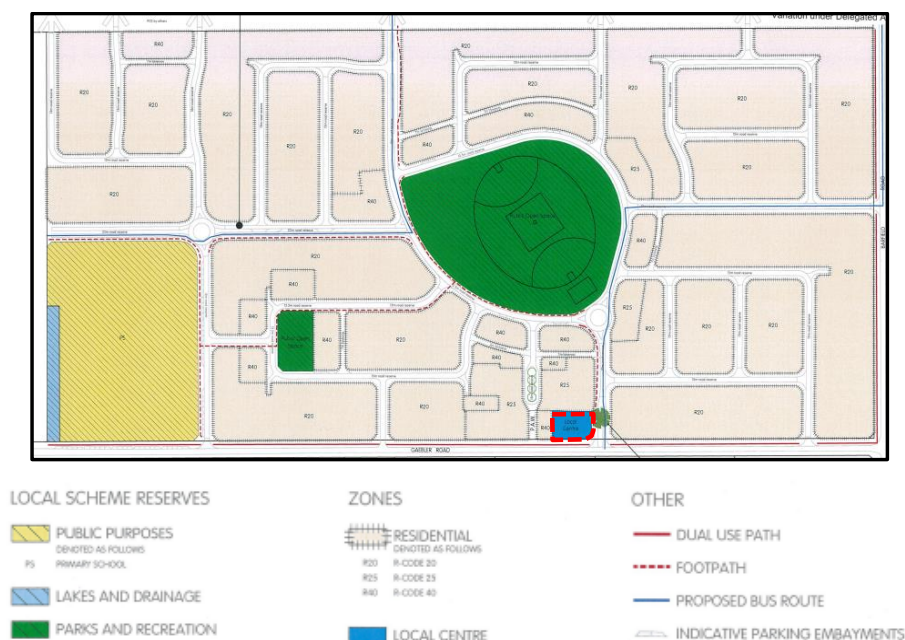
Lot 453 (#1) Macquarie Boulevard Hammond Park	Commercial / Neighbourhood Centre	Local Centre	<p>The structure plan designation of 'Commercial' or 'Neighbourhood Centre' are not recognised as a zone in TPS 3.</p> <p>The structure plan intent and developed outcome (IGA and various specialty stores) of the land is consistent with the objectives of a 'Local Centre' zone as defined in TPS3, which is:</p> <p><i>"to provide convenience retailing, local offices, health, welfare and community facilities which serve the local community, consistent with the local - serving role of the centre."</i></p> <p>Such an outcome would be consistent with the zoning of other Neighbourhood Centres in the Centre hierarchy outlined in the City's <i>Local Commercial and Activity Centre Strategy</i>.</p>
Lot 454 (#2) Macquarie Boulevard Hammond Park			

### Lot 412 Gaebler Road, Hammond Park (9B)

Encompassing most of the southern half of DA9, this structure plan identifies a comprehensive local road and POS network servicing primarily low residential density (R20-R25) housing.

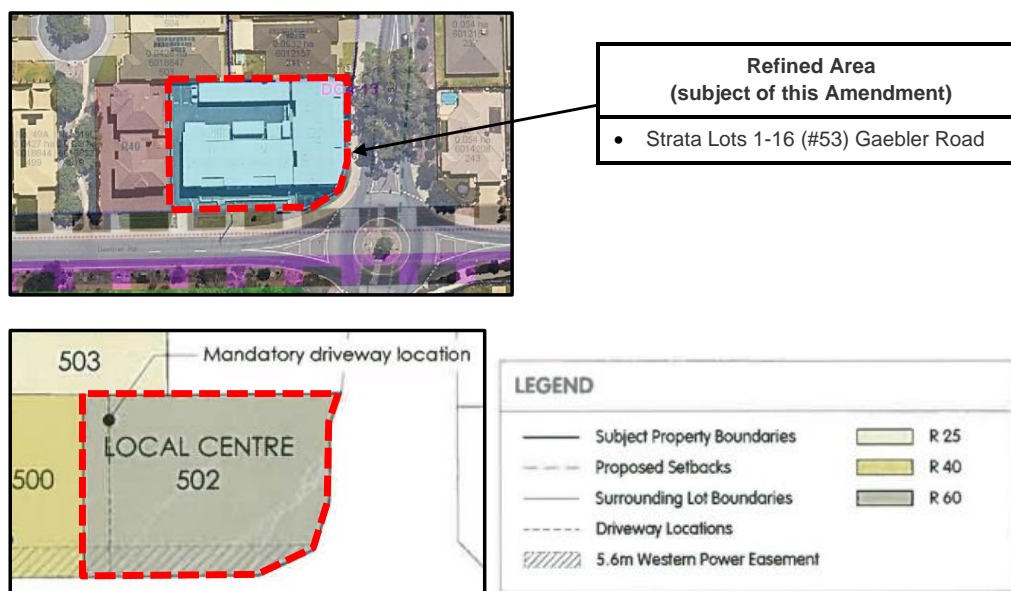
Pockets of medium density (R40) housing are positioned in high amenity locations that have a direct relationship to POS, including a centrally located playing field (Botany Park).

Hammond Park Primary School is located on the south-west corner, with a linear drainage sump running along most of its western boundary with Hammond Road.





This proposal focuses on rationalising the area shown on the LSP as Local Centre midway along the southern boundary at the intersection of Gaebler Road and Botany Parade, given the land has been developed for 16 multiple dwellings within two separate, two-storey buildings.



A full copy of the approved Structure Plan Map and the relevant Local Development Plan is attached as **Appendix E and F**. The following table summarises how the City proposes to rationalise this area.


Property Address	Structure Plan Land Use Designation	Proposed Zoning	Reasoning
Strata Lots 1-16 (#53) Gaebler Road, Hammond Park	Local Centre	Mixed Use (R60)	<p>The objective of a 'Local Centre' zone in TPS3 is:</p> <p><i>"to provide convenience retailing, local offices, health, welfare and community facilities which serve the local community, consistent with the local - serving role of the centre."</i></p> <p>The structure plan intent and developed outcome of the land (Residential) is more consistent with the objective of a 'Mixed Use' zone in TPS3, which is:</p> <p><i>"to provide for a mixed use environment that includes residential development and a range of compatible smaller scale commercial uses such as office, retail and eating establishments."</i></p> <p>This will ensure the scale of any subsequent insertion of commercial use is tempered to protect the amenity of existing residents.</p>

### Other Crown Reserves

Scattered around within (and slightly adjacent) DA8 and DA9, there are also a number of existing Crown Reserves zoned 'Development' or 'No Zone' in TPS3 but are not included within an approved Structure Plan.

This proposal incorporating these areas within Local Scheme Reserves based on their existing tenure and/or established use, as described in the following table:

Location	Current Use / Tenure	Proposed Local Reservation	Map
Portion of Lot 5009 Wentworth Parade	POS (Magnolia Park)	Parks and Recreation	
Portion of Wentworth Parade (south of the intersection of Batram Road)	Road Reserve (Neighbourhood Connector)	Local Road	
Lot 3000 / Reserve #2054 (east of Hammond Road)	POS (Portions of Purslane Park)	Parks and Recreation	
Unconstructed portion of Charnley Bend (former Russell Road)			
Constructed portion of Charley Bend	Road Reserve (Local Road)	Local Road	
Lot 3001 / Reserve #2054 (west of Hammond Road)	Vacant Land	Parks and Recreation	
Portion of Baler Court (former Russell Road)	Road Reserve (Local Road)	Local Road	
Portion of Charnley Bend (former Russell Road)	Road Reserve (Local Road)	Local Road	

Portion of Gaebler Road	Road Reserve (Local Road)	Local Road	(See photo below)
			

## 6.0 CONCLUSION

For the following key reasons, it is suggested that now is an appropriate time for the structure plans listed above to be revoked and its zones and reserves rationalised into the Scheme:

- All public reserves have been suitably constructed/embellished and transferred into public ownership; and
- all zoned land on the endorsed structure plans have been substantially subdivided and/or developed for private commercial and/or residential purposes.

Recognising these zones and reserves within TPS3 will:

- avoid the future need to seek WAPC approval to extend the approval period of the existing structure plans; and
- remove a redundant layer of planning control; and
- ensure the City maintains appropriate mechanisms to guide and control future redevelopment of the land (including the same range of permissible land uses and associated development standards as currently apply), consistent with current community expectations.

The other changes proposed reflect good contemporary planning practice and do not pose a significant adverse impact on surrounding development.

***Planning and Development Act 2005*****City of Cockburn  
Town Planning Scheme No.3  
Amendment No.165**

RESOLVED that the Council, Pursuant to Section 75 of the *Planning and Development Act 2005*, amend the City of Cockburn Town Planning Scheme No.3 by:

1. Rezoning various lots within 'Development Area 8' and 'Development Area 9' from 'Development' to 'Mixed Use (R40)' and 'Local Centre' as depicted on the Scheme Amendment Map.
2. Reclassifying land within 'Development Area 8' from the 'Development' zone to a local 'Parks and Recreation' and/or 'Local Road' reserve, as depicted on the Scheme Amendment Map.
3. Reclassifying land within 'Development Area 8' and 'Development Area 9' from 'No Zone' to a 'Local Road' reserve, as depicted on the Scheme Amendment Map.
4. Reducing the extent of the 'Development Area 8' special control area boundary and removing the entire remaining extent of the 'Development Area 9' special control area boundary, as depicted on the Scheme Amendment Map;
5. Modifying 'Table 9 – Development Areas' of the Scheme Text, by deleting provisions 3 to 7 of 'Development Area 8' and renumbering the remaining provisions accordingly and modifying 'Table 9 – Development Areas' of the Scheme Text, by deleting 'Development Area 9' entirely.

The amendment is 'Standard' under the provisions of the *Planning and Development (Local Planning Schemes) Regulations 2015* for the following reason(s):

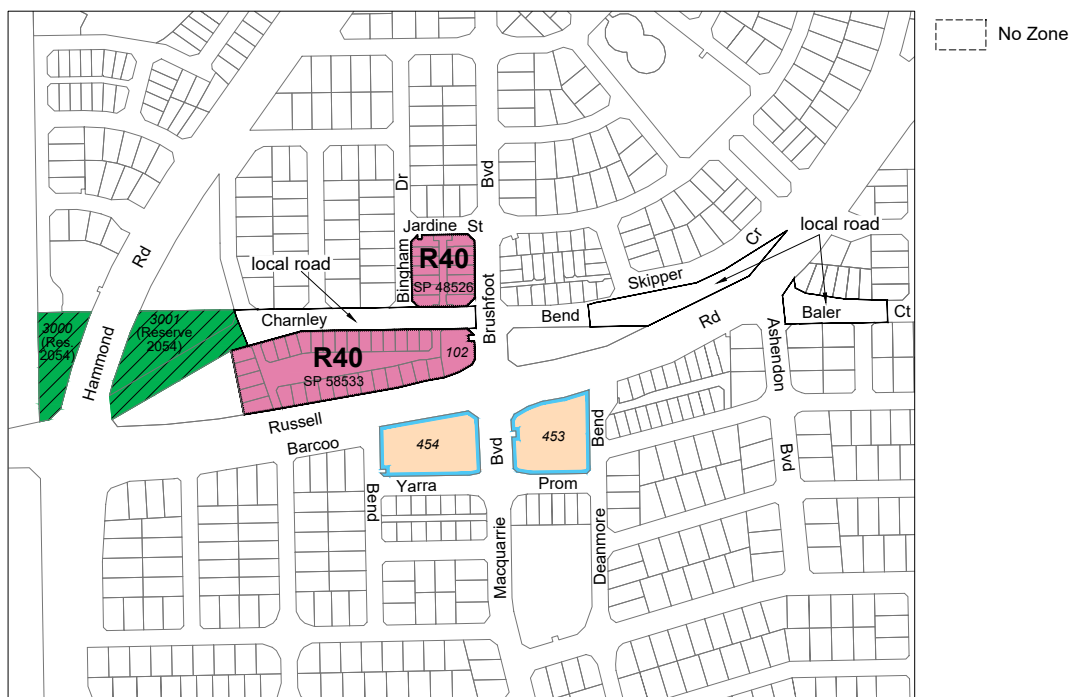
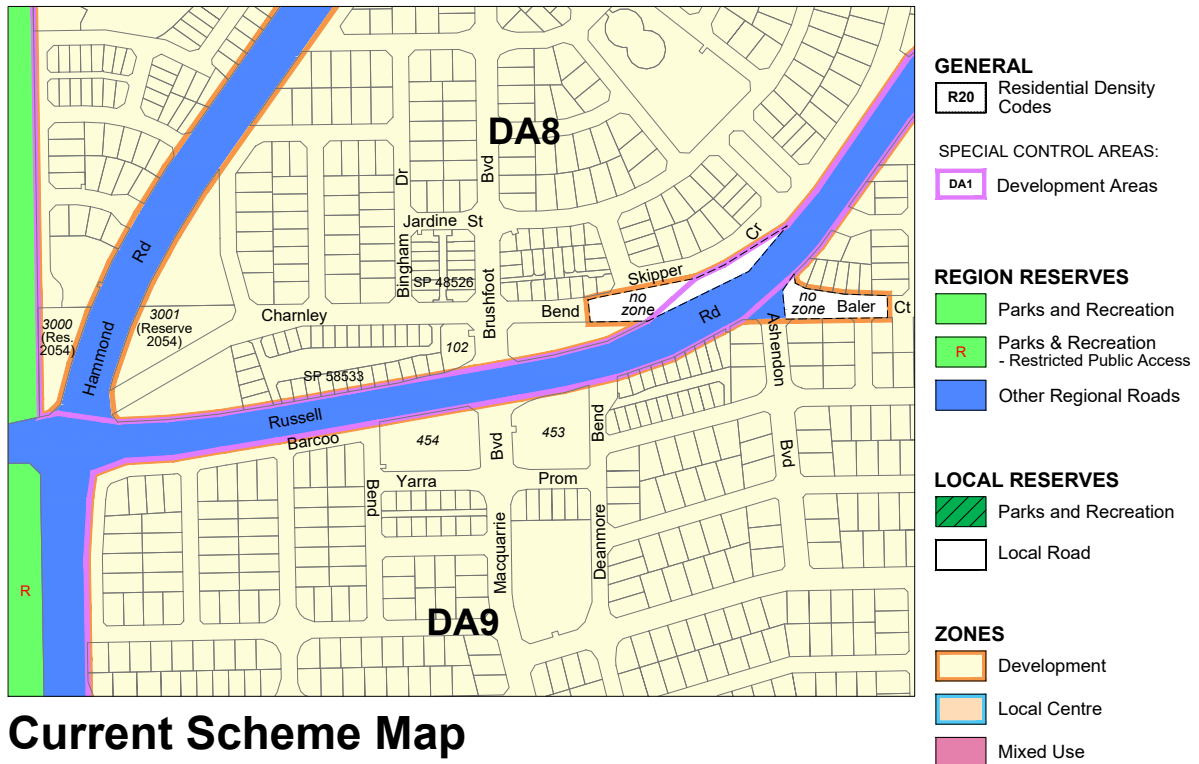
- *an amendment that is consistent with a local planning strategy for the scheme that has been endorsed by the Commission;*
- *an amendment to the scheme map that is consistent with a structure plan or local development plan that has been approved under the scheme for the land to which the amendment relates if the scheme does not currently include zones of all the types that are outlined in the plan;*
- *an amendment that would have minimal impact on land in the scheme area that is not the subject of the amendment;*
- *an amendment that does not result in any significant environmental, social, economic or governance impacts on land in the scheme area.*

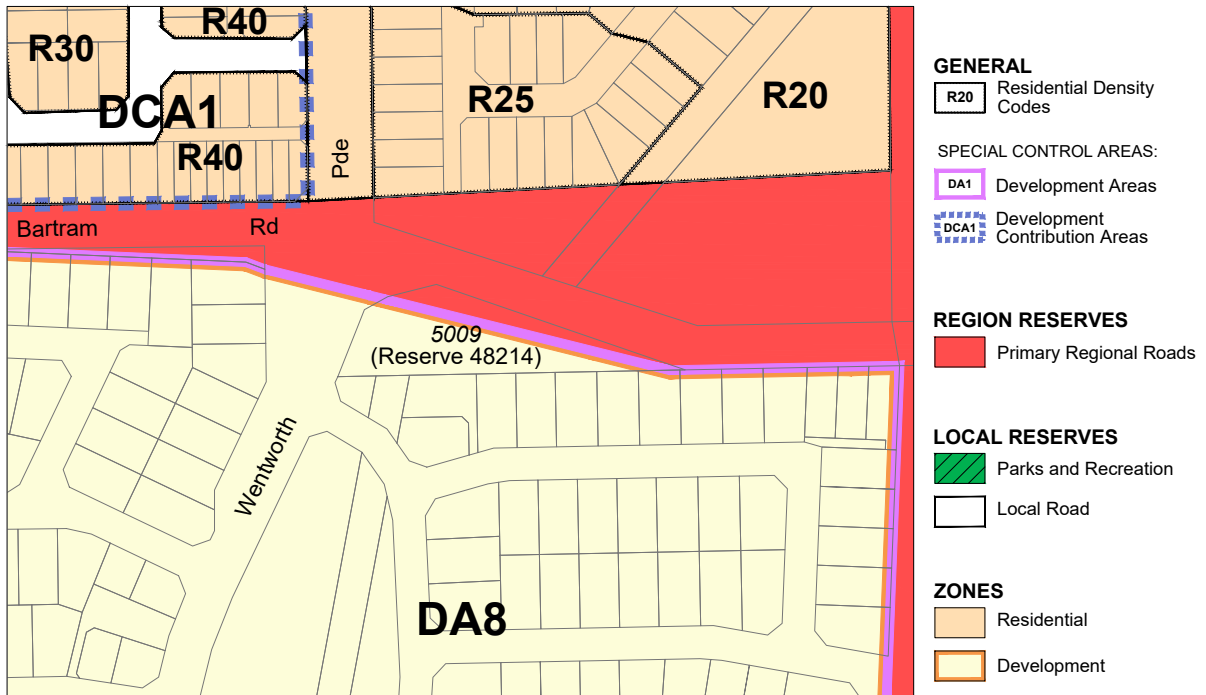


Pursuant to Regulation 35A of the *Planning and Development (Local Planning Schemes) Regulations 2015*, the amendment to the above Local Planning Scheme affects the following structure plans:

Structure Plan #	Address	Endorsement Date	WAPC Reference
8D	Pt Lots 458 & 501 Hammond Road, Success	30/04/2004	801/2/23/0020P
9A	Lot 202 Gaebler Road, Hammond Park	02/02/2006	801/2/23/0015P
9B	Lot 412 Gaebler Road, Hammond Road	24/07/2015	801/2/23/0014P 4V

Upon the amendment taking effect the remaining portions of theses approved structure plans are to be revoked.

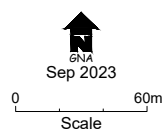




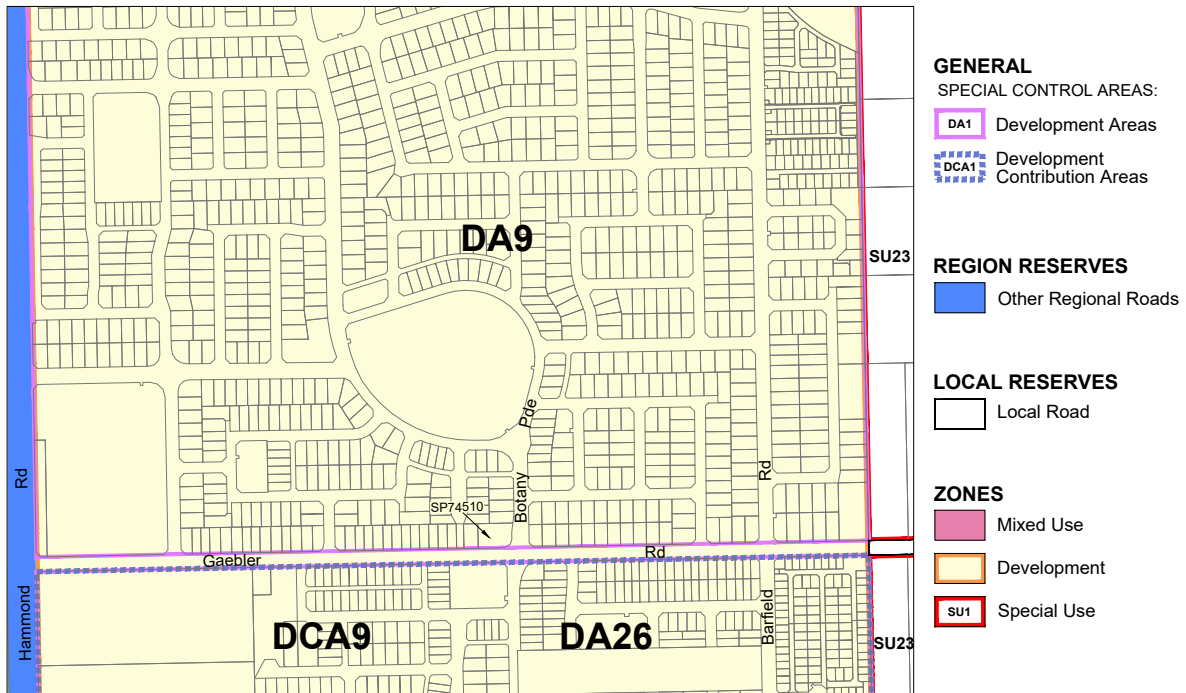
**Current Scheme Map**



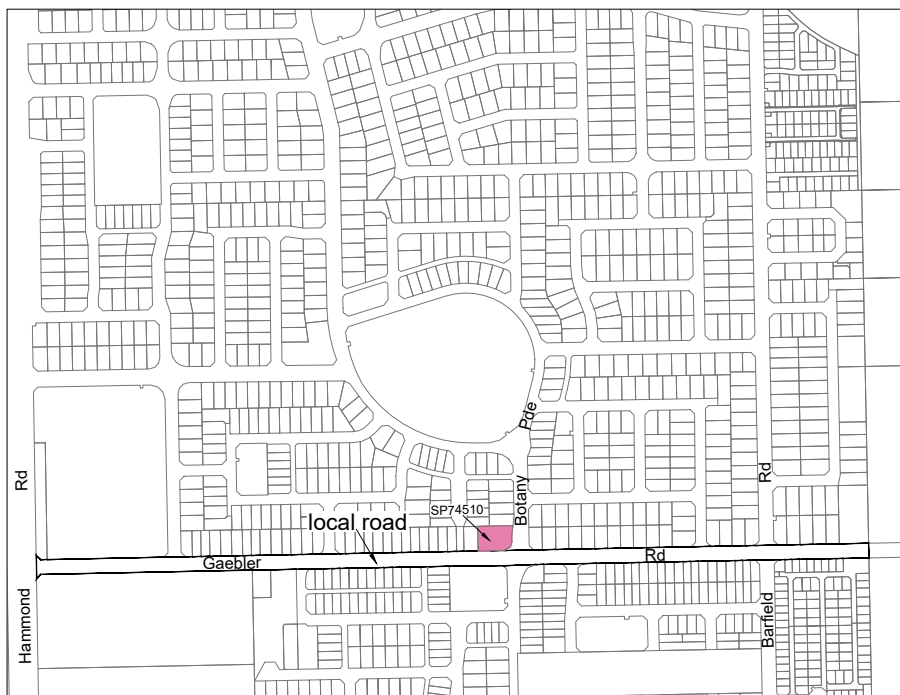
**Scheme Amendment Map**  
 2 of 3



**Amendment No.165**  
 Town Planning Scheme No.3

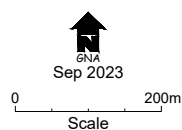


### Current Scheme Map



### Scheme Amendment Map

3 of 3



**Amendment No.165**  
Town Planning Scheme No.3

**ADOPTION**

Adopted by resolution of the Council of the City of Cockburn at the Meeting of the Council held on \_\_\_\_\_ day of \_\_\_\_\_ 20\_\_\_\_.

\_\_\_\_\_  
MAYOR

\_\_\_\_\_  
A/CHIEF EXECUTIVE OFFICER

**FINAL APPROVAL**

Adopted for final approval by resolution of the City of Cockburn at the Meeting of the Council held on the \_\_\_\_ day of \_\_\_\_ 202\_, and the Common Seal of the City of Cockburn was hereunto affixed by the authority of a resolution of the Council in the presence of:

\_\_\_\_\_  
MAYOR

(Seal)

\_\_\_\_\_  
CHIEF EXECUTIVE OFFICER

Recommended/Submitted for Final Approval

\_\_\_\_\_  
DELEGATED UNDER S.16 OF  
THE P&D ACT 2005

DATE \_\_\_\_\_

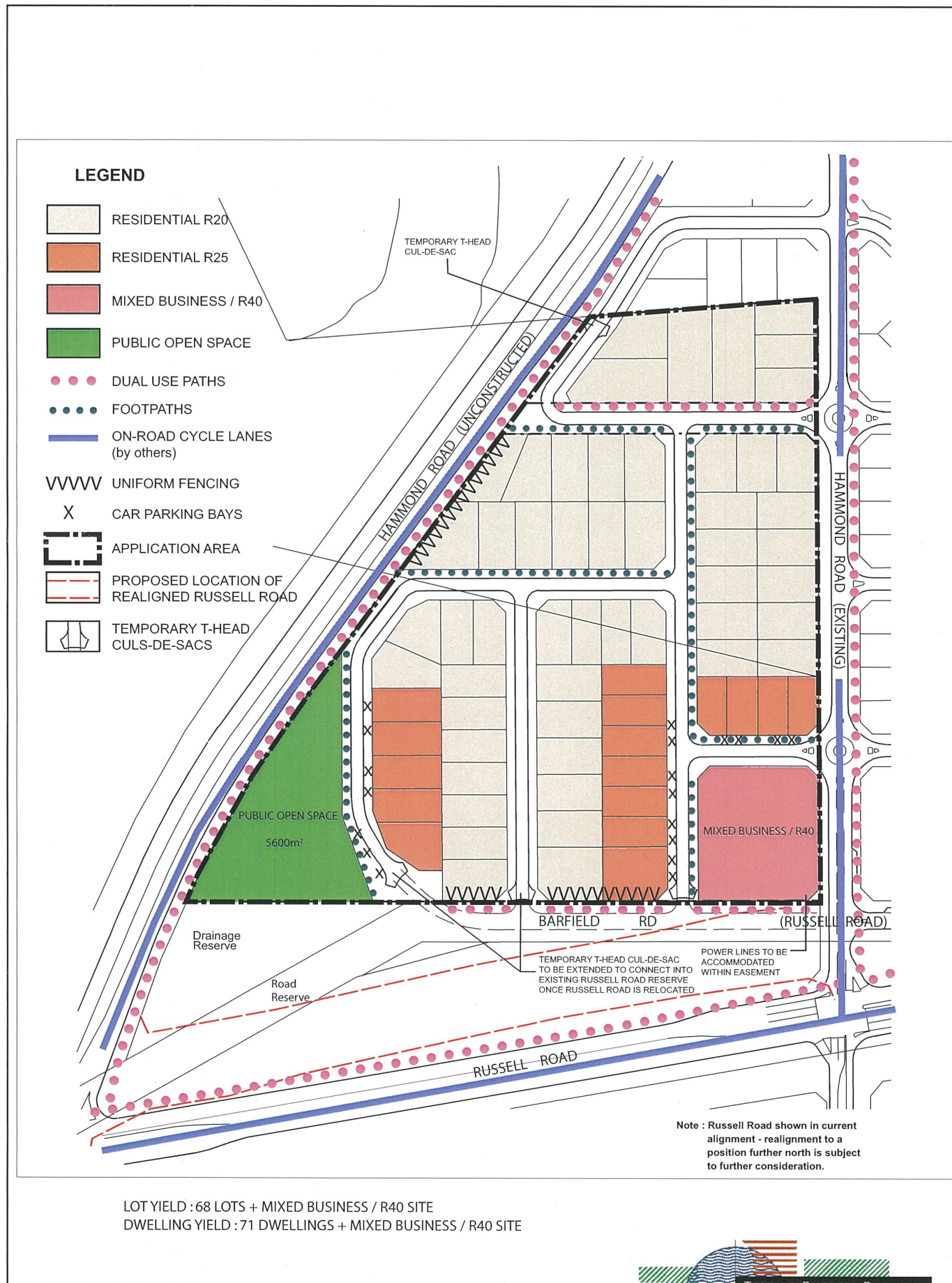
Final Approval Granted

\_\_\_\_\_  
MINISTER FOR PLANNING

DATE \_\_\_\_\_



# APPENDIX A



## LOCAL STRUCTURE PLAN

Pt Lot 458 & lot 501  
Hammond Rd.

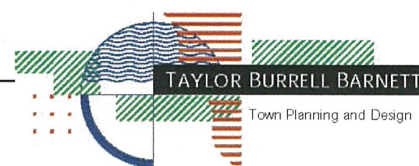


FIGURE 5

This Structure Plan was  
adopted on 29/4/04.  
*[Signature]*  
Director Planning & Development

Endorsed by WAPC 21/10/03  
with mod.

THE EDGE  
DETAILED AREA PLAN PROVISIONS

AIM: The primary aim of the The Edge Detailed Area Plan is to provide flexibility and guidance in the design and construction of dwellings on the subject site, while introducing design elements which will ensure a quality development which contributes to the streetscape. In the interests of achieving quality development on the subject site, a Detailed Area Plan (DAP) has been produced.

LANDUSE

Residential, Home Based Business and other uses as permitted by the Scheme.

R-CODING

The Residential Density Code which applies to the subject lot is R40.

R-CODE VARIATIONS

The Planning Scheme No.3 and R-Codes are varied in the following manner:

1. The requirements of the R-Codes are varied as shown in the notations on the Detailed Area Plan.
2. The requirements of the R-Codes and Town Planning Scheme shall be satisfied in all other matters.
3. The requirements to consult with adjoining or other owners to achieve a variation of the R-Codes is not required.

DESIGN ELEMENTS: The following requirements apply, where applicable, in the design and construction of residences or outbuildings on the subject site.

1. All dwellings, garages and carports shall be constructed within the designated building envelopes.
2. Minor modifications to the building envelope may be approved by the Principal Planner subject to the design meeting the objectives of these design elements and the performance objectives of the Town Planning Scheme.
3. The dwellings forming the public roads (excepting Russell Road) shall be designed to address the public roads, with major openings and the main entry to the building accessible via this frontage.
4. It is mandatory for all allotments with laneway access to locate carports and garages at the rear with access via the laneway.
5. Fencing shall be provided as follows:
  - i. Front fences and walls are discouraged, however, if considered necessary, shall be constructed to a minimum height of 1.8m and a maximum 1.8m high for open designs where the first 1.2m may be solid.
  - ii. Front fences and walls shall be constructed of materials such as brick, timber, steel or others which are compatible with those used on the buildings.
  - iii. Fences shall not be located within 0.5m of the intersection of a crossover unless low and shall be truncated at 45 degrees so that no portion of the fence is within the truncation in order to enhance safety and sight lines.



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

Principal Planner  
Date 14/12/2024

STREET TREES TO BE PROVIDED IN VERGE

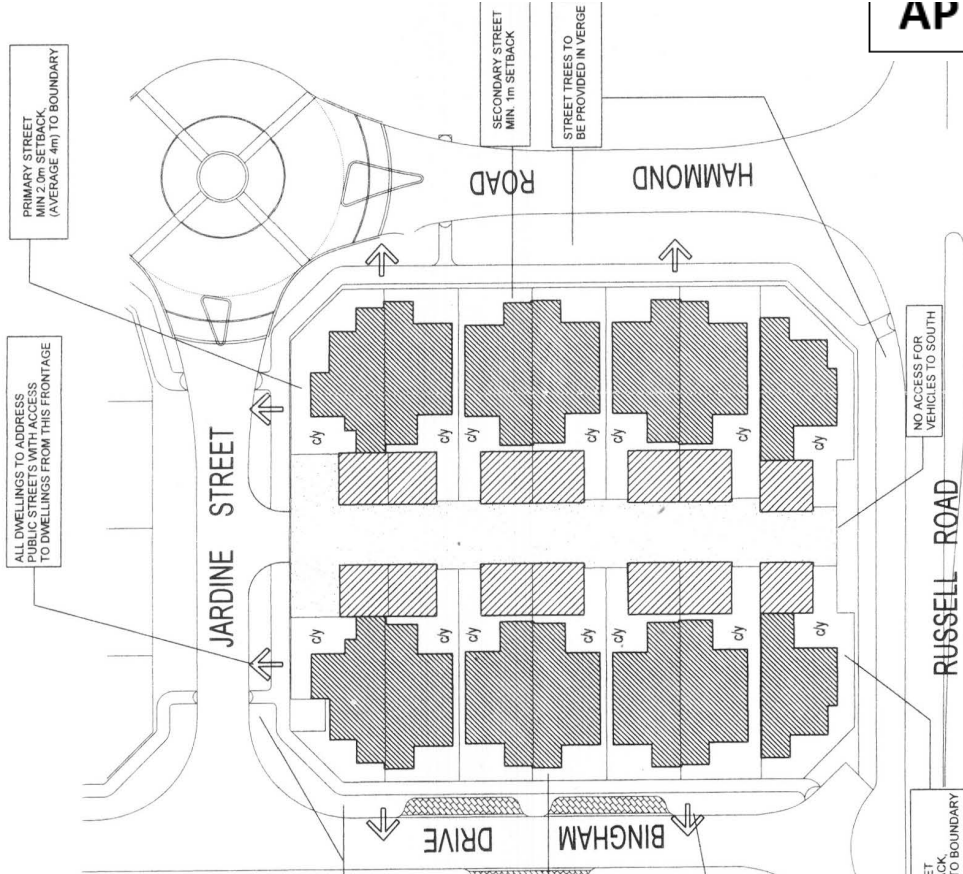
SECONDARY STREET MIN. 1m SETBACK

ALL DWELLINGS TO ADDRESS PUBLIC STREETS WITH ACCESS TO DWELLINGS FROM THIS FRONTAGE

PRIMARY STREET MIN 2.0m SETBACK (AVERAGE 4m) TO BOUNDARY

RUSSELL ROAD

NO ACCESS FOR VEHICLES TO SOUTH



APPENDIX B



DATE	25/11/04	SCALE	0m 5 10 15 20m
APPROVAL			
DESIGNED BY	T.B.		
DATE	99/06/27	SCALE	

DETAILED AREA PLAN  
THE EDGE  
CITY OF COCKSHURN











Adopted by Council on 12/12/2013  
Endorsed by WAPC on 24/02/2014  
  
Variation of Structure Plan –  
Adopted by Council on 12/06/2014

Frankland Springs Residential Estate

22m wide boulevard road with landscaped median to provide access to Frankland Avenue, district playing fields and primary school.

Variation under Delegated Authority – 04/09/2014  
Variation under Delegated Authority – 24/07/2014



**CITY OF COCKBURN**  
**STRUCTURE PLAN**

This Structure Plan was adopted by Council on 24/07/15  
*Delegation from*

Signed *[Signature]*  
**DIRECTOR OF PLANNING & DEVELOPMENT**

File No: 110/13.6

This Structure Plan was endorsed by the Western Australian Planning Commission on 11/13.6

Signed *N/A Pursuant to clause 6.2.14.2 of TPS No.3.*  
**DIRECTOR OF PLANNING & DEVELOPMENT**

Scale: 1:3000  
0 5 10 15 20 25 30 metres

PROPOSED STRUCTURE PLAN  
**Lots 412 Gaebler Road**  
Hammond Park

REF NO. **RIC GAE** DRAW NO. **RD1 006** REV **A**

150716 Y/M/D/D RF DRAWN APPRO

**LOCAL SCHEME RESERVES**

**PUBLIC PURPOSES**  
DENOTED AS FOLLOWS  
PS PRIMARY SCHOOL

**LAKES AND DRAINAGE**

**PARKS AND RECREATION**

**ZONES**

**RESIDENTIAL**  
DENOTED AS FOLLOWS  
R20 R-CODE 20  
R25 R-CODE 25  
R40 R-CODE 40

**LOCAL CENTRE**

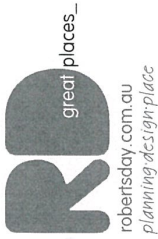
**OTHER**

**DUAL USE PATH**

**FOOTPATH**

**PROPOSED BUS ROUTE**

**INDICATIVE PARKING EMBAYMENTS**



DISCLAIMER: ISSUED FOR DESIGN INTENT ONLY. ALL AREAS AND DIMENSIONS ARE SUBJECT TO DETAIL DESIGN AND SURVEY



## APPENDIX F

## DETAILED AREA PLAN PROVISIONS

The Detailed Area Plan is made pursuant to Clause 6.1.15 of the City of Cockburn Town Planning Scheme and provides variations to the 'Deemed to comply' provisions of the Residential Design Codes (R-Codes), Town Planning Scheme No. 3 and Policies as shown on the plan and written below. The requirements of the R-Codes and the Policies shall be satisfied in all other matters.

This Detailed Area Plan will supersede the Detailed Area Plans approved on 19 January 2012 (Ref: RIC GAE DAP 02 F) and 28 August 2014 (Ref: RIC GAE RD1 402 B)

Consultation with adjoining or other landowners to achieve a variation to the R-Codes in accordance with the approved Detailed Area Plan is not required.

## Residential Lots

1. The density for Lots 295, 298, 500, 507 and 508 is R40. All other lots have a density code of R25 except Lot 502 'Local Centre' which has a density of R60.
2. A minimum total open space of 35% is applicable to all lots with a density code of R40 and R60
3. For east-west orientated lots where an outdoor living area is proposed along a side boundary, it should be located on the northern lot boundary to take advantage of the northern (solar) aspect
4. Lots 295-298 are to comply with the provisions of the 'Eden Green Stage 5 Deed of Restrictive Covenant'. Any reference to the 2008 Residential Design Codes is to be superseded by the current operative version of the Residential Design Codes at the time in which approval to develop the lot is granted by the Project Manager. Refer to attachment 1.
5. Front setbacks for the dwellings shall be in accordance with the following table:

Lot	Setback
Lots 493-495, 497 - 500 & 502 Gaebler Road	A minimum of 5.6m as per the Western Power Easement on the Certificate of Title
Lots 503-506 & 509-512 Costata Gate	A minimum of 4m as per the City of Cockburn's Local Planning Policy APD 49.
Lots 296-298 Johnsonia Bend	As per the Restrictive Covenant (applicable provisions are outlined in Attachment 1)
Lots 295 Johnsonia Bend and 507-508 Costata Gate	Front: 2.0m minimum and 4.0m maximum main dwelling setback Laneway: 1.5m minimum side street setback.

6. Any dwelling on Lot 499 shall address both Gaebler Road and the Public Access Way (PAW).
7. Should Lot 500 be developed with a single dwelling, it shall address both Gaebler Road and the PAW.
8. Should Lot 500 be developed with grouped or multiple dwellings, the front dwelling shall be orientated to Gaebler Road and the rear dwellings shall be orientated to the PAW.
9. For Lots 499 and 500 abutting the PAW, all upper floor walls shall have at least one major opening fronting the PAW. A balcony overlooking the PAW is encouraged.
10. For single dwellings, side fencing is not to be built forward of the 4.5m return of the established building line for Lots 499 and 500.

## Local Centre

11. The Local Centre has a density of R60, consistent with the City of Cockburn Town Planning Scheme No. 3.
12. Development of the Local Centre is to be in accordance with a Development Application approved by the City of Cockburn.
13. Land use permissibility of the Local Centre is to be consistent with the City of Cockburn Town Planning Scheme No. 3.

The Detailed Area Plan as shown has been adopted by Council and signed by the Principal Planner.

Principal Planner

Date: \_\_\_\_\_

robertsday.com.au planning design place

DETAILED ARE

Lots 503-512 Castata Gate, Lots 295 - 298 Johnsonic  
Lots 493-495, 497-500 and Lot 502 Gaebler Road, Hammon

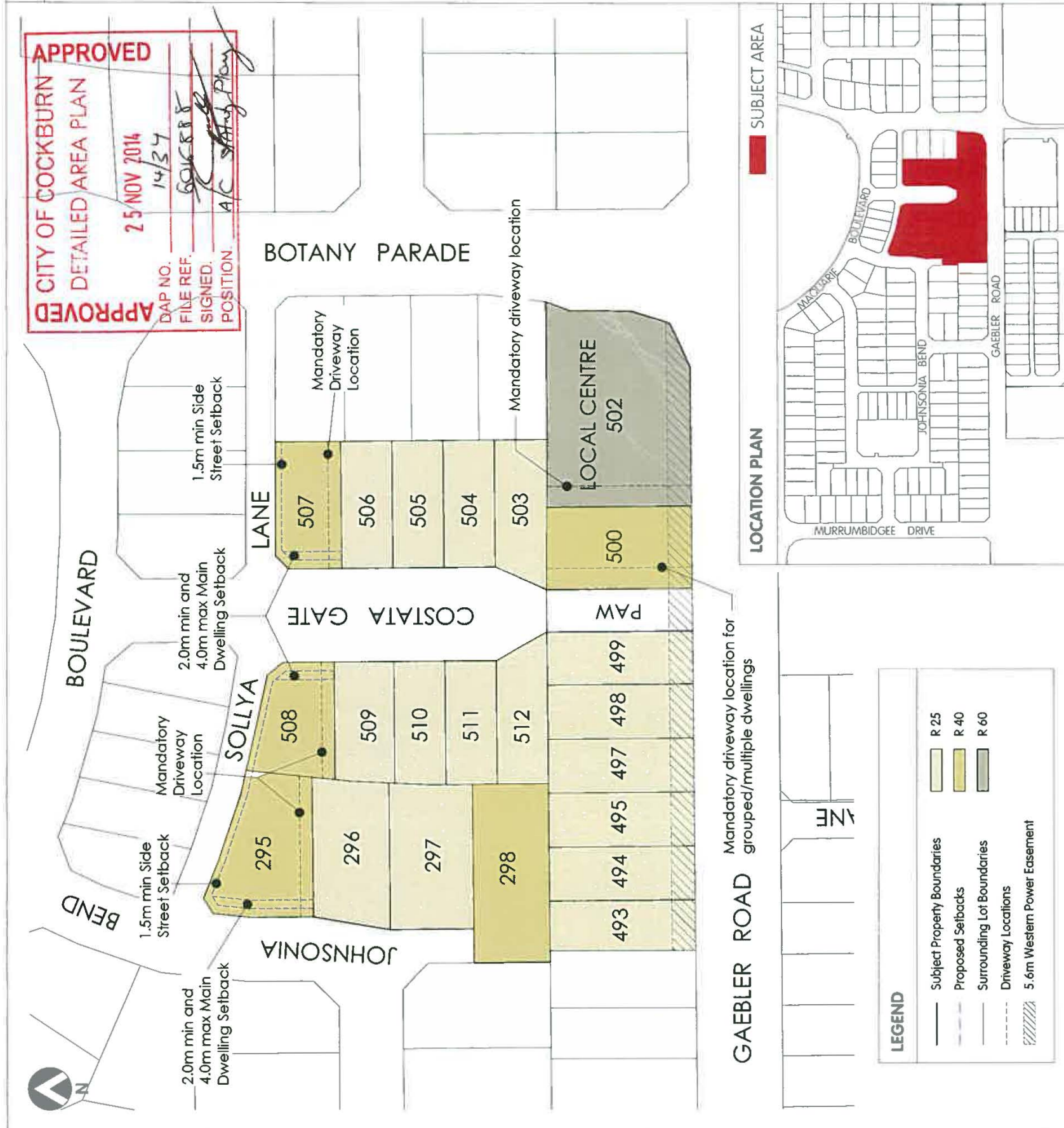
REF NO.      DRAW NO.

REV	DESCRIPTION	YMMDD	DRAWN	APP'D
F	ADDED LOTS	141014	PF	AM
E	REMOVED LOTS	141007	PF	AM

1:1000  
SIZE A3  
0 metres

great places\_

DISCLAIMER: ISSUED FOR DESIGN INTENT ONLY. ALL AREAS AND DIMENSIONS ARE SUBJECT TO DETAIL DESIGN AND SURVEY.



















File No. 109/165

**Schedule of Submissions**  
**Amendment 165 – Partial Rationalisation of DA 8 & 9**







No.	Name/Address	Submission	Recommendation
1	Name and Address withheld, Hammond Park	<p><b>COMMENT:</b></p> <p>Currently, under 'Local Structure Plan 9B – Lot 412 <a href="#">Gaebler Road, Hammond Park</a>', <a href="#">No. 53 Gaebler Road</a> is identified as 'Local Centre'. The Costata Gate Local Development Plan applicable to the site also states 'the local Centre has a density of <b>R60</b>'.</p> <p>As part of the normalisation of LSP 9B, I understand that Scheme Amendment No.165 proposes to zone the subject site 'Mixed Use' under TPS 3 with a density of '<b>R40</b>'. It is noted that on page 20 of the Amendment Report, it states that a Mixed Use zone with a density of '<b>R60</b>' is proposed for the site. There is therefore inconsistency between the Amendment report and the Amendment map.</p> <p>In 2017, No. 53 Gaebler Road was developed with 16 apartments. With a parent lot size of 1531m<sup>2</sup> this reflects an average lot size of 95m<sup>2</sup>. Under the draft Medium Density Codes (anticipated for gazettal early 2024), the built out density of the site reflects the R60 average lot size. Identification of an R40 density for the site (average lot size 115m<sup>2</sup>) would result in the development becoming non-conforming.</p> <p>I have no objections to the proposed Mixed Use zone for the subject site. However, I request that Council modify the density of the subject site to reflect the R60 density under the current planning framework and the built out density of the existing apartments.</p>	<p><b>SUPPORTED – Modification Recommended</b></p> <p>As best indicated in the 'Proposed Zoning' listed for this site in the summary report, it is not the City's intention to down-code it.</p> <p>The absence of a specific coding being attributed to the site on Scheme Amendment Map #3 was intended to bring Clause 4.8.3 (b) of Town Planning Scheme No.3 into effect, which specifies that:</p> <p><i>"Where residential development is permitted, other than in the Residential Zone and Regional Centre Zone and a Residential Density Code has not been prescribed, all residential development shall be in accordance with the R60 Residential Density Code."</i></p> <p>To provide greater certainty on this matter, it is recommended that Part 1 of the Formal Resolution and Scheme Amendment Map #3 be modified to specify an 'R60' coding for this land.</p>
2.	Name and Address withheld, Success	<p><b>COMMENT:</b></p> <p>Should property prices fall or 'existing development' be impacted, are there any concessions given to those affected. Wording in the information is not imperative on this matter and just says it was constructed to ensure no impact, but not that there will be no impact.</p>	<p><b>NOTED – No Modification Required</b></p> <p>Compensation would only be applicable if the proposal gave rise to a claim of injurious affection, as defined under s.174 of the <i>Planning and Development Act (2005)</i>.</p> <p>In summary, circumstances are limited to where:</p> <ol style="list-style-type: none"> <li>1. Land is reserved for a public purpose.</li> <li>2. Land is only allowed to be used for a public purpose.</li> <li>3. The change would prohibit / restrict existing non-conforming use rights.</li> </ol>



			The Amendment has been prepared to match existing development on the ground and thereby ensures no privately owned land is impacted in a manner that would satisfy the above criteria.									
3.	Department of Communities, Perth WA	<p><b>NO OBJECTION:</b></p> <p>The Department has reviewed the documentation and has no objections to the initiative.</p> <p>The only Department assets that are covered by the amendment are two properties of ours at Lot 412 Gaebler Road, Hammond Park. The rezoning change will bring the current statutory requirements to align with the City's Town Planning Scheme No.3 and will continue to allow for the multiple dwellings to exist as they are, subject to the requirements of the R-Codes Volume 2, should any additions, redevelopment be sought.</p> <table><tr><th>Proposed Amendment</th><th>Summary</th><th>Department of Communities (DOC) Response</th></tr><tr><td><p><b>Lot 458 &amp; 501 Hammond Road, Success (8D)</b></p><p>Bounded by Hammond Road on the west, Cotter Loop to the north, Brushfoot Boulevard to the east and Charnley Bend to the south, this Structure Plan identifies local roads, and an area of POS (Purslane Park) in the south-west corner adjacent Hammond Road, primarily servicing low residential density (R20) housing.</p><p>Pockets of R25 housing are located in high amenity locations that have a direct relationship to POS, or the 'Mixed Business' site located in the south-east corner.</p></td><td>Amend HN 14 Jardine Street from Mixed Business (R40) to Mixed Use R40</td><td>DOC does not have any properties within the affected proposal. Therefore, no comments are required</td></tr><tr><td><p><b>Lot 199 Gaebler Road, Hammond Park (9A) - 'Frankland Springs'</b></p><p>Encompassing most of the northern half of DA9, this Structure Plan identifies a comprehensive local road and public open space (POS) network, servicing primarily low residential density (R20 and R25) housing.</p><p>Pockets of medium density (R40) housing are located in high amenity locations that have a direct relationship to POS or the Neighbourhood Centre located at the intersection of Macquarie / Bushfoot Boulevards and Russell Road.</p></td><td>Amend HN 26 Charnley Bend from Mixed Business to Mixed Use (R40)  Amend HN 1 and 2 Macquarie Boulevard from Commercial / Neighbourhood Centre to Local Centre</td><td>HN 26 Charnley Bend contains no DOC properties and no comment is required  These are not DOC properties and no comment is required.</td></tr></table>	Proposed Amendment	Summary	Department of Communities (DOC) Response	<p><b>Lot 458 &amp; 501 Hammond Road, Success (8D)</b></p> <p>Bounded by Hammond Road on the west, Cotter Loop to the north, Brushfoot Boulevard to the east and Charnley Bend to the south, this Structure Plan identifies local roads, and an area of POS (Purslane Park) in the south-west corner adjacent Hammond Road, primarily servicing low residential density (R20) housing.</p> <p>Pockets of R25 housing are located in high amenity locations that have a direct relationship to POS, or the 'Mixed Business' site located in the south-east corner.</p> 	Amend HN 14 Jardine Street from Mixed Business (R40) to Mixed Use R40	DOC does not have any properties within the affected proposal. Therefore, no comments are required	<p><b>Lot 199 Gaebler Road, Hammond Park (9A) - 'Frankland Springs'</b></p> <p>Encompassing most of the northern half of DA9, this Structure Plan identifies a comprehensive local road and public open space (POS) network, servicing primarily low residential density (R20 and R25) housing.</p> <p>Pockets of medium density (R40) housing are located in high amenity locations that have a direct relationship to POS or the Neighbourhood Centre located at the intersection of Macquarie / Bushfoot Boulevards and Russell Road.</p> 	Amend HN 26 Charnley Bend from Mixed Business to Mixed Use (R40)  Amend HN 1 and 2 Macquarie Boulevard from Commercial / Neighbourhood Centre to Local Centre	HN 26 Charnley Bend contains no DOC properties and no comment is required  These are not DOC properties and no comment is required.	<b>NOTED – No Modification Required</b>
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	<p><b>Lot 412 Gaebler Road, Hammond Park (9B)</b></p> <p>Encompassing most of the southern half of DA9, this structure plan identifies a comprehensive local road and POS network servicing primarily low residential density (R20-R25) housing.</p> <p>Pockets of medium density (R40) housing are positioned in high amenity locations that have a direct relationship to POS, including a centrally located playing field (Botany Park).</p> <p>Hammond Park Primary School is located on the south-west corner, with a linear drainage sump running along most of its western boundary with Hammond Road.</p>  <p>LOCAL SCHEME RESERVES      ZONES      OTHER</p>	<p>Amend HN 53 Gaebler Road from Local Centre to Mixed Use (R60)</p>	<p>DOC owns Units 9 and 10 within this complex. Currently approved and operating as multiple dwellings. Under the proposed Mixed Use zoning, multiple dwellings are a 'D' use. Nothing in this amendment will deny their continued use</p> <p>No objection to this portion of the amendment.</p>											
	<table><tr><th>Location</th><th>Current Use / Tenure</th><th>Proposed Local Reservation</th><th>Map</th></tr><tr><td>Portion of Lot 5009 Wentworth Parade</td><td>POS (Magnolia Park)</td><td>Parks and Recreation</td><td rowspan="2"></td></tr><tr><td>Portion of Wentworth Parade (south of the intersection of Batram Road)</td><td>Road Reserve (Neighbourhood Connector)</td><td>Local Road</td></tr></table>	Location	Current Use / Tenure	Proposed Local Reservation	Map	Portion of Lot 5009 Wentworth Parade	POS (Magnolia Park)	Parks and Recreation		Portion of Wentworth Parade (south of the intersection of Batram Road)	Road Reserve (Neighbourhood Connector)	Local Road	<p>Crown Reserve – Change use from POS and Road Reserve to Parks and Recreation and Local Road respectively.</p>	<p>No impact on any DOC properties. No comment required.</p>
Location	Current Use / Tenure	Proposed Local Reservation	Map											
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Portion of Wentworth Parade (south of the intersection of Batram Road)	Road Reserve (Neighbourhood Connector)	Local Road												
	<table><tr><td>Lot 3000 / Reserve #2054 (east of Hammond Road)</td><td rowspan="2">POS (Portions of Purslane Park)</td><td rowspan="2">Parks and Recreation</td><td rowspan="3"></td></tr><tr><td>Unconstructed portion of Charley Bend (former Russell Road)</td></tr><tr><td>Constructed portion of Charley Bend</td><td>Road Reserve (Local Road)</td><td>Local Road</td></tr></table>	Lot 3000 / Reserve #2054 (east of Hammond Road)	POS (Portions of Purslane Park)	Parks and Recreation		Unconstructed portion of Charley Bend (former Russell Road)	Constructed portion of Charley Bend	Road Reserve (Local Road)	Local Road	<p>Crown Reserve – Change use from POS and Road Reserve to Parks and Recreation and Local Road respectively.</p>	<p>No impact on any DOC properties. No comment required.</p>			
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Constructed portion of Charley Bend	Road Reserve (Local Road)	Local Road												
	<table><tr><td>Lot 3001 / Reserve #2054 (west of Hammond Road)</td><td>Vacant Land</td><td>Parks and Recreation</td><td></td></tr></table>	Lot 3001 / Reserve #2054 (west of Hammond Road)	Vacant Land	Parks and Recreation		<p>Crown Reserve – Change use Vacant Land to Parks and Recreation</p>	<p>No impact on any DOC properties. No comment required.</p>							
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		<table><tr><td>Portion of Gaebler Road</td><td>Road Reserve (Local Road)</td><td>Local Road</td><td>(See photo below)</td></tr><tr><td colspan="4"></td></tr></table>	Portion of Gaebler Road	Road Reserve (Local Road)	Local Road	(See photo below)					Crown Reserve – Change use from Road Reserve to Local Road	No impact on any DOC properties. No comment required.	
Portion of Gaebler Road	Road Reserve (Local Road)	Local Road	(See photo below)										
													

File No. 109/165

**SCHEDULE OF MODIFICATIONS  
PROPOSED AMENDMENT NO.165**

NO.	MODIFICATION PROPOSED	ADVERTISED Y/N	EXPLANATION FOR ADVERTISING	PARTICULARS OF ADVERTISING
1	Modifying Point 1 on the Formal Resolution Page to state <b>(additional text shown in bold)</b> : Rezoning various lots within 'Development Area 8' and 'Development Area 9' from 'Development' to 'Mixed Use (R40)', <b>Mixed Use (R60)</b> , and 'Local Centre' as depicted on the Scheme Amendment Map.	N	Neither modification triggers the need for re-advertisement.  The change seeks to clarify the intended outcome of the Scheme Amendment in response to feedback received during the initial advertising period.	Not applicable
2	Amending Scheme Amendment Map #3 to specify an 'R60' coding on Strata Lots 1-16 (#53) Gaebler Road, Hammond Park.			

**14.1.3 2013-2018 Public Health Plan**

<b>Executive</b>	Chief of Built and Natural Environment
<b>Author</b>	Manager Public Health and Building Services
<b>Attachments</b>	N/A

**RECOMMENDATION**

That Council:

- (1) RECEIVES the close off report for the City of Cockburn's 2013 - 2018 Public Health Plan.

**Background**

The City's (combined) Public Health team is a regulatory service. Therefore, the team is governed by various legislative requirements including, but not limited to, the preceding *Health (Miscellaneous Provisions) Act 1911*, the existing responsibilities under the Food Act 2008, Environmental Protection Act 1987 and various local laws.

The *Public Health Act 2016* (the Act) was introduced to "*protect, promote and improve the health and wellbeing of the public*" and to "*reduce the incidence of preventable illness*". [emphasis added]

The City's Public Health team meets the various legislative responsibilities and objectives as follows:

1. **Day-to-day Statutory Requirements:** Undertake education, enforcement, compliance, and public health protection responsibilities. Activities include food inspections; various complaints (noise, odour, dust, gaseous etc.), public building inspections, prosecutions etc. and
2. **Proactive Preventative Measures:** traditional focus on health protection through regulations and compliance should ideally be supplemented with services and initiatives to encourage healthy lifestyles.

The City's Public Health Plan is dated 2013 – 2018 (see [Public Health Plan 2013 - 2018](#)). This plan, as mentioned above, had a focus upon promoting health and wellbeing. The plan recognises that the traditional focus (see point 1) should be supplemented with services and initiatives to encourage healthy lifestyles.

The objective under point 2 Local Public Health Plan (LPHP) is to provide a document with supporting activities that "*reduce the incidence of preventable illness*".

The 2013 – 2018 LPHP is an ongoing document/ initiative. Technically, the life of the document has concluded however, many of the identified initiatives are ongoing.

This report seeks to 'close out' the 2013 – 2018 LPHP whilst City officers complete a revised LPHP.

It is important to note that there is no explicit 'statutory requirement' for a LPHP, therefore there is no failure in not having an updated LPHP.

City officers are currently working diligently to prepare a revised LPHP that would meet the current public health issues which can be used to *"reduce the [current] incidence of preventable illnesses within the City of Cockburn."*

### **Submission**

N/A

### **Report**

Under the Act, local governments are required to:

- (a) initiate, support and manage public health planning
- (b) develop and implement policies and programmes to protect, promote and improve public health
- (c) administer and enforce this Act within its district.

The City of Cockburn was one of the first Western Australian local governments to publish a Council endorsed Local Public Health Plan (LPHP) in 2013. Since that time, the City has:

- been an industry leader in the delivery of public health prevention promotion initiatives
- been the recipient of numerous public health awards.

The City's need to focus on obesity and lifestyle disease is ongoing, as this is associated with the highest incidence of chronic disease.

Numerous actions proposed under the City's 2013 LPHP have also now been incorporated into ongoing business operations, as part of the City's ongoing delivery of the public health actions identified in the 2013 LPHP.

Section 45 of the Act allows local governments to integrate reporting of LPHP outcomes into the existing statutory and reporting processes required under the Local Government Act 1995 and *Local Government (Administration) Regulations 1996*.

It is proposed going forward that reporting progress on the actions identified in the City's next LPHP will be incorporated into the Annual Report and Corporate Business Plan each year.

### **Summary**

The City has a legal obligation and responsibility to undertake education, enforcement, and public health protection responsibilities under the Act, like the preceding *Health (Miscellaneous Provisions) Act 1911*, and existing responsibilities under the Food Act 2008, Environmental Protection Act 1987, and other state legislation.

Our approach is to:

1. Continue to undertake our statutory requirements under health legislation
2. Prepare a future revised high level LPHP to capture the 'additional' public health initiatives which "reduce the incidence of preventable illness" (as the Act suggests).

In relation to point 2, the approach taken is to provide a high-level summary of our 'additional' public health initiatives under a public health plan.

In the future (all) local governments are likely to be mandated to have a LPHP (which is currently not a statutory requirement for LG's).

Upon the release of this requirement within the legislation, City officers will update our new (future) LPHP in line with the future PHP requirements of the state government.

If the state government does not provide local government guidance on the manner and form of LPHP we will continue to adopt similar methodology as the 2013 LPHP under a revised PHP.

In the interim period the 2013 PHP will remain on the City's website as several the action items are ongoing.

### **Community Consultation**

At this stage there is no new LPH and therefore no consultation is required.

### **Risk Management Implications**

N/A

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

N/A

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

Nil

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

#### Community, Lifestyle & Security

- A safe and healthy community that is socially connected.

### **Budget/Financial Implications**

The initiatives identified in the LPHP are accommodated within the City's budget.

### **Legal Implications**

There are currently no statutory requirements for an LPHP. As such there is no legal implication in having an out-of-date LPHP on the City's website.

#### 14.1.4 Draft Local Planning Scheme No.13 - Consideration of Adoption for Public Consultation

<b>Executive</b>	Chief of Built and Natural Environment
<b>Author</b>	Senior Strategic Planner
<b>Attachments</b>	<ol style="list-style-type: none"> <li>1. Draft LPS13 Scheme Text <a href="#">↓</a></li> <li>2. Draft LPS13 Scheme Maps <a href="#">↓</a></li> <li>3. Summary of Key Zoning Changes <a href="#">↓</a></li> </ol>

#### RECOMMENDATION

That Council:

- (1) ENDORSE pursuant to Section 72(1) of the *Planning and Development Act 2005*, draft Local Planning Scheme No.13 ('draft LPS13') as included at Attachment 1 (Scheme Text) and Attachment 2 (Scheme Maps) for the purpose of undertaking public consultation, subject to:
  1. Any modification the City considers necessary to respond to advice received from the Environmental Protection Authority (EPA); and
  2. Any modification the Western Australian Planning Commission (WAPC) or Minister for Planning consider necessary to release the document for public consideration; including
  3. Any updates to the draft scheme text and maps required by the progress and/or outcomes of the City's ongoing Structure Plan rationalisation process;
- (2) REFER draft LPS13 to the EPA pursuant to Section 81 of the *Planning and Development Act 2005* by giving the EPA written notice of this resolution and such written information as is sufficient to enable the EPA to comply with Section 48A of the *Environmental Protection Act 1986* in relation to the draft scheme;
- (3) SUBMIT two copies of draft LPS13 to the WAPC pursuant to Part 4, Division 2, Regulation 21(3) of the *Planning and Development (Local Planning Scheme) Regulations 2015*, for its consideration;
- (4) SUBMIT draft LPS13 to the Minister for Planning, pursuant to Section 83A of the *Planning and Development Act 2005*, for permission to advertise; and
- (5) Upon compliance with Sections 81, 82 and 83A of the *Planning and Development Act 2005*, ADVERTISE draft LPS13 pursuant to the details prescribed within Part 4, Division 2, Regulation 22 of the *Planning and Development (Local Planning Scheme) Regulations 2015*. Regulation 22 specifies advertising must not be less than a period of 90 days.



## Background

The City's draft Local Planning Strategy ('Strategy') was adopted subject to modifications, by the Western Australian Planning Commission (WAPC) at its Statutory Planning Committee meeting on the 13 February 2024.

This followed extensive public consultation and Council consideration at its Ordinary Council Meeting (OCM) on the 13 April 2023 (Item 14.1.2).

An updated version of the draft Strategy has subsequently been prepared and is currently with the WAPC awaiting final approval.

The Strategy is a high-level, long-term plan to guide City growth and future land use change over the next 15 years.

Importantly, it has informed preparation of the City's draft Local Planning Scheme No.13 ('draft LPS13'), which will implement the objectives of the Strategy and replace Town Planning Scheme No. 3 (TPS3) which was initially gazetted on 20 December 2002.

Council resolved to prepare a new local planning scheme at the 13 April 2017 OCM. This was in recognition that while TPS3 had been continuously amended to remain up to date, there was a need to review it in response to the new Strategy being prepared and ensure a contemporary local planning framework is in place.

Preparation of the new Scheme commenced as the Strategy progressed towards finalisation.

## Naming Conventions

Pursuant to the *Planning and Development Act 2005*, new Schemes are referred to as 'local' rather than 'town' planning schemes.

The draft Scheme has been allocated number 13 (rather than 4), as there were several small, guided planning schemes (superseded instruments previously used to guide subdivision proposals) across the City that were numbered 4-12.

As a result, the Department of Planning, Lands and Heritage (DPLH) instructed the City to use the number 13 to differentiate the new draft Scheme.

## Scheme Purpose

Section 72 of the *Planning and Development Act 2005* provides the ability for the City to prepare and adopt a local planning scheme for the district.

Local planning schemes are the primary statutory instrument used by local governments for making planning decisions.

They include a variety of zones and accompanying statutory planning provisions which combine to provide for the control of land use and development.

This combination reflects a set formula of land use possibilities and zoning arrangements, with the intent being that the formula achieves the strategic vision of the Local Planning Strategy.

Together, the Local Planning Strategy and Scheme will guide the preparation and adoption of other planning instruments, including local planning policies, structure plans and precinct plans to create a logical and interconnected local planning framework that makes the intent behind every decision clear.

Local planning policies are used to provide further guidance in exercising discretion and making planning decisions.

The City currently has a very large number of local planning policies (53). These will all be reviewed and likely rationalised to complement draft LPS13 as the Scheme progresses.

### **Submission**

N/A

### **Report**

The purpose of this report is for Council to consider whether to adopt draft LPS13 for the purposes of public consultation, as included at Attachment 1 (Scheme Text) and Attachment 2 (Scheme Maps).

Draft LPS13 has been prepared to reflect the objectives and planning direction of the Draft Local Planning Strategy.

Should Council resolve to adopt draft LPS13 for consultation it will be referred to the Environmental Protection Authority (EPA) for a decision on whether formal environmental assessment is required, and to both the WAPC and Minister for Planning for consent to advertise.

Each of the above agencies can suggest or require modifications prior to broader public consideration.

Pending amendments to TPS3 will continue to be progressed in the normal manner and will be incorporated into the final version of LPS13 prior to it being referred to the Minister for Planning for final approval. However, after public consultation and as draft LPS13 progresses to finalisation the City will recommend that no further amendments be initiated to avoid unnecessary confusion and ensure timely progression to gazettal.

The Minister for Planning may also issue a moratorium to that effect.

### **Format and Content**

A local planning scheme is comprised of two elements; a 'Scheme Text', which sets out written requirements (refer Attachment 1), and a 'Scheme Map' (refer Attachment 2), which applies zoning and residential density codes to land throughout the local government area.

The *Planning and Development Act 2005* and *Planning and Development (Local Planning Schemes) Regulations 2015* (the Regulations) set out the process, matters and content to be dealt with as part of a local planning scheme.

Part 73 of the *Planning and Development Act 2005* sets out the matters/content dealt with as part of a local planning scheme. Clause 19(1) of the Regulations requires that a local planning scheme must be prepared '*in a form approved by the WAPC*'.

The WAPC, through the Regulations provides a Model Scheme Template to guide the preparation of new local planning schemes.

Schedule 1 of the Regulations contains Model Provisions for local planning schemes. These set out much of the local planning scheme text to ensure consistency, including model zones and reserves and their respective objectives.

Schedule 2 of the Regulations set out 'Deemed Provisions' which are a series of requirements automatically read into all local planning schemes.

Part 77 of the *Planning and Development Act 2005* sets out relevant considerations in preparation or amendment of local planning schemes which includes State Planning Policies and Planning Codes.

Draft LPS13 has been prepared in a manner consistent and with specific regard to all the above. Important refinements to suit the local context of the district are discussed in the following sections.

#### Draft Local Planning Scheme No.13

Given that TPS3 has been amended and kept up to date, the Local Planning Strategy identified that the majority of existing TPS3 zonings are appropriate to carry over into the new Scheme without modification. It also reflects the ongoing rationalisation of structure plans where they have been largely implemented and are no longer required to guide subdivision and development.

However, draft LPS13 contains some new and modified zones based on the Model Provisions, with more comprehensive objectives for each zone (refer Attachment 1 - Table 2 – Zones and use of land).

Table 1 below outlines the proposed zones with the equivalent TPS3 zones and a summary of proposed changes:

TABLE 1: COMPARISON OF TPS3 ZONES AND PROPOSED DRAFT LPS13 ZONES		
TPS3	Draft LPS13	Description of changes
<b>Mixed Business</b>	<b>Service Commercial</b>	Some changes in land use permissibilities, including residential uses not being permitted, considered to better align with the objectives of the zone.
<b>Development</b>	<b>Urban Development, Industrial Development or Centre zone</b>	Objective remains similar, to facilitate a future structure plan, with a focus on providing for either urban development, industrial development or a new activity centre.
<b>Resource</b>	<b>Rural Water Protection</b>	Renamed to make it clearer that this area applies to area zoned 'Rural Water Protection' under the Metropolitan Region Scheme (MRS), with inclusion of a more comprehensive objective for the area, and inclusion in the land use table, with permissibility based on <i>State Planning Policy 2.3 'Jandakot groundwater protection'</i> (SPP 2.3), draft <i>State Planning Policy 2.9 'Water Resources'</i> (draft SPP 2.9) and <i>Water Protection Note No.25</i> .
<b>Rural Living</b>	<b>Rural with a Restricted Use (No.9)</b>	Intent of the areas to remain similar, to facilitate a rural lifestyle precinct. Similar range of permissible land uses. Consistent with draft Local Planning Strategy and reflects the requirements of DPLH.
<b>Local Centre</b>	<b>Local Centre or Neighbourhood Centre</b>	Under TPS3 local and neighbourhood centres are generally zoned 'Local Centre', these will now be specifically zoned according to the hierarchy as set out in the draft Local Planning Strategy to avoid confusion and allow for tailored objectives.
<b>Regional Centre</b>	<b>Secondary Centre</b>	Updated terminology to be consistent with <i>State Planning Policy 4.2 'Activity Centres'</i> (SPP 4.2).

Attachment 3 sets out the key proposed zoning changes of draft LPS13, in line with the Planning Directions and actions of the Local Planning Strategy.

#### Rural Water Protection (TPS3 'Resource' zone)

Under TPS3 the 'Resource' zone does not have land use permissibilities outlined in the land use table, rather it refers to the requirement for development to comply with SPP 2.3; and *SPP 2.1 'Peel-Harvey Coastal Plain Catchment Policy'*. This has created ambiguity around some land uses and development requirements.

In line with the Local Planning Strategy, draft LPS13 identifies a range of permissible uses and development controls for this area in the conventional manner, cognisant of SPP 2.3.

Draft LPS13 sets out the intended future character of the 'Rural Water Protection' zone.

To ensure that development contributes positively to the valued character of the area it includes further guidance within Schedule 4 around various development requirements including building envelope requirements, setbacks, water supply and tanks and fencing.

During the formal consultation period feedback will be sought on this identified character and the associated requirements to ensure it aligns with community and landowner expectations.

#### Rural zone

The Local Planning Strategy identified the protection of rural amenity as a key objective for the 'Rural' zone. It also included the following Planning Direction:

***Local Planning Strategy Planning Direction 10 (Economy and Employment):***  
*Facilitate and provide support for an appropriate range of rural land uses in the 'Rural' zone, while protecting rural lifestyle amenity.*

In response to this, draft LPS13 identifies the future intended character of this area in Schedule 4, and requirements to protect that character and amenity, including setbacks, water supply and tanks, and fencing.

To protect the rural character and amenity of the 'Rural' zone, draft LPS13 proposes restriction to some land uses currently permissible under TPS3.

Of note, 'Storage' uses (which are 'Warehouse/Storage' under draft LPS13 consistent with the model provisions), are proposed to be an 'X' (not permitted) use in the rural zone.

This is because large hardstand areas, storage and warehouses are land uses best suited to industrial zoned areas, given their potential to negatively impact the environment and rural character.

It is considered draft LPS13 provides an appropriate range of uses to provide flexibility for landowners to use their land for rural pursuits, whilst protecting rural amenity, character and environmental values.

This is consistent with the Local Planning Strategy, and consultation with landowners of this area will be undertaken as part of the advertising of the draft Scheme to determine whether this direction aligns with their expectations.

#### Rural zone (Restricted Use No. 9 – Rural Living Precinct)

The TPS3 'Rural Living' zone is a small area in Beeliar comprising 108 lots of approximately 4,000m<sup>2</sup>. Most of this area is located within the Environmental Protection (Kwinana) (Atmospheric Wastes) Policy (Kwinana EPP), which is the primary reason it is identified in Perth and Peel @3.5million to remain rural.

This area has been identified as 'Planning Area F: Rural Living Precinct' in the Local Planning Strategy which identifies the following Planning Directions and actions for this area (amongst others):

***Local Planning Strategy Planning Direction 3.0: Rationalise the 'Rural Living' zone from Town Planning Scheme No. 3 to 'Rural', with high levels of residential amenity and a rural lifestyle character.***

***Action:*** Define the future intended character and identify an appropriate range of land uses in the City's 'Rural Living' zone to protect that character and the rural lifestyle amenity.

***Action:*** Identification of a range of permissible uses generally aligned to those under the TPS3 'Rural Living' zone.

***Action:*** Define setbacks within the Scheme (e.g. Residential R5 setbacks).

The Local Planning Strategy recognised that a wider range of commercial uses permissible would not be appropriate in this area because of the size and configuration of the lots (in particular, their narrowness).

This area is therefore proposed to be zoned 'Rural' with a 'Restricted Use' (No.9) to ensure an appropriate range of uses for the area in line with a rural lifestyle character.

TPS3 does not identify setback requirements for this area. Draft LPS13 (RU9 provisions) introduces a requirement to meet Residential R10 setbacks (based on the outcome of recent development approvals in the area) to manage and protect the existing streetscape character.

#### Residential zone

The Local Planning Strategy identified that the City is on target to meet residential dwelling and infill targets, and that residential codings across the City would generally remain the same, as follows:

***Local Planning Strategy Planning Direction 1.0 (Urban Growth and Housing):***  
*Maintain current residential densities to deliver infill and focus on measures to improve the quality of infill development and ensure development respects neighbourhood character.*

An exception was the potential higher coding for the R5 lots located adjacent Tapper Toad in Atwell, which was seen as an opportunity to achieve some infill in this area with a higher coding. As outlined in Attachment 3, a coding of R15 is proposed for these lots, in recognition of the general lot sizes and resultant development potential it would afford, which will be subject to consultation with landowners (including those in the surrounding area).

The Local Planning Strategy identified protection of residential amenity as a key objective, with careful consideration to be given to non-residential land uses in the



'Residential' zone. In this regard, the draft Scheme seeks to provide for home occupation, home business and home offices to allow for working-from-home at an appropriate scale that does not negatively impact on neighbours.

In contrast to the above, 'Commercial vehicle parking' is a land use that is currently permissible in the 'Residential' zone under TPS3 but is proposed to become an 'X' use under draft LPS13.

This is because of its potential to negatively impact surrounding residential amenity as has been experienced in several areas across the City, and to be consistent with other recent local planning schemes adopted across the Perth metropolitan area.

It is important to note that should this change be implemented any existing authorised commercial vehicle parking would not be affected, they would be afforded non-conforming use rights and be permitted to continue.

#### Industrial zones

The Local Planning Strategy identified the following Planning Directions relevant to industrial zones:

**Local Planning Strategy Planning Direction 2.0 (Economy and Employment):**  
*Protect and support the growth of the City's key employment areas.*

**Local Planning Strategy Planning Direction 3.0 (Economy and Employment):**  
*Maintain the existing extent of 'Industrial' zoned land and protect priority industrial land for industrial land uses to maximise the local economic and employment opportunities in suitable locations.*

**Local Planning Strategy Planning Direction 4.0 (Economy and Employment):**  
*Future-proof the City's industrial areas by ensuring developments are designed with a level of robustness and flexibility to accommodate future uses, including consideration of subdivision, parking and access arrangements.*

In line with the Local Planning Strategy, draft LPS13 identifies the intended future character of high quality, attractive and accessible industrial areas that attract investment and provide amenity for both employees and visitors. This involves more comprehensive parking, access, and subdivision guidance for 'Industrial' zoned areas to achieve this outcome.

The extent of most industrial zonings is unchanged, with exception of a small, proposed expansion to the 'General Industry' zone in Bibra Lake in line with the Local Planning Strategy, as outlined in Attachment 3.

#### Activity Centre zonings

The Activity Centre hierarchy is identified in SPP 4.2 'Activity Centres' (SPP 4.2) and the Local Planning Strategy.

Under TPS3, the 'Local Centre' zone applies to local and neighbourhood centres, which has created confusion. Draft LPS13 proposes a different zone for each centre in the hierarchy, to enable a specific objective and range of permissible land uses to be defined. This will also help to guide the scale of development allowed, and thereby reinforce the activity centre hierarchy.

The Local Planning Strategy identified the following Planning Directions and Actions for Activity Centres:

***Local Planning Strategy Planning Direction 9.0 (Urban Growth and Housing):***  
*Activity centres that contribute positively to neighbourhood character and amenity, and are:*

- *Well-designed, safe, legible, accessible, walkable, and meet the needs and aspirations of residents.*
- *Resilient and able to adapt over time to meet the needs of the community.*

To achieve these outcomes, draft LPS13 includes provisions in Schedule 4 to ensure all development contributes positively to the identified character of the area, including its interface with the public realm, landscaping and prioritising safe pedestrian and cyclist movements. Guidance has also been included to ensure subdivision does not negatively impact in the Centre's ability to deliver a diversity of uses and achieve its core objectives.

#### Additional and Restricted Uses

A review has been undertaken of the TPS3 'Additional Uses' and 'Restricted Uses' which provide for a variation to the range of permissible land uses set out in the underlying zone in response to specific circumstances. DPLH have advised that these are to be used sparingly and minimising them provides a clearer planning framework.

Many of the uses in TPS3 are no longer considered appropriate or consistent with the modern planning framework, with many being legacy items that have been carried over from previous planning schemes (No.'s 1 and 2).

Where 'Additional Uses' are proposed to be removed the landowner of the property will be consulted during the formal advertising period.

Notwithstanding their removal, any authorised operating land uses will again be afforded non-conforming use rights pursuant to the Scheme and will be allowed to continue in accordance with those requirements.

#### Special Use zones

Special use zones are used where there is not an appropriate zoning under the local planning scheme that can apply to the land. Most of the Special Use zones from TPS3 are proposed to be included in draft LPS13, with some proposed changes as set out in Attachment 3.

However, draft LPS13 introduces objectives and clear land use permissibility for each Special Use zone to ensure an adequate planning framework is provided to assess future subdivision and development proposals.

#### *Special Control Areas and Development Contribution Areas (DCAs)*

‘Development Areas’ under TPS3 were a type of Special Control Area, whereas under draft LPS13 they are specifically named/referenced as Special Control Areas (SCAs).

Furthermore, all former Development Area SCAs that serve only to require a structure plan for urban development have been combined (SCA 2), to simplify the Schedule and make it more concise.

As required by DPLH, Development Contribution Areas (DCAs) are included within one SCA (SCA 1) with a corresponding DCA number that has been kept the same as in TPS3 to avoid confusion. No changes are proposed to the DCA areas, items or operational requirements.

#### Development requirements

In response to the Planning Directions and actions of the Local Planning Strategy, Schedule 4 of draft LPS13 includes a range of site and development requirements for each zone to protect character and amenity, such as setbacks; parking; landscaping; and land use interfaces. This includes an intended future character for each zone and specific measures to protect it.

#### Land Use definitions

Several land use definitions from TPS3 have been modified to be consistent with the Model Provisions. While most of the definitions are similar, changes to the wordings mean that some existing land uses may fall under different land uses based on the new definitions.

Draft LPS13 also includes draft definitions for short-term rental accommodation based on information provided by DPLH in 2023, reflecting the intended direction for hosted and un-hosted short term rental accommodation. These definitions may be updated depending on the outcome of the proposed modifications to the Regulations, anticipated to occur through 2024.

#### *Changes to land use permissibilities*

One of the important roles of a local planning scheme is identifying the range of permissible uses within each zone. Draft LPS13 includes an updated range of land uses and permissibilities based on the objectives and Planning Directions of the Local Planning Strategy.

### Tree Protection

Draft LPS13 includes greater protection for vegetation in the 'Rural' and 'Rural Water' zones and includes requirements for street trees and landscaping in commercial and industrial zones to ensure future development contributes to the City's tree canopy cover.

At the time of writing this report the City is still awaiting a decision by the Minister for Planning on Amendment No.158, which seeks to introduce Tree Protection Orders (TPOs). Draft LPS13 includes these provisions as adopted by Council at the 13 July 2023 OCM.

When Council adopted Scheme Amendment No.158, it also instructed the City to prepare a further amendment for Council's consideration to introduce the need for development approval for the removal, or substantial pruning, for all trees within the City that met certain criteria (such as over 4m in height). Council resolved that a report be presented to Council within 12 months, including an indication of resources to implement such an amendment (Parts 5 and 6, Item 14.1.1).

It is noted Scheme Amendments in the Cities of Nedlands and South Perth to introduce the protection of trees of a certain size through the requirement for planning approval have since been refused by the Minister for Planning.

Instead, the State Government has committed to developing a new 'Urban Greening Strategy' to promote and enhance tree canopy and greening across the Perth and Peel region. The 'Urban Greening Strategy' is expected to be finalised by the end of 2024.

Notwithstanding the above, the City is still undertaking investigations into tree protection measures, including the potential for a local planning policy as an alternative approach.

A report to Council will be presented within the 12-month period requested. Officers will continue to work with WALGA and DPLH to ensure alignment to other related initiatives and reforms.

Should Council resolve to initiate a Scheme Amendment on this matter, it could be incorporated into draft LPS13 as it progresses towards finalisation.

### Conclusion

Draft LPS13 has been prepared in accordance with the *Planning and Development Act 2005* and *Planning and Development (Local Planning Schemes) Regulations 2015* to implement the objectives, Planning Directions and Actions of the Local Planning Strategy.

Should Council resolve to adopt the draft for public consultation, it will be referred to the EPA, the WAPC and Minister for Planning for their consideration and/or consent prior to formal advertisement.

The City has been steadily progressing rationalisation of numerous structure plans into TPS3. This will continue whilst the State considers draft LPS13, hence it should be anticipated that draft LPS13 will need to be modified to reflect the progress or determination of these and any other amendments prior to public consultation.

At the conclusion of the advertising period, a summary of the collective feedback received will be presented to Council along with a recommendation on any further modifications required for its further consideration. Draft LPS13 would then be referred to the WAPC for review and the preparation of a recommendation to the Minister for Planning on Final Approval.

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

#### Local Economy

A sustainable and diverse local economy that attracts increased investment and provides local employment.

- Thriving local commercial centres, local businesses and tourism industry.

#### Environmental Responsibility

A leader in environmental management that enhances and sustainably manages our local natural areas and resources.

- Address Climate Change.

#### Community, Lifestyle & Security

A vibrant healthy, safe, inclusive and connected community.

- A safe and healthy community that is socially connected.

#### City Growth & Moving Around

A growing City that is easy to move around and provides great places to live.

- An attractive, socially connected and diverse built environment.

### **Budget/Financial Implications**

Draft LPS13 has been prepared and will be progressed by the Strategic Planning Service Unit under its FY24 and anticipated FY25 budget allocations.

### **Legal Implications**

- *Planning and Development Act 2005*
- *Planning and Development (Local Planning Schemes) Regulations 2015*

The City has an obligation under the *Planning and Development Act 2005* to regularly review its Local Planning Scheme. The process for doing so is largely set out in the Regulations.

- *Environmental Protection Act 1986*
- *Environmental Protection Amendment Regulations 2024*

The City must refer the proposed scheme to the EPA for consideration of its environmental significance under the *Environmental Protection Act 1986*.

The proposal does not meet any of the exemptions set out in the new Regulations.

**Community Consultation**

Should Council endorse draft LPS13 for the purpose of consultation, EPA clearance, WAPC certification and Minister for Planning consent must all be received prior to the commencement of the advertising period.

The EPA can either require formal environmental assessment or provide advice that might warrant modification. Both the WAPC and Minister for Planning can direct the City to modify draft LPS13 prior to consultation occurring.

Part 4, Division 2, Regulation 22 requires advertising for a minimum period of 90 days. As a minimum, this will include advertising on 'Comment on Cockburn', letters to government agencies, affected landowners and key stakeholders.

Like what occurred with the Local Planning Strategy, other methods will be investigated during State Government review of the draft to ensure the community have appropriate opportunities to provide meaningful input.

This will include the proposed zoning changes being included as a layer on the City's online mapping system, to allow landowners and the community to clearly see the proposed zoning changes and compare them with the existing situation.

Given the technical nature of local planning schemes, information sheets will also be prepared to explain the proposed changes.

**Risk Management Implications**

The officer recommendation considers the relevant planning matters, including the requirements of the *Planning and Development Act 2005* and the Regulations. It is considered that the officer recommendation is appropriate.

Resolving to adopt draft LPS13 for consultation will provide the City the opportunity to implement the vision, objectives, planning directions and key actions of its Local Planning Strategy.

It is important to note that draft LPS13 contains many differences from TPS3, and that this report and Attachment 3 provide only a summary/overview of the most significant changes.

In adopting draft LPS13 for consultation it does not infer that it will ultimately be supported by the local government, WAPC, or ultimately approved by the Minister for Planning.

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

N/A

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

Nil



# CITY OF COCKBURN

## (DRAFT) LOCAL PLANNING SCHEME NO.13



### DISCLAIMER

This is a copy of the Local Planning Scheme produced from an electronic version of the Scheme held and maintained by the Department of Planning. Whilst all care has been taken to accurately portray the current Scheme provisions, no responsibility shall be taken for any omissions or errors in this documentation.

Consultation with the respective Local Government Authority should be made to view a legal version of the Scheme.

Please advise the Department of Planning of any errors or omissions in this document.

LOCAL PLANNING SCHEME GAZETTAL DATE: **[INSERT DATE]**

CITY OF COCKBURN LOCAL PLANNING SCHEME NO.13 – AMENDMENTS

AMD NO.	GAZETTAL DATE	UPDATED		DETAILS
		WHEN	BY	

# **CITY OF COCKBURN**

## **LOCAL PLANNING SCHEME NO.13**

The City of Cockburn under the powers conferred by the *Planning and Development Act 2005* makes the following Local Planning Scheme.

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## Part 1 – Preliminary

### 1. Citation

This local planning scheme is the City of Cockburn Local Planning Scheme No 13.

### 2. Commencement

Under section 87(4) of the Act, this local planning scheme comes into operation on the day on which it is published in the *Gazette*.

### 3. Scheme revoked

The following local planning scheme is revoked -

City of Cockburn Town Planning Scheme No. 3, gazetted 20 December 2002

### 4. Notes do not form part of Scheme

Notes, and instructions printed in italics, do not form part of this Scheme.

*Note: The Interpretation Act 1984 section 32 makes provision in relation to whether headings form part of the written law.*

### 5. Responsibility for Scheme

The City of Cockburn is the local government responsible for the enforcement and implementation of this Scheme and the execution of any works required to be executed under this Scheme.

### 6. Scheme area

This Scheme applies to the area shown on the Scheme Map.

*Note: The Scheme area (or part) is also subject to the Metropolitan Region Planning Scheme (see clause 12).*

### 7. Contents of Scheme

- (1) In addition to the provisions set out in this document (the **scheme text**), this Scheme includes the following -

- (a) the deemed provisions (set out in the *Planning and Development (Local Planning Schemes) Regulations 2015* Schedule 2) including any supplemental deemed provisions outlined in Schedule A of the scheme text;
- (b) the Scheme Map;
- (c) the following plans, maps, diagrams, illustrations or materials—

- (2) This Scheme is to be read in conjunction with any local planning strategy for the Scheme area.



## 8. Purposes of Scheme

The purposes of this Scheme are to -

- (a) set out the local government's planning aims and intentions for the Scheme area; and
- (b) set aside land as local reserves for public purposes; and
- (c) zone land within the Scheme area for the purposes defined in this Scheme; and
- (d) control and guide development including processes for the preparation of structure plans, activity centre plans and local development plans; and
- (e) set out procedures for the assessment and determination of development applications; and
- (f) set out procedures for contributions to be made for the costs of providing infrastructure in connection with development through development contribution plans; and
- (g) make provision for the administration and enforcement of this Scheme; and
- (h) address other matters referred to in Schedule 7 of the Act.

## 9. Aims of Scheme

The aims of this Scheme are -

To provide the land use planning framework necessary to achieve the vision set out in the City of Cockburn Local Planning Strategy:

*To create a sustainable, healthy, connected and prosperous Cockburn community.*

## 10. Relationship with local laws

Where a provision of this Scheme is inconsistent with a local law, the provision of this Scheme prevails to the extent of the inconsistency.

## 11. Relationship with other local planning schemes

There are no other local planning schemes of the City of Cockburn which apply to the Scheme area.

## 12. Relationship with region planning scheme

- (1) The Metropolitan Region Scheme made (or continued) under Part 4 of the Act applies in respect of part or all of the Scheme area.
- (2) Development Approval issued on zoned land in this Scheme shall be read as an approval under the Metropolitan Region Scheme, unless subject to a resolution under Clause 32 of the Metropolitan Region Scheme.

*Note: The authority responsible for implementing the Metropolitan Region Scheme is the Western Australian Planning Commission.*

## Part 2 – Reserves

### 13. Regional Reserves

- (1) Regional reserves are marked on the Scheme Map according to the legend on the Scheme Map.
- (2) The lands marked as regional reserves are lands reserved for a public purpose under the Metropolitan Region Scheme.

*Note: The process of reserving land under a regional planning scheme is separate from the process of reserving land under the Land Administration Act 1997 section 41.*

### 14. Local reserves

- (1) In this clause -

**Department of Main Roads** means the department principally assisting in the administration of the *Main Roads Act 1930*;

**Western Australian Road Hierarchy** means the document of that name available on the website maintained by the Department of Main Roads.

- (2) Local reserves are shown on the Scheme Map according to the legend on the Scheme Map.
- (3) The objectives of each local reserve are as follows -

**Table 1 – Reserve objectives**

Reserve name	Objectives
Public Open Space	<ul style="list-style-type: none"> <li>To set aside areas for public open space, particularly those established under the <i>Planning and Development Act 2005</i> s.152.</li> <li>To provide for a range of active and passive recreation uses such as recreation buildings and courts and associated car parking and drainage.</li> </ul>
Environmental Conservation	<ul style="list-style-type: none"> <li>To identify areas with biodiversity and conservation value, and to protect those areas from development and subdivision.</li> <li>To identify and protect areas of biodiversity conservation significance within National Parks and State and other conservation reserves.</li> </ul>
State Forest	<ul style="list-style-type: none"> <li>To identify areas of State Forest.</li> </ul>
Civic and Community	<ul style="list-style-type: none"> <li>To provide for a range of community facilities which are compatible with surrounding development.</li> <li>To provide for public facilities such as halls, theatres, art galleries, educational, health and social care facilities, accommodation for the aged, and other services by organisations involved in activities for community benefit.</li> </ul>

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Reserve name	Objectives
Social Care Facilities	<ul style="list-style-type: none"> <li>Civic and Community which specifically provide for a range of essential social care facilities.</li> </ul>
Cultural Facilities	<ul style="list-style-type: none"> <li>Civic and Community which specifically provide for a range of essential cultural facilities.</li> </ul>
Public Purposes	<ul style="list-style-type: none"> <li>To provide for a range of essential physical and community infrastructure.</li> </ul>
Medical Services	<ul style="list-style-type: none"> <li>Public Purposes which specifically provide for a range of essential medical services.</li> </ul>
Infrastructure Services	<ul style="list-style-type: none"> <li>Public Purposes which specifically provide for a range of essential infrastructure services.</li> </ul>
Education	<ul style="list-style-type: none"> <li>Public Purposes which specifically provide for a range of essential education facilities.</li> </ul>

- (4) Development and use of land within local reserves that is not consistent with the objective and purpose of the reserve will not be permitted.

#### 15. Additional uses for local reserves

There are no additional uses for land in local reserves that apply to this Scheme.

## Part 3 – Zones and use of land

### 16. Zones

- (1) Zones are shown on the Scheme Map according to the legend on the Scheme Map.
- (2) The objectives of each zone are as follows –

**Table 2 – Zone objectives**

Zone Name	Objectives
Residential	<ul style="list-style-type: none"> <li>To provide for a range of housing and a choice of residential densities to meet the needs of the community.</li> <li>To facilitate and encourage high quality design, built form and streetscapes throughout residential areas.</li> <li>To provide for a range of non-residential uses which are compatible with and complementary to residential development.</li> </ul>
Urban Development	<ul style="list-style-type: none"> <li>To provide an intention of future land use and a basis for more detailed structure planning in accordance with the provisions of this Scheme.</li> <li>To provide for a range of residential densities to encourage a variety of residential accommodation.</li> <li>To provide for the progressive and planned development of future urban areas for residential purposes and for commercial and other uses normally associated with residential development.</li> <li>To provide an intermediate transitional zone following the lifting of an urban deferred zoning within the Metropolitan Region Scheme.</li> </ul>
Rural	<ul style="list-style-type: none"> <li>To provide for the maintenance or enhancement of specific local rural character.</li> <li>To protect broad acre agricultural activities such as cropping and grazing and intensive uses such as horticulture as primary uses, with other rural pursuits and rural industries as secondary uses in circumstances where they demonstrate compatibility with the primary use.</li> <li>To maintain and enhance the environmental qualities of the landscape, vegetation, soils and water bodies, to protect sensitive areas especially the natural valley and watercourse systems from damage.</li> <li>To provide for the operation and development of existing, future and potential rural land uses by limiting the introduction of sensitive land uses in the Rural zone.</li> <li>To provide for a range of non-rural land uses where they have demonstrated benefit and are compatible with surrounding rural uses.</li> </ul>

Zone Name	Objectives
Centre	<ul style="list-style-type: none"> <li>To designate land for future development as a town centre or activity centre.</li> <li>To provide a basis for future detailed planning in accordance with the structure planning provisions of this Scheme and the Activity Centres State Planning Policy.</li> </ul>
Conservation	<ul style="list-style-type: none"> <li>To provide for a range of uses which are consistent and compatible with areas of conservation value including wetland, lake and or bushland areas, whilst providing for the ongoing protection and maintenance of those areas.</li> <li>To provide for the preservation, maintenance, restoration or sustainable use of the natural environment.</li> </ul>
Light Industry	<ul style="list-style-type: none"> <li>To provide for a range of industrial uses and service industries generally compatible with urban areas, that cannot be located in commercial zones.</li> <li>To ensure that where any development adjoins zoned or developed residential properties, the development is suitably set back, screened or otherwise treated so as not to detract from the residential amenity.</li> </ul>
General Industry	<ul style="list-style-type: none"> <li>To provide for a broad range of industrial, service and storage activities which, by the nature of their operations, should be isolated from residential and other sensitive land uses.</li> <li>To accommodate industry that would not otherwise comply with the performance standards of light industry.</li> <li>Seek to manage impacts such as noise, dust and odour within the zone.</li> </ul>
Industrial Development	<ul style="list-style-type: none"> <li>To designate land for future industrial development.</li> <li>To provide a basis for future detailed planning in accordance with the structure planning provisions of this Scheme.</li> </ul>
Strategic Industry	<ul style="list-style-type: none"> <li>To designate industrial sites of State or regional significance.</li> <li>To provide for a range of industrial uses associated with defence, resource and marine activities.</li> </ul>
Mixed Use	<ul style="list-style-type: none"> <li>To provide for the development of a mix of land uses that are compatible with residential amenity, and do not generate nuisances detrimental to the amenity of the district or to the health, welfare and safety of its residents.</li> <li>To provide for a flexible mixed-use environment in identified areas, including within the frame area of activity centres, or within areas identified to have active uses on street level which are compatible with residential and other non-active uses on upper levels.</li> <li>Design and landscaping of development providing a high standard of safety, convenience and amenity, contributing towards a sense of place and community.</li> </ul>

Zone Name	Objectives
Service Commercial	<ul style="list-style-type: none"> <li>• To accommodate commercial activities which, because of the nature of the business, require good vehicular access and/or large sites, in a manner that does not impact the role and function of activity centres.</li> <li>• To provide for a range of wholesale sales, showrooms, trade and services which, by reason of their scale, character, operational or land requirements, are not generally appropriate in, or cannot conveniently or economically be accommodated in centres or industrial zones.</li> </ul>
Local Centre	<ul style="list-style-type: none"> <li>• To provide for the local community's incidental and convenience needs of goods and services.</li> <li>• Development of a scale compatible with surrounding development that does not adversely impact on the amenity or character of adjoining residential areas.</li> <li>• To provide for a pedestrian-dominant streetscape where the primary focus of activity is on the street, the public realm and public open spaces.</li> <li>• Design and landscaping of development providing a high standard of safety, convenience and amenity, contributing positively towards a sense of place and community.</li> </ul>
Neighbourhood Centre	<ul style="list-style-type: none"> <li>• To provide services for the immediate neighbourhoods that are easily accessible, and which do not adversely impact on adjoining residential areas.</li> <li>• To provide for daily and weekly household shopping needs, community facilities and a small range of other convenience services.</li> <li>• To encourage high quality, pedestrian-friendly, street-orientated development.</li> <li>• To provide for a range of quality residential development opportunities, to meet the diverse needs of the community.</li> <li>• To facilitate well designed development of an appropriate scale which is sympathetic to the intended future character of the area.</li> </ul>
District Centre	<ul style="list-style-type: none"> <li>• To provide a community focal point for people, services, employment and leisure that are highly accessible and do not adversely impact on adjoining residential areas.</li> <li>• To provide for district centres to focus on weekly needs and services for a wider district catchment.</li> <li>• To provide a broad range of employment opportunities to encourage diversity within the Centre.</li> <li>• To ensure a mix of commercial and residential development, which provides for activity and accessibility at the street level and supports the provision of public transport and pedestrian links.</li> <li>• To provide for a wide range of different types of residential accommodation, including high density residential, to meet the diverse needs of the community.</li> </ul>



Zone Name	Objectives
Secondary Centre	<ul style="list-style-type: none"> <li>• To provide a range of services and uses to cater for both the local and regional community, including but not limited to specialty shopping, restaurants, cafes and entertainment.</li> <li>• To ensure that there is provision to transition between the uses in the centre and the surrounding residential areas to ensure that the impacts from the operation of the centre are minimised.</li> <li>• Provide a broad range of employment opportunities to encourage diversity and self-sufficiency within the Centre.</li> <li>• Encourage high quality, pedestrian-friendly, street-orientated development that responds to and enhances the key elements of the Secondary Centre, to develop areas for public interaction and support the provision of public transport.</li> <li>• Ensure the provision of residential opportunities within the Secondary Centre including high density housing and tourist accommodation that supports the role of the regional centre and meets the needs to the community.</li> </ul>
Private clubs, institutions and places of worship	<ul style="list-style-type: none"> <li>• To provide sites for privately owned and operated recreation, institutions and places of worship.</li> <li>• To integrate private recreation areas with public recreation areas wherever possible.</li> <li>• To separate potentially noisy engine sports from incompatible uses.</li> <li>• To provide for a range of privately owned community facilities and uses that are incidental and ancillary to the provision of those facilities, which are compatible with surrounding development.</li> <li>• To ensure the standard of development is in keeping with surrounding development and protects the amenity of the area.</li> </ul>
Rural Water Protection	<ul style="list-style-type: none"> <li>• To provide for rural lifestyle living opportunities, and a limited range of rural land uses that are consistent with the applicable State Planning Policies, and that are harmonious with the rural lifestyle character and amenity and conservation values.</li> <li>• To protect and improve the environmental, social, cultural and economic values of Public Drinking Water Source areas and the Peel-Harvey coastal plain catchment.</li> <li>• To maintain or increase native vegetation coverage where practical, to protect water quality, environmental values, ecological corridors, and rural lifestyle character.</li> </ul>
Special Use Zone	<ul style="list-style-type: none"> <li>• To facilitate special categories of land uses which do not sit comfortably within any other zone.</li> <li>• To enable the local government to impose specific conditions associated with the special use.</li> </ul>

## 17. Zoning table

The zoning table for this Scheme is as follows –

Table 3 - Zoning Table

	Residential	Urban Development	Rural	Rural Water Protection	Conservation	Light Industry	General Industry	Strategic Industry	Industrial Development	Local Centre	Neighbourhood Centre	District Centre	Secondary Centre	Mixed Use	Service Commercial	Centre	Private clubs, institutions and places of worship	Special Use
abattoir	X		X	X	X	X	X	X		X	X	X	X	X	X		X	
agriculture – extensive	X		D	D	X	X	X	X		X	X	X	X	X	X		X	
agriculture – intensive	X		D	D	X	X	X	X		X	X	X	X	X	X		X	
amusement parlour	X		X	X	X	D	X	X		A	D	D	D	A	D		D	
animal establishment	X		D	D	X	D	D	X		X	X	X	X	X	D		X	
animal husbandry - intensive	X		A	X	X	X	X	X		X	X	X	X	X	X		X	
art gallery	A		X	X	X	P	X	X		A	D	P	P	P	P		P	
bed and breakfast	A		D	P	X	X	X	X		X	X	X	X	A	X		X	
betting agency	X		X	X	X	D	X	X		X	D	P	P	D	D		D	
brewery	X		X	X	X	D	P	X		X	A	D	D	A	D		X	
bulky goods showroom	X		X	X	X	P	D	X		X	A	A	A	X	P		X	
camping ground	X		X	X	X	X	X	X		X	X	X	X	X	X		X	
caravan park	X		X	X	X	X	X	X		X	X	X	X	X	X		X	
caretaker's dwelling	X		X	X	X	D	D	D		X	X	X	X	X	X		X	
car park	X		I	X	X	P	P	D		D	D	D	D	D	D		I	
child care premises	A		X	X	X	X	X	X		A	D	P	P	A	A		D	
cinema/theatre	X		X	X	X	X	X	X		X	D	P	P	D	X		D	
civic use	D		A	D	X	P	P	D		A	P	P	P	D	P		X	
club premises	X		A	X	X	D	D	X		A	D	D	D	A	D		P	
commercial vehicle parking	X		D	D	X	P	P	X		X	X	X	X	X	D		X	
community purpose	A		A	X	X	D	X	X		D	D	D	D	D	D		P	
consulting rooms	D		X	X	X	P	A	X		D	P	P	P	P	D		X	
convenience store	A		A	X	X	P	X	X		P	P	P	P	P	X		X	
corrective institution	X		X	X	X	X	X	X		X	X	X	X	X	X		X	
educational establishment	D		D	X	X	D	D	D		A	D	D	D	D	D		D	
exhibition centre	X		X	X	X	D	X	X		A	D	P	P	P	P		P	
family day care	P		P	P	X	X	X	X		X	X	X	X	D	X		X	
fast food outlet / lunch bar	X		X	X	X	D	D	X		D	D	D	D	D	D		X	
fast food outlet – drive thru	X		X	X	X	D	D	X		A	A	D	D	A	D		X	
freeway service centre	X		X	X	X	X	X	X		X	X	X	X	X	X		X	
fuel depot	X		X	X	X	A	P	D		X	X	X	X	X	X		X	
funeral parlour	X		X	X	X	D	D	X		X	A	A	D	A	D		X	
garden centre	X		A	X	X	P	P	X		D	D	D	D	D	P		X	

	Residential	Urban Development	Rural	Rural Water Protection	Conservation	Light Industry	General Industry	Strategic Industry	Industrial Development	Local Centre	Neighbourhood Centre	District Centre	Secondary Centre	Mixed Use	Service Commercial	Centre	Private clubs, institutions and places of worship	Special Use
grouped dwelling	D		X	X	X	X	X	X		D	D	D	D	D	X		X	
holiday accommodation	A		A	X	A	X	X	X		X	X	X	X	A	X		X	
holiday house	A		A	A	X	X	X	X		X	X	X	X	X	X		X	
home business	D		D	D	A	X	X	X		P	P	P	P	D	X		X	
home occupation	P		P	P	P	X	X	X		P	P	P	P	P	X		X	
home office	P		P	P	P	X	X	X		P	P	P	P	P	X		X	
home store	A		D	D	X	X	X	X		P	P	P	P	X	X		X	
hospital	X		X	X	X	A	X	X		A	D	D	D	A	D		X	
hotel	X		X	X	X	D	X	X		X	A	D	D	A	X		D	
Independent living complex	D		A	X	X	X	X	X		A	A	D	D	D	X		X	
industry	X		X	X	X	X	P	D		X	X	X	X	X	X		X	
industry – extractive	X		A	X	X	X	A	X		X	X	X	X	X	X		X	
industry – light	X		X	X	X	P	P	D		X	X	X	X	X	D		X	
industry – primary production	X		A	X	X	X	X	X		X	X	X	X	X	X		X	
liquor store – large	X		X	X	X	D	X	X		A	A	D	D	A	P		X	
liquor store – small	X		X	X	X	X	X	X		A	D	D	D	A	X		X	
marina	X		X	X	X	X	X	D		X	X	X	X	X	X		X	
marina filling station	X		X	X	X	X	X	D		X	X	X	X	X	X		X	
market	X		A	X	X	A	X	X		D	D	D	D	D	D		X	
medical centre	X		X	X	X	D	D	X		D	D	P	P	D	P		X	
mining operations	X		X	X	X	X	X	X		X	X	X	X	X	X		X	
motel	X		X	X	X	D	X	X		A	D	D	D	A	D		X	
motor vehicle, boat or caravan sales	X		X	X	X	P	D	A		A	D	D	D	X	P		X	
motor vehicle repair	X		X	X	X	D	P	D		A	A	A	A	X	P		X	
motor vehicle wash	X		X	X	X	P	P	D		A	D	D	D	X	P		X	
multiple dwelling	D		X	X	X	X	X	X		D	D	D	D	D	X		X	
nightclub	X		X	X	X	D	D	X		X	X	A	D	X	X		A	
office	X		I	X	X	D	D	D		P	P	P	P	P	P		X	
park home park	X		X	X	X	X	X	X		X	X	X	X	X	X		X	
place of worship	A		A	X	X	D	D	X		A	A	D	D	A	D		P	
reception centre	X		A	X	X	D	X	X		A	D	D	D	A	D		P	
recreation – private	X		A	X	X	D	D	X		A	D	D	D	D	D		P	
residential aged care facility	A		A	X	X	X	X	X		A	D	D	D	D	X		X	
resource recovery centre	X		X	X	X	D	P	X		X	X	X	X	X	X		X	

	Residential	Urban Development	Rural	Rural Water Protection	Conservation	Light Industry	General Industry	Strategic Industry	Industrial Development	Local Centre	Neighbourhood Centre	District Centre	Secondary Centre	Mixed Use	Service Commercial	Centre	Private clubs, institutions and places of worship	Special Use
restaurant/cafe	A		A	X	X	D	X	X		D	P	P	P	P	D		X	
restricted premises	X		X	X	X	X	X	X		X	A	D	D	X	D		X	
road house	X		X	X	X	X	X	X		X	X	X	X	X	X		X	
rural home business	X		D	D	X	X	X	X		X	X	X	X	X	X		X	
rural pursuit/hobby farm	X		P	D	X	X	X	X		X	X	X	X	X	X		X	
short-term rental accommodation – hosted	I		I	I	I	X	X	X		I	I	I	I	I	X		X	
short-term rental accommodation – unhosted (small)	A		A	A	A	X	X	X		X	X	X	X	A	X		X	
short-term rental accommodation – unhosted (large)	X		A	A	A	X	X	X		X	X	X	X	A	X		X	
serviced apartment	A		X	X	X	X	X	X		A	A	A	A	A	A		X	
service station	X		X	X	X	P	P	D		A	A	D	D	X	D		X	
shop	X		X	X	X	X	X	X		P	P	P	P	P	D		X	
single house	P		P	P	D	X	X	X		D	D	D	D	D	X		X	
small bar	X		X	X	X	X	X	X		A	A	A	D	D	X		X	
tavern	X		A	X	X	P	X	X		A	A	D	D	A	X		D	
telecommunications infrastructure	X		A	A	X	D	P	D		A	A	D	D	D	P		D	
tourist development	X		A	X	X	X	X	X		X	A	D	D	A	A		X	
trade display	X		X	X	X	D	D	D		X	X	X	X	X	P		X	
trade supplies	X		X	X	X	P	X	D		X	X	X	X	X	P		X	
transport depot	X		X	X	X	X	P	P		X	X	X	X	X	X		X	
tree farm	X		D	D	X	P	X	X		X	X	X	X	X	X		X	
veterinary centre	X		D	X	D	D	D	X		D	P	P	P	D	D		X	
warehouse/ storage	X		X	X	X	P	P	D		X	X	X	X	X	P		X	
waste disposal facility	X		X	X	X	A	A	X		X	X	X	X	X	X		X	
waste storage facility	X		X	X	X	D	D	X		X	X	X	X	X	X		X	
wind farm	X		A	A	A	D	D	X		X	X	X	X	X	X		X	
winery	X		A	X	X	X	X	X		X	X	X	X	X	X		X	
workforce accommodation	X		D	X	X	X	X	D		X	X	X	X	X	X		X	

**18. Interpreting zoning table**

- (1) The permissibility of uses of land in the various zones in the Scheme area is determined by cross-reference between the list of use classes on the left hand side of the zoning table and the list of zones at the top of the zoning table.
- (2) The symbols used in the zoning table have the following meanings -
  - P means that the use is permitted if it complies with any relevant development standards and requirements of this Scheme;
  - I means that the use is permitted if it is consequent on, or naturally attaching, appertaining or relating to the predominant use of the land and it complies with any relevant development standards and requirements of this Scheme;
  - D means that the use is not permitted unless the local government has exercised its discretion by granting development approval;
  - A means that the use is not permitted unless the local government has exercised its discretion by granting development approval after giving notice in accordance with clause 64 of the deemed provisions;
  - X means that the use is not permitted by this Scheme.

*Note: 1. The development approval of the local government may be required to carry out works on land in addition to any approval granted for the use of land. In normal circumstances one application is made for both the carrying out of works on, and the use of land. For development on land that does not require development approval see clause 61 of the deemed provisions.*

*2. In considering an application for development approval, the local government will have regard to clause 67 of the deemed provisions.*

- (3) A specific use class referred to in the zoning table is excluded from any other use class described in more general terms.
- (4) The local government may, in respect of a use that is not specifically referred to in the zoning table and that cannot reasonably be determined as falling within a use class referred to in the zoning table -
  - (a) determine that the use is consistent with the objectives of a particular zone and is therefore a use that may be permitted in the zone subject to conditions imposed by the local government; or
  - (b) determine that the use may be consistent with the objectives of a particular zone and give notice under clause 64 of the deemed provisions before considering an application for development approval for the use of the land; or
  - (c) determine that the use is not consistent with the objectives of a particular zone and is therefore not permitted in the zone.

- (5) If a use of land is identified in a zone as being a class P or class I use, the local government may not refuse an application for development approval for that use in that zone but may require works that are to be undertaken in connection with that use to have development approval.
- (6) If a use of land is identified in a zone as being a class X use, the local government must refuse an application for development approval for that use in that zone unless -
  - (a) the development approval application relates to land that is being used for a non-conforming use; and
  - (b) the local government considers that the proposed use of the land would be less detrimental than the non-conforming use.
- (7) If the zoning table does not identify any permissible uses for land in a zone the local government may, in considering an application for development approval for land within the zone, have due regard to any of the following plans that apply to the land -
  - (a) a structure plan;
  - (b) an activity centre plan;
  - (c) a local development plan.

#### **19. Additional uses**

- (1) Schedule 1 sets out -
  - (a) classes of use for specified land that are additional to the classes of use that are permissible in the zone in which the land is located; and
  - (b) the conditions that apply to that additional use.
- (2) Despite anything contained in the zoning table, land that is specified in the Table to subclause (1) may be used for the additional class of use set out in respect of that land subject to the conditions that apply to that use.

#### **20. Restricted uses**

- (1) Schedule 2 sets out -
  - (a) restricted classes of use for specified land that apply instead of the classes of use that are permissible in the zone in which the land is located; and
  - (b) the conditions that apply to that restricted use.
- (2) Despite anything contained in the zoning table, land that is specified in the Table to subclause (1) may be used only for the restricted class of use set out in respect of that land subject to the conditions that apply to that use.



**21. Special use zones**

- (1) Schedule 3 sets out -
  - (a) special use zones for specified land that are in addition to the zones in the zoning table; and
  - (b) the classes of special use that are permissible in that zone; and
  - (c) the conditions that apply in respect of the special uses.
- (2) A person must not use any land, or any structure or buildings on land, in a special use zone except for a class of use that is permissible in that zone and subject to the conditions that apply to that use.

*Note: Special use zones apply to special categories of land use which do not comfortably sit within any other zone in the Scheme.*

**22. Non-conforming uses**

- (1) Unless specifically provided, this Scheme does not prevent -
  - (a) the continued use of any land, or any structure or building on land, for the purpose for which it was being lawfully used immediately before the commencement of this Scheme; or
  - (b) the carrying out of development on land if -
    - (i) before the commencement of this Scheme, the development was lawfully approved; and
    - (ii) the approval has not expired or been cancelled.
- (2) Subclause (1) does not apply if -
  - (a) the non-conforming use of the land is discontinued; and
  - (b) a period of 6 months, or a longer period approved by the local government, has elapsed since the discontinuance of the non-conforming use.
- (3) Subclause (1) does not apply in respect of a non-conforming use of land if, under Part 11 of the Act, the local government -
  - (a) purchases the land; or
  - (b) pays compensation to the owner of the land in relation to the non-conforming use.

**23. Changes to non-conforming use**

- (1) A person must not, without development approval-
  - (a) alter or extend a non-conforming use of land; or
  - (b) erect, alter or extend a building used for, or in conjunction with, a

non-conforming use; or

- (c) repair, rebuild, alter or extend a building used for a non-conforming use that is destroyed to the extent of 75% or more of its value; or
  - (d) change the use of land from a non-conforming use to another use that is not permitted by the Scheme.
- (2) An application for development approval for the purposes of this clause must be advertised in accordance with clause 64 of the deemed provisions.
- (3) A local government may only grant development approval for a change of use of land referred to in subclause (1)(d) if, in the opinion of the local government, the proposed use -
- (a) is less detrimental to the amenity of the locality than the existing non-conforming use; and
  - (b) is closer to the intended purpose of the zone in which the land is situated.

#### **24. Register of non-conforming uses**

- (1) The local government may prepare a register of land within the Scheme area that is being used for a non-conforming use.
- (2) A register prepared by the local government must set out the following -
- (a) a description of each area of land that is being used for a non-conforming use;
  - (b) a description of any building on the land;
  - (c) a description of the non-conforming use;
  - (d) the date on which any discontinuance of the non-conforming use is noted.
- (3) If the local government prepares a register under subclause (1) the local government -
- (a) must ensure that the register is kept up-to-date; and
  - (b) must make a copy of the register available for public inspection during business hours at the offices of the local government; and
  - (c) may publish a copy of the register on the website of the local government.
- (4) An entry in the register in relation to land that is being used for a non-conforming use is evidence of the matters set out in the entry, unless the contrary is proved.

## Part 4 – General development requirements

### 25. R-Codes

- (1) The R-Codes, modified as set out in clause 26, are to be read as part of this Scheme.
- (2) Unless otherwise provided for in the Scheme, the development and subdivision of land for any of the residential purposes dealt with by the Residential Design Codes is to conform to the provisions of those Codes.
- (3) Local Development Plans shall be read as 'deemed to comply' provisions with the force and effect of the Residential Design Codes.
- (4) The local government -
  - (a) must make a copy of the R-Codes available for public inspection during business hours at the offices of the local government; and
  - (b) may publish a copy of the R-Codes on the website of the local government.
- (5) The coding of land for the purposes of the R-Codes is shown by the coding number superimposed on a particular area contained within the boundaries of the area shown on the Scheme Map.
- (6) The R-Codes apply to an area if the area has a coding number superimposed on it in accordance with subclause (5).

### 26. Modification of R-Codes

There are no modifications to the R-Codes.

### 27. Other planning codes to be read as part of Scheme

- (1) The planning codes set out in Table 4, modified as set out in clause 30, are to be read as part of this Scheme.

**Table 4 – Planning codes to be read as part of Scheme**

Planning codes to be read as part of Scheme
There are no other planning codes that are to be read as part of the Scheme.

- (2) The local government must ensure that each planning code set out in the Table to subclause (1) is published in accordance with clause 87 of the deemed provisions.
- (3) Subclause (2) is an ongoing publication requirement for the purposes of clause 87(5)(a) of the deemed provisions.

**28. Modification of planning codes**

There are no modifications to a planning code that, under clause 27, is to be read as part of the Scheme.

**29. Environmental conditions**

There are no environmental conditions imposed under the *Environmental Protection Act 1986* that apply to this Scheme.

**30. Additional site and development requirements**

- (1) Schedules 4 and 5 set out requirements relating to development that are additional to those set out in the R-Codes or other planning codes listed under clause 29, activity centre plans, local development plans or State or local planning policies.
- (2) To the extent that a requirement referred to in subclause (1) is inconsistent with a requirement in the R-Codes or other planning codes listed under clause 29, an activity centre plan, a local development plan or a State or local planning policy the requirement referred to in subclause (1) prevails.

**31. Additional site and development requirements for areas covered by structure plan, activity centre plan or local development plan**

There are no additional requirements that apply to this Scheme, other than those set out in Schedules 4 and 5.

**32. Variations to site and development requirements**

- (1) In this clause -  
***additional site and development requirements*** means requirements set out in clauses 30 and 31.
- (2) The local government may approve an application for a development approval that does not comply with an additional site and development requirements.
- (3) An approval under subclause (2) may be unconditional or subject to any conditions the local government considers appropriate.
- (4) If the local government is of the opinion that the non-compliance with an additional site and development requirement will mean that the development is likely to adversely affect any owners or occupiers in the general locality or in an area adjoining the site of the development the local government must -
  - (a) consult the affected owners or occupiers by following one or more of the provisions for advertising applications for development approval under clause 64 of the deemed provisions; and

- (b) have regard to any expressed views prior to making its determination to grant development approval under this clause.
- (5) The local government may only approve an application for development approval under this clause if the local government is satisfied that -
  - (a) approval of the proposed development would be appropriate having regard to the matters that the local government is to have regard to in considering an application for development approval as set out in clause 67 of the deemed provisions; and
  - (b) the non-compliance with the additional site and development requirement will not have a significant adverse effect on the occupiers or users of the development, the inhabitants of the locality or the likely future development of the locality.

### **33. Restrictive covenants**

- (1) A restrictive covenant affecting land in the Scheme area that would have the effect of limiting the number of residential dwellings which may be constructed on the land is extinguished or varied to the extent that the number of residential dwellings that may be constructed is less than the number that could be constructed on the land under this Scheme.
- (2) If subclause (1) operates to extinguish or vary a restrictive covenant
  - (a) development approval is required to construct a residential dwelling that would result in the number of residential dwellings on the land exceeding the number that would have been allowed under the restrictive covenant; and
  - (b) the local government must not grant development approval for the construction of the residential dwelling unless it gives notice of the application for development approval in accordance with clause 64 of the deemed provisions.

## Part 5 – Special control areas

### 34. Special control areas

- (1) Special control areas are marked on the Scheme Map according to the legend on the Scheme Map with a number as detailed below:
- SCA 1 – Development Contribution Areas
  - SCA 2 – Urban Development areas
  - SCA 3 – Marine Industry Technology Park
  - SCA 4 – South Beach
  - SCA 5 – Cockburn Central North (Muriel Court)
  - SCA 6 – Cockburn Central East (formerly Solomon Road)
  - SCA 7 – Port Coogee
  - SCA 8 – Cockburn Central Town Centre
  - SCA 9 – Cockburn Central Gateways Precinct
  - SCA 10 – Imlah Court and Prinsep Road, Jandakot
  - SCA 11 – Success – Bartram / Hammond Roads
  - SCA 12 – Packham North
  - SCA 13 – Old Coogee Hotel and Post Office
  - SCA 14 – Cockburn Coast
  - SCA 15 – Hammond Road North
  - SCA 16 – Banjup Quarry
  - SCA 17 – Rockingham Road, Hamilton Hill
  - SCA 18 – Blackwood Avenue
  - SCA 19 – Ghostgum Avenue
  - SCA 20 – Hamilton Senior High
  - SCA 21 – Corner of Phoenix and North Lake Roads
  - SCA 22 – Lake Coogee Urban Deferred Area
  - SCA 23 – Lots 100 and 701 Mayor Road, Coogee
  - SCA 24 – Glen Iris Estate, Jandakot
  - SCA 25 – Former Roe Highway Reservation (and surrounds)
  - SCA 26 – Jandakot Airport Environs
  - SCA 27 – Coolbellup Town Centre
  - SCA 28 – Former Korilla School Site (portion)
- (2) The purpose, objectives and additional provisions that apply to each special control area is set out in Schedule 6.

## Part 6 – Terms referred to in Scheme

### 35. Division 1 - General definitions used in Scheme

### 36. Terms used

- (1) If a word or expression used in this Scheme is listed in this clause, its meaning is as follows –

<b>building envelope</b>	means the area of land within which all buildings and effluent disposal facilities on a lot must be contained.
<b>building height</b>	in relation to a building - <ul style="list-style-type: none"> <li>(a) if the building is used for residential purposes, has the meaning given in the R-Codes; or</li> <li>(b) if the building is used for purposes other than residential purposes, means the maximum vertical distance between the natural ground level and the finished roof height directly above, excluding minor projections as that term is defined in the R-Codes.</li> </ul>
<b>cabin</b>	means a dwelling forming part of a tourist development or caravan park that is - <ul style="list-style-type: none"> <li>(a) an individual unit other than a chalet; and</li> <li>(b) designed to provide short-term accommodation for guests.</li> </ul>
<b>camp</b>	means any portable shed or hut, tent, tent fly, awning, blind or other portable thing used as or capable of being used for habitation and includes a vehicle other than a caravan.
<b>chalet</b>	means a dwelling forming part of a tourist development or caravan park that is - <ul style="list-style-type: none"> <li>(a) a self-contained unit that includes cooking facilities, bathroom facilities and separate living and sleeping areas; and</li> <li>(b) designed to provide short-term accommodation for guests.</li> </ul>
<b>commencement day</b>	means the day this Scheme comes into effect under section 87(4) of the Act.
<b>commercial vehicle</b>	means a vehicle, whether licenced or not, that has a gross vehicle mass of greater than 3.5 tonnes including - <ul style="list-style-type: none"> <li>(a) a utility, van, truck, tractor, bus or earthmoving equipment; and</li> <li>(b) a vehicle that is, or is designed to be an attachment to a vehicle referred to in paragraph (a).</li> </ul>
<b>floor area</b>	has meaning given in the Building Code.



<b>frontage</b>	<p>in relation to a building -</p> <p>(a) if the building is used for residential purposes, has the meaning given in the R-Codes; or</p> <p>(b) if the building is used for purposes other than residential purposes, means the road alignment at the front of a lot and, if a lot abuts 2 or more roads, the one to which the building or proposed building faces.</p>
<b>gross lettable area (GLA)</b>	means in relation to a building the area of all floors capable of being exclusively occupied and used by a tenant, which area is measured from the centre lines of joint partitions or walls and from the outside faces of external walls or the building alignment, including shop fronts, basements, mezzanines and storage areas.
<b>incidental use</b>	means a use of premises which is consequent on, or naturally attaching, appertaining or relating to, the predominant use.
<b>minerals</b>	has the meaning given in the <i>Mining Act 1978</i> section 8(1).
<b>native vegetation</b>	has the same meaning as "native vegetation" in Clause 51A of the <i>Environmental Protection Act 1986</i> (as amended) and as further defined by Clause 4 of the <i>Environmental Protection (Clearing of Native Vegetation) Regulations 2004</i> .
<b>net lettable area (NLA)</b>	<p>means the area of all floors within the internal finished surfaces of permanent walls but does not include the following areas -</p> <p>(a) stairs, toilets, cleaner's cupboards, lift shafts and motor rooms, escalators, tea rooms and plant rooms, and other service areas;</p> <p>(b) lobbies between lifts facing other lifts serving the same floor;</p> <p>(c) areas set aside as public space or thoroughfares and not for the exclusive use of occupiers of the floor or building;</p> <p>(d) areas set aside for the provision of facilities or services to the floor or building where those facilities are not for the exclusive use of occupiers of the floor or building.</p>
<b>non-conforming use</b>	has the meaning given in the <i>Planning and Development Act 2005</i> section 172.
<b>plot ratio</b>	means the ratio of the floor area of a building to an area of land within the boundaries of the lot or lots on which the building is located.
<b>precinct</b>	means a definable area where particular planning policies, guidelines or standards apply.
<b>predominant use</b>	means the primary use of premises to which all other uses carried out on the premises are incidental.
<b>retail</b>	means the sale or hire of goods or services to the public.
<b>shade tree</b>	means a tree which will grow to at least 5 metres in height and develop a natural canopy which will provide shade to at least 25m <sup>2</sup> on the ground at some time during the day, between the months of December and February of each year.

**short-term accommodation** means temporary accommodation provided either continuously or from time to time with no guest accommodated for periods totalling more than 3 months in any 12 month period.

**wall height** in relation to a wall of a building –

- (a) if the building is used for residential purposes, has the meaning given in the R-Codes; or
- (b) if the building is used for purposes other than residential purposes, means the vertical distance from the natural ground level of the boundary of the property that is closest to the wall to the point where the wall meets the roof or parapet.

**wholesale** means the sale of goods or materials to be sold by others.

(2) A word or expression that is not defined in this Scheme -

- (a) has the meaning it has in the *Planning and Development Act 2005*; or
- (b) if it is not defined in that Act - has the same meaning as it has in the R-Codes.

**37. Division 2 - Land use terms used in Scheme****38. Land use terms used**

If this Scheme refers to a category of land use that is listed in this provision, the meaning of that land use is as follows -

<b>abattoir</b>	means premises used commercially for the slaughtering of animals for the purposes of consumption as food products.
<b>agriculture – extensive</b>	means premises used for the raising of stock or crops including outbuildings and earthworks, but does not include agriculture – Intensive or animal husbandry - intensive.
<b>agriculture – intensive</b>	means premises used for commercial production purposes, including outbuildings and earthworks, associated with any of the following - <ul style="list-style-type: none"> <li>(a) the production of grapes, vegetables, flowers, exotic or native plants, or fruit or nuts;</li> <li>(b) the establishment and operation of plant or fruit nurseries;</li> <li>(c) the development of land for irrigated fodder production or irrigated pasture (including turf farms);</li> <li>(d) aquaculture.</li> </ul>
<b>amusement parlour</b>	means premises - <ul style="list-style-type: none"> <li>(a) that are open to the public; and</li> <li>(b) that are used predominantly for amusement by means of amusement machines including computers; and</li> <li>(c) where there are 2 or more amusement machines.</li> </ul>
<b>animal establishment</b>	means premises used for the breeding, boarding, training or caring of animals for commercial purposes but does not include animal husbandry - intensive or veterinary centre.
<b>animal husbandry – intensive</b>	means premises used for keeping, rearing or fattening of pigs, poultry (for either egg or meat production), rabbits (for either meat or fur production) or other livestock in feedlots, sheds or rotational pens.
<b>art gallery</b>	means premises - <ul style="list-style-type: none"> <li>(a) that are open to the public; and</li> <li>(b) where artworks are displayed for viewing or sale.</li> </ul>
<b>bed and breakfast</b>	means a dwelling - <ul style="list-style-type: none"> <li>(a) used by a resident of the dwelling to provide short-term accommodation, including breakfast, on a commercial basis for not more than 4 adult persons or one family; and</li> <li>(b) containing not more than 2 guest bedrooms.</li> </ul>
<b>betting agency</b>	means an office or totalisator agency established under the <i>Racing and Wagering Western Australia Act 2003</i> .
<b>brewery</b>	means premises the subject of a producer's licence authorising the production of beer, cider or spirits granted under the <i>Liquor Control Act 1988</i> .

<b>bulky goods showroom</b>	<p>means premises -</p> <p>(a) used to sell by retail any of the goods and accessories of the following types that are principally used for domestic purposes -</p> <ul style="list-style-type: none"> <li>(i) automotive parts and accessories;</li> <li>(ii) camping, outdoor and recreation goods;</li> <li>(iii) electric light fittings;</li> <li>(iv) animal supplies including equestrian and pet goods;</li> <li>(v) floor and window coverings;</li> <li>(vi) furniture, bedding, furnishings, fabrics, manchester and homewares;</li> <li>(vii) household appliances, electrical goods and home entertainment goods;</li> <li>(viii) party supplies;</li> <li>(ix) office equipment and supplies;</li> <li>(x) babies' and children's goods, including play equipment and accessories;</li> <li>(xi) sporting, cycling, leisure, fitness goods and accessories;</li> <li>(xii) swimming pools. or</li> </ul> <p>(b) used to sell goods and accessories by retail if vehicular access is required to the premises for the purpose of collection of purchased goods.</p>
<b>camping ground</b>	means an area of land on which camps, but not caravans, are situated for habitation.
<b>caravan park</b>	means premises that are a caravan park as defined in the <i>Caravan Parks and Camping Grounds Act 1995</i> section 5(1).
<b>caretaker's dwelling</b>	means a dwelling on the same site as a building, operation or plant, and occupied by a supervisor of that building, operation or plant.
<b>car park</b>	<p>means premises used primarily for parking vehicles whether open to the public or not but does not include -</p> <ul style="list-style-type: none"> <li>(a) any part of a public road used for parking or for a taxi rank; or</li> <li>(b) any premises in which cars are displayed for sale.</li> </ul>
<b>child care premises</b>	<p>means premises where -</p> <ul style="list-style-type: none"> <li>(a) an education and care service as defined in the <i>Education and Care Services National Law (Western Australia)</i> Section 5(1), other than a family day care service as defined in that section, is provided; or</li> <li>(b) a child care service as defined in the <i>Child Care Services Act 2007</i> section 4 is provided.</li> </ul>
<b>cinema / theatre</b>	means premises where the public may view a motion picture or theatrical production.
<b>civic use</b>	means premises used by a government department, an instrumentality of the State or the local government for administrative, recreational or other purposes.

<b>club premises</b>	means premises used by a legally constituted club or association or other body of persons united by a common interest.
<b>commercial vehicle parking</b>	commercial vehicle parking means premises used for parking of one or two commercial vehicles but does not include — (a) any part of a public road used for parking or for a taxi rank; or (b) parking of commercial vehicles incidental to the predominant use of the land.
<b>community purpose</b>	means premises designed or adapted primarily for the provision of educational, social or recreational facilities or services by organisations involved in activities for community benefit.
<b>consulting rooms</b>	means premises used by no more than 2 health practitioners at the same time for the investigation or treatment of human injuries or ailments and for general outpatient care.
<b>convenience store</b>	means premises - (a) used for the retail sale of convenience goods commonly sold in supermarkets, delicatessens or newsagents; and (b) operated during hours which include, but may extend beyond, normal trading hours; and (c) the floor area of which does not exceed 300m <sup>2</sup> net lettable area.
<b>corrective institution</b>	means premises used to hold and reform persons committed to it by a court, such as a prison or other type of detention facility.
<b>educational establishment</b>	means premises used for the purposes of providing education including premises used for a school, higher education institution, business college, academy or other educational institution.
<b>exhibition centre</b>	means premises used for the display, or display and sale, of materials of an artistic, cultural or historical nature including a museum.
<b>family day care</b>	means premises where a family day care service as defined in the <i>Education and Care Services National Law (Western Australia)</i> is provided.
<b>fast food outlet / lunch bar</b>	means premises used for the preparation, sale and serving of food to customers in a form ready to be eaten without further preparation; and primarily off the premises but does not include premises that include a facility for drive-through service.
<b>fast food outlet – drive thru</b>	means premises, used for the preparation, sale and serving of food to customers in a form ready to be eaten without further preparation, including premises with a facility for drive-through service.

<b>freeway service centre</b>	<p>means premises that has direct access to a freeway and which provides all the following services or facilities and may provide other associated facilities or services but does not provide bulk fuel services -</p> <ul style="list-style-type: none"> <li>(a) service station facilities;</li> <li>(b) emergency breakdown repair for vehicles;</li> <li>(c) charging points for electric vehicles;</li> <li>(d) facilities for cyclists;</li> <li>(e) restaurant, cafe or fast food services;</li> <li>(f) take-away food retailing;</li> <li>(g) public ablution facilities, including provision for disabled access and infant changing rooms;</li> <li>(h) parking for passenger and freight vehicles;</li> <li>(i) outdoor rest stop facilities such as picnic tables and shade areas.</li> </ul>
<b>fuel depot</b>	<p>means premises used for the storage and sale in bulk of solid or liquid or gaseous fuel but does not include premises used -</p> <ul style="list-style-type: none"> <li>(a) as a service station; or</li> <li>(b) for the sale of fuel by retail into a vehicle for use by the vehicle.</li> </ul>
<b>funeral parlour</b>	<p>means premises used -</p> <ul style="list-style-type: none"> <li>(a) to prepare and store bodies for burial or cremation; and/or</li> <li>(b) to conduct funeral services.</li> </ul>
<b>garden centre</b>	<p>means premises used for the propagation, rearing and sale of plants, and the storage and sale of products associated with horticulture and gardens.</p>
<b>holiday accommodation</b>	<p>means 2 or more dwellings on one lot used to provide short term accommodation for persons other than the owner of the lot.</p>
<b>holiday house</b>	<p>means a single dwelling on one lot used to provide short-term accommodation but does not include a bed and breakfast.</p>
<b>home business</b>	<p>means a dwelling or land around a dwelling used by an occupier of the dwelling to carry out a business, service or profession if the carrying out of the business, service or profession -</p> <ul style="list-style-type: none"> <li>(a) does not involve employing more than 2 people who are not members of the occupier's household; and</li> <li>(b) will not cause injury to or adversely affect the amenity of the neighbourhood; and</li> <li>(c) does not occupy an area greater than 50m<sup>2</sup>; and</li> <li>(d) does not involve the retail sale, display or hire of any goods unless the sale, display or hire is done only by means of the Internet; and</li> <li>(e) does not result in traffic difficulties as a result of the inadequacy of parking or an increase in traffic volumes in the neighbourhood; and</li> <li>(f) does not involve the presence, use or calling of a vehicle more</li> </ul>

	than 4.5 tonnes tare weight; and
	(g) does not involve the use of an essential service that is greater than the use normally required in the zone in which the dwelling is located.
<b>home occupation</b>	<p>means a dwelling or land around a dwelling used by an occupier of the dwelling to carry out an occupation if the carrying out of the occupation -</p> <ul style="list-style-type: none"> <li>(a) does not involve employing a person who is not a member of the occupier's household; and</li> <li>(b) will not cause injury to or adversely affect the amenity of the neighbourhood; and</li> <li>(c) does not occupy an area greater than 20m<sup>2</sup>; and</li> <li>(d) does not involve the display on the premises of a sign with an area exceeding 0.2m<sup>2</sup>; and</li> <li>(e) does not involve the retail sale, display or hire of any goods unless the sale, display or hire is done only by means of the Internet; and</li> <li>(f) does not - <ul style="list-style-type: none"> <li>(i) require a greater number of parking spaces than normally required for a single dwelling; or</li> <li>(ii) result in an increase in traffic volume in the neighbourhood; and</li> </ul> </li> <li>(g) does not involve the presence, use or calling of a vehicle more than 4.5 tonnes tare weight; and</li> <li>(h) does not include provision for the fuelling, repair or maintenance of motor vehicles; and</li> <li>(i) does not involve the use of an essential service that is greater than the use normally required in the zone in which the dwelling is located.</li> </ul>
<b>home office</b>	<p>means a dwelling used by an occupier of the dwelling to carry out a home occupation if the carrying out of the occupation -</p> <ul style="list-style-type: none"> <li>(a) is solely within the dwelling; and</li> <li>(b) does not entail clients or customers travelling to and from the dwelling; and</li> <li>(c) does not involve the display of a sign on the premises; and</li> <li>(d) does not require any change to the external appearance of the dwelling.</li> </ul>
<b>home store</b>	<p>means a shop attached to a dwelling that -</p> <ul style="list-style-type: none"> <li>(a) has a net lettable area not exceeding 100m<sup>2</sup>; and</li> <li>(b) is operated by a person residing in the dwelling.</li> </ul>
<b>hospital</b>	means premises used as a hospital as defined in the <i>Hospitals and Health Services Act 1927</i> section 2(1).
<b>hotel</b>	means premises the subject of a hotel licence other than a small bar or tavern licence granted under the <i>Liquor Control Act 1988</i> including any betting agency on the premises.



<b>independent living complex</b>	means a development with self-contained, independent dwellings for aged or dependent persons together with communal amenities and facilities for residents and staff that are incidental and ancillary to the provision of such accommodation, but does not include a development which includes these features as a component of a residential aged care facility.
<b>industry</b>	means premises used for the manufacture, dismantling, processing, assembly, treating, testing, servicing, maintenance or repairing of goods, products, articles, materials or substances and includes facilities on the premises for any of the following purposes - <ul style="list-style-type: none"> <li>(a) the storage of goods;</li> <li>(b) the work of administration or accounting;</li> <li>(c) the selling of goods by wholesale or retail;</li> <li>(d) the provision of amenities for employees;</li> <li>(e) incidental purposes.</li> </ul>
<b>industry extractive</b>	– means premises, other than premises used for mining operations, that are used for the extraction of basic raw materials including by means of ripping, blasting or dredging and may include facilities for any of the following purposes - <ul style="list-style-type: none"> <li>(a) the processing of raw materials including crushing, screening, washing, blending or grading;</li> <li>(b) activities associated with the extraction of basic raw materials including wastewater treatment, storage, rehabilitation, loading, transportation, maintenance and administration.</li> </ul>
<b>industry – light</b>	means premises used for an industry where impacts on the amenity of the area in which the premises is located can be mitigated, avoided or managed.
<b>industry – primary production</b>	means premises used - <ul style="list-style-type: none"> <li>(a) to carry out a primary production business as that term is defined in the <i>Income Tax Assessment Act 1997</i> (Commonwealth) section 995-1; or</li> <li>(b) for a workshop servicing plant or equipment used in primary production businesses.</li> </ul>
<b>liquor store – large</b>	means premises the subject of a liquor store licence granted under the <i>Liquor Control Act 1988</i> with a net lettable area of more than 300m <sup>2</sup> .
<b>liquor store – small</b>	means premises the subject of a liquor store licence granted under the <i>Liquor Control Act 1988</i> with a net lettable area of not more than 300m <sup>2</sup> .
<b>marina</b>	means - <ul style="list-style-type: none"> <li>(a) premises used for providing mooring, fuelling, servicing, repairing, storage and other facilities for boats, including the associated sale of any boating gear or equipment; and</li> <li>(b) all jetties, piers, embankments, quays, moorings, offices and storerooms used in connection with the provision of those services.</li> </ul>

<b>marina filling station</b>	means premises used for the storage and supply of liquid fuels and lubricants for marine craft.
<b>market</b>	means premises used for the display and sale of goods from stalls by independent vendors.
<b>medical centre</b>	means premises other than a hospital used by 3 or more health practitioners at the same time for the investigation or treatment of human injuries or ailments and for general outpatient care.
<b>mining operations</b>	means premises where mining operations, as that term is defined in the <i>Mining Act 1978</i> section 8(1), is carried out.
<b>motel</b>	means premises, which may be licensed under the <i>Liquor Control Act 1988</i> - <ul style="list-style-type: none"> <li>(a) used to accommodate guests in a manner similar to a hotel; and</li> <li>(b) with specific provision for the accommodation of guests with motor vehicles.</li> </ul>
<b>motor vehicle, boat or caravan sales</b>	means premises used to sell or hire motor vehicles, boats or caravans.
<b>motor vehicle repair</b>	means premises used for or in connection with - <ul style="list-style-type: none"> <li>(a) electrical and mechanical repairs, or overhauls, to vehicles other than panel beating, spray painting or chassis reshaping of vehicles; or</li> <li>(b) repairs to tyres other than recapping or retreading of tyres.</li> </ul>
<b>motor vehicle wash</b>	means premises primarily used to wash motor vehicles.
<b>nightclub</b>	means premises the subject of a nightclub licence granted under the <i>Liquor Control Act 1988</i> .
<b>office</b>	means premises used for administration, clerical, technical, professional or similar business activities.
<b>park home park</b>	means premises used as a park home park as defined in the <i>Caravan Parks and Camping Grounds Regulations 1997</i> Schedule 8.
<b>place of worship</b>	means premises used for religious activities such as a chapel, church, mosque, synagogue or temple.
<b>reception centre</b>	means premises used for hosted functions on formal or ceremonial occasions.
<b>recreation – private</b>	means premises that are - <ul style="list-style-type: none"> <li>(a) used for indoor or outdoor leisure, recreation or sport; and</li> <li>(b) not usually open to the public without charge.</li> </ul>

<b>residential aged care facility</b>	<p>A residential facility providing personal and/or nursing care primarily to people who are frail and aged or dependent persons which, as well as accommodation, includes:</p> <ul style="list-style-type: none"> <li>(a) appropriate staffing to meet the nursing and personal care needs of residents;</li> <li>(b) meals and cleaning services;</li> <li>(c) furnishings, furniture and equipment.</li> </ul> <p>This may consist of multiple components that include communal amenities and facilities for residents and staff that are incidental and ancillary to the provision of such accommodation, residential respite (short-term) care, and/or an independent living complex, but does not include a hospital, rehabilitation or psychiatric facility.</p>
<b>resource recovery centre</b>	means premises other than a waste disposal facility used for the recovery of resources from waste.
<b>restaurant / cafe</b>	means premises primarily used for the preparation, sale and serving of food and drinks for consumption on the premises by customers for whom seating is provided, including premises that are licenced under the <i>Liquor Control Act 1988</i> .
<b>restricted premises</b>	<p>means premises used for the sale by retail or wholesale, or the offer for hire, loan or exchange, or the exhibition, display or delivery of -</p> <ul style="list-style-type: none"> <li>(a) publications that are classified as restricted under the <i>Classification (Publications, Films and Computer Games) Act 1995</i> (Commonwealth); and</li> <li>(b) materials, compounds, preparations or articles which are used or intended to be used primarily in or in connection with any form of sexual behaviour or activity; or</li> <li>(c) smoking-related implements.</li> </ul>
<b>road house</b>	<p>means premises that has direct access to a State road other than a freeway and which provides the services or facilities provided by a freeway service centre and may provide any of the following facilities or services -</p> <ul style="list-style-type: none"> <li>(a) a full range of automotive repair services;</li> <li>(b) wrecking, panel beating and spray painting services;</li> <li>(c) transport depot facilities;</li> <li>(d) short-term accommodation for guests;</li> <li>(e) facilities for being a muster point in response to accidents, natural disasters and other emergencies.</li> </ul>
<b>rural home business</b>	<p>means a dwelling or land around a dwelling used by an occupier of the dwelling to carry out a business, service or profession if the carrying out of the business, service or occupation -</p> <ul style="list-style-type: none"> <li>(a) does not involve employing more than 2 people who are not members of the occupier's household; and</li> <li>(b) will not cause injury to or adversely affect the amenity of the neighbourhood; and</li> <li>(c) does not occupy an area greater than 200m<sup>2</sup>; and</li> <li>(d) does not involve the retail sale, display or hire of any goods unless the sale, display or hire is done only by means of the</li> </ul>

	Internet; and
	(e) does not result in traffic difficulties as a result of the inadequacy of parking or an increase in traffic volumes in the neighbourhood; and
	(f) does not involve the presence, use or calling of more than 3 vehicles at any one time or of a vehicle more than 30 tonnes gross weight.
<b>rural pursuit / hobby farm</b>	means any premises, other than premises used for agriculture - extensive or agriculture - intensive, that are used by an occupier of the premises to carry out any of the following activities if carrying out of the activity does not involve permanently employing a person who is not a member of the occupier's household - <ul style="list-style-type: none"> <li>(a) the rearing, agistment, stabling or training of animals;</li> <li>(b) the keeping of bees;</li> <li>(c) the sale of produce grown solely on the premises.</li> </ul>
<b>short-term rental accommodation – hosted</b>	means a maximum of one dwelling offered for short-term letting where a permanent resident (host) lives on the site, including during the duration of the guests' stay.
<b>short-term rental accommodation – unhosted (small)</b>	means a maximum of one dwelling or a building used, adapted, or designed to be used for the purpose of human habitation that is offered for short-term letting with arrangements for 6 or less people, for more than a total of 90 nights within a 12-month period, where a permanent resident (host) is not present.
<b>short-term rental accommodation – unhosted (large)</b>	means a maximum of one dwelling or a building used, adapted, or designed to be used for the purpose of human habitation offered for short-term letting with arrangements for 7 or more people, for more than 90 nights within a 12-month period, where a permanent resident (host) is not present.
<b>serviced apartment</b>	means a group of units or apartments providing - <ul style="list-style-type: none"> <li>(a) self-contained short-stay accommodation for guests; and</li> <li>(b) any associated reception or recreational facilities.</li> </ul>
<b>service station</b>	means premises other than premises used for a transport depot, panel beating, spray painting, major repairs or wrecking, that are used for - <ul style="list-style-type: none"> <li>(a) the retail sale of petroleum products, motor vehicle accessories and goods of an incidental or convenience nature; or</li> <li>(b) the carrying out of greasing, tyre repairs and minor mechanical repairs to motor vehicles.</li> </ul>
<b>shop</b>	means premises other than a bulky goods showroom, a liquor store large or a liquor store - small used to sell goods by retail, to hire goods, or to provide services of a personal nature, including hairdressing or beauty therapy services.
<b>small bar</b>	means premises the subject of a small bar licence granted under the <i>Liquor Control Act 1988</i> .
<b>tavern</b>	means premises the subject of a tavern licence granted under the <i>Liquor Control Act 1988</i> .

<b>telecommunications infrastructure</b>	means premises used to accommodate the infrastructure used by or in connection with a telecommunications network including any line, equipment, apparatus, tower, antenna, tunnel, duct, hole, pit or other structure related to the network.
<b>tourist development</b>	means a building, or a group of buildings forming a complex, other than short-term rental accommodation, a caravan park or holiday accommodation, used to provide - <ul style="list-style-type: none"> <li>(a) short-term accommodation for guests; and</li> <li>(b) onsite facilities for the use of guests; and</li> <li>(c) facilities for the management of the development.</li> </ul>
<b>trade display</b>	means premises used for the display of trade goods and equipment for the purpose of advertisement.
<b>trade supplies</b>	means premises used to sell by wholesale or retail, or to hire, assemble or manufacture any materials, tools, equipment, machinery or other goods used for any of the following purposes including goods which may be assembled or manufactured off the premises - <ul style="list-style-type: none"> <li>(a) automotive repairs and servicing;</li> <li>(b) building including repair and maintenance;</li> <li>(c) industry;</li> <li>(d) landscape gardening;</li> <li>(e) provision of medical services;</li> <li>(f) primary production;</li> <li>(g) use by government departments or agencies, including local government.</li> </ul>
<b>transport depot</b>	means premises used primarily for the parking or garaging of 3 or more commercial vehicles including - <ul style="list-style-type: none"> <li>(a) any ancillary maintenance or refueling of those vehicles; and</li> <li>(b) any ancillary storage of goods brought to the premises by those vehicles; and</li> <li>(c) the transfer of goods or persons from one vehicle to another.</li> </ul>
<b>tree farm</b>	means land used commercially for tree production where trees are planted in blocks of more than one hectare, including land in respect of which a carbon right is registered under the <i>Carbon Rights Act 2003</i> section 5.
<b>veterinary centre</b>	means premises used to diagnose animal diseases or disorders, to surgically or medically treat animals, or for the prevention of animal diseases or disorders.
<b>warehouse / storage</b>	means premises including indoor or outdoor facilities used for - <ul style="list-style-type: none"> <li>(a) the storage of goods, equipment, plant or materials; or</li> <li>(b) the display or the sale by wholesale of goods.</li> </ul>
<b>waste disposal facility</b>	means premises used - <ul style="list-style-type: none"> <li>(a) for the disposal of waste by landfill; or</li> <li>(b) the incineration of hazardous, clinical or biomedical waste.</li> </ul>

<b>waste storage facility</b>	means premises used to collect, consolidate, temporarily store or sort waste before transfer to a waste disposal facility or a resource recovery facility on a commercial scale.
<b>wind farm</b>	means premises used to generate electricity by wind force and any associated turbine, building or other structure but does not include anemometers or turbines used primarily to supply electricity for a domestic property or for private rural use.
<b>winery</b>	means premises used for the production of viticultural produce and associated sale of the produce.
<b>workforce accommodation</b>	<p>means premises, which may include modular or relocatable buildings, used -</p> <ul style="list-style-type: none"><li>(a) primarily for the accommodation of workers engaged in construction, resource, agricultural or other industries on a temporary basis; and</li><li>(b) for any associated catering, sporting and recreation facilities for the occupants and authorised visitors.</li></ul>

## Schedule A – Supplemental provisions to the deemed provisions

These provisions are to be read in conjunction with the deemed provisions (Schedule 2) contained in the *Planning and Development (Local Planning Schemes) Regulations 2015*.

### 13B Tree Preservation

#### (1) Interpretation

For the purposes of this clause, unless otherwise specified:

- (a) 'Cut' includes prune, lop, damage, destroy, injure or interfere;
- (b) 'Emergency Order' means an order made under sub-clause 13B(4);
- (c) 'Order' means a proposed order, an amendment or revocation of an existing Significant Tree List designation order made under sub-clause 13B(2) and includes an Emergency Order;
- (d) 'Protected Tree' includes a tree which is on the Significant Tree List or is the subject of an Order;
- (e) 'Significant Tree List' means the Local Government Inventory/Local Heritage Survey Significant Tree List; and
- (f) 'Tree' includes a single tree, a group of trees, or other vegetation.

#### (2) Tree Preservation Orders

In addition to trees included on the Significant Tree List or required to be preserved under a condition of a development approval, pursuant to this clause, the local government may:

- (a) serve an order for the preservation and maintenance of a tree growing wholly or partially on land inclusive of any overhang or extension of canopy or root systems, for which the local government considers to be consistent with the adopted significant tree criteria as per the Local Government Inventory Heritage List Significant Tree List (Order); or
- (b) order the amendment or revocation of an existing Significant Tree List designation, in relation to a tree which the local government no longer considers to be consistent with the adopted significant tree criteria as per the Local Government Inventory Heritage List Significant Tree List; or
- (c) determine that sub-clause 13B(4) applies to a specified tree.

#### (3) Notice of Tree Preservation Orders

- (a) Subject to sub-clause 13B(2), the local government must give notice of the proposed Order, for a minimum of 14 days or such other period determined by the local government, to the owners and occupiers of the land on which the tree is located.
- (b) Subject to sub-clause 13B(2), the local government must consider any

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written submissions received after the notice period specified above and must thereafter advise the owners and occupiers of the land on which the tree is located of its decision in accordance with sub-clause 13B(7).

- (c) Subject to sub-clause 13B(2)(b), where an existing Significant Tree List designation has been amended or revoked, the local government will undertake all reasonable efforts to advise the original nominator(s), and owner(s) of the land on which the tree is located.

**(4) Emergency Tree Preservation Orders**

- (a) Where the local government considers there is a risk of imminent damage to a specified tree, the local government may determine that an emergency tree preservation order (Emergency Order) is appropriate.
- (b) Where the local government makes an Emergency Order for a specified tree, notwithstanding sub-clause 13B(3), the Emergency Order is effective from the date that written notice of the Emergency Order is given to the owner or owners of the land on which the specified tree is located and remains in effect until the local government gives notice in writing of its decision as to whether the Order is made in accordance with sub-clause 13B(3).

**(5) Destruction of trees**

A person shall not, otherwise than in accordance with any written consent of the local government:

- (a) cut, remove or otherwise destroy any Protected Tree; or
- (b) cause or permit to be cut, removed or otherwise destroy any Protected Tree.

**(6) Biosecurity of trees**

Sub-clause 13B(5) does not apply to any Protected Trees which are cut, removed or otherwise destroyed in accordance with an express written direction or requirement of a State Government Department in response to plant biosecurity issues.

**(7) Notice of decision**

Where a local government makes a decision under sub-clause 13B(2), 13B(3) or 13B(4), that decision must:

- (a) be in writing;
- (b) specify the tree to which the decision applies;
- (c) specify the date from which the decision is to take effect; and
- (d) specify any conditions or works required for the specified tree.

The local government must update the Significant Tree List accordingly following any decision under sub-clause 13B(2) or sub-clause 13B(4).

**(8) Register of Tree Preservation Orders**

The register of Orders shown on the Significant Tree List is available for public inspection:

- (a) at the local government offices during work hours; and
- (b) on the local government website at any time.

**18A Concurrent advertising of structure plans and local planning scheme amendments**

The local government may advertise a proposed structure plan associated with any proposal to amend the local planning scheme concurrently.

**CI.61(1) – Development for which development approval is not required (additions to the Deemed Provisions)**

Addition of the following rows into the table identified under clause 61(1)(b): for which development approval of the local government is not required:

	Column 1 – Works	Column 2 - Conditions
6.1	The erection on a lot of a single house, including extensions and ancillary outbuilding (where there is an existing dwelling on the lot) in the Rural Water Protection zone.	<ol style="list-style-type: none"> <li>Where the lot contains a building envelope and all works are contained within a building envelope applying to the lot, and no additional access is established.</li> <li>Where outbuildings and lean-tos comply with the required setbacks and are located wholly behind the front wall of main dwelling (facing the primary street) and have a maximum wall height of 5 metres and a maximum ridge height of 7 metres.</li> <li>Where all outbuildings and lean-tos on the site have a maximum combined floor area of 300m<sup>2</sup>.</li> <li>Where development does not include any clearing of native vegetation.</li> </ol> <p><i>Note: In bushfire prone areas development approval may still be required under clause 78D (3) of the Deemed Provisions where the bushfire attack level is BAL-40 or BAL-Flame Zone.</i></p>
6.2	The erection on a lot of a single house, including extensions and ancillary outbuilding (where there is an existing dwelling on the lot) in the Rural zone.	<ol style="list-style-type: none"> <li>Where a single house complies with the required setbacks and is not within the 50 metre buffer to a designated Resource Enhancement Wetland or Conservation Category Wetland.</li> <li>Where outbuildings and lean-tos comply with the required setbacks and are located wholly behind the front wall of main dwelling (facing the primary street) and have a maximum wall height of 5 metres and a maximum ridge height of 7 metres.</li> <li>Where all outbuildings and lean-tos on the site have a maximum combined floor area of 300m<sup>2</sup>.</li> <li>Where development does not include any clearing of native vegetation.</li> </ol> <p><i>Note: In bushfire prone areas development approval may still be required under clause 78D (3) of the Deemed Provisions where the bushfire attack level is BAL-40 or BAL-Flame Zone.</i></p>

	Column 1 – Works	Column 2 - Conditions
22.	The erection on a lot of a single house, including extensions and ancillary outbuilding (where there is an existing dwelling of the lot) in 'R9' of the Rural zone (Rural Living Precinct)	<ol style="list-style-type: none"> <li>Where a single house complies with the required setbacks and is not within the 50 metre buffer to a designated Resource Enhancement Wetland or Conservation Category Wetland.</li> <li>Where outbuildings and lean-tos are located wholly behind the main dwelling (facing the primary street) and have a maximum wall height of 4.5 metres and a maximum ridge height of 6 metres.</li> <li>Where all outbuildings and lean-tos on the site have a maximum combined floor area of 200m<sup>2</sup>.</li> <li>Where development does not include clearing of native vegetation.</li> </ol> <p><i>Note: In bushfire prone areas development approval may still be required under clause 78D (3) of the Deemed Provisions where the bushfire attack level is BAL-40 or BAL-Flame Zone.</i></p>
23.	The erection of two grouped dwellings including any ancillary outbuildings and swimming pools.	<ol style="list-style-type: none"> <li>Where a grouped dwelling is designated with the symbol 'P' in the cross-reference to that Use Class and Zone in the Zoning Table, and where the development is consistent with Local Planning Policy No. 1.2 (Residential Design Guidelines) or equivalent and the Residential Design Codes.</li> <li>Where it complies with the provisions of a Local Development Plan.</li> <li>Where it is not a heritage-protected place.</li> </ol>
24.	The erection of a dividing fence in the General Industry, Light Industry, Service Commercial and Strategic Industry zone.	<ol style="list-style-type: none"> <li>Where the boundary is not adjacent to a primary or secondary street or land that is zoned Residential or Urban Development or contains residential uses.</li> <li>Where the fence complies with the local government fencing local laws.</li> <li>Where it is not a heritage-protected place and does not adjoin a heritage-protected place.</li> </ol>

**CI.61(2) – Uses for which development approval is not required (additions to the Deemed Provisions)**

Addition of the following uses to Clause 61(2) for which development approval of the local government is not required:

	Use	Zones	Conditions
6.1.2(i)	Family day care	All zones	<ol style="list-style-type: none"> <li>Compliance with the relevant applicable Family Day Care legislation and regulations.</li> <li>A maximum of seven children aged up to 13 years, including the educators' own children or children who reside at the dwelling.</li> </ol>
6.1.2(j)	Parking of commercial vehicles	Rural zone (outside R9 - Rural Living Precinct)	<ol style="list-style-type: none"> <li>Maximum of two commercial vehicles may be parked on land owned by the owner of the vehicles.</li> </ol>

	Use	Zones	Conditions
6.1.2(k)	Parking of one commercial vehicle	Rural Water Protection and R9 (Rural Living Precinct)	<ol style="list-style-type: none"> <li>1. The vehicle is parked on a lot containing only a single house.</li> <li>2. The vehicle forms an essential part of the occupation of an occupant of the dwelling.</li> <li>3. Any repairs undertaken on the lot must be carried out in an area which is fully screened from the street and adjoining properties.</li> <li>4. It is not likely to adversely affect the amenity of the surrounding land.</li> </ol>

**CI.67(2) – Consideration of application by local government**

Addition of the following matters to be considered by local government under clause 67(2):

67(2)(zc) Any advice of the Design Review Panel.

**SCHEDULES -**

1. *Additional uses*
2. *Restricted uses*
3. *Special use zones*
4. *Additional site and development requirements*
5. *Parking standards*
6. *Special control areas*
7. *Development Contribution Plans*
8. *Provisions relating to Development Contribution Plans*

**SCHEDULE 1 – ADDITIONAL USES**

No.	Description of Land	Additional Use	Conditions
<b>A1</b>	<p>Lots 701, 702 and 703 (excluding Bush Forever Area 388C) Jandakot Road, Jandakot.</p> <p>(Former Lots 101, 103 and 104 Jandakot Road, Jandakot)</p>	<ul style="list-style-type: none"> <li>• Industry (A)</li> <li>• Garden centre (D)</li> <li>• Warehouse / storage (D)</li> <li>• Bulky goods showroom (D)</li> </ul>	<ol style="list-style-type: none"> <li>1. 'Industry' land uses are restricted to the production of masonry and incidental associated uses.</li> <li>2. 'Garden Centre', 'Warehouse/storage', and 'Bulky goods showroom' are only permissible where the display, selling, hiring or storage of goods, equipment, plant or materials and the incidental site activities do not pose risk of pollution to the below ground public drinking water source.</li> <li>3. All development is to have due regard to a Local Development Plan prepared for the A1 area. The Local Development Plan is to address the following: <ol style="list-style-type: none"> <li>a) The standards to be applied for physical development in order to ensure the protection of the below ground public drinking water source;</li> <li>b) Building design, and vehicle access and egress arrangements to minimise the amenity impact to surrounding properties;</li> <li>c) Noise mitigation measures pursuant to the details of an acoustic report where required;</li> <li>d) Interface controls and/or measures with regard to Bush Forever Area 388, including, but not limited to; a hard road edge within the AU1 area abutting the Bush Forever area and/or bushland identified for protection; Bushfire mitigation measures being provided outside the Bush Forever area within the AU1 area; an appropriate wetland buffer, if considered relevant by the assessing authority, and; drainage to be contained within the A1 area;</li> <li>e) Identify revegetation areas to be used as a buffer between adjoining environmental and rural living land uses; and</li> <li>f) Identify land on Lot 703 required for the upgrade of Jandakot Road, which may form part of the A1 area.</li> </ol> </li> <li>4. No bulk storage of green-waste, compost or Toxic or Hazardous Substances (THS) are permitted above 25 litres in total volume, excluding fuel within vehicle fuel tanks. THS includes pesticides, herbicides, fuel (storage), explosives, flammable liquids, cleaners, alcohol, fertilisers other than on Lot 702 under current development approvals), medical or veterinary chemicals, pool chemicals and corrosive substances; inclusive of the substances listed in the <i>Poisons Act 1964</i></li> </ol>

No.	Description of Land	Additional Use	Conditions
			<p>(Appendix B). These substances may only be stored in volumes above 25 litres if contained within domestic sized packages ready for end use in domestic situations.</p> <p>3. Development of any Warehouse / storage or Bulky goods showroom uses must be connected to reticulated sewer.</p> <p>4. Any applications for the development of any Warehouse/storage, or Bulky goods showroom use are subject to the preparation, implementation and update the following documents to the satisfaction of the local government:</p> <p>a) Site Chemical Risk Assessment report;</p> <p>b) Dust Management Plan; and</p> <p>c) Acoustic report.</p> <p>5. No below ground storage is permitted.</p> <p>6. As part of any future application for subdivision and/or development, land identified for the upgrade of Jandakot Road is to be ceded free of cost and constructed by the Applicant as follows:</p> <p>a) The amount of land to be ceded from the A1 area is to form a single carriage way as depicted on an approved Local Development Plan; and</p> <p>b) The Applicant is required to construct the ceded land as one additional carriageway to Jandakot Road.</p> <p>7. As part of the first application for subdivision and/or development, the Applicant shall cede land within the Bush Forever Site free of cost to the Crown.</p> <p>8. Notwithstanding any subdivision provisions in the Scheme, the minimum lot size for subdivision is 2 hectares.</p>
<b>A2</b>	Kennel Precinct Acourt Road, Warton Road, Hybrid Court and Hebe Road, Banjup. <i>Former AU7</i>	<ul style="list-style-type: none"> <li>Animal establishment (D)</li> </ul>	Development Approval.
<b>A3</b>	Lots 1173 to 1178, 1186 on Diagram 99272 Lanao Way, Atwell. <i>Former AU8</i>	<ul style="list-style-type: none"> <li>Civic use (P)</li> <li>Consulting rooms (P)</li> <li>Child care centre (D)</li> <li>Recreation – private (P)</li> <li>Medical centre (D)</li> <li>Exhibition centre (D)</li> <li>Office (P)</li> <li>Restaurant / cafe (P)</li> <li>Educational establishment (A)</li> <li>Place of worship (A)</li> </ul>	<p>1. The following design requirements shall apply:</p> <p><b>Building Location:</b> The buildings shall have a maximum front setback to the 'main street' of 3.0 metres. Nil side setbacks are permitted.</p> <p><b>Building Frontage:</b> Buildings shall have frontages to the 'main street', with windows / doors comprising not less than 50% of the facade.</p> <p><b>Carparking:</b> No parking will be allowed in front of the building.</p> <p>Reciprocal parking arrangements with</p>



No.	Description of Land	Additional Use	Conditions
			<p>other "main street" developments will be considered.</p> <p><b>Service Areas:</b> All service areas are to be concealed from public view and accessed from the rear lane.</p> <p><b>Vehicle Access:</b> Vehicle access shall be from the rear lane, and only crossovers indicated on the Plan will be permitted on the 'main street'.</p> <p><b>Pedestrian Amenity:</b> Buildings shall provide weather protection with verandahs, awnings or colonnades at entries.</p>
<b>A4</b>	<p>Strata Lots 7-14, and 16-24 on SP 20182, 40 Port Pirie Street, Bibra Lake.</p> <p><i>Former AU18</i></p>	<ul style="list-style-type: none"> <li>Shop (D)</li> </ul>	<ol style="list-style-type: none"> <li>Development Approval.</li> <li>The total retail floor space of the shop use being restricted to a maximum of 2000m<sup>2</sup> GLA, and a maximum tenancy size of 550m<sup>2</sup> GLA.</li> </ol>
<b>A5</b>	<p>Portion of Lot 9000 (No. 30) Plantagenet Crescent, Hamilton Hill.</p> <p><i>Former AU19</i></p>	<ul style="list-style-type: none"> <li>Club Premises (D)</li> </ul>	<ol style="list-style-type: none"> <li>Any application for development approval should be subject to review by the City of Cockburn Design Review Panel.</li> <li>Any application submitted to the Design Review Panel should be accompanied by a design brief which demonstrates how it is consistent with the design principles in State Planning Policy 7.0: Design of the Built Environment.</li> <li>When dealing with an application on which a recommendation has been made by the Design Review Panel, the decision-maker shall have due regard for that recommendation.</li> <li>Development should have an appropriate interface to adjacent residential areas and the public realm and be responsive to the character and context of the locality, in terms of height, bulk, scale, articulation and appearance.</li> </ol>
<b>A6</b>	<p>Lot 760 Berrigan Drive, South Lake.</p>	<ul style="list-style-type: none"> <li>Bulky goods showroom (A)</li> </ul>	<ol style="list-style-type: none"> <li>Development Approval</li> <li>A 'Bulky good showroom' land use shall be contained only within the existing shopping centre development and shall not exceed a gross lettable area of 1,850m<sup>2</sup> in aggregate.</li> </ol>

## SCHEDULE 2 – RESTRICTED USES

No.	Description of Land	Restricted Use	Conditions
<b>R1</b>	Lots 401 to 406, 409, 410 on Plan 15590, Lots 407, 408 on Diagram 77115 and Lot 411 on Plan 15582 Bibra Drive and Lewington Gardens, Bibra Lake.	<ul style="list-style-type: none"> <li>Independent living complex</li> <li>Residential aged care facility</li> </ul>	Development Approval
<b>R2</b>	Lot Pt 28 on Plan 1700 Favazzo Place, Spearwood.	<ul style="list-style-type: none"> <li>Service station</li> <li>Motor vehicle repair</li> </ul>	Development Approval
<b>R3</b>	Lot 303 on Diagram 72454 Gorham Way, Spearwood.	<ul style="list-style-type: none"> <li>Independent living complex</li> <li>Residential aged care facility</li> </ul>	Development Approval
<b>R4</b>	219, 233 & 234 Berrigan Drive Jandakot, and Reserve 45747. <b>Former RU6</b>	<ul style="list-style-type: none"> <li>Amusement parlour</li> <li>Bulky goods showroom</li> <li>Consulting rooms</li> <li>Fast food outlet / lunch bar</li> <li>Medical centre</li> <li>Office</li> <li>Restaurant / café</li> <li>Reception centre</li> <li>Recreation – private</li> <li>Shop</li> <li>Veterinary centre</li> </ul>	Development Approval
<b>R5</b>	Pt Lot 1 North Lake Road, Lot 125 & 781 Berrigan Drive, South Lake. <b>Former RU10</b>	<p>Those uses which may be permitted within the Service Commercial zone as set out in Table 3 – Zoning Table excluding:</p> <ul style="list-style-type: none"> <li>Veterinary centre</li> <li>Industry – light</li> <li>Civic use</li> <li>Educational establishment</li> <li>Club premises</li> <li>Commercial vehicle parking</li> <li>Recreation – private</li> <li>Reception centre</li> <li>Motor vehicle, boat or caravan sales</li> <li>Motor vehicle repair</li> <li>Fast food outlet / lunch bar</li> <li>Fast food outlet – drive-thru</li> </ul>	<ol style="list-style-type: none"> <li>Development Approval.</li> <li>A masonry wall not less than 2 metres in height shall be constructed along boundaries with land zoned Residential.</li> <li>No vehicular access being permitted to Labyrinth Way.</li> </ol>

No.	Description of Land	Restricted Use	Conditions
<b>R6</b>	Lot 400 (Previously Pt Lot 885) Wentworth Parade, Success. <b>Former RU13</b>	Land use permissibility within the subject land shall be in accordance with the Secondary Centre zone as set out in Table 3 – Zoning table, subject to the conditions restricting the type of shop uses, and the number of Restaurant / café uses.	<ol style="list-style-type: none"> <li>1. Development Approval.</li> <li>2. A 'shop' use being limited to the following subset of uses only – 'Pharmacy' or 'Chemist', restricted to one tenancy only.</li> <li>3. All other 'shop' uses are prohibited.</li> <li>4. A 'Restaurant/café' use shall be restricted to one tenancy only.</li> </ol>
<b>R7</b>	Lot 431 (No. 1) Rodd Place, Hamilton Hill. <b>Former RU15</b>	<ul style="list-style-type: none"> <li>• Independent living complex</li> <li>• Residential aged care facility</li> </ul>	<ol style="list-style-type: none"> <li>1. Development approval.</li> <li>2. Development is restricted to a maximum residential density of R35 unless it can be demonstrated by way of a comprehensive redevelopment proposal (submitted as an application for Development Approval) that the following criteria will be achieved to the satisfaction of the local government: <ol style="list-style-type: none"> <li>a) Attractive built form in relation to architectural design, site layout, materials, colour, tone, texture and fencing;</li> <li>b) Provision of safe, functional and attractive access arrangements, which contribute to the overall aesthetics of the development;</li> <li>c) Building heights at the street frontages maintain a compatible scale with adjacent development where appropriate.</li> </ol> </li> </ol>
<b>R8</b>	Australian Marine Complex Local Centre, 81 Quill Way, Henderson.	<p>Those uses which may be permitted within the Local Centre zone as set out in Table 3 - Zoning Table, excluding:</p> <ul style="list-style-type: none"> <li>• Child care premises</li> <li>• Grouped dwelling</li> <li>• Hospital</li> <li>• Independent living complex</li> <li>• Multiple dwelling</li> <li>• Residential aged care facility</li> <li>• Serviced apartment</li> <li>• Single house</li> </ul>	Development approval.
<b>R9</b>	Rural Living Precinct (area bound by East Churchill Avenue, Fanstone Avenue, Stock Road reserve, and the rail reserve).	<p>Those uses which may be permitted within the Rural zone as set out in Table 3 - Zoning Table, excluding:</p> <ul style="list-style-type: none"> <li>• Agriculture – extensive</li> <li>• Animal husbandry – intensive</li> <li>• Club premises</li> <li>• Community purpose</li> <li>• Industry – extractive</li> <li>• Industry – primary</li> </ul>	<ol style="list-style-type: none"> <li>1. Development is to contribute positively to the intended future character of the area as a high amenity rural residential lifestyle area with streetscapes of open landscaped gardens and remnant native vegetation, interspersed with low-scale rural hobby uses.</li> <li>2. <b>Development requirements</b> <ol style="list-style-type: none"> <li>(a) Single houses and fencing in R9 shall be in accordance with the R10 coding requirements of the</li> </ol> </li> </ol>

No.	Description of Land	Restricted Use	Conditions
		production <ul style="list-style-type: none"> <li>• Market</li> <li>• Tourist development</li> <li>• Wind farm</li> <li>• Winery</li> </ul>	Residential Design Codes. <p>(b) Where reticulated water supply is not provided to a lot the landowner, or the subdivider shall be responsible for providing a potable water supply where it is proposed to use the land for the agistment of stock or for residential uses.</p> <p>(c) Where it is proposed to use the land for residential uses and a potable water supply is not available, the landowner shall be responsible for providing a rainwater storage tank with a minimum capacity of 90,000 litres.</p> <p>(d) Where it is proposed to use the land for residential uses and the land is in a Bushfire Prone Area, the landowner shall be responsible for providing a water tank(s) dedicated for firefighting purposes (constructed in accordance with the technical requirements of the Guidelines for Planning in Bushfire Prone Areas).</p>
<b>R10</b>	Mell Road Service Commercial Precinct, Spearwood.	Those uses which may be permitted within the Service Commercial zone as set out in Table 3 - Zoning Table, excluding: <ul style="list-style-type: none"> <li>• Child care premises</li> <li>• Tourist development</li> <li>• Amusement parlour</li> <li>• Animal establishment</li> </ul>	Development approval.
<b>R11</b>	333 Rockingham Road, Spearwood. <i>Former AU5 and DA31 (former Development zone)</i>	<ul style="list-style-type: none"> <li>• Service station</li> <li>• Liquor store – large</li> </ul>	Development approval.

### SCHEDULE 3 - SPECIAL USE ZONES

No.	Description of Land	Special Use	Conditions
<b>SU 1</b>	Lot 46 Woodrow Avenue, Hammond Park.  <i>Former Special Use zone and DA26</i>	<p><b>Objective:</b></p> <p>To provide for an Educational establishment and Place of worship with a compatible interface to residential development, in accordance with an adopted Local Development Plan.</p> <p><b>Land use permissibility:</b></p> <p>The uses listed below shall be treated as 'D' uses, with all other uses treated as 'X' uses:</p> <ul style="list-style-type: none"> <li>• Educational establishment</li> <li>• Place of worship</li> </ul>	Development Approval.
<b>SU 2</b>	Lot 4065 on Plan 191259 and Lot 4066 on Plan 191260 and Lot 4557 on Plan 191259 (Farrington Road, North Lake).  <i>Former SU3</i>	<p><b>Objective:</b></p> <p>To facilitate an educational establishment and reception centre in a manner that manages bushfire risk whilst minimizing vegetation clearing and the impact on environmental values, and cognisant of the site's classification as 'contaminated – remediation required' under the <i>Contaminated Sites Act 2003</i>.</p> <p><b>Land use permissibility:</b></p> <p>The uses listed below shall be treated as 'D' uses, with all other uses treated as 'X' uses:</p> <ul style="list-style-type: none"> <li>• Educational establishment</li> <li>• Reception centre</li> </ul>	Development Approval.
<b>SU 3</b>	Bibra Lake Precinct Private Recreation Area.  <i>Former SU7</i>	<p><b>Objectives:</b></p> <p>(i) To serve as a key entry point to the Bibra Lake precinct and contribute positively to its intended future character as a conservation area with a focus on recreation, education and community uses of regional significance in a natural bushland setting.</p> <p>(ii) To accommodate appropriate uses that respect and complement the recreational, conservation and cultural values of the Bibra Lake precinct and support and enhance the visitor experience to the precinct.</p> <p><b>Land use permissibility:</b></p> <p>The uses listed below shall be treated as 'D' uses, with all other uses treated as 'X' uses:</p> <ul style="list-style-type: none"> <li>• Amusement parlour</li> <li>• Art gallery</li> </ul>	<ol style="list-style-type: none"> <li>1. Development approval.</li> <li>2. In addition to the general requirements of the Scheme and applicable local planning policies, the following provisions shall apply: <ol style="list-style-type: none"> <li>a) Lots adjacent to North Lake Road are to maintain a minimum 10m interface of existing trees and vegetation to North Lake Road and Gwilliam Drive to contribute positively to the bushland character of the precinct.</li> <li>b) For Lot 105 or 106 Gwilliam Drive the following requirements apply: <ol style="list-style-type: none"> <li>(i) Development designed and sited in a manner that maximises retention of vegetation (including consideration of</li> </ol> </li> </ol> </li> </ol>

No.	Description of Land	Special Use	Conditions
		<ul style="list-style-type: none"> <li>• Caretaker's dwelling</li> <li>• Child care premises</li> <li>• Club premises</li> <li>• Educational establishment</li> <li>• Exhibition centre</li> <li>• Fast food outlet/lunch bar</li> <li>• Fast food outlet – drive-thru</li> <li>• Garden centre</li> <li>• Market</li> <li>• Place of public worship</li> <li>• Reception centre</li> <li>• Recreation – private</li> <li>• Restaurant/café</li> <li>• Tourist accommodation</li> </ul> <p>Development approval is required for the removal of native vegetation, and all vegetation within the 10m street setback.</p>	<p>bushfire requirements) and is subservient to the natural landscape, contributing positively to a bushland character.</p> <p>(ii) Tourist Accommodation should comprise low-scale buildings such as lodges, cabins and huts with a small building footprint and simple architectural features that complement the natural environment and contribute positively to a natural bushland character.</p>
<b>SU 4</b>	<p>Progress Drive, Bibra Lake, Adventure World.</p> <p><b>Former SU8</b></p>	<p><b>Objectives:</b></p> <p>(i) To accommodate an amusement park as a key recreational attraction within the Bibra Lake Precinct.</p> <p>(ii) To contribute positively to the intended future character of the Bibra Lake Precinct as a conservation area with a focus on recreation, education and community uses of regional significance in a natural bushland setting.</p> <p><b>Land use permissibility:</b></p> <p>The use listed below shall be treated as a 'D' use:</p> <ul style="list-style-type: none"> <li>• Recreation – private</li> </ul> <p>The following uses shall be treated as 'I' incidental uses:</p> <ul style="list-style-type: none"> <li>• Restaurant / café</li> <li>• Reception centre</li> </ul> <p>All other uses shall be treated as 'X' uses.</p>	Development Approval.
<b>SU 5</b>	<p>Marine Industry Technology Park - Rockingham Road and Russell Road, Munster.</p> <p><b>Former SU9</b></p>	<p><b>Objectives:</b></p> <p>(i) A purpose-built industrial park for research and development, technological development, training and education of persons involved in ship design, building, repair, engineering and the energy sector.</p> <p>(ii) High levels of amenity for workers and visitors, including high-quality buildings located within an</p>	<p>1. An approved Structure Plan together with all approved amendments shall be given due regard in the assessment of applications for subdivision and development in accordance with clause 27(1) of the Deemed Provisions.</p> <p>2. Land uses being directly related to the purposes of a marine industry technology park:</p>

No.	Description of Land	Special Use	Conditions
		<p>attractive landscaped setting and where all emissions and hazards are contained on site.</p> <p>(iii) A range of appropriate land uses to achieve a Marine Industry Technology Park supporting the Australian Marine Complex, whilst responding to constraints of the precinct.</p> <p>(iv) The encouragement of research and development, and promotion of the purposes and functions of the <i>Industry and Technology Development Act 1998</i> (or equivalent).</p> <p>(v) The safe movement of vehicular and pedestrian traffic.</p> <p>(vi) The protection of the amenity and character of areas adjacent to the zone.</p> <p>(vii) Land uses are directly related to or incidental to ship design, ship building, ship repair and marine engineering, and consistent with the Kwinana Air Quality EPP buffer requirements.</p> <p><b>Land use permissibility:</b></p> <p>The following uses are 'P' permitted uses, subject to the uses being related to the purposes of a Marine Industry Technology Park:</p> <ul style="list-style-type: none"> <li>• Educational establishment (but excludes Primary and Secondary Schools)</li> <li>• bank</li> <li>• office</li> </ul> <p>The following uses are 'D' uses which are not permitted unless the local government has in its discretion granted Development Approval, subject to the uses being directly related to the purposes of a marine industry technology park:</p> <ul style="list-style-type: none"> <li>• Civic use</li> <li>• Community purpose</li> <li>• Reception centre</li> <li>• Bulky goods showroom</li> <li>• Recreation - private</li> <li>• Convenience store</li> <li>• Industry – light</li> <li>• Fast food outlet/lunch bar</li> <li>• Fast food outlet – drive-thru</li> <li>• Telecommunications infrastructure</li> <li>• Warehouse/storage</li> <li>• other activities/uses which the</li> </ul>	



No.	Description of Land	Special Use	Conditions
		<p>local government is satisfied are directly related and associated to marine related industries.</p> <p>The following sensitive uses are not permitted within the urban deferred area and the Kwinana Air Quality EPP buffer of SCA 3, and outside those areas will be treated as D uses:</p> <ul style="list-style-type: none"> <li>• Child care premises</li> <li>• Grouped or multiple dwellings</li> <li>• Caretakers dwelling</li> <li>• Tourist accommodation</li> <li>• Primary and Secondary Schools</li> <li>• Restaurant / café</li> <li>• Tavern</li> <li>• Hotel</li> </ul> <p>All other uses are 'X' uses, not permitted.</p>	
<b>SU 6</b>	<p>Cockburn Cement Works Conservation Area, Russell Road, Munster</p> <p><b>Former SU11</b></p>	<p><b>Objectives:</b></p> <p>(i) To provide for a conservation area adjacent to the Cement Works that operates in accordance with the <i>Cement Works (Cockburn Cement Limited) Agreement Act 1971</i> (as amended) and to the Agreement as annexed to that Act.</p> <p>(ii) To retain a conservation area as a buffer to separate the Cement Works from adjoining uses.</p>	<p>1. Development Approval.</p> <p>2. Conditions provided for in the <i>Cement Works Agreement Act 1971</i> (as amended) and the Agreement as annexed to that Act.</p>
<b>SU 7</b>	<p>Christian School, 110 Rockingham Road, Hamilton Hill.</p> <p><b>Former SU14</b></p>	<p><b>Objective:</b></p> <p>To provide for an Educational establishment whilst respecting the cultural heritage of the site, including the ongoing protection of 'Significant Trees' and the heritage protected original school building in its current location, so that it continues to function as a landmark for the area.</p> <p><b>Land use permissibility:</b></p> <p>The use listed below shall be treated as a 'D' use, with all other uses, except those incidental and directly associated to that use on the subject land, to be treated as 'X' uses:</p> <ul style="list-style-type: none"> <li>• Educational establishment.</li> </ul>	<p>1. Development Approval.</p> <p>2. In addition to the general requirements of the Scheme and applicable local planning policies, the following provisions shall apply:</p> <ul style="list-style-type: none"> <li>• The heritage protected Former Hamilton Hill School building is to be retained in its current location, with development designed and sited to be subservient to the building to ensure it maintains its prominence and landmark status on Rockingham Road, and its contribution to the streetscape.</li> </ul>
<b>SU 8</b>	<p>Port Community High School, 410 Carrington Street, Hamilton Hill.</p> <p><b>Former SU15</b></p>	<p><b>Objective:</b></p> <p>To provide for an educational establishment that achieves a compatible interface with the adjacent and surrounding residential area and respects the future intended neighbourhood character and amenity.</p> <p><b>Land use permissibility:</b></p>	Development Approval.

No.	Description of Land	Special Use	Conditions
		<p>The use listed below shall be treated as a 'D' use, with all other uses, except those incidental and directly associated to that use on the subject land, to be treated as 'X' uses:</p> <ul style="list-style-type: none"> <li>Educational establishment.</li> </ul>	
<b>SU 9</b>	<p>St Jerome's Primary School, Troode Street, Lake Coogee.</p> <p><b>Former SU16</b></p>	<p><b>Objective:</b></p> <p>To provide for an Educational establishment that achieves a compatible interface with the adjacent and surrounding residential area and respects the future intended neighbourhood character and amenity.</p> <p><b>Land use permissibility:</b></p> <p>The use listed below shall be treated as a 'D' use, with all other uses, except those incidental and directly associated to that use on the subject land, to be treated as 'X' uses:</p> <ul style="list-style-type: none"> <li>Educational establishment</li> <li>Place of worship</li> </ul>	Development Approval.
<b>SU 10</b>	<p>Beeliar Primary School.</p> <p><b>Former SU17</b></p>	<p><b>Objective:</b></p> <p>To provide for an Educational establishment that achieves a compatible interface with the adjacent and surrounding residential area and respects the future intended neighbourhood character and amenity.</p> <p><b>Land use permissibility:</b></p> <p>The use listed below shall be treated as a 'D' use, with all other uses, except those incidental and directly associated to that use on the subject land, to be treated as 'X' uses:</p> <ul style="list-style-type: none"> <li>Educational establishment.</li> </ul>	Development Approval.
<b>SU 11</b>	<p>Divine Mercy College 326 Yangebup Road, Yangebup.</p> <p><b>Former SU18</b></p>	<p><b>Objective:</b></p> <p>To provide for an Educational establishment that achieves a compatible interface with the adjacent and surrounding residential area and respects the future intended neighbourhood character and amenity.</p> <p><b>Land use permissibility:</b></p> <p>The use listed below shall be treated as a 'D' use, with all other uses, except those incidental and directly associated to that use on the subject land, to be treated as 'X' uses:</p> <ul style="list-style-type: none"> <li>Educational establishment</li> <li>Child care premises</li> <li>Medical centre</li> <li>Place of worship</li> </ul>	<p>In addition to the general requirements of the Scheme and applicable local planning policies, the following provisions shall apply:</p> <ul style="list-style-type: none"> <li>Car parking is to be integrated between the school and any additional uses to minimise crossovers to Yangebup Road</li> </ul>

No.	Description of Land	Special Use	Conditions
SU 12	Mater Christi Catholic Primary School, 340 Yangebup Road, Yangebup. <b>Former SU19</b>	<p><b>Objective:</b></p> <p>To provide for an Educational establishment that achieves a compatible interface with the adjacent and surrounding residential area and respects the future intended neighbourhood character and amenity.</p> <p><b>Land use permissibility:</b></p> <p>The use listed below shall be treated as a 'D' use, with all other uses, except those incidental and directly associated to that use on the subject land, to be treated as 'X' uses:</p> <ul style="list-style-type: none"> <li>Educational establishment.</li> </ul>	<ol style="list-style-type: none"> <li>Development Approval.</li> <li>The development must be in accordance with the WAPC's 'Guidelines for Planning in Bushfire Prone Areas', as amended (or equivalent).</li> </ol>
SU 13	Emmanuel Catholic College, Hammond Road, Success. <b>Former SU20</b>	<p><b>Objective:</b></p> <p>To provide for an Educational establishment that achieves a compatible interface with the adjacent and surrounding residential area and respects the future intended neighbourhood character and amenity.</p> <p><b>Land use permissibility:</b></p> <p>The use listed below shall be treated as a 'D' use, with all other uses, except those incidental and directly associated to that use on the subject land, to be treated as 'X' uses:</p> <ul style="list-style-type: none"> <li>Educational establishment.</li> </ul>	Development Approval.
SU 14	Lot 33 (SN 30) Mell Road, Spearwood. <b>Former SU21</b>	<p><b>Objective:</b></p> <p>To provide for an aged care facility that integrates and achieves a compatible interface with the adjacent and surrounding residential area and respects the future intended neighbourhood character and amenity.</p> <p><b>Land use permissibility:</b></p> <p>The use listed below shall be treated as a 'D' use, with all other uses, except those incidental and directly associated to that use on the subject land, to be treated as 'X' uses:</p> <ul style="list-style-type: none"> <li>Residential aged care facility.</li> </ul>	<ol style="list-style-type: none"> <li>Development approval.</li> <li>In addition to the general requirements of the Scheme and applicable local planning policies, the following provisions shall apply: <ul style="list-style-type: none"> <li>The inclusion of measures in any development on the site to reduce the impact of any midge nuisance.</li> <li>Imposition of a Section 165 notification on the title or the title of any new developed unit advising prospective purchaser(s) and requiring the owner to advise prospective tenants that the land may be affected by midge infestation.</li> </ul> </li> </ol>
SU 15	All land within transmission line corridors designated as SU15 on the Scheme Map. <b>Former SU23</b>	<p><b>Objective:</b></p> <p>To accommodate a limited range of uses within the transmission line corridors that achieve an appropriate interface with adjacent land uses, do not negatively impact on the surrounding area, and comply with Western Power requirements.</p>	Development Approval.

No.	Description of Land	Special Use	Conditions
		<p><b>Land use permissibility:</b></p> <p>The uses listed below shall be treated as 'D' uses:</p> <ul style="list-style-type: none"> <li>• Carpark</li> <li>• Garden centre</li> <li>• Public amusement</li> </ul> <p>The uses listed below shall be treated as 'A' uses:</p> <ul style="list-style-type: none"> <li>• Civic use</li> <li>• Community purpose</li> <li>• Recreation – private</li> </ul> <p>All other uses treated as 'X' uses.</p>	
<b>SU 16</b>	<p>Portion of Lot 100 Berrigan Drive and portion of Lot 31 Hope Road at the south east corner of Berrigan Drive and Karel Avenue.</p> <p><b>Former SU28</b></p>	<p><b>Objectives:</b></p> <ul style="list-style-type: none"> <li>(i) Development that integrates with proposed development on adjacent airport land (in accordance with the Masterplan) in terms of architectural style, appearance and design.</li> <li>(ii) To facilitate a landmark corner development in landscaped surrounds.</li> <li>(iii) To eradicate weed infestations and utilise native species in landscaping which provides a continuation of landscaping themes for development in adjacent airport land.</li> <li>(iv) To provide for the safe movement of vehicular and pedestrian traffic.</li> <li>(v) To incorporate water sensitive urban design and ecological sustainable development principles.</li> </ul> <p><b>Land use permissibility:</b></p> <p>The use listed below shall be treated as a 'D' use, with all other uses treated as 'X' uses:</p> <ul style="list-style-type: none"> <li>• Office</li> </ul>	<ol style="list-style-type: none"> <li>1. Development Approval.</li> <li>2. The development must be in accordance with the WAPC's 'Guidelines for Planning in Bushfire Prone Areas', as amended (or equivalent).</li> </ol>
<b>SU 17</b>	<p>Lot 1002 Gaebler Rd, Aubin Grove</p> <p><b>Former SU30</b></p>	<p><b>Objective:</b></p> <p>To provide for telecommunications infrastructure.</p> <p><b>Land use permissibility:</b></p> <p>The use listed below shall be treated as a 'D' use, with all other uses treated as 'X' uses:</p> <ul style="list-style-type: none"> <li>• Telecommunications Infrastructure</li> </ul>	Development Approval.

## SCHEDULE 4 – ADDITIONAL SITE AND DEVELOPMENT REQUIREMENTS

No.	Description of land	Requirements
1.	All zones and reserves	<p><b>(1) Interface with residential zone</b></p> <p>(a) Buildings and structures shall be located on land abutting a residential zone so as to minimise overshadowing on, and to maximise privacy within adjoining, existing or future dwellings.</p> <p>(b) Unless otherwise specified in an adopted Local Development Plan, Structure Plan or Precinct Plan, development on land adjacent to residential zoned land shall be setback to that boundary in accordance with the setback requirements of the R-Codes of that adjoining site.</p> <p><b>(2) Character and amenity</b></p> <p>(a) Development shall contribute positively to the streetscape and intended future character of the area and shall be designed to be complementary with the surroundings and adjoining development in terms of external appearance, design, height, scale and bulk.</p> <p>(b) Every development shall be designed and sited to ensure it is convenient and functional for those who will use the development particularly in respect to:</p> <ul style="list-style-type: none"> <li>(i) the relationship of the development to the use and enjoyment of the adjoining lots;</li> <li>(ii) the convenient location of public and resident facilities provided on the lot;</li> <li>(iii) safety and amenity;</li> <li>(iv) accessibility of driveways, footpaths, car parking bays, service bays and storage areas.</li> </ul> <p>(c) Development on a lot adjacent to a heritage-protected place should not adversely affect the cultural heritage significance of the place, nor detract from the heritage-protected place by way of its siting, bulk, form or appearance.</p> <p><b>(3) Parking Requirements</b></p> <p>(a) Development Applications for non-residential development, and the non-residential component of mixed-use developments, must comply with the parking requirements set out in Schedule 5 unless varied by the Local Government.</p> <p>(b) Proposals for land uses that are not listed in Schedule 5 shall be assessed against a parking requirement to be determined by the Local Government, taking into account:</p> <ul style="list-style-type: none"> <li>(i) Availability of street parking</li> <li>(ii) Proximity to public transport routes</li> <li>(iii) Number of employees</li> <li>(iv) Expected visitor levels</li> <li>(v) Operating hours</li> <li>(vi) Business model</li> </ul>

No.	Description of land	Requirements
		<p>(vii) Availability of parking in communal areas</p> <p>(viii) Availability of other modes of transport</p> <p><b>(4) Joint Use of Car Parking Facilities</b></p> <p>(a) Car parking facilities may be provided jointly by two or more owners or users of land, or by one owner or user in respect of separate buildings or uses, subject to the satisfaction of the standards and requirements hereinafter set out in this clause.</p> <p>(b) If there is a deficiency in the number of car parking spaces provided to serve any building or use, the local government may permit the car parking spaces for that building or use to be provided jointly with one or more other buildings or uses regardless of whether those others separately have the prescribed number of car parking spaces, provided the peak hours of operation of the buildings or uses so sharing are different and do not substantially overlap.</p> <p>(c) The local government may require that reciprocal access and circulation arrangements are provided for any buildings or uses affected by this clause when, in the opinion of the local government, such arrangements are deemed necessary to improve design, functionality or amenity.</p> <p>(d) The following requirements shall be complied with by any person seeking to take advantage of the provisions of this clause -</p> <p>(i) evidence shall be provided sufficient to satisfy the local government that no substantial conflict will exist in the peak hours of operation of the buildings or uses for which the joint use of car parking spaces or the reciprocal access and circulation arrangements is proposed;</p> <p>(ii) the number of car parking spaces which may be credited from one building or use to another building or use shall not exceed the number of spaces reasonably anticipated to be in excess of the requirement of the first building or use during its off-peak hours of operation;</p> <p>(iii) the local government may require a legal agreement to be prepared at the expense of the person seeking to take advantage of the provisions of this clause, detailing the relevant arrangements of the joint usage, and executed by all parties concerned;</p> <p>(iv) Any such agreement shall be capable of operating as a restrictive covenant against any land providing parking spaces, reciprocal access or circulation arrangements and shall ensure that the restraint cannot be removed without the consent of the local government upon the local government being satisfied the joint use of parking facilities is no longer required.</p> <p><b>(5) Cash Payment in Lieu of Providing Car Parking Spaces</b></p> <p>In the event a development does not provide the number of car parking spaces required in Schedule 5, the local government may consider cash-in-lieu for the car parking shortfall in accordance with Part 9A of the Deemed Provisions.</p> <p><b>(6) Grouped dwellings</b></p>

No.	Description of land	Requirements
		<p>(a) A Garden Area shall be provided for each grouped dwelling to support and sustain the development of tree canopy, provide amenity for residents, and contribute positively to neighbourhood character, as follows:</p> <ul style="list-style-type: none"> <li>(i) Minimum area of 9m<sup>2</sup> located wholly on site for each dwelling;</li> <li>(ii) Be a minimum length and width dimension of 3m;</li> <li>(iii) Be in addition to the minimum outdoor living area requirements of the Residential Design Codes;</li> <li>(iv) Be landscaped, uncovered, unpaved, free draining soil;</li> <li>(v) Not be used for vehicle parking or access;</li> <li>(vi) Contain no structure such as – buildings, patios, pergolas, swimming pools or external fixtures; and</li> <li>(vii) Be distributed appropriately throughout the development.</li> </ul> <p>(b) This clause shall remain in effect until the medium density state planning policy or codes (or equivalent) is gazetted.</p> <p><b>(7) Special Purpose - Small Dwellings</b></p> <ul style="list-style-type: none"> <li>(a) Special Purpose – Small Dwelling is a single house or grouped dwelling with a maximum plot ratio of 70m<sup>2</sup> containing no more than two habitable rooms capable of use as a bedroom.</li> <li>(b) The dwelling shall be designed to meet the Liveable Housing Design Guidelines (Australia) Silver Performance Level at a minimum, with plans submitted to demonstrate Silver level compliance at the development application stage.</li> <li>(c) For the purposes of a 'Special Purpose – Small Dwelling' the minimum and average site area as set out in Table 1 of the Residential Design Codes may be reduced by up to one third, which shall only be applied where development is proposed.</li> <li>(d) This clause shall remain in effect until the medium density state planning policy or codes (or equivalent) is gazetted.</li> </ul> <p><b>(8) Residential coding outside the Residential and Urban Development zone</b></p> <ul style="list-style-type: none"> <li>(a) Where residential development is permitted, other than in the Residential or Urban Development zone, and a Residential Density Code has not been prescribed in the Scheme, an adopted Structure Plan or residential density/coding plan, all residential development shall be in accordance with the R60 Residential Density Code.</li> </ul> <p><b>(9) Street Trees</b></p> <p>Street trees are to be provided in accordance with the following:</p> <ul style="list-style-type: none"> <li>(a) Subdivision of land is to include one tree per lot or in the case of lots less than a 10m width, at a rate to be determined by the local government.</li> <li>(b) Development subject to the R-Codes (except for two grouped dwellings or a single house) is to include one street tree per dwelling, or in the case of lots less than 10m of linear lot width to a public road reserve, at a rate to be determined by the local government.</li> </ul>



No.	Description of land	Requirements
		<p>(c) All other development shall provide one tree per 10m of linear lot width to a public road reserve or at a rate to be determined by the City.</p> <p>(d) Street trees must comprise of species which will mature to a sufficient size and canopy, and be located such as to provide sufficient shading of the street verge area, to the satisfaction of the local government.</p> <p>(e) All existing or proposed street trees and trees in reserves shall be protected from adjoining development in accordance with Australian Standard AS4970-2009 via maintenance of a Tree Protection Zone and any relevant measures to ensure protection of the asset accordingly.</p> <p><b>(10) Landscaping for Commercial and Industrial Development</b></p> <p>The following landscaping requirements apply to non-residential land uses in addition to any requirements for the provision of street trees, to provide shade and amenity and contribute positively to the City's tree canopy cover and neighbourhood character:</p> <p>(a) A minimum on-site provision of ten percent (10%) of the total area of the lot or of a defined portion of the lot the subject of an Application for Development Approval shall be set aside, developed and maintained as a landscaped area.</p> <p>(b) Despite sub-clause (a) the local government may reduce the minimum on-site provision to not less than five percent (5%) of the total area of the lot to be set aside, developed and maintained as a landscaped area where the owner agrees in writing either as part of the Application for Development Approval or separately that all of the street verge abutting the lot shall be included in the landscape area in accordance with sub-clause (c).</p> <p>(c) Where the street verge is included in the landscaped area it shall be developed and maintained by the owner as an integral part of the on-site provision referred to in sub-clause (b).</p> <p>(d) The landscaped area provided on the lot shall have a minimum width of not less than 1.5 metres and distributed in areas of not less than 4m<sup>2</sup>.</p> <p>(e) There shall be not less than one (1) shade tree planted for every 10 linear metres of verge frontage or for every 50m<sup>2</sup> of the total landscaped area provided on the lot and within street verge, whichever results in the greater number of trees.</p> <p>(f) There shall be not less than one (1) shade tree planted in the car parking area for every (3) side-by-side car parking spaces provided on the lot.</p> <p>(g) The landscaping is to be confined to the area of the lot between the building or the use of the land and the boundaries of the lot adjoining the public road reserve, or other public reserve, unless the local government agrees otherwise.</p> <p><b>(11) Signs</b></p> <p>(a) Advertising signs shall be erected on the property to which they relate; and shall be professionally designed and installed.</p>

No.	Description of land	Requirements
2.	Residential zone	<p><b>(1) Split-coded lots</b></p> <p>(a) In considering applications for the subdivision of land within any of the split coded areas depicted on the Scheme Map, the local government may only support subdivision (in the absence of built development) up to a maximum density of R30.</p> <p>(b) In considering applications for the development of land within any of the split coded areas depicted on the Scheme Map, the local government may support development up to the maximum density of the split code subject to the application being consistent with the provisions and objectives of the relevant local planning policy or local development plan.</p> <p>(c) Where residential land abuts a regional road reserve or major road as prescribed by the relevant local planning policy, vehicle access to that road shall be subject to the approval of the local government and the relevant responsible authority (if any).</p> <p><b>(2) Short-term rental accommodation</b></p> <p>(a) Tourist development, serviced apartments and all types of Short-term rental accommodation in the Residential zone shall comply with the Residential Design Codes in accordance with the designated R-Code.</p> <p><b>(3) Development standards</b></p> <p>(a) Unless otherwise specified in the Scheme, structure plan, or local development plan, setbacks and building heights shall be in accordance with the Residential Design Codes in order to protect neighbourhood character and residential amenity.</p>
3.	Rural Water Protection zone	<p><b>(1) Intended future character</b></p> <p>(a) The Rural Water Protection zone is a water protection and rural lifestyle area characterised by natural landscapes and remnant vegetation, with buildings/structures, fencing and hardstand areas sited and designed to be subservient to the natural landscape and vegetation as much as possible.</p> <p>(b) All development is to contribute positively to the intended future character of the Rural Water Protection zone.</p> <p><b>(2) Building envelopes</b></p> <p>(a) New development in the Rural Water Protection zone, including effluent disposal systems, shall be contained within a building envelope approved by the local government.</p> <p>(b) New or amended building envelopes require development approval (pursuant to Part 8 of the Deemed Provisions) and will be assessed against the requirements of clause 2(d).</p> <p>(c) Where any development is proposed on a lot without an approved building envelope, a building envelope shall be nominated as part of the application.</p> <p>(d) Building envelopes in the Rural Water Protection zone shall be a regular shape with a maximum area of 3000m<sup>2</sup> to minimise the visual and environmental impact of development, sited and designed to achieve the following:</p> <p>(i) Maximise protection of environmental values and</p>

No.	Description of land	Requirements
		<p>ecological corridors, including native vegetation and mature trees that make a positive environmental and/or amenity contribution; and</p> <ul style="list-style-type: none"> <li>(i) Ensure structures maintain separation from adjoining lots to protect a natural rural lifestyle setting and amenity; and</li> <li>(ii) Protect the rural landscape amenity and rural character of streetscapes, with buildings, structures and hardscaping subservient to the natural landscape and to minimise retaining or fill, and</li> <li>(iii) concentrate built development on each lot so as to preserve the amenity and landscape values of the area; and</li> <li>(iv) ensure effluent disposal systems are appropriately located.</li> </ul> <p><b>(3) Clearing of vegetation</b></p> <ul style="list-style-type: none"> <li>(a) The clearing of native vegetation is not permitted without planning approval, with the exception of the following: <ul style="list-style-type: none"> <li>(i) Clearing for the purpose of complying with relevant bushfire requirements.</li> <li>(ii) Removing dead or dangerous trees.</li> <li>(iii) Installation of boundary fencing.</li> <li>(iv) Clearing of vegetation shown on a development approval or building licence.</li> </ul> </li> </ul> <p><b>(4) Water supply and tanks</b></p> <ul style="list-style-type: none"> <li>(a) Where reticulated water supply is not provided to a lot the landowner or the subdivider shall be responsible for providing a potable water supply where it is proposed to use the land for the agistment of stock or for residential uses.</li> <li>(b) Where it is proposed to use the land for residential uses and a potable water supply is not available, the landowner shall be responsible for providing a rainwater storage tank with a minimum capacity of 90,000 litres.</li> <li>(c) Where it is proposed to use the land for residential uses and the land is in a Bushfire Prone Area, the landowner shall be responsible for providing a water tank(s) dedicated for firefighting purposes (constructed in accordance with the technical requirements of the Guidelines for Planning in Bushfire Prone Areas).</li> </ul> <p><b>(5) Fencing</b></p> <ul style="list-style-type: none"> <li>(a) Fencing, including dividing fences, shall be visually permeable, generally 80 per cent permeable, and constructed of timber and/or wire, or materials that achieve a rural post and wire appearance.</li> <li>(b) Fencing, including dividing fences, shall be unobtrusive and sensitive to the objective of maintaining rural character and amenity, and supporting ecological corridors.</li> </ul> <p><b>(6) Subdivision</b></p> <p>Subdivision of land in the Rural Water Protection zone shall create lots that are a minimum of 2ha, and must include a designated</p>

No.	Description of land	Requirements
		<p>building envelope consistent with the requirements of this Scheme.</p> <p><b>(7) Groundwater table</b></p> <p>(a) The minimum vertical distance of land on which a building is to be erected above the highest known water table, as determined by the Department of Water and Environment Regulation Water or the Department of Health, shall be 2 metres.</p> <p><b>(8) Wastewater disposal</b></p> <p>(a) All lots and any development that generates wastewater shall be connected to an approved secondary treatment system with nutrient removal, as follows:</p> <p>(i) The vertical height of the base of the disposal system is to be 2 metres above the highest known ground water level.</p> <p>(ii) Where the vertical distance between the bottom of the domestic waste effluent disposal system is greater than 2 metres above the highest known groundwater level for the land, and the horizontal distance between the proposed system and a wetland or a public water supply bore is greater than 100 metres, the local government may approve the installation of a conventional septic effluent disposal system.</p> <p>(iii) Where the vertical distance between the bottom of the domestic waste effluent disposal system is less than 2 metres, and the horizontal distance between the proposed system and a wetland or a public water supply bore is less than 100 metres, the owner of the land shall install an alternative domestic wastewater treatment system a Secondary Treatment System with nutrient retention, subject to the approval of the local government and the Department of Health.</p> <p>(iv) The use of fill to achieve separation distances will only be supported where it can be demonstrated the solutions are feasible and effective, do not impact other lots through water diversion, and will not compromise amenity, landscape values, or the intended future character of the area.</p>
4.	Rural zone (excluding R9 'Rural Living Precinct')	<p><b>(1) Intended future character</b></p> <p>(a) An area that accommodates a range of rural land uses principally associated with primary production, whilst also serving as a rural lifestyle area. The intended future character is a mix of open rural landscapes, and remnant native vegetation (including ecological corridors) that have high environmental and landscape value, with buildings/structures, fencing and hardstand that are subservient to the natural landscape as much as possible.</p> <p>(b) All development is to contribute positively to the intended future character of the Rural zone.</p> <p><b>(2) Setbacks</b></p> <p>Development shall be setback a minimum of 20m to a road reserve and 10m from other lot boundaries.</p>

No.	Description of land	Requirements
		<p><b>(3) Clearing of vegetation</b></p> <p>(a) The clearing of native vegetation is not permitted without planning approval, with the exception of the following:</p> <ul style="list-style-type: none"> <li>(i) Clearing for the purpose of complying with relevant bushfire requirements.</li> <li>(ii) Removing dead or dangerous trees.</li> <li>(iii) Installation of boundary fencing.</li> <li>(iv) Clearing of vegetation shown on a development approval or building licence.</li> </ul> <p><b>(4) Water supply and tanks</b></p> <p>(a) Where reticulated water supply is not provided to a lot the landowner or the subdivider shall be responsible for providing a potable water supply where it is proposed to use the land for the agistment of stock or for residential uses.</p> <p>(b) Where it is proposed to use the land for residential uses and a potable water supply is not available, the landowner shall be responsible for providing a rainwater storage tank with a minimum capacity of 90,000 litres.</p> <p>(c) Where it is proposed to use the land for residential uses and the land is in a Bushfire Prone Area, the landowner shall be responsible for providing a water tank(s) dedicated for firefighting purposes (constructed in accordance with the technical requirements of the Guidelines for Planning in Bushfire Prone Areas).</p> <p><b>(5) Fencing</b></p> <p>(a) Fencing, including dividing fences, shall be visually permeable, generally 80 per cent permeable, and constructed of timber and/or wire or materials that achieve a rural post and wire appearance.</p> <p>(b) Fencing, including dividing fences, shall be unobtrusive and sensitive to the objective of maintaining rural character and amenity and supporting ecological corridors.</p> <p><b>(6) Commercial vehicle parking</b></p> <p>(a) A commercial vehicle may be permitted to be parked within the Rural zone, provided that:</p> <ul style="list-style-type: none"> <li>(i) The vehicle forms an essential part of the occupation of an occupant of the dwelling; and</li> <li>(ii) any repairs undertaken on the lot, must be carried out in an area which is fully screened from the street and adjoining properties; and</li> <li>(iii) in the opinion of the local government, it is not likely to adversely affect the character of surrounding land and amenity of neighbours.</li> </ul> <p><b>(7) Keeping of Livestock</b></p> <p>(a) Development approval is required for the keeping of livestock.</p>

No.	Description of land	Requirements						
5.	General Industry, Light Industry, Service Commercial and Strategic Industry zone	<p><b>(1) Intended future character</b></p> <p>(a) Functional, attractive and accessible environments for employees and visitors, that includes:</p> <ul style="list-style-type: none"><li>○ Legible vehicle access and parking that does not negatively impact on the safety or appearance of streetscapes.</li><li>○ Safe and convenient access for pedestrians and cyclists.</li><li>○ A positive contribution to the City's tree canopy cover.</li></ul> <p>(b) All development is to contribute positively to the intended future character.</p> <p><b>(2) Setbacks</b></p> <p>(a) The minimum street setbacks shall be as follows:</p> <table><tr><td><b>Primary Street Setback or dual road frontage (excluding secondary street):</b></td><td><b>15m</b> <i>(may be reduced where it can be clearly demonstrated that it is consistent with the existing streetscape for land zoned outside the Strategic Industry zone).</i></td></tr><tr><td><b>Secondary Street:</b></td><td><b>3m</b> <i>(unless it can be demonstrated that a reduced setback is consistent with the existing streetscape and/or that a reduction will not result in a detrimental impact on the streetscape).</i></td></tr><tr><td><b>Side and rear boundary:</b></td><td>As per the Building Code of Australia.</td></tr></table> <p>(b) The primary and secondary street setback areas shall not be used for any purpose other than vehicle access, car parking and landscaping.</p> <p>(c) Any industrial use class containing more than one tenancy or unit shall provide a minimum of 3 car parking bays per unit, unless Schedule 5 requires a greater number per unit in which case the requirements of Schedule 5 shall prevail.</p> <p><b>(3) Subdivision</b></p> <p>To protect the Bibra Lake Industrial area as a key employment area, and to ensure it can accommodate a wide range of potential industrial activities and meet future demand, the local government will not support subdivision to create lots smaller than 1 ha, aside from boundary adjustments to match existing or approved development of the land.</p> <p><b>(4) Groundwater table</b></p> <p>(a) The minimum vertical distance of land on which a building is to be erected above the highest known water table, as determined by the Department of Water and Environment Regulation Water or the Department of Health, shall be 1.2 metres.</p>	<b>Primary Street Setback or dual road frontage (excluding secondary street):</b>	<b>15m</b> <i>(may be reduced where it can be clearly demonstrated that it is consistent with the existing streetscape for land zoned outside the Strategic Industry zone).</i>	<b>Secondary Street:</b>	<b>3m</b> <i>(unless it can be demonstrated that a reduced setback is consistent with the existing streetscape and/or that a reduction will not result in a detrimental impact on the streetscape).</i>	<b>Side and rear boundary:</b>	As per the Building Code of Australia.
<b>Primary Street Setback or dual road frontage (excluding secondary street):</b>	<b>15m</b> <i>(may be reduced where it can be clearly demonstrated that it is consistent with the existing streetscape for land zoned outside the Strategic Industry zone).</i>							
<b>Secondary Street:</b>	<b>3m</b> <i>(unless it can be demonstrated that a reduced setback is consistent with the existing streetscape and/or that a reduction will not result in a detrimental impact on the streetscape).</i>							
<b>Side and rear boundary:</b>	As per the Building Code of Australia.							

No.	Description of land	Requirements						
		<p><b>(5) Wastewater Disposal</b></p> <p>(a) All development that generates wastewater shall be connected to an approved domestic waste effluent disposal system.</p> <p>(b) Where the system is located in a sewerage sensitive area (including within 2km of Cockburn Sound and/or within 1km of a significant wetland, or as defined by the Government Sewage Policy) the site will require a secondary treatment system with the disposal system no lower than 1.5m above the highest known ground water level.</p> <p>(c) The use of fill to achieve separation distances will only be supported where it can be demonstrated the solutions are feasible and effective, do not impact other lots through water diversion, and will not compromise amenity, landscape values, or the intended future character of the area.</p>						
6.	Urban Development zone	<p>(1) There shall be no change to any land use or development without the owner of the land having made an application for and received the approval of the local government.</p> <p>(2) The local government is not to—</p> <p>(a) consider recommending subdivision approval; or</p> <p>(b) approve development of land</p> <p>unless a structure plan in respect of the area the subject of the application has been endorsed pursuant to Part 4 of the Deemed Provisions, and the application is generally in accordance with that structure plan.</p> <p><i>Note: Also refer to the Planning and Development (Local Planning Schemes) Regulations 2015, Schedule 2 Deemed provisions for local planning schemes, Part 4 Structure plans.</i></p> <p>(3) Notwithstanding subclause (1) the local government may recommend subdivision or approve development without a structure plan if in the opinion of the local government, such development is of a minor nature and will not prejudice the future structure planning of the site or zone.</p> <p>(4) For land identified as a Mixed Business or Regional Centre zone within an approved structure plan, the following interpretation shall apply unless otherwise prescribed in this Scheme—</p> <table><tr><th>Existing Structure Plan zone</th><th>Equivalent zone</th></tr><tr><td>Mixed Business</td><td>Service Commercial</td></tr><tr><td>Regional Centre</td><td>Secondary Centre</td></tr></table>	Existing Structure Plan zone	Equivalent zone	Mixed Business	Service Commercial	Regional Centre	Secondary Centre
Existing Structure Plan zone	Equivalent zone							
Mixed Business	Service Commercial							
Regional Centre	Secondary Centre							
7.	Local Centre, Neighbourhood Centre, District Centre, Secondary Centre, Centre zones (including those shown within a Structure Plan)	<p>(1) Subdivision of land will generally only be supported by the local government where an approved structure plan, precinct plan or local development plan exists for the land, demonstrating that the subdivision will not negatively impact the ability of the centre to:</p> <p>(a) Deliver a diversity of uses to meet the needs of the community, in line with its role in the activity centre hierarchy; and</p> <p>(b) Integrate cohesively with the surrounding area, and achieve high levels of accessibility to and from, and within the activity centre; and</p>						



No.	Description of land	Requirements
		<p>(c) Meet other relevant objectives of the local and state planning framework.</p> <p>(2) A precinct structure plan or local development plan shall be endorsed by the relevant decision-maker for that instrument prior to a major development being approved within an activity centre, as defined by the relevant State Planning Policy, to ensure the development of the activity centre is integrated, cohesive and accessible.</p> <p>(3) Development standards and setbacks shall be established through a local development plan, or in the absence of an approved local development plan as determined by the local government, generally based on 'main-street' design principles where appropriate for the context of the site and the location, including the following requirements:</p> <p>(a) Development to contribute positively to the intended future character of the area, with buildings to address the public realm wherever possible, designed to include visual interest and provide for activation and passive surveillance.</p> <p>(b) Prioritisation of safe and legible pedestrian and cyclist movement and amenity within and connecting to the centre, including from bus stops and public transport nodes.</p> <p>(c) A minimum of 10 percent of the site shall be set aside for open space and landscaping, excluding car parking and maneuvering areas.</p> <p>(d) Service and loading areas are screened from street view and residential land use.</p> <p>(e) Where a site adjoins residential zoned land or residential development the setback requirements to that boundary shall be in accordance with the R-code of that adjoining site.</p> <p>(4) Development within existing car park areas shall be designed to enhance the amenity and functionality of the activity centre by connecting with existing development and uses; providing pedestrian connections and amenity; and activating frontages of the centre.</p> <p>(5) Development that includes a vehicle drive-thru shall be designed in a manner that enhances the pedestrian environment of the activity centre.</p> <p>(6) Landscaping in activity centres is to be of high quality, including trees within parking areas, the street verge and open space areas, complemented by low-rise landscaping to create shade and amenity, contribute to the urban tree canopy and contribute positively to neighbourhood character.</p> <p>(7) Proposals for multiple land uses on one site or tenancy shall designate the area of each use on the plan, and development applications seeking approval for multiple potential land uses on the same areas of one site or within one tenancy will not be supported.</p>
8.	Conservation zone	<p><b>(1) Building Envelopes</b></p> <p>(a) Every lot in the Conservation zone shall have a building envelope approved by the local government, located on compatible and suitable land outside the conservation area or areas of environmental significance.</p>

No.	Description of land	Requirements
		<p>(b) New or amended building envelopes require development approval (pursuant to Part 8 of the Deemed Provisions) and will be assessed against the requirements of clause 1(d).</p> <p>(c) New development in the Conservation zone, including effluent disposal systems, shall be contained within a building envelope approved by the local government, and shall be compatible and consistent with the protection and preservation of conservation areas and comply with the requirements of relevant State government policy guidelines pertaining to the conservation of bushland, ecological corridors and water resources.</p> <p>(d) Building envelopes in the Conservation zone shall have a maximum area of 600m<sup>2</sup> to minimise the visual and environmental impact of development, sited and designed to achieve the following:</p> <ul style="list-style-type: none"> <li>(i) Maximise protection of ecological corridors and environmental values, including native vegetation, mature trees that make a positive environmental and/or amenity contribution;</li> <li>(ii) Buildings and structures being subservient to the natural landscape and to minimise retaining or fill; and</li> <li>(iii) Concentrate built development on each lot so as to preserve the amenity and landscape values of the area; and ensure effluent disposal systems are appropriately located.</li> </ul> <p><b>(2) Development requirements</b></p> <p>(a) The local government shall consider and determine development applications having regard to advice provided by the relevant government agencies, if any, in addition to the matters which the local government is required to have regard by clause 67 of the Deemed Provisions.</p> <p>(b) The following uses are not permitted within any conservation area:</p> <ul style="list-style-type: none"> <li>(i) the keeping of livestock or other animals;</li> <li>(ii) the clearing of vegetation except for the purpose of complying with relevant fire break, rehabilitation and/or management requirements;</li> <li>(iii) filling or excavation including the construction of drainage facilities, artificial lakes, dams, swimming pools or waterholes;</li> <li>(iv) the erection of any building or structure other than a board walk or viewing platform that in the opinion of the local government will be consistent and compatible with the protection and preservation of the conservation area(s);</li> <li>(v) the storage or placement of any vehicles, materials or other items; and/or</li> <li>(vi) any other uses that in the opinion of the local government are not consistent and compatible with the protection and preservation of the conservation area(s).</li> </ul> <p>(c) Without affecting the generality of clause 80 of the Deemed Provisions, upon the provision of 7 days written notice to the private landowner(s) within the Conservation zone, an</p>

No.	Description of land	Requirements
		<p>authorised officer of the local government shall be permitted to enter upon such land for the purpose of inspecting the conservation area and to ensure compliance with the requirements of the Scheme and/or the conservation agreement.</p> <p>(d) Where a landowner has failed to comply with the requirements of the Scheme and/or the conservation agreement, the local government may at the expiry of one calendar month after serving notice on the owner, undertake whatever action and works are necessary to achieve compliance with either the requirements of the Scheme and/or the conservation agreement and recover all associated costs from the owner.</p>

**SCHEDULE 5 – PARKING STANDARDS**

	Zones											
Land Use	Residential	Rural	Rural Water Protection	Local Centre	Neighbourhood Centre	District Centre	Secondary Centre	Mixed Use	Strategic Industry	General Industry	Light Industry	Service Commercial
amusement parlour				1:4 People		1:6 People					1:100 m² GLA	
betting agency					1:15 m² GLA						1:25 m² GLA	
brewery	1:2 m² of Drinking Area											
bulky goods showroom				1:50 m² GLA		1:100 m² GLA				1:100 m² GLA		
caretaker's dwelling	2 Per Dwelling											
child care premises	1 per employee + 1 per 10 Children											
cinema/theatre	1:4 People											
civic use	1:4 People											
community purpose	1:4 People											
consulting rooms	5:1 Practitioner			5:1 Practitioner		4:1 Practitioner				5:1 Practitioner		
convenience store	1:15 GLA + 1 Per Employee											
educational establishment	As per LPP											
fast food outlet / lunch bar	1:15 m² GLA											
fast food outlet – drive-thru	1:15m² GLA											
funeral parlour	1:4 People Accommodated											
garden centre	1:50 m² GLA											
grouped dwelling	As per R-Codes											
holiday accommodation	As per R-Codes											
home business	As per R-Codes											
home occupation	As per R-Codes											
home store	As per R-Codes											
hospital	1:20 m² GLA											
hotel	1 per bedroom plus 1:2 m² of drinking area + 1 per employee											

	Zones												
Land Use	Residential	Rural	Rural Water Protection	Local Centre	Neighbourhood Centre	District Centre	Secondary Centre	Mixed Use	Strategic Industry	General Industry	Light Industry	Service Commercial	
Independent living complex	As per R-Codes for each dwelling												
industry	1:75 m² GLA												
industry – light									1:75 m² GLA		1:50 m² GLA		
liquor store – large	1:15 GLA m² + 1 per employee												
liquor store – small	1:15 GLA m² + 1 per employee												
medical centre	As per Consulting Room												
motel	As per Hotel												
motor vehicle, boat or caravan sales				1:5 vehicles for sale + 1 per employee		1:5 vehicles for sale				1:4 vehicles per sale + 1 per employee			
motor vehicle repair				5 per bay/hoist		4 per bay/hoist				5 per hoist			
motor vehicle wash	1 per wash bay + 1 per employee												
multiple dwelling	As per R-Codes												
office				1:100 m² GLA		1:25 m² GLA		1:50 m² GLA					
place of worship	1:4 People Accommodated												
reception centre	1:4 People Accommodated												
recreation – private			1:4 People Accommodated								1:100 m² GLA		
residential aged care facility	1 per room												
restaurant / cafe	1:4 People Accommodated												
restricted premises					1:15 m² GLA		1:25 m² GLA						1:15 m² GLA
short-term rental accommodation – hosted	As per R-Codes + 1 per bedroom to be occupied by guests												
short-term rental accommodation – unhosted	1 per bedroom to be occupied by guests												
serviced apartment	1.25 per unit				1 per unit		0.75 per unit					1 per unit	

	Zones											
Land Use	Residential	Rural	Rural Water Protection	Local Centre	Neighbourhood Centre	District Centre	Secondary Centre	Mixed Use	Strategic Industry	General Industry	Light Industry	Service Commercial
service station	2 per service bay											
shop				1:15 m² GLA		1:25 m² GLA					1:15m m² GLA	
single house	As per R-Codes											
small bar				1:5m² GLA		1:10 m² GLA						
tavern	1:4 People Accommodated		1:4 People Accommodated					1:2 People Accommodated				
tourist development	1 per bedroom + 1 per employee*											
trade display	1:50 m² GLA											
trade supplies	1:50 m² GLA											
veterinary centre		1:20 m² GLA		3 per practitioner					1:20 m² GLA			
warehouse / storage	1:100 m² GLA											
workforce accommodation	1 per room + 1 per employee											

\* Any additional uses proposed with Tourist development (such as shops or restaurants) shall attract their own additional parking requirements

\*\* Proposals in a special use zone shall be assessed against the parking requirements of the zone that in the opinion of the local government best aligns with the context of the special use zone.

\*\*\* Proposals in the Urban Development, Industrial Development and Centre Zone shall be assessed against the parking requirements for the relevant zone identified under the approved structure plan. In the case that no structure plan has been approved, the applicable rate shall be determined by the Local Government.

\*\*\*\* Proposals in the Private Clubs, Institutions and Places of Worship zone shall be assessed using the parking requirements of the Secondary Centre zone.

## SCHEDULE 6 – SPECIAL CONTROL AREAS

Name of area	Purpose	Objectives	Additional provisions
SCA 1 <b>Development Contribution Areas</b>	To provide for development contributions in respect to infrastructure and administrative items for Development Contributions Areas as specified in Schedule 7.	<ul style="list-style-type: none"> <li>The objectives for preparing a Development Contribution Plan for a Development Contribution Area are as outlined in State Planning Policy 3.6.</li> </ul>	1. Developer Contribution Areas as shown on the Scheme Map as 'DCA' with a corresponding number shown and included in Schedule 7, and subject to the relevant provisions contained in Schedule 8.
SCA 2 <b>Urban Development Areas</b>	<p>To require a structure plan and provide for the coordinated subdivision and development in the following Urban Development zone as shown on the Scheme maps, including:</p> <ul style="list-style-type: none"> <li>Yangebup</li> <li>Lake Coogee</li> <li>Success Lakes</li> <li>Lyon Road</li> <li>Hammond Road</li> <li>Rowley Road</li> <li>Wattleup Road</li> <li>Lots 705 and 707 Armadale Road, Treeby</li> <li>Lot 5131 Jandakot Road, Treeby</li> <li>46 Sciano Avenue, Success</li> </ul>	<ul style="list-style-type: none"> <li>To respond to environmental values of the land and provide for residential neighbourhoods with high levels of amenity, and supporting uses to meet the needs of the community where identified as appropriate through a structure plan.</li> <li>Sustainable urban areas that balance provision of urban development through site-responsive design.</li> <li>Walkable neighbourhoods with a legible and efficient movement network.</li> </ul>	<ol style="list-style-type: none"> <li>An approved Structure Plan together with all approved amendments shall be given due regard in the assessment of applications for subdivision and development in accordance with clause 27(1) of the Deemed Provisions.</li> <li>Development approval is required for a Single house where it is located on a lot that includes any identified portion of a future reserve on an adopted structure plan to ensure development does not compromise the orderly and proper planning of the structure plan area.</li> <li>Development approval is required for a Single house where it does not comply with an adopted Local Development Plan.</li> </ol>
SCA 3 <b>Marine Industry Technology Park</b>  <i>Former DA6</i>	To require a structure plan and provide for the coordinated subdivision and development of a Marine Industry Technology Park.	<ul style="list-style-type: none"> <li>A Marine Industry Technology Park with high levels of amenity for workers and visitors.</li> <li>A range of appropriate land uses to achieve a Marine Industry Technology Park supporting the Australian Marine Complex, whilst responding to constraints of the precinct.</li> </ul>	<ol style="list-style-type: none"> <li>An approved Structure Plan together with all approved amendments shall be given due regard in the assessment of applications for subdivision and development in accordance with clause 27(1) of the Deemed Provisions.</li> <li>The following uses are not permitted within the urban deferred area and the Kwinana Air Quality EPP buffer of SCA 3: <ul style="list-style-type: none"> <li>Residential uses, including Tourist accommodation or mixed-use buildings incorporating residential land uses.</li> <li>Primary and Secondary Schools.</li> </ul> </li> <li>The following land uses are not permitted within the urban deferred area of SCA 3: <ul style="list-style-type: none"> <li>Child care premises</li> <li>Restaurant / café</li> </ul> </li> </ol>



Name of area	Purpose	Objectives	Additional provisions
			<ul style="list-style-type: none"> <li>Tavern</li> <li>Hotel</li> </ul> <p>4. Development approval is required for a Single house where it does not comply with an adopted Local Development Plan.</p>
<b>SCA 4</b> <b>South Beach</b> <i>Former DA16</i>	To require a structure plan and provide for uses consistent with the zonings and reservations in the MRS.	<ul style="list-style-type: none"> <li>A residential area with high levels of amenity, open space to meet the needs of the community, and other supporting land uses where appropriate.</li> </ul>	<p>1. An approved Structure Plan together with all approved amendments shall be given due regard in the assessment of applications for subdivision, land use and development in accordance with clause 27(1) of the Deemed Provisions.</p> <p>2. All residential development must be designed and constructed to comply with the South Beach Village Noise Management Plan dated August 2002.</p> <p>3. Acoustic reports should address noise and vibration in accordance with the requirements of the relevant State Government Agency to the satisfaction of the local government.</p> <p>4. Development approval is required for a single house where it is located on a lot that includes any identified portion of a future reserve on an adopted structure plan to ensure development does not compromise the orderly and proper planning of the structure plan area.</p> <p>5. Development approval is required for a Single house where it does not comply with an adopted Local Development Plan.</p>
<b>SCA 5</b> <b>Cockburn Central North (Muriel Court)</b> <i>Former DA19</i>	To require a structure plan and provide for the coordinated subdivision and development of the area for residential development and Service Commercial development where appropriate.	<ul style="list-style-type: none"> <li>A high-density residential area with high levels of amenity and quality open space to meet the needs of the community, and other supporting land uses where appropriate.</li> <li>Safe and coordinated road network and vehicle access arrangements.</li> <li>To achieve the identified minimum dwelling targets.</li> </ul>	<p>1. An approved Structure Plan together with all approved amendments shall be given due regard in the assessment of applications for subdivision, land use and development in accordance with clause 27(1) of the Deemed Provisions.</p> <p>2. Landowners within SCA 5 who front North Lake Road/Tea Tree Close between Semple and Kentucky Courts shall comply with the access requirements set out in the North Lake Road Vehicle Access Policy Plan adopted by the local government or such other arrangements as considered acceptable to the local government.</p> <p>3. The North Lake Road Vehicle Access Policy Plan sets out criteria relating to:</p>

Name of area	Purpose	Objectives	Additional provisions
			<p>(a) Control over the location, design and number of crossovers.</p> <p>(b) A requirement, as a condition of development approval or subdivision, for easements in gross in the form of a public access easement on land titles.</p> <p>(c) Ensuring that on land adjacent to North Lake Road, all traffic enters and leaves in a forward direction and is suitable for heavy rigid vehicles.</p> <p>4. Notwithstanding 4 above, Council may make satisfactory arrangements for temporary access to North Lake Road where designated crossover and linking right-of-carriageways have not been created.</p> <p>5. Where temporary access to North Lake Road is agreed to, the terms and conditions of such access are to be set out in a legal agreement prepared at the landowner's cost.</p> <p>6. All development within the Muriel Court Development Area shall be in accordance with Design Guidelines adopted by the local government.</p> <p>7. Each subdivision and development application in the SCA area shall achieve at least 75% of the potential number of dwellings achievable under the R-Code designated for the application area on the adopted Structure Plan.</p> <p>8. Development approval is required for a Single house where it is located on a lot that includes any identified portion of a future reserve on an adopted structure plan to ensure development does not compromise the orderly and proper planning of the structure plan area.</p> <p>9. Development approval is required for a Single house where it does not comply with an adopted Local Development Plan.</p>
<p>SCA 6</p> <p><b>Cockburn Central East (former Solomon Road Development Area)</b></p> <p><i>Former DA20</i></p>	<ul style="list-style-type: none"> <li>To require a structure plan and provide for the coordinated subdivision and development of the area for light industrial and service commercial development, to complement the Cockburn Central</li> </ul>	<ul style="list-style-type: none"> <li>A light industrial and service commercial area that is integrated with the Cockburn Central Activity Centre.</li> <li>To retain and foster strategic employment generating uses.</li> <li>A focus on a diverse range of commercial</li> </ul>	<p>1. An approved Structure Plan together with all approved amendments shall be given due regard in the assessment of applications for subdivision, land use and development in accordance with clause 27(1) of the Deemed Provisions.</p> <p>2. Landowners within SCA 6 who front Verde Drive shall have due regard to the access requirements set out in Local Planning Policy 5.6 Vehicle</p>

Name of area	Purpose	Objectives	Additional provisions
	Activity Centre.	services and/or light industrial rather than retail to maximise employment opportunities.	<p>Access (as amended), or equivalent.</p> <p>3. Landowners within SCA 6 whose land fronts a portion of Verde Drive reserved as 'Local Road' under the Scheme shall make a proportional contribution towards the cost of constructing Verde Drive to a two-lane kerbed road.</p> <p>4. This contribution is to be made at the earlier of a condition of subdivision granted by the Western Australian Planning, or a condition of development approval, and shall include the following-</p> <ul style="list-style-type: none"> <li>• Full earthworks;</li> <li>• Dual use path (one side);</li> <li>• Lighting;</li> <li>• Landscaping;</li> <li>• Traffic management devices;</li> <li>• Provision of drainage infrastructure.</li> </ul>
<p>SCA 7</p> <p><b>Port Coogee</b></p> <p><b>Former DA22</b></p>	To require a structure plan and provide for the coordinated subdivision and development of Port Coogee SCA 7.	A sustainable mixed land use urban environment with high levels of amenity, open space to meet the needs of the community, and other supporting land uses where appropriate.	<p>1. An approved Structure Plan together with all approved amendments shall be given due regard in the assessment of applications for subdivision and development in accordance with clause 27(1) of the Deemed Provisions.</p> <p>2. The local government may adopt Design Guidelines for any development precincts as defined on the Structure Plan. All development in such precincts is to be in accordance with the adopted guidelines in addition to any other requirements of the Scheme, and where there is any inconsistency between the design guidelines and the Scheme, the Scheme shall prevail.</p> <p>3. No subdivision or development will be supported within the SCA until the Structure Plan has been approved by both the WAPC and the local government.</p> <p>4. Development of Shops (retail uses), Commercial Uses and Tourist Facilities within the Special Control Area shall be in accordance with the approved Structure Plan.</p> <p>5. The Structure Plan and subdivision is to provide for public access to the coast and waterways and provide for a continuous dual use path along the foreshore connecting into the existing pathway system.</p> <p>6. The Structure Plan should retain</p>

Name of area	Purpose	Objectives	Additional provisions
			<p>existing remnant vegetation within the SCA, where possible, particularly on the primary coastal dunes adjoining Coogee Beach.</p> <p>7. The ground floor of 47 Perline View, North Coogee may include the following additional uses:</p> <ul style="list-style-type: none"> <li>• Fast Food Outlet/lunch bar (P)</li> <li>• Health studio (D)</li> <li>• Shop (P)</li> <li>• Restaurant / café (P)</li> </ul> <p>5. No commercial fishing boats are permitted to enter or use the marina or carry out commercial fishing operations in or from the waterways.</p> <p>6. The local government may approve Local Development Plan(s) for any part of the SCA as defined on the approved Structure Plan, pursuant to clause 52 of the Deemed Provisions.</p> <p>7. Local Development Plans may be required for any particular lot or lots within the SCA, and shall be prepared for the land designated Marina Village and for land coded R80 and higher.</p> <p>8. When considering a Local Development Plan the local government may impose development requirements including but not limited to vehicle parking greater than the standards prescribed under the Scheme, if in the opinion of the Council it would result in a more desirable outcome for the use and development of the land the subject of the Local Development Plan.</p> <p>9. In areas immediately adjacent to the Marina Village which are coded R80 or higher on the Structure Plan, where development is proposed to be two storeys or higher, the ground floor shall be set aside for commercial or retail uses where such uses can, in the opinion of the local government, complement uses in the Marina Village, and may not be used for any other purpose unless the local government decides otherwise.</p> <p>10. Development within the R20, R25, R30 and R40 coded residential areas is restricted to two storeys in height plus a loft.</p> <p>11. The Marina Village is to be developed as a social and tourist focal point with commercial uses centred around alfresco dining and entertainment, marine based retail and other complementary specialty facilities,</p>

Name of area	Purpose	Objectives	Additional provisions
			<p>with a minimum retail floorspace of 1500m<sup>2</sup> net lettable area, unless the local government decides otherwise.</p> <p>12. The Marina Village shall include a site of not less than 3500m<sup>2</sup> for the development of a hotel, located and designed to the satisfaction of the local government.</p> <p>13. Within the Marina Village development is restricted to a maximum of eight storeys. The height of buildings in residential R60 and R80 areas should be limited to a maximum of five storeys (and not exceeding 21 metres) in height. Higher structures up to a maximum of eight storeys (and not exceeding 32 metres) in height may be permitted where:</p> <ul style="list-style-type: none"> <li>(a) there is broad community support for the higher buildings following a process of full consultation; and</li> <li>(b) the proposed development(s) is suitable for the location taking into account the built form, topography and landscape character of the surrounding area; and</li> <li>(c) the location is part of a major tourist or activity node; and</li> <li>(d) the amenity of the coastal foreshore is not detrimentally affected by any significant overshadowing of the foreshore; and</li> <li>(e) there is visual permeability of the foreshore and ocean from nearby residential areas, roads and public spaces.</li> </ul> <p>14. Development approval is required for a Single house where it is located on a lot that includes any identified portion of a future reserve on an adopted structure plan to ensure development does not compromise the orderly and proper planning of a structure plan area.</p> <p>15. Development approval is required for a Single house where it does not comply with an adopted Local Development Plan.</p>

Name of area	Purpose	Objectives	Additional provisions
SCA 8 <b>Cockburn Central Town Centre</b> (Centre zone) <i>Former DA23</i>	To require structure plan(s) and provide for the coordinated subdivision and development of the Cockburn Central Town Centre and Cockburn Central West Precincts of the Cockburn Central Activity Centre to ensure the objectives of the Activity Centre are achieved.	<p>To facilitate the development of the Cockburn Central Town Centre and Cockburn Central West precincts as part of a multifunctional Town Centre which shall include a range of intensive residential and commercial development, shopping, entertainment, regional sport, bushland/wetland area and cultural facilities supported by a highly interconnected transport system.</p> <p>Active, vibrant ground level development that promotes walkability, social interaction and economic activities.</p> <p>The following objectives also apply to Cockburn Central West:</p> <ul style="list-style-type: none"> <li>An innovative mixed-use precinct integrating regional recreational aspirations into the existing landform and surrounds whilst cohesively extending the high density urban fabric of the town centre.</li> <li>Land uses complementary to the town centre including high density residential development (with targets identified), offices, education and government offices, integrated with regional recreational aspirations.</li> <li>Strong cycle and pedestrian links connecting the regional facility with the surrounding footpath and bike network, adjacent precincts and the surrounding green network.</li> </ul>	<ol style="list-style-type: none"> <li>The adopted structure plans for Cockburn Central town centre and Cockburn Central West will guide subdivision and development in the area.</li> <li><b>Cockburn Central Town Centre</b> <ol style="list-style-type: none"> <li>The permissibility of land uses for the area identified as 'Regional Centre' in the Structure Plan shall be in accordance with the 'Secondary Centre' zone as set out in Table 3 Zoning Table of this Scheme, with the exception of the following:               <ul style="list-style-type: none"> <li>Supermarkets will not be permitted within the Town Centre, and for the purpose of this clause supermarkets are defined as self-service retail stores or markets with a sales area of 1100m<sup>2</sup> (NLA) or greater, the main function of which is to sell a variety of ordinary fresh and/or packaged food and grocery items.</li> </ul> </li> <li>A residential coding of R160 shall apply to the Town Centre precinct.</li> </ol> </li> <li><b>Cockburn Central West Structure Plan area</b> <ol style="list-style-type: none"> <li>The permissibility of land uses for the area identified as 'Regional Centre' in the Structure Plan shall be in accordance with the 'Secondary Centre' zone as set out in Table 3 Zoning Table of this Scheme.</li> <li>Development is to be guided by the Cockburn Central West Design Guidelines (or equivalent local planning policy and/or local development plan).</li> <li>To achieve the objectives of the precinct, including meeting the dwelling targets to support viability of the activity centre and achieve an urban intensity and character of development, the following restrictions apply to the development of grouped dwellings, regardless of the provisions of the structure plan:               <ul style="list-style-type: none"> <li>Restricted to a maximum of 30 per cent of the developable land area within any parcel of land as</li> </ul> </li> </ol> </li> </ol>

Name of area	Purpose	Objectives	Additional provisions
			<p>identified in the structure plan.</p> <ul style="list-style-type: none"> <li>Minimum of three storeys for grouped dwellings.</li> </ul> <p>4. Development approval is required for a Single house where it is located on a lot that includes any identified portion of a future reserve on an adopted structure plan to ensure development does not compromise the orderly and proper planning of the structure plan area.</p> <p>5. Development approval is required for a Single house where it does not comply with an adopted Local Development Plan.</p>
<b>SCA 9</b> <b>Cockburn Central Gateways Precinct</b> <b>(Centre zone)</b> <i>Former DA24</i>	To require a structure plan and provide for the coordinated subdivision and development of the Cockburn Central Gateways Precinct, and to ensure the objectives of the Activity Centre are achieved.	<ul style="list-style-type: none"> <li>To provide a retail focus for the Cockburn Central Activity Centre within a precinct that is highly accessible for a range of transport modes, with strong connections to surrounding streets and land uses.</li> <li>An important gateway site that contributes to a vibrant activity centre core.</li> </ul>	<p>1. An approved Structure Plan together with all approved amendments shall be given due regard in the assessment of applications for subdivision and development in accordance with clause 27(1) of the Deemed Provisions.</p> <p>2. The permissibility of land uses for the area identified as 'Regional Centre' in the Structure Plan shall be in accordance with the 'Secondary Centre' zone as set out in Table 3 Zoning Table of this Scheme, with the exception of the following land uses being treated as 'P' uses:</p> <ul style="list-style-type: none"> <li>Fast food outlet/lunch bar</li> <li>Small bar</li> </ul>
<b>SCA 10</b> <b>Imlah Court and Prinsep Road, Jandakot</b> <i>Former DA25</i>	To provide for residential development along the Imlah Court frontage and service commercial development with co-ordinated access from Prinsep Road, whilst achieving appropriate interfaces.	<ul style="list-style-type: none"> <li>High levels of residential amenity through an appropriate interface with service commercial and industrial uses, and appropriate access arrangements.</li> <li>Safe and coordinated vehicle access.</li> </ul>	<p>1. Buildings on the Service Commercial zoned lots which abut residential lots should not be higher than 3m in height at the residential boundary. The wall can increase in height by 1m for every 1m it is setback from the residential boundary.</p> <p>2. No development in the Service Commercial zone shall have access to Imlah Court.</p>
<b>SCA 11</b> <b>Success – Bartram / Hammond Roads</b> <i>Former DA28</i>	To require a structure plan to address constraints of the site and provide for coordinated residential subdivision and development and compatible associated land uses.	<ul style="list-style-type: none"> <li>Development that addresses the environmental values of the site and achieves an appropriate buffer and interface to the adjacent Water Corporation Groundwater Treatment Plant.</li> </ul>	<p>1. An approved Structure Plan together with all approved amendments shall be given due regard in the assessment of applications for subdivision, land use and development in accordance with clause 27(1) of the Deemed Provisions.</p> <p>2. A structure plan must address the following, amongst other matters:</p> <ul style="list-style-type: none"> <li>Environmental values of the site</li> </ul>



Name of area	Purpose	Objectives	Additional provisions
			<p>which includes Banksia Woodlands;</p> <ul style="list-style-type: none"> <li>• Bushfire Management;</li> <li>• An appropriate buffer to the adjacent Water Corporation Groundwater Treatment Plant which will restrict residential and sensitive land uses on portions of the site.</li> </ul> <p>3. Development approval is required for a Single house where it is located on a lot that includes any identified portion of a future reserve on an adopted structure plan to ensure development does not compromise the orderly and proper planning of the structure plan area.</p> <p>4. Development approval is required for a Single house where it does not comply with an adopted Local Development Plan.</p>
SCA 12 <b>Packham North</b> <i>Former DA31</i>	To require a structure plan and provide for coordinated residential subdivision and development and compatible associated land uses.	A residential area with high levels of amenity, areas of open space to meet the needs of the community, and other supporting land uses where appropriate.	<p>1. An approved Structure Plan together with all approved amendments shall be given due regard in the assessment of applications for subdivision, land use and development in accordance with clause 27(1) of the Deemed Provisions.</p> <p>2. Each subdivision and development application in the SCA shall achieve at least 85 per cent of the potential number of dwellings achievable under the R-Code designated for the application area in the endorsed Structure Plan.</p> <p>3. Development approval is required for a Single house where it is located on a lot that includes any identified portion of a future reserve on an adopted structure plan to ensure development does not compromise the orderly and proper planning of the structure plan area.</p> <p>4. Development approval is required for a Single house where it does not comply with an adopted Local Development Plan.</p>
SCA 13 <b>Old Coogee Hotel and Post Office</b> <i>Former DA32</i>	To require a structure plan and provide for the coordinated development, protection and adaptive reuse of the heritage protected places.	<ul style="list-style-type: none"> <li>• Protection of the cultural heritage values of the site, including the sympathetic adaptation of the heritage protected places (Old Coogee Hotel and Post Office)</li> </ul>	<p>1. An approved Structure Plan together with all approved amendments shall be given due regard in the assessment of applications for subdivision and development in accordance with clause 27(1) of the Deemed Provisions.</p> <p>2. The Structure Plan is to provide for residential development and may</p>

Name of area	Purpose	Objectives	Additional provisions
		<p>buildings) to provide for their ongoing viability.</p> <ul style="list-style-type: none"> <li>The heritage-protected places (Old Coogee Hotel and Post Office buildings) as landmark features on Cockburn Road, with other development subservient to those structures.</li> <li>Land uses and an interface that is compatible with residential amenity.</li> </ul>	<p>include the sympathetic adaptation of the heritage places for commercial and tourist related uses that are compatible with residential amenity and consistent with the Conservation Plan.</p> <p>3. The Structure Plan is to facilitate the conservation and protection of the cultural heritage significance of the heritage protected places and their setting, consistent with a Conservation Plan.</p>
<p>SCA 14 <b>Cockburn Coast</b> <i>Former DA33</i></p>	<p>To guide development, subdivision and preparation of structure plans to achieve the identified objectives of the SCA, district structure plans and structure plans for Cockburn Coast.</p> <p>To establish:</p> <ul style="list-style-type: none"> <li>A sustainability framework for future detailed planning and design.</li> <li>An inclusive/ participatory planning and consultation framework.</li> </ul>	<ul style="list-style-type: none"> <li>Creation of an integrated mix of land uses - a place to live, work, and play, where people have a choice of activities throughout the day and night.</li> <li>Facilitation of an urban typology for residential development, and extensive opportunities for live/work within the SCA.</li> <li>Use of the natural landform and unique character to create varied land use and built form character precincts.</li> </ul> <p><b>Movement network</b></p> <ul style="list-style-type: none"> <li>Balance the function and impacts of regional and local transport.</li> <li>An internal road network with connections to the wider regional network which disperses traffic.</li> <li>Safe and highly connected pedestrian and cyclist network providing access to the regional network.</li> <li>An efficient public transport system</li> </ul>	<p><b>1. Hierarchy of Plans</b></p> <p>(a) Subdivision and development within the SCA shall be guided by an approved Structure Plan, Design Guidelines and Local Development Plans as appropriate. Approved Structure Plan(s) together with all approved amendments shall be given due regard in the assessment of applications for subdivision and development in accordance with clause 27(1) of the Deemed Provisions.</p> <p>(b) Preparation of Structure Plans (and amendments) shall have due regard to the following:</p> <ul style="list-style-type: none"> <li>Cockburn Coast District Structure Plan (2009)</li> <li>District Structure Plan Part 2</li> </ul> <p><b>2. General Provisions</b></p> <p>(a) All development within the SCA, where deemed necessary by the local government, shall be guided by Design Guidelines adopted as a local planning policy.</p> <p>(b) Local Development Plans must be approved by the local government prior to the subdivision or development of land within the Activity Centres, and may be required for any other particular lot where deemed necessary by the local government.</p> <p>(c) Each subdivision (excluding amalgamation proposals) and development application shall achieve at least 85 per cent of the potential number of dwellings achievable under the R-code</p>

Name of area	Purpose	Objectives	Additional provisions
		<p>providing connections to Fremantle and the wider regional network with the potential for expansion to the south and east in the future.</p> <p><b>Public Open Space</b></p> <ul style="list-style-type: none"> <li>A hierarchy of open spaces at a regional, district and local scale offering a range of uses and experiences, including passive and active recreation opportunities.</li> <li>Multi-purpose open spaces, including integrated water management.</li> </ul> <p><b>Public realm</b></p> <ul style="list-style-type: none"> <li>Attractive, interactive and interesting street environments for pedestrians and cyclists.</li> <li>Strong legibility and enhancement of the SCA's entries, focal points, movement networks, open spaces and activity nodes.</li> <li>A sense of place through interesting and interactive streetscapes and built form that reflect the history and coastal influences of the site.</li> </ul> <p><b>Built form</b></p> <ul style="list-style-type: none"> <li>A variety of building types, with a key focus on sustainable design.</li> <li>Landmark buildings in key locations.</li> <li>Facilitating development of commercial and mixed-use buildings to street edges, and traditional 'main street' forms of building design.</li> </ul>	<p>designated for the application area on the adopted Structure Plan. In calculating the potential number of dwellings for the purposes of this provision, the following average lot sizes will apply unless specified by the adopted Structure Plan:</p> <p>R30 = 300m<sup>2</sup>  R40 = 220m<sup>2</sup>  R50 = 180m<sup>2</sup>  R60 = 180m<sup>2</sup>  R80 = 125m<sup>2</sup>  R100 = 100m<sup>2</sup>  R160 = 62.5m<sup>2</sup></p> <p>(d) Where appropriate the local government may require proposals be accompanied by a report prepared by a qualified acoustic consultant, certifying the design features of the development will achieve a satisfactory level of noise attenuation to enable the mixing of residential and non-residential land uses, and/or demonstrate mitigation of impacts associated with freight noise and vibration.</p> <p><b>3. Content of Structure Plan Report(s)</b></p> <p>(a) In addition to the required details set out in clause 16(C) of the Deemed Provisions, all Structure Plans shall be accompanied by the following supplementary information to support consideration of Structure Plans for the SCA —</p> <p>(i) Measures to achieve the affordable housing targets as set out in the Cockburn Coast District Structure Plan to the satisfaction of the local government.</p> <p>(ii) Local Water Management Strategy which is consistent with the approved District Water Management Strategy as an additional detail of the Local Structure Plan(s).</p> <p>(iii) A Noise and Vibration Management Plan for approval by the local government as an additional detail of the structure Plan(s).</p> <p>(iv) A Cultural Heritage Strategy (or equivalent) demonstrating how matters of cultural heritage significance will be</p>

Name of area	Purpose	Objectives	Additional provisions
		<ul style="list-style-type: none"> <li>Encouraging active building edges fronting the public realm, particularly at the ground floor level, with the requirement for adaptable mixed use buildings in appropriate locations.</li> <li>Retaining a sense of the area's industrial heritage through the built form, while ensuring that the architectural design is contemporary and not 'faux industrial'.</li> </ul>	<p>addressed, including the following:</p> <ul style="list-style-type: none"> <li>Identifying places of cultural heritage significance within and adjacent to the SCA;</li> <li>Outlining methods of conserving places of cultural heritage significance;</li> <li>Identify significant zones whereby there should be further guidance on development within and/or adjacent to places of cultural heritage significance;</li> <li>Include recommendations for heritage interpretation.</li> <li>Implementation plan setting out responsibilities.</li> </ul> <p>(v) Public Art Strategy setting out the framework to enhance each precinct through the integration of public art within the Special Control Area by detailing the following —</p> <ul style="list-style-type: none"> <li>Influences for public art and possible themes for each precinct;</li> <li>Indicative locations for artworks where they will enhance the amenity and the interpretation of the public realm, contribute to way-finding, and enhance the sense of place; and</li> <li>Management arrangements and responsibilities for public art.</li> </ul> <p>(vi) A Coastal Hazard Risk Assessment to be prepared for the full length of coastline adjacent to the SCA as an additional detail of the Structure Plan(s) to the satisfaction of the local government.</p> <p><b>4. Foreshore Management Plan</b></p> <p>(a) A Foreshore Management Plan is required to be prepared for the full length of coastline adjacent to the SCA as an additional detail of the Structure Plan(s) to the satisfaction of the local</p>

Name of area	Purpose	Objectives	Additional provisions
			<p>government.</p> <p>(b) The Foreshore Management Plan shall be informed by the Coastal Hazard Risk Assessment and shall demonstrate measures to mitigate potentially adverse impacts by coastal processes (including climate change induced sea level rise) on the proposed development (including public, private and local government infrastructure).</p> <p>(c) The Foreshore Management Plan shall be consistent with State Planning Policy No. 2.6 and shall address the following place specific matters —</p> <p>(i) Integration with North Coogee and Coogee Beach Management Plans.</p> <p>(ii) Improvement of pedestrian and cycling links with South Beach and Port Coogee.</p> <p>(iii) Improvement of east-west links across the railway reserve, connecting people with the foreshore.</p> <p>(iv) Consideration of ecological linkages across the railway line to the Beeliar Regional Park.</p> <p>(v) Identification of measures to recognise and interpret historic cultural heritage and indigenous cultural heritage.</p> <p>(vi) Potentially conflicting recreational activities, including use of the coastline as a designated horse exercise area which is a unique characteristic of the Cockburn coast, and use of the beach as a dog exercise area.</p> <p>(vii) A comprehensive response to the future management of the Port Coogee sand bypassing operations to ensure sand bypassing works do not have detrimental effects on the marine environment and public safety, and sediment outcomes for accretion and erosion between Catherine Point and Coogee Beach to the south.</p> <p>(viii) Assessment of the need to upgrade the South Fremantle</p>

Name of area	Purpose	Objectives	Additional provisions
			<p>power station groynes.</p> <p><b>5. Matters to be addressed by Structure Plan(s)</b></p> <p>All Structure Plans shall address, but not be limited to the following matters:</p> <p>(a) Public Open Space</p> <p>Identify public open space that —</p> <ul style="list-style-type: none"> <li>(i) meets the recreational needs of the whole community by including a diverse range of open spaces of suitable size, dimensions and character to offer formal and informal opportunities for active and passive recreation and community interaction and activities, flora and fauna connectivity and urban water management; and</li> <li>(ii) is accessible and attractive to users, including local residents, workers or visitors to the area; and</li> <li>(iii) assists legibility and may play a landmark role; and</li> <li>(iv) includes logical and interesting routes for pedestrians and cyclists, and act as links and hubs in pedestrian and cycle networks; and</li> <li>(v) is located and designed to be safe, serviceable and well-lit in a sustainable manner; and</li> <li>(vi) provides the opportunity to conserve and enhance natural values, including the function of ecological corridors; and</li> <li>(vii) is provided in accordance with Western Australian Planning Commission policy.</li> </ul> <p>(b) Movement Network</p> <p>Achieve a street pattern that serves the needs of pedestrians, cyclists and vehicles equitably, provides good pedestrian connections to local activities and offers a memorable layout for way-finding and legibility.</p> <p>(c) Environmental Sustainability</p> <p>Identify applicable measures to demonstrate how the environmental sustainability targets set out in the Cockburn</p>

Name of area	Purpose	Objectives	Additional provisions
			<p>Coast District Structure Plan (2009) for each Structure Plan area will be achieved, to the satisfaction of the local government.</p> <p>(d) Building Heights</p> <p>Identify and justify the appropriate location of iconic, landmark, and gateway sites consistent with the Cockburn Coast District Structure Plan (2009) and District Structure Plan Part 2.</p> <p>(e) Affordable Housing</p> <p>Identify applicable measures, outlined in the Affordable Housing Strategy to demonstrate how the affordable housing targets set out in the Cockburn Coast District Structure Plan (2009) will be achieved, to the satisfaction of the local government.</p> <p>(f) Employment</p> <p>(i) Identify measures to demonstrate how employment self-sufficiency targets set out in the Cockburn Coast District Structure Plan (2009) for each Structure Plan area will be facilitated, to the satisfaction of the local government.</p> <p>(ii) Include an assessment of the likely employment requirements of the population residing within the Structure Plan area, measures proposed to establish a framework to encourage and retain local employment, location of these areas, estimates of retail floor space, and estimates of future employment opportunities.</p> <p>(g) Environmental Feasibility</p> <p>Impacts upon the marine environment including relationship to other coastal features shall be discussed in any Structure Plan proposing the inclusion of a marina or similar modifications to the coastline.</p> <p>(h) Social Feasibility</p> <p>Any Structure Plan proposing the inclusion of a marina or similar modifications to the coastline shall discuss the social feasibility of such a proposal in contrast to the opportunities afforded by the</p>



Name of area	Purpose	Objectives	Additional provisions
			<p>existing coastline.</p> <p>(i) Transition of Land Uses</p> <p>(i) Identify and describe any existing lawful development within the Structure Plan area which has associated offsite impacts.</p> <p>(ii) Identify and describe how future land use and development will be managed so that areas experiencing offsite impacts from existing lawful development are either avoided or managed.</p> <p>(j) Contaminated Sites</p> <p>(i) Recognising obligations for landowners under the <i>Contaminated Sites Act 2003</i>, identify lots contained within the SCA that are known or suspected to be contaminated and the status of contamination investigations.</p> <p>(ii) Describe how the land use plan responds to issues of contamination across the SCA.</p> <p>(k) Design Guidelines</p> <p>Structure Plans must have associated Design Guidelines, adopted by the local government prior to or as a part of the consideration of the Structure Plan. They shall provide guidance on the following key design principles:</p> <p>(i) Development should facilitate close interaction with pedestrian activity along footpaths. Buildings should be designed to focus on pedestrian and cyclist amenity and safety, while accommodating on street parking and slow vehicle speeds in certain locations.</p> <p>(ii) Buildings should be located and designed to form an interesting and attractive urban edge to the street; to define and enclose the public street space at an appropriate scale and provide passive surveillance of public areas.</p> <p>(iii) Minimisation of the width and number of driveways and crossovers to assist in</p>

Name of area	Purpose	Objectives	Additional provisions
			<p>achieving attractive, pedestrian friendly environments.</p> <p>(iv) Management of car parking to ensure the objectives of the Integrated Transport Plan and District Structure Plans are achieved.</p> <p>(v) Provision of bicycle parking and end of trip facilities for mixed use and commercial buildings, and larger scale residential developments.</p> <p>(vi) All proposals including residential development are to demonstrate diversity in dwelling types, through the incorporation of different sized and designed dwellings. There is an expectation that a number of different types (size and design) comprise every proposal that includes residential development.</p> <p>(vii) Development should be designed to maximise passive solar heating, cooling and natural ventilation, and to reduce energy and resource consumption wherever possible.</p> <p>(viii) Development of sites adjacent to a heritage protected place shall be respectful of the recognised cultural heritage significance, and should not adversely affect the heritage significance.</p> <p>(ix) Heritage Interpretation Plan(s) for approval as an additional detail of development applications, including proposals that may impact heritage protected places and Aboriginal heritage sites.</p> <p>(x) Guidelines for Mixed Use/Activity Centres should address the following:</p> <ul style="list-style-type: none"> <li>Buildings that front a public street should be constructed in a robust way to allow for retrofitting at a later date (e.g. residential capacity on the ground floor with the ability to retrofit into the future to intended</li> </ul>

Name of area	Purpose	Objectives	Additional provisions
			<p>commercial land uses).</p> <ul style="list-style-type: none"> <li>Measures to facilitate sustainable mixed land use urban environments where a diverse range of carefully designed and constructed land uses can successfully co-exist with noise sensitive and noise emitting premises, including ensuring mechanical, industrial and service equipment is appropriately designed, located and installed to minimise noise disturbance.</li> </ul> <p><b>6. Requirements for Development approval</b></p> <p>(a) Development approval is required for a Single house where it is located on a lot that includes any identified portion of a future reserve on an adopted structure plan to ensure development does not compromise the orderly and proper planning of the structure plan area.</p> <p>(b) Development approval is required for a Single house where it does not comply with an adopted Local Development Plan.</p>
<p>SCA 15</p> <p><b>Hammond Road North</b></p> <p><i>Former DA35</i></p>	<p>To require a structure plan to provide for coordinated subdivision and development of commercial, retail, and service commercial land uses.</p>	<ul style="list-style-type: none"> <li>A precinct that incorporates compatible retail, and service commercial land uses at a scale that is consistent with SPP 4.2.</li> <li>Safe and efficient vehicle movements, access and parking arrangements.</li> </ul>	<ol style="list-style-type: none"> <li>An approved Structure Plan together with all approved amendments shall be given due regard in the assessment of applications for subdivision, land use and development in accordance with clause 27(1) of the Deemed Provisions.</li> <li>The Structure Plan is to provide for future commercial, retail and service commercial development and compatible uses incidental thereto. The extent of such uses will be subject to the preparation and approval by the local government of an economic/retail needs assessment prepared in accordance with State Planning Policy 4.2.</li> <li>Local Development Plans and/or Design Guidelines shall be prepared and approved by the local government to guide development.</li> <li>The Structure Plan must be accompanied by a comprehensive traffic assessment, including a Vehicle Access and Parking Strategy.</li> </ol>

Name of area	Purpose	Objectives	Additional provisions
			<p>5. Notwithstanding the above provision, the City may require additional traffic and access assessments at the development approval stage.</p> <p>6. The Structure Plan must address and resolve the implementation and land swap arrangements as contained in the legal agreement and contract of sale between the proponent and City of Cockburn, signed 22 January 2001.</p>
<p>SCA 16</p> <p><b>Banjup Quarry</b></p> <p><i>Former DA37</i></p>	To require a structure plan and provide for coordinated residential subdivision and development and compatible associated land uses.	A mixed-use neighbourhood of residential and compatible non-residential land uses as identified through a structure plan that achieves a high level of residential amenity.	<p>1. An approved Structure Plan together with all approved amendments shall be given due regard in the assessment of applications for subdivision, land use and development in accordance with clause 27(1) of the Deemed Provisions.</p> <p>2. The Structure Plan is to provide for an appropriate mix of residential and non-residential land uses, in order to support the objective for a mixed-use neighbourhood. Non-residential land uses may include compatible service commercial/ light and service industry land uses, as a means to provide an appropriate interface and transition to the western adjoining SCA 6.</p> <p>3. The Structure Plan is to provide for safe and efficient pedestrian connections between SCA 16 and the Cockburn Central Railway Station.</p> <p>4. Development approval is required for a Single house where it is located on a lot that includes any identified portion of a future reserve on an adopted structure plan to ensure development does not compromise the orderly and proper planning of the structure plan area.</p> <p>5. Development approval is required for a Single house where it does not comply with an adopted Local Development Plan.</p>
<p>SCA 17</p> <p><b>Rockingham Road, Hamilton Hill</b></p> <p><i>Former DA39</i></p>	To require a structure plan and provide for coordinated residential subdivision and development.	A residential area with high levels of amenity.	<p>1. An approved Structure Plan together with all approved amendments shall be given due regard in the assessment of applications for subdivision and development in accordance with clause 27(1) of the Deemed Provisions.</p> <p>2. The Structure Plan is to:</p> <ul style="list-style-type: none"> <li>• Provide for medium to high density residential development; and</li> <li>• Ensure the layout and urban form provides an appropriate interface to adjacent roads, existing public</li> </ul>

Name of area	Purpose	Objectives	Additional provisions
			<p>open space, and any proposed areas of public open space.</p> <p>3. Development approval is required for a Single house where it is located on a lot that includes any identified portion of a future reserve on an adopted structure plan to ensure development does not compromise the orderly and proper planning of the structure plan area.</p> <p>4. Development approval is required for a Single house where it does not comply with an adopted Local Development Plan.</p>
SCA 18 <b>Blackwood Avenue</b> <i>Former DA40</i>	To require a structure plan and provide for coordinated residential subdivision and development.	A medium density residential development with high levels of amenity and an appropriate interface to adjacent areas.	<p>1. An approved Structure Plan together with all approved amendments shall be given due regard in the assessment of applications for subdivision and development in accordance with clause 27(1) of the Deemed Provisions.</p> <p>2. The Structure Plan is to:</p> <ul style="list-style-type: none"> <li>• Provide for medium density residential development; and</li> <li>• Ensure the layout and urban form provides an appropriate interface to adjacent roads and Public Open Space.</li> </ul> <p>3. Development approval is required for a single house where it is located on a lot that includes any identified portion of a future reserve on an adopted structure plan to ensure development does not compromise the orderly and proper planning of the structure plan area.</p> <p>4. Development approval is required for a single house where it does not comply with an adopted Local Development Plan.</p>
SCA 19 <b>Ghostgum Avenue</b> <i>Former DA41</i>	To require a structure plan and provide for coordinated residential subdivision and development and compatible associated land uses.	A residential area with high levels of amenity, open space to meet the needs of the community, and other supporting land uses where appropriate.	<p>1. An approved Structure Plan together with all the approved amendments shall be given due regard in the assessment of applications for subdivision, land use and development in accordance with Clause 27(1) of the Deemed Provisions.</p> <p>2. The Structure Plan is to provide for an appropriate mix of residential and compatible land uses.</p> <p>3. The Structure Plan is to be provided to the Office of Environmental Protection Authority (OEPA) for consultation and comment as part of the advertising period.</p>

Name of area	Purpose	Objectives	Additional provisions
			<p>4. Development approval is required for a Single house where it is located on a lot that includes any identified portion of a future reserve on an adopted structure plan to ensure development does not compromise the orderly and proper planning of the structure plan area.</p> <p>5. Development approval is required for a Single house where it does not comply with an adopted Local Development Plan.</p>
<p>SCA 20</p> <p><b>Former Hamilton Senior High</b></p> <p><i>Former DA42</i></p>	To require a structure plan and provide for coordinated residential subdivision and development and compatible associated land uses.	A residential area with a mix of residential densities, open space, and an appropriately scaled mixed-use, neighbourhood node.	<p>1. An approved Structure Plan together with all approved amendments shall be given due regard in the assessment of applications for subdivision and development in accordance with clause 27(1) of the Deemed Provisions.</p> <p>2. The Structure Plan is to provide an appropriate mix of residential densities, open space, and an appropriately scaled mixed use, neighbourhood node.</p> <p>3. Development approval is required for a Single house where it is located on a lot that includes any identified portion of a future reserve on an adopted structure plan to ensure development does not compromise the orderly and proper planning of the structure plan area.</p> <p>4. Development approval is required for a Single house where it does not comply with an adopted Local Development Plan.</p>
<p>SCA 21</p> <p><b>Corner of Phoenix and North Lake Roads</b></p> <p><i>Former RU14</i></p>	To require a 15m vegetated setback to Phoenix Road.	<p>To maintain a consistent vegetated setback along Phoenix Road between Sudlow Road and North Lake Road for the purpose of:</p> <ul style="list-style-type: none"> <li>• Maintaining a native bushland character; and</li> <li>• Providing suitable separation and screening from residential areas.</li> </ul>	<p>1. A 15m setback to Phoenix Road is required to be used for landscaping purposes only, with no development or access permitted in that area.</p> <p>2. There shall be no clearing of existing vegetation within the 15m landscaped setback, and a condition of development approval may require enhancement of the vegetation and landscaping.</p>
<p>SCA 22</p> <p><b>Lake Coogee Urban Deferred Area (outside Kwinana Air Quality</b></p>	<p>1. To require a district structure plan for the entire SCA 22 to demonstrate the following:</p> <ul style="list-style-type: none"> <li>• Sensitive land uses will not be</li> </ul>	<ul style="list-style-type: none"> <li>• To ensure future land uses are compatible with the ongoing operation of wastewater infrastructure.</li> <li>• To ensure a high</li> </ul>	<p>1. An approved Structure Plan together with all approved amendments shall be given due regard in the assessment of applications for subdivision and development in accordance with clause 27(1) of the Deemed Provisions.</p>

Name of area	Purpose	Objectives	Additional provisions
<b>Buffer)</b> <b>Former part DA 5</b>	<p>unacceptably impacted by odour from the Woodman Point Wastewater Treatment Plant.</p> <ul style="list-style-type: none"> <li>Coordinated residential subdivision and development can occur.</li> </ul> <p>2. To require a structure plan guided by a district structure plan to provide for coordinated residential subdivision and development and compatible associated land uses.</p>	<p>level of residential amenity for current and future residents.</p> <ul style="list-style-type: none"> <li>To provide for a range of appropriate transitional land uses for the area.</li> </ul>	<p>2. The district structure plan is to identify, amongst other things, the following:</p> <ul style="list-style-type: none"> <li>Logical cells for structure plans.</li> <li>A coordinated permeable road network that considers safe traffic movement and the impact on residential amenity.</li> <li>Network of public open space that maximises large, useable open space areas that meet the community's needs.</li> <li>Appropriate wetland buffers to protect their environmental and landscape value.</li> <li>Protection of ecological corridors.</li> <li>Indicative earthworks plan minimising retaining and accommodating drainage to respect the natural landscape.</li> </ul> <p>3. In the absence of an adopted structure plan, the following land uses shall be permissible:</p> <ul style="list-style-type: none"> <li>Single house (P)</li> <li>Home occupation (P)</li> <li>Home business (D)</li> <li>Commercial vehicle parking (D)</li> <li>Rural pursuit/hobby farm (D)</li> <li>Garden centre (A)</li> <li>Market (A)</li> </ul>
<b>SCA 23</b> <b>Lots 100 and 701 Mayor Road, Coogee</b>	<p>To require a structure plan and provide for coordinated residential subdivision and development and compatible associated land uses.</p>	<p>A residential area with high levels of amenity, open space to meet the needs of the community, and other supporting land uses where appropriate.</p>	<p>1. An approved Structure Plan together with all approved amendments shall be given due regard in the assessment of applications for subdivision and development in accordance with clause 27(1) of the Deemed Provisions.</p> <p>2. Development approval is required for a Single house where it is located on a lot that includes any identified portion of a future reserve on an adopted structure plan to ensure development does not compromise the orderly and proper planning of the structure plan area.</p> <p>3. Development approval is required for a Single house where it does not comply with an adopted Local Development Plan.</p>
<b>SCA 24</b> <b>Glen Iris Estate,</b>	<p>To require a structure plan to provide for coordinated subdivision and development, and</p>	<p>A residential area with high levels of amenity, open space to meet the needs of the community,</p>	<p>1. An approved Structure Plan together with all approved amendments shall be give due regard in the assessment of applications for subdivision and</p>

Name of area	Purpose	Objectives	Additional provisions
<b>Jandakot</b> <i>Former DA45</i>	set out the requirements for a structure plan.	and other supporting land uses where appropriate.	<p>development in accordance with clause 27(1) of the Deemed Provisions.</p> <ol style="list-style-type: none"> <li>The Structure Plan is to provide an appropriate mix of residential and compatible land uses.</li> <li>Public open space and the use of wider, landscaped road reservations shall be arranged to: <ul style="list-style-type: none"> <li>Promote the retention of significant mature trees and provide an amount of public open space beyond minimum standards in recognition of the character of the area and the former use as a private recreational space;</li> <li>Retain where practicable an appropriate amount of black cockatoo habitat, in consultation with the Department of Biodiversity, Conservation and Attractions;</li> <li>Provide for future active recreational needs of the community; and</li> <li>Provide an appropriate interface to surrounding landholdings.</li> </ul> </li> <li>Future subdivision and development of SCA 24 is limited to a maximum of 250 dwellings (by no later than 2026), until such time as a new traffic-light controlled intersection on Berrigan Drive is approved by Main Roads Western Australia and constructed at the subdivider/developer's expense.</li> <li>Development approval is required for a Single house where it does not comply with an adopted Local Development Plan.</li> </ol>
SCA 25 <b>Former Roe Highway Regional Road Reservation (and surrounds)</b> <i>Former DA46 (draft)</i>	To require a structure plan to provide for coordinated subdivision and development and set out the requirements for a structure plan.	<p>To establish a green (ecological) link extending through the area from east to west as an integral element of the SCA.</p> <p>Creation of a high amenity new urban area that improves connectivity and includes:</p> <ul style="list-style-type: none"> <li>Residential development with a range of residential densities that contribute to housing</li> </ul>	<ol style="list-style-type: none"> <li>An approved Structure Plan together with all approved amendments shall be given due regard in the assessment of applications for subdivision and development in accordance with clause 27(1) of the Deemed Provisions.</li> <li>The Structure Plan is to provide for: <ol style="list-style-type: none"> <li>a green (ecological) link extending through the area from east to west as an integral element;</li> <li>appropriately scaled education, recreation, mixed-use and/or local scale commercial development;</li> <li>an appropriate mix of residential</li> </ol> </li> </ol>



Name of area	Purpose	Objectives	Additional provisions
		<p>diversity and infill.</p> <ul style="list-style-type: none"> <li>An appropriate interface that respects the residential amenity of existing properties and contributes positively to the intended neighbourhood character.</li> <li>Appropriately scaled education, recreation, mixed-use and/or local scale commercial development.</li> </ul>	<p>densities;</p> <p>(d) and ensure the layout and urban form provide an appropriate interface to adjacent roads and existing properties.</p> <p>3. Development approval is required for a Single house where it is located on a lot that includes any identified portion of a future reserve on an adopted structure plan to ensure development does not compromise the orderly and proper planning of the structure plan area.</p> <p>4. Development approval is required for a Single house where it does not comply with an adopted Local Development Plan.</p>
<p>SCA 26</p> <p><b>Jandakot Airport Environs</b> (extent of the frame area)</p>	<ul style="list-style-type: none"> <li>To support the implementation of State Planning Policy No. 5.3 'Land Use Planning in the Vicinity of Jandakot Airport'.</li> <li>To minimise the impact of aircraft noise on existing and future communities within SCA 26.</li> </ul>	<ul style="list-style-type: none"> <li>To protect the long-term viability of Jandakot Airport as a strategically important aviation base.</li> <li>To prevent unreasonable encroachment of incompatible (noise sensitive) land uses and those activities affected or potentially impacted upon by aircraft noise.</li> <li>To protect the long-term health and amenity of residents, and to ensure residential amenity is adequately protected within noise sensitive developments.</li> </ul>	<p>1. Development approval is required for a Single house, grouped dwellings and noise sensitive land uses within SCA 26.</p> <p>2. Development applications for noise sensitive development and subdivision in the 20 ANEF and 25 ANEF Contours for Jandakot Airport (as identified by the Jandakot Airport Master Plan) shall be required to include an Acoustic Report demonstrating compliance with State Planning Policy No. 5.3 'Land Use Planning in the Vicinity of Jandakot Airport' and AS2021:2015 'Acoustics – Aircraft Noise Intrusion - Building Siting and Construction. This does not apply to Single houses that are already subject to an approved Local Development Plan that includes noise attenuation provisions.</p> <p>3. A Section 70A notification on title (<i>Transfer of Land Act 1893</i>) advising of the potential for noise nuisance is to be required as a condition of any subdivision or development approval in SCA 26.</p> <p>4. All noise sensitive development are to be provided with 6.38mm laminated glazing to all habitable rooms, consistent with noise control measures recommended in the WAPC's 'Aircraft Noise Insulation for Residential Development in the Vicinity of Perth Airport'.</p>
<p>SCA 27</p> <p><b>Coolbellup Town Centre</b> <i>Former DA7</i></p>	<p>To require a structure plan to provide for coordinated subdivision and development and set out the requirements for a</p>	<p>To provide for an integrated town centre with a mix of residential, commercial, recreation, community and education facilities, in</p>	<p>1. An approved Structure Plan together with all approved amendments shall be given due regard in the assessment of applications for subdivision and development in accordance with clause 27(1) of the</p>

Name of area	Purpose	Objectives	Additional provisions
	structure plan.	accordance with an approved Structure Plan.	Deemed Provisions.
SCA 28 <b>Former Korilla School Site (portion)</b> <i>Former DA34</i>	To require a structure plan to provide for a public purpose as part of the public open space contribution across the former Coolbellup School sites.	To provide for a public purpose in accordance with an adopted structure plan in a manner that achieves a compatible interface with residential development and the town centre.	1. An approved Structure Plan together with all approved amendments shall be given due regard in the assessment of applications for subdivision and development in accordance with clause 27(1) of the Deemed Provisions.

## SCHEDULE 7 - DEVELOPMENT CONTRIBUTION PLANS

Ref No:	<b>DCA 1</b>
Area:	<b>Success North</b>
Provisions:	<p>All landowners within DCA 1 shall make a proportional contribution to the widening and upgrading of Hammond Road between Beeliar Drive and Bartram Road, Success.</p> <p>The proportional contribution is to be determined in accordance with the provisions of <b>Schedule 8</b> and contained on the Development Contribution Plan.</p> <p>Contributions shall be made towards the following items:</p> <ul style="list-style-type: none"> <li>• Land reserved for Hammond Road under the Metropolitan Region Scheme;</li> <li>• Full earthworks;</li> <li>• Construction of a two-lane road and where the reserve width is less than 40 metres wide, kerbing to the verge side of the carriageway shall be provided;</li> <li>• Dual use path (one side only);</li> <li>• Pedestrian crossings (where appropriate at the discretion of the local government);</li> <li>• Drainage;</li> <li>• Costs to administer cost sharing arrangements - preliminary engineering design and costings, valuations, annual reviews and audits and administrative costs;</li> <li>• Servicing infrastructure relocation where necessary.</li> </ul>
Period of operation:	30 June 2033.
Timing and priority:	The widening and upgrade of Hammond Road between Beeliar Drive and Bartram Road, Success, is to be completed within 1-3 years.
Participants and Contributions:	In accordance with the Cost Contribution Schedule adopted by the local government for DCA 1.

Ref No:	<b>DCA 4</b>
Area:	<b>Yangebup West</b>
Provisions:	<p>All landowners within DCA 2 and DCA 3 with the exception of Lots 500 and 600 Shallcross Street and Lots 500 and 504 Storey Place within DCA 2 shall make a proportional contribution of 40.88% of the total cost of constructing Beeliar Drive between Stock Road and Spearwood Avenue.</p> <p>The proportional contribution is to be determined in accordance with the provisions of <b>Schedule 8</b> and contained on the Development Contribution Plan.</p> <p>The contribution shall include the following:</p> <ul style="list-style-type: none"> <li>• Land requirements for the other Regional Road Reservation between Watson Road and Spearwood Avenue under the MRS;</li> <li>• Land requirements for an average 45 metre wide road reserve between Watson Road and Stock Road and where necessary to accommodate channelisation at intersections and drainage;</li> <li>• Full earthworks;</li> <li>• Construction of a four lane median divided kerbed road;</li> <li>• Dual use path (both sides);</li> <li>• Pedestrian Crossings (where appropriate at the discretion of the local government);</li> <li>• Lighting</li> <li>• Landscaping;</li> <li>• Traffic signals and roundabouts at major intersections;</li> <li>• Drainage</li> <li>• Costs to administer cost sharing arrangements including preliminary engineering design and costings, valuations, annual reviews and audits and administration costs;</li> <li>• Servicing infrastructure relocation where necessary.</li> </ul> <p>Costs for the repayment of any loans raised by the local authority for the purchase of any land for Beeliar Drive or for any of the abovementioned works.</p>
Period of operation:	30 June 2033.
Timing and priority:	Construction of the infrastructure item has been completed.
Participants and Contributions:	In accordance with the Cost Contribution Schedule adopted by the local government for DCA 4.

Ref No:	<b>DCA 5</b>
Area:	<b>Yangebup East</b>
Provisions:	<p>All landowners within DCA 4 and DCA 5 with the exception of Lots 500 and 600 Shallcross Street and Lots 500 and 504 Storey Place within DCA 4 shall make a proportional contribution of 40.88% of the total cost of constructing Beeliar Drive between Stock Road and Spearwood Avenue and all landowners within DCA 5 south of Beeliar Drive shall make a proportional contribution of 30.65% of the cost of Spearwood Avenue between Beeliar Drive and Fancote Avenue and all landowners north of Beeliar Drive shall make a proportional contribution to 100% of the cost of closing Yangebup Road at the Railway Line.</p> <p>The proportional contribution is to be determined in accordance with the <b>Schedule 8</b> and contained on the cost contribution schedule.</p> <p>Contributions shall be made towards the following items for Beeliar Drive:</p> <ul style="list-style-type: none"> <li>• Land requirements for the Other Regional Road Reservation between Watson Road and Stock Road;</li> <li>• Land requirements for an average 45 metre wide road reserve between Watson Road and Stock Road and where necessary to accommodate channelisation at intersections and drainage;</li> <li>• Full earthworks;</li> <li>• Construction of a four lane median divided kerbed road;</li> <li>• Dual use path (both sides);</li> <li>• Pedestrian Crossings (where appropriate at the discretion of the local government);</li> <li>• Lighting;</li> <li>• Landscaping;</li> <li>• Traffic signals and roundabouts at major intersections;</li> <li>• Drainage;</li> <li>• Costs to administer cost sharing arrangements including preliminary engineering design and costings, valuations, annual reviews and audits and administrative costs;</li> <li>• Servicing infrastructure relocation where necessary.</li> </ul> <p>Costs for the repayment of any loans raised by the local government for the purchase of any land for the road reserve or any of the abovementioned works. Contributions shall be made towards the following items for Spearwood Avenue:</p> <ul style="list-style-type: none"> <li>• Land requirements for a 25 metre wide road reserve;</li> <li>• Full earthworks;</li> <li>• Construction of a two lane kerbed road with channelisation at intersections;</li> <li>• Dual use path (one side only);</li> <li>• Traffic Management devices;</li> <li>• Drainage;</li> <li>• Servicing infrastructure relocation where necessary;</li> <li>• Costs to administer cost sharing arrangements including preliminary engineering design and costings, valuations, annual reviews and audits and administration costs.</li> </ul>
Participants and Contributions:	In accordance with the Cost Contribution Schedule adopted by the local government for DCA 5.
Period of operation:	30 June 2033.
Timing and priority:	Construction of all infrastructure items has been completed.

Ref No:	<b>DCA 6</b>
Area:	<b>Munster</b>
Provisions:	<p>All landowners within DCA 6 shall make a proportional contribution to 23.4% of the cost of widening and upgrading of Beeliar Drive (Mayor Road) between Stock Road and Cockburn Road, Munster.</p> <p>The proportional contribution is to be determined in accordance with the provisions of <b>Schedule 8</b> and contained on the Development Contribution Plan.</p> <p>Contributions shall be made towards the following items:</p> <ul style="list-style-type: none"> <li>• Land requirements for the Other Regional Road reservation between Stock Road and Cockburn Road as reserved in the Metropolitan Region Scheme;</li> <li>• Additional land where necessary to accommodate channelisation at intersections and drainage;</li> <li>• Full earthworks;</li> <li>• Construction of a two lane kerbed road;</li> <li>• Dual use path (both sides);</li> <li>• Pedestrian Crossings (where appropriate at the discretion of the local government);</li> <li>• Lighting;</li> <li>• Landscaping;</li> <li>• Traffic management devices;</li> <li>• Drainage;</li> <li>• Servicing infrastructure relocation where necessary;</li> <li>• Costs to administer cost sharing arrangements including preliminary engineering design and costings, valuations, annual reviews and audits.</li> </ul> <p>Costs for the repayment of any loans raised by the local government for the purchase of any land for the road reserve or any of the abovementioned works.</p>
Period of operation:	30 June 2033.
Timing and priority:	The widening and upgrade of Beeliar Drive (Mayor Road) between Stock Road and Cockburn Road, Munster, is to be delivered within 10 years.
Participants and Contributions:	In accordance with the Cost Contribution Schedule adopted by the local government for DCA 6.

Ref No:	<b>DCA 8</b>
Area:	<b>Solomon Road</b>
Provisions:	<p>Landowners within DCA 8 shall make a proportional contribution to the cost of common infrastructure for the Solomon Road Arterial Drainage System.</p> <p>The proportional contribution is to be determined in accordance with the provisions of <b>Schedule 8</b> of the Scheme and contained on the Development Contribution Plan. The Council in its discretion may exclude properties from the DCA area which it deems to have no development or subdivision potential.</p> <p>Contributions shall be made towards the following items associated with the proposed Solomon Road Arterial Drainage System –</p> <ul style="list-style-type: none"> <li>• Full earthworks;</li> <li>• Provision of drainage infrastructure;</li> <li>• Supply and boring of a pressure main under the Kwinana Freeway and works associated with the proposed pump station;</li> <li>• Servicing infrastructure relocation where necessary;</li> <li>• Landscaping works around the drainage basin;</li> <li>• Cost of land required for the Arterial Drainage basin;</li> <li>• Costs to administer cost sharing arrangements including preliminary engineering design and costings, valuations, annual reviews and audits and administration costs.</li> </ul>
Period of operation:	30 June 2033.
Timing and priority:	The construction of drainage infrastructure and associated works for the Solomon Road Arterial Drainage System, Jandakot, is to be delivered within 10 years.
Participation and Contributions:	In accordance with the Cost Contribution Schedule adopted by the local government for DCA 8.

Ref No:	<b>DCA 9</b>
Area:	<b>Hammond Park (East)</b>
Relationship to other planning instruments:	The development contribution plan generally conforms to the following endorsed plans: <ul style="list-style-type: none"> <li>• Southern Suburbs District Structure Plan 3</li> <li>• Strategic Community Plan.</li> </ul>
Infrastructure and administrative items to be funded:	Contributions shall be made towards the following items: <ul style="list-style-type: none"> <li>• Proportional (61.6%) cost of widening and upgrading of Hammond Road between Gaebler Road and Rowley Road including: <ul style="list-style-type: none"> <li>○ Construction of one carriage way comprised of two lanes for Hammond Road and where the reserve width is less than 40 metres wide, kerbing to the verge side of the carriageway shall be provided;</li> <li>○ The purchase of land reserved for Hammond Road under the Metropolitan Region Scheme;</li> <li>○ Full earthworks;</li> <li>○ Dual use path (one side only);</li> <li>○ Pedestrian crossings (where appropriate at the discretion of the local government);</li> <li>○ Land and infrastructure associated with the drainage of Hammond Road;</li> <li>○ Costs associated with the relocation of servicing infrastructure resulting from the implementation of this scheme, where appropriate;</li> <li>○ Traffic management devices (traffic lights to the intersection of Hammond Road and the realigned Wattleup Road to facilitate traffic and pedestrian/cyclist movement).</li> </ul> </li> <li>• Costs associated with the provision of regional drainage infrastructure;</li> <li>• Costs to administer cost sharing arrangements – preliminary engineering design and costings, valuations, annual reviews and audits and administration costs.</li> </ul>
Method for calculating contributions:	All landowners within DCA 9 shall make a proportional contribution to 61.6% of the cost of widening and upgrading of Hammond Road between Gaebler Road and Rowley Road.  All landowners except Lot 51 Rowley Road and Lot 301 Barfield Road within DCA 9 shall make a proportional contribution to the cost of regional drainage infrastructure.  The proportional contribution is to be determined in accordance with the provisions of <b>Schedule 8</b> and contained on the Development Contribution Plan.  Contributions shall be calculated on a per hectare basis.
Period of Operation:	Until 30 June 2027. However, the DCP may also be extended for further periods with or without modification by subsequent Scheme Amendments.
Priority and Timing:	In accordance with the City of Cockburn DCA9 and DCA10 Capital Expenditure Plan.
Review Process:	The plan will be reviewed when considered appropriate, though not exceeding a period of five years duration, having regard to the rate of subsequent development in the development contribution area since the last review and the degree of development potential still existing.  The estimated infrastructure costs contained in the Hammond Park Cost Contribution Schedule will be reviewed at least annually to reflect changes in funding and revenue sources and indexed based on the Building Cost Index or other appropriate index as approved by an appropriately qualified independent person.
Participants and Contributions:	In accordance with the Cost Contribution Schedule adopted by the local government for DCA 9.



Ref No:	<b>DCA 10</b>
Area:	<b>Wattleup (Hammond Park West)</b>
Relationship to other planning instruments:	<p>The development contribution plan generally conforms to the following endorsed plans:</p> <ul style="list-style-type: none"> <li>• Southern Suburbs District Structure Plan 3</li> <li>• Strategic Community Plan.</li> </ul>
Infrastructure and administrative items to be funded:	<p>Contributions shall be made towards the following items:</p> <ul style="list-style-type: none"> <li>• Proportional (38.4%) cost of widening and upgrading of Hammond Road between Gaebler Road and Rowley Road including: <ul style="list-style-type: none"> <li>○ Construction of one carriage way comprised of two lanes for Hammond Road and where the reserve width is less than 40 metres wide, kerbing to the verge side of the carriageway shall be provided;</li> <li>○ The purchase of land reserved for Hammond Road under the Metropolitan Region Scheme;</li> <li>○ Full earthworks;</li> <li>○ Dual use path (one side only);</li> <li>○ Pedestrian crossings (where appropriate at the discretion of the local government);</li> <li>○ Land and infrastructure associated with the drainage of Hammond Road;</li> <li>○ Costs associated with the relocation of servicing infrastructure resulting from the implementation of this scheme, where appropriate;</li> <li>○ Traffic management devices (traffic lights to the intersection of Hammond Rd and the realigned Wattleup Road to facilitate traffic and pedestrian/cyclist movement).</li> </ul> </li> <li>• Costs associated with the provision of regional drainage infrastructure;</li> <li>• Costs to administer cost sharing arrangements – preliminary engineering design and costings, valuations, annual reviews and audits and administration costs.</li> </ul>
Method for calculating contributions:	<p>All landowners within DCA 10 shall make a proportional contribution to 38.4% of the cost of widening and upgrading of Hammond Road between Gaebler Road and Rowley Road.</p> <p>The landowners of Lots 1, 2, 110, and 111 Wattleup Road shall make a proportional contribution towards regional drainage infrastructure.</p> <p>The proportional contribution is to be determined in accordance with the provisions of <b>Schedule 8</b> and contained on the Development Contribution Plan.</p> <p>Contributions shall be calculated on a per hectare basis.</p>
Period of Operation:	Until 30 June 2027. However, the DCP may also be extended for further periods with or without modification by subsequent Scheme Amendments.
Priority and Timing:	In accordance with the City of Cockburn DCA 9 and DCA 10 Capital Expenditure Plan.
Review Process:	<p>The plan will be reviewed when considered appropriate, though not exceeding a period of five years duration, having regard to the rate of subsequent development in the development contribution area since the last review and the degree of development potential still existing.</p> <p>The estimated infrastructure costs contained in the Wattleup Cost Contribution Schedule will be reviewed at least annually to reflect changes in funding and revenue sources and indexed based on the Building Cost Index or other appropriate index as approved by an appropriately qualified independent person.</p>
Participants and Contributions:	In accordance with the Cost Contribution Schedule adopted by the local government for DCA 10.

Ref No:	<b>DCA 11</b>
Area:	<b>Muriel Court</b>
Provisions:	<p>All landowners within DCA 11 shall make contribution to land and infrastructure works required as part of the development of the Muriel Court Development Contribution Area.</p> <p>With the exception of existing lots 3 and 21 Verna Court and lots 52 and 150 Semple court, the contribution is to be calculated on the potential number of dwellings that can be constructed on each lot or lots and calculated in accordance with the following:</p> <ul style="list-style-type: none"> <li>• R20 lots – 450m<sup>2</sup></li> <li>• R25 lots – 350m<sup>2</sup></li> <li>• R40 lots – 220m<sup>2</sup></li> <li>• R60 lots – 166m<sup>2</sup></li> <li>• R80 lots – 125m<sup>2</sup></li> <li>• R160 lots – calculated by dividing the lot area (m<sup>2</sup>) by 62.5 to give the number of dwellings.</li> </ul> <p>No contribution is required in respect to land and lots required for public open space, drainage, the widening and extension of Muriel Court and Kentucky Court and the widening and realignment of Semple Court.</p> <p>Contributions shall be made towards the following items by all landowners within DCA 11:</p> <ul style="list-style-type: none"> <li>• Pro-rata contribution to the upgrading of North Lake Road between Kentucky Court and Semple Court including upgrading the existing carriageway, construction of the future carriageway, drainage, lighting, landscaping and service relocation where necessary.</li> <li>• The cost of land and works for the widening and realignment of Semple Court between Verna Court and North Lake Road as shown on the Muriel Court Structure Plan. The cost of works is the cost over and above that of providing a normal subdivision road with drainage, lighting, footpaths and parking embayments which will be a cost to the owners of the adjoining land.</li> <li>• The cost of land and works for the realignment of Semple Court shown on the Muriel Court Structure Plan between Berrigan Drive and Verna Court. Works are to include the cost of the carriageways, median landscaping, drainage, lighting and paths.</li> <li>• Traffic management devices along realigned Semple Court and traffic lights at the intersection of Semple Court with Berrigan Drive and North Lake Road.</li> <li>• Modifications to existing Semple Court including closures and pavement modifications shown on the Muriel Court Structure plan.</li> <li>• Cost of land and works for the realignment of Elderberry Drive between Berrigan Drive and Jindabyne Heights.</li> <li>• The cost of land and works for the widening of Muriel court and Kentucky Court between realigned Semple Court and North Lake Road as shown on the Muriel Court Structure plan. The cost of works is the cost over and above that of providing a normal subdivision road with drainage, lighting, footpaths and parking embayments which will be a cost to the owners of the adjoining land.</li> <li>• Traffic management devices along Muriel Court and traffic lights at the intersection of Kentucky Court and North Lake Road.</li> <li>• Provision of land for public open space area shown on the Muriel Court Structure Plan and the cost of landscaping and bushland/wetland restoration.</li> <li>• Land and works for internal and off-site groundwater control and drainage infrastructure including detention basins, gross pollutant traps, nutrient stripping and landscaping.</li> <li>• Preliminary professional services including drainage, services, geotechnical, site contamination, traffic and planning.</li> <li>• Further detailed studies and design including design guidelines and engineering design</li> </ul>

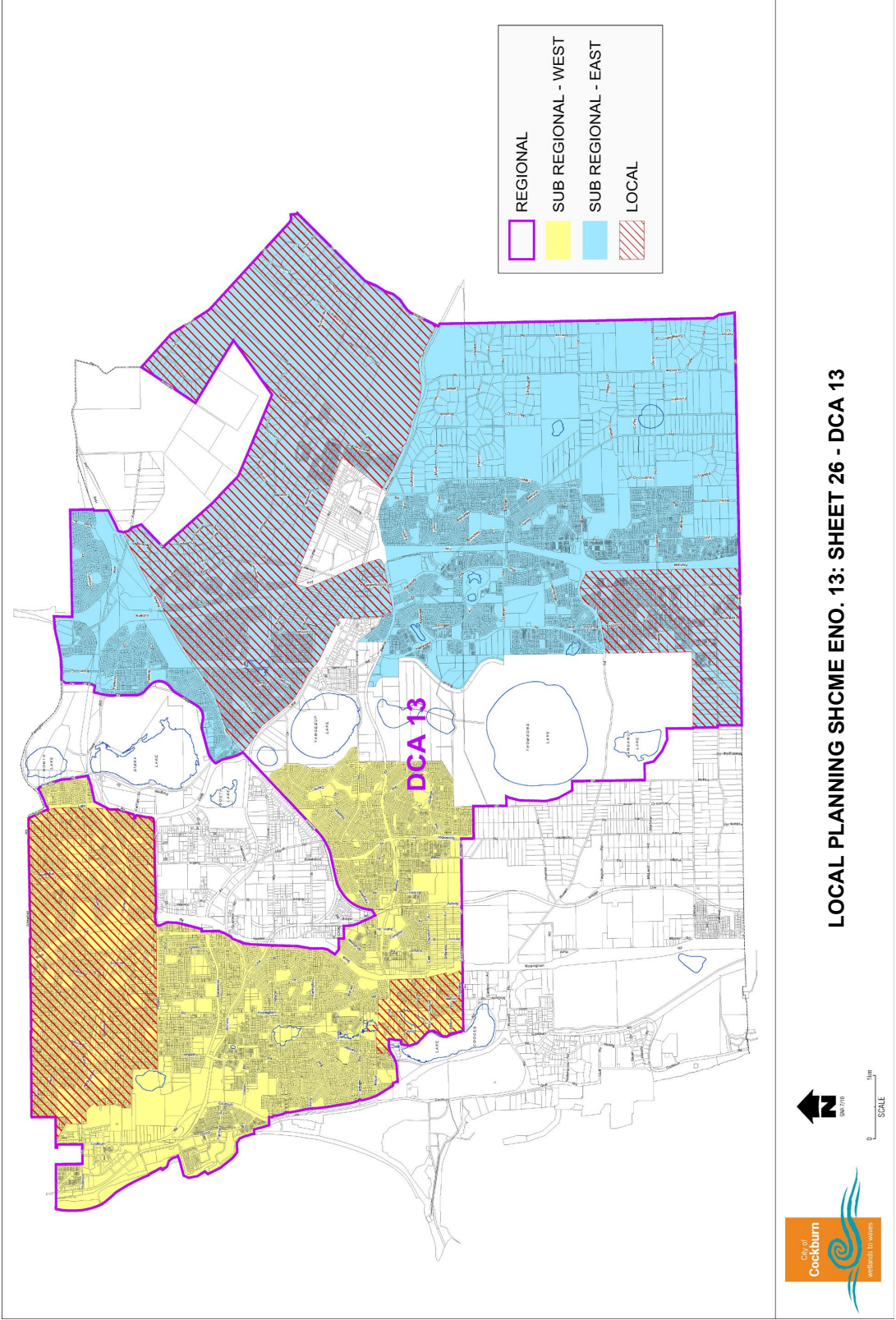
Ref No:	<b>DCA 11</b>
	<p>of drainage and major roads.</p> <ul style="list-style-type: none"> <li>Costs to administer cost sharing arrangements of the DCA including detailed engineering design of drainage and roads the subject of the DCA provisions, cost estimates and schedules, valuations, annual reviews of land and works, audits and administrative costs.</li> <li>Cost including fees and interest of any loans raised by the local government to undertake any of the works associated with DCA 11.</li> </ul> <p>The following lots shall make a contribution to the cost to administer cost sharing arrangements of the DCA and a proportional contribution to the road and drainage works listed above unless rezoned to residential in which case all the above requirements will apply:</p> <ul style="list-style-type: none"> <li>Lot 52 Semple Court 1.25% of the total cost</li> <li>Lot 3 Verna Court 7.6% of the total cost</li> <li>Lot 21 Verna Court 1.5% of the total cost</li> </ul>
Period of operation:	30 June 2033.
Timing and priority:	<p>Construction of the following infrastructure items has been completed:</p> <ul style="list-style-type: none"> <li>Upgrading North Lake Road between Kentucky Court &amp; Semple Court</li> <li>Traffic lights at Kentucky Court &amp; North Lake Road intersection.</li> </ul> <p>The following infrastructure is to be delivered within 10 years, informed by timing of subdivision and development where practical:</p> <ul style="list-style-type: none"> <li>Widening and realignment of Semple Court between Verna Court &amp; North Lake Road</li> <li>Widening and realignment of Semple Court between Berrigan Drive &amp; Verna Court</li> <li>Traffic management devices along realigned Semple Court including traffic lights at the intersection of Semple Court with Berrigan Drive and North Lake Road</li> <li>Modifications to existing Semple Court</li> <li>Realignment of Elderberry Drive between Berrigan Drive to Jindabyne Heights</li> <li>Widening and upgrading of Muriel Court and Kentucky Court between realigned Semple Court and North Lake Road</li> <li>Traffic management devices along Muriel Court</li> <li>Public open space – Land, development &amp; bushland/wetland restoration</li> <li>Groundwater control &amp; drainage infrastructure.</li> </ul>
Participants and Contributions:	In accordance with the Cost Contribution Schedule adopted by the local government for DCA 11.

Ref No:	<b>DCA 12</b>
Area:	<b>Packham North</b>
Infrastructure and administrative items to be funded:	<p>Contributions shall be made towards the following items:</p> <ul style="list-style-type: none"> <li>Landowners shall generally be required to contain drainage on their own site. However, where a landowner(s) is required to provide additional capacity within their subdivision or development that is to serve adjoining landowners then all landowners whose land is to be serviced by designated drainage area shall make a proportional contribution to the required drainage land and works. Such proportion is to be calculated on the basis of the area of land within the drainage catchment areas.</li> <li>Drainage works referred to above include internal and offsite arterial groundwater control and drainage infrastructure including detention basins, gross pollutant traps, nutrient stripping and landscaping. Infrastructure within subdivision roads and development sites is the responsibility of the land developer and is not a DCA responsibility.</li> <li>Landowners(s) are required to provide 10% of their landholding(s) for public open space (POS) in accordance with Element 4 of Liveable Neighbourhoods. The structure plan will generally locate POS such that the 10% requirement is satisfied on each owner or group of owner's land holdings. However, where the adopted structure plan requires landowners(s) to provide more than their required 10% POS within their subdivision then the over and above POS land area shall be a DCA cost item which is contributed to by those landowners not providing 10% of their land. The above liability for POS is to be based on the value of the POS being over provided which is determined in accordance with clause 5.3.9 of the Scheme and apportioned to under providing owners on the basis of the area of a landowner(s) shortfall in meeting the 10% requirement.</li> <li>The cost of landscaping public open space including wetland restoration.</li> <li>The costs of any traffic management device on Integrator or Neighbourhood Connector roads as defined by Element 2 of Liveable Neighbourhoods which are required as part of the development of the DCA area. This includes existing and proposed internal and abutting roads.</li> <li>Preliminary professional services prefunded by the City including drainage, engineering, environmental, servicing, traffic and planning which relate to the DCA area.</li> <li>Costs to implement and administer cost sharing arrangements of the DCA including design, cost estimates and schedules, valuations, annual reviews of land and works, audits, legal advice and administrative costs.</li> </ul> <p>The DCA costs shall not apply to Lot 6 Rockingham Road or Lots 16, 17 and 18 Mell Road unless they are the subject of further development in addition to that which already exists or is the subject of a current approval. Cost including fees and interest on any loans raised by the local government to purchase land or undertake any of the DCA 12 works.</p>
Method for calculating contributions:	<p>All landowners within DCA 12 shall make a proportional contribution to land, infrastructure, works and all associated costs required as part of the development and subdivision of the Packham North Development Contribution Area.</p> <p>The proportional contribution is to be determined in accordance with the provisions of Schedule 8 and this Development Contribution Plan.</p> <p>Contributions shall be calculated on a per hectare basis.</p> <p>Lots 480-482 Mell Road and Lot 483 Rockingham Road will be required to make only a pro-rata contribution toward the District/Local Water Management Strategy (35.5% for the District level portion of the Strategy only) and Ocean Road/Hamilton Road Traffic Management Device (30%) and no contribution toward the Vegetation Survey and Rare and Priority Flora Search Ocean Road Wetland Study. The pro-rata contributions have been calculated based on locational factors and differences in demand and forecast usage of infrastructure.</p>
Period of Operation:	Until 30 June 2027. However, the DCP may also be extended for further periods with or without modification by subsequent Scheme Amendments.

Ref No:	<b>DCA 12</b>
Priority and Timing:	In accordance with the City of Cockburn Capital Expenditure Plan.
Review Process:	<p>The plan will be reviewed when considered appropriate, though not exceeding a period of five years duration, having regard to the rate of subsequent development in the development contribution area since the last review and the degree of development potential still existing.</p> <p>The estimated infrastructure costs contained in the Packham North Cost Contribution Schedule will be reviewed at least annually to reflect changes in funding and revenue sources and indexed based on the Building Cost Index or other appropriate index as approved by an appropriately qualified independent person.</p>
Participants and Contributions:	In accordance with the Cost Contribution Schedule adopted by the local government for DCA 12.

Ref No:	<b>DCA 13</b>
Area:	<b>As shown on sheet 26 says (DCA 13 is shown on map sheets 1 – 11, 13,14,15,17,18 and 19 on the WAPC's version of the maps) of the Scheme Map.</b>
Relationship to other planning instruments:	The Development Contribution Plan generally conforms to the Plan for the District (2010-2020), Bibra Lake Landscape, Recreation and Environmental Management Plan (2009), Bicycle Network and Footpath Plan (2010), the Sport and Recreation Plan (2010) and the review of COC Library Services (2007) which have been adopted by Council.
Infrastructure and administrative items to be funded:	<p><b>Regional</b></p> <ul style="list-style-type: none"> <li>• Coogee Surf Club</li> <li>• Wetland Education Centre/Native Ark</li> <li>• Cockburn Central Recreation and Aquatic Centre Cockburn Central Community Facilities</li> <li>• Visko Park Bowling and Recreation Club</li> <li>• Coogee Golf Complex (excluding the pro shop and restaurant components)</li> <li>• Bibra Lake Management Plan Proposals</li> <li>• Atwell Oval</li> <li>• Cockburn Coast Foreshore Reserve (excluding coastal protection measures)</li> <li>• Cockburn Coast Beach Parking</li> </ul> <p><b>Sub Regional—East</b></p> <ul style="list-style-type: none"> <li>• Cockburn Central Library and Community Facilities Cockburn Central Playing Fields</li> <li>• Anning Park Tennis</li> <li>• Cockburn Central Heritage Park Bicycle Network—East</li> </ul> <p><b>Sub Regional—West</b></p> <ul style="list-style-type: none"> <li>• North Coogee Foreshore Management Plan Proposals (excluding rebuilding of the groyne)</li> <li>• Phoenix Seniors and Lifelong Learning Centre Beale Park Sports Facilities</li> <li>• Western Suburbs Skate Park Bicycle Network—West</li> <li>• Dixon Reserve/Wally Hagen Facility Development (excluding the café component)</li> </ul> <p><b>Local</b></p> <ul style="list-style-type: none"> <li>• Lakelands Reserve</li> <li>• Southwell Community Centre</li> <li>• Hammond Park Recreation Facility</li> <li>• Frankland Reserve Recreation and Community Facility</li> <li>• Munster Recreation Facility</li> <li>• Banjup Playing Field</li> <li>• Banjup Community Centre</li> <li>• Cockburn Coast Sport Oval and Clubroom (including land cost)</li> </ul> <p><b>Administrative costs including –</b></p> <p>Costs to prepare and administer the Contribution Plan during the period of operation (including legal expenses, valuation fees, cost of design and cost estimates, proportion of staff salaries, computer software or hardware required for the purpose of administering the plan).</p> <p>Cost to prepare and review estimates including the costs for appropriately qualified independent persons.</p> <p>Costs to prepare and update the Community Infrastructure Cost Contribution Schedule.</p> <p><b>Costs including fees and interest of any loans raised by the local government to undertake any of the works associated with DCA13.</b></p>

Ref No:	<b>DCA 13</b>
Method for calculating contributions	<p>The City's Plan for the District identifies the needs that impact on the Development Contribution Plan. The contributions outlined in this plan have been derived based on the need for the facilities generated by the additional development in the Development Contribution Plan. This calculation excludes the demand for a facility that is generated by the current population in existing dwellings.</p> <p>Contributions shall be calculated on the basis of the number of new lots and/or dwellings created. Existing dwellings on a lot or lots to be subdivided or developed will be exempt from the contribution. Land required for public roads, public open space, drainage and other uses not including residential development will not be assessable. Where a lot may have further subdivision potential, for example as a grouped dwelling site, contributions will be sought at the next development approval stage where additional dwellings or lots are created.</p> <p>Contributions applying to development of aged or dependent persons dwellings or single bedroom dwellings shall be calculated on the number of dwelling units permitted prior to the application of the variations permissible under clause 5.1.3.A3.i of State Planning Policy - Residential Design Codes. Notwithstanding the definitions of 'lot' listed Schedule 1, for the purposes of calculating cost contribution liability within DCA 13, the term lot will be inclusive of green title, survey strata and built strata subdivisions.</p>
Period of operation	Until 30 June 2031. However, the DCP may also be extended for further periods with or without modification by subsequent Scheme Amendments.
Priority and timing	In accordance with the Plan for the District 2010-2020 and subsequent revisions of this document.
Review process	<p>The plan will be reviewed when considered appropriate, though not exceeding a period of five years duration, having regard to the rate of subsequent development in the catchment areas since the last review and the degree of development potential still existing.</p> <p>The estimated infrastructure costs contained in the Community Infrastructure Cost Contribution Schedule will be reviewed at least annually to reflect changes in funding and revenue sources and indexed based on the Building Cost Index or other appropriate index as approved by an appropriately qualified independent person.</p>
Participants and Contributions	In accordance with sheet 26 of the Scheme Map and the Community Infrastructure Cost Contribution Schedule adopted by the local government for DCA 13.





Ref No:	<b>DCA 14</b>
Area:	<b>Cockburn Coast: Robb Jetty Precinct and Emplacement Precincts</b>
Relationship to other planning instruments:	<p>The development contribution plan generally conforms to the following endorsed plans –</p> <ul style="list-style-type: none"> <li>• Cockburn Coast District Structure Plan 2009</li> <li>• Cockburn Coast District Structure Plan – Part 2</li> <li>• Strategic Community Plan</li> <li>• Robb Jetty Local Structure Plan</li> <li>• Emplacement Local Structure Plan</li> </ul>
Infrastructure and administrative items to be funded:	<p>Contributions shall be made towards the following items by all landowners within DCA 14:</p> <ul style="list-style-type: none"> <li>• Contribution to the upgrading of Cockburn Road between Rollinson Road and MacTaggart Cove including the cost of land required for road widening, verge and median landscaping between Rollinson Road and MacTaggart Cove, construction of the Robb Jetty Main Street signalised intersection, construction of drainage and service relocation where necessary. Earthworks, service relocation and construction of dual carriageways will be funded and constructed by Main Roads Western Australia.</li> <li>• The cost of land and works (including landscaping) associated with the construction of the proposed Robb Jetty Main Street between the Cockburn Road intersection and Robb Road intersection. The works include construction of an at-grade rail crossing including vehicle and pedestrian signalisation associated with the new Robb Road intersection (including sufficient fencing to deter pedestrians from unsafe crossing). The cost of works is the cost over and above that of providing a normal 20m wide local subdivision road whereby drainage, lighting, footpaths, lower specification landscaping and parking embayment's provided at the cost of adjoining landowners.</li> <li>• The cost of land and works (including landscaping) associated with the construction of the proposed Bus Rapid Transit (BRT) route which extends between the Rollinson Road / Cockburn Road intersection and the intersection of MacTaggart Cove and the proposed BRT route. The cost includes acquisition of Lot 18 Garston Way and provision of bus stops and associated infrastructure. The cost of works is the cost over and above that of providing a normal 20m wide local subdivision road whereby drainage, lighting, footpaths, lower specification landscaping and parking embayment's provided at the cost of adjoining landowners.</li> <li>• Provision of pedestrian signals at the Rollinson Road railway crossing (including sufficient fencing to deter pedestrians from unsafe crossing).</li> <li>• Provision of land for public open space area as detailed in the Robb Jetty and Emplacement Precinct Local Structure Plan(s) and the cost of landscape construction (including minor earthworks and drainage).</li> <li>• The cost of land and construction of a multistorey local community building and associated landscaping, play equipment and car parking areas.</li> <li>• Costs to administer cost sharing arrangements of the DCA including detailed engineering design and project management POS, drainage, roads, rail crossings and the community building the subject of the DCA provisions, cost estimates and schedules, valuations, annual reviews of land and works, audits and administrative costs.</li> <li>• Cost including fees and interest of any loans raised by the local government to undertake any of the works associated with DCA 14.</li> </ul>
Method for calculating contributions:	<p>All landowners within DCA 14 shall make a contribution to land and infrastructure works required as part of the development of the Robb Jetty and Emplacement Precinct Development Contribution Area (with the exception of the Service Commercial Zone).</p> <p>The proportional contribution is to be determined in accordance with the provisions of <b>Schedule 8</b> of the Scheme and this Development Contribution Plan.</p> <p><b>Cost Apportionment for the Service Commercial Zone</b></p>

Ref No:	<b>DCA 14</b>														
	<p>Owners of land within the Service Commercial zone are not required to contribute towards the cost of land for public open space, public open space construction, or local community facilities, however are required to contribute towards the costs of upgrading all DCP roads, service infrastructure and DCP administration costs.</p> <p>Cost contributions for the owners of land in the Service Commercial zone shall be based on the proportion that the land the subject of the contribution bears to the total area of land within the Development Contribution Area for which the Cost Contributions have yet to be made unless otherwise specified. Contributions shall be calculated on a per metre square basis in accordance with the Cost Apportionment Schedule in the Development Contribution Plan Report.</p> <p><b>Development Potential and Cost Apportionment Calculation for all other Zones and R-Codes</b></p> <p>A landowner's contribution will be calculated based on the proportion of potential dwellings that can be constructed on the land the subject of the contribution bears to the total number of potential dwellings within the DCA. The calculation incorporates the 'potential dwelling' methodology in the Development Contribution Plan and the 'contribution summary per landholding' methodology in the Cost Apportionment Schedule in the Development Contribution Plan Report.</p> <table border="1"> <thead> <tr> <th>Zone / R-Code</th><th>Method for Calculating No. of Dwellings</th></tr> </thead> <tbody> <tr> <td>District Centre R-ACO (R160 equivalent)</td><td>1x equivalent dwellings per 62.5m<sup>2</sup> of net land area</td></tr> <tr> <td>Mixed Use (R100 equivalent)</td><td>1x equivalent dwellings per 100m<sup>2</sup> of net land area</td></tr> <tr> <td>R40</td><td>1x dwellings per 220m<sup>2</sup> of net land area</td></tr> <tr> <td>R80</td><td>1x dwellings per 125m<sup>2</sup> of net land area</td></tr> <tr> <td>R100</td><td>1x dwellings per 100m<sup>2</sup> of net land area</td></tr> <tr> <td>R160</td><td>1x dwellings per 62.5m<sup>2</sup> of net land area</td></tr> </tbody> </table> <p>Notwithstanding Schedule 8 Clause 9 of this Scheme, applications for continuance or extension of existing non-conforming uses will be exempt from development contributions.</p>	Zone / R-Code	Method for Calculating No. of Dwellings	District Centre R-ACO (R160 equivalent)	1x equivalent dwellings per 62.5m <sup>2</sup> of net land area	Mixed Use (R100 equivalent)	1x equivalent dwellings per 100m <sup>2</sup> of net land area	R40	1x dwellings per 220m <sup>2</sup> of net land area	R80	1x dwellings per 125m <sup>2</sup> of net land area	R100	1x dwellings per 100m <sup>2</sup> of net land area	R160	1x dwellings per 62.5m <sup>2</sup> of net land area
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R100	1x dwellings per 100m <sup>2</sup> of net land area														
R160	1x dwellings per 62.5m <sup>2</sup> of net land area														
Period of Operation:	Until 30 June 2034. However, the DCP may also be extended for further periods with or without modification by subsequent Scheme Amendments.														
Priority and Timing:	In accordance with the City of Cockburn Capital Expenditure Plan for Robb Jetty and Emplacement Precincts.														
Review Process:	The plan will be reviewed when considered appropriate, though not exceeding a period of five years duration, having regard to the rate of subsequent development in the development contribution area since the last review and the degree of development potential still existing.														

Ref No:	DCA 15																																																																											
Area:	Treeby/Jandakot																																																																											
Relationship to other planning instruments:	<p>The development contribution plan generally conforms to the following plans:</p> <ul style="list-style-type: none"><li>City of Cockburn Community Sport and Recreation Facilities Plan (2018-2033).</li><li>Treeby District Structure Plan (December 2017).</li></ul>																																																																											
Infrastructure and administrative items to be funded:	<p>Treeby East playing field specifically:</p> <ul style="list-style-type: none"><li>The cost of land for the oval site is not included in the development contribution plan and will form part of the subdivider's minimum 10% public open space.</li><li>The proportional cost of works to construct a multiple use playing field space capable of accommodating either:<ul style="list-style-type: none"><li>1 x senior size football oval; or</li><li>2 x rectangular fields</li></ul></li><li>The cost of works is the cost over and above that of providing a neighbourhood park, proportioned as set out below.</li></ul> <table><tr><th>Playing field element</th><th>Subdivider obligation</th><th>To be shared through DCP15</th></tr><tr><td>Landscape Preliminaries</td><td>100%</td><td></td></tr><tr><td>Site establishment and preliminaries</td><td>100%</td><td></td></tr><tr><td>Clearing and earthworks</td><td>66.66%</td><td>33.33%</td></tr><tr><td>Fine grading to all soft and hardworks areas</td><td></td><td>100%</td></tr><tr><td>Soil treatments and grading</td><td>66.66%</td><td>33.33%</td></tr><tr><td>External drainage to oval</td><td>100%</td><td></td></tr><tr><td>Paving and hardscape</td><td>66.66%</td><td>33.33%</td></tr><tr><td>Turf</td><td>100%</td><td></td></tr><tr><td>Trees and shrub plantings</td><td>100%</td><td></td></tr><tr><td>Lighting (paths and oval and amenity lighting)</td><td></td><td>100%</td></tr><tr><td>Sports goals</td><td></td><td>100%</td></tr><tr><td>Playground equipment</td><td>100%</td><td></td></tr><tr><td>Picnic furniture</td><td>100%</td><td></td></tr><tr><td>BBQs (2)</td><td>1 BBQ unit</td><td>1 BBQ unit</td></tr><tr><td>Drinking fountain (1)</td><td>1</td><td></td></tr><tr><td>Bins (5)</td><td>2 bins</td><td>3 bins</td></tr><tr><td>Wooden bollards</td><td>100%</td><td></td></tr><tr><td>Reticulation</td><td>100%</td><td></td></tr><tr><td>Mature tree transplants</td><td></td><td>100%</td></tr><tr><td>Irrigation bore and pump</td><td>100%</td><td></td></tr><tr><td>Iron filtration unit (1)</td><td>100%</td><td></td></tr><tr><td>Power connection</td><td>100%</td><td></td></tr><tr><td>Water supply</td><td>100%</td><td></td></tr><tr><td>Consolidation (12 weeks) plus 2 years maintenance period</td><td>100%</td><td></td></tr></table> <ul style="list-style-type: none"><li>The oval is to be located generally in accordance with the Treeby District Structure Plan (adjacent to a primary school site) and structure plan for Lot 705 Armadale Road which will confirm the location.</li></ul>	Playing field element	Subdivider obligation	To be shared through DCP15	Landscape Preliminaries	100%		Site establishment and preliminaries	100%		Clearing and earthworks	66.66%	33.33%	Fine grading to all soft and hardworks areas		100%	Soil treatments and grading	66.66%	33.33%	External drainage to oval	100%		Paving and hardscape	66.66%	33.33%	Turf	100%		Trees and shrub plantings	100%		Lighting (paths and oval and amenity lighting)		100%	Sports goals		100%	Playground equipment	100%		Picnic furniture	100%		BBQs (2)	1 BBQ unit	1 BBQ unit	Drinking fountain (1)	1		Bins (5)	2 bins	3 bins	Wooden bollards	100%		Reticulation	100%		Mature tree transplants		100%	Irrigation bore and pump	100%		Iron filtration unit (1)	100%		Power connection	100%		Water supply	100%		Consolidation (12 weeks) plus 2 years maintenance period	100%	
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Ref No:	<b>DCA 15</b>
	<p><b>Treeby East Clubrooms</b></p> <p>100% of the cost of works to construct 1 x single storey clubroom building of 590m<sup>2</sup> to be located on the same land as the playing field, comprising:</p> <ul style="list-style-type: none"> <li>• Flexible spaces to accommodate a range of potential clubs/sports</li> <li>• Standard level of finishes and amenities for a public building</li> <li>• Associated car parking bays and access for 40 cars.</li> </ul>
Method for calculating contributions:	<p>The City's Community Sport and Recreation Facilities Plan (2018 -2033) identifies the needs that impact on the Development Contribution Plan. The contributions outlined in this plan have been derived based on the need for the facilities generated by the additional development in the Development Contribution Plan. This calculation excludes:</p> <ul style="list-style-type: none"> <li>• the demand for a facility that is generated by the current population in existing dwellings; and</li> <li>• the proportion of costs the subdivider of the land upon which the infrastructure will be located would ordinarily be obliged to cover through subdivision conditions.</li> </ul> <p>Contributions shall be calculated on the basis of the number of new lots and/or dwellings created. Existing dwellings on a lot or lots to be subdivided or developed will be exempt from the contribution. Land required for public roads, public open space, drainage and other uses not including residential development will not be assessable. Where a lot may have further subdivision potential, for example as a grouped dwelling site, contributions will be sought at the next development approval stage where additional dwellings or lots are created.</p> <p>Contributions applying to development of aged or dependent persons dwellings or single bedroom dwellings shall be calculated on the number of dwelling units permitted prior to the application of the variations permissible under clause 5.1.3.A3.i of State Planning Policy - Residential Design Codes.</p> <p>Notwithstanding the definitions of 'lot' as may be defined elsewhere in this Scheme, for the purposes of calculating cost contribution liability within DCA 15, the term lot will be inclusive of green title, survey strata and built strata subdivisions.</p>
Administration of funds:	<p>In relation to the proportion of costs the subdivider of the land upon which the infrastructure will be located and which they would ordinarily be obliged to meet through subdivision conditions:</p> <ul style="list-style-type: none"> <li>• These costs will also be held in the reserve account for DCA 15 as maintained in accordance with clause 12 of Schedule 8 of the Scheme, unless the landowner seeks to satisfy that obligation by provision of the physical infrastructure.</li> <li>• Should provision of the physical infrastructure be considered, it must be in accordance with <b>Schedule 8</b> clause 10 of the Scheme.</li> </ul>
Period of Operation:	Until 30 June 2036. However the DCP may also be extended for further periods with or without modification by subsequent Scheme Amendments.
Priority and Timing:	In accordance with the City of Cockburn Capital Expenditure Plan.
Review Process:	<p>The plan will be reviewed when considered appropriate, though not exceeding a period of five years duration, having regard to the rate of subsequent development in the catchment areas since the last review and the degree of development potential still existing.</p> <p>The estimated infrastructure costs contained in the Community Infrastructure Cost Contribution Schedule will be reviewed at least annually to reflect changes in funding and revenue sources and indexed based on the Building Cost Index or other appropriate index as approved by an appropriately qualified independent person.</p>
Participants and Contributions:	In accordance with the Cost Contribution Schedule adopted by the local government for DCA 15.

## SCHEDULE 8 - PROVISIONS RELATING TO DEVELOPMENT CONTRIBUTION PLANS

### 1.0 Interpretation

In Schedule 8 unless the context otherwise requires –

**‘Administrative costs’** means such costs as are reasonably incurred for the preparation and (with respect to standard infrastructure items) implementation of the development contribution plan.

**‘Administrative items’** means the administrative matters required to be carried out by or on behalf of the local government in order to prepare and (with respect to standard infrastructure items) implement the development contribution plan, including legal, accounting, planning engineering, and other professional advice.

**‘Cost apportionment schedule’** means a schedule prepared and distributed in accordance with clause 6.

**‘Cost contribution’** means the contribution to cost of infrastructure and administrative costs.

**‘Development contribution area’** means an area shown on the Scheme Map as ‘SCA 1 - DCA’ with a corresponding number shown and included in Schedule 7.

**‘Development contribution plan’** means a development contribution plan prepared in accordance with the provisions of State Planning Policy 3.6 Development Contributions for Infrastructure and the provisions of this Schedule 8 of the scheme (as incorporated in Schedule 7 of this scheme).

**‘Development contribution plan report’** means a report prepared and distributed in accordance with clause 6.

**‘Infrastructure’** means the standard infrastructure items (services and facilities set out in appendix 1 of State Planning Policy 3.6 ‘Development Contributions for Infrastructure’) and community infrastructure, including recreational facilities; community centres; child care and after school centres; libraries and cultural facilities and such other services and facilities for which development contributions may reasonably be requested having regard to the objectives, scope and provisions of State Planning Policy 3.6 ‘Development Contributions for Infrastructure’.

**‘Infrastructure costs’** means such costs as are reasonably incurred for the acquisition and construction of infrastructure.

**‘Local government’** means the local government or local governments in which the development contribution area is located or through which the services and facilities are provided.

**‘Owner’** means an owner of land that is located within a development contribution area.

**2.0 Development contribution plan required**

A development contribution plan is required to be prepared for each development contribution area.

**3.0 Development contribution plan part of scheme**

The development contribution plans are incorporated in Schedule 7 as part of this scheme.

**4.0 Subdivision, strata subdivision and development**

The local government shall not withhold its support for subdivision, strata subdivision or refuse to approve a development solely for the reason that a development contribution plan is not in effect, there is no approval to advertise a development contribution plan, or that there is no other arrangement with respect to an owner's contribution towards the provision of community infrastructure.

**5.0 Land excluded**

In calculating both the area of an owner's land and the total area of land in a development contribution area, the area of land provided in that development contribution area for –

- (a) roads designated under the Metropolitan Region Scheme as primary regional roads and other regional roads;
- (b) existing open public open space;
- (c) existing government primary and secondary schools; and
- (d) such other land as is set out in the development contribution plan, is to be excluded.

**6.0 Development contribution plan report and cost apportionment schedule**

- (a) Within 90 days of the development contribution plan coming into effect, the local government is to adopt and make available a development contribution plan report and cost apportionment schedule to all owners in the development contribution area.
- (b) The development contribution plan report and the cost apportionment schedule shall set out in detail the calculation of the cost contribution for each owner in the development contribution area, based on the methodology provided in the development contribution plan, and shall take into account any proposed staging of the development.
- (c) The development contribution plan report and the cost apportionment schedule do not form part of the scheme, but once adopted by the local government they are subject to review as provided under clause 7.

**7.0 Cost contributions based on estimates**

- (a) The determination of Infrastructure costs and administrative costs is to be based on amounts expended, but when expenditure has not occurred, it is to be based on the best and latest estimated costs available to the local government and adjusted accordingly, if necessary.
- (b) Where a cost apportionment schedule contains estimated costs, such estimated costs are to be reviewed at least annually by the local government -
  - (i) in the case of land to be acquired, in accordance with clause 8; and
  - (ii) in all other cases, in accordance with the best and latest information available to the local government, until the expenditure on the relevant item of infrastructure or administrative costs has occurred.
- (c) The local government is to have such estimated costs independently certified by appropriate qualified persons and must provide such independent certification to an owner when requested.
- (d) Where any cost contribution has been calculated on the basis of an estimated cost, the local government-
  - (i) is to adjust the cost contribution of any owner in accordance with the revised estimated costs; and
  - (ii) may accept a cost contribution, based upon estimated costs, as a final cost contribution and enter into an agreement with the owner accordingly.
- (e) Notwithstanding clauses 7(a), 7(b)(ii), 7(c) and 7(d), where the development contribution plan relates to community infrastructure, the local government may adopt a lesser rate than the independent certification recommends and make up the shortfall in accordance with clause 13(a).
- (f) Where an owner's cost contribution is adjusted under clause 7(d), the local government, on receiving a request in writing from an owner, is to provide the owner with a copy of estimated costs and the calculation of adjustments.
- (g) If an owner objects to the amount of a cost contribution, the owner may give notice to the local government requesting a review of the amount of the cost contribution by an appropriate qualified person ('independent expert') agreed by the local government and the owner at the owner's expense, within 28 days after being informed of the cost contribution.
- (h) If the independent expert does not change the cost contribution to a figure acceptable to the owner, the cost contribution is to be determined -
  - (i) by any method agreed between the local government and the owner; or
  - (ii) if the local government and the owner cannot agree on a method pursuant to (i) or on an independent expert, by arbitration in accordance with the *Commercial Arbitration Act 1985*, with the costs to be shared equally between the local government and owner.

## 8.0 Valuation

- (a) Clause 8 applies in order to determine the value of land to be acquired for the purpose of providing Infrastructure.
  - (b) In clause 8 –
    - ‘Value’**, in the case of development contribution plans for development contribution areas 1 to 7 and 11, means the capital sum which an unencumbered estate in fee simple of the land might reasonably be expected to realise if offered for sale on such reasonable terms and conditions as a bona fide seller would require:
      - (i) on the basis that there are **no buildings, fences or other improvements** of a like nature in the land;
      - (ii) on the assumption that **any rezoning necessary** for the purpose of development has come into force; and
      - (iii) taking into account the **added value of all other improvements** on or appurtenant to the land.
    - ‘Value’**, in all other development contribution plans, means the fair market value of land, at a specified date, which is defined as the capital sum that would be negotiated in an arm’s length transaction in an open and unrestricted market, assuming the highest and best use of the land with all its potential and limitations (other than the limitation arising from the transaction for which the land is being valued), wherein the parties act knowledgeably, prudently and without compulsion to buy or sell.
- The net land value is to be determined by a static feasibility valuation model, using the working sheet model attached to this scheme as Table 5. As part of that feasibility an appropriate profit and risk factor is to be determined from which a 10 per cent profit factor is to be excluded from the calculation.
- ‘Valuer’** means a licensed valuer agreed by the local government and the owner, or where the local government and the owner are unable to reach agreement, by a valuer appointed by the President of the Western Australian Division of the Australian Property Institute.
- (c) If an owner objects to a valuation made by the valuer, the owner may give notice to the local government requesting a review of the amount of the value, at the owner’s expense, within 28 days after being informed of the value.
  - (d) If, following a review, the valuer’s determination of the value of the land is still not a figure acceptable to the owner, the value sit be determined -
    - (i) By any method agreed between the local government and the owner; or
    - (ii) if the local government and the owner cannot agree, the owner may apply to the State Administrative Tribunal for a review of the matter under part 14 of the *Planning and Development Act 2005*.



## 9.0 Liability for cost contributions

- (a) An owner must make a cost contribution in accordance with the applicable development contribution plan and the provisions of Schedule 8.
- (b) An owner's liability to pay the owner's cost contribution to the local government arises on the earlier of -
  - (i) the Western Australian Planning Commission endorsing its approval on the deposited plan or survey strata plan of the subdivision of the owner's land within the development contribution area;
  - (ii) the commencement of any development on the owner's land within the development contribution area;
  - (iii) the approval of any strata plan by the local government or Western Australian Planning Commission on the owner's land within the development contribution area; or
  - (iv) the approval of a change or extension of use by the local government on the owner's land within the development contribution area.

The liability arises only once upon the earliest of the above listed events.

- (c) Notwithstanding clause 9(b), an owner's liability to pay the owner's cost contribution does not arise if the owner:
  - (i) commences development of the first single house or outbuildings associated with that first single house on an existing lot which has not been subdivided or strata subdivided since the coming into effect of the development contribution plan;
  - (ii) commences a temporary or time limited approval;
  - (iii) commences any site preparation works such as retaining walls, demolition, clearing of vegetation, bulk earthworks, temporary fencing, remediation, advertising and signage that does not result in development that will place demand on infrastructure included in a development contribution plan;
  - (iv) commences any other minor or incidental development or subdivision which does not have a connection (nexus) to the infrastructure included in the development contribution plan;
  - (v) lodges Deposited Plans for the consolidation of land parcels (amalgamation) or for the sole purpose of ceding land required for a development contribution plan item.
- (d) Where a development contribution plan expires, an owner's liability to pay the owner's cost contribution under the development contribution plan shall be deemed to continue in effect and be carried over into any subsequent development contribution plan which includes the owner's land, subject to such liability.

**10.0 Payment of cost contribution**

- (a) The owner, with the agreement of the local government, is to pay the owner's cost contribution by -
  - (i) cheque or cash;
  - (ii) transferring to the local government or a public authority land in satisfaction of the cost contribution;
  - (iii) the provision of physical infrastructure;
  - (iv) some other method acceptable to the local government; or
  - (v) any combination of these methods.
- (b) The owner, with the agreement of the local government, may pay the owner's cost contribution in a lump sum, by instalments or in such other manner acceptable to the local government.
- (c) Payment by an owner of the cost contribution, including a cost contribution based upon estimated costs in a manner acceptable to the local government constitutes full and final discharge of the owner's liability under the development contribution plan and the local government shall provide certification in writing the owner of such discharge if requested by the owner.

**11.0 Charge on land**

- (a) The amount of any cost contribution for which an owner is liable under clause 9, but has not paid, is a charge on the owner's land to which the cost contribution relates, and the local government may lodge a caveat, at the owner's expense, against the owner's certificate of title to that land.
- (b) The local government, at the owner's expense and subject to such other conditions as the local government thinks fit, can withdraw a caveat lodged under clause 11(a) to permit dealing and may then re-lodge the caveat to prevent further dealings.
- (c) If the cost contribution is paid in full, the local government, if requested to do so by the owner and at the expense of the owner, is to withdraw any caveat lodged under clause 11.

**12.0 Administration of funds**

- (a) The local government is to establish and maintain a reserve account in accordance with the *Local Government Act 1995* for each development contribution area into which cost contributions for that development contribution area will be credited and from which all payments for the infrastructure costs and administrative costs within that development contribution area will be paid.

The purpose of such a reserve account or the use of money in such a reserve account is limited to the application of funds for that development contribution area.

- (b) Interest earned on cost contributions credited to a reserve account in accordance with clause 12(a) is to be applied in the development contribution area to which the reserve account relates.
- (c) The local government is to publish an audited annual statement of accounts for that development contribution area as soon as practicable after the audited annual statement of accounts being available.

### **13.0 Shortfall or excess in cost contributions**

- (a) If there is a shortfall in the total of cost contributions when all cost contributions have been made or accounted for in a particular development contribution area, the local government may -
  - (i) make good the shortfall;
  - (ii) enter into agreements with owners to fund the shortfall; or
  - (iii) raise loans or borrow from a financial institution, but nothing in clause 13(a)(i) restricts the right or power of the local government to impose a differential rate to a specified development contribution area in that regard.
- (b) If there is an excess in funds available to the development contribution area when all cost contributions have been made or accounted for in a particular development contribution area, the local government is to refund the excess funds to contributing owners for that development contribution area. To the extent, if any, that it is not reasonably practicable to identify owners and/or their entitled amount of refund, any excess in funds shall be applied, to the provision of additional facilities or improvements in that development contribution area.

### **14.0 Powers of the local government**

- (a) The local government in implementing the development contribution plan has the power to -
  - (i) acquire any land or buildings within the scheme area under the provisions of the *Planning and Development Act 2005*; and
  - (ii) deal with or dispose of any land which it has acquired under the provisions of the *Planning and Development Act 2005* in accordance with the law and for such purpose may make such agreements with other owners as it considers fit.

### **15.0 Arbitration**

Subject to clauses 8(c) and 8(d), any dispute between an owner and the local government in connection with the cost contribution required to be made by an owner is to be resolved by arbitration in accordance with the *Commercial Arbitration Act 1985*.

**16.0 Development Contribution Areas 1 to 7 and 9 to 11**

For Development Contribution Areas 1 to 7 and 9 to 11 the Cost contributions for the owners of land for which a contribution is to be made shall be the proportion that the land the subject of the contribution bears to the total area of land within the Development Contribution Area for which the Cost Contributions have yet to be made unless otherwise specified.

**TABLE 5 – STATUTORY STATIC FEASABILITY ASSESSMENT MODEL**

Gross realisation			
Net lot yield @ average market value per lot "X" lots @ "\$Y" per lot	\$		(1)
<b>Less GST @ standard/normal rates</b>			
(1) Multiplied by GST rate /(100 + GST rate)	\$		(2)
(1 – 2)		\$	(3)
Less selling, marketing, advertising & settlement fees @ market % multiplied by (1)	\$		(4)
Add back Input Tax Credit on selling fees (4) Multiplied by GST rate / (100 + GST rate)	\$		(5)
(4 – 5)		\$	(6)
Balance after selling costs etc & Input Tax Credit (3 – 6)		\$	(7)
<b>Less adjusted profit &amp; risk allowance as per SPP 3.6</b>			
Market determined profit & risk allowance %			(8)
Less fixed profit allowance per SPP3.6 <u>10%</u>			(9)
Risk rate applied (8 – 9) = %			(10)
EXPLANATION: (10) to be expressed as a whole number e.g. 15% = 15 i.e. Risk = (7) multiplied by (10)/(10) + (100)		\$	(11)
Balance after profit & risk factor (7 – 11)		\$	(12)
<b>Less development costs @ "X" lots multiplied by "\$Z" per lot</b>	\$		(13)
Add back Input Tax Credit on (13)			
(13) Multiplied by GST rate/(100 + GST rate)	\$		(14)
Development cost after Input Tax Credit (13 – 14)	\$		(15)
<b>Add interest on net development costs (15)</b>			
For ½ development ½ selling term @ Applicable market rates			
(15) Multiplied by % rate	\$		(16)
(15 + 16)		\$	(17)
<b>Balance</b> after deduction of development costs & interest (12 – 17)		\$	(18)
<b>Less interest on land value, rates &amp; taxes and stamp duty</b>			
Assessed over ½ development and ½ selling term @ Applicable market rates			
(18) multiplied by % rate (100 + % rate)		\$	(19)
Balance after interest on the land (18 – 19)		\$	(20)
<b>Less rates and taxes</b>		\$	(21)
Balance after rates & taxes (20 – 21)		\$	(22)
<b>Less Stamp Duty @ current statutory rates</b>			
(22) Multiplied by stamp duty rate/(100 + stamp duty rate)		\$	(23)
Residual Land Value prior to GST considerations (22 – 23)		\$	(24)
<b>Add GST (24) + GST at prevailing statutory rate</b>		\$	(25)
<b>ASSESSED STATORY CONTRIBUTION PER SPP 3.6 (22 + 23)</b>			

The certification pages for local planning schemes have been updated as follows -

## **COUNCIL RESOLUTION TO ADVERTISE LOCAL PLANNING SCHEME**

Adopted by resolution of the Council of the **City of Cockburn** at the

**[INSERT MEETING TYPE]** Meeting of Council held on the **[DATE]**

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**CHIEF EXECUTIVE OFFICER**

---

**MAYOR**

**COUNCIL RESOLUTION TO **SUPPORT / NOT SUPPORT\*** SCHEME  
FOR APPROVAL**

Council resolved to **support / not support\*** approval of the draft Scheme of the **City of Cockburn** at the **[INSERT MEETING TYPE]** Meeting of Council held on the **[DATE]**

The Common Seal of the **City of Cockburn** was hereunto affixed  
by authority of a resolution of the Council in the presence of:

\_\_\_\_\_  
**CHIEF EXECUTIVE OFFICER**

\_\_\_\_\_  
**MAYOR**

WAPC Recommended for Approval

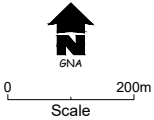
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**Delegated under S.16 of the Planning and Development Act, 2005**

**Date:** \_\_\_\_\_

Approval Granted

\_\_\_\_\_  
**MINISTER FOR PLANNING**

**Date:** \_\_\_\_\_

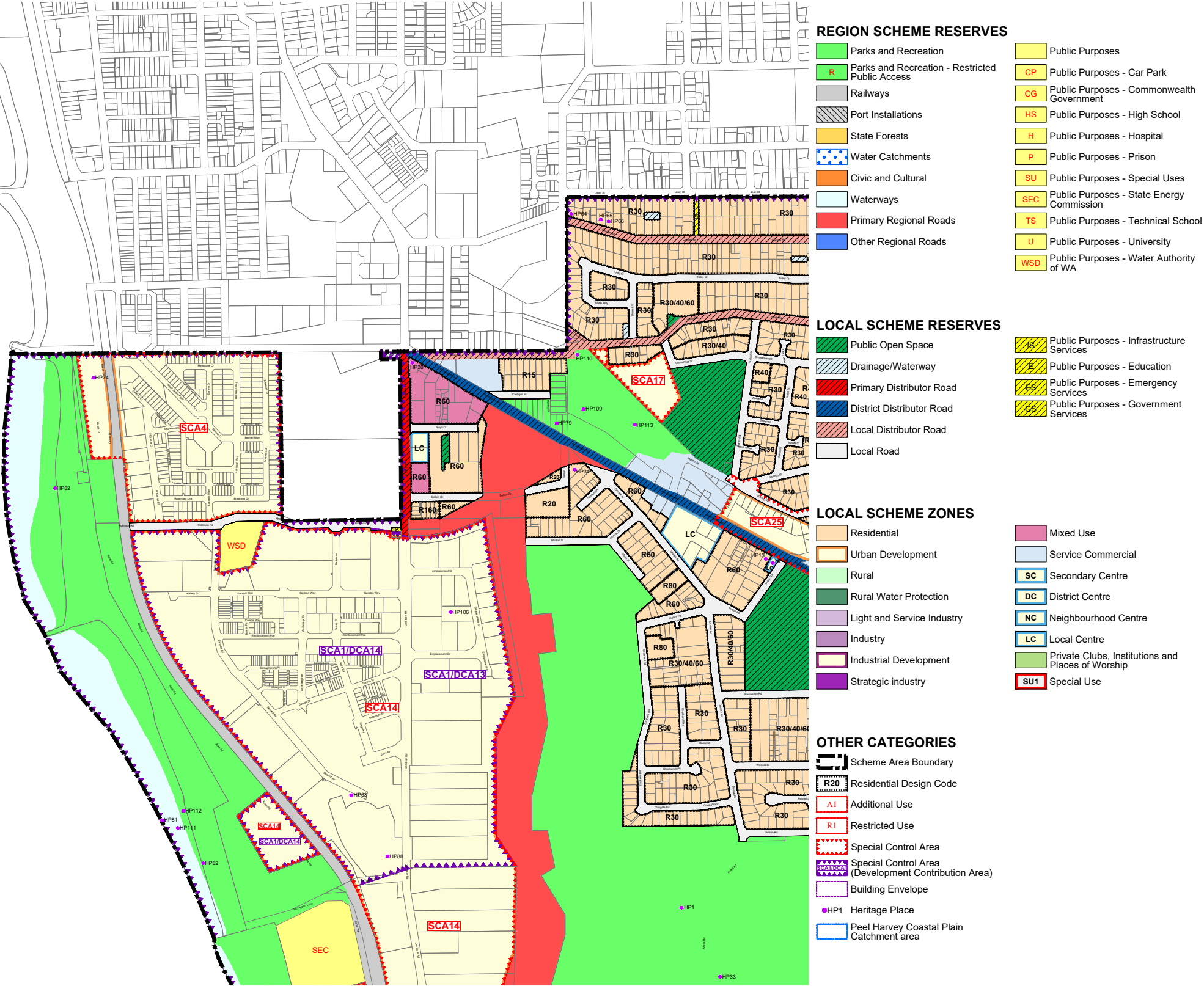


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Date: 14 March 2024  
Government Gazette:

City of Cockburn  
Local Planning Scheme No.13  
(District Scheme)

Map 1 of 26  
Locality: North Coogee - Hamilton Hill



REGION SCHEME RESERVES

- Parks and Recreation
- Parks and Recreation - Restricted Public Access
- Railways
- Port Installations
- State Forests
- Water Catchments
- Civic and Cultural
- Waterways
- Primary Regional Roads
- Other Regional Roads
- Public Purposes
- Public Purposes - Car Park
- Public Purposes - Commonwealth Government
- Public Purposes - High School
- Public Purposes - Hospital
- Public Purposes - Prison
- Public Purposes - Special Uses
- Public Purposes - State Energy Commission
- Public Purposes - Technical School
- Public Purposes - University
- Public Purposes - Water Authority of WA

LOCAL SCHEME RESERVES

- Public Open Space
- Drainage/Waterway
- Primary Distributor Road
- District Distributor Road
- Local Distributor Road
- Local Road
- Public Purposes - Infrastructure Services
- Public Purposes - Education
- Public Purposes - Emergency Services
- Public Purposes - Government Services

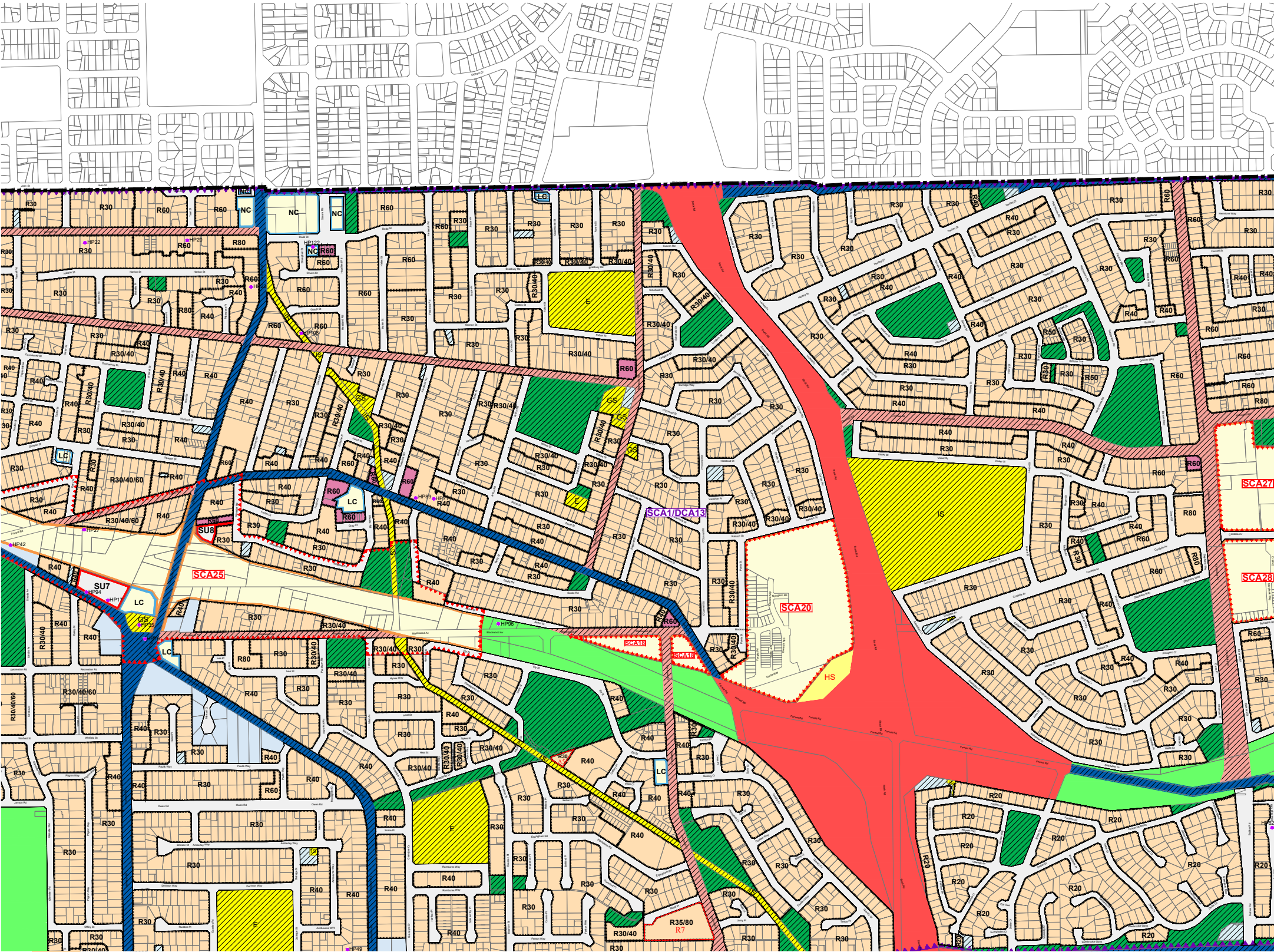
LOCAL SCHEME ZONES

- Residential
- Urban Development
- Rural
- Rural Water Protection
- Light and Service Industry
- Industry
- Industrial Development
- Strategic industry
- Mixed Use
- Service Commercial
- Secondary Centre
- District Centre
- Neighbourhood Centre
- Local Centre
- Private Clubs, Institutions and Places of Worship
- Special Use

OTHER CATEGORIES

- Scheme Area Boundary
- Residential Design Code
- Additional Use
- Restricted Use
- Special Control Area
- Special Control Area (Development Contribution Area)
- Building Envelope
- Heritage Place
- Peel Harvey Coastal Plain Catchment area





REGION SCHEME RESERVES

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- Public Purposes - Water Authority of WA

LOCAL SCHEME RESERVES

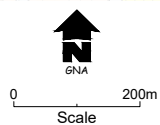
- Public Open Space
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- Heritage Place
- Peel Harvey Coastal Plain Catchment area



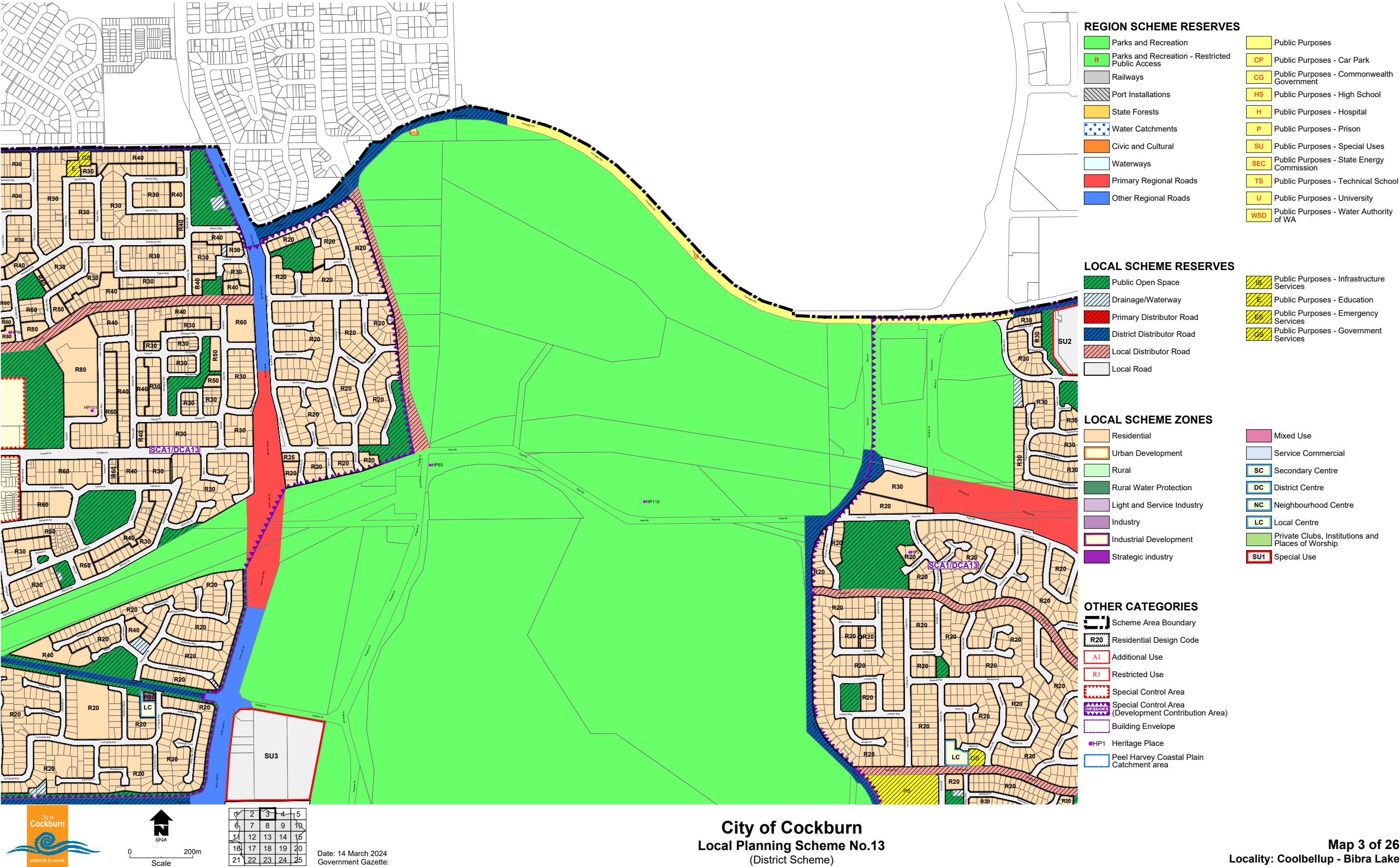
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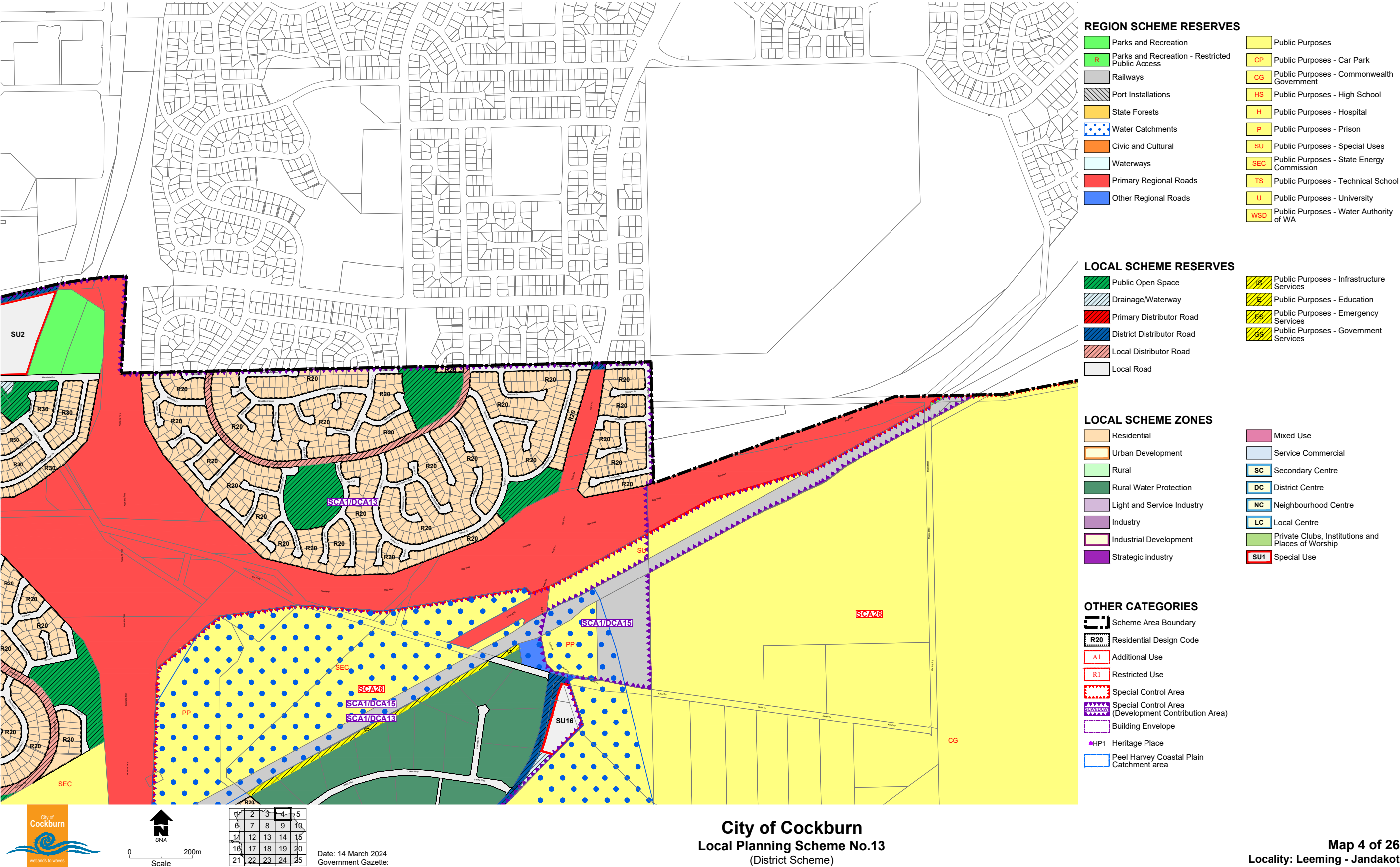
Date: 14 March 2024  
Government Gazette:

City of Cockburn  
Local Planning Scheme No.13  
(District Scheme)

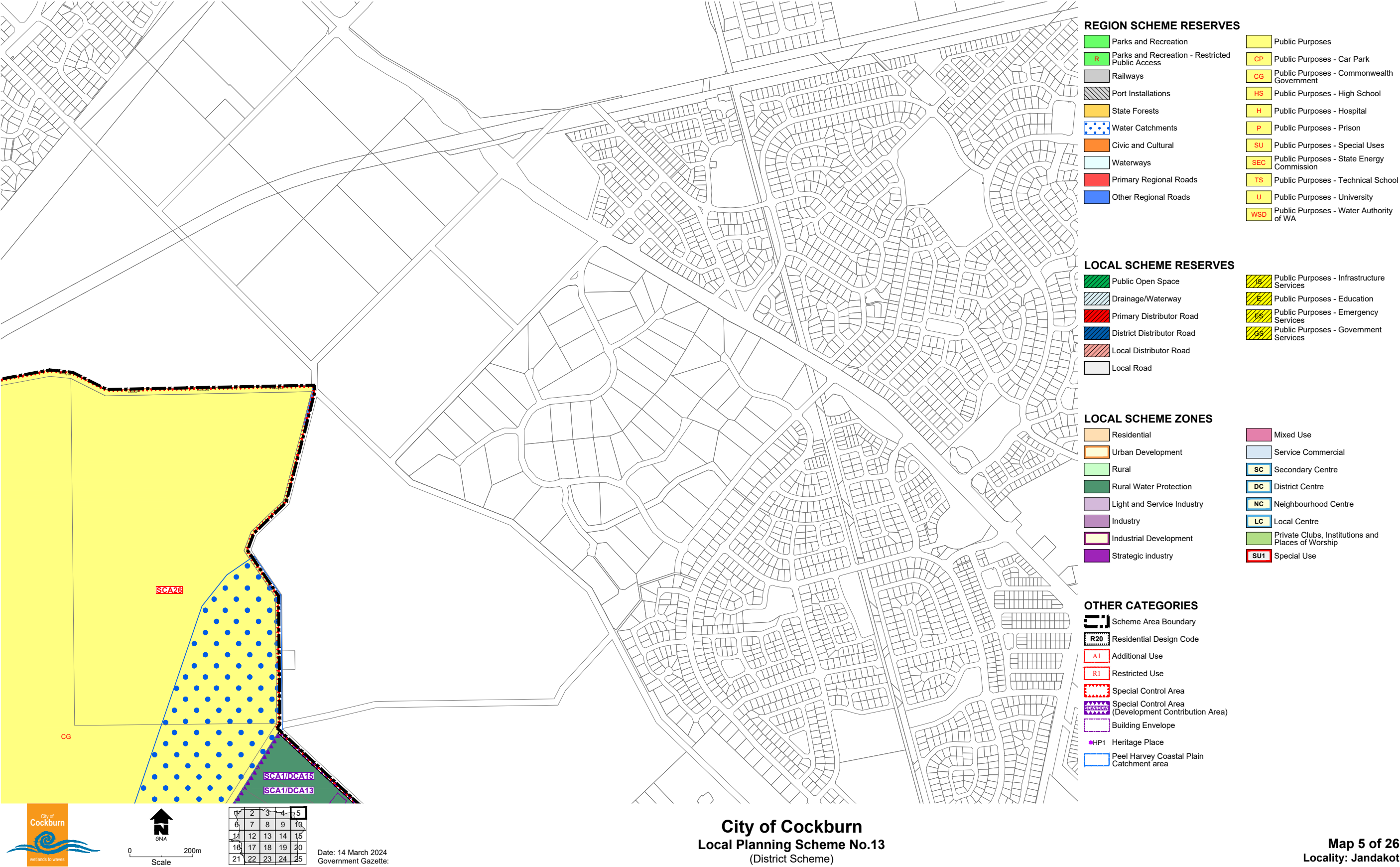
Map 2 of 26  
Locality: Hamilton Hill - Coolbellup

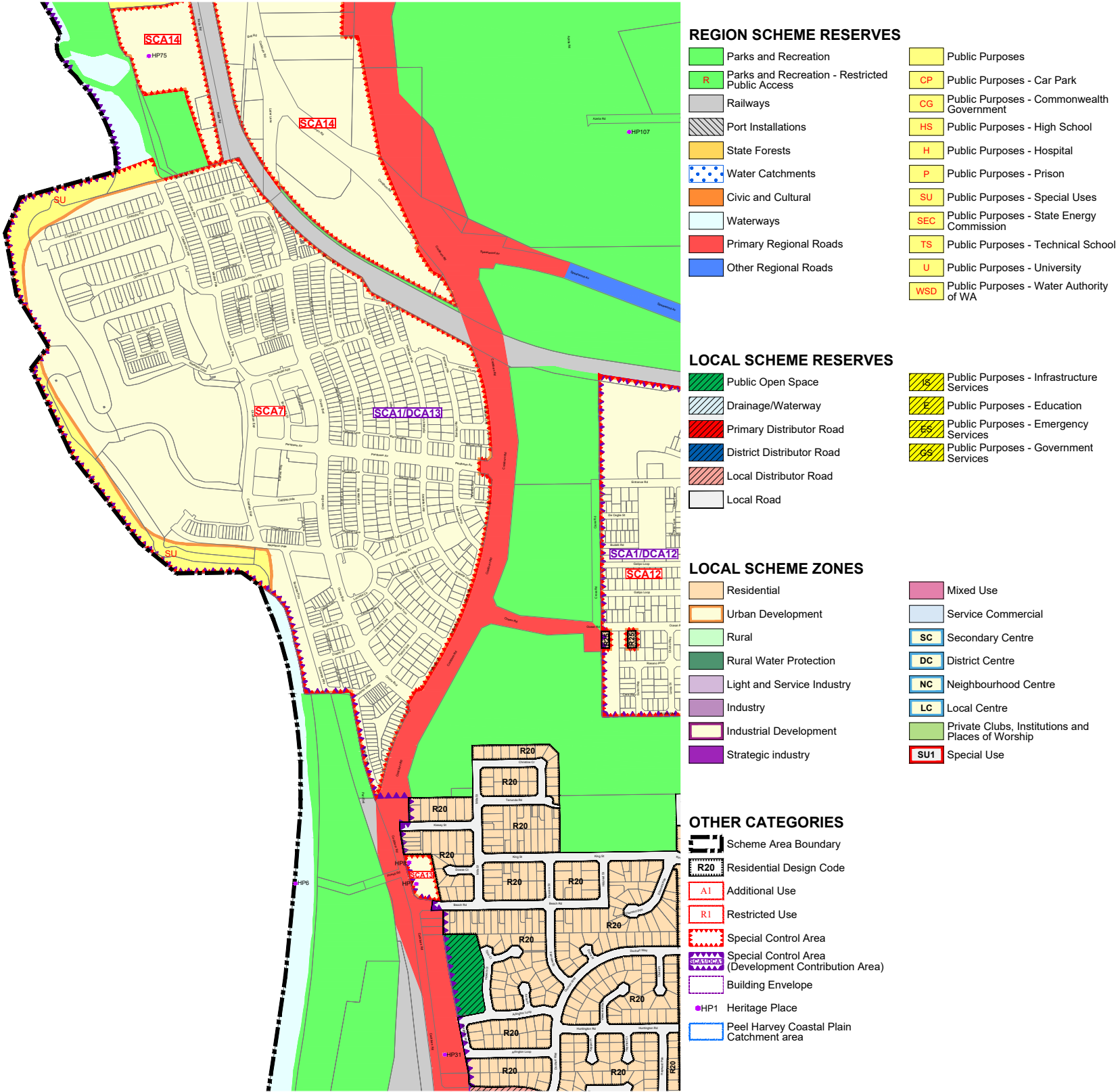






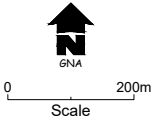






City of Cockburn  
Local Planning Scheme No.13  
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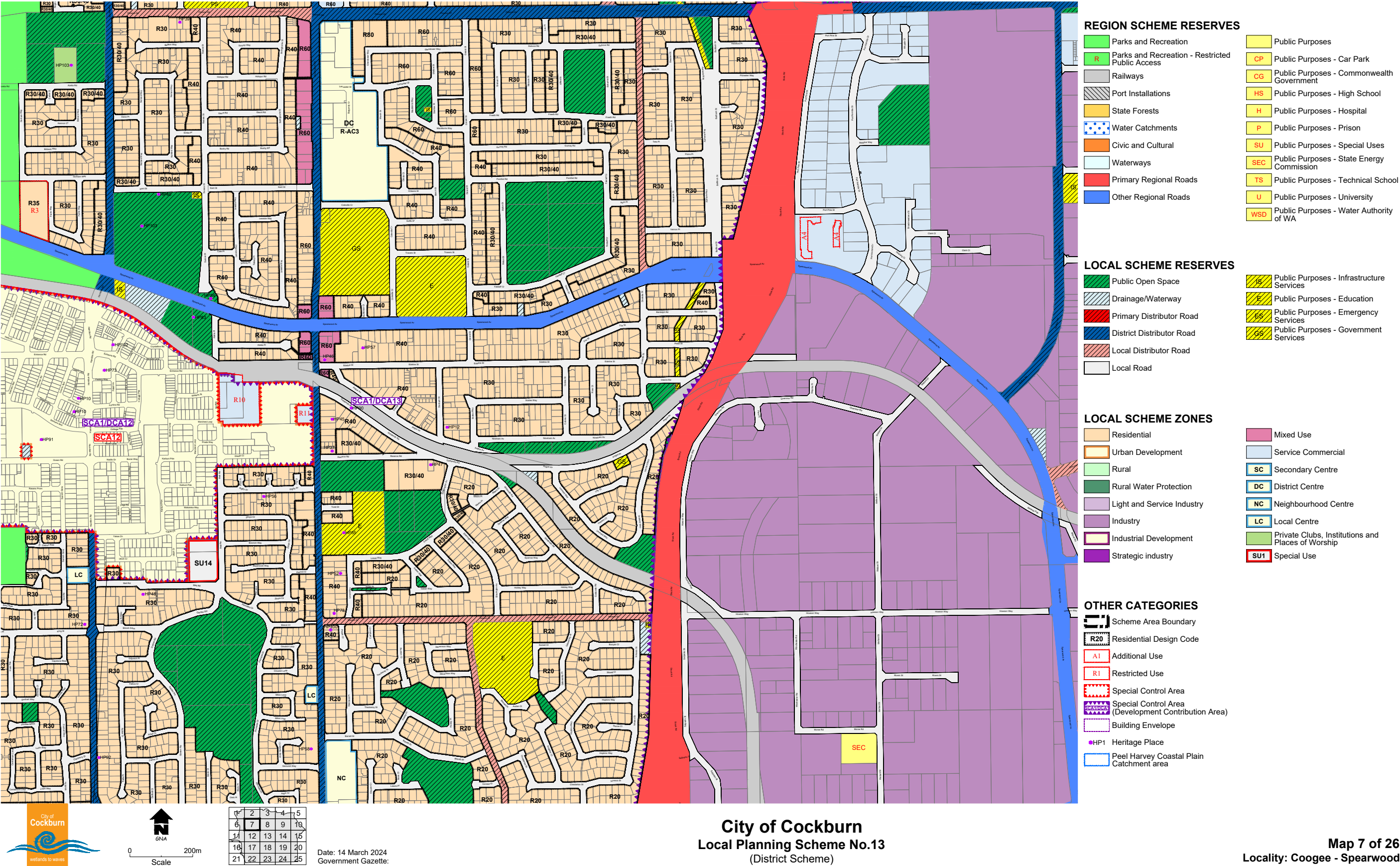
Map 6 of 26  
Locality: North Coogee - Spearwood



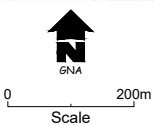
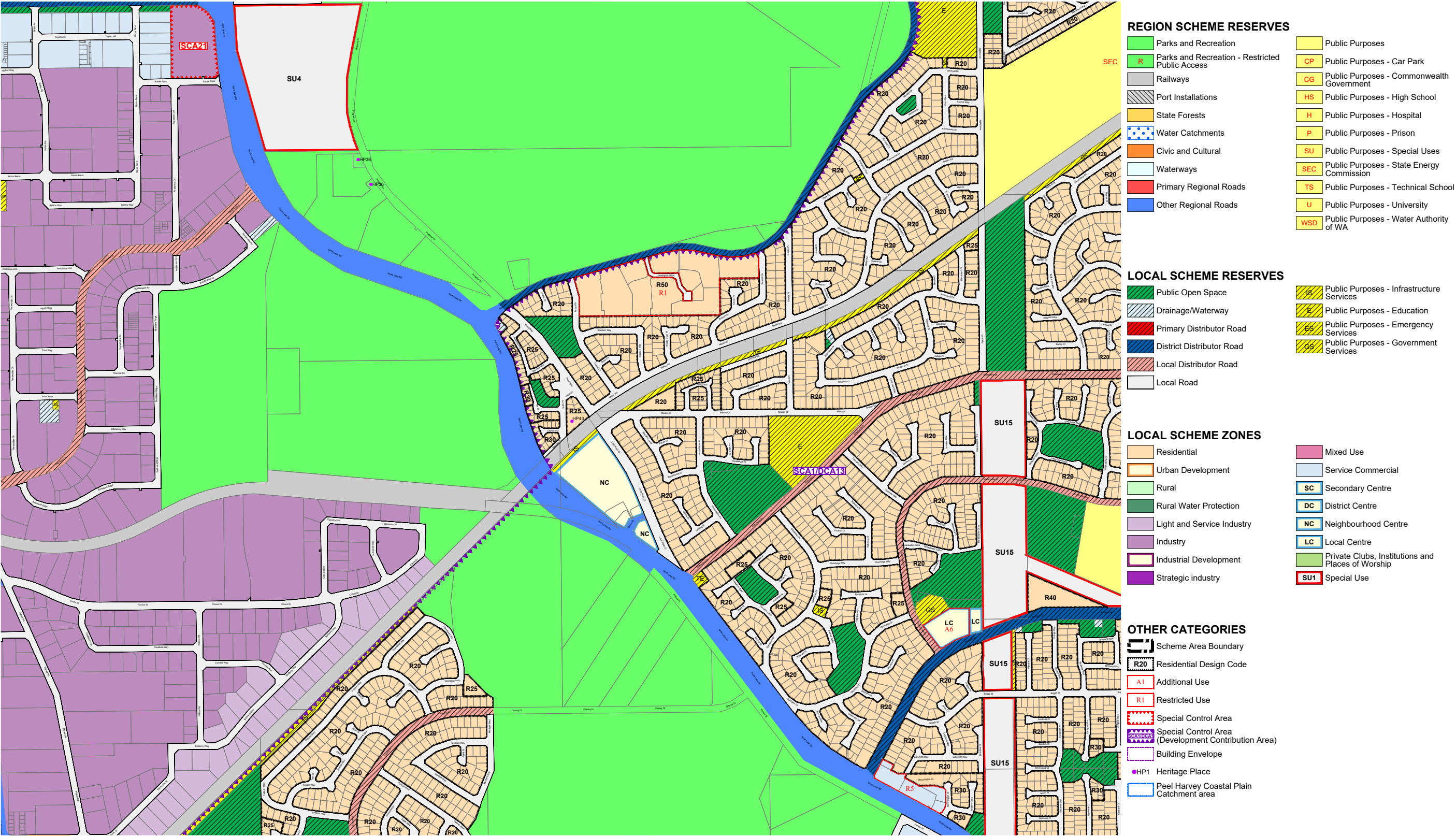
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Date: 14 March 2024  
Government Gazette:









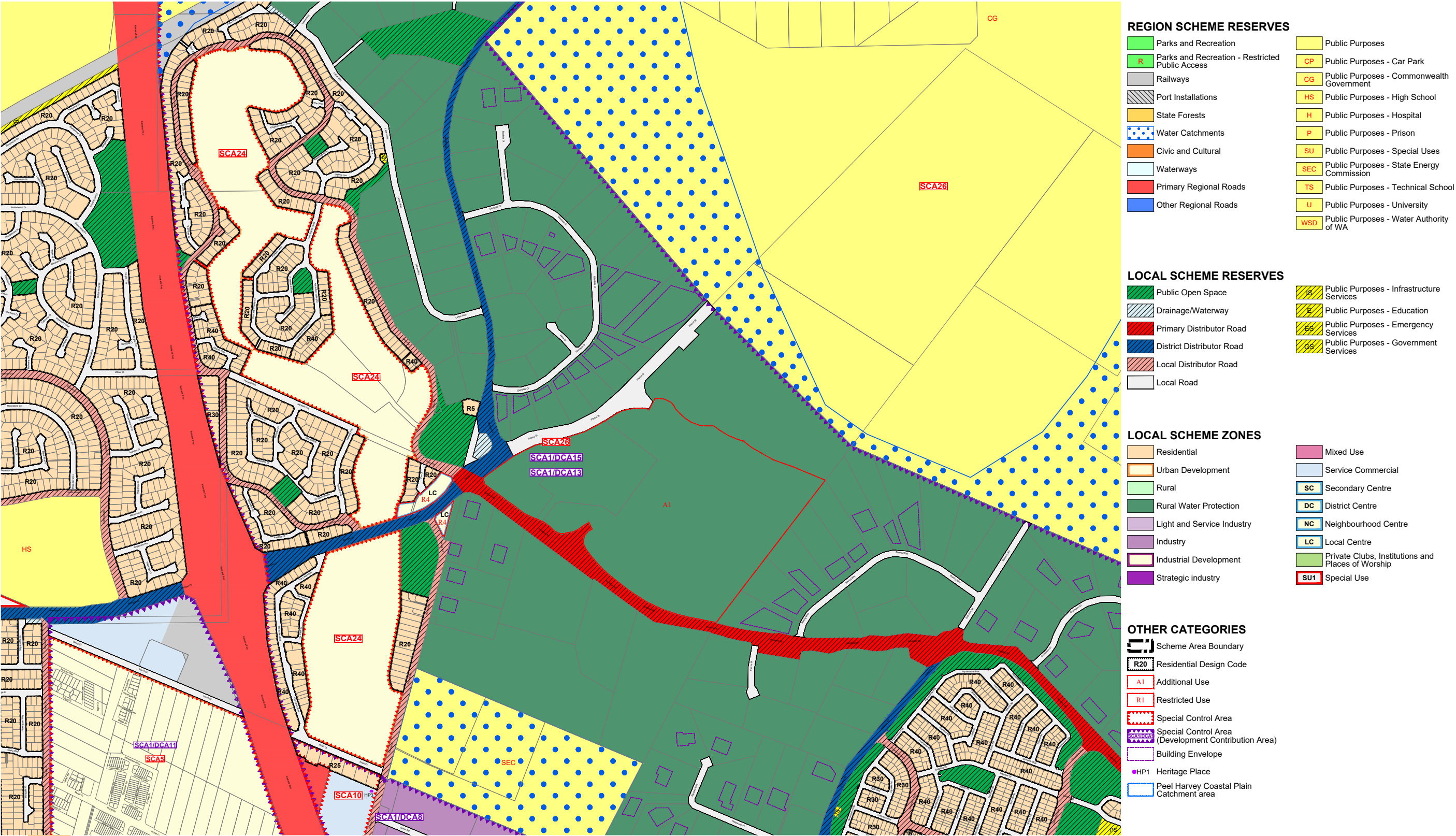
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Date: 14 March 2024  
Government Gazette:


**City of Cockburn**  
**Local Planning Scheme No.13**  
(District Scheme)

**Map 8 of 26**  
**Locality: Bibra Lake - South Lake**









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Date: 14 March 2024

Government Gazette:

City of Cockburn  
Local Planning Scheme No.13  
(District Scheme)









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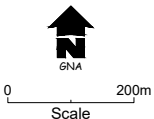
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Date: 14 March 2024

Government Gazette:

**City of Cockburn**  
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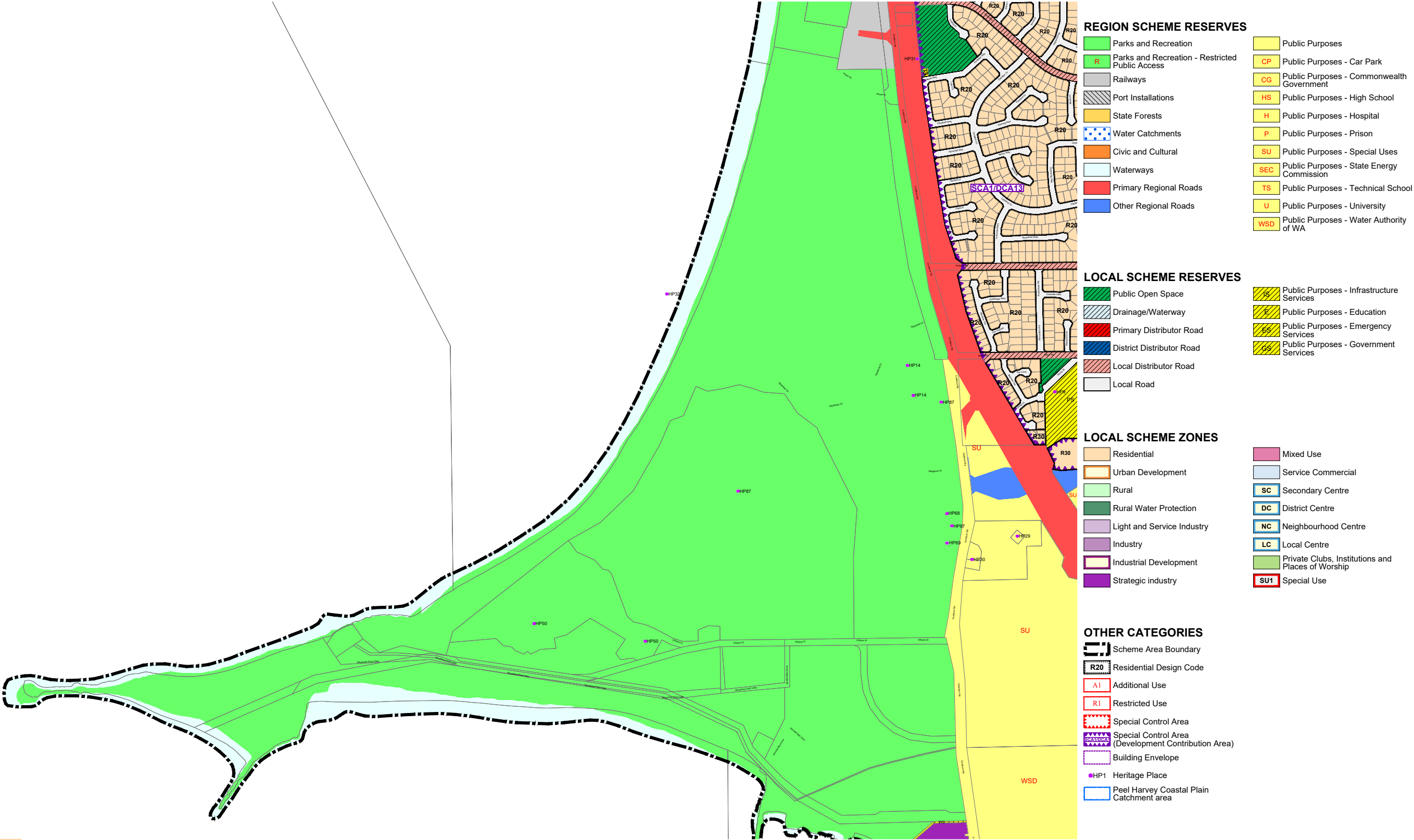


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Date: 14 March 2024  
Government Gazette:

City of Cockburn  
Local Planning Scheme No.13  
(District Scheme)

Map 11 of 26  
Locality: Coogee



REGION SCHEME RESERVES

- Parks and Recreation
- Parks and Recreation - Restricted Public Access
- Railways
- Port Installations
- State Forests
- Water Catchments
- Civic and Cultural
- Waterways
- Primary Regional Roads
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- Public Purposes
- Public Purposes - Car Park
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- Public Purposes - State Energy Commission
- Public Purposes - Technical School
- Public Purposes - University
- Public Purposes - Water Authority of WA

LOCAL SCHEME RESERVES

- Public Open Space
- Drainage/Waterway
- Primary Distributor Road
- District Distributor Road
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- Public Purposes - Education
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- Public Purposes - Government Services

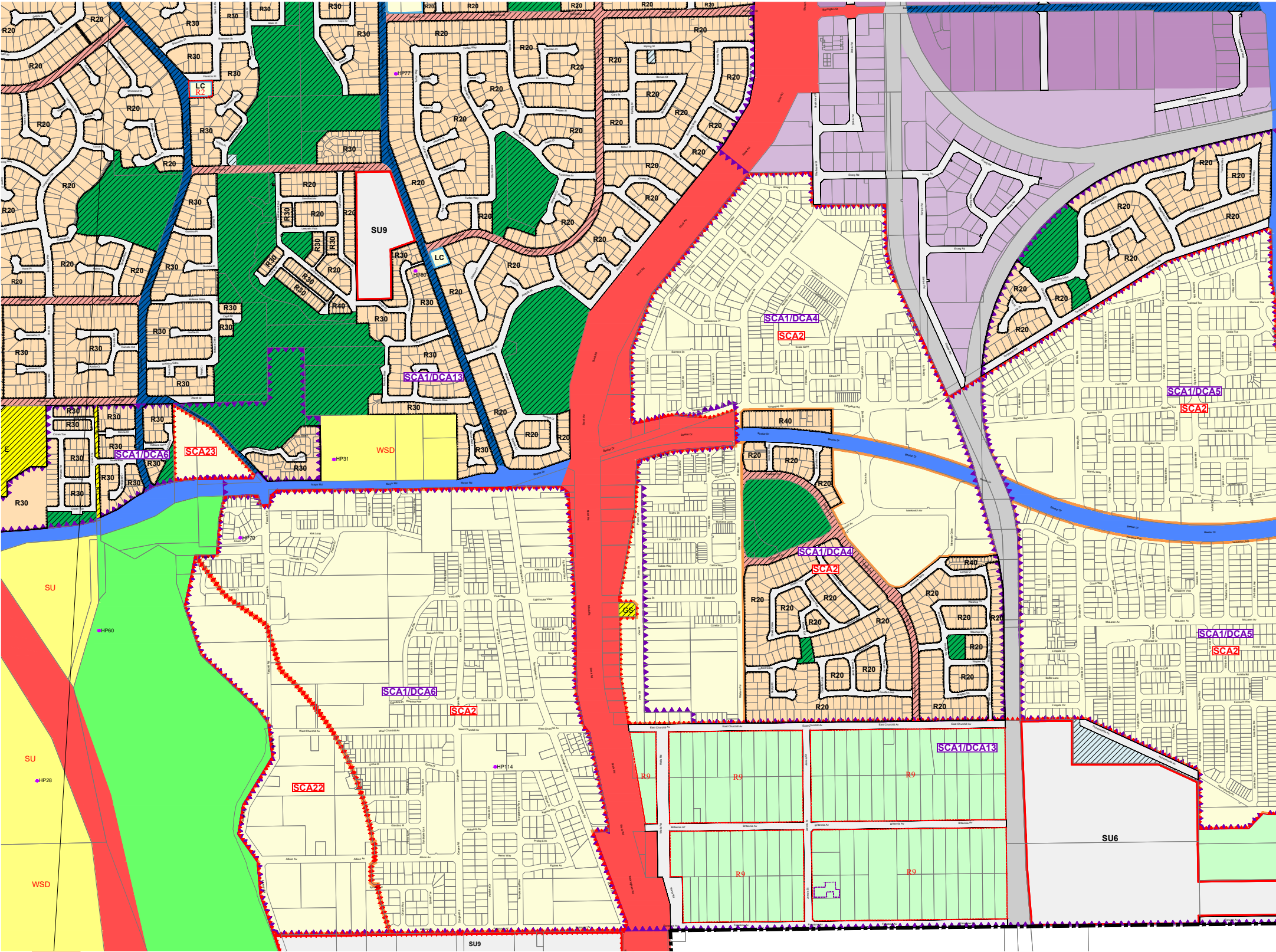
LOCAL SCHEME ZONES

- Residential
- Urban Development
- Rural
- Rural Water Protection
- Light and Service Industry
- Industry
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- Strategic industry
- Mixed Use
- Service Commercial
- Secondary Centre
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- Special Use

OTHER CATEGORIES

- Scheme Area Boundary
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- Special Control Area
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- Building Envelope
- Heritage Place
- Peel Harvey Coastal Plain Catchment area





REGION SCHEME RESERVES

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LOCAL SCHEME RESERVES

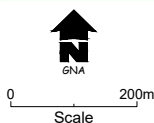
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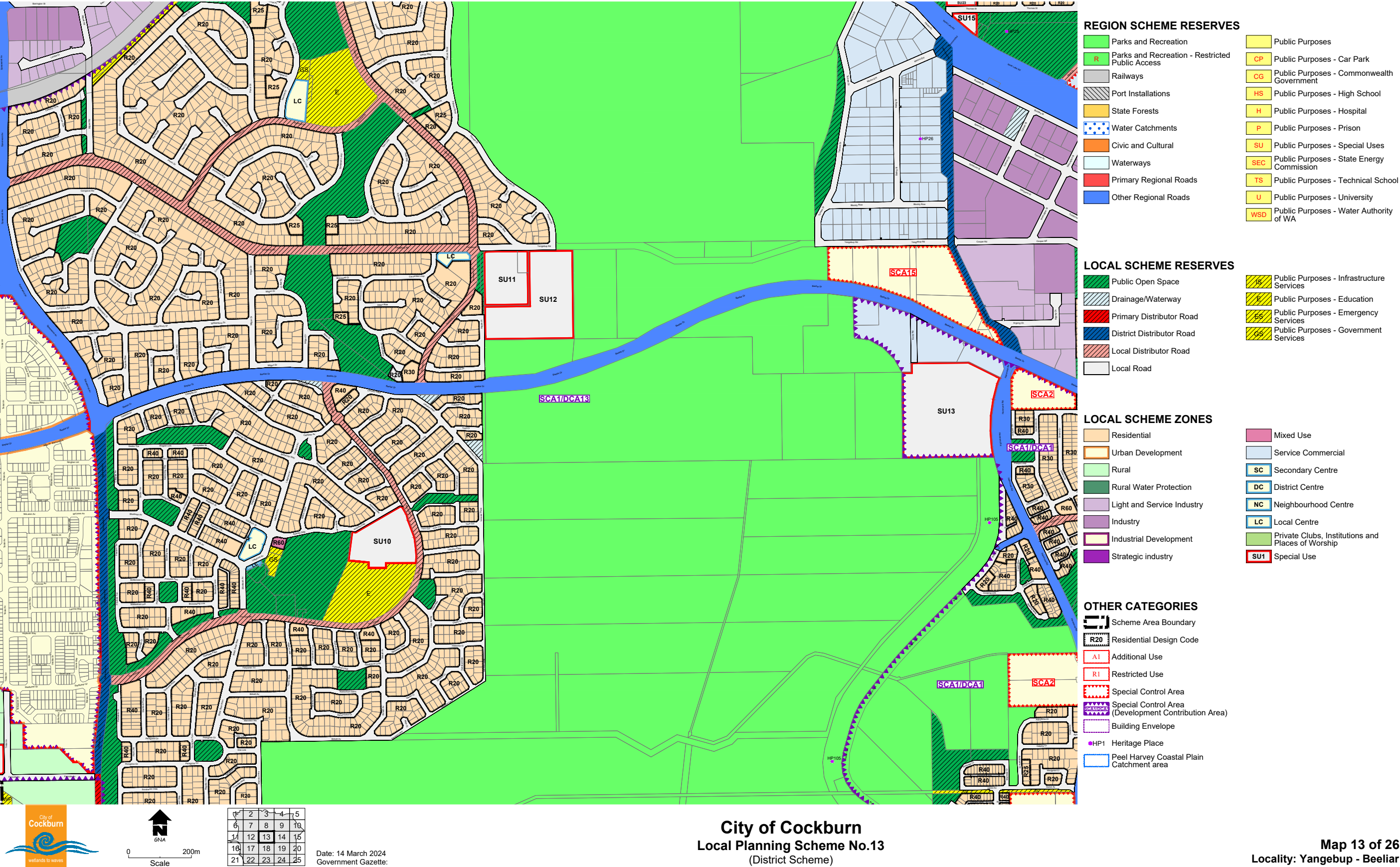
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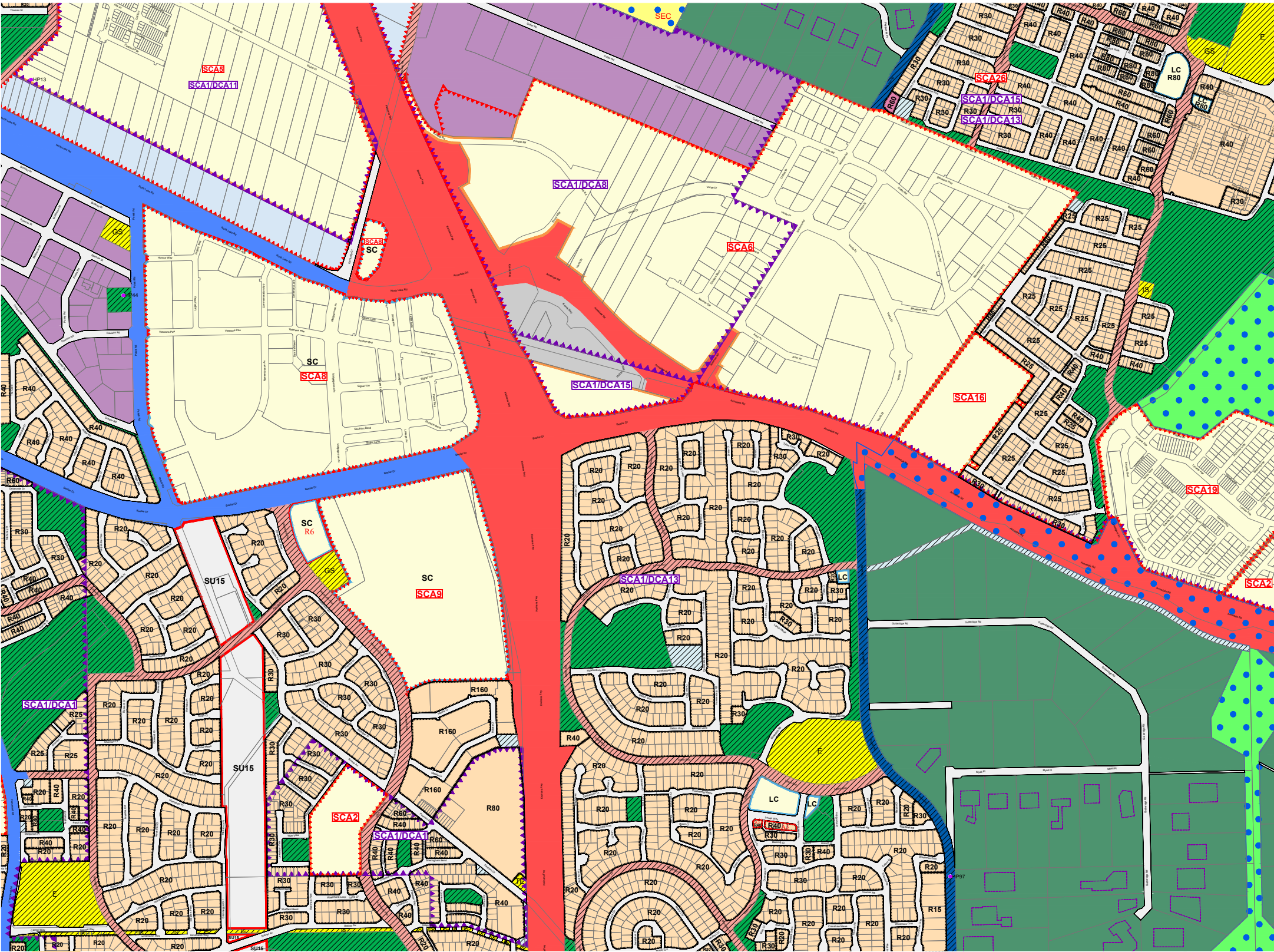
City of Cockburn  
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(District Scheme)

Map 12 of 26  
Locality: Lake Coogee - Beeliar









REGION SCHEME RESERVES

- Parks and Recreation
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LOCAL SCHEME RESERVES

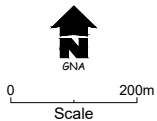
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OTHER CATEGORIES

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- Restricted Use
- Special Control Area
- Special Control Area (Development Contribution Area)
- Building Envelope
- HP1 Heritage Place
- Peel Harvey Coastal Plain Catchment area



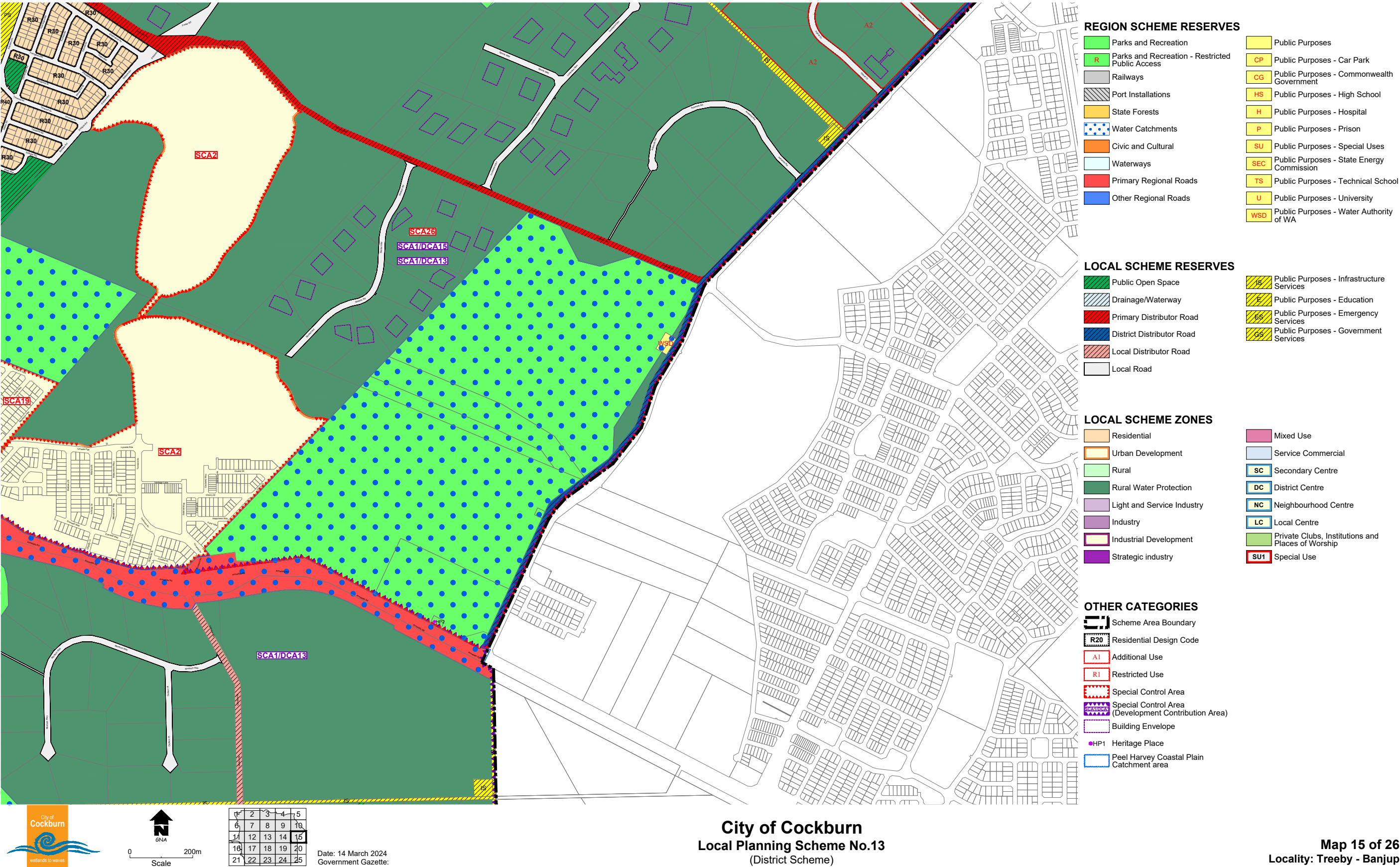
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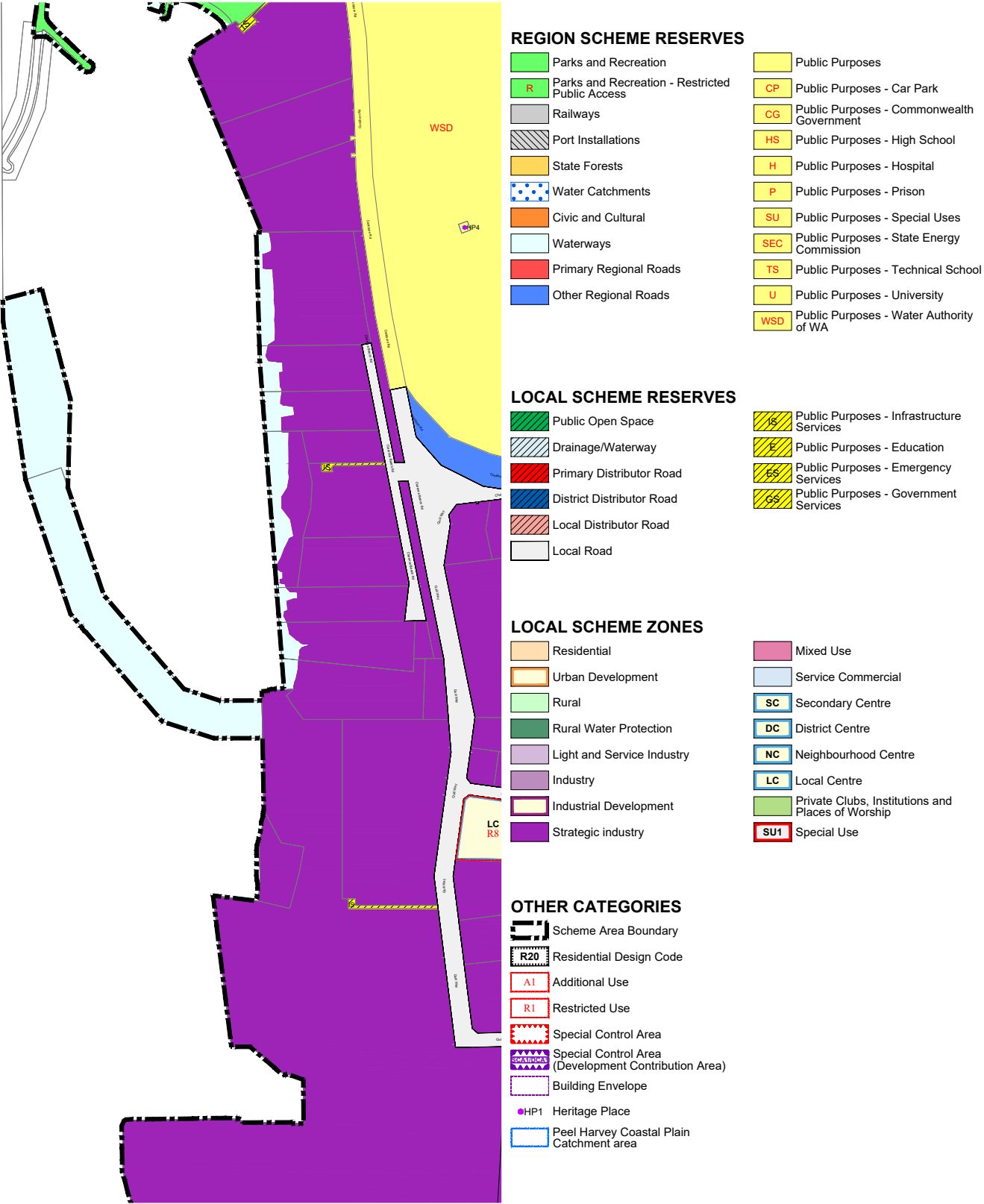
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Government Gazette:

City of Cockburn  
Local Planning Scheme No.13  
(District Scheme)

Map 14 of 26  
Locality: Jandakot - Atwell

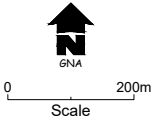






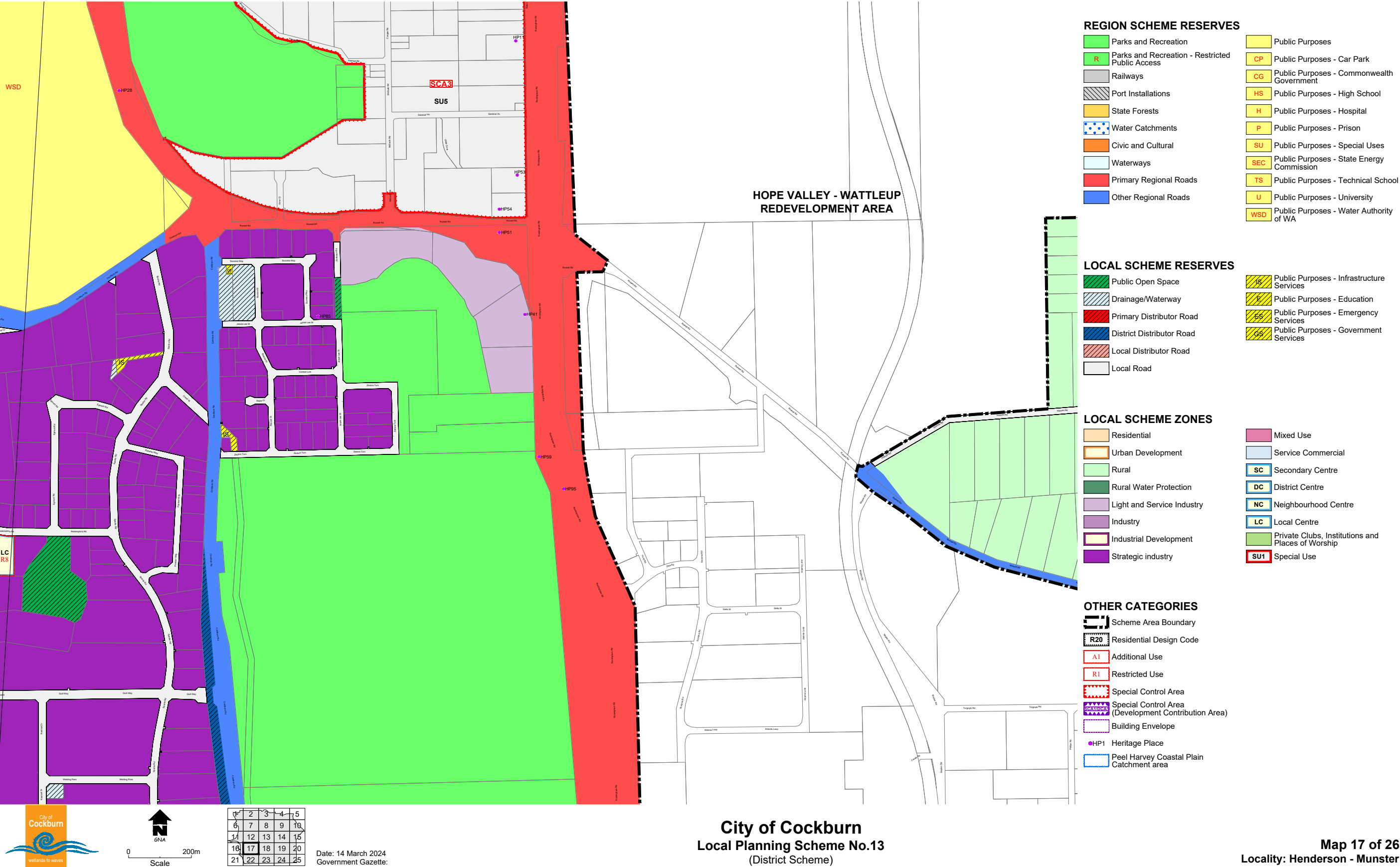
City of Cockburn  
Local Planning Scheme No.13  
(District Scheme)

Map 16 of 26  
Locality: Henderson

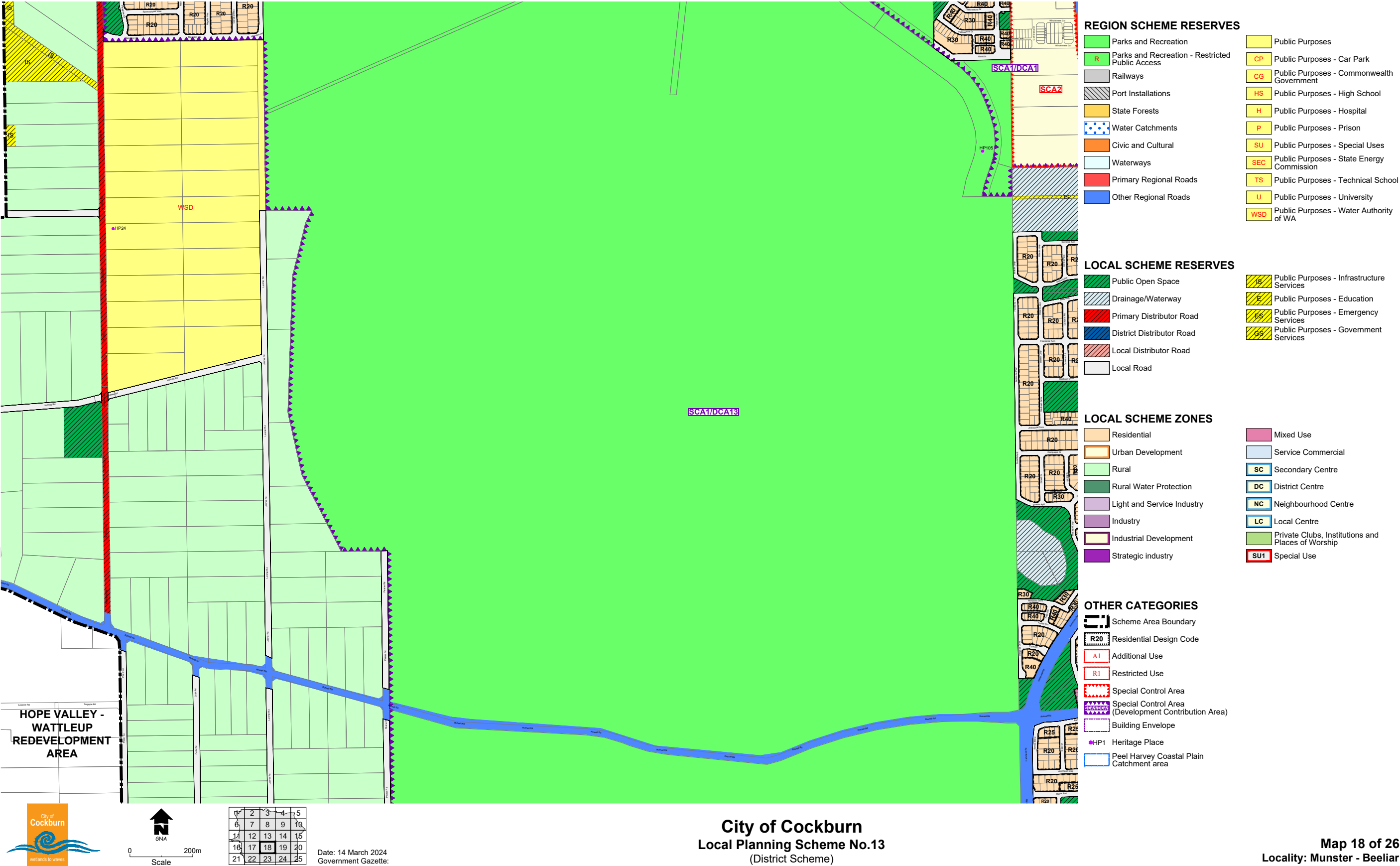


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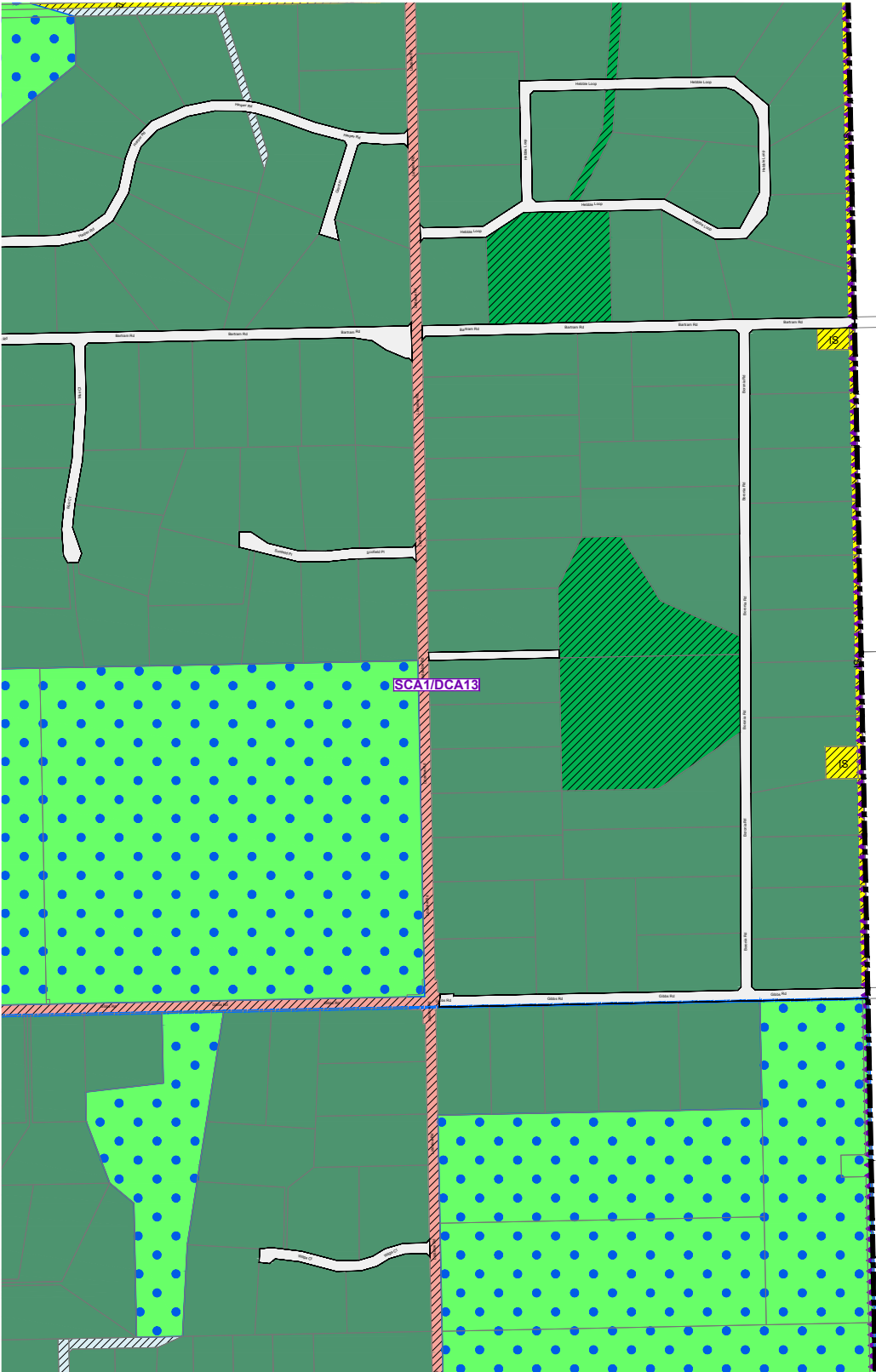












REGION SCHEME RESERVES

- Parks and Recreation

Parks and Recreation - Restricted Public Access

Railways

Port Installations

State Forests

Water Catchments

Civic and Cultural

Waterways

Primary Regional Roads

Other Regional Roads
- Public Purposes

Public Purposes - Car Park

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Public Purposes - University

Public Purposes - Water Authority of WA

LOCAL SCHEME RESERVES

- Public Open Space

Drainage/Waterway

Primary Distributor Road

District Distributor Road

Local Distributor Road

Local Road
- Public Purposes - Infrastructure Services

Public Purposes - Education

Public Purposes - Emergency Services

Public Purposes - Government Services

LOCAL SCHEME ZONES

- Residential

Urban Development

Rural

Rural Water Protection

Light and Service Industry

Industry

Industrial Development

Strategic industry
- Mixed Use

Service Commercial

Secondary Centre

District Centre

Neighbourhood Centre

Local Centre

Private Clubs, Institutions and Places of Worship

Special Use

OTHER CATEGORIES

- Scheme Area Boundary

Residential Design Code

Additional Use

Restricted Use

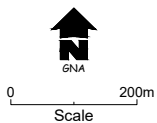
Special Control Area

Special Control Area (Development Contribution Area)

Building Envelope

HP1 Heritage Place

Peel Harvey Coastal Plain Catchment area

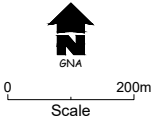


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Date: 14 March 2024  
Government Gazette:

City of Cockburn  
Local Planning Scheme No.13  
(District Scheme)

Map 20 of 26  
Locality: Banjup

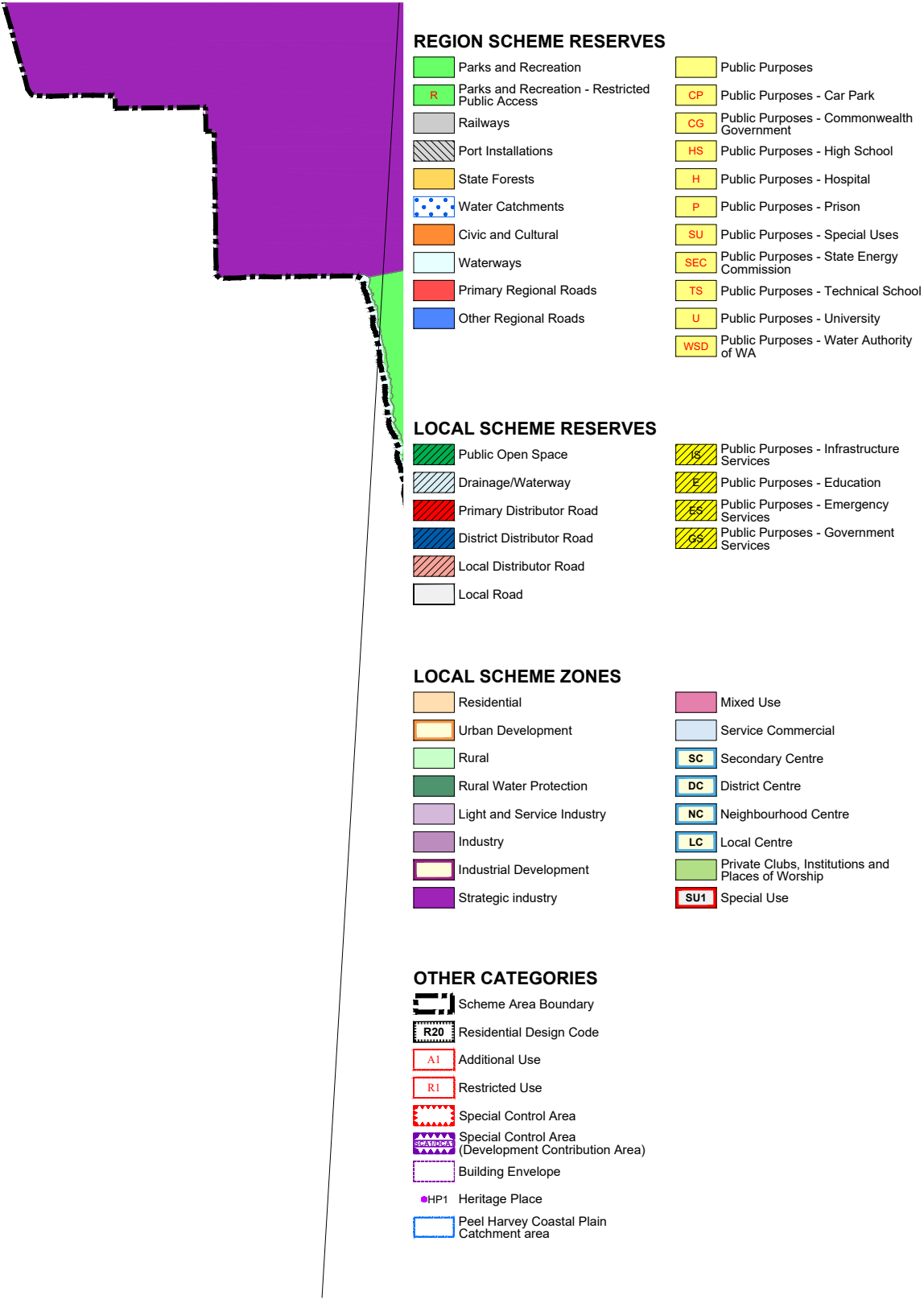


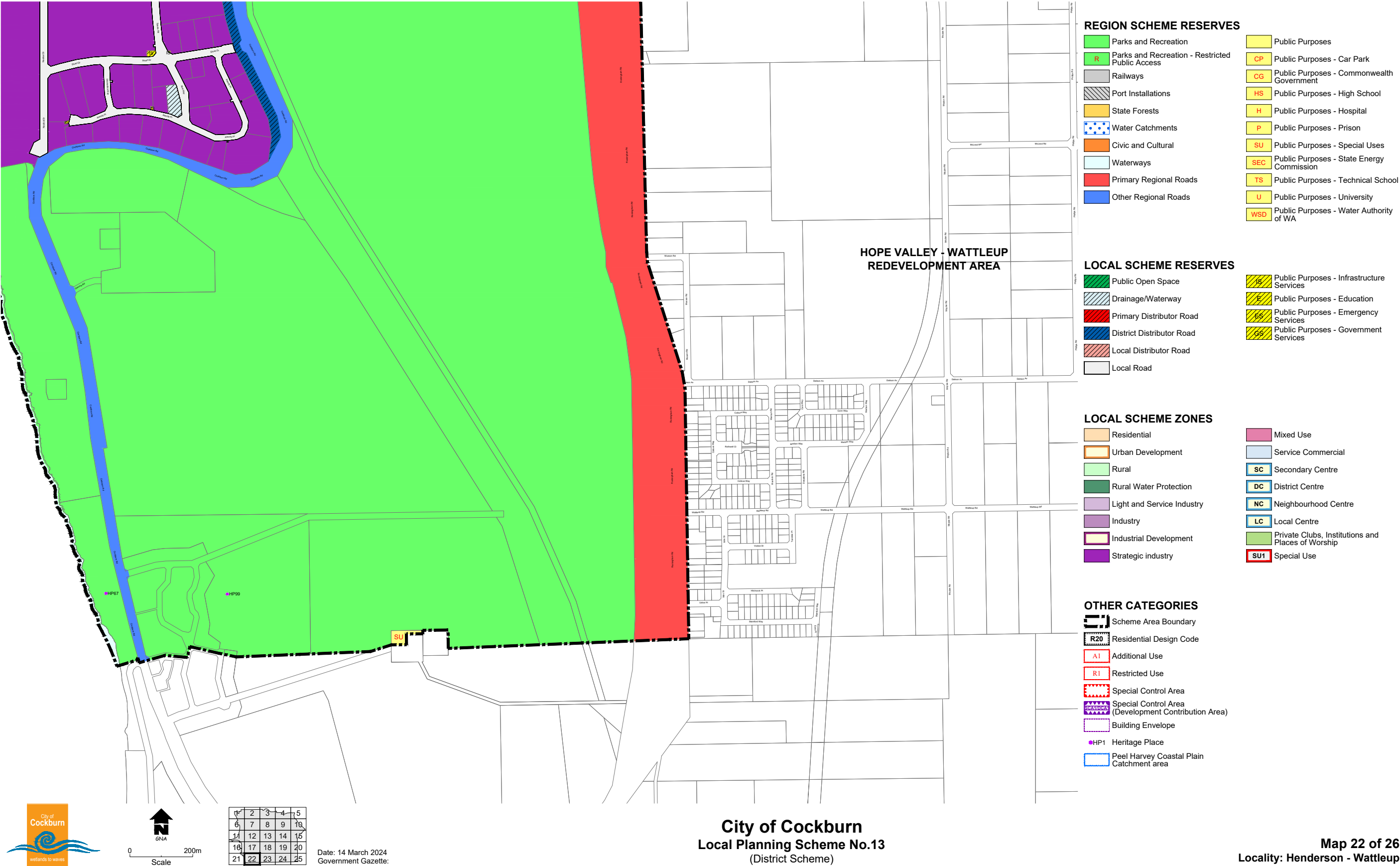
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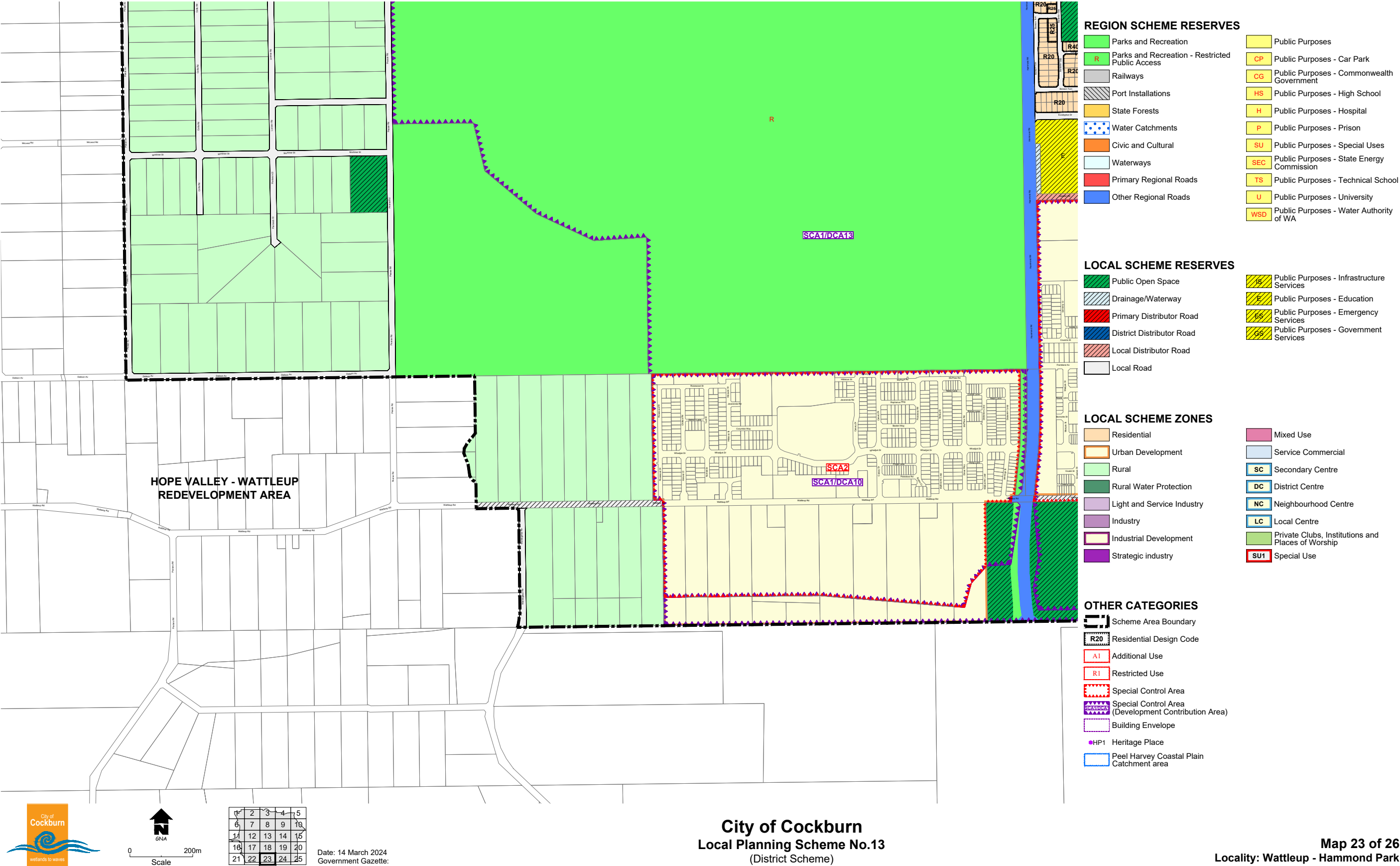
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City of Cockburn  
Local Planning Scheme No.13  
(District Scheme)

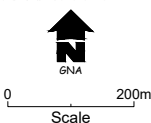
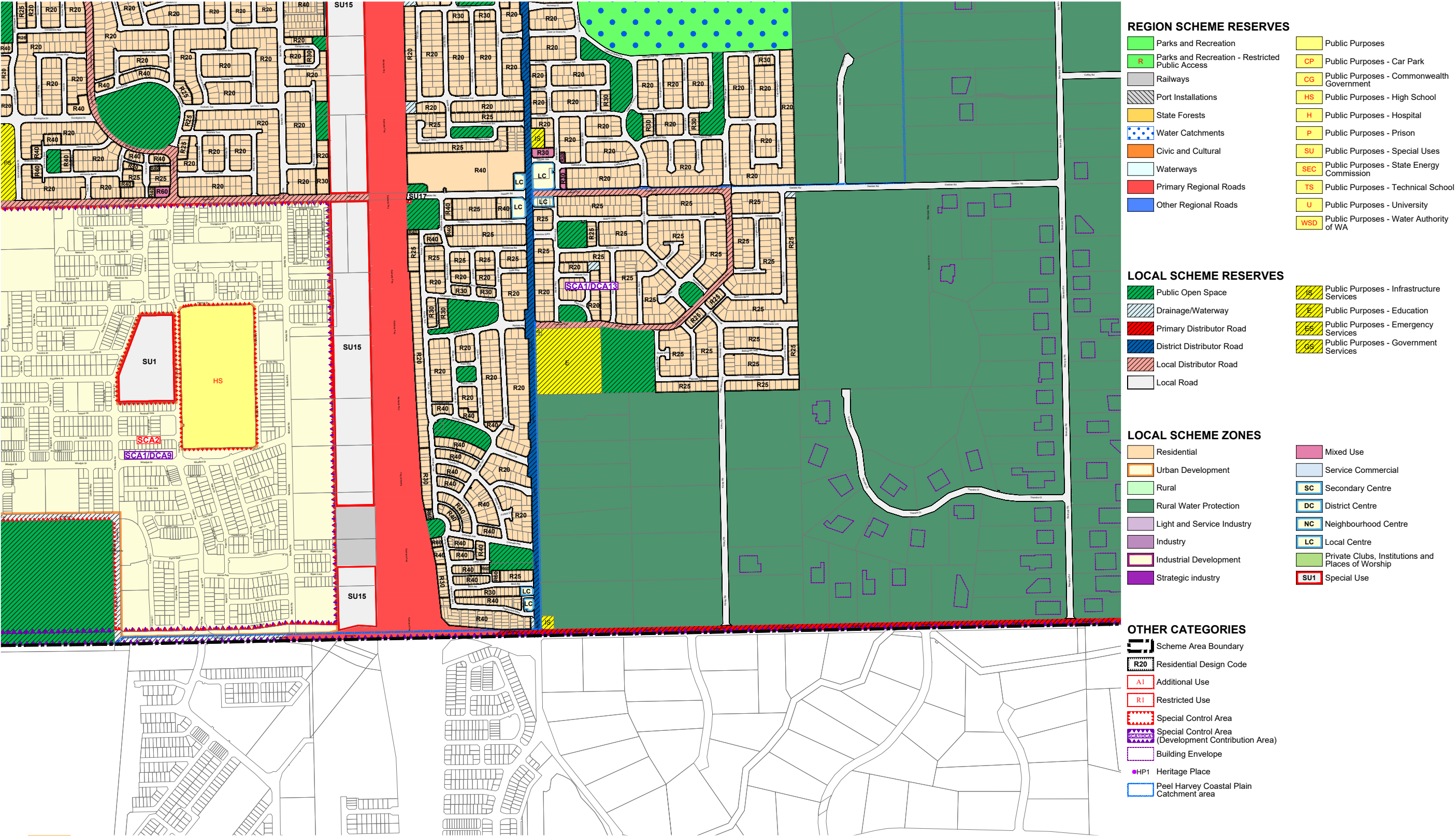
Map 21 of 26  
Locality: Henderson









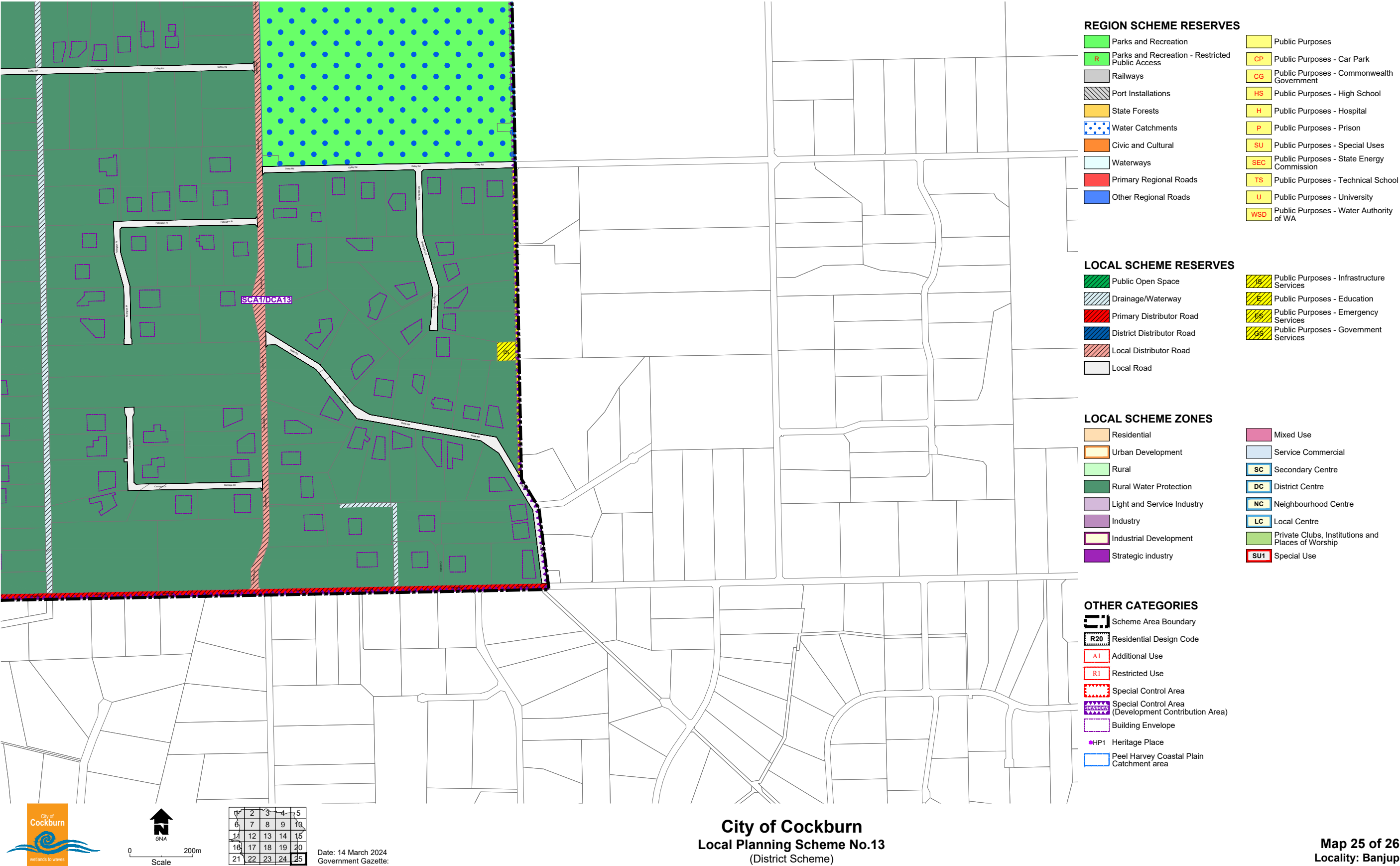


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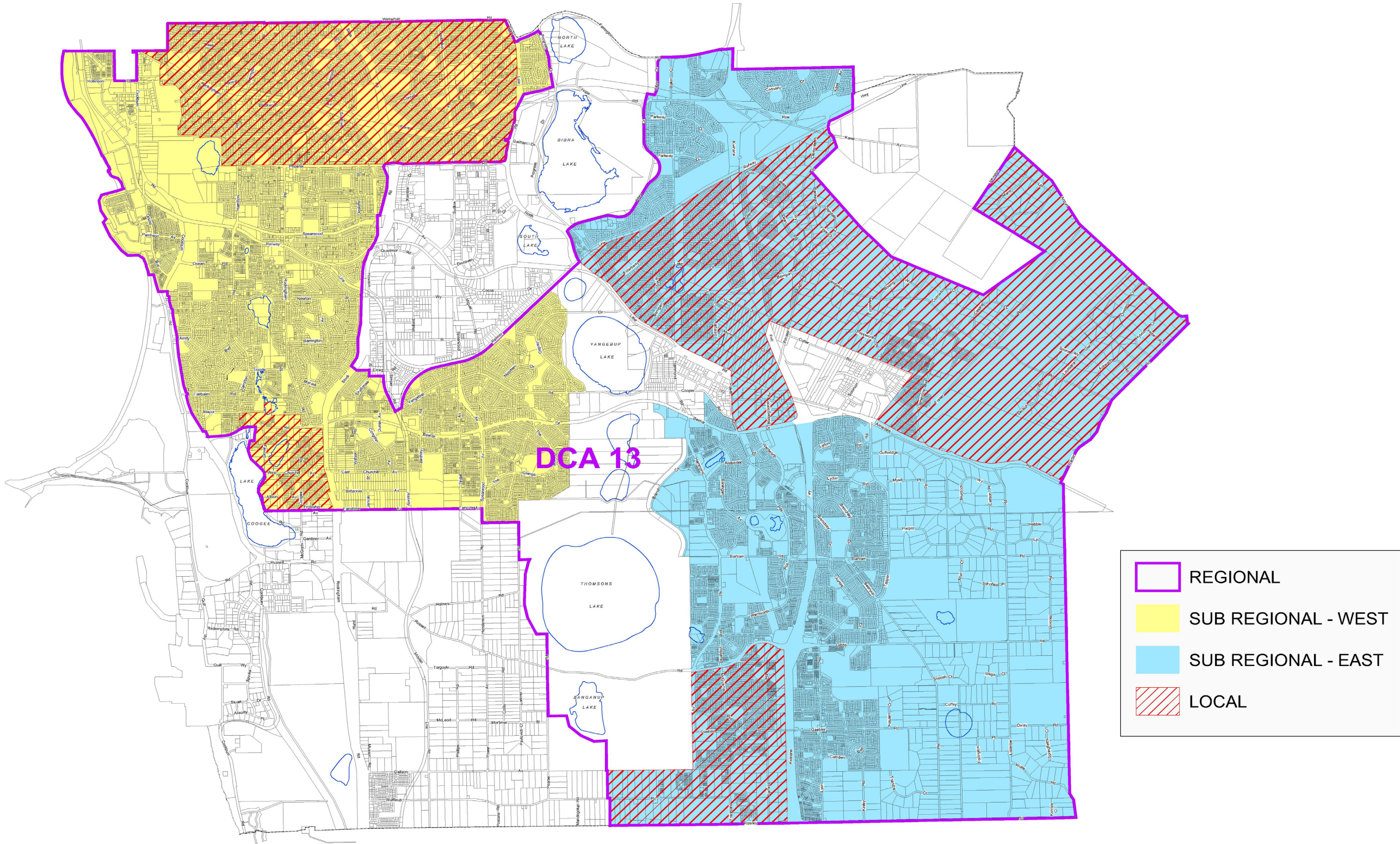
Date: 14 March 2024  
Government Gazette:

**City of Cockburn**  
**Local Planning Scheme No.13**  
(District Scheme)

**Map 24 of 26**  
**Locality: Hammond Park - Aubin Grove**









ATTACHMENT 3: KEY PROPOSED ZONING CHANGES INCLUDED IN DRAFT LOCAL PLANNING SCHEME NO. 13	
Key proposed change from TPS3	Reason for proposed change
Proposed Special Control Area (SCA 26) for the Jandakot Airport environs.	<ul style="list-style-type: none"> <li>Introduces requirements to support implementation of State Planning Policy No. 5.3 'Land Use Planning in the Vicinity of Jandakot Airport' (as recommended in clause 6.3) to minimise the impact of aircraft noise and implement requirements for the Jandakot Airport Frame area as set out in the City's Local Planning Policy No. 1.12 'Noise Attenuation'.</li> <li>Includes requirements such as Section 70A notification on title (Transfer of Land Act 1893) advising of the potential for noise nuisance as a condition of any subdivision or development approval, and 6.38mm laminated glazing to habitable rooms of noise sensitive development within the frame area.</li> </ul>
Proposed Special Control Area (SCA22) Lake Coogee 'Urban deferred area', replacing TPS3 Development Area 6 provisions.	<ul style="list-style-type: none"> <li>Sets out requirement for a District Structure Plan and local structure plan for the whole area.</li> <li>District structure plan would be required to demonstrate sensitive land uses will not be unacceptably impacted by odour from the Woodman Point Wastewater Treatment Plant and that coordinated residential subdivision and development can occur.</li> <li>Sets out interim land use permissibility to provide clarity on the range of permissible land uses, which TPS3 did not do under the 'Development' zone.</li> </ul>
Residential coding change from R5 to R15 for lots on the eastern side of Strand Close, Calder Way and Woolmore Cross, Atwell.	<ul style="list-style-type: none"> <li>Local Planning Strategy identified these lots for a potential higher coding to accommodate some infill if it could be undertaken in a manner that respects the current primary street frontages, and the interface with Tapper Road and the 'Rural Water Protection' zone.</li> <li>A coding of R15 is proposed for these lots, recognising the general lot sizes and interface with R20 coded lots and proximity to 'Rural Water Protection' zone.</li> <li>The lots are around 2,000m<sup>2</sup> so this will generally provide for a maximum of 3 dwellings on each site with a 6m front setback (more likely to be two dwellings given existing substantial dwellings on the lots).</li> </ul>

Portion of 'Light and Service Industry' in Bibra Lake to be rezoned to 'General Industry'.	Identified as a potential area for rezoning to 'Industry' as the area does not form part of the interface to residential development and has the same characteristics as the adjacent 'General Industrial' zoned land.
Rezoning Lot 1001 Prinsep Road, Jandakot from 'Public purposes - State Energy Commission' reserve.	Site is proposed to be rezoned to 'Urban' under the MRS and the Local Planning Strategy identified a zoning of 'Mixed Business' as appropriate given the interface with the 'Rural Water Protection' zone, proximity to the Jandakot Urban Expansion Area, and its location on the Jandakot Groundwater Protection Zone.
Adding a 'Restricted Use' to Australian Marine Complex Local Centre, 81 Quill Way, Henderson.	To restrict sensitive land uses, given the location within the Environmental Protection (Kwinana) (Atmospheric Wastes) Policy (Kwinana EPP).
Rezoning of Newmarket precinct 'Special Uses': SU24 to 'Mixed Use R60' SU25 to 'Residential R60' SU29 to 'Local Centre' SU27 to 'Mixed Use R160'	Rezoning the area to provide a clearer and simpler planning framework for this area which will provide for a range of residential and compatible commercial land uses in line with the objectives of the Cockburn Coast District Structure Plan (Part 1).
Rezoning of various small 'Mixed Business' zoned lots in Hamilton Hill and Coolbellup located adjacent to residential development to 'Mixed Use'.	To reflect the intended zoning for the site and current land use, and to ensure appropriate commercial uses are facilitated.
Modifications to range of permissible uses and development requirements under 'Special Use 7' and 'Special Use 8'.	To reflect Planning Directions and Actions of the Local Planning Strategy Planning Area K 'Bibra Lake Recreational Area', including requirements to support and enhance the visitor experience to the precinct and contribute positively to the unique identity and character.
Zoning of some larger lots zoned 'Residential' to 'Urban Development' to provide the requirement for a structure plan.	<ul style="list-style-type: none"> <li>Includes Lot 100 and 701 Mayor Road, Coogee and 46 Sciano Avenue, Success.</li> <li>To provide for coordinated residential subdivision through a structure plan.</li> </ul>
Scheme map zoning changes to reflect subdivision/development that has occurred.	<ul style="list-style-type: none"> <li>Zoning changes to better reflect development that has occurred on the land.</li> <li>Includes adjustments to residential codings to match the subdivision/development that has occurred.</li> <li>Rezoning 'local centre' zoned land that has been developed and subdivided wholly for residential development to 'Mixed Use' to provide for some commercial uses but only where they will not negatively impact residential development.</li> </ul>

Deleting or rationalising various 'Additional use', 'Restricted Use' and 'Development Area' provisions.	Deleting or modifying various 'Additional use', 'Restricted Use' and 'Development Area' provisions in circumstances where the land has been subdivided or developed and the provisions are no longer relevant or required to guide subdivision or development.
Scheme map corrections.	Various mapping corrections to ensure zonings and reserves align with lot boundaries and to ensure roads and public open space are shown as the correct reserve type.

14.1.5 'Owl Friendly' Council

<b>Executive</b>	Chief of Built and Natural Environment
<b>Author</b>	Environmental Officer
<b>Attachments</b>	1. Birdlife Council Action Toolkit <a href="#">↓</a>

**RECOMMENDATION**

That Council:

- (1) RECEIVES the Report; and
- (2) ENDORSES Birdlife Australia’s “Action Kit for Councils” and becomes an ‘Owl Friendly’ Council by:
  - 1. Restricting the use of second generation anticoagulant rodenticides (SGARs)
  - 2. Educating the community on the potential impacts of SGARs to wildlife and pets.

**Background**

The following Notice of Motion was received by Cr Corke on 19 February 2024:

That Council:

- (1) Declares the City of Cockburn ‘owl friendly’ and actively supports the protection of wildlife by discouraging the use of rodenticides that can poison our local native animals.

The following recommendation was adopted by Council on 18 March 2024:

That Council:

- (1) Defer any decision to become owl friendly until such time as investigations are undertaken and a report and recommendation is prepared for submission on the Tuesday 9 April 2024 Ordinary Council Meeting.

The City has subsequently investigated the matter, with the key findings of the investigation presented in this Report.

**Submission**

N/A

**Report**

In the past, poisoning of native fauna through pest control was less common as products were comprised of ingredients classified as ‘first generation anticoagulants’ (FGARs).

FGARs would typically be comprised of active constituents such as warfarin and coumatetralyl.

As a general rule, these baits would need to be eaten in several meals to be fatal to target pest species.

The lower concentrations of toxins in deceased pests meant that the risk of secondary ingestion and unintentional poisoning of predatory animals, such as owls, was low.

Second-generation anticoagulant rodenticides (SGARs) are marketed as being the fastest and most effective pest control poisons.

Typically, SGARs would only need to be consumed once to deliver a fatal dose to target pest species.

Consequently, due to the use of SGARs, consumption of a poisoned pest can often also kill birds of prey and other wildlife, as high concentrations of the toxins remain in the body of the deceased pest.

Despite retail restrictions overseas, SGARs are still commonly purchased in the Australian market.

As a result, large quantities of toxins enter the natural food chains and harm local wildlife.

The City has historically undertaken pest control at its facilities and lease holdings using a combination of FGARS and SGARS. However, the most recent contract in 2023 specified that contractors must use FGARS only, to help protect wildlife.

Lessees are responsible for pest control at a minority of facilities that are not covered by this contract.

While the regulation of anti-coagulant rodenticides is under review by the Australian Pesticides and Veterinary Medicines Authority, Council can lead the change by becoming one of the first declared 'owl friendly' Councils in the Perth Metropolitan Region.

In order to support Councils to become 'owl friendly', BirdLife Australia has created the Action Kit for Councils with a range of free resources that the City can use to educate and advocate to the local community and to promote its 'owl friendly' status.

As part of the endorsement, the City will commit to:

- Establishing best practice by:
  - Developing a procedure that requires the use of safer rodent control products such as FGARs and rat/mousetraps. This requirement would apply to all City facilities and landholdings regardless of whether they are managed by contractors or City staff

- The Procedure will only allow for the application of rodenticides in solid, non-pellet form in locked, tamper-resistant bait stations targeted to rodents only
- Restricting permanent baiting and replace with pulsed baiting in areas where exposure to non-target wildlife is high.
  - Taking action in local areas by:
    - Ensuring that all commercial pest operator contracts comply with the abovementioned procedure
    - Engaging residents and local businesses in the issue by distributing information and facilitating educational sessions about the impacts of SGARs
    - Support Birdlife Australia's community engagement events and activities to educate about the impacts of SGARS on wildlife and pets
    - Include an action item as part of the upcoming review of the City of Cockburn Natural Area Management Strategy to note the support of Birdlife Australia's Action Kit for Councils and embed the appropriate actions into the City's strategic commitments.
  - Positively influencing lessees by:
    - Ensuring that, for facilities where the City is responsible for pest control management, provision of this service is undertaken in accordance with the above procedure;
    - Advising lessees, who are responsible for pest control management at their facility, of the dangers associated with the use of SGARs and encouraging them to use safer products.

The operational implications of adopting these changes will be minimal given that the City's existing contractor only uses FGARS.

Outside of City managed facilities, there may be some very rare circumstances that would require the City to take immediate action to minimise any adverse impacts to public health.

In these circumstances, SGARs may be used if the City determines that the rodent population has grown to a level where intervention is necessary to protect public health and safety.

In the unlikely event that SGARs are used, they would be applied in solid, block form in locked, tamper-resistant bait stations targeted to rodents only.

Becoming an owl friendly Council also aligns with Objective 10 of the City of Cockburn Climate Strategy which is to conserve biodiversity by implementing the Natural Area Management Strategy (NAMS). The NAMS is currently under review and will be updated to include an action item to promote the "Owl Friendly" declaration via community education.

With consideration of the benefits of becoming a declared 'Owl Friendly' Council, such as positive public perception and the improved protection of raptor species and other wildlife, it is recommended that the notice of motion is adopted.

Other Councils such as Shires of Augusta-Margaret River, Denmark, Nannup, and Mundaring have declared themselves 'owl friendly' and 'safe havens' for raptors and other wildlife.

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

#### Environmental Responsibility

A leader in environmental management that enhances and sustainably manages our local natural areas and resources.

- Protection and enhancement of our natural areas, bushland, parks and open spaces.

### **Budget/Financial Implications**

The Birdlife Australia toolkit (attached) is freely available to participating Local Governments. Promotion, advocacy and promotion of 'owl friendly' initiatives can be accommodated within the existing operational budgets.

### **Legal Implications**

N/A

### **Community Consultation**

N/A

### **Risk Management Implications**

Reputational risk of publicly refusing to become an owl friendly council, particularly considering the progressive steps that other WA Local Governments are taking to protect native owl species.

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

N/A


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

Nil.




# Action Kit for Councils

Phasing out Second  
Generation Anticoagulant  
Rodenticides (SGARs).



Help save threatened birds like the Powerful Owl:  
[actforbirds.org/ratpoison](https://actforbirds.org/ratpoison)



**birdlife**  
AUSTRALIA

## Will you help BirdLife Australia get these bird-killing poisons out of our local communities across the country?

### Key problems with SGARs:

- SGARs don't kill instantly; poisoned rodents spread the threat around
- Rodents remain contaminated for many months, even after they die!
- Any animal that eats rodents is at risk – this includes owls and birds of prey, native mammals like quolls, reptiles like snakes and goannas, and even pet cats and dogs!



### Ways councils can help:

1. Resident education
2. Change your pest management practices
3. Sharing the knowledge

Unwelcome visits from rats or mice can make us reach straight for the rodent bait. While we ensure baits are put out of reach of children, we rarely think about where rodents go after they have eaten baits.

The most commonly used rodent poisons are **anticoagulant rodenticides (ARs)**. Newer ARs, called **second generation anticoagulant rodenticides (SGARs)**, are powerful enough that a single feed can be lethal.

But because of the **time lag** between taking a bait and feeling the effects, rodents can consume a more-than-lethal dose and still be wandering around - like **walking time bombs**.

Predators that naturally eat rodents, like owls and birds of prey, can then easily consume multiple poisoned rodents, in turn becoming poisoned themselves.

**SGARs work by causing internal bleeding**, but when rats and mice eat baits poisoned with SGARs, they become poisonous themselves, harming, and even killing other animals and birds that eat them.

**Studies in Australia have found harmful, and often fatal levels of SGARs in dead birds of prey, including Southern Boobooks, Wedge-tailed Eagles, and Powerful Owls.**

When we decide to use rodent baits around our homes and workplaces, **our choices can have a serious impact on the native wildlife around us.**





## Educating the Community

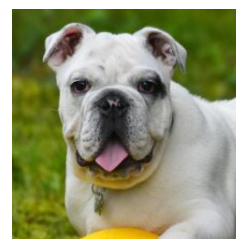
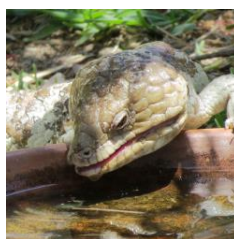
**SGAR poisons are so potent and damaging that they have been banned or heavily restricted across Europe, the UK and North America.**

But Australian regulations lag behind and SGARs are freely available to purchase from supermarkets and hardware shops throughout Australia.

As a consequence, **it's not just rodents being harmed by SGARs.**

Evidence is growing that shows rat poison is not only being eaten by the targeted rodents, but also

- **birds** – from carnivores like eagles, falcons, and owls, to omnivores like ducks, waterfowl, ravens, and currawongs;
- **native marsupials** like quolls and possums;
- **native reptiles** like lizards and snakes;
- **invertebrates** like slugs and insects;
- **domestic pets** such as cats and dogs.



You can help your residents protect themselves, their pets, and native wildlife by sharing the following information via your preferred channels.

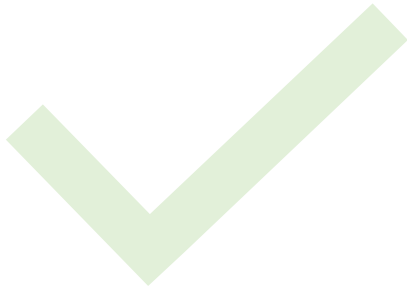
## Keeping the Community Safe from SGARs

### Make your house and garden less friendly for rodents



- tidy up garden waste (like brush piles),
- pick up any fallen fruit,
- ensure excess pet food isn't accessible,
- rodent-proof chook pens and aviaries,
- replace rat-friendly palms with owl-friendly natives,
- seal potential roof/wall cavity access points that rodents might be using
- ensure you immediately dispose of any rodent carcasses to prevent harm of pets or wildlife.

### Encourage native predators



- protect existing trees, especially those containing hollows that natural predators like birds of prey use for nesting
  - these hollows can take more than 150 years to develop, and are a rare and precious resource for the animals that need them
- plant native trees,
- install nest boxes for owls to breed in.

### Reduce dependence on poison baits



- consider other, non-poison pest control, like snap traps,
- only put out baits when you actually need to,
- if you do need to use poison leave SGARs on the shelf and instead choose "Natural" alternatives or First Generation products
- "Natural" alternatives: These usually use salt to dehydrate rodents until they die. These products have not been shown to impact native wildlife through secondary poisoning
- First Generation products: Check labels for Active Constituents like Warfarin and Coumatetralyl

#### More information for residents:

Link your residents to <https://www.actforbirds.org/ratpoison>, where they can:

- Download bird- and pet-friendly rodent control brochures
- Learn about alternatives to SGARs
- Take the Owl-Friendly Pledge
- Find or start an action group
- Sign the petition urging Bunnings, Australia's largest retailer of SGARs, to take these harmful products off their shelves



## Change Council pest management practices

### **Council has a lot of influence over many properties and venues.**

Councils often manage a suite of properties (depots, council buildings, community venues etc.).

Taking the lead and employing wildlife-friendly rodent control on all council-managed properties will take measurable quantities of SGARs out of the environment, as well as modelling change for businesses and community.

#### **Your council can establish best practices such as:**

- If council manage pest control in-house, change policies to switch to safer rodent control such as First-Generation Anticoagulant Rodenticides (FGARs);
- If pest management is via an external provider, update your contract to include a clause that switches to safer rodent control;
- Ban use of SGARs in council-managed residential or domestic areas and restrict to within 100m of non-residential buildings;
- Only permit application of rodenticides in solid, non-pellet form in locked, tamper-resistant bait stations targeted to rodents only;
- Restrict permanent baiting and replace with pulsed baiting in areas where exposure to non-target wildlife is high.

#### **You can take action in your local government area by:**

- Specifying preferred rodenticide treatments in commercial pest operator contracts
- Investigating conditions that could be included to assist with rat control in demolition licences;
- Distributing information about the impacts of second-generation rodenticides on birds and other wildlife to your residents.

#### **Influence council property pest management**

- Provide information to tenants
- Make it a condition of leases that tenants use wildlife-safe pest control





## Spread the word

**Getting the word out there is the best way to drive nation-wide change, starting with our own local communities.**

Below are just a few ideas of ways your council can spread the message about the dangers of SGARs and ways we can protect ourselves and our native birds and animals from the threats they pose.

### **Environmental and Community health**

- Run custom training sessions for health inspectors so that they can educate food and beverage licensees.

### **Building, demolition and other services**

- Provide information as part of the process of demolition permit application, and to service providers.
- Create a list of wildlife friendly pest services for community and businesses.

### **Pass a motion at council**

- Highlight your council as a wildlife champion by passing a motion

### **Use existing resources to spread the word**

We've put together the following resources to help you get the message out about protecting pets and wildlife from the dangers of SGARs:

- Social media squares
- Pre-written text to use in your newsletters, social media, or other shared media



[Click here to access our suite of existing resources designed to help your council share the word about SGARs](#)

## 14.2 Finance

### 14.2.1 RFT 02-2024 Santich Park Upgrade

<b>Executive</b>	A/Chief of Operations
<b>Author</b>	Manager Landscape and Coastal Projects
<b>Attachments</b>	1. Evaluation Summary ( <b>Confidential</b> )

#### Officer Recommendation

That Council:

- (1) ACCEPTS the Tender submitted by Ertech Pty Ltd for RFT02/2024 – Construction Services - Santich Park Upgrade for a contract sum of \$1,315,375.20 (Ex GST) in accordance with the submitted lump sum and the Schedule of Rates for determining variations and/or additional services;
- (2) AMENDS the FY24 Municipal Budget by reducing the allocation for the Santich Park Upgrade from \$1,237,758 to \$500,000 (transferred into the Community Infrastructure Reserve), reflecting the anticipated project spend this financial year; and
- (3) INCLUDES an additional \$1,266,230 in the draft FY25 Municipal Budget, funded from the Community Infrastructure Reserve (resulting in total project funding of \$1,766,230).

#### Background

The City of Cockburn is seeking the services of a suitably qualified and experienced Civil Contractor to undertake the supply, delivery, installation and commissioning of Sports Floodlighting, a carpark and associated works at Santich Park, Lake Coogee.

Santich Park is located at 19 Becket Close in Lake Coogee, on Lot 4553, with an area of approximately 5.6 hectares.

The project will provide new sports floodlighting to the southern oval of Santich Park to facilitate sporting and community use, as well as improved parking to provide a net gain in parking space.

The reserve is currently used in the Winter season by the South Coogee Junior Football Club and in the Summer season by the Cockburn Little Athletics Club.

The increased coverage of sports lighting will allow for additional night training and games to be held.

There have been several community requests for improved parking in the precinct due to the insufficient formal parking during peak periods (typically weekend games).

The reserve relies mainly on informal verge parking which typically overflows to neighbouring verges.



The provision of formal parking spaces in a new 45 bay carpark near Shelley Way intends to minimise the impacts to surrounding residents.

This project also includes upgrades and relocations on matters raised as part of the community engagement process. These include (but are not limited to):

- Minor upgrades to the Beckett Close/Asquith Way intersection and connecting footpaths to the existing clubrooms
- Modifications to existing irrigation systems to accommodate new Shelley Way carpark
- Relocation of athletic infrastructure and realignment of existing AFL goals
- Minor changes to the existing Beckett Close carpark
- Relocation of the playground area to a location closer to the clubrooms.

Detailed design drawings have been prepared with all requirements under the proposed Contract documented in the Specifications and Conditions of Contract.

The Tenderer will be required to provide a operators, labour, plant, machinery, equipment, materials, transport/cartage, supervisor, administration and anything necessary to carry out the works and/or service required under the contract.

The Contract will commence immediately upon receipt of the contract with an estimated supply, delivery, installation and commissioning period of twenty (20) weeks.

RFT02/2024 Construction Services – Santich Park Upgrade was advertised on Wednesday, 24 January 2024 in the Local Government Tenders section of “The West Australian” newspaper.

The Tender was also displayed on the City’s E-Tendering website between Wednesday, 24 January 2024 and Wednesday, 21 February 2024.

### Submission

The Request for Tender closed at 2:00pm (AWST) on Wednesday, 21 February 2024 with four (4) submissions received from:

	<b>Tenderer’s Name</b>	<b>Entity Name</b>
1	BOS Civil	BOS Civil Pty Ltd
2	CDI(WA)	CDI(WA) Pty Ltd
3	Ertech	Ertech Pty Ltd
4	MG Group	Menchetti Consolidated Pty Ltd

## Report

### Compliance Criteria

The following criteria were used to determine whether the submissions received were compliant:

<b>Compliance Criteria</b>	
(a)	Compliance with the Request Document
(b)	Compliance with the Conditions of Responding and Tendering
(c)	Compliance with the General and Special Conditions of Contract
(d)	Compliance with and completion of the Price Schedule in the format provided
(e)	Completion of Qualitative Criteria
(f)	Compliance with ACCC Requirements & completion of Certificate of Warranty
(g)	Acknowledgement of Addenda issued

### Compliance Tenderers

Procurement Services undertook an initial compliance assessment and all four (4) Tenderers were deemed compliant and released for evaluation.

### Evaluation Criteria

<b>Evaluation Criteria</b>	<b>Weighting Percentage</b>
Demonstrated Experience	15%
Tenderer's Resources	15%
Methodology	20%
Sustainability	5%
Local/Regional	5%
Tendered Price	40%
<b>TOTAL</b>	<b>100%</b>

### Tender Intent/ Requirements

The intent of this Tender is to select a suitably qualified and experienced Civil Contractor to undertake the supply, delivery, install and commissioning of Sports Floodlighting, a carpark and associated works at Santich Park, Lake Coogee, Western Australia.

### Evaluation Panel

The tender submissions were evaluated by the following:

<b>Name</b>	<b>Position</b>
Sarah Robinson	Manager – Landscape & Coastal Projects
Anton Lees	Chief of Community Services
Andrew Tomlinson	Head of Recreation
Marcela Jones	Project Manager – Landscape and Coastal Projects
Michael Arena	Consultant
<b>Probity Role:</b>	
Janelle Keene	Contracts Officer

Scoring Table – Combined Totals

Tenderer's Name	Percentage Score		
	Non-Cost Evaluation	Cost Evaluation	Total
	60%	40%	100%
Ertech**	37.04	40.00	77.04
CDI(WA)	35.10	38.08	73.18
MG Group	36.54	32.89	69.43
BOS Civil	33.76	35.13	68.89

\*\* Recommended Submission

*Evaluation Criteria Assessment*Demonstrated Experience

Ertech scored highest for the criterion. They provided satisfactory details of their organisation and two examples of sports floodlighting undertaken for local government clients and a third example of civil works, all undertaken within the last three years. The Evaluation Panel is confident that Ertech has the necessary experience to undertake the Works.

CDI(WA) and MG Group provided adequate responses with sports floodlighting examples for local government clients, noting most examples were older than the requested three year period.

BOS Civil provided examples of carparking projects only, which did not demonstrate their ability to supply and install sports floodlighting.

Tenderer's Resources

All Tenderers scored evenly for this criterion, providing an adequate overall response that met the requirements.

All Tenderers demonstrated their current commitments and staff commitments.

All Tenderers provided a satisfactory response to the required resource contingency.

Methodology

MG Group scored the highest for this criterion, providing a project specific methodology that addressed the main components.

Other Tenderers provided a methodology that contained mostly general information.

No Tenderer addressed the specific question regarding how they plan to undertake works around existing infrastructure, protect existing trees and manage community and sporting club access during the works.

Ertech, BOS Civil and MG Group provided a good response for the project timeline, submitting a Gantt chart with sufficient detail and identifying the long lead time items.

CDI(WA) submitted a Gannt chart that proposed a longer contract term than that proposed by the City in the contract documents.

All Tenderers gave an outline of their understanding of the potential risks of the project.

CDI(WA) gave the best project specific response, showing an in depth understanding of key project risks.

Other Tenderers gave an adequate but more general understanding related to typical risks expected at most construction sites including dust, noise and vibration.

#### Sustainability

Ertech scored the highest for this criterion, providing details of their environmental management system and other sustainability initiatives regarding minimising their organisational environmental impact. Other Tenderers gave a more general and adequate response.

Ertech provided a good response to the social and diversity, equity and inclusion criterion giving examples of their Indigenous procurement practices. Other tenderers gave a more general adequate response.

#### Local/Regional

Tenderers scored similarly for this criterion. All Tenderers are located outside the Perth South Metropolitan Alliance of Councils, with minor staff located within the local/regional area.

#### Summation

The Evaluation Panel recommends that the submission by Ertech Pty Ltd be accepted as the most advantageous having satisfied all criteria in the evaluation process and demonstrated their ability to undertake the construction of the sports floodlights, carpark and associated works at Santich Park, Lake Coogee.

Ertech Pty Ltd provided the best overall submission against the combined selection criteria, being the best rank against the qualitative (non-cost) criteria and the best rank against the cost criteria.

Referee checks were undertaken from local government and other organisations.

The results of the reference checks indicate that Ertech Pty Ltd would be able to complete the requirements of the Contract.

The independent financial risk assessment has been requested and reviewed prior to the Ordinary Council Meeting.

The recommendation is based on:

- The level of demonstrated experience in completing similar works
- Adequate resources and experienced personnel to undertake and manage the required works
- An adequate understanding of the project requirements, methodology and program schedule to complete the Works
- The best overall value for money and most advantageous outcome for the City.

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

#### Community, Lifestyle & Security

A vibrant healthy, safe, inclusive and connected community.

- Accessible and inclusive community, recreation and cultural services and facilities that enrich our community.

#### Listening & Leading

A community focused, sustainable, accountable and progressive organisation.

- Best practice Governance, partnerships and value for money.

### **Budget/Financial Implications**

The Project will be undertaken over the 2023/2024 and 2024/2025 financial years with funds drawn from the Santich Park – Parking Upgrade and New Lighting account CW6128 (WCO1880).

The total project cost for FY24 and FY25, including minor scope items outside the main construction contract, consultant fees, contingency and internal costs, is expected to be \$1,766,230 ex GST.

Council committed \$1,237,758 ex GST for these works in the amended FY24 Budget.

To complete the project, an additional \$528,472 is proposed to be funded from the Community Infrastructure Reserve, with any unused amount to be carried into FY25.

The additional costs are due to escalation and additional scope.

The additional scope was determined through the community engagement (intersection upgrade and street lighting to existing Beckett Way carpark) with other amendments as a result of other internal requirements (CCTV conduit and minor power alterations).

The amended project cost also takes into account additional consultant fees and other internal allocations.

There is approved grant (Community Sporting and Recreation Facilities Fund (CSRFF) of \$99,970, which was approved in 2021.

**Legal Implications**

Section 3.57 of the *Local Government Act 1995* and Part 4 of the Local Government (Functions and General) Regulations 1996 refer.

**Community Consultation**

Community consultation has been undertaken as part of the design process. This resulted in a minor upgrade to the Beckett Close/Asquith way intersection and has informed the selection of the relocated playground equipment suitable for younger children.

**Risk Management Implications**

If the Tender is not supported the following risks have been identified:

- The Community expectation in the delivery of the project will not be met. The project was included in the Community Sports and Recreational Facilities Plan (2018-2033), has undergone extensive consultation with both sports clubs and the general community and has a community expectation to proceed.
- A lost opportunity to improve the facilities of Santich Park for both the South Coogee Junior Football Club, Cockburn Little Athletics Club and the general community and provide growth in the following years.
- Incur possible escalation project costs if the project is deferred.

The Santich Park Upgrade (including Car Park, Lighting and Minor Works) seeks to provide lighting to the southern oval of Santich Park, allowing for increased night training and games.

The provision of an additional 45 car parks will assist with alleviating impacts to surrounding residents, especially on weekends.

The City will inform key stakeholders including sports clubs and nearby residents prior to the commencement of construction and provide contact details for any concerns during the works.

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

The Proponent(s) and those who lodged a submission on the proposal have been advised that this matter is to be considered at the 9 April 2024 Ordinary Council Meeting.

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

Nil

**14.2.2 Sale of Land for Recovery of Outstanding Rates - 11B Fitzwater Way, Spearwood**

<b>Executive</b>	A/Chief Financial Officer
<b>Author</b>	Rates and Revenue Manager
<b>Attachments</b>	1. Sale of Land for Outstanding Rates <b>(Confidential)</b>

**Recommendation**

That Council:

- (1) APPROVES the sale of 11B Fitzwater Way, Spearwood (Strata Lot 1 on Strata Plan 3621), which has outstanding rates and charges for three years or more, pursuant to Sections 6.64(1)(b), 6.68(1) and 6.56 of the *Local Government Act 1995*.

**Background**

Under Section 6.64(1)(b) of the *Local Government Act 1995*, if any rates or service charges due to a local government have been unpaid for at least three years, the local government may take possession of the land and proceed to sell it.

**Submission**

N/A

**Report**

There is currently a property that has rates and charges outstanding in excess of three years, for which it has not been possible to enter into acceptable and successful arrangements for the payment of the balance owing.

Written notification has been directed to the last known postal address of the ratepayer, advising it is the City's intention to refer the matter to Council with a recommendation to sell the property in order to recover the outstanding balance.

The owner of the property has not responded to the City's recent notices or correspondence.

It should be noted that the City has at least once within the last three years, attempted to recover outstanding rates and service charges on this property through legal proceedings, however all legal recovery actions have been unsuccessful.

Given the high level of debt and the amount of time that has been afforded to enable the ratepayer to either clear or reduce the debt, it is appropriate to apply Section 6.64 of the *Local Government Act 1995* empowering the sale of land provisions in relation to unpaid rates and charges.

A detailed history of recovery efforts and financial details are included in the Confidential Attachment.



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

A community focused, sustainable, accountable, and progressive organisation.

- Best practice Governance, partnerships and value for money.

**Budget/Financial Implications**

Sale of the property will benefit the City with the collection of \$14,443.30 in outstanding rates and charges (as at 7 March 2024), reducing debtors liability on the balance sheet.

Any additional costs associated with the sale of the property will also be recoverable from the sale proceeds.

**Legal Implications**

Sections 6.64, 6.56 and 6.68(1) of the *Local Government Act 1995*

**Community Consultation**

N/A

**Risk Management Implications**

If the City does not proceed with recovery action, it will negatively impact the outstanding rates debtors balance as rates and charges will continue to accumulate on the rate account for this property.

Additionally, failure to act can increase public perception that the City is unwilling to follow through on legal recovery, encouraging recalcitrant ratepayers to ignore the City's actions and in so doing, waste officers' time and effort with debt recovery.

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

N/A

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

Nil

**14.2.3 Request for Legal Action Exemption - Sale of Land for Recovery of Rates - 7 Bundy Court, South Lake****Executive****Author** Rates and Revenue Manager**Attachments** 1. Request for Legal Action Exemption - Sale of Land for Recovery of Rates **(Confidential)****RECOMMENDATION**

That Council:

- (1) APPROVES to exempt the recovery attempt of 7 Bundy Court, South Lake (Lot 71 on Plan 14872) against the Deceased Estate listed as an owner on the property pursuant to Section 6.68 (2)(b) of the *Local Government Act 1995* and continue with the sale approved at the Ordinary Council Meeting held on 10 November 2022.

**Background**

Under Section 6.64(1)(b) of the *Local Government Act 1995*, if any rates or service charges due to a local government have been unpaid for at least three years, the local government may take possession of the land and proceed to sell it.

**Submission**

N/A

**Report**

Despite approval for sale at the Ordinary Council Meeting held on 10 November 2022 for the property at 7 Bundy Court, South Lake, the City has been unable to proceed with the sale process.

This is due to one of the joint owners having passed away 23 years ago and despite assurances from the surviving owner, the deceased's ownership interest has not been removed from the property title.

Debt recovery attempts have not been possible against the estate due to the absence of a legal representative.

To enable the approved local government sale process to continue, a further resolution of Council is required to exempt the sale pursuant to Section 6.68 (2)(b) of the *Local Government Act 1995* (i.e., making reasonable efforts to locate the owner of the property).

A brief history of recovery efforts and financial details are included in the Confidential Attachment.

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

A community focused, sustainable, accountable and progressive organisation.

- Best practice Governance, partnerships and value for money.

**Budget/Financial Implications**

Sale of the property will benefit the City by the collection of \$16,129.55 of outstanding rates and charges (as at 7 March 2024).

Any additional costs associated with the sale of the property will also be recoverable from the sale proceeds.

**Legal Implications**

Sections 6.64, 6.56 and 6.68(2)b of the *Local Government Act 1995*

**Community Consultation**

N/A

**Risk Management Implications**

If the City does not proceed with recovery action, it will negatively impact the outstanding rates debtors balance as rates and charges will continue to accumulate on the rate account for this property.

Additionally, failure to act can increase public perception that the City is unwilling to follow through on legal recovery, encouraging recalcitrant ratepayers to ignore the City's actions and in so doing, waste officers' time and effort with debt recovery.

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

N/A

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

Nil

**14.2.4 Monthly Financial Report - February 2024**

<b>Executive</b>	A/Chief Financial Officer
<b>Author</b>	A/Head of Finance
<b>Attachments</b>	1. Financial Activity Statement February 2024 <a href="#">↓</a>

**RECOMMENDATION**

That Council:

- (1) ADOPTS the Monthly Financial Report containing the Statement of Financial Activity and other financial information for the month of February 2024, as attached to the Agenda.

**Background**

*Local Government (Financial Management) Regulations 1996* prescribe that a Local Government is to prepare each month a Statement of Financial Activity.

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

1. Details of the composition of the closing net current assets (less restricted and committed assets)
2. Explanation for each material variance identified between year to date (YTD) budgets and actuals
3. Any other supporting information considered relevant by the Local Government.

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

The regulations require the information reported in the statement to be shown either by nature or type, statutory program, or business unit.

The City has chosen to report the information according to nature or type and its organisational business structure.

*Local Government (Financial Management) Regulations 1996* - Regulation 34 (5) states "Each financial year, a Local Government is to adopt a percentage or value, calculated in accordance with the Australian Accounting Standards, 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.

The materiality threshold has been set by Council at \$300,000 for the 2023-24 financial year (FY24).

Detailed analysis of budget variances is an ongoing exercise, with necessary budget amendments either submitted for Council approval through the Expenditure Review Committee or included in the City's mid-year budget review required by legislation.

**Submission**

N/A

**Report**

The attached Monthly Financial Report for February 2024 has been prepared in accordance with the Local Government Act and the associated Financial Management Regulations.

This was reviewed by management, with the following commentary addressing key financial results and the City's budgetary performance to the end of the month.

**Statement of Financial Position**

Due to amendments to the *Local Government (Financial Management) Regulations 1996*, Regulation 35 (1) requires the City to now include a Statement of Financial Position each month in the financial report.

This shows the City's financial position at the end of the month, compared to the end of the previous financial year. Net assets total \$1.848 billion at the end of the month (\$1.802 billion end of June), with the increase reflecting the impact of the City's year to date financial activities.

**Opening Surplus**

The audited opening surplus is \$9.79 million, and the amended budget now matches this following the mid-year budget review. The surplus includes \$8.76 million of municipal funding for the City's carry forward projects (adopted by Council in August 2023).

**Closing Surplus**

The City's YTD closing surplus to the end of February was \$57.28 million, compared to a YTD budget of \$49.51 million.

This represents a favourable variance of \$7.77 million, inclusive of variances across the FY24 operating and capital budgets reported in the following sections.

The full year surplus is currently budgeted at \$359,467, increased from Council's adopted budget surplus of \$262,844. This fluctuates throughout the year due to various budget amendments adopted by Council (e.g., Expenditure Review Committee recommendations).

Operating Revenue

Operating revenue of \$172.63 million was \$2.45 million ahead of YTD budget for February.

The following table summarises the operating revenue budget performance by nature:

Revenue from operating activities	Amended		YTD Actual \$	YTD Variance \$
	Full Year Budget \$	YTD Budget \$		
Rates	125,915,511	125,813,802	125,891,352	77,550
Specified Area Rates	601,000	600,200	603,485	3,285
Operating Grants, Subsidies, Contributions	9,978,915	6,003,505	6,558,262	554,757
Fees and Charges	41,629,878	29,284,160	30,662,714	1,378,554
Service charges	1,200,000	1,120,000	1,109,996	(10,004)
Interest Earnings	11,145,106	7,654,178	7,877,719	223,541
Fair value adjustments to financial assets	7,372	0	0	0
Profit/(Loss) Asset Sale	1,281,988	(295,599)	(71,617)	223,982
<b>Total</b>	<b>191,759,770</b>	<b>170,180,246</b>	<b>172,631,911</b>	<b>2,451,665</b>

Material variances identified in the City's operating revenue were identified as follows:

- Operating grants, subsidies and contributions were \$0.55 million over YTD budget mostly due to the operating grant received by the CHSP Aged Services \$0.47 million ahead of its YTD budget, timing issue.
- Fees and charges (\$1.38 million over YTD budget):
  - Revenue received from waste disposal services, including its landfill fees, was \$0.32 million more than YTD budget.
  - Royalty income from 1712 Russell Road was more than YTD budget by \$0.35 million.

Operating Expenditure

Operating expenditure to the end of February of \$124.71 million was under YTD budget by \$4.82 million.

The following table summarises the operating expenditure budget variance performance by nature:

Expenditure from Operating Activities	Amended		YTD Actual \$	YTD Variance \$
	Full Year Budget \$	YTD Budget \$		
Employee costs	78,391,086	50,952,535	50,068,664	(883,871)
Materials & Contracts	55,519,515	34,782,884	29,661,546	(5,121,338)
Utility charges	6,472,033	3,718,259	4,079,895	361,636
Depreciation/Amortisation	44,294,357	28,435,416	28,964,108	528,692
Interest/Finance Costs	320,884	33,698	147,760	114,062
Insurance expenses	2,647,970	2,458,405	2,529,546	71,141
Other expenditure	13,594,902	9,148,158	9,261,093	112,935
<b>Total</b>	<b>201,240,747</b>	<b>129,529,355</b>	<b>124,712,612</b>	<b>(4,816,743)</b>

Significant variances identified in the City's operating expenditure were identified as follows:

- Employee Costs (\$0.88 million under YTD budget):
  - Employee costs across the City are generally under budget due to underspending of \$0.41 million in training and professional development activities.
  - Salaries and wages for the Development and Compliance Business Unit were \$0.36 million under YTD budget, while on the contrary, salaries and wages for Library and Cultural Services were over the YTD budget by \$0.31 million.
- Materials and contracts were \$5.12 million under YTD budget:
  - General underspend across Sustainability and Environment operational projects \$0.75 million behind its YTD budget.
  - General underspend across Community Development Business Unit operational projects \$0.55 million against YTD budget.
  - General underspend across Community Safety and Ranger Services operational projects \$0.42 million against YTD budget.
  - General underspend across Property Services Service Unit operational projects \$0.32 million against YTD budget.
  - Expenditure across all Cockburn ARC's activities were \$0.45 million under YTD budget.
- Depreciation/amortisation were \$0.53 million over YTD budget. The budget amendment request has been included in the March 23 Expenditure Review Committee meeting and it will be adjusted once it is approved at this month's Ordinary Council Meeting.



### Capital Expenditure

Council adopted a capital works program of \$43.87 million in the FY24 annual budget, that is now \$74.82 million following the addition of carry forwards adopted by Council in August and reductions included in the mid-year budget review.

The City has spent \$20.66 million on its capital program to the end of February, representing an underspend of \$2.31 million against YTD budget.

Several projects were reduced or handed back through the mid-year budget review due to an inability to be completed this financial year.

This has reduced the value and size of the capital program, contributing to a reduced requirement for carry forwards at year end.

The following table shows the budget performance by asset class:

Capital Acquisitions	Amended		YTD Actual \$	YTD Variance \$
	Budget \$	YTD Budget \$		
Buildings	19,701,313	4,783,918	3,920,937	(862,981)
Furniture & Equipment	1,085,000	210,000	227,661	17,661
Plant and Equipment	15,000,537	2,979,029	2,541,814	(437,215)
Information Technology	4,801,803	940,048	710,998	(229,050)
Infrastructure - Roads	9,989,213	5,653,199	5,528,319	(124,880)
Infrastructure - Drainage	5,665,091	914,807	653,561	(261,246)
Infrastructure - Footpath	2,122,392	1,140,330	1,032,539	(107,791)
Infrastructure - Parks hard	7,427,874	3,122,103	2,941,582	(180,521)
Infrastructure - Landscaping	1,257,799	740,702	713,888	(26,814)
Infrastructure - Landfill site	4,450,091	2,124,894	1,872,389	(252,505)
Infrastructure - Marina	1,264,224	92,426	385,979	293,553
Infrastructure - Coastal	2,050,873	268,444	133,663	(134,781)
<b>Total</b>	<b>74,816,210</b>	<b>22,969,899</b>	<b>20,663,330</b>	<b>(2,306,569)</b>

- Plant and Equipment purchases were \$0.44 million under YTD due to long lead times in securing stock.
- Buildings were \$0.86 million under YTD budget mainly due to general underspend in all minor building improvements projects \$0.89 million under YTD budget.
- There are no other major variances across the capital expenditure after the mid-year budget review was adopted.

### Non-Operating Grants, Subsidies and Contributions

The City's budget for capital grants and contributions is a net \$4.87 million.

This includes \$10.88 million in funding to be received, less outgoing contributions of \$2.02 million for the underground power project in South Lake (Western Power) and \$4.00 million to the state government for ceded crown land.

Non-operating revenue of \$2.34 million was recognised to the end of February, \$0.69 million over YTD budget (only a timing issue).

Financial Reserves

A detailed schedule of the City’s financial reserves is included in the financial report, showing a balance of \$219.96 million held at the end of February (\$221.21 million in January).

Council funded reserves made up \$187.05 million of the balance, \$13.34 million for restricted and legislated purposes, and another \$19.57 million for developer contribution plans.

Transfers in and out of financial reserves are made in accordance with budgetary requirements.

Cash and Financial Assets

The City’s closing cash and financial assets investment holding at month’s end totalled \$265.44 million (down from \$267.52 million in January).

This balance included financial assets (term deposits and investments) of \$255.99 million, and cash and cash equivalent holdings (cash at bank and at call deposits) of \$9.45 million.

\$220.75 million of these funds were internally and externally restricted, representing the City’s financial reserves and liability for bonds and deposits held.

The remaining \$44.69 million represented unrestricted municipal funds for the City’s operating activities and liabilities.

Investment Performance, Ratings and Maturity

The City’s term deposit portfolio running yield was an annualised 4.98 percent as of 29 February (the same in January and 4.83 percent in December).

RBA announced no increases to the cash rate in February. As a result, the City’s portfolio running yield has outperformed the KPI target rate of 4.85 percent (cash rate of 4.35 percent plus 0.50 percent performance margin).

New investments placed during the month were at rates ranging between 5.11 and 5.15 percent over various durations.

Current term deposit investments are fully compliant with Council’s Investment Policy requirements, as indicated below:

Investment Policy Compliance		
Legislative Requirements	✓	Fully compliant
Portfolio Credit Rating Limit	✓	Fully compliant
Institutional Exposure Limits	✓	Fully compliant
Term to Maturity Limits	✓	Fully compliant

The portfolio also includes several reverse mortgage securities purchased under previous policy and statutory provisions.

These have a face value of \$2.364 million and market value of \$1.53 million, although the City currently carries them at a book value of \$0.79 million (net of a \$1.575 million impairment provision made several years ago).

The City continues receiving interest and capital payments, with \$0.636 million returned to date of the original \$3.0 million invested.

The City's investments were held with the following financial institutions as at 29 February (inclusive of accrued interest):

Issuer	Market Value	% Total Value
AMP Bank Ltd	14,885,012.44	5.65%
Auswide Bank Limited	9,872,912.35	3.75%
Bank of Queensland Ltd	28,454,170.85	10.81%
Commonwealth Bank of Australia Ltd	71,184,801.31	27.03%
Credit Union Australia Ltd t/as Great Southern Bank	27,968,155.60	10.62%
Defence Bank Ltd	10,408,205.50	3.95%
Emerald Reverse Mortgage Trust	1,532,326.33	0.58%
Heritage and People's Choice Limited t/as People's Choice Credit Union	5,677,902.06	2.16%
ING Bank Australia Limited	36,159,777.43	13.73%
Macquarie Bank Ltd	0.01	0.00%
National Australia Bank Ltd	13,321,158.37	5.06%
Suncorp-Metway Ltd	29,802,379.44	11.32%
Westpac Banking Corporation Ltd	14,075,786.30	5.35%
Portfolio Total	263,342,587.96	100.00%

The City's short-term deposits (less than 12 months) made up 79.08 percent (\$208.30 million) of the City's portfolio, compared to 79.38 percent (\$211.30 million) in January.

These were classified under the following credit ratings:

**Market Value by Security Rating Group (Short Term)**



Deposits invested between 1 and 3 years made up 20.92 percent (\$55.09 million) of the City's portfolio, compared to 20.62 percent (\$54.89 million) in January.

These were classified under following credit ratings:

**Market Value by Security Rating Group (Long Term)**



#### Investment in Fossil Fuel Free Banks

At month end, the City held \$85.86 million (33.30 percent) of its investment portfolio with banks considered non-funders of fossil fuel related industries (\$83.88 million or 32.10 percent last month).

The amount invested with fossil fuel free banks fluctuates depending on the competitiveness of deposit rates being offered and the capacity of fossil fuel free banks to accept funds.

The City preferences fossil fuel free investments (given a similar deposit rate) in accordance with Council's Investment of Funds Policy.

### Rates Debt Recovery

The collectible rates and charges for 2023-24 (comprising arrears, annual levies, and part year rating) totals \$151.25 million.

To the end of February, the City had collected \$128.67 million (85.07 percent), leaving a balance outstanding of \$22.58 million (14.93 percent). Prepayment of rates totalling \$1.45 million has also been received and will be applied to future year's rates accounts.

This year, underground power charges totalling \$3.057 million were raised against affected properties in South Lake, able to be paid either in full or over a ten-year payment plan.

To the end of February, the City had received full payment from 28.81 percent of these properties, exceeding conservative estimates for 10 percent.

The City is forecasting to collect between 40 and 45 percent of total charges in year one, with the balance to be collected over the remaining nine years of the payment plan.

In terms of overdue and delinquent rates accounts under formal or legal debt recovery processes, the City had 327 properties owing a total of \$1.20 million in combined rates and legal fees (439 properties or \$1.50 million in January).

These now include those properties that have fallen into arrears with their current year's rates and have not made any arrangements with the City.

Formal debt recovery activities are commenced when ratepayers have overdue rates and have not committed to instalment or other payment arrangements or sought relief under the City's Financial Hardship Policy.

### Trade and Sundry Debtors

The City had \$3.05 million in outstanding trade and sundry debtors to the end of February (\$2.64 million in January).

Those debts overdue by more than 90 days made up \$322k or 10.58 percent of total debts outstanding (\$236k or 8.94 percent in January).

The 90-day debtors included lease monies owed by naval base tenants totalling \$81k, landfill commercial debtors owing \$149k and another \$25k in Cockburn Care arrears being actively managed.

## **Strategic Plans/Policy Implications**

### Listening & Leading

A community focused, sustainable, accountable and progressive organisation.

- Best practice Governance, partnerships and value for money.

**Budget/Financial Implications**

Budget amendments are initially referred to Council's Expenditure Review Committee for recommendation to Council. Changes adopted by Council at its December meeting have been included in this monthly financial report.

Council's adopted budget surplus for FY24 of \$262,844 has since increased to \$359,467 due to Council decisions made to the end of February 2024.

These budget surplus changes are listed at Note 8 in the financial report.

**Legal Implications**

N/A

**Community Consultation**

N/A

**Risk Management Implications**

It is important that Council reviews the performance of its adopted budget each month for revenue, expenditure, and the closing financial position.

This enables it to be informed on and identify any potential financial risks.

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

N/A

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

Nil

**CITY OF COCKBURN**

**MONTHLY FINANCIAL REPORT**  
**(Containing the Statement of Financial Activity)**  
**For the Period Ended 29 February 2024**

**LOCAL GOVERNMENT ACT 1995**  
**LOCAL GOVERNMENT (FINANCIAL MANAGEMENT) REGULATIONS 1996**

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MONTHLY FINANCIAL REPORT  
FOR THE PERIOD ENDED 29 FEBRUARY 2024

SUMMARY INFORMATION

Funding surplus / (deficit) Components

Funding surplus / (deficit)				
	Amended Budget	YTD Budget (a)	YTD Actual (b)	Var. \$ (b)-(a)
Opening	\$9.79 M	\$9.79 M	\$9.79 M	(\$0.00 M)
Closing	\$0.36 M	\$49.51 M	\$57.28 M	\$7.77 M
Refer to Statement of Financial Activity				

Cash and financial assets		
	\$265.44 M	% of total
Unrestricted Cash	\$44.69 M	16.8%
Restricted Cash	\$220.75 M	83.2%
Refer to Note 2 - Cash and Financial Assets		

Key Operating Activities

Amount attributable to operating activities			
Amended Budget	YTD Budget (a)	YTD Actual (b)	Var. \$ (b)-(a)
\$34.88 M	\$69.09 M	\$81.62 M	\$12.53 M
Refer to Statement of Financial Activity			

Employee Cost		
YTD Actual	(\$50.07 M)	% Variance
YTD Budget	(\$50.95 M)	(1.7%)
Refer to Statement of Financial Activity		

Rates Revenue		
YTD Actual	\$126.49 M	% Variance
YTD Budget	\$126.41 M	0.0%
Refer to Statement of Financial Activity		

Fees and Charges		
YTD Actual	\$30.66 M	% Variance
YTD Budget	\$29.28 M	4.7%
Refer to Statement of Financial Activity		

Materials & Contracts		
YTD Actual	(\$29.66 M)	% Variance
YTD Budget	(\$34.78 M)	(14.7%)
Refer to Statement of Financial Activity		

Key Investing Activities

Amount attributable to investing activities			
Amended Budget	YTD Budget (a)	YTD Actual (b)	Var. \$ (b)-(a)
(\$67.66 M)	(\$25.62 M)	(\$22.59 M)	\$3.03 M
Refer to Statement of Financial Activity			

Proceeds on sale		
YTD Actual	\$0.41 M	%
Amended Budget	\$2.29 M	18.0%
Refer to Note 3 - Disposal of Assets		

Asset Acquisition		
YTD Actual	\$20.66 M	% Spent
Amended Budget	\$74.82 M	27.6%
Refer to Note 4 - Capital Acquisition		

Capital Grants		
YTD Actual	\$2.34 M	% Received
Amended Budget	(\$4.87 M)	(48.1%)
Refer to Note 4 - Capital Acquisition		

Key Financing Activities

Amount attributable to financing activities			
Amended Budget	YTD Budget (a)	YTD Actual (b)	Var. \$ (b)-(a)
\$23.36 M	(\$3.74 M)	(\$11.53 M)	(\$7.80 M)
Refer to Statement of Financial Activity			

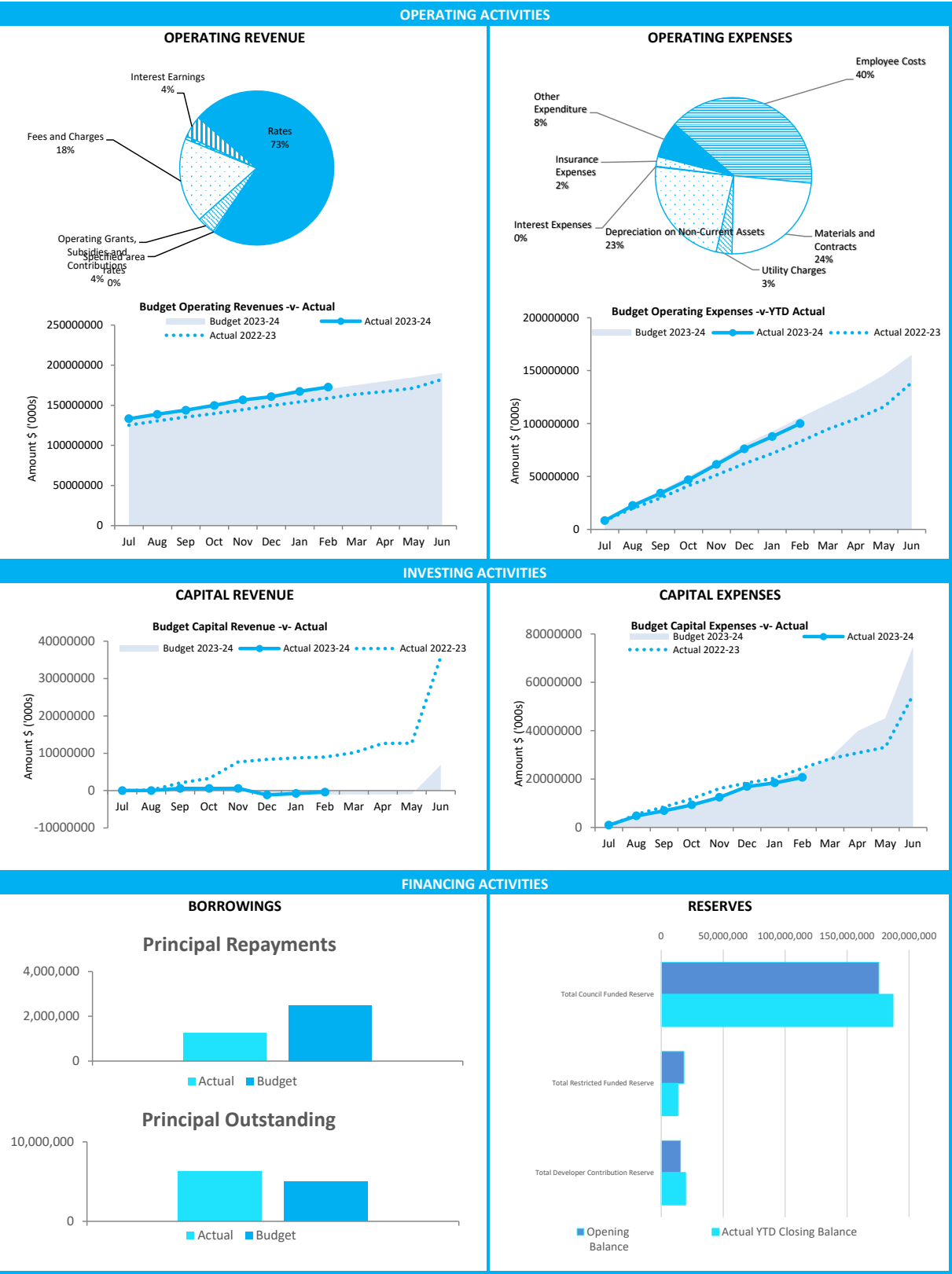
Borrowings	
Principal repayments	\$1.25 M
Interest expense	\$0.14 M
Principal due	\$6.25 M
Refer to Note 5 - Borrowings	

Reserves	
Reserves balance	\$219.96 M
Interest earned	\$0.65 M
Refer to Note 6 - Cash Reserves	

This information is to be read in conjunction with the accompanying Financial Statements and notes.

MONTHLY FINANCIAL REPORT  
FOR THE PERIOD ENDED 29 FEBRUARY 2024

SUMMARY INFORMATION - GRAPHS



This information is to be read in conjunction with the accompanying Financial Statements and Notes.

**STATEMENT OF FINANCIAL ACTIVITY  
FOR THE PERIOD ENDED 29 FEBRUARY 2024**

**BY NATURE OR TYPE**

	Ref Note	Amended Budget	YTD Budget (a)	YTD Actual (b)	Var. \$ (b)-(a)	Var. % (b)-(a)/(a)	Var.
		\$	\$	\$	\$	%	
<b>Opening funding surplus / (deficit)</b>	1(c)	9,786,927	9,786,927	<b>9,786,927</b>	0	0.00%	
<b>Revenue from operating activities</b>							
fees		125,915,511	125,813,802	<b>125,891,352</b>	77,550	0.06%	
specified area rates		601,000	600,200	<b>603,485</b>	3,285	0.55%	
operating grants, subsidies and contributions		9,978,915	6,003,505	<b>6,558,262</b>	554,757	9.24%	▲
fees and charges		41,629,878	29,284,160	<b>30,662,714</b>	1,378,554	4.71%	▲
service charges		1,200,000	1,120,000	<b>1,109,996</b>	(10,004)	(0.89%)	
interest earnings		11,145,106	7,654,178	<b>7,877,719</b>	223,541	2.92%	
fair value adjustments to financial assets at fair value							
rough profit or loss		7,372	0	<b>0</b>	0	0.00%	
profit/(loss) on disposal of assets		1,281,988	(295,599)	<b>(71,617)</b>	223,982	(75.77%)	
		<b>191,759,770</b>	<b>170,180,246</b>	<b>172,631,911</b>	2,451,665	1.44%	
<b>Expenditure from operating activities</b>							
employee costs		(78,391,086)	(50,952,535)	<b>(50,068,664)</b>	883,871	1.73%	▲
materials and contracts		(55,519,515)	(34,782,884)	<b>(29,661,546)</b>	5,121,338	14.72%	▲
utility charges		(6,472,033)	(3,718,259)	<b>(4,079,895)</b>	(361,636)	(9.73%)	▼
depreciation on non-current assets		(44,294,357)	(28,435,416)	<b>(28,964,108)</b>	(528,692)	(1.86%)	▼
interest expenses		(320,884)	(33,698)	<b>(147,760)</b>	(114,062)	(338.48%)	
insurance expenses		(2,647,970)	(2,458,405)	<b>(2,529,546)</b>	(71,141)	(2.89%)	
other expenditure		(13,594,902)	(9,148,158)	<b>(9,261,093)</b>	(112,935)	(1.23%)	
		<b>(201,240,747)</b>	<b>(129,529,355)</b>	<b>(124,712,612)</b>	4,816,743	3.72%	
Non-cash amounts excluded from operating activities	1(a)	44,356,106	28,435,416	<b>33,698,880</b>	5,263,464	18.51%	▲
<b>Amount attributable to operating activities</b>		<b>34,875,129</b>	<b>69,086,307</b>	<b>81,618,179</b>	12,531,872		
<b>Investing activities</b>							
proceeds from non-operating grants, subsidies and contributions		4,868,540	(3,028,751)	<b>(2,341,348)</b>	687,403	(22.70%)	
proceeds from disposal of assets	3	2,288,908	375,681	<b>411,937</b>	36,256	9.65%	
payments for property, plant and equipment and infrastructure	4	(74,816,210)	(22,969,899)	<b>(20,663,330)</b>	2,306,569	10.04%	▲
<b>Amount attributable to investing activities</b>		<b>(67,658,762)</b>	<b>(25,622,969)</b>	<b>(22,592,741)</b>	3,030,228		
<b>Financing Activities</b>							
transfer from reserves	6	67,321,619	18,762,853	<b>16,062,997</b>	(2,699,856)	(14.39%)	▼
repayment of debentures	5	(2,500,000)	(1,250,000)	<b>(1,250,000)</b>	0	0.00%	
transfer to reserves	6	(41,465,449)	(21,250,778)	<b>(26,346,768)</b>	(5,095,990)	(23.98%)	▼
<b>Amount attributable to financing activities</b>		<b>23,356,170</b>	<b>(3,737,925)</b>	<b>(11,533,771)</b>	(7,795,846)		
<b>Closing funding surplus / (deficit)</b>	1(c)	<b>359,467</b>	<b>49,512,340</b>	<b>57,278,594</b>	7,766,254		

**KEY INFORMATION**

▼ Indicates a variance between Year to Date (YTD) Actual and YTD Actual data as per the adopted materiality threshold.

Refer to Note 9 for an explanation of the reasons for the variance.

This statement is to be read in conjunction with the accompanying Financial Statements and Notes.

**KEY TERMS AND DESCRIPTIONS****FOR THE PERIOD ENDED 29 FEBRUARY 2024****NATURE OR TYPE DESCRIPTIONS****REVENUE****RATES**

Rates levied under the *Local Government Act 1995*. Includes general, differential, specified area rates, minimum rates, interim rates, back rates, ex-gratia rates, less discounts and concessions offered. Exclude administration fees, interest on instalments, interest on arrears, service charges and sewerage rates.

**OPERATING GRANTS, SUBSIDIES AND CONTRIBUTIONS**

Refers to all amounts received as grants, subsidies and contributions that are not non-operating grants.

**NON-OPERATING GRANTS, SUBSIDIES AND CONTRIBUTIONS**

Amounts received specifically for the acquisition, construction, new or the upgrading of identifiable non financial assets paid to a local government, irrespective of whether these amounts are received as capital grants, subsidies, contributions or donations.

**REVENUE FROM CONTRACTS WITH CUSTOMERS**

Revenue from contracts with customers is recognised when the local government satisfies its performance obligations under the contract.

**FEES AND CHARGES**

Revenues (other than service charges) from the use of facilities and charges made for local government services, sewerage fees, rentals, hire charges, fee for service, photocopying charges, licences, sale of goods or information, fines, penalties and administration fees. Local governments may wish to disclose more detail such as rubbish collection fees, rental of property, fees and penalties, other fees and charges.

**SERVICE CHARGES**

Service charges imposed under *Division 6 of Part 6 of the Local Government Act 1995*. *Regulation 54 of the Local Government (Financial Management) Regulations 1996* identifies these as television and radio broadcasting, underground electricity and neighbourhood surveillance services. Exclude rubbish removal charges. Interest and other items of a similar nature received from bank and investment accounts, interest on rate instalments, interest on rate arrears and interest on debtors.

**INTEREST EARNINGS**

Interest and other items of a similar nature received from bank and investment accounts, interest on rate instalments, interest on rate arrears and interest on debtors.

**OTHER REVENUE / INCOME**

Other revenue, which can not be classified under the above headings, includes dividends, discounts, rebates etc.

**LOSS ON ASSET DISPOSAL**

Loss of assets received over the net book value for assets on their disposal.

**EXPENSES****EMPLOYEE COSTS**

All costs associate with the employment of person such as salaries, wages, allowances, benefits such as vehicle and housing, superannuation, employment expenses, removal expenses, relocation expenses, worker's compensation insurance, training costs, conferences, safety expenses, medical examinations, fringe benefit tax, etc.

**MATERIALS AND CONTRACTS**

All expenditures on materials, supplies and contracts not classified under other headings. These include supply of goods and materials, legal expenses, consultancy, maintenance agreements, communication expenses, advertising expenses, membership, periodicals, publications, hire expenses, rental, leases, postage and freight etc. Local governments may wish to disclose more detail such as contract services, consultancy, information technology, rental or lease expenditures.

**UTILITIES (GAS, ELECTRICITY, WATER, ETC.)**

Expenditures made to the respective agencies for the provision of power, gas or water. Exclude expenditures incurred for the reinstatement of roadwork on behalf of these agencies.

**INSURANCE**

All insurance other than worker's compensation and health benefit insurance included as a cost of employment.

**LOSS ON ASSET DISPOSAL**

Shortfall between the value of assets received over the net book value for assets on their disposal.

**DEPRECIATION ON NON-CURRENT ASSETS**

Depreciation expense raised on all classes of assets.

**INTEREST EXPENSES**

Interest and other costs of finance paid, including costs of finance for loan debentures, overdraft accommodation and refinancing expenses.

**OTHER EXPENDITURE**

Statutory fees, taxes, allowance for impairment of assets, member's fees or State taxes. Donations and subsidies made to community groups.

STATEMENT OF FINANCIAL ACTIVITY  
FOR THE PERIOD ENDED 29 FEBRUARY 2024

STATUTORY REPORTING BY BUSINESS UNIT

	Ref Note	Amended Budget	YTD Budget (a)	YTD Actual (b)	Var. \$ (b)-(a)	Var. % (b)-(a)/(a)	Var.
		\$	\$	\$	\$	%	
Opening funding surplus / (deficit)	1(c)	9,786,927	9,786,927	9,786,927	(0)	(0.00%)	
Revenue from operating activities							
Governance, Risk & Compliance		1,653	1,102	2,912	1,810	164.25%	
Finance		139,807,750	135,697,856	135,909,615	211,759	0.16%	
Information & Technology		0	0	21,090	21,090	0.00%	
Library & Cultural Services		181,600	64,919	181,816	116,897	180.07%	
Recreation Infrastructure & Services		15,527,060	10,760,817	10,829,201	68,384	0.64%	
Community Development & Services		8,143,499	5,170,404	5,634,535	464,131	8.98%	▲
Community Safety & Ranger Services		1,490,960	952,544	1,190,724	238,180	25.00%	
Development and Compliance		3,268,485	2,345,636	2,448,422	102,786	4.38%	
Planning		203,200	10,500	11,721	1,221	11.63%	
Sustainability & Environment		737,053	402,354	429,791	27,437	6.82%	
Operations & Maintenance		17,699,825	11,694,015	12,421,351	727,336	6.22%	▲
Projects		0	0	(44,253)	(44,253)	0.00%	
Property & Assets		4,042,513	2,882,099	3,343,317	461,218	16.00%	▲
Advocacy & Engagement		0	0	76	76	0.00%	
Business & Economic Development		351,801	0	0	0	0.00%	
People Experience		297,000	198,000	251,355	53,355	26.95%	
		191,752,399	170,180,246	172,631,911	2,451,665		
Expenditure from operating activities							
Executive Support		(4,347,807)	(2,605,945)	(2,258,324)	347,621	13.34%	▲
Corporate Strategy		(677,370)	(485,504)	(288,697)	196,807	40.54%	
Governance, Risk & Compliance		(2,361,883)	(1,623,692)	(1,332,895)	290,797	17.91%	
Finance		(6,862,814)	(5,042,847)	(5,148,679)	(105,832)	(2.10%)	
Information & Technology		(9,549,209)	(6,963,883)	(7,032,229)	(68,346)	(0.98%)	
Procurement		(1,032,909)	(674,736)	(574,644)	100,092	14.83%	
Library & Cultural Services		(7,844,068)	(5,360,711)	(5,440,555)	(79,844)	(1.49%)	
Recreation Infrastructure & Services		(18,239,232)	(11,587,316)	(10,927,116)	660,200	5.70%	▲
Community Development & Services		(13,745,574)	(8,908,315)	(7,930,136)	978,179	10.98%	▲
Community Safety & Ranger Services		(7,240,302)	(4,839,518)	(4,419,207)	420,311	8.68%	▲
Development Assessment & Compliance		(7,211,430)	(4,671,197)	(4,079,271)	591,926	12.67%	▲
Planning		(3,608,300)	(2,151,320)	(2,227,277)	(75,957)	(3.53%)	
Sustainability & Environment		(4,885,932)	(2,900,628)	(2,270,925)	629,703	21.71%	▲
Operations & Maintenance		(88,764,669)	(56,437,267)	(56,930,547)	(493,280)	(0.87%)	▼
Projects		(1,267,477)	(779,185)	(623,263)	155,922	20.01%	
Property & Assets		(13,739,437)	(8,499,772)	(7,933,288)	566,484	6.66%	▲
Stakeholder Management		(1,375,903)	(861,374)	(624,748)	236,626	27.47%	
Communications & Marketing		(1,981,689)	(1,331,003)	(1,307,361)	23,642	1.78%	
Customer Experience		(1,506,492)	(1,002,570)	(890,397)	112,173	11.19%	
Business & Economic Development		(1,335,933)	(650,358)	(587,954)	62,404	9.60%	
People Experience		(4,031,891)	(2,730,227)	(2,400,600)	329,627	12.07%	▲
Transformation, Culture & Innovation		(1,027,615)	(670,689)	(329,314)	341,375	50.90%	▲
Internal Recharging		1,404,560	1,248,704	844,814	(403,890)	32.34%	
		(201,233,376)	(129,529,353)	(124,712,613)	4,816,740		
Non-cash amounts excluded from operating activities	1(a)	44,356,106	28,435,416	33,698,880	5,263,464	18.51%	▲
Amount attributable to operating activities		34,875,129	69,086,309	81,618,178	12,531,869		
Investing Activities							
Proceeds from non-operating grants, subsidies and contributions		4,868,540	(3,028,751)	(2,341,348)	687,403	(22.70%)	
Proceeds from disposal of assets	3	2,288,908	375,681	411,937	36,256	9.65%	
Payments for property, plant and equipment and infrastructure	4	(74,816,210)	(22,969,899)	(20,663,330)	2,306,569	10.04%	▲
Amount attributable to investing activities		(67,658,762)	(25,622,969)	(22,592,741)	3,030,228		
Financing Activities							
Transfer from reserves	6	67,321,619	18,762,853	16,062,997	(2,699,856)	(14.39%)	▼
Repayment of debentures	5	(2,500,000)	(1,250,000)	(1,250,000)	0	0.00%	
Transfer to reserves	6	(41,465,449)	(21,250,778)	(26,346,768)	(5,095,990)	(23.98%)	▼
Amount attributable to financing activities		23,356,170	(3,737,925)	(11,533,771)	(7,795,846)		
Closing funding surplus / (deficit)	1(c)	359,467	49,512,340	57,278,594			

KEY INFORMATION

▲ ▼ Indicates a variance between Year to Date (YTD) Actual and YTD Actual data as per the adopted materiality threshold. Refer to threshold. Refer to Note 9 for an explanation of the reasons for the variance.

The material variance adopted by Council for the 2023-24 year is \$300,000 or 0.00% whichever is the greater.

This statement is to be read in conjunction with the accompanying Financial Statements and notes.

**MONTHLY FINANCIAL REPORT  
FOR THE PERIOD ENDED 29 FEBRUARY 2024**

**STATEMENT OF FINANCIAL POSITION**

	<b>Year to Date 29 February 2024</b>	<b>Last Year Closing 30 June 2023</b>
	<b>\$</b>	<b>\$</b>
<b>Current Assets</b>		
Cash and cash equivalents	9,450,185	13,592,531
Financial assets	203,200,000	183,000,000
Trade and other receivables	41,333,027	16,386,312
Inventories	4,544	27,313
<b>Total Current Assets</b>	<b>253,987,756</b>	<b>213,006,156</b>
<b>Non-Current Assets</b>		
Trade and other receivables	1,317,859	1,362,704
Other financial assets	52,952,146	38,512,037
Property, plant and equipment	406,858,822	406,497,056
Infrastructure	1,227,629,114	1,236,775,214
<b>Total Non-Current Assets</b>	<b>1,688,757,941</b>	<b>1,683,147,011</b>
<b>Total Assets</b>	<b>1,942,745,697</b>	<b>1,896,153,167</b>
<b>Current Liabilities</b>		
Trade and other payables	16,467,987	20,009,067
Other liabilities	2,308,012	1,211,129
Lease liabilities	111,040	100,625
Borrowings	1,250,000	2,500,000
Employee related provisions	9,228,987	9,313,188
<b>Total Current Liabilities</b>	<b>29,366,026</b>	<b>33,134,009</b>
<b>Non-Current Liabilities</b>		
Other liabilities	20,929,108	16,764,058
Borrowings	5,000,000	5,000,000
Employee related provisions	2,215,740	1,598,227
Other provisions	37,764,565	37,764,565
<b>Total Non-Current Liabilities</b>	<b>65,909,413</b>	<b>61,126,850</b>
<b>Total Liabilities</b>	<b>95,275,439</b>	<b>94,260,859</b>
<b>Net Assets</b>	<b>1,847,470,260</b>	<b>1,801,892,308</b>
<b>Equity</b>		
Retained surplus	644,114,818	608,820,635
Reserve accounts	219,962,086	209,678,314
Valuation surplus	983,393,358	983,393,355
<b>Total Equity</b>	<b>1,847,470,260</b>	<b>1,801,892,308</b>

This statement is to be read in conjunction with the accompanying notes.

**MONTHLY FINANCIAL REPORT  
FOR THE PERIOD ENDED 29 FEBRUARY 2024**

**BASIS OF PREPARATION**

**BASIS OF PREPARATION**

**REPORT PURPOSE**

This report is prepared to meet the requirements of *Local Government (Financial Management) Regulations 1996*, Regulation 34. Note: The statements and accompanying notes are prepared based on all transactions recorded at the time of preparation and may vary due to transactions being processed for the reporting period after the date of preparation.

**BASIS OF ACCOUNTING**

This statement comprises a special purpose financial report which has been prepared in accordance with Australian Accounting Standards (as they apply to local governments and not-for-profit entities) and Interpretations of the Australian Accounting Standards Board, and the *Local Government Act 1995* and accompanying regulations.

The *Local Government (Financial Management) Regulations 1996* take precedence over Australian Accounting Standards. Regulation 16 prohibits a local government from recognising as assets Crown land that is a public thoroughfare, such as and under roads, and land not owned by but under the control or management of the local government, unless it is a golf course, showground, racecourse or recreational facility of State or regional significance. Consequently, some assets, including land under roads acquired on or after 1 July 2008, have not been recognised in this financial report. This is not in accordance with the requirements of *AASB 1051 Land Under Roads paragraph 15* and *AASB 116 Property, Plant and Equipment paragraph 7*.

Accounting policies which have been adopted in the preparation of this financial report have been consistently applied unless stated otherwise. Except for cash flow and rate setting information, the report has been prepared on the accrual basis and is based on historical costs, modified, where applicable, by the measurement at fair value of selected non-current assets, financial assets and liabilities.

**PREPARATION TIMING AND REVIEW**

Date prepared: All known transactions up to 29 February 2024

**SIGNIFICANT ACCOUNTING POLICIES**

**CRITICAL ACCOUNTING ESTIMATES**

The preparation of a financial report in conformity with Australian Accounting Standards requires management to make judgements, estimates and assumptions that effect the application of policies and reported amounts of assets and liabilities, income and expenses. The estimates and associated assumptions are based on historical experience and various other factors that are believed to be reasonable under the circumstances; the results of which form the basis of making the judgements about carrying values of assets and liabilities that are not readily apparent from other sources. Actual results may differ from these estimates.

**THE LOCAL GOVERNMENT REPORTING ENTITY**

All funds through which the City controls resources to carry on its functions have been included in the financial statements forming part of this financial report.

In the process of reporting on the local government as a single unit, all transactions and balances between those funds (for example, loans and transfers between funds) have been eliminated.

All monies held in the Trust Fund are excluded from the financial statements. A separate statement of those monies

**GOODS AND SERVICES TAX**

Revenues, expenses and assets are recognised net of the amount of GST, except where the amount of GST incurred is not recoverable from the Australian Taxation Office (ATO). Receivables and payables are stated inclusive of GST receivable or payable. The net amount of GST recoverable from, or payable to, the ATO is included with receivables or payables in the statement of financial position. Cash flows are presented on a gross basis. The GST components of cash flows arising from investing or financing activities which are recoverable from, or payable to, the ATO are presented as operating cash flows.

**ROUNDING OFF FIGURES**

All figures shown in this statement are rounded to the nearest dollar.



**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY  
FOR THE PERIOD ENDED 29 FEBRUARY 2024**

**NOTE 1  
STATEMENT OF FINANCIAL ACTIVITY INFORMATION**

**(a) Non-cash items excluded from operating activities**

The following non-cash revenue and expenditure has been excluded from operating activities within the Statement of Financial Activity in accordance with Financial Management Regulation 32.

	Notes	Amended Budget	YTD Budget (a)	YTD Actual (b)
Non-cash items excluded from operating activities		\$	\$	\$
<b>Adjustments to operating activities</b>				
Less: (Profit)/loss on asset disposals	3	(1,281,988)	0	71,617
Less: Movement in liabilities associated with restricted cash		1,351,109	0	3,990,382
Less: Financial assets at fair value through profit and loss		(7,372)	0	10,415
Less: Movement in other liabilities		0	0	44,845
Movement in employee benefit provisions (non-current)		0	0	617,513
Add: Depreciation on assets		44,294,357	28,435,416	28,964,108
<b>Total non-cash items excluded from operating activities</b>		<b>44,356,106</b>	<b>28,435,416</b>	<b>33,698,880</b>

**(b) Adjustments to net current assets in the Statement of Financial Activity**

The following current assets and liabilities have been excluded from the net current assets used in the Statement of Financial Activity in accordance with *Financial Management Regulation* 32 to agree to the surplus/(deficit) after imposition of general rates.

		Last Year Closing 30 June 2023	This Time Last Year 29 February 2024	Year to Date 29 February 2024
<b>Adjustments to net current assets</b>				
Less: Reserves - restricted cash	6	(209,678,316)	(180,683,210)	(219,962,086)
Less: Bonds & deposits		(3,840,400)	(3,818,003)	(4,375,546)
Add: Borrowings	5	2,500,000	1,552,149	1,250,000
Add: Lease liabilities		100,625	106,676	111,040
Add: Financial assets at amortised cost - non-current	2	38,349,058	43,860,774	52,789,167
<b>Total adjustments to net current assets</b>		<b>(172,569,033)</b>	<b>(138,981,614)</b>	<b>(170,187,425)</b>
Cash and cash equivalents	2	13,592,531	10,964,771	9,450,185
Financial assets at amortised cost	2	183,000,000	198,500,000	203,200,000
Rates receivables		1,923,204	21,074,518	24,456,791
Receivables		8,823,405	8,479,804	12,868,291
Other current assets		5,667,016	4,186,631	4,012,489
<b>Less: Current liabilities</b>				
Payables		(17,525,249)	(13,943,382)	(13,623,691)
Borrowings	5	(2,500,000)	(1,552,149)	(1,250,000)
Contract liabilities	7	(1,211,129)	(2,741,599)	(2,308,012)
Lease liabilities		(100,625)	(106,676)	(111,040)
Provisions	7	(9,313,188)	(8,505,486)	(9,228,987)
<b>Less: Total adjustments to net current assets</b>	1(b)	<b>(172,569,033)</b>	<b>(138,981,613)</b>	<b>(170,187,425)</b>
<b>Closing funding surplus / (deficit)</b>		<b>9,786,927</b>	<b>77,374,811</b>	<b>57,278,594</b>

**CURRENT AND NON-CURRENT CLASSIFICATION**

In the determination of whether an asset or liability is current or non-current, consideration is given to the time when each asset or liability is expected to be settled. Unless otherwise stated assets or liabilities are classified as current if expected to be settled within the next 12 months, being the Council's operational cycle.

NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY  
FOR THE PERIOD ENDED 29 FEBRUARY 2024

OPERATING ACTIVITIES  
NOTE 2  
CASH AND FINANCIAL ASSETS

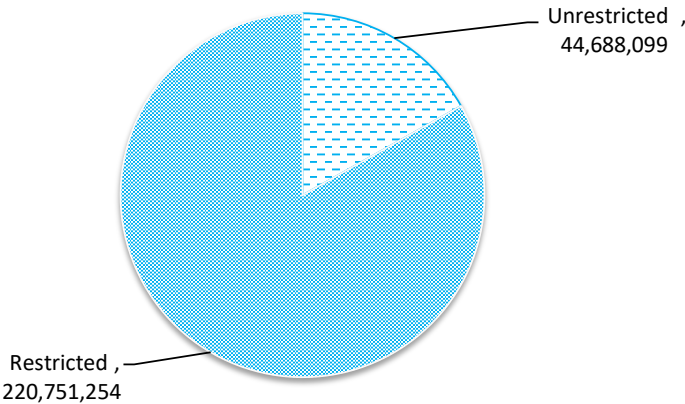
Description	Classification	Unrestricted	Restricted	Total Cash	Institution
		\$	\$	\$	
<b>Cash on hand</b>					
Cash at bank	Cash and cash equivalents	2,350,121	0	2,350,121	NATIONAL AUSTRALIA BANK
Cash on hand	Cash and cash equivalents	100,064	0	100,064	
Term deposits - current	Cash and cash equivalents	7,000,000	0	7,000,000	NATIONAL AUSTRALIA BANK
Term deposits - current	Financial assets at amortised cost	0	8,700,000	8,700,000	BANK OF QUEENSLAND
Term deposits - current	Financial assets at amortised cost	35,237,913	33,762,087	69,000,000	COMMONWEALTH BANK
Term deposits - current	Financial assets at amortised cost	0	14,000,000	14,000,000	ING BANK
Term deposits - current	Financial assets at amortised cost	0	9,500,000	9,500,000	AUSWIDE BANK
Term deposits - current	Financial assets at amortised cost	0	14,000,000	14,000,000	WESTPAC
Term deposits - current	Financial assets at amortised cost	0	13,000,000	13,000,000	NATIONAL AUSTRALIA BANK
Term deposits - current	Financial assets at amortised cost	0	29,500,000	29,500,000	SUNCORP
Term deposits - current	Financial assets at amortised cost	0	27,000,000	27,000,000	CREDIT UNION AUSTRALIA
Term deposits - current	Financial assets at amortised cost	0	13,000,000	13,000,000	AMP
Term deposits - current	Financial assets at amortised cost	0	5,500,000	5,500,000	HERITAGE
Other investment - non current	Financial assets at amortised cost	0	789,167	789,167	BARCLAYS BANK
Other investment - non current	Financial assets at amortised cost	0	19,000,000	19,000,000	BANK OF QUEENSLAND
Other investment - non current	Financial assets at amortised cost	0	10,000,000	10,000,000	DEFENCE BANK
Other investment - non current	Financial assets at amortised cost	0	1,500,000	1,500,000	AMP
Other investment - non current	Financial assets at amortised cost	0	21,500,000	21,500,000	ING BANK
<b>Total</b>		<b>44,688,099</b>	<b>220,751,254</b>	<b>265,439,352</b>	
<b>Comprising</b>					
		Unrestricted	Restricted	Total Cash	
		\$	\$	\$	
Cash and cash equivalents		9,450,185	0	9,450,185	
Financial assets at amortised cost		35,237,913	220,751,254	255,989,167	
		<b>44,688,099</b>	<b>220,751,254</b>	<b>265,439,352</b>	

KEY INFORMATION

Cash and cash equivalents include cash on hand, cash at bank, deposits available on demand with banks and other short term highly liquid investments highly liquid investments with original maturities of three months or less that are readily convertible to known amounts of cash and which are subject to an insignificant risk of changes in value and bank overdrafts. Bank overdrafts are reported as short term borrowings in current liabilities in the statement of net current assets.

The local government classifies financial assets at amortised cost if both of the following criteria are met:  
the asset is held within a business model whose objective is to collect the contractual cashflows, and  
the contractual terms give rise to cash flows that are solely payments of principal and interest.

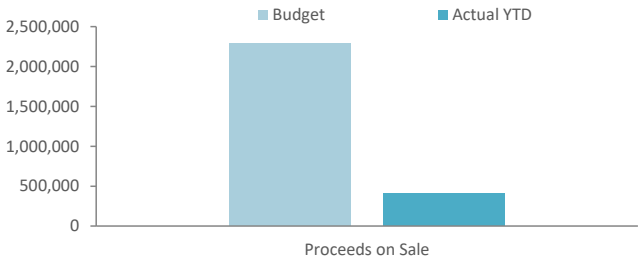
Financial assets at amortised cost held with registered financial institutions are listed in this note other financial assets at amortised cost are provided in Note 4 - Other assets.



NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY  
FOR THE PERIOD ENDED 29 FEBRUARY 2024

OPERATING ACTIVITIES  
NOTE 3  
DISPOSAL OF ASSETS

Asset Ref.	Asset description	Budget				YTD Actual			
		Net Book Value	Proceeds	Profit	(Loss)	Net Book Value	Proceeds	Profit	(Loss)
		\$	\$	\$	\$	\$	\$	\$	\$
	Plant and equipment	1,006,920	2,288,908	1,281,988	0	483,553	411,937	0	(71,617)
		1,006,920	2,288,908	1,281,988	0	483,553	411,937	0	(71,617)



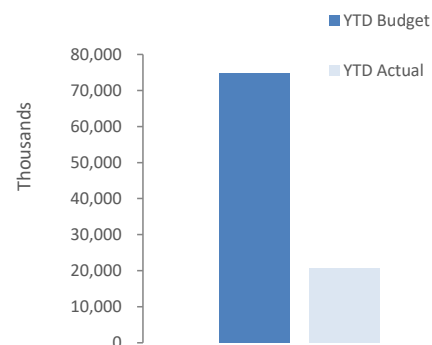
**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY  
FOR THE PERIOD ENDED 29 FEBRUARY 2024**

**INVESTING ACTIVITIES  
NOTE 4  
CAPITAL ACQUISITIONS**

Capital acquisitions	Amended		YTD Actual	YTD Actual Variance
	Budget	YTD Budget		
	\$	\$	\$	\$
Buildings	19,701,313	4,783,918	3,920,937	(862,981)
Furniture and equipment	1,085,000	210,000	227,661	17,661
Fleet and equipment	15,000,537	2,979,029	2,541,814	(437,215)
Information technology	4,801,803	940,048	710,998	(229,050)
Infrastructure - roads	9,989,213	5,653,199	5,528,319	(124,880)
Infrastructure - drainage	5,665,091	914,807	653,561	(261,246)
Infrastructure - footpath	2,122,392	1,140,330	1,032,539	(107,791)
Infrastructure - parks hard	7,427,874	3,122,103	2,941,582	(180,521)
Infrastructure - parks landscaping	1,257,799	740,702	713,888	(26,814)
Infrastructure - landfill site	4,450,091	2,124,894	1,872,389	(252,505)
Infrastructure - marina	1,264,224	92,426	385,979	293,553
Infrastructure - coastal	2,050,873	268,444	133,663	(134,781)
<b>Payments for Capital Acquisitions</b>	<b>74,816,210</b>	<b>22,969,899</b>	<b>20,663,330</b>	<b>(2,306,569)</b>
<b>Total Capital Acquisitions</b>	<b>74,816,210</b>	<b>22,969,899</b>	<b>20,663,330</b>	<b>(2,306,569)</b>
<b>Capital Acquisitions Funded By:</b>				
	\$	\$	\$	\$
Capital grants and contributions	(4,868,540)	3,028,751	2,341,348	(687,403)
Other (disposals & C/Fwd)	(2,288,908)	(375,681)	(411,937)	(36,256)
Cash backed reserves				
Plant & Vehicle Replacement	(10,585,955)	(1,801,200)	(1,699,840)	101,360
Information Technology	(205,000)	0	0	0
Waste & Recycling	(5,152,890)	(419,121)	(1,694,487)	(1,275,366)
Land Development and Investment Fund	(1,036,373)	(437,559)	(391,450)	46,109
Roads & Drainage Infrastructure	(2,614,005)	0	0	0
Community Infrastructure	(8,619,056)	(336,761)	(287,430)	49,331
Port Coogee Special Maintenance - SAR	(280,000)	(33,446)	(33,446)	0
Community Surveillance	(722,889)	(50,250)	(134)	50,116
Waste Collection	(379,704)	(379,704)	0	379,704
CIHCF Building Maintenance	(300,000)	(29,780)	(38,125)	(8,345)
Cockburn ARC Building Maintenance	(1,265,000)	(264,616)	(109,355)	155,261
Carry Forward Projects	(14,882,721)	(4,539,802)	(1,861,958)	2,677,843
Port Coogee Marina Assets Replacement	(578,470)	0	(136,538)	(136,538)
Port Coogee Waterways - WEMP	(344,600)	0	0	0
Contribution - operations	(20,283,227)	(17,251,857)	(16,339,977)	911,881
<b>Capital funding total</b>	<b>(74,816,210)</b>	<b>(22,969,899)</b>	<b>(20,663,330)</b>	<b>2,306,569</b>

**SIGNIFICANT ACCOUNTING POLICIES**

Assets are initially recognised at cost. Cost is determined as the fair value of the assets given as consideration plus costs incidental to the acquisition. For assets acquired at no cost or for nominal consideration, cost is determined as fair value at the date of acquisition. The cost of non-current assets constructed by the local government includes the cost of all materials used in the construction, direct labour on the project and an appropriate proportion of variable and fixed overhead. Certain asset classes may be revalued on a regular basis such that the carrying values are not materially different from fair value. Assets carried at fair value are to be revalued with sufficient regularity to ensure the carrying amount does not differ materially from that determined using fair value at reporting date.



NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY  
FOR THE PERIOD ENDED 29 FEBRUARY 2024

FINANCING ACTIVITIES  
NOTE 5  
BORROWINGS

repayments - borrowings

Information on borrowings	Loan No.	1 July 2023	New Loans		Principal Repayments		Principal Outstanding		Interest Repayments	
			Actual	Budget	Actual	Budget	Actual	Budget	Actual	Budget
articulars		\$	\$	\$	\$	\$	\$	\$	\$	\$
recreation and culture										
to assist fund the Cockburn Central West development	8	7,500,000	0	0	1,250,000	2,500,000	6,250,000	5,000,000	137,346	350,000
/Fwd Balance		7,500,000	0	0	1,250,000	2,500,000	6,250,000	5,000,000	137,346	350,000
Total		7,500,000	0	0	1,250,000	2,500,000	6,250,000	5,000,000	137,346	350,000
Current borrowings		3,226,983					1,250,000			
Non-current borrowings		4,273,017					5,000,000			
		7,500,000					6,250,000			

All debenture repayments were financed by general purpose revenue.

KEY INFORMATION

All loans and borrowings are initially recognised at the fair value of the consideration received less directly attributable transaction costs. After initial recognition, interest-bearing loans and borrowings are subsequently measured at amortised cost using the effective interest method. Fees paid on the establishment of loan facilities that are yield related are included as part of the carrying amount of the loans and borrowings.

**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY  
FOR THE PERIOD ENDED 29 FEBRUARY 2024**

**OPERATING ACTIVITIES  
NOTE  
CASH RESERVE**

Reserve name	Opening Balance	Budget Interest Earned	Actual Interest Earned	Budget Transfers In (+)	Actual Transfers In (+)	Budget Transfers Out (-)	Actual Transfers Out (-)	Budget Closing Balance	Actual YTD Closing Balance
	\$	\$	\$	\$	\$	\$	\$	\$	\$
<b>Council Funded</b>									
Aff Payments & Entitlements	1,762,036	0	0	0	0	(41,475)	0	1,720,561	1,762,036
Ant & Vehicle Replacement	12,489,426	0	0	3,085,500	3,042,142	(10,585,955)	(1,699,840)	4,988,971	13,831,722
Formation Technology	3,147,908	0	0	1,500,000	1,500,000	(205,000)	0	4,442,908	4,647,908
Major Building Refurbishment	20,348,071	0	0	1,500,000	1,500,000	0	0	21,848,071	21,848,071
Waste & Recycling	17,965,167	0	0	6,652,238	0	(5,232,890)	(1,694,487)	19,384,515	16,270,688
Land Development and Investment Fund	4,041,642	0	0	1,584,000	0	(3,902,042)	(2,339,412)	1,723,601	1,702,236
Roads & Drainage Infrastructure	16,796,728	0	0	3,061,211	3,061,211	(6,708,661)	(1,621,982)	13,149,278	18,235,955
Dredge Base Shacks	1,291,186	0	0	150,000	0	0	0	1,441,186	1,291,186
Community Infrastructure	39,902,481	0	0	0	0	(8,708,525)	(287,430)	31,193,957	39,615,055
Insurance	2,109,607	0	0	0	0	0	(67,986)	2,109,607	2,041,621
Greenhouse Action Fund	1,108,938	0	0	200,000	200,000	0	0	1,308,938	1,308,938
MARP Post Closure Management & Containment	4,871,959	0	0	3,932,535	0	(360,000)	(2,225)	8,444,494	4,869,733
Municipal Elections	301,420	0	0	150,000	150,000	(300,000)	0	151,420	451,420
Community Surveillance	936,514	0	0	300,000	300,000	(1,156,533)	(63,053)	79,981	1,173,465
Waste Collection	9,920,005	0	0	1,258,368	0	(649,974)	0	10,528,399	9,920,005
Environmental Offset	248,759	0	0	0	0	0	0	248,759	248,759
Barra Lake Management Plan	15,267	0	0	0	0	0	0	15,267	15,267
HCF Building Maintenance	12,119,211	0	0	1,000,000	606,189	(335,000)	(38,125)	12,784,211	12,687,277
Blackburn ARC Building Maintenance	8,175,048	0	0	1,500,000	1,500,000	(1,265,000)	(109,355)	8,410,048	9,565,693
Priority Forward Projects	15,701,407	0	0	8,759,609	8,759,609	(16,444,341)	(1,863,456)	8,016,675	22,597,555
Port Coogee Marina Assets Replacement	2,298,541	0	0	300,000	0	(578,470)	(136,538)	2,020,071	2,162,009
Port Coogee Beach Foreshore Management	118,334	0	11,934	1,000,000	673,480	0	0	1,118,334	803,744
<b>Total Council Funded Reserve</b>	<b>175,669,657</b>	<b>0</b>	<b>11,934</b>	<b>35,933,461</b>	<b>21,292,631</b>	<b>(56,473,865)</b>	<b>(9,923,889)</b>	<b>155,129,253</b>	<b>187,050,333</b>
<b>Restricted Funded</b>									
Depreciated and Disabled Asset Replacement	476,874	0	11,155	0	0	(330,000)	0	146,874	488,029

NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY  
FOR THE PERIOD ENDED 29 FEBRUARY 2024

OPERATING ACTIVITIES  
NOTE  
CASH RESERVE

Reserve name	Opening Balance	Budget Interest Earned	Actual Interest Earned	Budget Transfers In (+)	Actual Transfers In (+)	Budget Transfers Out (-)	Actual Transfers Out (-)	Budget Closing Balance	Actual YTD Closing Balance
	\$	\$	\$	\$	\$	\$	\$	\$	\$
Welfare Projects Employee Entitlements	858,114	0	11,460	0	0	(20,629)	0	837,485	869,577
Port Coogee Special Maintenance - SAR	2,119,576	0	54,408	430,000	427,964	(531,681)	(265,499)	2,017,895	2,336,444
Port Coogee Waterways - SAR	307,267	0	10,593	110,500	112,342	0	0	417,767	430,200
Family Day Care Accumulation Fund	(0)	0	33	0	0	0	0	(0)	33
Naval Base Shack Removal	881,216	0	20,613	50,000	0	(20,000)	0	911,216	901,829
Restricted Grants & Contributions	7,448,742	0	0	0	0	(6,033,617)	(5,831,608)	1,415,126	1,617,134
Public Open Space - Various	5,172,673	0	117,928	114,000	192,872	0	0	5,286,673	5,483,471
Port Coogee Waterways - WEMP	1,042,500	0	25,444	0	0	(473,626)	(30,256)	568,874	1,037,688
Rockburn Coast SAR	124,974	0	3,831	60,500	63,179	(22,323)	(11,745)	163,151	180,233
<b>Total Restricted Funded Reserve</b>	<b>18,431,937</b>	<b>0</b>	<b>255,463</b>	<b>765,000</b>	<b>796,357</b>	<b>(7,431,875)</b>	<b>(6,139,108)</b>	<b>11,765,061</b>	<b>13,344,644</b>
<b>Developer Contribution Plans</b>									
Community Infrastructure (DCA 13)	924,399	0	62,482	3,000,000	2,511,229	(2,962,102)	0	962,297	3,498,111
Developer Contribution Plans - Various	14,652,324	0	319,831	1,766,988	1,096,840	(453,777)	0	15,965,535	16,068,999
<b>Total Developer Contribution Reserve</b>	<b>15,576,723</b>	<b>0</b>	<b>382,313</b>	<b>4,766,988</b>	<b>3,608,070</b>	<b>(3,415,879)</b>	<b>0</b>	<b>16,927,832</b>	<b>19,567,110</b>
<b>Total Cash Reserve</b>	<b>209,678,316</b>	<b>0</b>	<b>649,710</b>	<b>41,465,449</b>	<b>25,697,058</b>	<b>(67,321,619)</b>	<b>(16,062,997)</b>	<b>183,822,146</b>	<b>219,962,088</b>



NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY  
FOR THE PERIOD ENDED 29 FEBRUARY 2024

OPERATING ACTIVITIES  
NOTE 7  
OTHER CURRENT LIABILITIES

Other current liabilities	Note	Opening Balance 1 July 2023	Liability Increase	Liability Reduction	Closing Balance 29 February 2024
		\$	\$	\$	\$
<b>Contract liabilities</b>					
Unspent grants, contributions and reimbursements					
- non-operating		1,211,129	2,331,124	(1,234,242)	2,308,012
<b>Total unspent grants, contributions and reimbursements</b>		1,211,129	2,331,124	(1,234,242)	2,308,012
<b>Provisions</b>					
Annual leave		4,643,393	37,796,749	(37,880,950)	4,559,192
Long service leave		4,669,795	0	0	4,669,795
<b>Total Provisions</b>		9,313,188	37,796,749	(37,880,950)	9,228,987
<b>Total other current liabilities</b>		<b>10,524,317</b>	<b>40,127,873</b>	<b>(39,115,192)</b>	<b>11,536,998</b>
Amounts shown above include GST (where applicable)					

KEY INFORMATION

Provisions

Provisions are recognised when the City has a present legal or constructive obligation, as a result of past events, for which it is probable that an outflow of economic benefits will result and that outflow can be reliably measured.

Provisions are measured using the best estimate of the amounts required to settle the obligation at the end of the reporting period.

Employee benefits

Short-term employee benefits

Provision is made for the City’s obligations for short-term employee benefits. Short-term employee benefits are benefits (other than termination benefits) that are expected to be settled wholly before 12 months after the end of the annual reporting period in which the employees render the related service, including wages, salaries and sick leave. Short-term employee benefits are measured at the (undiscounted) amounts expected to be paid when the obligation is settled.

The City’s obligations for short-term employee benefits such as wages, salaries and sick leave are recognised as a part of current trade and other payables in the calculation of net current assets.

Other long-term employee benefits

The City’s obligations for employees’ annual leave and long service leave entitlements are recognised as provisions in the statement of financial position.

Long-term employee benefits are measured at the present value of the expected future payments to be made to employees. Expected future payments incorporate anticipated future wage and salary levels, durations of service and employee departures and are discounted at rates determined by reference to market yields at the end of the reporting period on government bonds that have maturity dates that approximate the terms of the obligations. Any remeasurements for changes in assumptions of obligations for other long-term employee benefits are recognised in profit or loss in the periods in which the changes occur. The City’s obligations for long-term employee benefits are presented as non-current provisions in its statement of financial position, except where the City does not have an unconditional right to defer settlement for at least 12 months after the end of the reporting period, in which case the obligations are presented as current provisions.

Contract liabilities

An entity’s obligation to transfer goods or services to a customer for which the entity has received consideration (or the amount is due) from the customer. Grants to acquire or construct recognisable non-financial assets to identified specifications be constructed to be controlled by the City are recognised as a liability until such time as the City satisfies its obligations under the agreement.

**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY  
FOR THE PERIOD ENDED 29 FEBRUARY 2024**

**NOTE 8  
BUDGET AMENDMENTS**

Amendments to original budget since budget adoption. Surplus/(Deficit)

Project/ Activity	Description	Council Resolution	Classification	Non Cash Adjustment	Increase in Available Cash	Decrease in Available Cash	Amended Budget Running Balance
				\$	\$	\$	\$
	<b>Budget adoption</b>						262,844
Various	Expenditure Review Committee July 2023	OCM 10/08/2023				(106,226)	156,618
24111	Coogee Golf Complex flora and fauna study	OCM 10/08/2023				(125,000)	31,618
V7768	Increase expenditure to purchase landfill compactor	OCM 14/09/2023	Capital Expenses			(195,000)	(163,382)
V7768	Increase funding from reserve to purchase landfill compactor	OCM 14/09/2023	Transfer from Reserve		195,000		31,618
Various	Expenditure Review Committee September 2023	OCM 05/10/2023			417,092		448,710
	Increase funding from Carry Forward Reserve to fund						
V4712	Cockburn BMX project at Malabar Park	OCM 10/08/2023	Transfer from Reserve		3,000,000		3,448,710
	Increase external funding from CSRFF to fund Cockburn BMX						
V4712	project at Malabar Park	OCM 10/08/2023	Capital Revenue		100,000		3,548,710
	Increase funding from Contaminated Sites & HWRP Reserve						
V4712	to fund Cockburn BMX project at Malabar Park	OCM 10/08/2023	Transfer from Reserve		300,000		3,848,710
V4712	Increase funding from Community Infrastructure Reserve to fund	OCM 10/08/2023	Transfer from Reserve		1,900,000		5,748,710
	Increase expenditure to construct Cockburn BMX at Malabar						
V4712	Park	OCM 10/08/2023	Capital Expenses			(5,300,000)	448,710
24051	Increase Expense Resident CCTV Rebate Program	OCM 14/12/2023				(50,000)	398,710
	Increase Funding from Reserve for Resident CCTV Rebate						
24051	Program	OCM 14/12/2023			50,000		448,710
Various	Expenditure Review Committee November 2023	OCM 14/12/2023				(89,244)	359,467
				0	5,962,092	(5,865,470)	

**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY  
FOR THE PERIOD ENDED 29 FEBRUARY 2024**

**NOTE 9  
EXPLANATION OF MATERIAL VARIANCES**

The material variance thresholds are adopted annually by Council as an indicator of whether the actual expenditure or revenue varies from the year to date Actual materially.

The material variance adopted by Council for the 2023-24 year is \$300,000 or 0.00% whichever is the greater.

Reporting Program	Var. \$	Var. %	Timing/ Permanent	Explanation of Variance
<b>Revenue from operating activities</b>				
Community Development & Services	464,131	8.98%	▲ Timing	Revenue delayed
Operations & Maintenance	727,336	6.22%	▲ Timing	Revenue brought forward
Property & Assets	461,218	16.00%	▲ Timing	Revenue brought forward
<b>Expenditure from operating activities</b>				
Recreation Infrastructure & Services	660,200	5.70%	▲ Timing	Expenditure delayed
Community Development & Services	978,179	10.98%	▲ Timing	Expenditure brought forward
Development Assessment & Compliance	591,926	12.67%	▲ Timing	Expenditure brought forward
Property & Assets	566,484	6.66%	▲ Timing	Expenditure brought forward
People Experience	329,627	12.07%	▲ Timing	Expenditure brought forward
Transformation, Culture & Innovation	341,375	50.90%	▲ Timing	Expenditure brought forward
<b>Investing activities</b>				
Payments for property, plant and equipment and infrastructure	2,306,569	10.04%	▲ Timing	Expenditure brought forward
<b>Financing activities</b>				
Transfer from reserves	(2,699,856)	(14.39%)	▼ Timing	Expenditure brought forward
Transfer to reserves	(5,095,990)	(23.98%)	▼ Timing	Revenue delayed

## 14.2.5 Payments Made from Municipal Fund and Local Procurement Summary - February 2024

<b>Executive</b>	A/Chief Financial Officer
<b>Author</b>	A/Head of Finance
<b>Attachments</b>	<ol style="list-style-type: none"> <li>1. Payment Listing February 2024 <a href="#">↓</a></li> <li>2. Purchase Cards Transactions Report February 2024</li> <li>3. BP Fuel Card February 2024</li> <li>4. Credit Card Transactions Report January 2024</li> <li>5. Payment Listing February 2024 (<b>Confidential</b>) <a href="#">↓</a></li> </ol>

### RECOMMENDATION

That Council:

- (1) RECEIVES the list of payments from the Municipal Fund during the month of February 2024, as attached to the Agenda; and
- (2) RECEIVES the list of transactions made from purchase cards during the month of February 2024, as attached to the Agenda.

### Background

Council has delegated its power to make payments from the Municipal or Trust Fund to the Chief Executive Officer and other sub-delegates under Delegated Authority 'Local Government Act 1995 - Payment from Municipal and Trust Funds'.

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.

A new Regulation 13A under the Local Government (Financial Management) Regulations has come into effect on 1 September 2023, requiring a list of payments to be prepared and presented to Council each month for those made by employees using credit, debit, or other purchasing cards.

It should be noted the City has already been reporting in this format since July 2022, following a Council decision at that time to introduce detailed credit card expenditure reporting.

### Submission

N/A

### Report

Payments made under delegation during the month of February totalled \$15.05 million, and a listing of these is attached to the agenda for review by Council.

These comprise:

- EFT payments (suppliers, sundry creditors) - \$11.11 million (802 payments)
- Cancelled EFT payments - \$2,786
- Payroll payments - \$3.86 million (2 fortnights)

- Corporate credit cards – total of \$66,598 (66 cards used)
- Bank transactional fees (BPay and merchant fees) - \$10,708.

The City has several payment runs each month to ensure its trade suppliers are paid on a timely basis, particularly local and small businesses.

Also attached is the monthly credit card payments report, showing January transactions (paid in February) grouped by cardholder position. There were 10 transactions made on the CEO's credit card for \$283.

The following table summarises all purchases made by corporate credit cards for the month of January (settled in February), representing 0.60% of the City's monthly expenditure spend:

Description	Amount	Major items
Advertising	7,084.87	Facebook advertising
Application, Licence, Registration Fees	990.19	Chartered Accountant membership
Bank and Other Fees	62.99	Bank fees
Conferences and Seminars	3,996.00	ALIA Conference, Property Law Seminar
Disputed Transaction	-1,245.57	Refunded transactions
Equipment Purchases	3,543.53	Chairs for Seniors Centre
Events and Functions	11,839.06	Annual staff recognition event, seniors centre outing
Hire of Equipment and Facilities	980.38	Indoor plant hire
Meeting/Workshop	148.96	Stakeholder meeting
Catering		
Office Supplies	953.33	iPad pens, diaries, stationery
Parking Expenses	162.28	Parking
Professional Services	1,495.81	Recruitment advertising, design fee, euthanasia of animal
Program Costs	2,958.44	Youth Outrage program, vouchers for citizen award winners
Subscriptions and Memberships	6,833.19	Family Day Care system subscription, ARC survey, annual CCTV design tool
Supplies and Materials Purchases	23,411.23	Library books, turf textbooks, expanding barrier, bin bombs (deodorant), soap refills and holders, kitchen shelving at Meller Park
Training & Professional Development	3,484.40	Business writing course, IAP2 advanced training
Travel and Accommodation	-101.38	
<b>Grand Total</b>	<b>66,597.71</b>	

The Department of Local Government, Sport and Cultural Industries has provided guidance on the types of purchase cards to be included in monthly reporting to Council, being those using an approved line of credit. These include the following:

- business or corporate credit cards
- debit cards
- store cards
- fuel cards
- taxi cards.

The City has reviewed its purchase cards held across the City and identified the following usage for February 2024:

- Woolworths Group – 6 cards totalling \$4,041
- Bunnings PowerPass - 13 cards totalling \$5,035
- BP Plus fuel card – 91 cards totalling \$31,676.

#### Local Procurement

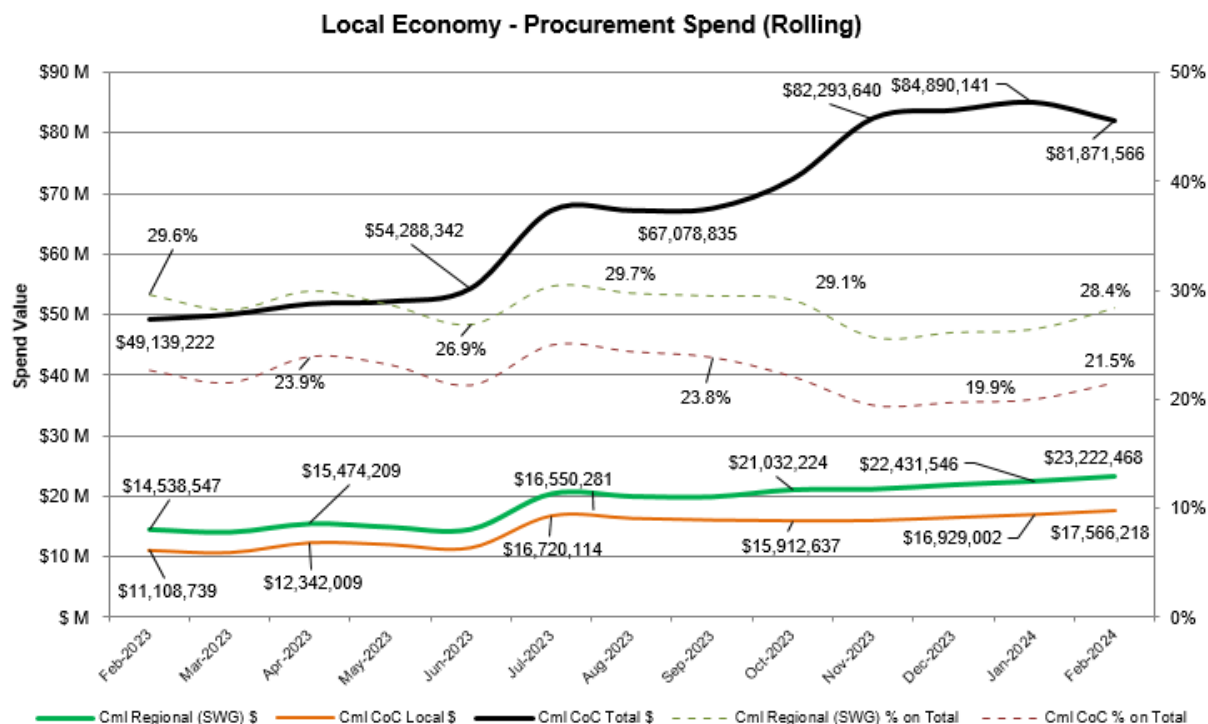
Monthly statistics on local and regional procurement spend are summarised below, showing the spend amounts and percentages against total spend:

Procurement Report - Local Buy Summary & Trends					February	2024
Monthly Statistics	Local/Regional Spend	\$1,752,461	CoC Local \$	24.1%	Local/Regional \$	34.0%
	CoC Local Spend	\$1,246,037	CoC Local %	30.3%	Local/Regional %	39.6%
Aboriginal Engagement	Suppliers used YTD	11	Orders raised	40	Committed spend YTD	\$94,077

In February, local spending within Cockburn made up 24.10 percent of the City's monthly spend, comprising 30.30 percent of all procurement transactions made for the month.

Within the Perth South West Metropolitan Alliance (PSWMA) region, this increased to 34.00 percent of monthly spend from 39.60 percent of transactions.

The following one year rolling chart to February 2024 tracks the City's procurement spend with businesses located within Cockburn and the PSWMA.



The 12-month rolling local Cockburn spend was \$17.57 million, representing 21.50 percent of the City's total spend, with \$23.22 million or 28.40 percent of total spend within the PSWMA.

### Social Procurement

To the end of February, the City had engaged eleven (11) aboriginal businesses, with a total YTD spend of \$94,077 (11 businesses and \$90,715 in January).

The above results track the City's performance in achieving Council's "local and regional economy" and the "social" principle contained within its Procurement Policy (i.e. a buy local procurement preference).

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

#### Local Economy

A sustainable and diverse local economy that attracts increased investment and provides local employment.

- Thriving local commercial centres, local businesses and tourism industry.

#### Listening & Leading

A community focused, sustainable, accountable and progressive organisation.

- Best practice Governance, partnerships and value for money.
- High quality and effective community engagement and customer service experiences.



**Budget/Financial Implications**

All payments made have been provided for within the City's Annual Budget, as adopted and amended by Council.

**Legal Implications**

This item ensures compliance with s6.10(d) of the Local Government Act 1995 and Regulations 12, 13, and 13A of the *Local Government (Financial Management) Regulations 1996*.

**Community Consultation**

N/A

**Risk Management Implications**

Council is receiving the list of payments already made by the City under delegation in meeting its contractual obligations.

This is a statutory requirement and allows Council to review and clarify any payment that has been made.

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

N/A

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

Nil

## FEBRUARY 2024 PAYMENT LISTING

## MUNICIPAL FUND

PAYMENT No.	ACCOUNT No.	PAYEE	PAYMENT DESCRIPTION	DATE	VALUE \$
EF166258	10152	Aust Services Union	Payroll Deductions	5/02/2024	777.00
EF166259	10154	Australian Taxation Office	Payroll Deductions	5/02/2024	633,367.00
EF166260	10305	Child Support Agency	Payroll Deductions	5/02/2024	1,385.95
EF166261	19726	Health Insurance Fund Of Wa	Payroll Deductions	5/02/2024	1,100.25
EF166262	27874	Smartsalary	Salary Packaging/Leasing Administration	5/02/2024	15,278.84
EF166263	28458	Easi Group	Novated Leasing	5/02/2024	8,325.45
EF166264	28741	The Local Government, Racing & Cemeteries Employees Union Wa Lgr	Union	5/02/2024	44.00
EF166265	10244	Building & Const Industry Training Fund	Levy Payment	6/02/2024	32,299.71
EF166266	26987	Cti Risk Management	Security - Cash Collection	6/02/2024	669.35
EF166267	27762	Ponies For Any Occasion The Trustee For Freeman Trading Trust	Amusement - Pony Rides	6/02/2024	640.00
EF166268	99997	Family Day Care	Fdc Payment W/E 04/02/2024	8/02/2024	51,792.25
EF166269	26987	Cti Risk Management	Security - Cash Collection	13/02/2024	837.20
EF166270	99997	Mazzuma Pty Ltd	Jennifer@Bestwestcare.Net.Au	13/02/2024	3,380.00
EF166271	10086	Arteil Wa Pty Ltd	Ergonomic Chairs	15/02/2024	55.00
EF166272	10091	Aslab Pty Ltd	Asphalting Services/Supplies	15/02/2024	712.36
EF166273	10097	Blackwoods Atkins	Engineering Supplies	15/02/2024	1,742.16
EF166274	10118	Australia Post	Postage Charges	15/02/2024	11,870.70
EF166275	10170	Macri Partners	Auditing Services	15/02/2024	3,441.90
EF166276	10207	Boc Gases	Gas Supplies	15/02/2024	614.90
EF166277	10221	Bp Australia Pty Ltd	Diesel/Petrol Supplies	15/02/2024	28,941.91
EF166278	10226	Bridgestone Australia Ltd	Tyre Services	15/02/2024	43,360.65
EF166279	10239	Budget Rent A Car - Perth	Motor Vehicle Hire	15/02/2024	1,612.93
EF166280	10246	Bunnings Building Supplies Pty Ltd	Hardware Supplies	15/02/2024	2,104.82
EF166281	10287	Centreline Markings	Linemarking Services	15/02/2024	5,445.00
EF166282	10344	Business Foundations Incorporated	Donation	15/02/2024	1,100.00
EF166283	10359	Cockburn Painting Service	Painting Supplies/Services	15/02/2024	8,558.00
EF166284	10483	Landgate	Mapping/Land Title Searches	15/02/2024	1,545.48
EF166285	10526	E & Mj Rosher Pty Ltd	Mower Equipment	15/02/2024	2,050.62
EF166286	10528	Easifleet	Vehicle Lease	15/02/2024	639.03
EF166287	10535	Workpower Incorporated	Employment Services - Planting	15/02/2024	11,217.57
EF166288	10589	Fines Enforcement Registry	Fines Enforcement Fees	15/02/2024	5,761.50
EF166289	10683	Gronbek Security	Locksmith Services	15/02/2024	3,410.13
EF166290	10783	Jandakot Metal Industries Pty Ltd	Metal Supplies	15/02/2024	1,053.80
EF166291	10787	Jandakot Accident Repair Centre	Panel Beating Services	15/02/2024	2,000.00

EF166292	10879	Les Mills Aerobics	Instruction/Training Services	15/02/2024	1,724.95
EF166293	10913	Bucher Municipal Pty Ltd	Purchase Of New Plant / Repair Services	15/02/2024	178.22
EF166294	10918	Main Roads Wa	Repairs/Maintenance/Funding Contribution	15/02/2024	21,964.97
EF166295	10923	Major Motors Pty Ltd	Repairs/Maintenance Services	15/02/2024	135,507.30
EF166296	10938	Mrp Pest Management	Pest & Weed Management	15/02/2024	972.84
EF166297	10944	Mcleods	Legal Services	15/02/2024	25,545.96
EF166298	10953	Melville-Cockburn Chamber Of Commerce	Sponsorship	15/02/2024	220.00
EF166299	10982	Modern Teaching Aids Pty Ltd	Teaching Aids	15/02/2024	1,467.35
EF166300	10991	Beacon Equipment	Mowing Equipment	15/02/2024	1,403.80
EF166301	11004	Murdoch University Office Of Finance, Planning & Reporting	Analysing Services	15/02/2024	1,292.50
EF166302	11028	Neverfail Springwater Ltd	Bottled Water Supplies	15/02/2024	12.78
EF166303	11036	Northlake Electrical Pty Ltd	Electrical Services	15/02/2024	33,944.10
EF166304	11077	P & G Body Builders Pty Ltd	Plant Body Building Services	15/02/2024	4,856.50
EF166305	11182	Premium Brake & Clutch Services Pty Ltd	Brake Services	15/02/2024	963.60
EF166306	11235	Reinforced Concrete Pipes Pty Ltd	Concrete Pipe Supplies	15/02/2024	13,304.39
EF166307	11247	Richgro Wa	Gardening Supplies	15/02/2024	329.60
EF166308	11307	Satellite Security Services Pty Ltd	Security Services	15/02/2024	8,425.67
EF166309	11308	Boss Industrial Formally Sba Supplies	Hardware Supplies	15/02/2024	856.05
EF166310	11334	Shenton Pumps	Pool Equipment/Services	15/02/2024	14,269.57
EF166311	11441	Spare Parts Puppet Theatre Inc	Entertainment Services	15/02/2024	605.00
EF166312	11470	Sportsworld Of Wa	Sport Supplies	15/02/2024	6,766.65
EF166313	11483	St John Ambulance Aust Wa Operations	First Aid Courses	15/02/2024	2,310.00
EF166314	11502	State Law Publisher	Advertising Services	15/02/2024	93.60
EF166315	11511	Statewide Bearings	Bearing Supplies	15/02/2024	205.52
EF166316	11619	Titan Ford	Purchase Of Vehicles & Servicing	15/02/2024	40,552.79
EF166317	11625	Nutrien Water	Reticulation Supplies	15/02/2024	12,819.46
EF166318	11642	Trailer Parts Pty Ltd	Trailer Parts	15/02/2024	504.55
EF166319	11651	Tree Watering Services	Tree Watering Services	15/02/2024	8,640.00
EF166320	11684	University Of Western Australia	Educational/Research Services	15/02/2024	33,154.00
EF166321	11701	Vibra Industrial Filtration Australasia	Filter Supplies	15/02/2024	1,226.50
EF166322	11715	Wa Bluemetal	Roadbase Supplies	15/02/2024	12,510.94
EF166323	11773	Nutrien Ag Solutions	Chemical Supplies	15/02/2024	807.95
EF166324	11787	Department Of Transport	Vehicle Search Fees	15/02/2024	2,913.20
EF166325	11789	Walga	Advertising/Training Services	15/02/2024	1,100.00
EF166326	11793	Western Irrigation Pty Ltd	Irrigation Services/Supplies	15/02/2024	109,822.63
EF166327	11795	Western Power	Street Lighting Installation & Service	15/02/2024	443.89
EF166328	11828	Worldwide Online Printing - O'connor	Printing Services	15/02/2024	477.00
EF166329	12014	Tutt Bryant Equipment Bt Equipment Pty Ltd T/As	Excavating/Earthmoving Equipment	15/02/2024	1,298.62
EF166330	12153	Hays Personnel Services Pty Ltd	Employment Services	15/02/2024	7,493.00
EF166331	12207	Civica Pty Ltd	Software Support/Licence Fees	15/02/2024	1,826.35

EF166332	12295	Stewart & Heaton Clothing Co. Pty Ltd	Clothing Supplies	15/02/2024	183.68
EF166333	12394	Mp Rogers & Associates	Consultancy Services - Marine	15/02/2024	9,716.86
EF166334	12693	Suffling, Thomas James T/A Rivergods	Outdoor Activities - Rafting	15/02/2024	1,650.00
EF166335	13475	The Trustee For Burgess Rawson Wa Unit Trust Burgess Rawson (Wa)	Property Management	15/02/2024	11,817.09
EF166336	13558	Etc Solutions	Consultants Services	15/02/2024	6,325.00
EF166337	13563	Green Skills Inc	Employment Services	15/02/2024	29,667.95
EF166338	13692	Advans Display (1954) Pty Ltd Advans Exhibition Services	Exhibition & Hire Services	15/02/2024	2,451.90
EF166339	13779	Porter Consulting Engineers	Engineering Consultancy Services	15/02/2024	4,070.00
EF166340	14350	Baileys Fertiliser	Fertiliser Supplies	15/02/2024	10,928.10
EF166341	15271	Ple Computers Pty Ltd	Computer Hardware	15/02/2024	645.00
EF166342	15393	Stratagreen	Hardware Supplies	15/02/2024	542.15
EF166343	15550	Apac Aid Inc	Plants & Landscaping Services	15/02/2024	510.00
EF166344	15588	Natural Area Consulting Management Services	Weed Spraying	15/02/2024	12,507.05
EF166345	15895	Royal Wolf Trading Australia Pty Ltd	Container Hire	15/02/2024	507.78
EF166346	16064	Cms Engineering	Airconditioning Services	15/02/2024	25,775.78
EF166347	16107	Wren Oil	Waste Disposal Services	15/02/2024	33.00
EF166348	16533	Total Packaging	Packaging	15/02/2024	463.38
EF166349	16985	Wa Premix	Concrete Supplies	15/02/2024	3,642.10
EF166350	17297	Australian Institute Of Traffic Planning And Management Aitpm	Membership / Seminars	15/02/2024	1,375.00
EF166351	17343	Rac Businesswise	Membership Subscription	15/02/2024	99.92
EF166352	17345	Kennards Hire - Myaree	Equipment Hire	15/02/2024	2,550.00
EF166353	17608	Nu-Trac Rural Contracting	Beach Cleaning/Firebreak Construction	15/02/2024	12,039.50
EF166354	17927	Sharyn Egan	Artistic Services	15/02/2024	880.00
EF166355	18073	Paramount Security Services	Security Services	15/02/2024	4,691.50
EF166356	18126	Dell Australia Pty Ltd	Computer Hardware	15/02/2024	275.00
EF166357	18203	Natsync Environmental	Pest Control	15/02/2024	1,209.00
EF166358	18272	Austraclear Limited	Investment Services	15/02/2024	324.92
EF166359	18533	Friends Of The Community Inc.	Donation	15/02/2024	301.48
EF166360	18799	Down To Earth Training & Assessing	Training Services	15/02/2024	1,920.00
EF166361	18962	Sealanes (1985) P/L	Catering Supplies	15/02/2024	850.62
EF166362	19533	Woolworths Group Ltd (Woolworths & Big W)	Groceries	15/02/2024	2,677.32
EF166363	19541	Turf Care Wa Pty Ltd	Turf Services	15/02/2024	206.06
EF166364	20000	Aust West Auto Electrical Pty Ltd	Auto Electrical Services	15/02/2024	10,999.08
EF166365	20146	Data#3 Limited	Contract It Personnel & Software	15/02/2024	94,936.82
EF166366	20247	Da Christie Pty Ltd	Parks & Recreational Products	15/02/2024	9,880.20
EF166367	20321	Riverjet Pty Ltd	Educting-Cleaning Services	15/02/2024	19,536.00
EF166368	20885	Tactile Indicators Perth	Tactiles	15/02/2024	3,320.00
EF166369	21294	Cat Haven	Animal Services	15/02/2024	1,536.70
EF166370	21627	Manheim Pty Ltd	Impounded Vehicles	15/02/2024	1,694.00
EF166371	21672	Mega Music Australia Pty Ltd	Musical Instruments/Sound Equipment	15/02/2024	885.00

EF166372	21744	Jb Hi Fi - Commercial	Electronic Equipment	15/02/2024	412.00
EF166373	21946	Ryan's Quality Meats	Meat Supplies	15/02/2024	1,229.46
EF166374	21988	O'brien Harrop Access Pty Ltd	Consultancy Services - Disability	15/02/2024	4,840.00
EF166375	22541	Surfing Western Australia Inc.	Training Services - Surfing	15/02/2024	1,160.00
EF166376	22553	Brownes Food Operations	Catering Supplies	15/02/2024	446.58
EF166377	22569	Sonic Health Plus Pty Ltd	Medical Services	15/02/2024	2,638.98
EF166378	22589	Jb Hi Fi - Cockburn	Electrical Equipment	15/02/2024	469.20
EF166379	22658	South East Regional Centre For Urban Landcare Inc (Sercul)	Urban Landcare Services	15/02/2024	7,779.22
EF166380	22806	Chevron Australia Downstream Fuels Pty Ltd	Fuel Supplies	15/02/2024	80,019.64
EF166381	22903	Unique International Recoveries Llc	Debt Collectors	15/02/2024	332.80
EF166382	23258	Carlisle Event Hire Pty Ltd	Hire-Party/Function Equipment	15/02/2024	4,510.00
EF166383	23351	Cockburn Gp Super Clinic Limited T/A Cockburn Integrated Health	Leasing Fees	15/02/2024	1,000.00
EF166384	23457	Totally Workwear Fremantle	Clothing - Uniforms	15/02/2024	3,251.47
EF166385	23570	A Proud Landmark Pty Ltd	Landscape Contruction Services	15/02/2024	11,236.50
EF166386	24275	Truck Centre Wa Pty Ltd	Purchase Of New Truck	15/02/2024	379.26
EF166387	24298	Tanks For Hire	Equipment Hire	15/02/2024	1,859.00
EF166388	24643	Bibliotheca Rfid Library Systems Australia Pty Ltd	Purchase Of Library Tags	15/02/2024	1,277.45
EF166389	24655	Automasters Spearwood	Vehicle Servicing	15/02/2024	8,899.75
EF166390	24736	Zenien	Cctv Camera Licences	15/02/2024	2,661.01
EF166391	24974	Scott Print	Printing Services	15/02/2024	14,465.00
EF166392	25121	Imagesource Digital Solutions	Billboards	15/02/2024	1,195.70
EF166393	25264	Acurix Networks Pty Ltd	Wifi Access Service	15/02/2024	6,470.20
EF166394	25418	Cs Legal	Legal Services	15/02/2024	7,364.00
EF166395	25586	Envirovap Pty Ltd	Hire Of Leachate Units	15/02/2024	22,880.00
EF166396	25645	Yelakitj Moort Nyungar Association Inc	Welcome To The Country Performances	15/02/2024	800.00
EF166397	25731	Wheelie Clean	Cleaning Services	15/02/2024	526.35
EF166398	25822	Fit2work.Com.Au Mercury Search And Selection Pty Ltd	Employee Check	15/02/2024	115.17
EF166399	26114	Grace Records Management	Records Management Services	15/02/2024	1,974.57
EF166400	26121	Cockburn Community Men's Shed Inc	Fabrication Services	15/02/2024	200.00
EF166401	26195	Play Check	Consulting Services	15/02/2024	385.00
EF166402	26257	Paperbark Technologies Pty Ltd	Arboricultural Consultancy Services	15/02/2024	638.00
EF166403	26303	Gecko Contracting Turf & Landscape Maintenance	Turf & Landscape Maintenance	15/02/2024	310,058.37
EF166404	26310	Local Geotechnics	Consultancy Services	15/02/2024	7,480.00
EF166405	26403	Ches Power Group Pty Ltd	Engineering Solutions / Back Up Generato	15/02/2024	302.50
EF166406	26449	Eco Shark Barrier Pty Ltd	Leasing Fee For Shark Barrier	15/02/2024	10,569.00
EF166407	26470	Scp Conservation	Fencing Services	15/02/2024	31,207.00
EF166408	26512	Xcellerate It Pty Ltd	It Equipment - Ocr Project	15/02/2024	24,311.87
EF166409	26558	Healthcare Australia Pty Ltd	Temporary Employment Services	15/02/2024	501.84
EF166410	26618	Global Spill Control Pty Ltd	Road Safety Products	15/02/2024	1,389.96
EF166411	26623	Sigma Chemicals Cromag Pty Ltd (Sigma Chemicals)	Chemicals - Pool	15/02/2024	2,081.20

EF166412	26626	Senversa Pty Ltd	Environmental Auditing	15/02/2024	2,392.50
EF166413	26651	Faunatrack	Fauna Survey	15/02/2024	28,050.00
EF166414	26705	Creative Adm	Marketing Services	15/02/2024	4,400.00
EF166415	26709	Talis Consultants Pty Ltd	Waste Consultancy TA23046	15/02/2024	153,611.70
EF166416	26722	Jenelle Russo Studio	Entertainer And Teacher	15/02/2024	350.00
EF166417	26745	Embroidme Myaree	Embroidery	15/02/2024	2,641.10
EF166418	26773	Laser Corps Combat Adventruers	Entry Fees	15/02/2024	1,094.00
EF166419	26782	Soft Landing	Recycling Services	15/02/2024	34,876.60
EF166420	26783	Leslie Hinton	Entertainment	15/02/2024	1,210.00
EF166421	26791	Monsterball Amusement & Hire	Amusement Hire	15/02/2024	3,190.00
EF166422	26812	Brooks Choice Removals	Removalists	15/02/2024	660.00
EF166423	26818	Perth's Outback Splash	Amusement	15/02/2024	2,153.00
EF166424	26843	Ergolink	Ergonomic Office Furniture	15/02/2024	513.00
EF166425	26888	Media Engine	Graphic Design, Marketing, Video Product	15/02/2024	795.00
EF166426	26898	Spandex Asia Pacific Pty Ltd	Signage Supplier	15/02/2024	251.08
EF166427	26915	Focused Vision Consulting Pty Ltd	Consulting	15/02/2024	8,301.70
EF166428	26928	Pathtech Pty Ltd	Scientific & Drug Testing Equipment	15/02/2024	1,055.95
EF166429	26929	Elan Energy Matrix Pty Ltd	Recycling Services	15/02/2024	1,485.15
EF166430	26964	South Metropolitan Tafe	Education	15/02/2024	105.30
EF166431	26983	Hitech Sports Pty Ltd	Sporting Equipment	15/02/2024	17,076.40
EF166432	26985	Access Icon Pty Ltd	Drainage Products	15/02/2024	7,804.50
EF166433	26987	Cti Risk Management	Security - Cash Collection	15/02/2024	1,504.80
EF166434	27002	Cockburn Party Hire	Hire Services	15/02/2024	3,149.50
EF166435	27006	Bibra Lake Iga Xpress	Liquor Supplies	15/02/2024	1,065.38
EF166436	27010	Quantum Building Services Pty Ltd	Building Maintenance	15/02/2024	2,474.05
EF166437	27023	Solargain Pv Pty Ltd	Solar Energy Provider	15/02/2024	385.00
EF166438	27031	Downer Edi Works Pty Ltd	Asphalt Services	15/02/2024	1,216.45
EF166439	27034	Adelby Pty Ltd	Firebreak Construction	15/02/2024	275.00
EF166440	27044	Graffiti Systems Australia	Graffiti Removal & Anti-Graffiti Coating	15/02/2024	3,368.64
EF166441	27046	Tfh Hire Services Pty Ltd	Hire Fencing	15/02/2024	1,718.47
EF166442	27054	Vocus Pty Ltd	Telecommunications	15/02/2024	13,732.41
EF166443	27059	Frontline Fire & Rescue Equipment	Manufacture-Fire Vehicles/Equipment	15/02/2024	1,267.75
EF166444	27063	Nature Play Solutions	Playground Design/Consultancy	15/02/2024	2,732.95
EF166445	27065	Westbooks	Books	15/02/2024	2,479.03
EF166446	27082	Kulbardi Pty Ltd	Stationery Supplies	15/02/2024	1,392.51
EF166447	27154	Veolia Recycling & Recovery Pty Ltd	Waste Services	15/02/2024	113,412.45
EF166448	27177	Rentokil Initial Pty Ltd (Initial Hygiene)	Hygiene	15/02/2024	20,043.52
EF166449	27198	Green Promotions Pty Ltd	Promotional Supplies	15/02/2024	1,716.00
EF166450	27205	Cameron Chisholm Nicol	Architectural Services	15/02/2024	831.88
EF166451	27241	Landscape Elements	Landscaping Services	15/02/2024	113,657.97

EF166452	27334	Westcare Print	Printing Services	15/02/2024	429.00
EF166453	27336	Srs Australia Pty Ltd	Pool Products	15/02/2024	2,861.54
EF166454	27351	Programmed Property Services	Property Maintenance	15/02/2024	8,305.00
EF166455	27362	The Mighty Booths	Photobooth	15/02/2024	2,977.00
EF166456	27374	Southern Cross Cleaning	Commercial Cleaning	15/02/2024	17,913.52
EF166457	27377	Accidental Health And Safety - Perth	First Aid Supplies	15/02/2024	926.72
EF166458	27396	Ankeet Mehta Spearwood Newspaper Round Delivery	Newspaper Delivery	15/02/2024	447.55
EF166459	27401	Emprise Mobility	Mobility Equipment	15/02/2024	11,025.00
EF166460	27403	Freedom Fairies Pty Ltd	Amusement	15/02/2024	3,476.00
EF166461	27423	Mechanical Project Services Pty Ltd	Airconditioning Services	15/02/2024	3,920.34
EF166462	27427	Home Chef	Cooking/Food Services	15/02/2024	652.19
EF166463	27431	United Diamond Tools	Tools	15/02/2024	1,320.00
EF166464	27437	Pb Reticulation & Maintenance Services Pty Ltd	Irrigation Services	15/02/2024	566.50
EF166465	27455	The Trustee For Ssh Group Safety Trust Ocula (Aus)	Cctv Parts	15/02/2024	132,524.96
EF166466	27507	Serco Facilities Management Pty Ltd	Cleaning Services	15/02/2024	75,616.47
EF166467	27518	Kyocera Document Solutions Australia Pty Ltd	Photocopying Machines	15/02/2024	6,696.72
EF166468	27522	Schneider Electric It Australia Pty Ltd	Electrical Infrastructure	15/02/2024	4,093.10
EF166469	27524	David Wills And Associates	Engineering Services	15/02/2024	3,850.00
EF166470	27539	Jasmin Carpentry & Maintenance	Carpentry	15/02/2024	7,450.63
EF166471	27548	Standing Fork	Catering	15/02/2024	6,576.90
EF166472	27551	Incognito Catering	Catering Services	15/02/2024	180.00
EF166473	27560	Artem Design Studio Pty Ltd	Architectural Services	15/02/2024	1,860.38
EF166474	27566	Thuroona Services	Asbestos Removal	15/02/2024	1,958.00
EF166475	27575	Shred X Secure Destruction	Document Destruction	15/02/2024	11.07
EF166476	27596	Allwest Plant Hire Australia Pty Ltd	Plant Hire And Civil Contracting	15/02/2024	8,470.00
EF166477	27613	Redimed Pty Ltd	Medical & Health Services	15/02/2024	159.40
EF166478	27617	Atturra Business Applications	Consultancy - It	15/02/2024	1,870.00
EF166479	27622	Trugrade Medical Supplies	Medical Supplies	15/02/2024	368.40
EF166480	27631	Aquatic Services Wa Pty Ltd	Pool Equipment & Maintenance	15/02/2024	15,093.81
EF166481	27635	Mammoth Security	Security	15/02/2024	52.60
EF166482	27640	Range Ford	Motor Vehicles	15/02/2024	85,296.99
EF166483	27650	Datacom Systems (Au) Pty Ltd	It Sales, Consulting & Service	15/02/2024	59,146.56
EF166484	27657	Positive Balance Massage	Massage Therapy	15/02/2024	200.00
EF166485	27658	Wa Hardwood Floors Pty Ltd	Flooring Services	15/02/2024	19,800.00
EF166486	27660	Future Power Wa Pty Ltd	Electrical	15/02/2024	5,148.00
EF166487	27661	Matrix Productions	Event Mngement	15/02/2024	1,560.00
EF166488	27675	Wgawa Pty Ltd	Consultancy Engineering	15/02/2024	48,400.00
EF166489	27676	Blue Force Pty Ltd	Security Services	15/02/2024	10,295.18
EF166490	27695	Qtm Pty Ltd	Traffic Management	15/02/2024	65,241.32
EF166491	27701	Perth Better Homes	Shade Sails	15/02/2024	1,100.00



EF166492	27702	Archae-Aus Pty Ltd	Consultancy - Cultural	15/02/2024	14,316.50
EF166493	27751	Es2 Pty Ltd	Cyber Space Security	15/02/2024	8,403.47
EF166494	27780	Big Sky Entertainment (Wa) Pty Ltd	Entertainment - Booking Agent	15/02/2024	3,432.00
EF166495	27806	Creative Canary	Web Hosting	15/02/2024	88.00
EF166496	27819	Axiis Contracting Pty Ltd	Concrete Works	15/02/2024	4,950.00
EF166497	27829	Smec Australia Pty Ltd	Consultancy - Engineering	15/02/2024	38,480.73
EF166498	27850	Dowsing Group Pty Ltd	Concreting Services	15/02/2024	67,070.13
EF166499	27855	Total Landscape Redevelopment Service Pty Ltd	Tree Watering	15/02/2024	106,645.00
EF166500	27856	My Flex Health International	Nursing Services	15/02/2024	15.80
EF166501	27886	Bbc Entertainment	Entertainment Agency	15/02/2024	2,200.00
EF166502	27894	Homecare Physiotherapy	Healthcare	15/02/2024	13,965.84
EF166503	27898	Amana Living Training Institute	Training & Education	15/02/2024	925.00
EF166504	27899	Nature Calls Portable Toilets	Hire - Portable Loos	15/02/2024	1,160.00
EF166505	27909	Fe Technologies	Rfid Equipment And Tags	15/02/2024	1,069.20
EF166506	27917	Go Doors Advanced Automation	Door Maintenance & Repair	15/02/2024	18,089.42
EF166507	27919	Bark Environmental	Dieback Treatment	15/02/2024	8,140.00
EF166508	27926	Sine Group Pty Ltd	Computer Software	15/02/2024	11,411.40
EF166509	27953	Truckline	Spare Parts, Truck/Trailer	15/02/2024	502.97
EF166510	27969	Perfect Gym Solutions	Software For Gym's	15/02/2024	269.94
EF166511	27986	Daily Living Products	Mobility Equip	15/02/2024	50.00
EF166512	28049	Copy Magic	Printing Services	15/02/2024	5,300.30
EF166513	28058	Sage Consulting Engineers Pty Ltd	Consultancy - Engineering	15/02/2024	4,834.50
EF166514	28061	Go2cup	Paper Cups	15/02/2024	5,332.80
EF166515	28144	Baby Bunting	Sanitary Supplies	15/02/2024	770.50
EF166516	28168	Sifting Sands	Sand Cleaning	15/02/2024	8,047.93
EF166517	28181	Seaview Rentals	Aquarium Servicing	15/02/2024	98.00
EF166518	28189	Mercury Messengers Pty Ltd	Courier Service	15/02/2024	2,453.44
EF166519	28191	Enviro Sweep	Sweeping Services	15/02/2024	7,198.14
EF166520	28196	Brightmark Group Pty Ltd	Cleaning Services	15/02/2024	11,933.53
EF166521	28197	Lite N Easy Pty Ltd	Food Supplies	15/02/2024	2,200.50
EF166522	28201	Select Fresh	Food Supplies	15/02/2024	193.12
EF166523	28215	Complete Office Supplies Pty Ltd	Stationery	15/02/2024	299.59
EF166524	28218	Laminar Capital Pty Ltd	Financial Services	15/02/2024	1,529.00
EF166525	28220	Comcare Foodservice Repairs	Catering Equipment Repairs	15/02/2024	297.00
EF166526	28228	Delta Roofing Pty Ltd	Roofing Services	15/02/2024	968.00
EF166527	28231	Typeset Pty Ltd	Editorial And Business Communications Se	15/02/2024	19,806.60
EF166528	28233	Western Maze Wa Pty Ltd	Waste Collection Services	15/02/2024	1,952.50
EF166529	28241	Swift Flow Pty Ltd	Plumbing	15/02/2024	16,978.27
EF166530	28246	Hendercare	Nursing Services	15/02/2024	4,239.39
EF166531	28247	Fremantle City Centre Podiatry	Consultancy - Heritage	15/02/2024	85.80

EF166532	28248	Tesg Building Surveyors Pty Ltd	Building Survey	15/02/2024	2,750.00
EF166533	28258	Garden Care West	Gardening Services	15/02/2024	412.50
EF166534	28261	Hazed Services Pty Ltd	Safety - Roof	15/02/2024	2,021.25
EF166535	28265	Tree Care Wa	Vegetation Maintenance Services	15/02/2024	137,906.45
EF166536	28270	Volunteer Home Support	Aged Care	15/02/2024	68.20
EF166537	28275	Farrington Dry Cleaners	Dry Cleaning	15/02/2024	261.00
EF166538	28277	Gesha Coffee Co	Coffee Supplies	15/02/2024	476.00
EF166539	28297	Techbrain	It Consultancy	15/02/2024	470.80
EF166540	28303	Miracle Recreation Equipment	Playground Equipment	15/02/2024	4,808.10
EF166541	28344	Seat Shop Wa Pty Ltd	Repairs And Replacements To Heavy Fleet	15/02/2024	1,385.45
EF166542	28349	Cable Locates & Consulting	Underground Utility Location And Survey	15/02/2024	33,000.00
EF166543	28371	Flexi Staff	Employment Services	15/02/2024	47,156.86
EF166544	28381	Sandwai Pty Ltd	Software	15/02/2024	1,777.60
EF166545	28392	Mcs Civil Contracting	Engineering/Earthworks	15/02/2024	20,733.90
EF166546	28409	Sanpoint Pty Ltd (Ld Total)	Landscape Services	15/02/2024	31,409.33
EF166547	28410	Wa Temporary Fencing Supplies	Hire Fencing	15/02/2024	781.00
EF166548	28424	Mark Brundrett	Consultant	15/02/2024	600.00
EF166549	28426	Power Paving Pty Ltd	Paving Services	15/02/2024	17,765.00
EF166550	28437	Building & Industrial Cleaning Services	Clenaing Services	15/02/2024	62,923.12
EF166551	28448	Enchanted Stiltwalking	Roving Entertainment	15/02/2024	2,178.00
EF166552	28453	Kit Prendergast	Native Bee Surveys	15/02/2024	330.00
EF166553	28454	Aussie Natural Spring Water	Water Supplies	15/02/2024	12.95
EF166554	28461	Carealert	Entertainment	15/02/2024	6.49
EF166555	28463	Antree Dnh Pty Ltd	Gardening	15/02/2024	3,828.00
EF166556	28470	Pwd	Web Development And Digital Marketing	15/02/2024	1,914.00
EF166557	28475	Host Corporation Pty Ltd	Catering Supplies	15/02/2024	5,425.20
EF166558	28483	Mbgsholdings Pty Ltd (Central West Refrigeration)	Building Maintenance	15/02/2024	506.00
EF166559	28493	Heat Exchangers Wa Pty Ltd	Parts And Service	15/02/2024	6,289.53
EF166560	28511	Pet Stock South Fremantle	Pet Product Supplier	15/02/2024	855.68
EF166561	28516	Classic Hire	Equipment Hire	15/02/2024	1,529.00
EF166562	28517	Robowash Pty Ltd	Automatic Cleaning System Manufacturer	15/02/2024	990.00
EF166563	28521	Inspired Development Solutions	Organisational Development	15/02/2024	1,320.00
EF166564	28522	Bing Technologies Pty Ltd	Mailing Services	15/02/2024	2,052.13
EF166565	28525	Noma Pty Ltd	Architecture	15/02/2024	480.00
EF166566	28532	Oil & Energy Pty. Ltd.	Lubricant Supplier	15/02/2024	2,514.64
EF166567	28544	Forpark Australia 4Park Pty Ltd	Fitness Equipment	15/02/2024	41,250.00
EF166568	28569	Choiceone Pty Ltd	Recruitment Services	15/02/2024	19,014.58
EF166569	28580	Successful Projects	Project Management, Planning &Scheduling	15/02/2024	3,210.28
EF166570	28584	Ausco Modular Pty Ltd	Hire Services	15/02/2024	2,454.61
EF166571	28601	The Feelgood Fashionista	Public Speaking/ Educational Presentatio	15/02/2024	500.00

EF166572	28620	Bibra Lake Nissan	Nissan New Car Dealer	15/02/2024	74.99
EF166573	28621	Imprint Plastic	Printing	15/02/2024	777.92
EF166574	28627	White Oak Home Care Services	White Oak Home Care	15/02/2024	296.00
EF166575	28637	Site Safe Security Rentals Pty Ltd	Rental Of Security Equipment	15/02/2024	770.00
EF166576	28646	Cameo Rascale R.L Borromei & J.J Capener	Entertainment	15/02/2024	715.00
EF166577	28652	Omnicom Media Group Australia Pty Ltd Omnicom Media Group Austral	Media And Advertising Services	15/02/2024	19,204.27
EF166578	28679	Creditor Watch Pty Ltd	Credit Bureau	15/02/2024	660.00
EF166579	28682	Expandabrand	Event And Promotional Branding	15/02/2024	2,148.30
EF166580	28691	Kgo Enterprises Pty Ltd Perth Bouncy Castle Hire	Entertainment - Amusement & Inflatables	15/02/2024	8,250.00
EF166581	28693	Klein, Lea Maud-Charlott Sustylable	Sustainable Designer	15/02/2024	120.00
EF166582	28700	Securitech Consultancy Solutions Pty Ltd Full Circle Partners Pty Ltd	It Recruitment And Consultancy Services	15/02/2024	8,775.94
EF166583	28701	The Trustee For Walker Street Trust Crowd Barriers Wa	Fencing	15/02/2024	2,823.04
EF166584	28706	Burson Automotive Pty. Ltd.	Consumables	15/02/2024	164.67
EF166585	28713	Ellenby Pty Ltd Ellenby Tree Farm Pty Ltd	Tree Farm	15/02/2024	325.54
EF166586	28729	Foo, Raymond Jiong Ray Foo Productions	Music Performances/Recording	15/02/2024	900.00
EF166587	28736	Gosper, Kenneth Andrew Indoor Archery Wa	Archery	15/02/2024	432.04
EF166588	28743	Access Without Barriers Pty Ltd	Construction - C101027	15/02/2024	134,181.81
EF166589	28745	Kinnaird, Lance Digital Marketing Ninja	Marketing	15/02/2024	6,270.00
EF166590	28747	Essential Coffee Pty Ltd	Commercial Coffee Machines & Related Pro	15/02/2024	17,242.50
EF166591	28748	So Media Group Pty Ltd	Media	15/02/2024	5,280.00
EF166592	28749	Aldous, Timothy James	Dj Services	15/02/2024	1,486.00
EF166593	28757	Kee Hire Pty Ltd	Plant And Equipment Hire	15/02/2024	29,221.50
EF166594	28758	Cwc Consultants Pty Ltd	Electrical Consultant	15/02/2024	1,320.00
EF166595	28762	Hart Sport Australia Pty Ltd Hart Sport	Supply Sporting Equipment	15/02/2024	762.40
EF166596	28767	The Trustee For Bugbusters Unit Trust Bug Busters	Pest Control	15/02/2024	638.00
EF166597	28771	Safety Australia Group Pty Ltd	Training And Recruitment	15/02/2024	1,925.00
EF166598	28773	Elite Compliance Pty Ltd	Building Surveying & Design	15/02/2024	6,380.00
EF166599	28774	Gobbadoc Pty Ltd Economic Transitions	Tourism Development, Feasibility Studies	15/02/2024	3,300.00
EF166600	28775	The Trustee For Kadesjada Trust One 20 Productions	Event Production	15/02/2024	14,237.30
EF166601	28778	Isubscribe Pty Limited	Magazine Subscription Company	15/02/2024	6,017.29
EF166602	28779	Mohammad Momo Media	Graphic Design, Branding And Web Develop	15/02/2024	195.00
EF166603	28788	Brian Davidson Management Pty Ltd Focus Promotions	Entertainment And Events	15/02/2024	4,812.50
EF166604	23250	Department Of Planning, Lands & Heritage	Dap Applications & Dap Fees	15/02/2024	10,659.00
EF166605	88888	Paul Johannes Stoker	Bond Refund	15/02/2024	500.00
EF166606	88888	LI Communities (Australia) Ltd	Bond Refund	15/02/2024	203,810.20
EF166607	88888	James Groom - 49 Davilak Pty Ltd	Bond Refund	15/02/2024	27,521.00
EF166608	99997	Coogee Beach Caravan Resort Social Club	Grant	15/02/2024	100.00
EF166609	99997	Clayton Staples-Smith	Compost Bin Rebate	15/02/2024	50.00
EF166610	99997	Michael Broadhurst And Mari Broadhurst	Nappy And Sanitary Product Rebate Refund	15/02/2024	50.00
EF166611	99997	James And Kira Morgan	Nappy And Sanitary Product Rebate	15/02/2024	32.47

EF166612	99997	Anne-Maree Paulsen	Compost Bin Rebate Refund	15/02/2024	50.00
EF166613	99997	C Leeming	Nappy And Sanitary Product Rebate	15/02/2024	50.00
EF166614	99997	Vaughan Elphick	Compost Bin Rebate Refund	15/02/2024	50.00
EF166615	99997	Keziah Hayes	Compost Bin Rebate	15/02/2024	50.00
EF166616	99997	Joelle Hoare	Compost Bin Rebate	15/02/2024	50.00
EF166617	99997	Audrey Ting	Nappy And Sanitary Product Rebate	15/02/2024	50.00
EF166618	99997	Erika Smolic	Birthday Party Refund	15/02/2024	135.00
EF166619	99997	Jp And Kj Fernandes	Nappy And Sanitary Product Rebate	15/02/2024	50.00
EF166620	99997	Marion Lawrance	Cctv Residentail Rebate	15/02/2024	500.00
EF166621	99997	Arna Menna	Cctv Residentail Rebate	15/02/2024	500.00
EF166622	99997	Samantha Roebuck	Cctv Residentail Rebate	15/02/2024	500.00
EF166623	99997	Graeme Dedman	Cctv Residentail Rebate	15/02/2024	500.00
EF166624	99997	Min Zhou	Cctv Residentail Rebate	15/02/2024	500.00
EF166625	99997	Sara Toppi	Bird Bath Rebate	15/02/2024	29.99
EF166626	99997	Megan Simpson	Compost Bin Rebate	15/02/2024	50.00
EF166627	99997	Miss Nats Dance School	Invoice 7754	15/02/2024	499.99
EF166628	99997	Alison Entrekin	Bird Bath Rebate	15/02/2024	49.00
EF166629	99997	Shiarne And Michael Coole	Bird Bath Rebate	15/02/2024	49.99
EF166630	99997	Danielle Worth	Refund For Bird Bath Rebate	15/02/2024	17.38
EF166631	99997	Sue Bartoll	Refund For Bird Bath Rebate	15/02/2024	29.99
EF166632	99997	Pm Derham	Refund For Bird Bath Rebate	15/02/2024	28.98
EF166633	99997	Yangebup Primary School	Grant	15/02/2024	310.00
EF166634	99997	Lynden E Ainslie	Compost Bin Rebate	15/02/2024	50.00
EF166635	99997	Xuelin Li	Event Supply Reimbursement	15/02/2024	24.00
EF166636	99997	Louise Griffiths	Refund Of Account Fees	15/02/2024	42.40
EF166637	99997	James E Gatenby	Crossover Claim	15/02/2024	500.00
EF166638	99997	Alyssa C Walton	Crossover Claim	15/02/2024	500.00
EF166639	99997	Lara Kirkwood	Working With Children Check For	15/02/2024	87.00
EF166640	99997	Mr Joseph Saraceni	Cbd Parking For Urbis Meeting	15/02/2024	21.00
EF166641	99997	Andrew Eastick	Senior Security Rebate	15/02/2024	500.00
EF166642	99997	Jane Zindel	Senior Security Rebate	15/02/2024	300.00
EF166643	99997	Yuwei Song	Invoice 20240130	15/02/2024	297.00
EF166644	99997	Beeliar Community Association	Small Events Sponsorship	15/02/2024	363.00
EF166645	99997	Sogand O'Connor	Reimbursement For Fees	15/02/2024	651.38
EF166646	99997	Essie Lee	Refund From Cockburn Arc - Waterslides	15/02/2024	310.00
EF166647	99997	Maryline Cassou	Petty Cash Reimbursement - January 2024	15/02/2024	65.17
EF166648	99997	Harvest Lakes Residence Association Inc.	Resident Group Budget Request Program	15/02/2024	1,588.50
EF166649	99997	Brad And Sandra Properjohn	Bird Bath Rebate	15/02/2024	50.00
EF166650	99997	Leanne Stickland	Bird Bath Rebate	15/02/2024	50.00
EF166651	99997	Lesley Knight	Bird Bath Rebate	15/02/2024	24.50

EF166652	99997	Rebecca Ffoulkes	Bird Bath Rebate	15/02/2024	39.99
EF166653	99997	Finley Newton	Spring Fair Entertainment 28/10/2023	15/02/2024	200.00
EF166654	99997	Molly Schmidt	Sundry Payment - M Schmidt	15/02/2024	313.00
EF166655	99997	Maria Papas	Sundry Payment - M Papas	15/02/2024	313.00
EF166656	99997	Christa Wheatly	Senior Security Rebate	15/02/2024	300.00
EF166657	99997	Beryl Culinane	Senior Security Rebate	15/02/2024	100.00
EF166658	99997	Margaret Bedford-Brown	Senior Security Rebate	15/02/2024	100.00
EF166659	99997	Terrence Sollis	Senior Security Rebate	15/02/2024	100.00
EF166660	99997	Dennis White	Senior's Security Rebate	15/02/2024	300.00
EF166661	99997	Heather Kerr	Senior's Security Rebate	15/02/2024	300.00
EF166662	99997	Jennifer Meyers-Sluggett	Senior's Security Rebate	15/02/2024	100.00
EF166663	99997	Constantino Kennington	Senior's Security Rebate	15/02/2024	300.00
EF166664	99997	Frederick Modibroek	Senior's Security Rebate	15/02/2024	500.00
EF166665	99997	Martha (Martie) Taljard	Senior Security Rebate	15/02/2024	500.00
EF166666	99997	Wemeltje Garlich	Senior Security Rebate	15/02/2024	300.00
EF166667	99997	Anna Donald	Senior Security Rebate	15/02/2024	80.00
EF166668	99997	Janet Howe	Senior Security Rebate	15/02/2024	200.00
EF166669	99997	Brendan Feeney	Senior Security Rebate	15/02/2024	300.00
EF166670	99997	Daveena Harris	Senior Security Rebate	15/02/2024	100.00
EF166671	99996	Callan John Moore	Property and Rates related refunds	15/02/2024	1,957.80
EF166672	99996	Jaipreet Singh	Property and Rates related refunds	15/02/2024	30.00
EF166673	99996	Carmen Keed	Property and Rates related refunds	15/02/2024	30.00
EF166674	99996	Housing Authority	Property and Rates related refunds	15/02/2024	99.53
EF166675	99996	John Meli	Property and Rates related refunds	15/02/2024	2,075.11
EF166676	99996	James Groom	Property and Rates related refunds	15/02/2024	1,996.82
EF166677	99996	Elena Del Bianco	Property and Rates related refunds	15/02/2024	77.50
EF166678	99996	Zoe Sofoulis	Property and Rates related refunds	15/02/2024	249.14
EF166679	99996	Gacherie Karemu	Property and Rates related refunds	15/02/2024	917.00
EF166680	99996	B & JI Wall	Property and Rates related refunds	15/02/2024	77.50
EF166681	99996	David Irvine	Property and Rates related refunds	15/02/2024	519.00
EF166682	99996	Clare Feenan	Property and Rates related refunds	15/02/2024	150.00
EF166683	99996	Darilyn McMullen	Property and Rates related refunds	15/02/2024	422.00
EF166684	99996		Property and Rates related refunds	15/02/2024	150.00
EF166685	99996	Westmont Legal	Property and Rates related refunds	15/02/2024	898.74
EF166686	99996	Tessa Hutchinson	Property and Rates related refunds	15/02/2024	100.00
EF166687	99996	Bree Johnston	Property and Rates related refunds	15/02/2024	426.00
EF166688	99996	Janet Vost	Property and Rates related refunds	15/02/2024	150.00
EF166689	99996	Rockingham Park Pty Ltd	Property and Rates related refunds	15/02/2024	225.00
EF166690	99996	Mariah Rasmussen	Property and Rates related refunds	15/02/2024	150.00
EF166691	99996	Cadds Group	Property and Rates related refunds	15/02/2024	1,028.00

EF166692	99996	Sherly Tedjomuljono	Property and Rates related refunds	15/02/2024	150.00
EF166693	99996	Theresa K Furzer	Property and Rates related refunds	15/02/2024	422.50
EF166694	99996	Angela Knott	Property and Rates related refunds	15/02/2024	150.00
EF166695	99996	Vivid Property Perth Pty Ltd	Property and Rates related refunds	15/02/2024	490.00
EF166696	99996	Josephine Outram	Property and Rates related refunds	15/02/2024	95.00
EF166697	99996	Explore Property South West Wa	Property and Rates related refunds	15/02/2024	248.43
EF166698	99996	Foster Rj	Property and Rates related refunds	15/02/2024	50.00
EF166699	99996	Catherine Woodenberg	Property and Rates related refunds	15/02/2024	630.63
EF166700	99996	James Rickers	Property and Rates related refunds	15/02/2024	56.65
EF166701	99996	Gk Property Co Pty Ltd	Property and Rates related refunds	15/02/2024	9,037.70
EF166702	99996	Linden Collings	Property and Rates related refunds	15/02/2024	171.65
EF166703	99996	Custom Settlements	Property and Rates related refunds	15/02/2024	71.62
EF166704	99996	Angelo Falduzzi	Property and Rates related refunds	15/02/2024	110.00
EF166705	99996	Benjamin Hills	Property and Rates related refunds	15/02/2024	490.00
EF166706	99996	Imperial Building Services	Property and Rates related refunds	15/02/2024	382.45
EF166707	99996	Bronagh Mccann	Property and Rates related refunds	15/02/2024	222.00
EF166708	11758	Water Corp Utility Account Only - Please Refer To 11760 When Raising	Water Usage / Sundry Charges	15/02/2024	51,169.65
EF166709	11794	Synergy	Electricity Usage/Supplies	15/02/2024	1,020,013.36
EF166710	28571	Perth Energy Pty Ltd	Energy Supply	15/02/2024	1,008.78
EF166711	99997	As per confidential attachment	Confidential	15/02/2024	167,306.20
EF166712	10152	Aust Services Union	Payroll Deductions	15/02/2024	803.50
EF166713	10154	Australian Taxation Office	Payroll Deductions	15/02/2024	630,845.00
EF166714	10305	Child Support Agency	Payroll Deductions	15/02/2024	1,372.89
EF166715	19726	Health Insurance Fund Of Wa	Payroll Deductions	15/02/2024	1,100.25
EF166716	27874	Smartsalary	Salary Packaging/Leasing Administration	15/02/2024	14,649.40
EF166717	28458	Easi Group	Novated Leasing	15/02/2024	9,423.98
EF166718	28741	The Local Government, Racing & Cemeteries Employees Union Wa Lgi	Union	15/02/2024	22.00
EF166719	10086	Arteil Wa Pty Ltd	Ergonomic Chairs	20/02/2024	473.00
EF166720	26623	Sigma Chemicals Cromag Pty Ltd (Sigma Chemicals)	Chemicals - Pool	20/02/2024	2,717.00
EF166721	26987	Cti Risk Management	Security - Cash Collection	20/02/2024	618.25
EF166722	27539	Jasmin Carpentry & Maintenance	Carpentry	20/02/2024	10,558.36
EF166723	26810	Rmss	Software	21/02/2024	38,097.40
EF166724	99997	Barbara Read	Senior's Security Rebate	21/02/2024	200.00
EF166725	99997	Karinda & Michael Lobb	Reimbursement Of Fees	21/02/2024	2,819.02
EF166726	27492	Superchoice Services Pty Limited	Payroll Deductions	21/02/2024	784,647.21
EF166727	99997	Family Day Care	Fdc Payment W/E 18/02/2024	22/02/2024	42,474.08
EF166728	26987	Cti Risk Management	Security - Cash Collection	27/02/2024	1,510.35
EF166729	28532	Oil & Energy Pty. Ltd.	Lubricant Supplier	27/02/2024	248.66
EF166730	99996	Complywest Pty Ltd	Property and Rates related refunds	29/02/2024	6,187.55
EF166731	99996	Complywest Pty Ltd	Property and Rates related refunds	29/02/2024	10,770.75

EF166732	99996	Jordan Dorotich	Property and Rates related refunds	29/02/2024	149.95
EF166733	99996	Perth Pentecostal Assembly Inc	Property and Rates related refunds	29/02/2024	56.65
EF166734	11758	Water Corp Utility Account Only - Please Refer To 11760 When Raising	Water Usage / Sundry Charges	29/02/2024	2,510.74
EF166735	11760	Water Corporation	Sewer Easement	29/02/2024	3,441.00
EF166736	10047	Alinta Energy	Natural Gas & Electricity Supply	29/02/2024	137.40
EF166737	11794	Synergy	Electricity Usage/Supplies	29/02/2024	79,091.49
EF166738	28571	Perth Energy Pty Ltd	Energy Supply	29/02/2024	588.68
EF166739	11867	Kevin John Allen	Elected Member Sitting Fees & Allowances	29/02/2024	2,746.67
EF166740	12740	Logan Howlett	Elected Member Sitting Fees & Allowances	29/02/2024	11,901.26
EF166741	19059	Carol Reeve-Fowkes	Elected Member Sitting Fees & Allowances	29/02/2024	2,753.71
EF166742	25353	Philip Eva	Elected Member Sitting Fees & Allowances	29/02/2024	2,751.37
EF166743	27326	Michael Separovich	Elected Member Sitting Fees & Allowances	29/02/2024	2,748.46
EF166744	27327	Chontelle Stone	Monthly Elected Member Allowance	29/02/2024	4,700.35
EF166745	27871	Tom Widenbar	Elected Member Sitting Fees & Allowances	29/02/2024	2,756.16
EF166746	27872	Phoebe Corke	Elected Member Sitting Fees & Allowances	29/02/2024	2,750.73
EF166747	28238	Tarun Dewan	Elected Member Sitting Fees & Allowances	29/02/2024	2,764.28
EF166748	28717	Carol Lechun Zhang	Elected Member Sitting Fees & Allowances	29/02/2024	2,755.47
EF166749	99996	Judith Pinczuk	Property and Rates related refunds	29/02/2024	419.00
EF166750	99996	Genavieve McGillivray	Property and Rates related refunds	29/02/2024	30.00
EF166751	99996	Chloe Cowling	Property and Rates related refunds	29/02/2024	30.00
EF166752	99996	Sherly Tedjomuljono	Property and Rates related refunds	29/02/2024	51.66
EF166753	99996	Janet Connelly	Property and Rates related refunds	29/02/2024	150.00
EF166754	99996	Rosie Mae Rogers	Property and Rates related refunds	29/02/2024	50.00
EF166755	99996	Laura Alcarria	Property and Rates related refunds	29/02/2024	50.00
EF166756	99996	Peta Garbin	Property and Rates related refunds	29/02/2024	660.75
EF166757	99996	Jonathan Hunter	Property and Rates related refunds	29/02/2024	56.65
EF166758	99996	Matthew Sapsworth	Property and Rates related refunds	29/02/2024	56.65
EF166759	99996	Daniel Richardson	Property and Rates related refunds	29/02/2024	56.65
EF166760	99996	New Era Homes Australia Pty Ltd	Property and Rates related refunds	29/02/2024	259.55
EF166761	99996	Factory Pools Perth	Property and Rates related refunds	29/02/2024	110.00
EF166762	99996	Subi Smartz Consultants Pty Ltd	Property and Rates related refunds	29/02/2024	233.30
EF166763	99996	Janet D Gorman	Property and Rates related refunds	29/02/2024	470.47
EF166764	99996	Peter Squibb	Property and Rates related refunds	29/02/2024	71.08
EF166765	99996	Paul Sadler	Property and Rates related refunds	29/02/2024	690.88
EF166766	99996	Angelo Amara	Property and Rates related refunds	29/02/2024	871.96
EF166767	99996	Forrestcom Pty Ltd	Property and Rates related refunds	29/02/2024	4,924.00
EF166768	99996	Rossana Esposito	Property and Rates related refunds	29/02/2024	746.34
EF166769	99997	Alec Barron-Sullivan	Working With Children Check Application	22/02/2024	87.00
EF166770	99997	Campbell Stone	Cctv Residentail Rebate	22/02/2024	500.00
EF166771	99997	Chong Chua	Cctv Residentail Rebate	22/02/2024	500.00



EF166772	99997	Christopher Taylor	Cctv Residentail Rebate	22/02/2024	500.00
EF166773	99997	Glenn Swannell	Cctv Residentail Rebate	22/02/2024	500.00
EF166774	99997	Jason Mckelvie	Cctv Residentail Rebate	22/02/2024	500.00
EF166775	99997	Jessica Spanjic	Cctv Residentail Rebate	22/02/2024	500.00
EF166776	99997	Michael Peter Manuele	Cctv Residentail Rebate	22/02/2024	500.00
EF166777	99997	Rodney Selzer	Cctv Residentail Rebate	22/02/2024	500.00
EF166778	99997	Stuart Hullah	Cctv Residentail Rebate	22/02/2024	500.00
EF166779	99997	Tiana Harris	Cctv Residentail Rebate	22/02/2024	500.00
EF166780	99997	Nathan Dibb	Hose Stand Refund	22/02/2024	100.00
EF166781	99997	Jada Shields	Individual Sponsorship -Ella Shields(Dau	22/02/2024	625.00
EF166782	99997	C And D Nelson	Crossover Claim - C Nelson	22/02/2024	500.00
EF166783	99997	Benjamin Tornatore	Crossover Claim - B Tornatore	22/02/2024	500.00
EF166784	99997	A Summers	Cockburn Care Hcp - Alex Summers	22/02/2024	70.47
EF166785	99997	Zafira Fahrner	Cockburn Care Hcp - Zafira Fahrner	22/02/2024	908.75
EF166786	99997	Linley Kensitt	Bird Bath Rebate	22/02/2024	50.00
EF166787	99997	Fiona Smith	Bird Bath Rebate	22/02/2024	49.99
EF166788	99997	Cindy Power (Kicknback)	Coogee Marina J228 Electricity Ref	22/02/2024	223.66
EF166789	99997	June Beisley	Refund Seniors Centre Lunch	22/02/2024	24.00
EF166790	99997	R Camarda	Refund Library Items - R Camarda	22/02/2024	21.29
EF166791	99997	Joshua D Koios	Library Refund - J Koios	22/02/2024	78.80
EF166792	99997	Servau Offcl Departmental Recpts&Payment	Document Number : 180151782	22/02/2024	221.76
EF166793	99997	Teena Milton	Reimbursement Seniors Centre Outing	22/02/2024	49.00
EF166794	99997	Cockburn State Emergency Service Unit	Lggs Reimbursement	22/02/2024	1,308.41
EF166795	99997	South Coogee Bushfire Brigade	South Coogee Vbfb Reimbursement	22/02/2024	3,050.02
EF166796	99997	Robert Thomas	Senior Security Rebate	22/02/2024	500.00
EF166797	99997	Dawn Cullen	Senior Security Rebate	22/02/2024	200.00
EF166798	99997	Winfred Johnson	Senior Security Rebate	22/02/2024	100.00
EF166799	99997	Loretta Drysdale	Senior Security Rebate	22/02/2024	300.00
EF166800	99997	Peter Boteler	Senior Security Rebate	22/02/2024	100.00
EF166801	99997	Success Blazers Netball Club	Sports Equipment Grant	22/02/2024	1,000.00
EF166802	99997	Liberty Netball Club	Sports Equipment Grant	22/02/2024	1,000.00
EF166803	99997	Coogee Basketball Club Inc	Sports Equipment Grant	22/02/2024	1,000.00
EF166804	99997	Hendreina Sunderland	Refund Of Outing For Senior Centre	22/02/2024	98.00
EF166805	99997	Bruce Nixon	Bird Bath Rebate - B Nixon	22/02/2024	50.00
EF166806	99997	Phillipa C Shepherd	Refund For Compost Bin Rebate	22/02/2024	50.00
EF166807	99997	Joyce Van Dalsen	Nappy/Sanitary Rebate - Joyce Van Dalsen	22/02/2024	50.00
EF166808	99997	Magdalena Walker	Nappy And Sanitary Product Rebate	22/02/2024	50.00
EF166809	99997	Kellie Pickford	Compost Bin Rebate	22/02/2024	50.00
EF166810	99997	Deanna Chinnery	Compost Bin Rebate	22/02/2024	50.00
EF166811	99997	Jennifer Lee Foote	Nappy And Sanitary Product Rebate	22/02/2024	50.00

EF166812	99997	Allen Graham	Sundry Payment - A Graham	22/02/2024	130.00
EF166813	99997	Neil A Kerrisk	Compost Bin Rebate	22/02/2024	50.00
EF166814	99997	Emma Corr	Nappy And Sanitary Product Rebate	22/02/2024	50.00
EF166815	99997	Jeffrey Telfer	Compost Bin Rebate	22/02/2024	50.00
EF166816	99997	Kristen Scobell	Compost Bin Rebate	22/02/2024	50.00
EF166817	99997	Gwen Victoria Perry Hills	Nappy And Sanitary Product	22/02/2024	39.14
EF166818	99997	Kareena Hoy Poy	Nappy And Sanitary Product	22/02/2024	50.00
EF166819	99997	Julian Lim	Compost Bin Rebate	22/02/2024	50.00
EF166820	99997	Kayoko Okuzono	Compost Bin Rebate - K Okuzono	22/02/2024	50.00
EF166821	99997	Quest Events Pty Ltd	Sundry Payment - Quest Events	22/02/2024	4,840.00
EF166822	99997	Urban Development Institute Of Australia	Sundry Payment - Urban Development Ioa	22/02/2024	1,750.00
EF166823	99997	Freya Pyne	Junior Sport Travel Assistance Grant	22/02/2024	400.00
EF166824	99997	Alexander Sillitoe	Junior Sport Travel Assistance Grant	22/02/2024	400.00
EF166825	99997	Bibra Lake Primary School	Invoice 04-24	22/02/2024	572.73
EF166826	10040	Australian Institute Of Building Surveyors	Membership & Training Services	29/02/2024	792.00
EF166827	10058	Alsco Pty Ltd	Hygiene Services/Supplies	29/02/2024	289.42
EF166828	10118	Australia Post	Postage Charges	29/02/2024	16,576.39
EF166829	10207	Boc Gases	Gas Supplies	29/02/2024	286.08
EF166830	10212	Boss Bollards	Security Products	29/02/2024	2,871.00
EF166831	10226	Bridgestone Australia Ltd	Tyre Services	29/02/2024	919.38
EF166832	10239	Budget Rent A Car - Perth	Motor Vehicle Hire	29/02/2024	760.32
EF166833	10246	Bunnings Building Supplies Pty Ltd	Hardware Supplies	29/02/2024	1,344.62
EF166834	10333	Cjd Equipment Pty Ltd	Hardware Supplies	29/02/2024	5,895.60
EF166835	10359	Cockburn Painting Service	Painting Supplies/Services	29/02/2024	2,691.70
EF166836	10367	Marine Rescue Cockburn Cockburn Volunteer Sea Search & Rescue Inc	Donation	29/02/2024	1,060.00
EF166837	10483	Landgate	Mapping/Land Title Searches	29/02/2024	3,303.16
EF166838	10484	Department Of Mines, Industry Regulation And Safety	Building Services Levy	29/02/2024	45,846.49
EF166839	10535	Workpower Incorporated	Employment Services - Planting	29/02/2024	6,995.25
EF166840	10589	Fines Enforcement Registry	Fines Enforcement Fees	29/02/2024	1,090.20
EF166841	10683	Gronbek Security	Locksmith Services	29/02/2024	5,009.46
EF166842	10708	Heavy Automatics Pty Ltd	Equipment Maintenance Services	29/02/2024	843.07
EF166843	10923	Major Motors Pty Ltd	Repairs/Maintenance Services	29/02/2024	3,043.30
EF166844	10942	Mcgees Property	Property Consultancy Services	29/02/2024	4,125.00
EF166845	10944	Mcleods	Legal Services	29/02/2024	4,913.98
EF166846	10991	Beacon Equipment	Mowing Equipment	29/02/2024	358.10
EF166847	11004	Murdoch University Office Of Finance, Planning & Reporting	Analysing Services	29/02/2024	416.90
EF166848	11028	Neverfail Springwater Ltd	Bottled Water Supplies	29/02/2024	911.79
EF166849	11036	Northlake Electrical Pty Ltd	Electrical Services	29/02/2024	23,969.09
EF166850	11247	Richgro Wa	Gardening Supplies	29/02/2024	79.86
EF166851	11307	Satellite Security Services Pty Ltd	Security Services	29/02/2024	3,359.42

EF166852	11387	Bibra Lake Soils	Soil & Limestone Supplies	29/02/2024	400.00
EF166853	11425	Resource Recovery Group	Waste Disposal Gate Fees	29/02/2024	840.00
EF166854	11470	Sportsworld Of Wa	Sport Supplies	29/02/2024	5,322.90
EF166855	11625	Nutrien Water	Reticulation Supplies	29/02/2024	1,881.17
EF166856	11701	Vibra Industrial Filtration Australasia	Filter Supplies	29/02/2024	833.80
EF166857	11722	Wa Hino Sales & Service	Purchase Of New Trucks / Maintenance	29/02/2024	1,299.77
EF166858	11793	Western Irrigation Pty Ltd	Irrigation Services/Supplies	29/02/2024	7,990.25
EF166859	11795	Western Power	Street Lighting Installation & Service	29/02/2024	10,220.00
EF166860	11806	Westrac Pty Ltd	Repairs/Mtnce - Earthmoving Equipment	29/02/2024	4,077.58
EF166861	11854	Zipform Pty Ltd	Printing Services	29/02/2024	6,066.01
EF166862	12153	Hays Personnel Services Pty Ltd	Employment Services	29/02/2024	16,076.86
EF166863	12394	Mp Rogers & Associates	Consultancy Services - Marine	29/02/2024	6,253.28
EF166864	12589	Australian Institute Of Management	Training Services	29/02/2024	1,161.00
EF166865	13779	Porter Consulting Engineers	Engineering Consultancy Services	29/02/2024	1,100.00
EF166866	13825	Jackson Mcdonald	Legal Services	29/02/2024	13,221.77
EF166867	13849	Mcmullen Nolan Group Pty Ltd	Surveying Services	29/02/2024	2,574.00
EF166868	15271	Ple Computers Pty Ltd	Computer Hardware	29/02/2024	316.00
EF166869	15393	Stratagreen	Hardware Supplies	29/02/2024	1,478.11
EF166870	15588	Natural Area Consulting Management Services	Weed Spraying	29/02/2024	61,111.84
EF166871	15895	Royal Wolf Trading Australia Pty Ltd	Container Hire	29/02/2024	507.78
EF166872	16064	Cms Engineering	Airconditioning Services	29/02/2024	14,010.32
EF166873	16107	Wren Oil	Waste Disposal Services	29/02/2024	16.50
EF166874	16653	Complete Portables Pty Ltd	Supply & Hire Of Modular Buildings	29/02/2024	1,022.58
EF166875	17345	Kennards Hire - Myaree	Equipment Hire	29/02/2024	2,550.00
EF166876	18122	Signman	Signage	29/02/2024	8,179.60
EF166877	18126	Dell Australia Pty Ltd	Computer Hardware	29/02/2024	1,401.14
EF166878	18203	Natsync Environmental	Pest Control	29/02/2024	1,312.18
EF166879	18286	Iw Projects Pty Ltd	Consultancy Services - Civil Engineering	29/02/2024	6,142.95
EF166880	18799	Down To Earth Training & Assessing	Training Services	29/02/2024	1,850.00
EF166881	18962	Sealanes (1985) P/L	Catering Supplies	29/02/2024	2,235.79
EF166882	19533	Woolworths Group Ltd (Woolworths & Big W)	Groceries	29/02/2024	1,372.15
EF166883	20000	Aust West Auto Electrical Pty Ltd	Auto Electrical Services	29/02/2024	19,943.04
EF166884	20146	Data#3 Limited	Contract It Personnel & Software	29/02/2024	12,753.62
EF166885	20247	Da Christie Pty Ltd	Parks & Recreational Products	29/02/2024	54,998.02
EF166886	20535	Home-Grown Theatre	Drama Classes	29/02/2024	2,700.00
EF166887	20546	Pacific Biologics Pty Ltd	Insecticides/Pesticides-Mosquito Control	29/02/2024	6,748.50
EF166888	21577	Lavan	Legal Services	29/02/2024	49,354.38
EF166889	21627	Manheim Pty Ltd	Impounded Vehicles	29/02/2024	572.00
EF166890	21744	Jb Hi Fi - Commercial	Electronic Equipment	29/02/2024	3,685.00
EF166891	21934	Phoenix Podiatry	Podiatry Services	29/02/2024	75.00

EF166892	21946	Ryan's Quality Meats	Meat Supplies	29/02/2024	647.16
EF166893	22106	Intelife Group	Services - Daip	29/02/2024	18,041.31
EF166894	22553	Brownes Food Operations	Catering Supplies	29/02/2024	92.96
EF166895	22569	Sonic Health Plus Pty Ltd	Medical Services	29/02/2024	2,164.41
EF166896	22681	Abbey Blinds & Curtains	Blinds	29/02/2024	1,993.20
EF166897	22752	Elgas Limited	Gas Supplies	29/02/2024	313.40
EF166898	22806	Chevron Australia Downstream Fuels Pty Ltd	Fuel Supplies	29/02/2024	43,919.83
EF166899	22874	Economic Development Australia Ltd	Conference/Events	29/02/2024	2,970.00
EF166900	23258	Carlisle Event Hire Pty Ltd	Hire-Party/Function Equipment	29/02/2024	4,867.50
EF166901	23457	Totally Workwear Fremantle	Clothing - Uniforms	29/02/2024	3,321.77
EF166902	23570	A Proud Landmark Pty Ltd	Landscape Contruction Services	29/02/2024	13,166.45
EF166903	23579	Daimler Trucks Perth	Purchase Of New Truck	29/02/2024	8,761.47
EF166904	24275	Truck Centre Wa Pty Ltd	Purchase Of New Truck	29/02/2024	3,486.61
EF166905	24298	Tanks For Hire	Equipment Hire	29/02/2024	726.00
EF166906	24506	Amaranti's Personal Training	Personal Training Services	29/02/2024	880.00
EF166907	24643	Bibliotheca Rfid Library Systems Australia Pty Ltd	Purchase Of Library Tags	29/02/2024	1,695.39
EF166908	24655	Automasters Spearwood	Vehicle Servicing	29/02/2024	1,493.15
EF166909	24736	Zenien	Cctv Camera Licences	29/02/2024	4,008.46
EF166910	25063	Superior Pak Pty Ltd	Vehicle Maintenance	29/02/2024	3,079.15
EF166911	25645	Yelakitj Moort Nyungar Association Inc	Welcome To The Country Performances	29/02/2024	400.00
EF166912	25822	Fit2work.Com.Au Mercury Search And Selection Pty Ltd	Employee Check	29/02/2024	115.17
EF166913	26257	Paperbark Technologies Pty Ltd	Arboricultural Consultancy Services	29/02/2024	2,529.01
EF166914	26303	Gecko Contracting Turf & Landscape Maintenance	Turf & Landscape Maintenance	29/02/2024	135,161.80
EF166915	26403	Ches Power Group Pty Ltd	Engineering Solutions / Back Up Generato	29/02/2024	5,004.60
EF166916	26470	Scp Conservation	Fencing Services	29/02/2024	7,997.00
EF166917	26507	Reid Corporation Pty Ltd	Entertainment Services	29/02/2024	380.00
EF166918	26558	Healthcare Australia Pty Ltd	Temporary Employment Services	29/02/2024	922.29
EF166919	26574	Eva Bellydance	Entertainment - Belly Dancing	29/02/2024	375.00
EF166920	26623	Sigma Chemicals Cromag Pty Ltd (Sigma Chemicals)	Chemicals - Pool	29/02/2024	2,338.82
EF166921	26625	Andover Detailers	Car Detailing Services	29/02/2024	1,093.38
EF166922	26651	Faunatrack	Fauna Survey	29/02/2024	6,600.00
EF166923	26677	Australia And New Zealand Recycling Platform Limited	Not- For-Profit Member Services Body	29/02/2024	1,997.49
EF166924	26705	Creative Adm	Marketing Services	29/02/2024	17,600.00
EF166925	26709	Talis Consultants Pty Ltd	Waste Consultancy	29/02/2024	6,635.75
EF166926	26735	Shane McMaster Surveys	Survey Services	29/02/2024	440.00
EF166927	26739	Kerb Doctor	Kerb Maintenance	29/02/2024	56,861.75
EF166928	26752	Mg Group Wa	Construction - C100950	29/02/2024	283,511.05
EF166929	26754	Connect Call Centre Services	Call Centre Services	29/02/2024	4,656.30
EF166930	26771	Instant Products Hire	Portable Toilet Hire	29/02/2024	3,162.41
EF166931	26782	Soft Landing	Recycling Services	29/02/2024	13,543.20

EF166932	26800	The Goods	Retail	29/02/2024	123.11
EF166933	26812	Brooks Choice Removals	Removalists	29/02/2024	412.50
EF166934	26888	Media Engine	Graphic Design, Marketing, Video Product	29/02/2024	2,145.00
EF166935	26898	Spandex Asia Pacific Pty Ltd	Signage Supplier	29/02/2024	313.90
EF166936	26923	Woodlands	Rubbish Collection Equipment	29/02/2024	33,149.55
EF166937	26929	Elan Energy Matrix Pty Ltd	Recycling Services	29/02/2024	2,092.18
EF166938	26974	Mister Magnets	Promotional Products - Magnets	29/02/2024	938.00
EF166939	26985	Access Icon Pty Ltd	Drainage Products	29/02/2024	11,735.90
EF166940	27002	Cockburn Party Hire	Hire Services	29/02/2024	3,339.80
EF166941	27010	Quantum Building Services Pty Ltd	Building Maintenance	29/02/2024	51,381.09
EF166942	27015	Intelli Trac	Gps Tracking	29/02/2024	2,877.60
EF166943	27031	Downer Edi Works Pty Ltd	Asphalt Services	29/02/2024	904.56
EF166944	27044	Graffiti Systems Australia	Graffiti Removal & Anti-Graffiti Coating	29/02/2024	1,596.94
EF166945	27048	Patron Power Pty Ltd	Marine Equipment	29/02/2024	5,671.60
EF166946	27054	Vocus Pty Ltd	Telecommunications	29/02/2024	10,874.60
EF166947	27059	Frontline Fire & Rescue Equipment	Manufacture-Fire Vehicles/Equipment	29/02/2024	4,859.70
EF166948	27065	Westbooks	Books	29/02/2024	3,471.66
EF166949	27082	Kulbardi Pty Ltd	Stationery Supplies	29/02/2024	1,292.17
EF166950	27085	Savills Project Management Pty Ltd	Project Management	29/02/2024	10,072.70
EF166951	27098	Q2 (Q-Squared)	Digital Data Service	29/02/2024	1,416.25
EF166952	27143	Fully Promoted Success	Uniforms And Promotional Items	29/02/2024	2,651.00
EF166953	27154	Veolia Recycling & Recovery Pty Ltd	Waste Services	29/02/2024	15,669.70
EF166954	27168	Nightlife Music Pty Ltd	Music Management	29/02/2024	465.53
EF166955	27177	Rentokil Initial Pty Ltd (Initial Hygiene)	Hygiene	29/02/2024	30,874.76
EF166956	27198	Green Promotions Pty Ltd	Promotional Supplies	29/02/2024	1,017.50
EF166957	27334	Westcare Print	Printing Services	29/02/2024	253.00
EF166958	27355	Playmaster	Playground Equipment	29/02/2024	45,650.00
EF166959	27381	Fit For Life Exercise Physiology	Exercise Classes	29/02/2024	2,376.00
EF166960	27396	Ankeet Mehta Spearwood Newspaper Round Delivery	Newspaper Delivery	29/02/2024	35.85
EF166961	27401	Emprise Mobility	Mobility Equipment	29/02/2024	863.50
EF166962	27423	Mechanical Project Services Pty Ltd	Airconditioning Services	29/02/2024	8,130.71
EF166963	27427	Home Chef	Cooking/Food Services	29/02/2024	551.54
EF166964	27448	Selectro Services Pty Ltd	Electrical	29/02/2024	5,225.00
EF166965	27455	The Trustee For Ssh Group Safety Trust Ocula (Aus)	Cctv Parts	29/02/2024	57,311.40
EF166966	27499	Hodge Collard Preston Architects	Architects	29/02/2024	19,832.45
EF166967	27507	Serco Facilities Management Pty Ltd	Cleaning Services	29/02/2024	8,317.40
EF166968	27516	Volleyball Wa	Sporting Activity Volleyball	29/02/2024	123.75
EF166969	27548	Standing Fork	Catering	29/02/2024	1,500.40
EF166970	27596	Allwest Plant Hire Australia Pty Ltd	Plant Hire And Civil Contracting	29/02/2024	8,914.40
EF166971	27622	Trugrade Medical Supplies	Medical Supplies	29/02/2024	104.44

EF166972	27630	K-Line Fencing Group	Fencing	29/02/2024	1,754.50
EF166973	27631	Aquatic Services Wa Pty Ltd	Pool Equipment & Maintenance	29/02/2024	6,347.41
EF166974	27648	Hfm Asset Management Pty Ltd	Engineering Consultancy	29/02/2024	4,015.00
EF166975	27657	Positive Balance Massage	Massage Therapy	29/02/2024	200.00
EF166976	27676	Blue Force Pty Ltd	Security Services	29/02/2024	8,510.57
EF166977	27695	Qtm Pty Ltd	Traffic Management	29/02/2024	28,727.07
EF166978	27701	Perth Better Homes	Shade Sails	29/02/2024	7,188.00
EF166979	27702	Archae-Aus Pty Ltd	Consultancy - Cultural	29/02/2024	1,186.08
EF166980	27747	Objective Corporation Ltd	Software Products/Licences	29/02/2024	22,743.64
EF166981	27809	Ra-One Pty Ltd	Software	29/02/2024	18,997.00
EF166982	27817	Kanadam Pty Ltd Squashworld	Hiring Services	29/02/2024	400.00
EF166983	27818	Modus Compliance Pty Ltd	Consultanct Engineering	29/02/2024	8,470.00
EF166984	27831	Butler And Brown	Event Management	29/02/2024	78,375.00
EF166985	27850	Dowsing Group Pty Ltd	Concreting Services	29/02/2024	51,285.16
EF166986	27887	The Wilding Project	Sports/Exercise Classes	29/02/2024	1,470.00
EF166987	27894	Homecare Physiotherapy	Healthcare	29/02/2024	10,492.74
EF166988	27917	Go Doors Advanced Automation	Door Maintenance & Repair	29/02/2024	2,670.71
EF166989	27953	Truckline	Spare Parts, Truck/Trailer	29/02/2024	2,146.24
EF166990	27965	Stantec Australia Pty Ltd	Engineering Services	29/02/2024	1,188.00
EF166991	27976	Melville Toyota	Motor Cars	29/02/2024	303.36
EF166992	28003	Taylor Made Design	Graphic Design	29/02/2024	462.00
EF166993	28049	Copy Magic	Printing Services	29/02/2024	791.45
EF166994	28061	Go2cup	Paper Cups	29/02/2024	6,933.30
EF166995	28088	Ut Consulting	Technology Consulting	29/02/2024	1,320.00
EF166996	28100	Solair Group Pty Ltd	Water Systems/Pumping	29/02/2024	3,517.80
EF166997	28168	Sifting Sands	Sand Cleaning	29/02/2024	13,016.50
EF166998	28171	Smc Marine Pty Ltd	Construction Services - C100612	29/02/2024	221,706.76
EF166999	28196	Brightmark Group Pty Ltd	Cleaning Services	29/02/2024	19,936.42
EF167000	28197	Lite N Easy Pty Ltd	Food Supplies	29/02/2024	1,543.53
EF167001	28201	Select Fresh	Food Supplies	29/02/2024	789.94
EF167002	28211	Nordic Fitness Equipment	Fitness Equipment	29/02/2024	3,270.00
EF167003	28241	Swift Flow Pty Ltd	Plumbing	29/02/2024	53,609.01
EF167004	28246	Hendercare	Nursing Services	29/02/2024	1,372.63
EF167005	28254	Cleantex Pty Ltd	Laundry Service	29/02/2024	773.19
EF167006	28256	Simon Tan & Associates Pty Ltd	Electrical Engineering	29/02/2024	880.00
EF167007	28258	Garden Care West	Gardening Services	29/02/2024	206.25
EF167008	28261	Hazed Services Pty Ltd	Safety - Roof	29/02/2024	1,795.13
EF167009	28264	Garden Organics	Organics Processing	29/02/2024	43,100.51
EF167010	28265	Tree Care Wa	Vegetation Maintenance Services	29/02/2024	45,633.18
EF167011	28275	Farrington Dry Cleaners	Dry Cleaning	29/02/2024	100.00

EF167012	28277	Gesha Coffee Co	Coffee Supplies	29/02/2024	2,045.00
EF167013	28287	All Lines	Linemarking	29/02/2024	7,436.00
EF167014	28303	Miracle Recreation Equipment	Playground Equipment	29/02/2024	9,407.59
EF167015	28344	Seat Shop Wa Pty Ltd	Repairs And Replacements To Heavy Fleet	29/02/2024	1,566.96
EF167016	28361	Indoor Gardens Pty Ltd	Hiring Indoor Plants	29/02/2024	765.60
EF167017	28371	Flexi Staff	Employment Services	29/02/2024	37,229.32
EF167018	28381	Sandwai Pty Ltd	Software	29/02/2024	1,887.60
EF167019	28392	Mcs Civil Contracting	Engineering/Earthworks	29/02/2024	3,154.80
EF167020	28409	Sanpoint Pty Ltd (Ld Total)	Landscape Services	29/02/2024	3,993.00
EF167021	28410	Wa Temporary Fencing Supplies	Hire Fencing	29/02/2024	361.90
EF167022	28426	Power Paving Pty Ltd	Paving Services	29/02/2024	5,830.00
EF167023	28437	Building & Industrial Cleaning Services	Clenaing Services	29/02/2024	62,439.89
EF167024	28454	Aussie Natural Spring Water	Water Supplies	29/02/2024	259.00
EF167025	28463	Antree Dnh Pty Ltd	Gardening	29/02/2024	1,829.30
EF167026	28471	Telstra Limited	Telecommunications	29/02/2024	17,730.55
EF167027	28489	Wjs Training Saunders, Wayne John	First Aid Training	29/02/2024	2,775.00
EF167028	28503	Christal Clear Training	Training And Assessment	29/02/2024	88.00
EF167029	28521	Inspired Development Solutions	Organisational Development	29/02/2024	440.00
EF167030	28522	Bing Technologies Pty Ltd	Mailing Services	29/02/2024	745.53
EF167031	28532	Oil & Energy Pty. Ltd.	Lubricant Supplier	29/02/2024	172.90
EF167032	28546	Swan Event Hire	Event Hire	29/02/2024	4,626.00
EF167033	28569	Choiceone Pty Ltd	Recruitment Services	29/02/2024	47,139.64
EF167034	28574	Psg Eyewear	Manufacturer Prescription Safety Glasses	29/02/2024	380.00
EF167035	28610	Green Values Australia	Environmental Consultancy	29/02/2024	6,050.00
EF167036	28611	Circuitwest Inc	Arts Support Organisation	29/02/2024	3,300.00
EF167037	28618	Tunstall Healthcare	Medical Alarm Equipment & Monitoring	29/02/2024	44.00
EF167038	28621	Imprint Plastic	Printing	29/02/2024	347.60
EF167039	28632	Total Connections Pty Ltd	Hose, Hydraulics & Fire Protection Servi	29/02/2024	3,778.55
EF167040	28637	Site Safe Security Rentals Pty Ltd	Rental Of Security Equipment	29/02/2024	770.00
EF167041	28652	Omnicom Media Group Australia Pty Ltd Omnicom Media Group Australi	Media And Advertising Services	29/02/2024	489.58
EF167042	28655	Rockingham Glass Reads West Coast Maintenance Pty Ltd	Emergency Glass Repair	29/02/2024	619.52
EF167043	28684	International Food And Multiculture Incorporated	Multicultural Event Planning & Perfomanc	29/02/2024	600.00
EF167044	28695	Burnby, Amanda Jayne Absolute Care Therapy	Physiotherapy And Dementia Consultancy	29/02/2024	1,300.00
EF167045	28700	Securitech Consultancy Solutions Pty Ltd Full Circle Partners Pty Ltd	It Recruitment And Consultancy Services	29/02/2024	49,984.70
EF167046	28709	Paatsch Consulting Pty Ltd	Consulting	29/02/2024	66,536.80
EF167047	28710	Premier Envelopes Australia Pty Ltd	Supply & Printing Of Envelops	29/02/2024	257.20
EF167048	28713	Ellenby Pty Ltd Ellenby Tree Farm Pty Ltd	Tree Farm	29/02/2024	595.94
EF167049	28753	Agtech International Pty Ltd Schaffer Loaders	Machinery Wholesaling	29/02/2024	3,857.54
EF167050	28760	Spawtz Pty Ltd	Competition Management And Payments Soft	29/02/2024	7,556.76
EF167051	28767	The Trustee For Bugbusters Unit Trust Bug Busters	Pest Control	29/02/2024	1,133.00



EF167052	28782	Everclime Pty Ltd	Sustainability Services	29/02/2024	61,611.00
EF167053	28783	Shape Urban Pty Ltd	Planning And Stakeholder Engagement	29/02/2024	11,115.50
EF167054	10152	Aust Services Union	Payroll Deductions	29/02/2024	803.50
EF167055	10154	Australian Taxation Office	Payroll Deductions	29/02/2024	647,571.00
EF167056	10305	Child Support Agency	Payroll Deductions	29/02/2024	1,372.89
EF167057	19726	Health Insurance Fund Of Wa	Payroll Deductions	29/02/2024	1,100.25
EF167058	27874	Smartsalary	Salary Packaging/Leasing Administration	29/02/2024	14,909.32
EF167059	28458	Easi Group	Novated Leasing	29/02/2024	10,562.72
EF167060	28741	The Local Government, Racing & Cemeteries Employees Union Wa Lgr Union		29/02/2024	22.00
		<b>TOTAL OF 802 EFT PAYMENTS</b>			<b>11,111,447.36</b>
		<b>LESS: CANCELLED EFT PAYMENTS</b>			
EF165358	99997	Coc Grants, Donations & Refunds	Grants, Donations & Refunds	16/02/2024	-200.00
EF166184	99996	Rates And Property Related Eft Refunds (Not Bonds)	Rates And Property Related Refunds	12/02/2024	-1,957.80
EF166189	99996	Rates And Property Related Eft Refunds (Not Bonds)	Rates And Property Related Refunds	14/02/2024	-419.00
EF166212	99997	Coc Grants, Donations & Refunds	Grants, Donations & Refunds	23/02/2024	-58.70
EF166684	99996	Rates And Property Related Eft Refunds (Not Bonds)	Rates And Property Related Refunds	28/02/2024	-150.00
		<b>TOTAL CANCELLED EFT PAYMENT</b>			<b>-2,785.50</b>
		<b>TOTAL EFT PAYMENTS ( EXCL. CANCELLED PAYMENTS)</b>			<b>11,108,661.86</b>
		<b><u>ADD: BANK FEES</u></b>			
		BPAY BATCH FEE			9.45
		MERCHANT FEES COC			2017.33
		MERCHANT FEES MARINA			116.17
		MERCHANT FEES ARC			3,457.99
		MERCHANT FEES VARIOUS OUT CENTRES			1,362.70
		NATIONAL BPAY CHARGE			3,505.50
		RTGS/ACLR FEE			
		NAB TRANSACT FEE			239.10
		MERCHANDISE / OTHER FEES			
					<b>10,708.24</b>
		<b><u>ADD: CREDIT CARD PAYMENTS</u></b>			
					66,597.71

				<b>66,597.71</b>
	<b><u>ADD: PAYROLL PAYMENTS</u></b>			
	COC01/02/24 Pmt 000251615214 City of Cockburn		1/02/2024	1,994.53
	COC02/02/24 Pmt 000251723180 City of Cockburn		2/02/2024	1,430.30
	COC02/02/24 Pmt 000251867324 City of Cockburn		6/02/2024	13,815.22
	COC30/01/24 Pmt 000251864614 City of Cockburn		6/02/2024	2,806.28
	COC08/02/24 Pmt 000252145019 City of Cockburn		8/02/2024	850.75
	COC05/02/24 Pmt 000252521035 City of Cockburn		14/02/2024	2,014.47
	COC08/02/24 Pmt 000252520685 City of Cockburn		14/02/2024	2,994.50
	COC09/02/24 Pmt 000252520871 City of Cockburn		14/02/2024	18,477.19
	COC11/02/24 Pmt 000252519654 City of Cockburn		14/02/2024	4,821.48
	COC11/02/24 Pmt 000252540016 City of Cockburn		14/02/2024	1,861,991.55
	COC15/02/24 Pmt 000252673453 City of Cockburn		15/02/2024	2,694.58
	COC15/02/24 Pmt 000252950988 City of Cockburn		20/02/2024	4,210.09
	COC16/02/24 Pmt 000252950554 City of Cockburn		20/02/2024	11,141.92
	COC23/02/24 Pmt 000253559067 City of Cockburn		28/02/2024	16,482.50
	COC24/02/24 Pmt 000253561168 City of Cockburn		28/02/2024	4,678.59
	COC25/02/24 Pmt 000253613609 City of Cockburn		28/02/2024	1,910,924.13
	COC29/02/24 Pmt 000253783718 City of Cockburn		29/02/2024	2,888.20
				<b>3,864,216.28</b>
	<b>TOTAL PAYMENTS MADE FOR THE MONTH</b>			<b>15,050,184.09</b>

## City of Cockburn

## Woolworths Group Transactions Report

Transactions Made Between 1 February - 29 February 2024

Reference	Date	Amount	Description
<b>Senior Centre - Cook</b>		<b>2,423.37</b>	
TI-01EC5-17911B	1/02/2024	18.00	Groceries and Consumables
TI-01EC5-17911D	2/02/2024	129.05	Groceries and Consumables
TI-01EC5-17911E	2/02/2024	9.50	Groceries and Consumables
TI-01EC5-17911F	5/02/2024	120.98	Groceries and Consumables
TI-01EC5-179120	5/02/2024	4.96	Groceries and Consumables
TI-01EC5-179121	5/02/2024	76.21	Groceries and Consumables
TI-01EC5-179122	6/02/2024	40.89	Groceries and Consumables
TI-01EC5-179126	7/02/2024	158.29	Groceries and Consumables
TI-01EC5-179128	8/02/2024	38.80	Groceries and Consumables
TI-01EC5-17912B	9/02/2024	44.60	Groceries and Consumables
TI-01EC5-17912D	9/02/2024	47.00	Groceries and Consumables
TI-01EC5-17912E	12/02/2024	343.38	Groceries and Consumables
TI-01EC5-17912F	12/02/2024	23.25	Groceries and Consumables
TI-01EC5-179131	13/02/2024	149.20	Groceries and Consumables
TI-01EC5-179132	14/02/2024	173.56	Groceries and Consumables
TI-01EC5-179136	16/02/2024	46.20	Groceries and Consumables
TI-01EC5-179137	19/02/2024	183.57	Groceries and Consumables
TI-01EC5-179138	19/02/2024	114.20	Groceries and Consumables
TI-01EC5-17913A	20/02/2024	90.25	Groceries and Consumables
TI-01EC5-17913B	21/02/2024	92.02	Groceries and Consumables
TI-01EC5-17913D	22/02/2024	39.40	Groceries and Consumables
TI-01EC5-179140	23/02/2024	36.63	Groceries and Consumables
TI-01EC5-179141	26/02/2024	100.62	Groceries and Consumables
TI-01EC5-179142	26/02/2024	12.00	Groceries and Consumables
TI-01EC5-179144	27/02/2024	50.30	Groceries and Consumables
TI-01EC5-179149	28/02/2024	210.61	Groceries and Consumables
TI-01EC5-17914A	29/02/2024	69.90	Groceries and Consumables
<b>Youth Centre Duty Supervisor</b>		<b>371.69</b>	
TI-01EC5-179134	15/02/2024	56.77	Groceries and Consumables
TI-01EC5-179139	19/02/2024	55.90	Groceries and Consumables
TI-01EC5-17913F	22/02/2024	62.14	Groceries and Consumables
TI-01EC5-179143	26/02/2024	82.70	Groceries and Consumables
TI-01EC5-179148	27/02/2024	55.10	Groceries and Consumables
TI-01EC5-17914B	29/02/2024	59.08	Groceries and Consumables
<b>Youth Centre Coordinator</b>		<b>235.32</b>	
TI-01EC5-17911C	1/02/2024	51.37	Groceries and Consumables
TI-01EC5-179125	6/02/2024	55.50	Groceries and Consumables
TI-01EC5-179127	7/02/2024	99.45	Groceries and Consumables
TI-01EC5-17912A	8/02/2024	29.00	Groceries and Consumables
<b>Amenities Officer</b>		<b>594.50</b>	
TI-01EC5-179124	6/02/2024	395.10	Groceries and Consumables
TI-01EC5-179129	8/02/2024	77.45	Groceries and Consumables
TI-01EC5-17912C	9/02/2024	71.10	Groceries and Consumables
TI-01EC5-179130	12/02/2024	50.85	Groceries and Consumables
<b>Amenities Officer</b>		<b>381.25</b>	
TI-01EC5-179133	14/02/2024	30.85	Groceries and Consumables
TI-01EC5-179135	15/02/2024	66.75	Groceries and Consumables
TI-01EC5-17913E	22/02/2024	62.70	Groceries and Consumables
TI-01EC5-179147	27/02/2024	220.95	Groceries and Consumables

City of Cockburn  
Woolworths Group Transactions Report  
Transactions Made Between 1 February - 29 February 2024

Reference	Date	Amount	Description
Marina Manager		34.42	
TI-01EC5-179123	6/02/2024	23.07	Groceries and Consumables
TI-01EC5-17913C	21/02/2024	11.35	Groceries and Consumables
Total Cards - 6		4,040.55	

City of Cockburn

Bunnings PowerPass Transactions Report

Transactions Made Between 1 February - 29 February 2024

Reference	Date	Amount	Description
Parks Operations Coordinator		357.46	
2015/01199852	14/02/2024	65.92	Supplies and Materials
2015/01615448	6/02/2024	291.54	Supplies and Materials
Parks Operations Supervisor		354.62	
2015/00120302	27/02/2024	354.62	Supplies and Materials
2160/01649112	13/02/2024	197.76	Supplies and Materials
2160/01652583	20/02/2024	197.76	Supplies and Materials
City Facilities Coordinator		13.78	
2015/01725503	19/02/2024	13.78	Supplies and Materials
Fleet Manager		226.64	
2015/01499657	15/02/2024	226.64	Supplies and Materials
Senior Business Operations Team Leader		245.43	
2160/01229327	2/02/2024	147.86	Supplies and Materials
2160/01233873	21/02/2024	97.57	Supplies and Materials
Trades Assistant		2,253.04	
2015/01304228	13/02/2024	240.18	Supplies and Materials
2015/01304934	15/02/2024	235.09	Supplies and Materials
2015/01305622	20/02/2024	44.83	Supplies and Materials
2015/01306004	21/02/2024	88.69	Supplies and Materials
2015/01306379	23/02/2024	82.30	Supplies and Materials
2015/01401192	19/02/2024	34.18	Supplies and Materials
2015/01404974	28/02/2024	31.16	Supplies and Materials
2015/01493923	1/02/2024	19.37	Supplies and Materials
2015/01495904	6/02/2024	40.01	Supplies and Materials
2015/01496080	6/02/2024	20.82	Supplies and Materials
2015/01498462	12/02/2024	41.12	Supplies and Materials
2015/01499283	14/02/2024	381.79	Supplies and Materials
2015/01499684	15/02/2024	89.63	Supplies and Materials
2015/01709604	1/02/2024	443.64	Supplies and Materials
2015/01710004	1/02/2024	40.28	Supplies and Materials
2160/01333128	28/02/2024	31.55	Supplies and Materials
2402/01333733	22/02/2024	252.83	Supplies and Materials
2402/01759163	7/02/2024	135.57	Supplies and Materials
Fire and Emergency Management Officer		13.06	
2015/01559663	23/02/2024	13.06	Supplies and Materials
Trades Assistant/Sign Installer		129.39	
2015/01307666	29/02/2024	41.99	Supplies and Materials
Environmental Supervisor		386.73	
2015/01304360	13/02/2024	87.40	Supplies and Materials
2015/01565013	29/02/2024	299.33	Supplies and Materials
Streetscapes Coordinator		437.39	
2015/01104042	21/02/2024	314.70	Supplies and Materials
2015/01540448	6/02/2024	122.69	Supplies and Materials

City of Cockburn

Bunnings PowerPass Transactions Report

Transactions Made Between 1 February - 29 February 2024

Reference	Date	Amount	Description
Mechanical Trade Assistant		132.34	
2015/01557306	21/02/2024	109.98	Supplies and Materials
2015/01725314	19/02/2024	22.36	Supplies and Materials
Maintenance Supervisor - Works		86.58	
2015/01539195	5/02/2024	39.18	Supplies and Materials
2015/01613183	2/02/2024	47.40	Supplies and Materials
Civil Infrastructure Operations Coordinator		90.02	
2015/01556387	20/02/2024	90.02	Supplies and Materials
Total Cards - 13		5,034.60	

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IBRA LAKE DC PRIVATE BOXES WA  
965

CITY OF COCKBURN

Account Number: 0050188034      Customer Number: 0115405338  
Period Starting: 01/02/2024      Period Ending: 29/02/2024  
Page: 1 of 3  
Date: 29/02/202

Card Number Vehicle/Driver	Date	Time	Purchase Location	Site No.	Receipt Number	Customer Reference	Product/Service					Odo meter (km)	KM Span	Litres/ 100km	Cent /km
							Description	CPL Price	Litres	Total Exc GST (\$)	GST (\$)	Total Inc GST (\$)			
'050 15405338 04250 HTF630 2058 WHITE FORD RANGER UTILITY	14/02/24	17:43:37	SPEARWOOD	WA	6443	012454	ULT DSL	193.51	60.27	106.03	10.60	116.63	13000		
							DIESEL		60.27	106.03	10.60	116.63			
							TOTAL								
							THIS PERIOD		60.27	106.03	10.60	116.63			
							YEAR TO DATE		118.38	201.41	20.14	221.55		2000	5.9 11.
ost Centre			2058				DIESEL		60.27	106.03	10.60	116.63			
							TOTAL		60.27	106.03	10.60	116.63			
							THIS PERIOD		60.27	106.03	10.60	116.63			
							YEAR TO DATE		118.38	201.41	20.14	221.55		2000	5.9 11.
							DIESEL		60.27	106.03	10.60	116.63			
'050 15405338 03146 GSP764 2077 WHITE HYUNDAI 130 ATCHBACK	07/02/24 15/02/24	15:50:01 10:44:08	SPEARWOOD BIBRA LAKE	WA WA	6443 7451	012210 039770	ULT DSL	192.72	44.33	77.66	7.77	85.43	117819	778	5.7 11.
							ULT DSL	191.90 P	38.83	67.74	6.77	74.51	118536	717	5.4 10.
							DIESEL		83.16	145.40	14.54	159.94			
							TOTAL		83.16	145.40	14.54	159.94		1495	5.6 10.
							THIS PERIOD		83.16	145.40	14.54	159.94		1495	5.6 10.
ost Centre			2077				YEAR TO DATE		170.40	289.62	28.96	318.58		3089	5.5 10.
							DIESEL		83.16	145.40	14.54	159.94			
							TOTAL		83.16	145.40	14.54	159.94		1495	5.6 10.
							THIS PERIOD		83.16	145.40	14.54	159.94		1495	5.6 10.
							YEAR TO DATE		170.40	289.62	28.96	318.58		3089	5.5 10.
'050 15405338 03732 HBQ384 2097 WHITE SUBARU OUTBACK	02/02/24 09/02/24 16/02/24 23/02/24	20:39:46 10:50:26 10:17:43 07:35:50	GREENWOOD NORTH BIBRA LAKE CURRAMBINE BIBRA LAKE	WA WA WA WA	9856 7451 6427 7451	046003 039364 066310 040416	ULT DSL	189.23	52.05	89.55	8.95	98.50	123504		
							ULT DSL	188.90 P	52.07	89.42	8.94	98.36	128414		
							ULT DSL	193.51	52.23	91.88	9.19	101.07	129118	704	7.4 14.
							ULT DSL	196.90 P	55.92	100.10	10.01	110.11	130037	919	6.1 12.
							DIESEL		212.27	370.95	37.09	408.04			
ost Centre			2097				TOTAL		212.27	370.95	37.09	408.04		1623	13.1 25.
							THIS PERIOD		212.27	370.95	37.09	408.04		1623	13.1 25.
							YEAR TO DATE		315.98	541.57	54.16	595.73		3197	9.9 18.
							DIESEL		212.27	370.95	37.09	408.04			
							TOTAL		212.27	370.95	37.09	408.04		1623	13.1 25.
'050 15405338 03724	11/02/24	18:01:16	RIVERTON	WA	6186	000325	ULT DSL	192.72	57.50	100.74	10.07	110.81	72568	641	9.0 17.

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o ausercontent@bp.com and our team will help you make the switch. If you have paid your account via credit card, your Service Fee will  
ppear on your summary Tax Invoice.

Please Note: if you are disputing a transaction, this needs to be lodged in writing within 30 days fr  
the date of issue of this Fleet Control Report.



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CITY OF COCKBURN

Account Number: 0050188034 Customer Number: 0115405338  
Period Starting: 01/02/2024 Period Ending: 29/02/2024

Page: 2 of 3  
Date: 29/02/202

Card Number Vehicle/Driver	Date	Time	Purchase Location		Site No.	Receipt Number	Customer Reference	Product/Service					Odo meter (km)	KM Span	Litres/ 100km	Cent/ km		
								Description	CPL Price	Litres	Total Exc GST (\$)	GST (\$)					Total Inc GST (\$)	
HBT680 2117 WHITE NISSAN XTRAIL WAGON	25/02/24	10:45:52	KEWDALE	WA	7772	057938		ULT DSL	194.90 P	56.67	100.41	10.04	110.45	73210	642	8.8	17.	
								DIESEL			114.17	201.15	20.11	221.26				
							TOTAL	THIS PERIOD		114.17	201.15	20.11	221.26		1283	8.9	17.	
								YEAR TO DATE		278.50	472.74	47.27	520.01		3288	8.5	15.	
								DIESEL			114.17	201.15	20.11	221.26				
Cost Centre	20/02/24	07:41:50	GREENWOOD NORTH	WA	9856	047096		ULT DSL	195.90 P	70.94	126.34	12.63	138.97	28975	995	7.1	14.	
								DIESEL			70.94	126.34	12.63	138.97				
							TOTAL	THIS PERIOD		70.94	126.34	12.63	138.97		995	7.1	14.	
								YEAR TO DATE		276.57	470.95	47.09	518.04		3898	7.1	13.	
								DIESEL			70.94	126.34	12.63	138.97				
050 15405338 04227 HSW320 2166 WHITE FORD RANGER UTE	20/02/24	07:41:50	GREENWOOD NORTH	WA	9856	047096		ULT DSL	195.90 P	70.94	126.34	12.63	138.97	28975	995	7.1	14.	
								DIESEL			70.94	126.34	12.63	138.97				
							TOTAL	THIS PERIOD		70.94	126.34	12.63	138.97		995	7.1	14.	
								YEAR TO DATE		276.57	470.95	47.09	518.04		3898	7.1	13.	
								DIESEL			70.94	126.34	12.63	138.97				
Cost Centre	06/02/24	13:34:04	BIBRA LAKE	WA	7451	039150		ULT DSL	188.90 P	56.57	97.15	9.71	106.86	57748	598	9.5	17.	
								ULT DSL	190.90 P	54.43	94.46	9.45	103.91	58317	569	9.6	18.	
								ULT DSL	195.90 P	60.69	108.08	10.81	118.89	58970	653	9.3	18.	
								DIESEL			171.69	299.69	29.97	329.66				
							TOTAL	THIS PERIOD		171.69	299.69	29.97	329.66		1820	9.4	18.	
050 15405338 03989 HMMV121 2176 WHITE MITSUBISHI TRITON UTE	19/02/24	13:21:06	BIBRA LAKE	WA	7451	040063		ULT DSL	195.90 P	60.69	108.08	10.81	118.89	58970	653	9.3	18.	
								DIESEL			171.69	299.69	29.97	329.66				
							TOTAL	THIS PERIOD		171.69	299.69	29.97	329.66		1820	9.4	18.	
								YEAR TO DATE		345.38	590.36	59.04	649.40		3713	9.3	17.	
								DIESEL			171.69	299.69	29.97	329.66				
Cost Centre	07/02/24	07:12:09	FREMANTLE	WA	6220	042752		ULT DSL	192.72	57.50	100.74	10.07	110.81	27267	612	9.4	18.	
								ULT DSL	196.70	56.81	101.59	10.16	111.75	27887	620	9.2	18.	
								DIESEL			171.69	299.69	29.97	329.66				
							TOTAL	THIS PERIOD		171.69	299.69	29.97	329.66		1820	9.4	18.	
								YEAR TO DATE		345.38	590.36	59.04	649.40		3713	9.3	17.	
050 15405338 04235 HTW447 2206 WHITE FORD RANGER UTILITY	22/02/24	07:17:00	SPEARWOOD	WA	6443	012685		ULT DSL	192.72	57.50	100.74	10.07	110.81	27267	612	9.4	18.	
								ULT DSL	196.70	56.81	101.59	10.16	111.75	27887	620	9.2	18.	
								DIESEL			171.69	299.69	29.97	329.66				
							TOTAL	THIS PERIOD		171.69	299.69	29.97	329.66		1820	9.4	18.	
								YEAR TO DATE		345.38	590.36	59.04	649.40		3713	9.3	17.	

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CITY OF COCKBURN

Account Number: 0050188034      Customer Number: 0115405338  
Period Starting: 01/02/2024      Period Ending: 29/02/2024

Page: 3 of 3  
Date: 29/02/202

Card Number Vehicle/Driver	Date	Time	Purchase Location	Site No.	Receipt Number	Customer Reference	Product/Service					Odo meter (km)	KM Span	Litres/ 100km	Cent /km
							Description	CPL Price	Litres	Total Exc GST (\$)	GST (\$)	Total Inc GST (\$)			
Cost Centre  '050 15405338 03443 GYQ281 2235 WHITE FORD RANGER UTILITY	01/02/24 07/02/24 12/02/24 16/02/24 21/02/24	15:35:04 09:44:09 07:43:35 13:06:20 09:06:01	BALDIVIS BIBRA LAKE COCKBURN CENTRAL KARNUP COCKBURN CENTRAL	WA WA WA WA WA	7374 7451 7395 4088 7395	061597 009316 047809 002505 048435	DIESEL		114.31	202.33	20.23	222.56			
							TOTAL		114.31	202.33	20.23	222.56		1232	9.3
							YEAR TO DATE		276.73	471.91	47.18	519.09		3085	9.0
							DIESEL		114.31	202.33	20.23	222.56			
							TOTAL		114.31	202.33	20.23	222.56		1232	9.3
							YEAR TO DATE		276.73	471.91	47.18	519.09		3085	9.0
							ULT DSL	187.23	69.92	119.01	11.90	130.91	135940	552	12.7
							ULT DSL	188.90 P	58.43	100.34	10.03	110.37	136364	424	13.8
							ULT DSL	194.90 P	58.90	104.36	10.44	114.80	136763	399	14.8
							ULT DSL	189.90 P	61.01	105.33	10.53	115.86	137398	635	9.6
							ULT DSL	198.70	57.44	103.76	10.38	114.14	137897	499	11.5
Cost Centre  '050 15405338 04052 GMF052 2246 WHITE SUBARU OUTBACK VAGON	05/02/24 23/02/24	11:39:31 08:56:49	BIBRA LAKE BIBRA LAKE	WA WA	7451 7451	039035 040434	DIESEL		305.70	532.80	53.28	586.08			
							TOTAL		305.70	532.80	53.28	586.08		2509	12.2
							YEAR TO DATE		645.55	1,099.40	109.94	1,209.34		5378	12.0
							DIESEL		305.70	532.80	53.28	586.08			
							TOTAL		305.70	532.80	53.28	586.08		2509	12.2
							YEAR TO DATE		645.55	1,099.40	109.94	1,209.34		5378	12.0
							ULSD G10	185.90 P	42.80	72.34	7.23	79.57	88275		
							ULT DSL	196.90 P	42.52	76.11	7.61	83.72	89268	993	4.3
							DIESEL		85.32	148.45	14.84	163.29			
							TOTAL		85.32	148.45	14.84	163.29		993	8.6
Cost Centre  '050 15405338 04177 HRY951 2257 WHITE FORD RANGER UTE	05/02/24 11/02/24 23/02/24	17:48:54 10:38:44 11:50:57	MAIDA VALE MAIDA VALE MAIDA VALE	WA WA WA	6180 6180 6180	000446 000741 001319	ULT DSL	192.72	60.49	105.98	10.60	116.58	43809	737	8.2
							ULT DSL	192.72	58.56	102.60	10.26	112.86	44472	663	8.8
							ULT DSL	196.70	67.08	119.95	12.00	131.95	45236	764	8.8
							DIESEL		85.32	148.45	14.84	163.29			
							TOTAL		85.32	148.45	14.84	163.29		993	8.6
							YEAR TO DATE		111.57	191.54	19.15	210.69		1279	8.7
							DIESEL		85.32	148.45	14.84	163.29			
							TOTAL		85.32	148.45	14.84	163.29		993	8.6
							YEAR TO DATE		111.57	191.54	19.15	210.69		1279	8.7
							ULT DSL	192.72	60.49	105.98	10.60	116.58	43809	737	8.2

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CITY OF COCKBURN

Account Number: 0050188034      Customer Number: 0115405338  
Period Starting: 01/02/2024      Period Ending: 29/02/2024

Page: 4 of 3  
Date: 29/02/202

Card Number Vehicle/Driver	Date	Time	Purchase Location	Site No.	Receipt Number	Customer Reference	Product/Service					Odo meter (km)	KM Span	Litres/ 100km	Cent /km
							Description	CPL Price	Litres	Total Exc GST (\$)	GST (\$)	Total Inc GST (\$)			
Post Centre  '050 15405338 04482 ICB465 2297 'ORD RANGER WHITE	14/02/24	12:56:36	BIBRA LAKE	WA	7451	039712	DIESEL		186.13	328.53	32.86	361.39			
							TOTAL		186.13	328.53	32.86	361.39		2164	8.6
							YEAR TO DATE		392.35	669.91	67.00	736.91		4650	8.4
							DIESEL		186.13	328.53	32.86	361.39			
							TOTAL		186.13	328.53	32.86	361.39		2164	8.6
							YEAR TO DATE		392.35	669.91	67.00	736.91		4650	8.4
							ULSD G10	188.90 P	72.96	125.29	12.53	137.82	0		
							DIESEL		72.96	125.29	12.53	137.82			
							TOTAL		72.96	125.29	12.53	137.82			
							YEAR TO DATE		72.96	125.29	12.53	137.82			
Post Centre  '050 15405338 02759 GLZ772 2307 WHITE MITSUBISHI TRITON UTE	15/02/24	07:13:53	BIBRA LAKE	WA	7451	009563	DIESEL		72.96	125.29	12.53	137.82			
							TOTAL		72.96	125.29	12.53	137.82			
							YEAR TO DATE		72.96	125.29	12.53	137.82			
							DIESEL		72.96	125.29	12.53	137.82			
							TOTAL		72.96	125.29	12.53	137.82			
							YEAR TO DATE		72.96	125.29	12.53	137.82			
							ULSD G10	188.90 P	50.93	87.46	8.75	96.21	95253	453	11.2
							DIESEL		50.93	87.46	8.75	96.21			
							TOTAL		50.93	87.46	8.75	96.21		453	11.2
							YEAR TO DATE		98.24	165.70	16.57	182.27		996	9.9
Post Centre  '050 15405338 04169 HRY950 2308 WHITE FORD RANGER UTE	01/02/24 08/02/24 26/02/24	11:22:52 13:09:57 09:07:48	BIBRA LAKE BIBRA LAKE NAVAL BASE	WA WA WA	7451 7451 7770	009208 009376 010310	ULT DSL	187.90 P	68.98	117.83	11.78	129.61	62230		
							ULT DSL	188.90 P	63.38	108.84	10.88	119.72	23373		
							ULT DSL	192.90 P	75.06	131.63	13.16	144.79	24310	937	8.0
							TOTAL		50.93	87.46	8.75	96.21			
							YEAR TO DATE		98.24	165.70	16.57	182.27		996	9.9
							DIESEL		50.93	87.46	8.75	96.21			
							TOTAL		50.93	87.46	8.75	96.21		453	11.2
							YEAR TO DATE		98.24	165.70	16.57	182.27		996	9.9
							ULT DSL	187.90 P	68.98	117.83	11.78	129.61	62230		
							ULT DSL	188.90 P	63.38	108.84	10.88	119.72	23373		

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CITY OF COCKBURN

Account Number: 0050188034      Customer Number: 0115405338  
Period Starting: 01/02/2024      Period Ending: 29/02/2024

Page: 5 of 3  
Date: 29/02/202

Card Number Vehicle/Driver	Date	Time	Purchase Location	Site No.	Receipt Number	Customer Reference	Product/Service					Odo meter (km)	KM Span	Litres/ 100km	Cent /km
							Description	CPL Price	Litres	Total Exc GST (\$)	GST (\$)	Total Inc GST (\$)			
Cost Centre  050 15405338 03831 HFX380 2317 SILVER NISSAN XTRAIL WAGON	02/02/24 12/02/24 19/02/24 25/02/24	22:07:51 18:09:11 11:43:09 17:40:10	CARLISLE BIBRA LAKE SUCCESS CARLISLE	WA WA WA WA	6218 7451 5992 6218	008550 039549 008638 009910	DIESEL		207.42	358.30	35.82	394.12			
							TOTAL		207.42	358.30	35.82	394.12		937	22.1
							YEAR TO DATE		341.42	581.06	58.10	639.16		2568	13.3
							DIESEL		207.42	358.30	35.82	394.12			
							TOTAL		207.42	358.30	35.82	394.12		937	22.1
							YEAR TO DATE		341.42	581.06	58.10	639.16		2568	13.3
							ULP UNM	177.30	55.20	88.97	8.90	97.87	49512	562	9.8
							BIBRA UNM	175.70 P	56.04	89.51	8.95	98.46	50109	597	9.4
							ULP UNM	183.70 P	52.69	87.99	8.80	96.79	50616	507	10.4
							ULP UNM	181.70 P	41.11	67.91	6.79	74.70	51007	391	10.5
Cost Centre  050 15405338 04219 HSW321 2329 WHITE FORD RANGER UTE	12/02/24	10:24:05	SPEARWOOD	WA	6443	012350	M/S		205.04	334.38	33.44	367.82			
							TOTAL		205.04	334.38	33.44	367.82		2057	10.0
							YEAR TO DATE		358.33	567.61	56.77	624.38		3087	11.6
							M/S		205.04	334.38	33.44	367.82			
							TOTAL		205.04	334.38	33.44	367.82		2057	10.0
							YEAR TO DATE		358.33	567.61	56.77	624.38		3087	11.6
							ULT DSL	193.51	79.36	139.61	13.96	153.57	7821	745	10.7
							DIESEL		79.36	139.61	13.96	153.57			
							TOTAL		79.36	139.61	13.96	153.57		745	10.7
							YEAR TO DATE		143.49	246.05	24.60	270.65		1255	11.4
Cost Centre  050 15405338 03963 HLQ161 2336 WHITE FORD RANGER UTILITY	09/02/24 27/02/24	08:26:54 10:56:15	SPEARWOOD BIBRA LAKE	WA WA	6443 7451	012268 040707	DIESEL		79.36	139.61	13.96	153.57			
							TOTAL		79.36	139.61	13.96	153.57		745	10.7
							YEAR TO DATE		143.49	246.05	24.60	270.65		1255	11.4
							ULT DSL	192.72	56.33	98.69	9.87	108.56	31218	618	9.1
							ULSD G10	192.90 P	69.00	121.00	12.10	133.10	31988	770	9.0

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CITY OF COCKBURN

Account Number: 0050188034      Customer Number: 0115405338  
Period Starting: 01/02/2024      Period Ending: 29/02/2024

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Date: 29/02/202

Card Number Vehicle/Driver	Date	Time	Purchase Location	Site No.	Receipt Number	Customer Reference	Product/Service					Odo meter (km)	KM Span	Litres/ 100km	Cent /km
							Description	CPL Price	Litres	Total Exc GST (\$)	GST (\$)	Total Inc GST (\$)			
Cost Centre			2336				DIESEL		125.33	219.69	21.97	241.66			
							TOTAL		125.33	219.69	21.97	241.66		1388	9.0
							YEAR TO DATE		182.70	316.13	31.61	347.74		2031	17.
							DIESEL		125.33	219.69	21.97	241.66			
			2346				TOTAL		125.33	219.69	21.97	241.66		1388	9.0
							YEAR TO DATE		182.70	316.13	31.61	347.74		2031	17.
							DIESEL		125.33	219.69	21.97	241.66			
							TOTAL		125.33	219.69	21.97	241.66		1388	9.0
'050 15405338 03948 HJO790 2346 WHITE FORD RANGER UTILITY	02/02/24 15/02/24	13:57:06 10:43:50	BIBRA LAKE COCKBURN CENTRAL	WA WA	7451 7395	038898 048097	ULSD G10	184.90 P	59.11	99.35	9.94	109.29	777		
							ULT DSL	195.51	51.94	92.32	9.23	101.55	35777		
							DIESEL		111.05	191.67	19.17	210.84			
							TOTAL		111.05	191.67	19.17	210.84			
Cost Centre			2346				YEAR TO DATE		285.32	478.66	47.87	526.53			
							DIESEL		111.05	191.67	19.17	210.84			
							TOTAL		111.05	191.67	19.17	210.84			
							YEAR TO DATE		285.32	478.66	47.87	526.53			
'050 15405338 03526 GYO863 2355 WHITE FORD RANGER UTILITY	13/02/24 27/02/24	11:07:16 16:55:27	BIBRA LAKE BIBRA LAKE	WA WA	7451 7451	039603 040747	ULT DSL	190.90 P	51.34	89.10	8.91	98.01	49066	480	10.7
							ULT DSL	195.90 P	54.23	96.58	9.66	106.24	49582	516	20.
							DIESEL		105.57	185.68	18.57	204.25			
							TOTAL		105.57	185.68	18.57	204.25			
Cost Centre			2355				YEAR TO DATE		227.90	392.46	39.24	431.70		996	10.6
							DIESEL		105.57	185.68	18.57	204.25			
							TOTAL		105.57	185.68	18.57	204.25		996	10.6
							YEAR TO DATE		227.90	392.46	39.24	431.70		2083	20.
'050 15405338 03161 GTI472 2376 WHITE MITSUBISHI TRITON UTE	15/02/24	08:42:48	BIBRA LAKE	WA	7451	009567	ULSD G10	188.90 P	56.74	97.44	9.74	107.18	46507		

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CITY OF COCKBURN



Account Number: 0050188034      Customer Number: 0115405338      Page: 7 of 3  
Period Starting: 01/02/2024      Period Ending: 29/02/2024      Date: 29/02/202

Card Number Vehicle/Driver	Date	Time	Purchase Location	Site No.	Receipt Number	Customer Reference	Product/Service					Odo meter (km)	KM Span	Litres/ 100km	Cent /km
							Description	CPL Price	Litres	Total Exc GST (\$)	GST (\$)	Total Inc GST (\$)			
Post Centre  050 15405338 04276 HUL718 2388 WHITE FORD RANGER UTE	01/02/24 14/02/24 22/02/24 28/02/24	13:36:58 11:05:56 12:22:13 12:43:15	BIBRA LAKE BIBRA LAKE BIBRA LAKE BIBRA LAKE	WA WA WA WA	7451 7451 7451 7451	038802 009538 040336 040826	DIESEL		56.74	97.44	9.74	107.18			
							TOTAL		56.74	97.44	9.74	107.18			
							THIS PERIOD		56.74	97.44	9.74	107.18			
							YEAR TO DATE		109.71	184.07	18.40	202.47			
							DIESEL		56.74	97.44	9.74	107.18			
							TOTAL		56.74	97.44	9.74	107.18			
							THIS PERIOD		56.74	97.44	9.74	107.18			
							YEAR TO DATE		109.71	184.07	18.40	202.47			
							ULSD G10	184.90 P	50.01	84.06	8.41	92.47	17009	558	9.0
							ULSD G10	188.90 P	59.67	102.47	10.25	112.72	17650	641	9.3
Post Centre  050 15405338 03351 GXF233 2397 WHITE FORD RANGER UTILITY	11/02/24 22/02/24	10:01:17 10:20:01	BIBRA LAKE SPEARWOOD	WA WA	7451 6443	039460 012691	ULSD G10	192.90 P	60.83	106.67	10.67	117.34	18259	609	10.0
							ULSD G10	192.90 P	58.62	102.80	10.28	113.08	18854	595	9.9
							DIESEL		229.13	396.00	39.61	435.61			
							TOTAL		229.13	396.00	39.61	435.61		2403	9.5
							THIS PERIOD		229.13	396.00	39.61	435.61		2403	9.5
							YEAR TO DATE		356.36	605.21	60.53	665.74		3789	9.4
							DIESEL		229.13	396.00	39.61	435.61			
							TOTAL		229.13	396.00	39.61	435.61		2403	9.5
							THIS PERIOD		229.13	396.00	39.61	435.61		2403	9.5
							YEAR TO DATE		356.36	605.21	60.53	665.74		3789	9.4
Post Centre  050 15405338 04490 ICH248 2398 ORD RANGER WHITE	06/02/24 16/02/24 26/02/24	07:00:23 15:00:30 12:26:39	BIBRA LAKE BIBRA LAKE BIBRA LAKE	WA WA WA	7451 7451 7451	039085 009611 040603	ULSD G10	186.90 P	61.37	104.27	10.43	114.70	119667	729	8.4
							ULT DSL	196.70	69.20	123.75	12.37	136.12	128455		15.
							DIESEL		130.57	228.02	22.80	250.82			
							TOTAL		130.57	228.02	22.80	250.82		729	17.9
							THIS PERIOD		130.57	228.02	22.80	250.82		729	17.9
							YEAR TO DATE		262.57	446.49	44.65	491.14		2113	12.4
							DIESEL		130.57	228.02	22.80	250.82			
							TOTAL		130.57	228.02	22.80	250.82		729	17.9
							THIS PERIOD		130.57	228.02	22.80	250.82		729	17.9
							YEAR TO DATE		262.57	446.49	44.65	491.14		2113	12.4
							ULT DSL	188.90 P	73.47	126.16	12.62	138.78	758		
							ULT DSL	192.90 P	68.15	119.51	11.95	131.46	1465	707	9.6
							ULT DSL	196.90 P	64.07	114.68	11.47	126.15	2108	643	10.0

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CITY OF COCKBURN

Account Number: 0050188034      Customer Number: 0115405338  
Period Starting: 01/02/2024      Period Ending: 29/02/2024

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Card Number Vehicle/Driver	Date	Time	Purchase Location	Site No.	Receipt Number	Customer Reference	Product/Service					Odo meter (km)	KM Span	Litres/ 100km	Cent/ km		
							Description	CPL Price	Litres	Total Exc GST (\$)	GST (\$)					Total Inc GST (\$)	
Cost Centre  '050 15405338 04359 GYZ376 2407 WHITE MITSUBISHI TRITON UTE	31/01/24 06/02/24 10/02/24 16/02/24 22/02/24 26/02/24	13:40:08 14:48:19 05:40:41 11:38:39 05:32:20 07:56:30	NAVAL BASE NAVAL BASE PARMELIA BIBRA LAKE PARMELIA PARMELIA	WA WA WA WA WA WA	7770 7770 6178 7451 6178 6178	008318 018643 022531 039902 022945 023096		DIESEL	205.69	360.35	36.04	396.39					
							TOTAL	THIS PERIOD	205.69	360.35	36.04	396.39		1350	15.2	29.	
								YEAR TO DATE	205.69	360.35	36.04	396.39		1350	15.2	29.	
								DIESEL	205.69	360.35	36.04	396.39					
							TOTAL	THIS PERIOD	205.69	360.35	36.04	396.39		1350	15.2	29.	
								YEAR TO DATE	205.69	360.35	36.04	396.39		1350	15.2	29.	
								ULT DSL	186.90	65.08	110.57	11.06	121.63	6774			
								ULT DSL	186.90	46.61	79.19	7.92	87.11	68072			
								ULT DSL	192.72	46.91	82.18	8.22	90.40	68483	411	11.4	22.
								ULSD G10	189.90	55.15	95.21	9.52	104.73	68938	455	12.1	23.
Cost Centre  '050 15405338 03781 HEJ525 2418 WHITE FORD RANGER UTILITY	31/01/24 06/02/24 19/02/24	16:37:27 13:38:58 08:31:19	BALDIVIS BIBRA LAKE BIBRA LAKE	WA WA WA	7374 7451 7451	001560 039152 040016		ULT DSL	187.23	75.89	129.17	12.92	142.09	98616	846	9.0	16.
								ULT DSL	188.90	57.25	98.32	9.83	108.15	99278	662	8.6	16.
								ULT DSL	195.90	62.21	110.79	11.08	121.87	99923	645	9.6	18.
								DIESEL	195.35	338.28	33.83	372.11					
							TOTAL	THIS PERIOD	195.35	338.28	33.83	372.11		2153	9.1	17.	
								YEAR TO DATE	336.82	572.41	57.24	629.65		3779	8.9	16.	
								DIESEL	195.35	338.28	33.83	372.11					
							TOTAL	THIS PERIOD	195.35	338.28	33.83	372.11		2153	9.1	17.	
								YEAR TO DATE	336.82	572.41	57.24	629.65		3779	8.9	16.	
							Cost Centre  '050 15405338 03898 HIN859 2438 WHITE FORD RANGER UTILITY	06/02/24 20/02/24	13:38:21 06:53:02	BIBRA LAKE SPEARWOOD	WA WA	7451 6443	039151 012593		ULT DSL	188.90	65.72
	ULT DSL	196.70	66.25	118.47	11.85	130.32								61520	597	11.1	21.
	DIESEL	195.35	338.28	33.83	372.11												
TOTAL	THIS PERIOD	195.35	338.28	33.83	372.11									2153	9.1	17.	



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CITY OF COCKBURN

Account Number: 0050188034      Customer Number: 0115405338  
Period Starting: 01/02/2024      Period Ending: 29/02/2024

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Date: 29/02/202

Card Number Vehicle/Driver	Date	Time	Purchase Location	Site No.	Receipt Number	Customer Reference	Product/Service					Odo meter (km)	KM Span	Litres/ 100km	Cent /km
							Description	CPL Price	Litres	Total Exc GST (\$)	GST (\$)	Total Inc GST (\$)			
Cost Centre  '050 15405338 03054 GRH938 2457 WHITE FORD RANGER UTILITY	20/02/24	07:09:13	COCKBURN CENTRAL	WA	7395	048357	DIESEL		131.97	231.33	23.14	254.47			
							TOTAL		131.97	231.33	23.14	254.47		1200	21.
							YEAR TO DATE		259.53	441.55	44.16	485.71		2483	19.
							DIESEL		131.97	231.33	23.14	254.47			
							TOTAL		131.97	231.33	23.14	254.47		1200	21.
							YEAR TO DATE		259.53	441.55	44.16	485.71		2483	19.
							ULT DSL	198.70	61.06	110.30	11.03	121.33	44282	696	8.8
							DIESEL		61.06	110.30	11.03	121.33			
							TOTAL		61.06	110.30	11.03	121.33		696	17.
							YEAR TO DATE		190.27	326.40	32.64	359.04		2687	13.
Cost Centre  '050 15405338 03120 GTE408 2467 WHITE FORD RANGER UTE	13/02/24 23/02/24	15:11:19 08:23:34	BIBRA LAKE BIBRA LAKE	WA WA	7451 7451	039625 040424	DIESEL		61.06	110.30	11.03	121.33			
							TOTAL		61.06	110.30	11.03	121.33		696	17.
							YEAR TO DATE		190.27	326.40	32.64	359.04		2687	13.
							ULSD G10	187.90 P	66.19	113.06	11.31	124.37	58979	621	10.7
							ULSD G10	192.90 P	74.39	130.45	13.05	143.50	59573	594	12.5
							DIESEL		140.58	243.51	24.36	267.87			
							TOTAL		140.58	243.51	24.36	267.87		1215	22.
							YEAR TO DATE		278.88	474.38	47.45	521.83		2265	23.
							DIESEL		140.58	243.51	24.36	267.87			
							TOTAL		140.58	243.51	24.36	267.87		1215	22.
							YEAR TO DATE		278.88	474.38	47.45	521.83		2265	23.
Cost Centre  '050 15405338 04375 GRS168 2477 WHITE MITSUBISHI SINGLE CAB	20/02/24 23/02/24 28/02/24	08:59:16 06:17:15 14:10:18	BIBRA LAKE BIBRA LAKE BIBRA LAKE	WA WA WA	7451 7451 7451	040145 040402 009852	ULSD G10	192.90 P	52.38	91.85	9.19	101.04	81721	1339	3.9
							ULT DSL	196.90 P	49.71	88.98	8.90	97.88	82058	337	14.8
							ULT DSL	195.90 P	52.09	92.76	9.28	102.04	83399	1341	3.9
							DIESEL		140.58	243.51	24.36	267.87			
							TOTAL		140.58	243.51	24.36	267.87		1215	22.
							YEAR TO DATE		278.88	474.38	47.45	521.83		2265	23.

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Account Number: 0050188034      Customer Number: 0115405338      Page: 10 of 3  
Period Starting: 01/02/2024      Period Ending: 29/02/2024      Date: 29/02/2024

Card Number Vehicle/Driver	Date	Time	Purchase Location	Site No.	Receipt Number	Customer Reference	Product/Service					Odo meter (km)	KM Span	Litres/ 100km	Cent /km
							Description	CPL Price	Litres	Total Exc GST (\$)	GST (\$)	Total Inc GST (\$)			
Cost Centre  '050 15405338 03971 HMI124 2497 WHITE FORD RANGER UTE	15/02/24 28/02/24	10:48:51 11:53:46	SPEARWOOD BIBRA LAKE	WA WA	6443 7451	012472 040821	DIESEL		154.18	273.59	27.37	300.96			
							TOTAL		154.18	273.59	27.37	300.96		3017	10.
							YEAR TO DATE		377.19	643.75	64.39	708.14		4161	17.
							DIESEL		154.18	273.59	27.37	300.96			
							TOTAL		154.18	273.59	27.37	300.96		3017	10.
							YEAR TO DATE		377.19	643.75	64.39	708.14		4161	17.
							ULT DSL	193.51	70.92	124.76	12.48	137.24	777		
							ULT DSL	195.90 P	67.71	120.58	12.06	132.64	777		
							DIESEL		138.63	245.34	24.54	269.88			
							TOTAL		138.63	245.34	24.54	269.88			
							YEAR TO DATE		268.16	459.84	45.99	505.83		1345	37.
Cost Centre  '050 15405338 02494 GGH334 2507 WHITE MAZDA 6 SEDAN	31/01/24 12/02/24 20/02/24 27/02/24	18:58:01 12:00:29 08:04:05 08:14:34	BALDIVIS SPEARWOOD BALDIVIS BALDIVIS	WA WA WA WA	7374 6443 7375 7375	001574 012357 003532 003959	DIESEL		138.63	245.34	24.54	269.88			
							TOTAL		138.63	245.34	24.54	269.88			
							YEAR TO DATE		268.16	459.84	45.99	505.83		1345	37.
							DIESEL		138.63	245.34	24.54	269.88			
							TOTAL		138.63	245.34	24.54	269.88			
							YEAR TO DATE		268.16	459.84	45.99	505.83		1345	37.
							ULP UNM	177.30	51.39	82.84	8.28	91.12	118618	788	11.
							ULP UNM	178.70 P	45.94	74.63	7.46	82.09	11288		
							ULP UNM	171.70 P	44.62	69.65	6.96	76.61	119969		
							ULP UNM	173.70 P	46.61	73.60	7.36	80.96	120685	716	11.
							M/S		188.56	300.72	30.06	330.78			
Cost Centre  '050 15405338 03708 HCC815 2515 WHITE FORD RANGER UTILITY	10/02/24 21/02/24	13:33:55 18:25:27	COCKBURN CENTRAL SUCCESS	WA WA	7395 5992	047751 026622	TOTAL		188.56	300.72	30.06	330.78		1504	22.
							YEAR TO DATE		356.22	553.56	55.34	608.90		4109	14.
							M/S		188.56	300.72	30.06	330.78			
							TOTAL		188.56	300.72	30.06	330.78		1504	22.
							YEAR TO DATE		356.22	553.56	55.34	608.90		4109	14.
							ULT DSL	194.72	35.86	63.48	6.35	69.83	19374		
							ULT DSL	196.70	41.33	73.91	7.39	81.30	19677	303	26.

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Account Number: 0050188034      Customer Number: 0115405338  
Period Starting: 01/02/2024      Period Ending: 29/02/2024

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Date: 29/02/2024

Card Number Vehicle/Driver	Date	Time	Purchase Location	Site No.	Receipt Number	Customer Reference	Product/Service					Odo meter (km)	KM Span	Litres/ 100km	Cent /km
							Description	CPL Price	Litres	Total Exc GST (\$)	GST (\$)	Total Inc GST (\$)			
Cost Centre  '050 15405338 03344 GXB734 2555 WHITE SUBARU OUTBACK WAGON	06/02/24 20/02/24	08:44:24 08:29:00	BIBRA LAKE BIBRA LAKE	WA WA	7451 7451	039103 040142	DIESEL		77.19	137.39	13.74	151.13			
							TOTAL		77.19	137.39	13.74	151.13		303	25.5
							YEAR TO DATE		189.11	323.50	32.36	355.86		952	19.9
							DIESEL		77.19	137.39	13.74	151.13			
							TOTAL		77.19	137.39	13.74	151.13		303	25.5
							YEAR TO DATE		189.11	323.50	32.36	355.86		952	19.9
							ULT DSL	188.90 P	59.69	102.50	10.25	112.75	139150	1450	4.1
							ULT DSL	195.90 P	57.72	102.79	10.28	113.07	140170	1020	5.7
							DIESEL		117.41	205.29	20.53	225.82			
							TOTAL		117.41	205.29	20.53	225.82		2470	4.8
Cost Centre  '050 15405338 03591 GXV149 2565 WHITE FORD RANGER UTILITY	31/01/24 08/02/24	13:52:51 15:27:21	BIBRA LAKE SUCCESS	WA WA	7451 5992	038722 008328	YEAR TO DATE		176.00	303.77	30.38	334.15		2470	7.1
							DIESEL		117.41	205.29	20.53	225.82			
							TOTAL		117.41	205.29	20.53	225.82		2470	4.8
							YEAR TO DATE		176.00	303.77	30.38	334.15		2470	7.1
							ULT DSL	186.90 P	75.33	127.99	12.80	140.79	78712	845	8.9
							ULT DSL	192.72	71.04	124.46	12.45	136.91	79529	817	8.7
							DIESEL		146.37	252.45	25.25	277.70			
							TOTAL		146.37	252.45	25.25	277.70		1662	8.8
							YEAR TO DATE		361.54	609.01	60.91	669.92		4018	9.0
							DIESEL		146.37	252.45	25.25	277.70			
Cost Centre  '050 15405338 04094 HPP327 2575 WHITE ISUZU D-MAX UTE	31/01/24 11/02/24 17/02/24 28/02/24	15:25:32 11:23:55 12:05:34 15:33:57	BIBRA LAKE BIBRA LAKE BIBRA LAKE BIBRA LAKE	WA WA WA WA	7451 7451 7451 7451	009165 039463 009619 009867	YEAR TO DATE		361.54	609.01	60.91	669.92		1662	8.8
							DIESEL		146.37	252.45	25.25	277.70			
							TOTAL		146.37	252.45	25.25	277.70		1662	8.8
							YEAR TO DATE		361.54	609.01	60.91	669.92		4018	9.0
							ULT DSL	186.90 P	62.07	105.46	10.55	116.01	30163		
							ULT DSL	189.90 P	64.61	111.54	11.15	122.69	30718	555	11.6
							ULT DSL	195.51	55.72	99.04	9.90	108.94	31206	488	11.4
							ULT DSL	195.90 P	60.16	107.14	10.71	117.85	31716	510	11.8
							TOTAL		146.37	252.45	25.25	277.70		1662	8.8
							YEAR TO DATE		361.54	609.01	60.91	669.92		4018	9.0

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965

Account Number: 0050188034      Customer Number: 0115405338  
Period Starting: 01/02/2024      Period Ending: 29/02/2024  
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Date: 29/02/2024

Card Number Vehicle/Driver	Date	Time	Purchase Location	Site No.	Receipt Number	Customer Reference	Product/Service					Odo meter (km)	KM Span	Litres/ 100km	Cent /km
							Description	CPL Price	Litres	Total Exc GST (\$)	GST (\$)	Total Inc GST (\$)			
Cost Centre  '050 15405338 04086 HOK035 2606 WHITE FORD RANGER UTILITY	08/02/24 20/02/24	10:43:48 13:33:09	BIBRA LAKE BIBRA LAKE	WA WA	7451 7451	009357 040186	DIESEL		242.56	423.18	42.31	465.49			
							TOTAL		242.56	423.18	42.31	465.49		1553	30.
							YEAR TO DATE		358.54	614.10	61.40	675.50		1553	43.
							DIESEL		242.56	423.18	42.31	465.49			
							TOTAL		242.56	423.18	42.31	465.49		1553	30.
							YEAR TO DATE		358.54	614.10	61.40	675.50		1553	43.
							ULT DSL	188.90 P	64.75	111.19	11.12	122.31	15171	376	32.
							ULT DSL	195.90 P	60.32	107.43	10.74	118.17	15537	366	32.
							DIESEL		125.07	218.62	21.86	240.48			
							TOTAL		125.07	218.62	21.86	240.48		742	32.
Cost Centre  '050 15405338 04292 HVF574 2618 WHITE VOLKSWAGEN CADDY /AN	05/02/24 15/02/24 21/02/24	09:14:28 12:33:52 07:28:36	SUCCESS COCKBURN CENTRAL SUCCESS	WA WA WA	5992 7395 5992	025831 010519 026599	YEAR TO DATE		254.09	432.31	43.23	475.54			
							DIESEL		125.07	218.62	21.86	240.48			
							TOTAL		125.07	218.62	21.86	240.48		742	32.
							YEAR TO DATE		254.09	432.31	43.23	475.54		1518	31.
							ULT DSL	192.72	52.69	92.31	9.23	101.54	11886	816	12.
							AdBlue	219.90 P	12.89	25.77	2.58	28.35	777		
							ULT DSL	196.70	54.25	97.01	9.70	106.71	12750		
							ADBLUE		12.89	25.77	2.58	28.35			
							DIESEL		106.94	189.32	18.93	208.25			
							TOTAL		119.83	215.09	21.51	236.60		816	29.
Cost Centre  '050 15405338 04417 GRB219 2626 WHITE MITSUBISHI TRITON UTE	06/02/24 19/02/24 27/02/24	06:40:52 07:05:41 06:10:34	COCKBURN CENTRAL COCKBURN CENTRAL BIBRA LAKE	WA WA WA	7395 7395 7451	047461 048283 009806	YEAR TO DATE		172.03	301.73	30.17	331.90			
							ADBLUE		12.89	25.77	2.58	28.35			
							DIESEL		106.94	189.32	18.93	208.25			
							TOTAL		119.83	215.09	21.51	236.60		816	29.
							YEAR TO DATE		172.03	301.73	30.17	331.90		1661	20.
							ULT DSL	194.72	54.34	96.19	9.62	105.81	40400	400	
							ULT DSL	196.90 P	50.83	90.98	9.10	100.08	400700		
							ULT DSL	195.90 P	45.01	80.15	8.02	88.17	41000		
							TOTAL		119.83	215.09	21.51	236.60		816	29.
							YEAR TO DATE		172.03	301.73	30.17	331.90		1661	20.

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Account Number: 0050188034      Customer Number: 0115405338  
Period Starting: 01/02/2024      Period Ending: 29/02/2024

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Date: 29/02/2024

Card Number Vehicle/Driver	Date	Time	Purchase Location	Site No.	Receipt Number	Customer Reference	Product/Service					Odo meter (km)	KM Span	Litres/ 100km	Cent /km
							Description	CPL Price	Litres	Total Exc GST (\$)	GST (\$)	Total Inc GST (\$)			
Cost Centre  050 15405338 04029 HOA671 2646 WHITE MITSUBISHI TRITON	08/02/24 16/02/24	15:49:20 09:10:50	BIBRA LAKE BIBRA LAKE	WA WA	7451 7451	009391 039882	DIESEL		150.18	267.32	26.74	294.06			
							TOTAL		150.18	267.32	26.74	294.06		400	37.5
							YEAR TO DATE		250.37	434.12	43.42	477.54		1000	25.0
							DIESEL		150.18	267.32	26.74	294.06			
							TOTAL		150.18	267.32	26.74	294.06		400	37.5
							YEAR TO DATE		250.37	434.12	43.42	477.54		1000	25.0
							ULSD G10	185.90 P	63.11	106.65	10.67	117.32	35906	617	10.2
							ULSD G10	189.90 P	64.52	111.38	11.14	122.52	36613	707	9.1
							DIESEL		127.63	218.03	21.81	239.84			
							TOTAL		127.63	218.03	21.81	239.84		1324	9.6
Cost Centre  050 15405338 04037 HOQ717 2656 ORD RANGER XL SC	20/02/24 08/02/24 27/02/24	06:40:28 14:08:43	COCKBURN CENTRAL COCKBURN CENTRAL	WA WA	7395 7395	010691 011079	YEAR TO DATE		257.00	431.91	43.20	475.11		2736	9.4
							DIESEL		127.63	218.03	21.81	239.84			
							TOTAL		127.63	218.03	21.81	239.84		1324	9.6
							YEAR TO DATE		257.00	431.91	43.20	475.11		2736	9.4
							ULT DSL	198.70	72.85	131.60	13.16	144.76	3568		
							ULT DSL	196.90 P	75.16	134.54	13.45	147.99	36235		
							DIESEL		148.01	266.14	26.61	292.75			
							TOTAL		148.01	266.14	26.61	292.75			
							YEAR TO DATE		440.38	754.22	75.42	829.64		2206	20.0
							DIESEL		148.01	266.14	26.61	292.75			
Cost Centre  050 15405338 03914 HIN742 2667 WHITE MITSUBISHI TRITON UTE	01/02/24 08/02/24 28/02/24	06:24:10 07:37:11 06:56:21	BIBRA LAKE SPEARWOOD BIBRA LAKE	WA WA WA	7451 6443 7451	038743 012234 040775	YEAR TO DATE		440.38	754.22	75.42	829.64		2206	20.0
							DIESEL		148.01	266.14	26.61	292.75			
							TOTAL		148.01	266.14	26.61	292.75			
							YEAR TO DATE		440.38	754.22	75.42	829.64		2206	20.0
							ULT DSL	187.90 P	62.35	106.51	10.65	117.16	51778	479	13.0
							ULT DSL	192.72	62.39	109.31	10.93	120.24	52286	508	12.3
							ULT DSL	195.90 P	63.32	112.76	11.28	124.04	52776	490	12.9
							DIESEL		148.01	266.14	26.61	292.75			
							TOTAL		148.01	266.14	26.61	292.75			
							YEAR TO DATE		440.38	754.22	75.42	829.64		2206	20.0

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Account Number: 0050188034 Customer Number: 0115405338  
Period Starting: 01/02/2024 Period Ending: 29/02/2024

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Date: 29/02/2024

Card Number Vehicle/Driver	Date	Time	Purchase Location	Site No.	Receipt Number	Customer Reference	Product/Service					Odo meter (km)	KM Span	Litres/ 100km	Cent /km
							Description	CPL Price	Litres	Total Exc GST (\$)	GST (\$)	Total Inc GST (\$)			
Cost Centre  '050 15405338 03823 HGH898 2677 WHITE MITSUBISHI TRITON UTE	31/01/24 06/02/24 12/02/24 19/02/24 26/02/24	07:55:17 13:09:00 08:24:01 09:10:42 10:20:17	COCKBURN CENTRAL COCKBURN CENTRAL COCKBURN CENTRAL COCKBURN CENTRAL COCKBURN CENTRAL	WA WA WA WA WA	7395 7395 7395 7395 7395	047164 047494 047812 010668 010981	DIESEL		188.06	328.58	32.86	361.44			
							TOTAL		188.06	328.58	32.86	361.44		1477	12.7
							THIS PERIOD		188.06	328.58	32.86	361.44		1477	12.7
							YEAR TO DATE		430.50	731.06	73.12	804.18		1937	22.2
							DIESEL		188.06	328.58	32.86	361.44			
							TOTAL		188.06	328.58	32.86	361.44		1477	12.7
							THIS PERIOD		188.06	328.58	32.86	361.44		1477	12.7
							YEAR TO DATE		430.50	731.06	73.12	804.18		1937	22.2
							ULT DSL	189.23	57.41	98.76	9.88	108.64	56322	442	13.0
							ULT DSL	194.72	55.61	98.44	9.84	108.28	56738	416	13.4
Cost Centre  '050 15405338 03765 HEI019 2687 WHITE ISUZU D-MAX UTE	01/02/24 16/02/24 23/02/24	10:41:21 17:01:11 08:41:00	BIBRA LAKE BIBRA LAKE BIBRA LAKE	WA WA WA	7451 7451 7451	009202 039923 040430	ULT DSL	194.90 P	57.24	101.42	10.14	111.56	57157	419	13.7
							ULT DSL	196.90 P	55.29	98.97	9.90	108.87	57534	377	14.7
							ULT DSL	197.43	56.80	101.95	10.19	112.14	57974	440	12.9
							DIESEL		282.35	499.54	49.95	549.49			
							TOTAL		282.35	499.54	49.95	549.49		2094	13.5
							THIS PERIOD		282.35	499.54	49.95	549.49		2094	13.5
							YEAR TO DATE		398.45	691.65	69.16	760.81		2900	13.7
							DIESEL		282.35	499.54	49.95	549.49			
							TOTAL		282.35	499.54	49.95	549.49		2094	13.5
							THIS PERIOD		282.35	499.54	49.95	549.49		2094	13.5
Cost Centre  '050 15405338 04425 HJA763 2706 WHITE FORD RANGER UTILITY	06/02/24 13/02/24 21/02/24	07:42:19 13:07:58 12:15:48	BIBRA LAKE BIBRA LAKE BIBRA LAKE	WA WA WA	7451 7451 7451	009294 009520 040270	ULT DSL	187.90 P	66.98	114.42	11.44	125.86	61500	467	12.6
							ULT DSL	192.90 P	59.02	103.50	10.35	113.85	61967	586	11.8
							ULT DSL	196.90 P	69.06	123.62	12.36	135.98	62553		
							DIESEL		195.06	341.54	34.15	375.69			
							TOTAL		195.06	341.54	34.15	375.69		1053	18.5
							THIS PERIOD		195.06	341.54	34.15	375.69		1053	18.5
							YEAR TO DATE		195.06	341.54	34.15	375.69		1053	18.5
							DIESEL		195.06	341.54	34.15	375.69			
							TOTAL		195.06	341.54	34.15	375.69		1053	18.5
							THIS PERIOD		195.06	341.54	34.15	375.69		1053	18.5
							YEAR TO DATE		195.06	341.54	34.15	375.69		1053	18.5
							ULSD G10	185.90 P	67.25	113.65	11.37	125.02	50612	1090	6.2
							ULSD G10	187.90 P	47.40	80.96	8.10	89.06	50581		
							ULT DSL	196.90 P	62.21	111.35	11.14	122.49	51070	489	12.7

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CITY OF COCKBURN

Account Number: 0050188034      Customer Number: 0115405338  
Period Starting: 01/02/2024      Period Ending: 29/02/2024

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Date: 29/02/202

Card Number Vehicle/Driver	Date	Time	Purchase Location		Site No.	Receipt Number	Customer Reference	Product/Service					Odo meter (km)	KM Span	Litres/ 100km	Cent /km
								Description	CPL Price	Litres	Total Exc GST (\$)	GST (\$)				
Post Centre  '050 15405338 03336 GVU053 2723 WHITE ISUZU FIRE TRUCK	31/01/24 07/02/24 08/02/24 09/02/24 14/02/24 17/02/24 20/02/24 21/02/24 21/02/24 22/02/24 22/02/24 23/02/24	14:38:01 23:59:17 22:17:41 21:39:35 20:56:28 21:20:24 05:05:31 06:55:16 23:27:08 05:30:19 17:40:10 16:56:16	2706   <													



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CITY OF COCKBURN

Account Number: 0050188034 Customer Number: 0115405338  
Period Starting: 01/02/2024 Period Ending: 29/02/2024  
Page: 16 of 3  
Date: 29/02/202

Card Number Vehicle/Driver	Date	Time	Purchase Location	Site No.	Receipt Number	Customer Reference	Product/Service					Odo meter (km)	KM Span	Litres/ 100km	Cent /km
							Description	CPL Price	Litres	Total Exc GST (\$)	GST (\$)	Total Inc GST (\$)			
Post Centre  050 15405338 01454 EZY791 2753 TOYOTA LANDCRUISER UTILITY	08/02/24	00:00:24	2737	5992	025985		DIESEL		144.48	246.76	24.68	271.44			
			TOTAL				THIS PERIOD		144.48	246.76	24.68	271.44			
							YEAR TO DATE		285.06	477.69	47.78	525.47		1410	20.2
			08/02/24				ULT DSL	192.72	24.63	43.15	4.32	47.47	1		
			08/02/24				ULP UNM	184.63	2.95	4.95	0.50	5.45	27063		
			08/02/24				ULT DSL	194.72	18.01	31.88	3.19	35.07			
			08/02/24				ULP UNM	186.63	0.81	1.37	0.14	1.51	27085	22	23.3
			09/02/24				ULT DSL	194.72	5.12	9.06	0.91	9.97			
			09/02/24				ULP UNM	186.63	1.43	2.43	0.24	2.67	2115		
			17/02/24				ULT DSL	194.72	17.44	30.87	3.09	33.96	27148		
			21/02/24				ULP UNM	186.63	3.97	6.74	0.67	7.41	777		
			21/02/24				ULT DSL	193.51	10.60	18.65	1.86	20.51	27148		
			21/02/24				ULP UNM	198.70	22.21	40.12	4.01	44.13	777		
			22/02/24				ULT DSL	179.70 P	8.64	14.12	1.41	15.53			
			22/02/24				ULP UNM	198.70	26.51	47.89	4.79	52.68	777		
			22/02/24				ULT DSL	185.85	5.48	9.25	0.93	10.18	777		
			23/02/24				ULT DSL	198.70	17.96	32.45	3.24	35.69	777		
			24/02/24				ULT DSL	185.85	1.06	1.79	0.18	1.97	27431		
			24/02/24				ULT DSL	198.70	30.74	55.53	5.55	61.08	27435	4	66.0
			24/02/24				ULT DSL	183.70 P	2.64	4.41	0.44	4.85			121.
Post Centre  050 15405338 04151 HRR422 2766 WHITE FORD RANGER UTE	19/02/24	11:59:49	2753	6443	012574		DIESEL		173.22	309.60	30.96	340.56			
							M/S		26.98	45.06	4.51	49.57			
			TOTAL				THIS PERIOD		200.20	354.66	35.47	390.13		26	770.0
							YEAR TO DATE		296.45	512.88	51.30	564.18		611	48.5
							DIESEL		173.22	309.60	30.96	340.56			
							M/S		26.98	45.06	4.51	49.57			
			TOTAL				THIS PERIOD		200.20	354.66	35.47	390.13		26	770.0
							YEAR TO DATE		296.45	512.88	51.30	564.18		611	48.5
							ULT DSL	196.70	67.66	120.99	12.10	133.09	16498		
							DIESEL		67.66	120.99	12.10	133.09			
			TOTAL				THIS PERIOD		67.66	120.99	12.10	133.09			
							YEAR TO DATE		193.35	328.82	32.88	361.70		714	27.1

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Account Number: 0050188034      Customer Number: 0115405338  
Period Starting: 01/02/2024      Period Ending: 29/02/2024

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Date: 29/02/2024

Card Number Vehicle/Driver	Date	Time	Purchase Location	Site No.	Receipt Number	Customer Reference	Product/Service					Odo meter (km)	KM Span	Litres/ 100km	Cent /km
							Description	CPL Price	Litres	Total Exc GST (\$)	GST (\$)	Total Inc GST (\$)			
Post Centre  050 15405338 04193 HRS629 2784 TOYOTA LCRUSR - WHITE	09/02/24 21/02/24 21/02/24	14:27:46 16:00:17 22:22:03	2786  COCKBURN CENTRAL COCKBURN CENTRAL COCKBURN CENTRAL	WA WA WA	7395 7395 7395	047712 048447 010833	DIESEL		67.66	120.99	12.10	133.09			
							TOTAL								
							THIS PERIOD		67.66	120.99	12.10	133.09			
							YEAR TO DATE		193.35	328.82	32.88	361.70		714	27.1
							ULT DSL	194.72	39.61	70.12	7.01	77.13	6011	138	28.7
							ULP UNM	185.85	40.00	67.58	6.76	74.34	187850		55.
							ULT DSL	198.70	37.35	67.47	6.75	74.22	6143		
							DIESEL		76.96	137.59	13.76	151.35			
							M/S		40.00	67.58	6.76	74.34			
							TOTAL		116.96	205.17	20.52	225.69		138	84.8
							YEAR TO DATE		225.61	386.60	38.67	425.27		955	23.6
Post Centre  050 15405338 03872 HIN860 2797 WHITE FORD RANGER UTE	05/02/24 21/02/24	10:47:36 06:25:53	2784  SUCCESS BIBRA LAKE	WA WA	5992 7451	008201 040222	DIESEL		76.96	137.59	13.76	151.35			
							M/S		40.00	67.58	6.76	74.34			
							TOTAL		116.96	205.17	20.52	225.69		138	84.8
							YEAR TO DATE		225.61	386.60	38.67	425.27		955	23.6
							ULT DSL	192.72	73.31	128.44	12.84	141.28	51281	774	9.5
							ULT DSL	196.90	72.59	129.94	12.99	142.93	52023	742	9.8
							DIESEL		145.90	258.38	25.83	284.21			
							TOTAL		145.90	258.38	25.83	284.21		1516	9.6
							YEAR TO DATE		287.52	494.51	49.44	543.95		3021	9.5
							DIESEL		145.90	258.38	25.83	284.21			
Post Centre  050 15405338 03864 HFX818 2808 BLUE NISSAN X-TRAIL	31/01/24 14/02/24 26/02/24	12:31:55 10:03:42 14:09:13	2797  HUNTINGDALE HUNTINGDALE HUNTINGDALE	WA WA WA	6117 6117 6117	072769 073165 073502	DIESEL		145.90	258.38	25.83	284.21			
							TOTAL		145.90	258.38	25.83	284.21		1516	9.6
							YEAR TO DATE		287.52	494.51	49.44	543.95		3021	9.5
							ULP UNM	177.30	59.00	95.10	9.51	104.61	51514	659	8.8
							ULP UNM	181.96	58.00	95.95	9.59	105.54	52173	656	16.
							ULP UNM	177.70	57.00	92.08	9.21	101.29	52829	656	8.7
							M/S		174.00	283.13	28.31	311.44			
							TOTAL		174.00	283.13	28.31	311.44		1315	13.2
							YEAR TO DATE		290.00	462.10	46.21	508.31		2035	14.3

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IBRA LAKE DC PRIVATE BOXES WA  
965

Account Number: 0050188034      Customer Number: 0115405338  
Period Starting: 01/02/2024      Period Ending: 29/02/2024

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Date: 29/02/2024

Card Number Vehicle/Driver	Date	Time	Purchase Location	Site No.	Receipt Number	Customer Reference	Product/Service					Odo meter (km)	KM Span	Litres/ 100km	Cent /km
							Description	CPL Price	Litres	Total Exc GST (\$)	GST (\$)	Total Inc GST (\$)			
Post Centre  050 15405338 03567 GYU017 2836 TOYOTA CAMRY SEDAN	05/02/24 13/02/24 20/02/24	16:08:32 16:13:31 16:57:30	BIBRA LAKE BIBRA LAKE BIBRA LAKE	WA WA WA	7451 7451 7451	039051 039636 009676	M/S		174.00	283.13	28.31	311.44			
							TOTAL								
							THIS PERIOD		174.00	283.13	28.31	311.44		1315	13.2
							YEAR TO DATE		290.00	462.10	46.21	508.31		2035	14.3
							BP ULT UNM	199.19	35.28	63.88	6.39	70.27	68587	698	5.1
							BP ULT UNM	196.57	35.39	63.25	6.32	69.57	69278	691	5.1
							BP ULT UNM	196.70 P	28.38	50.75	5.07	55.82	69827	549	5.2
							M/S		99.05	177.88	17.78	195.66			
							TOTAL		99.05	177.88	17.78	195.66		1938	5.1
							YEAR TO DATE		188.55	325.89	32.58	358.47		2817	6.7
Post Centre  050 15405338 04060 HNM845 2857 WHITE ISUZU D-MAX UTE	06/02/24 24/02/24	11:17:06 12:36:52	BIBRA LAKE BIBRA LAKE	WA WA	7451 7451	039137 009762	M/S		99.05	177.88	17.78	195.66			
							TOTAL		99.05	177.88	17.78	195.66		1938	5.1
							THIS PERIOD		99.05	177.88	17.78	195.66		1938	5.1
							YEAR TO DATE		188.55	325.89	32.58	358.47		2817	6.7
							ULT DSL	188.90 P	59.83	102.75	10.27	113.02	22969	1556	3.8
							ULSD G10	192.90 P	60.35	105.84	10.58	116.42	777		7.
							DIESEL		120.18	208.59	20.85	229.44			
							TOTAL		120.18	208.59	20.85	229.44		1556	7.7
							THIS PERIOD		120.18	208.59	20.85	229.44		1556	7.7
							YEAR TO DATE		176.61	302.24	30.22	332.46		1984	8.9
Post Centre  050 15405338 04128 HPR483 2867 WHITE ISUZU DMAX UTILITY	07/02/24 15/02/24 20/02/24 25/02/24	10:51:45 15:18:10 15:58:42 15:55:54	BIBRA LAKE BIBRA LAKE SPEARWOOD BIBRA LAKE	WA WA WA WA	7451 7451 6443 7451	039241 039827 012620 040534	DIESEL		120.18	208.59	20.85	229.44			
							TOTAL		120.18	208.59	20.85	229.44		1556	7.7
							THIS PERIOD		120.18	208.59	20.85	229.44		1556	7.7
							YEAR TO DATE		176.61	302.24	30.22	332.46		1984	8.9
							ULSD G10	185.90 P	66.28	112.01	11.20	123.21	8836	661	10.0
							ULSD G10	188.90 P	67.15	115.32	11.53	126.85	9499	663	10.1
							ULT DSL	196.70	59.40	106.22	10.62	116.84	56729		
							ULT DSL	196.90 P	59.74	106.94	10.69	117.63	10597		
							DIESEL		252.57	440.49	44.04	484.53			
							TOTAL		252.57	440.49	44.04	484.53		1324	19.1
							THIS PERIOD		252.57	440.49	44.04	484.53		1324	19.1
							YEAR TO DATE		514.16	874.42	87.44	961.86		2749	18.7

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IBRA LAKE DC PRIVATE BOXES WA  
965

Account Number: 0050188034      Customer Number: 0115405338  
Period Starting: 01/02/2024      Period Ending: 29/02/2024

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Date: 29/02/202

Card Number Vehicle/Driver	Date	Time	Purchase Location	Site No.	Receipt Number	Customer Reference	Product/Service					Odo meter (km)	KM Span	Litres/ 100km	Cent /km
							Description	CPL Price	Litres	Total Exc GST (\$)	GST (\$)	Total Inc GST (\$)			
Post Centre  '050 15405338 04011 HJU694 2877 WHITE ISUZU D-MAX UTILITY	10/02/24 18/02/24	11:22:37 16:32:18	2867  BIBRA LAKE BIBRA LAKE	WA WA	7451 7451	039449 039979	DIESEL		252.57	440.49	44.04	484.53			
							TOTAL		252.57	440.49	44.04	484.53		1324	36.
							THIS PERIOD		514.16	874.42	87.44	961.86		2749	35.
							YEAR TO DATE							18.7	26.
							ULTSD G10	186.90 P	40.61	69.00	6.90	75.90	38619	296	13.7
							ULT DSL	195.51	65.47	116.36	11.64	128.00	39112	493	25.
							DIESEL		106.08	185.36	18.54	203.90			26.
							TOTAL		106.08	185.36	18.54	203.90		789	25.
							THIS PERIOD		370.07	623.04	62.30	685.34		2525	27.
							YEAR TO DATE							14.7	27.
Post Centre  '050 15405338 02486 GEH032 2883 WHITE ISUZU FIRE TRUCK	03/02/24 08/02/24 09/02/24 21/02/24 21/02/24 22/02/24 22/02/24 27/02/24	15:28:23 00:00:05 21:55:54 09:00:51 22:45:55 17:59:19 22:11:37	2877  PIARA WATERS COCKBURN CENTRAL COCKBURN CENTRAL COCKBURN CENTRAL COCKBURN CENTRAL COCKBURN CENTRAL PIARA WATERS	WA WA WA WA WA WA WA	1110 7395 7395 7395 7395 7395 1110	007316 047615 010315 010778 048456 048535 000533	DIESEL		106.08	185.36	18.54	203.90			
							TOTAL		106.08	185.36	18.54	203.90		789	25.
							THIS PERIOD		370.07	623.04	62.30	685.34		2525	27.
							YEAR TO DATE							14.7	27.
							ULT DSL	189.23	27.20	46.79	4.68	51.47	22709	58	88.
							ULTSD G10	193.72	45.10	79.43	7.94	87.37	777		
							ULTSD G10	193.72	61.10	107.60	10.76	118.36	22831		
							ULTSD G10	197.70	83.08	149.32	14.93	164.25	22917	86	191.
							ULTSD G10	197.70	42.37	76.15	7.62	83.77	22977	60	139.
							ULTSD G10	197.70	34.54	62.08	6.21	68.29	23013	36	189.
Post Centre  '050 15405338 03096 GSG891 2896 WHITE FORD RANGER UTE	01/02/24 07/02/24 09/02/24 20/02/24 28/02/24	07:46:35 11:56:17 20:20:08 23:31:54 08:17:37	2883  BALDIVIS BALDIVIS BALDIVIS BALDIVIS BALDIVIS	WA WA WA WA WA	7375 7375 7374 7374 7375	002327 102351 062673 063665 004038	ULT DSL	187.23	37.60	64.00	6.40	70.40	109640	292	24.
							ULT DSL	192.72	57.08	100.00	10.00	110.00	110066	426	25.
							ULT DSL	192.72	31.45	55.10	5.51	60.61	110221	155	39.
							ULT DSL	196.70	57.81	103.37	10.34	113.71	110621	400	28.
							ULT DSL	195.43	60.93	108.25	10.82	119.07	111000	379	31.
							DIESEL		326.04	579.82	57.98	637.80			
							TOTAL		326.04	579.82	57.98	637.80		240	265.
							THIS PERIOD		587.98	1,011.05	101.11	1,112.16		355	313.
							YEAR TO DATE							165.6	313.
							DIESEL		326.04	579.82	57.98	637.80			

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IBRA LAKE DC PRIVATE BOXES WA  
965

Account Number: 0050188034 Customer Number: 0115405338  
Period Starting: 01/02/2024 Period Ending: 29/02/2024

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Date: 29/02/2024

Card Number Vehicle/Driver	Date	Time	Purchase Location	Site No.	Receipt Number	Customer Reference	Product/Service					Odo meter (km)	KM Span	Litres/ 100km	Cent /km
							Description	CPL Price	Litres	Total Exc GST (\$)	GST (\$)	Total Inc GST (\$)			
Post Centre  '050 15405338 03658 HA0880 2913 WHITE MERCEDES SPRINTER BUS	05/02/24 19/02/24	07:56:11 07:48:07	BIBRA LAKE BIBRA LAKE	WA WA	7451 7451	039004 040010	DIESEL		244.87	430.72	43.07	473.79			
							TOTAL		244.87	430.72	43.07	473.79		1652	14.8
							YEAR TO DATE		462.18	790.12	79.02	869.14		2868	30.
							DIESEL		244.87	430.72	43.07	473.79			
							TOTAL		244.87	430.72	43.07	473.79		1652	14.8
							YEAR TO DATE		462.18	790.12	79.02	869.14		2868	30.
							ULT DSL	188.90 P	41.29	70.91	7.09	78.00	35132	287	14.4
							ULT DSL	195.90 P	35.09	62.49	6.25	68.74	35743	611	5.7
							DIESEL		76.38	133.40	13.34	146.74			
							TOTAL		76.38	133.40	13.34	146.74		898	8.5
							YEAR TO DATE		172.95	293.35	29.33	322.68		1579	20.
Post Centre  '050 15405338 03666 GCX392 2943 WHITE MITSUBISHI ROSA BUS	05/02/24 13/02/24 21/02/24 27/02/24	07:37:14 08:52:01 08:49:46 08:39:07	BIBRA LAKE BIBRA LAKE BIBRA LAKE BIBRA LAKE	WA WA WA WA	7451 7451 7451 7451	038999 039596 040245 040695	DIESEL		76.38	133.40	13.34	146.74			
							TOTAL		76.38	133.40	13.34	146.74		898	8.5
							YEAR TO DATE		172.95	293.35	29.33	322.68		1579	20.
							ULT DSL	188.90 P	40.33	69.25	6.93	76.18	120450	133	30.3
							ULT DSL	190.90 P	45.12	78.30	7.83	86.13	120647	197	22.9
							ULT DSL	196.90 P	59.52	106.54	10.65	117.19	120912	265	22.5
							ULSD G10	192.90 P	51.92	91.05	9.10	100.15	121135	223	23.3
							DIESEL		196.89	345.14	34.51	379.65			
							TOTAL		196.89	345.14	34.51	379.65		818	24.1
							YEAR TO DATE		360.68	617.04	61.71	678.75		1555	43.
Post Centre  '050 15405338 03930 GWT630 2965 WHITE MITSUBISHI TRITON UTE	01/02/24 06/02/24 10/02/24 14/02/24 19/02/24	14:43:37 12:26:17 16:45:26 17:40:28 15:33:21	NAVAL BASE NAVAL BASE BALDIVIS BALDIVIS BALDIVIS	WA WA WA WA WA	7770 7770 7374 7374 7374	008419 018638 002058 057590 057920	DIESEL		196.89	345.14	34.51	379.65			
							TOTAL		196.89	345.14	34.51	379.65		818	24.1
							YEAR TO DATE		360.68	617.04	61.71	678.75		1555	43.
							ULT DSL	186.90 P	56.22	95.53	9.55	105.08	1373842		
							ULT DSL	186.90 P	61.57	104.61	10.46	115.07	137857		
							ULT DSL	192.72	62.13	108.85	10.89	119.74	138388		
							ULT DSL	193.51	63.11	111.02	11.10	122.12	138953	531	11.7
							ULT DSL	193.51	63.11	111.02	11.10	122.12	138953	565	11.2
							ULT DSL	196.70	62.33	111.46	11.15	122.61	139496	543	11.5
							ULT DSL								

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Account Number: 0050188034      Customer Number: 0115405338      Page: 21 of 3  
Period Starting: 01/02/2024      Period Ending: 29/02/2024      Date: 29/02/202

CITY OF COCKBURN

Card Number Vehicle/Driver	Date	Time	Purchase Location		Site No.	Receipt Number	Customer Reference	Product/Service					Odo meter (km)	KM Span	Litres/ 100km	Cent/ km			
								Description	CPL Price	Litres	Total Exc GST (\$)	GST (\$)					Total Inc GST (\$)		
Cost Centre  '050 15405338 03674 EVR786 2993 WHITE MITSUBISHI ROSA BUS	23/02/24	17:22:44	BALDIVIS	WA	7374	063956		ULT DSL	196.70	58.65	104.88	10.49	115.37	140049	553	10.6	20.		
								DIESEL		364.01	636.35	63.64	699.99						
							TOTAL												
							THIS PERIOD YEAR TO DATE		364.01	636.35	63.64	699.99		2192	16.6	31.			
	31/01/24 07/02/24 15/02/24 28/02/24	12:07:35 09:43:07 09:38:13 08:41:29	SPEARWOOD BIBRA LAKE BIBRA LAKE BIBRA LAKE	WA 7451 7451 7451	011996 009315 039760 040800		DIESEL		364.01	636.35	63.64	699.99							
							TOTAL		364.01	636.35	63.64	699.99		2192	16.6	31.			
						THIS PERIOD YEAR TO DATE		668.98	1,137.65	113.77	1,251.42		4848	13.8	25.				
						2993		DIESEL		248.63	432.19	43.21	475.40						
								TOTAL		248.63	432.19	43.21	475.40		1137	21.9	41.		
								THIS PERIOD YEAR TO DATE		334.64	574.45	57.43	631.88		1563	21.4	40.		
DIESEL		248.63	432.19	43.21	475.40														
Cost Centre  '050 15405338 03740 HCL935 4255 WHITE FORD RANGER UTILITY	20/02/24	11:38:58	BIBRA LAKE	WA	7451	040165		ULT DSL	195.90 P	67.50	120.21	12.02	132.23	56372	707	9.5	18.		
								DIESEL		67.50	120.21	12.02	132.23						
							TOTAL		67.50	120.21	12.02	132.23		707	9.5	18.			
							THIS PERIOD YEAR TO DATE		259.93	437.47	43.75	481.22		2518	10.3	19.			
	4255		DIESEL		67.50	120.21	12.02	132.23											
			TOTAL		67.50	120.21	12.02	132.23		707	9.5	18.							
			THIS PERIOD YEAR TO DATE		259.93	437.47	43.75	481.22		2518	10.3	19.							
			08/02/24 19/02/24	08:07:29 08:42:30	SPEARWOOD SOUTH FREMANTLE	WA 7451 9802	012238 019560		ULP UNM	184.63	45.02	75.56	7.56	83.12	117524	2239	2.0	3.	
									ULP UNM	181.70 P	45.77	75.60	7.56	83.16	116175				
									TOTAL										
THIS PERIOD YEAR TO DATE																			

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CITY OF COCKBURN

Account Number: 0050188034      Customer Number: 0115405338      Page: 22 of 3  
Period Starting: 01/02/2024      Period Ending: 29/02/2024      Date: 29/02/202

Card Number Vehicle/Driver	Date	Time	Purchase Location	Site No.	Receipt Number	Customer Reference	Product/Service					Odo meter (km)	KM Span	Litres/ 100km	Cent /km
							Description	CPL Price	Litres	Total Exc GST (\$)	GST (\$)	Total Inc GST (\$)			
Cost Centre  '050 15405338 03906 HG1138 4294 WHITE MITSUBISHI TRITON UTE	05/02/24 21/02/24	14:31:19 10:36:03	BIBRA LAKE BIBRA LAKE	WA WA	7451 7451	009275 040253	M/S		90.79	151.16	15.12	166.28			
							TOTAL		90.79	151.16	15.12	166.28		2239	7.
							YEAR TO DATE		139.40	226.02	22.60	248.62		2434	10.
							M/S		90.79	151.16	15.12	166.28			
							TOTAL		90.79	151.16	15.12	166.28		2239	7.
							YEAR TO DATE		139.40	226.02	22.60	248.62		2434	10.
							ULT DSL	188.90 P	50.80	87.24	8.72	95.96	94176	485	19.
							ULT DSL	196.90 P	56.65	101.40	10.14	111.54	94730	554	20.
							DIESEL		107.45	188.64	18.86	207.50			
							TOTAL		107.45	188.64	18.86	207.50		1039	20.
Cost Centre  '050 15405338 02866 GNL074 5043 WHITE KIA SPORTAGE WAGON	06/02/24 19/02/24 28/02/24	07:47:03 07:53:55 07:21:41	SPEARWOOD BIBRA LAKE SPEARWOOD	WA WA WA	6443 7451 6443	012140 040011 012890	YEAR TO DATE		158.93	275.18	27.51	302.69		1548	19.
							DIESEL		107.45	188.64	18.86	207.50			
							TOTAL		107.45	188.64	18.86	207.50		1039	20.
							YEAR TO DATE		158.93	275.18	27.51	302.69		1548	19.
							ULT DSL	192.72	51.42	90.09	9.01	99.10	113102	633	15.
							ULT DSL	195.90 P	49.04	87.34	8.73	96.07	113722	620	15.
							ULT DSL	195.43	45.21	80.32	8.03	88.35	114267	545	16.
							DIESEL		145.67	257.75	25.77	283.52			
							TOTAL		145.67	257.75	25.77	283.52		1798	15.
							YEAR TO DATE		239.89	411.92	41.19	453.11		2956	15.
Cost Centre  '050 15405338 03799 EVG812 5211 SILVER KIA CARNIVAL WAGON	21/02/24	13:26:07	SPEARWOOD	WA	6443	012662	DIESEL		145.67	257.75	25.77	283.52			
							TOTAL		145.67	257.75	25.77	283.52		1798	15.
							YEAR TO DATE		239.89	411.92	41.19	453.11		2956	15.
							ULT DSL	196.70	62.12	111.08	11.11	122.19	65432	703	17.



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Account Number: 0050188034      Customer Number: 0115405338  
Period Starting: 01/02/2024      Period Ending: 29/02/2024

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Date: 29/02/202

Card Number Vehicle/Driver	Date	Time	Purchase Location	Site No.	Receipt Number	Customer Reference	Product/Service					Odo meter (km)	KM Span	Litres/ 100km	Cent /km
							Description	CPL Price	Litres	Total Exc GST (\$)	GST (\$)	Total Inc GST (\$)			
Cost Centre  '050 15405338 03534 GYO868 5251 WHITE FORD TRANSIT VAN	02/02/24 14/02/24 22/02/24	14:24:56 09:20:18 16:28:33	SPEARWOOD BIBRA LAKE BIBRA LAKE	WA WA WA	6443 7451 7451	012055 009531 040373	DIESEL		62.12	111.08	11.11	122.19			
							TOTAL		62.12	111.08	11.11	122.19		703	8.8
							YEAR TO DATE		125.31	215.57	21.56	237.13		1412	8.9
							DIESEL		62.12	111.08	11.11	122.19			
							TOTAL		62.12	111.08	11.11	122.19		703	8.8
							YEAR TO DATE		125.31	215.57	21.56	237.13		1412	8.9
							ULT DSL	187.23	61.27	104.29	10.43	114.72	56387	526	11.6
							ULT DSL	191.90 P	56.87	99.21	9.92	109.13	56908	521	10.9
							ULT DSL	196.90 P	58.41	104.55	10.46	115.01	57403	495	11.8
							DIESEL		176.55	308.05	30.81	338.86			
Cost Centre  '050 15405338 02569 GHO226 5282 WHITE HYUNDAI I30 HATCH	12/02/24	11:50:00	SUCCESS	WA	5992	008437	TOTAL		176.55	308.05	30.81	338.86		1542	11.4
							YEAR TO DATE		294.22	503.52	50.35	553.87		2612	11.3
							DIESEL		176.55	308.05	30.81	338.86			
							TOTAL		176.55	308.05	30.81	338.86		1542	11.4
							YEAR TO DATE		294.22	503.52	50.35	553.87		2612	11.3
							ULT DSL	193.51	41.40	72.83	7.28	80.11	39720	649	6.4
							DIESEL		41.40	72.83	7.28	80.11			
							TOTAL		41.40	72.83	7.28	80.11		649	6.4
							YEAR TO DATE		85.85	148.49	14.85	163.34		1329	6.5
							DIESEL		41.40	72.83	7.28	80.11			
Cost Centre  '050 15405338 04318 HXK969 5424 WHITE VOLKSWAGEN T-ROC	18/02/24	11:37:32	SPEARWOOD	WA	6443	012552	TOTAL		41.40	72.83	7.28	80.11		649	6.4
							YEAR TO DATE		85.85	148.49	14.85	163.34		1329	6.5
							ULP 95 UNM	190.57	46.03	79.75	7.97	87.72	8088	513	9.0

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BP Plus  
Fleet Control Report

Account Enquiries: BP Accounts Receivable Telephone: 1800 225 527



CITY OF COCKBURN  
Accounts Payable (Invoice Only) PO  
57775  
O Box 1215  
IBRA LAKE DC PRIVATE BOXES WA  
965

Account Number: 0050188034      Customer Number: 0115405338  
Period Starting: 01/02/2024      Period Ending: 29/02/2024

Page: 24 of 3  
Date: 29/02/2024

Card Number Vehicle/Driver	Date	Time	Purchase Location	Site No.	Receipt Number	Customer Reference	Product/Service					Odo meter (km)	KM Span	Litres/ 100km	Cent /km
							Description	CPL Price	Litres	Total Exc GST (\$)	GST (\$)	Total Inc GST (\$)			
Cost Centre  050 15405338 03559 GZB377 5473 WHITE TOYOTA CAMRY SEDAN	02/02/24 07/02/24 11/02/24	08:28:44 10:20:40 08:25:13	BIBRA LAKE BIBRA LAKE BIBRA LAKE	WA WA WA	7451 7451 7451	038862 039234 039456	M/S		46.03	79.75	7.97	87.72			
							TOTAL		46.03	79.75	7.97	87.72		513	9.0
							YEAR TO DATE		139.03	231.06	23.10	254.16		1565	8.9
							M/S		46.03	79.75	7.97	87.72			
							TOTAL		46.03	79.75	7.97	87.72		513	9.0
							YEAR TO DATE		139.03	231.06	23.10	254.16		1565	8.9
							BP ULT UNM	191.90	45.72	79.76	7.98	87.74	93247	273	16.7
							BP ULT UNM	199.19	45.74	82.83	8.28	91.11	94282	1035	4.4
							ULP UNM	181.70 P	35.30	58.31	5.83	64.14	94657	375	9.4
							M/S		126.76	220.90	22.09	242.99			
Cost Centre  050 15405338 04185 HSD237 5494 WHITE MITSUBISHI TRITON UTE	06/02/24 13/02/24 20/02/24	10:57:55 07:37:51 11:42:47	SPEARWOOD SPEARWOOD SPEARWOOD	WA WA WA	6443 6443 6443	012146 012382 012607	TOTAL		126.76	220.90	22.09	242.99		1683	7.5
							YEAR TO DATE		395.06	637.43	63.74	701.17		3375	11.7
							M/S		126.76	220.90	22.09	242.99			
							TOTAL		126.76	220.90	22.09	242.99		1683	7.5
							YEAR TO DATE		395.06	637.43	63.74	701.17		3375	11.7
							ULT DSL	192.72	62.48	109.46	10.95	120.41	3899		
							ULT DSL	193.51	64.69	113.80	11.38	125.18	31542		
							ULT DSL	196.70	62.40	111.58	11.16	122.74	32169	627	10.0
							DIESEL		189.57	334.84	33.49	368.33			
							TOTAL		189.57	334.84	33.49	368.33		627	30.2
Cost Centre  050 15405338 04268 HUL717 5504 WHITE FORD RANGER UTE	13/02/24 28/02/24	11:03:59 13:18:03	SUCCESS BIBRA LAKE	WA WA	5992 7451	026222 040833	YEAR TO DATE		443.16	753.53	75.35	828.88		1223	36.2
							DIESEL		189.57	334.84	33.49	368.33			
							TOTAL		189.57	334.84	33.49	368.33		627	30.2
							YEAR TO DATE		443.16	753.53	75.35	828.88		1223	36.2
							ULT DSL	193.51	78.25	137.65	13.77	151.42	18861	870	9.0
							ULT DSL	195.90 P	77.80	138.55	13.86	152.41	19689	828	9.4

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CITY OF COCKBURN

Account Number: 0050188034      Customer Number: 0115405338  
Period Starting: 01/02/2024      Period Ending: 29/02/2024

Page: 25 of 3  
Date: 29/02/202

Card Number Vehicle/Driver	Date	Time	Purchase Location	Site No.	Receipt Number	Customer Reference	Product/Service					Odo meter (km)	KM Span	Litres/ 100km	Cent /km
							Description	CPL Price	Litres	Total Exc GST (\$)	GST (\$)	Total Inc GST (\$)			
Cost Centre  '050 15405338 04466 HHE012 5523 WHITE FORD RANGER UTILITY	19/02/24	13:10:12	BIBRA LAKE	WA	7451	040061	DIESEL		156.05	276.20	27.63	303.83			
							TOTAL		156.05	276.20	27.63	303.83		1698	9.2
							YEAR TO DATE		308.42	530.44	53.05	583.49		3329	9.3
							DIESEL		156.05	276.20	27.63	303.83			
							TOTAL		156.05	276.20	27.63	303.83		1698	9.2
							YEAR TO DATE		308.42	530.44	53.05	583.49		3329	9.3
							ULSD G10	192.90 P	70.71	124.00	12.40	136.40	31434	731	9.7
							DIESEL		70.71	124.00	12.40	136.40			
							TOTAL		70.71	124.00	12.40	136.40		731	9.7
							YEAR TO DATE		211.15	356.88	35.69	392.57		1369	15.4
Cost Centre  '050 15405338 03542 GYZ082 5542 WHITE SUBARU FORESTER WAGON	09/02/24	14:55:19	BIBRA LAKE	WA	7451	039393	DIESEL		70.71	124.00	12.40	136.40			
							TOTAL		70.71	124.00	12.40	136.40		731	9.7
							YEAR TO DATE		211.15	356.88	35.69	392.57		1369	15.4
							BP ULT UNM	199.19	35.95	65.10	6.51	71.61	44419	319	11.3
							M/S		35.95	65.10	6.51	71.61			
							TOTAL		35.95	65.10	6.51	71.61		319	11.3
							YEAR TO DATE		115.06	196.42	19.64	216.06		662	17.4
							M/S		35.95	65.10	6.51	71.61			
							TOTAL		35.95	65.10	6.51	71.61		319	11.3
							YEAR TO DATE		115.06	196.42	19.64	216.06		662	17.4
Cost Centre  '050 15405338 03773 HDY134 5552 WHITE ISUZU MUX WAGON	01/02/24 11/02/24 20/02/24	10:50:41 07:04:33 12:01:08	BIBRA LAKE BIBRA LAKE BIBRA LAKE	WA WA WA	7451 7451 7451	038770 039454 040171	ULSD G10	184.90 P	53.90	90.60	9.06	99.66	23414	423	12.7
							ULT DSL	189.90 P	42.63	73.59	7.36	80.95	23747	333	12.8
							ULT DSL	195.90 P	47.74	85.02	8.50	93.52	24138	391	12.2

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Account Number: 0050188034 Customer Number: 0115405338  
Period Starting: 01/02/2024 Period Ending: 29/02/2024

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Date: 29/02/2024

CITY OF COCKBURN

Card Number Vehicle/Driver	Date	Time	Purchase Location	Site No.	Receipt Number	Customer Reference	Product/Service					Odo meter (km)	KM Span	Litres/ 100km	Cent /km
							Description	CPL Price	Litres	Total Exc GST (\$)	GST (\$)	Total Inc GST (\$)			
Post Centre  050 15405338 03690 HBD279 5701 WHITE ISUZU D-MAX UTILITY			5552				DIESEL		144.27	249.21	24.92	274.13			
							TOTAL		144.27	249.21	24.92	274.13		1147	12.6
							YEAR TO DATE		196.66	336.16	33.61	369.77		1540	12.8
							DIESEL		144.27	249.21	24.92	274.13			
							TOTAL		144.27	249.21	24.92	274.13		1147	12.6
							YEAR TO DATE		196.66	336.16	33.61	369.77		1540	12.8
							ULT DSL	186.90 P	19.91	33.83	3.38	37.21	154039		
							ULSD G10	185.90 P	55.99	94.63	9.46	104.09	777		
							ULT DSL	192.72	63.96	112.05	11.21	123.26	155087		
							ULT DSL	188.90 P	20.16	34.62	3.46	38.08	155237	150	13.4
			5701				ULT DSL	188.90 P	22.22	38.15	3.82	41.97	155429	192	11.6
							ULT DSL	188.90 P	24.10	41.38	4.14	45.52	155687	258	9.3
							ULT DSL	188.90 P	29.71	51.02	5.10	56.12	155883	196	15.2
							ULT DSL	188.90 P	40.97	70.35	7.04	77.39	156249	366	11.2
							ULT DSL	189.90 P	15.93	27.50	2.75	30.25	777		
							ULT DSL	189.90 P	27.39	47.28	4.73	52.01	156689		
							ULT DSL	189.90 P	39.41	68.04	6.80	74.84	156972	283	13.9
							ULT DSL	190.90 P	18.94	32.87	3.29	36.16	157173	201	9.4
							ULT DSL	190.90 P	25.11	43.57	4.36	47.93	157366	193	13.0
							ULT DSL	190.90 P	35.75	62.05	6.20	68.25	157651	285	12.5
			5701				ULT DSL	196.90 P	36.02	64.47	6.45	70.92	157956	305	11.8
							ULT DSL	196.90 P	17.57	31.45	3.15	34.60	158103	147	12.0
							ULT DSL	196.90 P	41.47	74.23	7.42	81.65	158485	382	10.9
							ULT DSL	196.90 P	24.85	44.48	4.45	48.93	158687	202	12.3
							ULT DSL	196.90 P	19.76	35.37	3.54	38.91	158826	139	14.2
							ULT DSL	196.90 P	24.24	43.39	4.34	47.73	159013	187	13.0
							ULT DSL	196.90 P	14.38	25.74	2.57	28.31	159166	153	9.4
							ULT DSL	195.90 P	27.44	48.86	4.89	53.75	159365	199	13.8
							DIESEL		645.28	1125.33	112.55	1237.88			
							TOTAL		645.28	1,125.33	112.55	1,237.88		3838	16.8
Post Centre  050 15405338 03609 GZL076 5711			5701				YEAR TO DATE		1,335.99	2,280.06	228.03	2,508.09		8570	15.6
							DIESEL		645.28	1125.33	112.55	1237.88			
							TOTAL		645.28	1,125.33	112.55	1,237.88		3838	16.8
							YEAR TO DATE		1,335.99	2,280.06	228.03	2,508.09		8570	15.6
							ULP UNM	177.30	50.51	81.42	8.14	89.56	190100	687	7.4
							ULP UNM	177.30	46.94	75.66	7.57	83.23	19896		

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CITY OF COCKBURN

Account Number: 0050188034      Customer Number: 0115405338  
Period Starting: 01/02/2024      Period Ending: 29/02/2024

Page: 27 of 3  
Date: 29/02/202

Card Number Vehicle/Driver	Date	Time	Purchase Location		Site No.	Receipt Number	Customer Reference	Product/Service						Odo meter (km)	KM Span	Litres/ 100km	Cents /km		
								Description	CPL Price	Litres	Total Exc GST (\$)	GST (\$)	Total Inc GST (\$)						
WHITE NISSAN QASHQAI SUV	04/02/24	16:54:33	BIBRA LAKE	WA	7451	038979		ULP UNM	179.30	15.28	24.91	2.49	27.40	190559					
	05/02/24	17:42:50	BIBRA LAKE	WA	7451	039061		ULP UNM	177.70	P 27.21	43.95	4.40	48.35	190831	272	10.0	17.		
	07/02/24	17:42:03	BIBRA LAKE	WA	7451	039271		ULP UNM	186.63	35.40	60.06	6.01	66.07	191145	314	11.3	21.		
	08/02/24	17:00:42	BIBRA LAKE	WA	7451	039331		ULP UNM	183.70	P 29.08	48.56	4.86	53.42	914419					
	09/02/24	04:59:55	SUCCESS	WA	5992	008333		ULP UNM	184.63	18.51	31.07	3.11	34.18	191587					
	09/02/24	17:30:29	SPEARWOOD	WA	6443	012290		ULP UNM	184.63	20.08	33.70	3.37	37.07	191752	165	12.2	22.		
	10/02/24	05:15:58	BIBRA LAKE	WA	7451	039419		ULP UNM	183.70	P 18.86	31.50	3.15	34.65	777					
	11/02/24	05:07:12	SPEARWOOD	WA	6443	012323		ULP UNM	178.70	P 20.90	33.95	3.40	37.35	777					
	11/02/24	16:43:30	COCKBURN CENTRAL	WA	7395	010350		ULP UNM	183.70	P 16.05	26.80	2.68	29.48	192188					
	12/02/24	05:19:28	BIBRA LAKE	WA	7451	039477		ULP UNM	181.70	P 27.50	45.43	4.54	49.97	777					
	14/02/24	05:46:31	BIBRA LAKE	WA	7451	039657		ULP UNM	173.70	P 14.23	22.47	2.25	24.72	192549					
	17/02/24	05:35:28	BIBRA LAKE	WA	7451	039935		ULP UNM	183.96	31.59	52.83	5.28	58.11	777					
	25/02/24	05:37:11	SPEARWOOD	WA	6443	012788		ULP UNM	179.70	P 44.39	72.52	7.25	79.77	193196					
								M/S		416.53	684.83	68.50	753.33						
								TOTAL		THIS PERIOD	416.53	684.83	68.50	753.33		1438	29.0	52.	
										YEAR TO DATE	824.10	1,299.60	129.99	1,429.59		3486	23.6	41.	
	Cost Centre			5711					M/S		416.53	684.83	68.50	753.33					
									TOTAL		THIS PERIOD	416.53	684.83	68.50	753.33		1438	29.0	52.
											YEAR TO DATE	824.10	1,299.60	129.99	1,429.59		3486	23.6	41.
											M/S	416.53	684.83	68.50	753.33				
'050 15405338 03617 GZL077 5721 WHITE NISSAN QASHQAI SUV	31/01/24	08:07:44	SPEARWOOD	WA	6443	011989		ULP UNM	177.30	44.57	71.84	7.18	79.02	189700					
	18/02/24	05:17:05	SPEARWOOD	WA	6443	012546		ULP UNM	181.96	27.87	46.10	4.61	50.71	215694					
	20/02/24	04:55:04	COCKBURN CENTRAL	WA	7395	048342		ULP UNM	183.70	P 51.14	85.40	8.54	93.94	216114	420	12.2	22.		
	21/02/24	17:34:04	BIBRA LAKE	WA	7451	040305		ULP UNM	185.85	38.34	64.77	6.48	71.25	216426	312	12.3	22.		
	22/02/24	17:32:55	BIBRA LAKE	WA	7451	040378		ULP UNM	185.85	22.61	38.20	3.82	42.02	216625	199	11.4	21.		
	23/02/24	05:01:12	BIBRA LAKE	WA	7451	040391		ULP UNM	185.85	14.50	24.50	2.45	26.95	216769	144	10.1	18.		
								M/S		199.03	330.81	33.08	363.89						
								TOTAL		THIS PERIOD	199.03	330.81	33.08	363.89		1075	18.5	33.	
										YEAR TO DATE	1,123.90	1,751.92	175.18	1,927.10		5792	19.4	33.	
										M/S	199.03	330.81	33.08	363.89					
Cost Centre			5721							199.03	330.81	33.08	363.89						
								TOTAL		THIS PERIOD	199.03	330.81	33.08	363.89		1075	18.5	33.	
										YEAR TO DATE	1,123.90	1,751.92	175.18	1,927.10		5792	19.4	33.	
										M/S	199.03	330.81	33.08	363.89					
'050 15405338 03625 GZL075 5731 WHITE NISSAN QASHQAI SUV	01/02/24	05:31:59	BIBRA LAKE	WA	7451	038739		ULP UNM	179.30	16.32	26.60	2.66	29.26	193288	127	12.9	23.		
	01/02/24	17:31:12	BIBRA LAKE	WA	7451	038826		ULP UNM	179.30	13.70	22.33	2.23	24.56	193405	117	11.7	21.		
	02/02/24	05:33:23	BIBRA LAKE	WA	7451	038836		ULP UNM	179.30	21.91	35.72	3.57	39.29	193604	199	11.0	19.		
	03/02/24	05:27:42	BIBRA LAKE	WA	7451	038931		ULP UNM	179.30	19.46	31.72	3.17	34.89	193805	201	9.7	17.		

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Card Number Vehicle/Driver	Date	Time	Purchase Location	Site No.	Receipt Number	Customer Reference	Product/Service					Odo meter (km)	KM Span	Litres/ 100km	Cent /km
							Description	CPL Price	Litres	Total Exc GST (\$)	GST (\$)	Total Inc GST (\$)			
Cost Centre  '050 15405338 04474 IBU371 5732 'ORD RANGER WHITE	03/02/24	15:04:30	BIBRA LAKE	WA	7451	009250	ULP UNM	179.30	20.10	32.76	3.28	36.04	777		
	04/02/24	05:39:25	COCKBURN CENTRAL	WA	7395	047355	ULP UNM	179.30	19.80	32.27	3.23	35.50	194122		
	04/02/24	15:28:34	BIBRA LAKE	WA	7451	038976	ULP UNM	179.30	18.09	29.49	2.95	32.44	149262		
	05/02/24	05:35:04	BIBRA LAKE	WA	7451	038987	ULP UNM	185.70 P	20.98	35.42	3.54	38.96	194503		
	06/02/24	05:33:23	BIBRA LAKE	WA	7451	039073	ULP UNM	177.70 P	30.03	48.51	4.85	53.36	194779	276	10.9
	08/02/24	16:09:50	COCKBURN CENTRAL	WA	7395	047662	ULP UNM	186.63	20.20	34.27	3.43	37.70	194493		
	13/02/24	05:36:39	BIBRA LAKE	WA	7451	039561	ULP UNM	175.70 P	44.61	71.25	7.13	78.38	195363	870	5.1
							M/S		245.20	400.34	40.04	440.38			19.
						TOTAL	THIS PERIOD		245.20	400.34	40.04	440.38		1790	13.7
							YEAR TO DATE		1,235.54	1,919.97	191.97	2,111.94		8263	15.0
Cost Centre  '050 15405338 04334 HWC304 5742 WHITE FORD RANGER	23/02/24	17:38:37	BIBRA LAKE	WA	7451	040493	ULT DSL	196.90 P	52.09	93.25	9.32	102.57	581		
	24/02/24	05:26:59	BIBRA LAKE	WA	7451	040505	ULT DSL	196.90 P	16.55	29.63	2.96	32.59	668	87	19.0
	24/02/24	17:36:15	BIBRA LAKE	WA	7451	009773	ULSD G10	192.90 P	23.08	40.47	4.05	44.52	886	218	10.6
	25/02/24	05:19:50	SPEARWOOD	WA	6443	012787	ULT DSL	196.70	16.67	29.81	2.98	32.79	1073	187	8.9
	25/02/24	17:31:24	BIBRA LAKE	WA	7451	040536	ULSD G10	192.90 P	20.03	35.13	3.51	38.64	1274	201	10.0
	26/02/24	05:28:15	BIBRA LAKE	WA	7451	040543	ULT DSL	196.90 P	11.98	21.45	2.14	23.59	1414	140	8.6
	27/02/24	05:26:24	BIBRA LAKE	WA	7451	040669	ULT DSL	196.90 P	23.92	42.82	4.28	47.10	1676	262	9.1
	27/02/24	17:29:52	BIBRA LAKE	WA	7451	040751	ULSD G10	192.90 P	20.55	36.04	3.60	39.64	1880	204	10.1
	28/02/24	05:26:14	BIBRA LAKE	WA	7451	040763	ULT DSL	195.90 P	12.60	22.44	2.24	24.68	2015	135	9.3
							DIESEL		197.47	351.04	35.08	386.12			18.
Cost Centre  '050 15405338 04334 HWC304 5742 WHITE FORD RANGER						TOTAL	THIS PERIOD		197.47	351.04	35.08	386.12		1434	13.8
							YEAR TO DATE		197.47	351.04	35.08	386.12		1434	13.8
							DIESEL		197.47	351.04	35.08	386.12			
						TOTAL	THIS PERIOD		197.47	351.04	35.08	386.12		1434	13.8
							YEAR TO DATE		197.47	351.04	35.08	386.12		1434	13.8
	31/01/24	05:16:05	BIBRA LAKE	WA	7451	038651	ULT DSL	186.90 P	23.29	39.57	3.96	43.53	48102	250	9.3
	05/02/24	17:30:58	BIBRA LAKE	WA	7451	039057	ULT DSL	188.90 P	44.39	76.23	7.62	83.85	48516	414	10.7
	06/02/24	17:35:25	BIBRA LAKE	WA	7451	039184	ULT DSL	188.90 P	29.03	49.85	4.99	54.84	48811	295	9.8
	08/02/24	05:31:19	BIBRA LAKE	WA	7451	039281	ULT DSL	188.90 P	26.75	45.94	4.59	50.53	49232	421	6.4
	10/02/24	17:30:41	BIBRA LAKE	WA	7451	009438	ULT DSL	189.90 P	26.16	45.16	4.52	49.68	777		12.
	11/02/24	17:25:01	BIBRA LAKE	WA	7451	039473	ULT DSL	189.90 P	31.02	53.55	5.36	58.91	49687		
	12/02/24	17:03:46	SPEARWOOD	WA	6443	012370	ULT DSL	193.51	24.93	43.85	4.39	48.24	49920	233	10.7

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CITY OF COCKBURN

Account Number: 0050188034      Customer Number: 0115405338  
Period Starting: 01/02/2024      Period Ending: 29/02/2024

Page: 29 of 3  
Date: 29/02/202

Card Number Vehicle/Driver	Date	Time	Purchase Location		Site No.	Receipt Number	Customer Reference	Product/Service					Odo meter (km)	KM Span	Litres/ 100km	Cent/ km		
								Description	CPL Price	Litres	Total Exc GST (\$)	GST (\$)					Total Inc GST (\$)	
Cost Centre  050 15405338 04326 HWC303 5752 WHITE FORD RANGER	13/02/24	16:38:56	SPEARWOOD	WA	6443	012409		ULT DSL	193.51	25.98	45.70	4.57	50.27	50138	218	11.9	23.	
	15/02/24	05:45:34	BIBRA LAKE	WA	7451	039738		ULT DSL	191.90 P	31.42	54.81	5.48	60.29	50480	342	9.2	17.	
	15/02/24	17:40:43	BIBRA LAKE	WA	7451	039838		ULT DSL	191.90 P	23.45	40.91	4.09	45.00	50678	198	11.8	22.	
	16/02/24	16:26:20	SPEARWOOD	WA	6443	012518		ULT DSL	193.51	39.60	69.66	6.97	76.63	51063	385	10.3	19.	
	17/02/24	05:41:56	BIBRA LAKE	WA	7451	039936		ULT DSL	192.90 P	24.97	43.79	4.38	48.17	51356	293	8.5	16.	
	18/02/24	05:38:51	COCKBURN CENTRAL	WA	7395	048223		ULT DSL	195.51	30.14	53.57	5.36	58.93	51699	343	8.8	17.	
	18/02/24	17:17:53	BIBRA LAKE	WA	7451	039980		ULSD G10	192.90 P	22.75	39.89	3.99	43.88	51893	194	11.7	22.	
	19/02/24	05:36:16	BIBRA LAKE	WA	7451	039990		ULT DSL	195.90 P	23.48	41.82	4.18	46.00	52121	228	10.3	20.	
	20/02/24	05:44:48	BIBRA LAKE	WA	7451	040114		ULT DSL	195.90 P	27.07	48.21	4.82	53.03	52385	264	10.3	20.	
	21/02/24	05:50:17	BIBRA LAKE	WA	7451	040214		ULT DSL	195.90 P	42.68	76.01	7.60	83.61	52717	332	12.9	25.	
	22/02/24	04:53:31	SPEARWOOD	WA	6443	012682		ULT DSL	196.70	25.87	46.26	4.63	50.89	53032	315	8.2	16.	
	23/02/24	05:25:41	BIBRA LAKE	WA	7451	040395		ULT DSL	196.90 P	26.04	46.61	4.66	51.27	53314	282	9.2	18.	
	24/02/24	05:18:32	BIBRA LAKE	WA	7451	040503		ULT DSL	196.90 P	31.26	55.95	5.60	61.55	53653	339	9.2	18.	
	25/02/24	13:25:18	SPEARWOOD	WA	6443	012793		ULT DSL	196.70	43.35	77.52	7.75	85.27	540625				
	27/02/24	05:24:29	BIBRA LAKE	WA	7451	040668		ULT DSL	196.90 P	27.98	50.08	5.01	55.09	54393				
	28/02/24	04:55:28	BIBRA LAKE	WA	7451	040760		ULT DSL	195.90 P	25.62	45.63	4.56	50.19	55777	1384	1.9	3.	
								DIESEL		677.23	1190.57	119.08	1309.65					
	TOTAL							THIS PERIOD YEAR TO DATE		677.23 1,557.96	1,190.57 2,656.24	119.08 265.62	1,309.65 2,921.86		6730 16219	10.1 9.6	19. 18.	
								DIESEL		677.23	1190.57	119.08	1309.65					
	TOTAL							THIS PERIOD YEAR TO DATE		677.23 1,557.96	1,190.57 2,656.24	119.08 265.62	1,309.65 2,921.86		6730 16219	10.1 9.6	19. 18.	
		31/01/24	05:31:43	BIBRA LAKE	WA	7451	038655		ULT DSL	186.90 P	12.46	21.17	2.12	23.29	36274	140	8.9	16.
		31/01/24	17:27:36	BIBRA LAKE	WA	7451	009171		ULT DSL	186.90 P	26.34	44.75	4.48	49.23	36541	267	9.9	18.
01/02/24		17:35:31	BIBRA LAKE	WA	7451	038827		ULT DSL	187.90 P	40.51	69.20	6.92	76.12	36954	413	9.8	18.	
02/02/24		17:50:35	BIBRA LAKE	WA	7451	038924		ULT DSL	187.90 P	37.54	64.13	6.41	70.54	37285	331	11.3	21.	
03/02/24		17:36:18	BIBRA LAKE	WA	7451	009253		ULT DSL	188.90 P	32.66	56.08	5.61	61.69	3777				
04/02/24		04:26:53	COCKBURN CENTRAL	WA	7395	010106		ULT DSL	189.23	21.60	37.15	3.72	40.87	37852				
04/02/24		17:15:33	BIBRA LAKE	WA	7451	038980		ULT DSL	188.90 P	22.29	38.28	3.83	42.11	38062	210	10.6	20.	
05/02/24		17:36:16	BIBRA LAKE	WA	7451	039058		ULT DSL	188.90 P	39.53	67.88	6.79	74.67	38476	414	9.5	18.	
06/02/24		17:38:20	BIBRA LAKE	WA	7451	039185		ULT DSL	188.90 P	37.36	64.15	6.42	70.57	38885	409	9.1	17.	
07/02/24		17:30:50	BIBRA LAKE	WA	7451	039269		ULT DSL	188.90 P	28.26	48.53	4.85	53.38	39154	269	10.5	19.	
08/02/24		16:45:03	SPEARWOOD	WA	6443	012258		ULT DSL	192.72	28.74	50.35	5.04	55.39	39132				
09/02/24		17:31:55	BIBRA LAKE	WA	7451	039411		ULT DSL	188.90 P	33.02	56.70	5.67	62.37	39785	653	5.1	9.	
10/02/24		16:58:06	SPEARWOOD	WA	6443	012320		ULT DSL	192.72	22.26	39.00	3.90	42.90	39964	179	12.4	24.	
11/02/24		17:25:39	BIBRA LAKE	WA	7451	039474		ULT DSL	189.90 P	16.74	28.90	2.89	31.79	410121				
12/02/24		17:33:32	BIBRA LAKE	WA	7451	039548		ULT DSL	190.90 P	18.09	31.39	3.14	34.53	40286				
14/02/24		04:09:02	SPEARWOOD	WA	6443	012421		ULT DSL	193.51	22.42	39.44	3.94	43.38	40499	213	10.5	20.	
14/02/24		17:43:46	BIBRA LAKE	WA	7451	009556		ULT DSL	191.90 P	22.56	39.35	3.94	43.29	40748	249	9.1	17.	
15/02/24		17:41:55	BIBRA LAKE	WA	7451	039839		ULT DSL	191.90 P	38.55	67.25	6.73	73.98	41132	384	10.0	19.	



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CITY OF COCKBURN



Account Number: 0050188034      Customer Number: 0115405338      Page: 30 of 3  
Period Starting: 01/02/2024      Period Ending: 29/02/2024      Date: 29/02/2024

Card Number Vehicle/Driver	Date	Time	Purchase Location		Site No.	Receipt Number	Customer Reference	Product/Service					Odo meter (km)	KM Span	Litres/ 100km	Cent/ km	
								Description	CPL Price	Litres	Total Exc GST (\$)	GST (\$)					Total Inc GST (\$)
Cost Centre	16/02/24	17:46:35	BIBRA LAKE	WA	7451	039927		ULT DSL	192.90 P	21.91	38.42	3.84	42.26	41360	228	9.6	18.
	17/02/24	17:35:42	BIBRA LAKE	WA	7451	009631		ULT DSL	195.51	39.22	69.71	6.97	76.68	41765	405	9.7	18.
	18/02/24	17:34:11	BIBRA LAKE	WA	7451	039981		ULT DSL	195.51	32.83	58.35	5.84	64.19	42087	322	10.2	19.
	19/02/24	17:38:34	BIBRA LAKE	WA	7451	040104		ULT DSL	195.90 P	41.46	73.84	7.38	81.22	42514	427	9.7	19.
	21/02/24	16:29:20	BIBRA LAKE	WA	7451	009704		ULSD G10	192.90 P	60.06	105.33	10.53	115.86	43114	600	10.0	19.
	22/02/24	03:39:44	SPEARWOOD	WA	6443	012681		ULT DSL	196.70	10.63	19.01	1.90	20.91	43210	96	11.1	21.
	22/02/24	17:25:04	BIBRA LAKE	WA	7451	009741		ULSD G10	192.90 P	20.29	35.58	3.56	39.14	43414	204	9.9	19.
	23/02/24	04:49:20	BIBRA LAKE	WA	7451	040389		ULT DSL	196.90 P	15.95	28.55	2.86	31.41	435932			
	24/02/24	17:34:12	BIBRA LAKE	WA	7451	009772		ULSD G10	192.90 P	25.61	44.91	4.49	49.40	43842			
	25/02/24	17:38:50	BIBRA LAKE	WA	7451	040538		ULSD G10	192.90 P	28.33	49.68	4.97	54.65	44143	301	9.4	18.
	26/02/24	17:47:52	BIBRA LAKE	WA	7451	040659		ULSD G10	192.90 P	29.48	51.70	5.17	56.87	44455	312	9.4	18.
	28/02/24	05:25:52	BIBRA LAKE	WA	7451	040762		ULT DSL	195.90 P	21.75	38.74	3.87	42.61	44695	240	9.1	17.
	28/02/24	17:46:43	BIBRA LAKE	WA	7451	040850		ULT DSL	195.90 P	15.25	27.15	2.72	29.87	44832	137	11.1	21.
								DIESEL		863.70	1504.67	150.50	1655.17				
							TOTAL	THIS PERIOD		863.70	1,504.67	150.50	1,655.17		7403	11.7	22.
								YEAR TO DATE		1,420.19	2,429.55	243.00	2,672.55		12562	11.3	21.
				5752				DIESEL		863.70	1504.67	150.50	1655.17				
							TOTAL	THIS PERIOD		863.70	1,504.67	150.50	1,655.17		7403	11.7	22.
								YEAR TO DATE		1,420.19	2,429.55	243.00	2,672.55		12562	11.3	21.
	050 15405338 04201 HAS515 5761 WHITE NISSAN QASHQAI VAGON	18/02/24	05:21:52	SPEARWOOD	WA	6443	012547		ULP UNM	181.96	38.23	63.24	6.32	69.56	777		
	19/02/24	05:32:28	BIBRA LAKE	WA	7451	039987		ULP UNM	185.85	48.15	81.35	8.13	89.48	777			
							M/S		86.38	144.59	14.45	159.04					
						TOTAL	THIS PERIOD		86.38	144.59	14.45	159.04					
							YEAR TO DATE		251.65	397.19	39.71	436.90		222	113.4	196.	
			5781				M/S		86.38	144.59	14.45	159.04					
						TOTAL	THIS PERIOD		86.38	144.59	14.45	159.04					
							YEAR TO DATE		251.65	397.19	39.71	436.90		222	113.4	196.	
050 15405338 04136 GGP946 6911 SILVER HYUNDAI I30 HATCH	06/02/24	10:50:13	SUCCESS	WA	5992	008245		BP ULT UNM	194.70 P	33.62	59.51	5.95	65.46	48626	390	8.6	16.
	21/02/24	14:43:10	PORT KENNEDY	WA	7736	022580		ULP UNM	185.85	40.02	67.62	6.76	74.38	49120	494	8.1	15.

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CITY OF COCKBURN



Account Number: 0050188034      Customer Number: 0115405338      Page: 31 of 3  
Period Starting: 01/02/2024      Period Ending: 29/02/2024      Date: 29/02/202

Card Number Vehicle/Driver	Date	Time	Purchase Location	Site No.	Receipt Number	Customer Reference	Product/Service					Odo meter (km)	KM Span	Litres/ 100km	Cent /km
							Description	CPL Price	Litres	Total Exc GST (\$)	GST (\$)	Total Inc GST (\$)			
Cost Centre			BIBRA LAKE COCKBURN CENTRAL	WA 7451 7395	039371 010894		M/S		73.64	127.13	12.71	139.84			
							TOTAL		73.64	127.13	12.71	139.84		884	15.
							YEAR TO DATE		73.64	127.13	12.71	139.84		884	15.
							M/S		73.64	127.13	12.71	139.84			
			BIBRA LAKE COCKBURN CENTRAL	WA 7451 7395	039371 010894		TOTAL		73.64	127.13	12.71	139.84		884	15.
							YEAR TO DATE		73.64	127.13	12.71	139.84		884	15.
							ULSD G10	185.90 P	68.48	115.73	11.57	127.30	2260	550	23.
							ULT DSL	198.70	53.76	97.11	9.71	106.82	2810	550	19.
Cost Centre			SPEARWOOD	WA 6443	012505		DIESEL		122.24	212.84	21.28	234.12			
							TOTAL		122.24	212.84	21.28	234.12		1100	21.
							YEAR TO DATE		191.46	326.05	32.60	358.65		1100	32.
							DIESEL		122.24	212.84	21.28	234.12			
			SPEARWOOD	WA 6443	012505		TOTAL		122.24	212.84	21.28	234.12		1100	21.
							YEAR TO DATE		191.46	326.05	32.60	358.65		1100	32.
							ULT DSL	193.51	77.44	136.23	13.62	149.85	2866	739	20.
							DIESEL		77.44	136.23	13.62	149.85			
Cost Centre			NAVAL BASE SUCCESS COCKBURN CENTRAL	WA 7770 5992 7395	008569 008298 010310		TOTAL		77.44	136.23	13.62	149.85		739	20.
							YEAR TO DATE		150.71	257.83	25.78	283.61		1463	19.
							DIESEL		77.44	136.23	13.62	149.85			
							TOTAL		77.44	136.23	13.62	149.85		739	20.
			PIARA WATERS COCKBURN CENTRAL	WA 1110 7395	000513 010744 048458		YEAR TO DATE		150.71	257.83	25.78	283.61		1463	19.
							ULT DSL	186.90 P	43.13	73.28	7.33	80.61	777		
							ULT DSL	192.72	37.81	66.25	6.62	72.87	55874		
							ULSD G10	193.72	102.58	180.65	18.07	198.72	777		
Cost Centre			COCKBURN CENTRAL	WA 7395	010744		ULT DSL	194.90 P	51.07	90.49	9.05	99.54	56129		
							ULT DSL	197.70	42.88	77.07	7.71	84.78	56162		
							ULSD G10	197.70	74.00	133.00	13.30	146.30	777	33	129.9
							ULP UNM	185.85	17.62	29.77	2.98	32.75			256.

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Account Number: 0050188034      Customer Number: 0115405338  
Period Starting: 01/02/2024      Period Ending: 29/02/2024

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Date: 29/02/202

Card Number Vehicle/Driver	Date	Time	Purchase Location		Site No.	Receipt Number	Customer Reference	Product/Service						Odo meter (km)	KM Span	Litres/ 100km	Cent/ /km
								Description	CPL Price	Litres	Total Exc GST (\$)	GST (\$)	Total Inc GST (\$)				
Cost Centre  '050 15405338 03757 HDS430 7922 WHITE FORD RANGER UTILITY	23/02/24	15:39:16	BIBRA LAKE	WA	7451	040483		ULSD G10	192.90 P	126.68	222.15	22.22	244.37	56310			
	24/02/24	08:01:49	COCKBURN CENTRAL	WA	7395	048614		ULSD G10	197.70	82.42	148.14	14.81	162.95	56319	9	915.8	1810.
	27/02/24	22:04:35	PIARA WATERS	WA	1110	000532		ULP UNM	183.70 P	18.79	31.38	3.14	34.52	56382	63	30.3	59.
								ULT DSL	196.90 P	19.08	34.15	3.42	37.57				
								DIESEL		579.65	1025.18	102.53	1127.71				
								M/S		36.41	61.15	6.12	67.27				
							TOTAL	THIS PERIOD		616.06	1,086.33	108.65	1,194.98		105	586.7	1138.
								YEAR TO DATE		869.82	1,506.40	150.66	1,657.06		370	235.1	447.
								DIESEL		579.65	1025.18	102.53	1127.71				
								M/S		36.41	61.15	6.12	67.27				
							TOTAL	THIS PERIOD		616.06	1,086.33	108.65	1,194.98		105	586.7	1138.
Cost Centre  '050 15405338 02692 GJT235 7951 WHITE HYUNDAI I30 HATCH	02/02/24	11:44:48 14:35:36	BIBRA LAKE BIBRA LAKE	WA WA	7451 7451	009235 009606		ULT DSL	187.90 P	67.77	115.76	11.58	127.34	61527 62161	714 634	9.5 9.6	17. 18.
								ULT DSL	192.90 P	61.00	106.97	10.70	117.67				
								DIESEL		128.77	222.73	22.28	245.01				
							TOTAL	THIS PERIOD		128.77	222.73	22.28	245.01		1348	9.6	18.
								YEAR TO DATE		193.90	330.82	33.09	363.91		2040	9.5	17.
								DIESEL		128.77	222.73	22.28	245.01				
							TOTAL	THIS PERIOD		128.77	222.73	22.28	245.01		1348	9.6	18.
								YEAR TO DATE		193.90	330.82	33.09	363.91		2040	9.5	17.
	16/02/24	08:11:18	BIBRA LAKE	WA	7451	039871		ULT DSL	192.90 P	44.37	77.81	7.78	85.59	96329	647	6.9	13.
								DIESEL		44.37	77.81	7.78	85.59				
							TOTAL	THIS PERIOD		44.37	77.81	7.78	85.59		647	6.9	13.
								YEAR TO DATE		132.99	226.50	22.65	249.15		1923	6.9	13.

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Account Number: 0050188034      Customer Number: 0115405338  
Period Starting: 01/02/2024      Period Ending: 29/02/2024

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Date: 29/02/202

Card Number Vehicle/Driver	Date	Time	Purchase Location	Site No.	Receipt Number	Customer Reference	Product/Service					Odo meter (km)	KM Span	Litres/ 100km	Cent /km
							Description	CPL Price	Litres	Total Exc GST (\$)	GST (\$)	Total Inc GST (\$)			
Post Centre  '050 15405338 04243 HTF631 7952 WHITE FORD RANGER UTILITY	20/02/24	14:28:45	BIBRA LAKE WA	7451	040195		DIESEL		44.37	77.81	7.78	85.59			
						TOTAL	THIS PERIOD		44.37	77.81	7.78	85.59		647	13.
							YEAR TO DATE		132.99	226.50	22.65	249.15		1923	6.9
							ULSD G10	192.90 P	63.19	110.81	11.08	121.89	7525		
							DIESEL		63.19	110.81	11.08	121.89			
						TOTAL	THIS PERIOD		63.19	110.81	11.08	121.89		607	39.
Post Centre  '050 15405338 02601 GIR690 7961 WHITE MITSUBISHI TRITON UTE	15/02/24	12:39:18	BIBRA LAKE WA	7451	039791		DIESEL		63.19	110.81	11.08	121.89			
						TOTAL	THIS PERIOD		63.19	110.81	11.08	121.89		607	39.
							YEAR TO DATE		126.36	215.85	21.58	237.43			
							ULSD G10	188.90 P	45.95	78.91	7.89	86.80	43746	553	15.
							DIESEL		45.95	78.91	7.89	86.80			
						TOTAL	THIS PERIOD		45.95	78.91	7.89	86.80		553	15.
Post Centre  '050 15405338 02635 GJF670 7981 WHITE HYUNDAI I30 HATCH	05/02/24	12:11:25	COCKBURN CENTRAL WA	7395	047419		YEAR TO DATE		91.43	153.29	15.33	168.62	1066	8.6	11.
							DIESEL		45.95	78.91	7.89	86.80			
						TOTAL	THIS PERIOD		45.95	78.91	7.89	86.80		553	15.
							YEAR TO DATE		91.43	153.29	15.33	168.62	1066	8.6	11.
							ULT DSL	194.72	45.50	80.55	8.05	88.60	55045	716	12.
							DIESEL		45.50	80.55	8.05	88.60			
						TOTAL	THIS PERIOD		45.50	80.55	8.05	88.60		716	12.
							YEAR TO DATE		86.64	147.67	14.76	162.43	1463	5.9	11.

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Fleet Control Report

Account Enquiries: BP Accounts Receivable Telephone: 1800 225 527



ITY OF COCKBURN  
ccounts Payable (Invoice Only) PO  
57775  
O Box 1215  
IBRA LAKE DC PRIVATE BOXES WA  
965

CITY OF COCKBURN

Account Number: 0050188034 Customer Number: 0115405338  
Period Starting: 01/02/2024 Period Ending: 29/02/2024

Page: 34 of 3  
Date: 29/02/202

Card Number Vehicle/Driver	Date	Time	Purchase Location	Site No.	Receipt Number	Customer Reference	Product/Service					Odo meter (km)	KM Span	Litres/ 100km	Cent /km
							Description	CPL Price	Litres	Total Exc GST (\$)	GST (\$)	Total Inc GST (\$)			
Post Centre  '050 15405338 04284 HGW537 8206886 WHITE MITSUBISHI OUTLANDER	04/02/24 09/02/24 22/02/24	12:15:39 13:11:53 12:59:15	7981  CANNING VALE BIBRA LAKE BIBRA LAKE	9804 7451 7451	027595 009419 040342		DIESEL		45.50	80.55	8.05	88.60			
						TOTAL	THIS PERIOD		45.50	80.55	8.05	88.60		716	6.4
							YEAR TO DATE		86.64	147.67	14.76	162.43		1463	5.9
							ULP UNM	178.70 P	44.60	72.45	7.25	79.70	53694	409	10.9
							ULP UNM	183.70 P	39.50	65.96	6.60	72.56	52102		19.
							ULP UNM	185.85	51.95	87.77	8.78	96.55	54611	2509	2.1
							M/S		136.05	226.18	22.63	248.81			3.
						TOTAL	THIS PERIOD		136.05	226.18	22.63	248.81		2918	4.7
							YEAR TO DATE		190.81	310.76	31.09	341.85		3451	5.5
							M/S		136.05	226.18	22.63	248.81			
Post Centre  '050 15405338 02593 JOTHER Other JOTHER	07/02/24 09/02/24 10/02/24 10/02/24 12/02/24 13/02/24 14/02/24 20/02/24 20/02/24 21/02/24 26/02/24 27/02/24	09:45:07 16:03:03 05:35:50 17:38:41 05:49:21 05:45:17 05:42:03 06:42:57 17:35:19 04:28:23 17:34:22 17:29:37	8206886  BIBRA LAKE SPEARWOOD BIBRA LAKE SUCCESS BIBRA LAKE BIBRA LAKE BIBRA LAKE BIBRA LAKE BIBRA LAKE COCKBURN CENTRAL BIBRA LAKE BIBRA LAKE	7451 6443 7451 5992 7451 7451 7451 7451 7451 7451 7451 7451	009317 012287 039421 026109 039482 039564 039656 040125 040209 010749 040654 009835										
							ULSD G10	185.90 P	28.46	48.10	4.81	52.91	777		
							BP ULT UNM	197.19	19.46	34.88	3.49	38.37	227497		
							BP ULT UNM	199.19	20.83	37.72	3.77	41.49	227678	181	11.5
							BP ULT UNM	197.19	20.27	36.34	3.63	39.97	227837	159	12.7
							BP ULT UNM	196.57	34.13	60.99	6.10	67.09	228168	331	10.3
							BP ULT UNM	196.57	15.71	28.07	2.81	30.88	228245	77	20.4
							BP ULT UNM	196.57	15.12	27.02	2.70	29.72	22820		40.
							BP ULT UNM	198.42	24.19	43.64	4.36	48.00	777		
							BP ULT UNM	196.70 P	17.96	32.12	3.21	35.33	229344		
							BP ULT UNM	198.42	11.01	19.86	1.99	21.85	229657	213	5.2
							ULSD G10	192.90 P	66.50	116.62	11.66	128.28	570		10.
							ULSD G10	192.90 P	12.53	21.97	2.20	24.17	700	130	9.6
							DIESEL		107.49	186.69	18.67	205.36			18.
							M/S		178.68	320.64	32.06	352.70			
						TOTAL	THIS PERIOD		286.17	507.33	50.73	558.06		1091	26.2
							YEAR TO DATE		286.17	507.33	50.73	558.06		1091	26.2
															51.
															51.

BP Australia Pty Ltd  
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965

BP Plus  
Fleet Control Report

Account Enquiries: BP Accounts Receivable Telephone: 1800 225 527

CITY OF COCKBURN



Account Number: 0050188034      Customer Number: 0115405338      Page: 35 of 3  
Period Starting: 01/02/2024      Period Ending: 29/02/2024      Date: 29/02/2024

Card Number Vehicle/Driver	Date	Time	Purchase Location	Site No.	Receipt Number	Customer Reference	Product/Service					Odo meter (km)	KM Span	Litres/ 100km	Cent /km
							Description	CPL Price	Litres	Total Exc GST (\$)	GST (\$)	Total Inc GST (\$)			
Cost Centre  050 15405338 01165 ARKS Parks ARKS	09/02/24	15:31:16 13:01:34 12:09:48 15:34:18	Other  BIBRA LAKE SUCCESS BIBRA LAKE BIBRA LAKE	WA WA WA WA	7451 5992 7451 7451	039401 008674 040269 040368	DIESEL M/S		107.49 178.68	186.69 320.64	18.67 32.06	205.36 352.70			
							TOTAL		286.17	507.33	50.73	558.06		1091	26.2
							THIS PERIOD		286.17	507.33	50.73	558.06		1091	26.2
							YEAR TO DATE		286.17	507.33	50.73	558.06		1091	26.2
							BP ULT UNM	199.19	76.28	138.13	13.81	151.94	777		
							ULP UNM	171.70 P	38.61	60.26	6.03	66.29	777		
							ULSD G10	192.90 P	20.84	36.55	3.65	40.20	777		
							ULSD G10	192.90 P	42.70	74.88	7.49	82.37	99997		
							DIESEL M/S		63.54 114.89	111.43 198.39	11.14 19.84	122.57 218.23			
							TOTAL		178.43	309.82	30.98	340.80			
							THIS PERIOD		178.43	309.82	30.98	340.80			
							YEAR TO DATE		178.43	309.82	30.98	340.80			
Cost Centre  050 15405338 01140 ROADS Roads ROADS	09/02/24	11:49:53	Parks  BIBRA LAKE	WA	7451	009417	DIESEL M/S		63.54 114.89	111.43 198.39	11.14 19.84	122.57 218.23			
							TOTAL		178.43	309.82	30.98	340.80			
							THIS PERIOD		178.43	309.82	30.98	340.80			
							YEAR TO DATE		178.43	309.82	30.98	340.80			
							ULSD G10	185.90 P	71.10	120.15	12.02	132.17	4560		
							DIESEL		71.10	120.15	12.02	132.17			
							TOTAL		71.10	120.15	12.02	132.17			
							THIS PERIOD		71.10	120.15	12.02	132.17			
							YEAR TO DATE		71.10	120.15	12.02	132.17			
							DIESEL		71.10	120.15	12.02	132.17			
							TOTAL		71.10	120.15	12.02	132.17			
							THIS PERIOD		71.10	120.15	12.02	132.17			
							YEAR TO DATE		71.10	120.15	12.02	132.17			
Cost Centre  050 15405338 04102 WASTE Waste WASTE	01/02/24	12:01:00	Roads  BIBRA LAKE	WA	7451	038790	DIESEL		71.10	120.15	12.02	132.17			
							TOTAL		71.10	120.15	12.02	132.17			
							THIS PERIOD		71.10	120.15	12.02	132.17			
							YEAR TO DATE		71.10	120.15	12.02	132.17			
							ULSD G10	184.90 P	46.38	77.96	7.80	85.76	8677		
							DIESEL		71.10	120.15	12.02	132.17			
							TOTAL		71.10	120.15	12.02	132.17			
							THIS PERIOD		71.10	120.15	12.02	132.17			
							YEAR TO DATE		71.10	120.15	12.02	132.17			
							DIESEL		71.10	120.15	12.02	132.17			
							TOTAL		71.10	120.15	12.02	132.17			
							THIS PERIOD		71.10	120.15	12.02	132.17			
							YEAR TO DATE		71.10	120.15	12.02	132.17			

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965

CITY OF COCKBURN

Account Number: 0050188034

Customer Number: 0115405338

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Period Starting: 01/02/2024

Period Ending: 29/02/2024

Date: 29/02/202

Card Number Vehicle/Driver	Date	Time	Purchase Location	Site No.	Receipt Number	Customer Reference	Product/Service					Odo meter (km)	KM Span	Litres/ 100km	Cent /km
							Description	CPL Price	Litres	Total Exc GST (\$)	GST (\$)	Total Inc GST (\$)			
Cost Centre			Waste				DIESEL		46.38	77.96	7.80	85.76			
							TOTAL		46.38	77.96	7.80	85.76			
							THIS PERIOD		46.38	77.96	7.80	85.76			
							YEAR TO DATE		46.38	77.96	7.80	85.76			
CUSTOMER TOTAL							DIESEL		46.38	77.96	7.80	85.76			
							TOTAL		46.38	77.96	7.80	85.76			
							THIS PERIOD		46.38	77.96	7.80	85.76			
							YEAR TO DATE		46.38	77.96	7.80	85.76			
							ADBLUE		12.89	25.77	2.58	28.35			
							DIESEL		14009.37	24551.14	2455.20	27006.34			
							M/S		2519.97	4219.72	421.98	4641.70			
							GRAND TOTAL		16,542.23	28,796.63	2,879.76	31,676.39			
							THIS PERIOD		16,542.23	28,796.63	2,879.76	31,676.39			
							YEAR TO DATE		32,657.63	55,107.46	5,510.84	60,618.30			

## City of Cockburn

## Credit Card Transactions Report

Transactions Post Date Between 29-Dec-2023 and 30-Jan-2024

Date	Service Provider	Card Liability	Description
<b>Chief Executive Officer</b>		<b>283.49</b>	
12/01/2024	KAILIS BROS FISH CAFE	12.18	Meeting/Workshop Catering
15/01/2024	CITY OF VINCENT	3.05	Parking Expenses
11/01/2024	CPP Convention Centre	19.69	Parking Expenses
10/01/2024	MA REYNOSA PTY LTD	9.00	Meeting/Workshop Catering
5/01/2024	DOME PORT COOGEE	15.75	Meeting/Workshop Catering
5/01/2024	SP Kings Square	10.23	Parking Expenses
8/01/2024	WILSON PARKING PER031	10.12	Parking Expenses
25/01/2024	WILSON PARKING PER031	10.12	Parking Expenses
29/01/2024	ZLR*Caffe Amaretto	189.45	Events and Functions
22/01/2024	CITY OF FREMANTLE	3.90	Parking Expenses
<b>Vaste Collection Supervisor</b>		<b>142.27</b>	
10/01/2024	BUNNINGS 303000	106.80	Supplies and Materials Purchases
29/12/2023	BUNNINGS 303000	35.47	Supplies and Materials Purchases
<b>Library Technology Coordinator</b>		<b>1,994.82</b>	
30/01/2024	WOOLWORTHS 4703	8.40	Office Supplies
23/01/2024	YELLOW RAVEN CAFE	7.00	Office Supplies
8/01/2024	MAILCHIMP *MISC	610.10	Subscriptions and Memberships
9/01/2024	MDC SOLUTIONS P L	330.00	Equipment Purchases
10/01/2024	OFFICEWORKS	298.00	Supplies and Materials Purchases
10/01/2024	Windcave	368.49	Subscriptions and Memberships
16/01/2024	CHATGPT SUBSCRIPTION	33.10	Subscriptions and Memberships
16/01/2024	INTNL TRANSACTION FEE	0.83	Subscriptions and Memberships
16/01/2024	WOOLWORTHS 4703	8.90	Office Supplies
11/01/2024	MDC SOLUTIONS P L	330.00	Equipment Purchases
<b>Senior Library Manager</b>		<b>1,088.90</b>	
24/01/2024	WOOLLY FLEECE AUSTRALI MRS AMANDA HEPTINSTALL	379.65	Supplies and Materials Purchases
4/01/2024	MYO*GREEN WORLD INDOOR MRS AMANDA HEPTINSTALL	346.50	Hire of Equipment and Facilities
4/01/2024	SP EPARENCY EPOXY MRS AMANDA HEPTINSTALL	89.00	Supplies and Materials Purchases
3/01/2024	Booktopia Pty Ltd MRS AMANDA HEPTINSTALL	- 14.25	Supplies and Materials Purchases
15/01/2024	WANEWSDTI MRS AMANDA HEPTINSTALL	288.00	Supplies and Materials Purchases
<b>Organisational Development Coordinator</b>		<b>2,831.90</b>	
29/01/2024	ATI MIRAGE TRAINING	623.70	Training & Professional Development
25/01/2024	MYO*Web and Rank Austr	550.00	Training & Professional Development
25/01/2024	SPORTSPEOPLE GROUP PTY	214.50	Professional Services
25/01/2024	SPORTSPEOPLE GROUP PTY	214.50	Professional Services
24/01/2024	ST JOHN AMBULANCE AUST	170.00	Training & Professional Development
3/01/2024	ST JOHN AMBULANCE AUST	170.00	Training & Professional Development
16/01/2024	ATI MIRAGE TRAINING	463.50	Training & Professional Development
11/01/2024	ATI MIRAGE TRAINING	425.70	Training & Professional Development
<b>Parks Operations Coordinator</b>		<b>1,425.86</b>	
17/01/2024	SETON	214.06	Supplies and Materials Purchases
17/01/2024	SETON	81.40	Supplies and Materials Purchases
4/01/2024	SEC*AGCSA	179.20	Subscriptions and Memberships
5/01/2024	EZI*StrataGreen	930.20	Supplies and Materials Purchases
30/01/2024	CORPORATE SPORTS AUSTR	21.00	Training & Professional Development
<b>Head Of Information &amp; Technology</b>		<b>2,547.76</b>	
2/01/2024	IINET BATCH	1,009.88	Supplies and Materials Purchases



## City of Cockburn

## Credit Card Transactions Report

Transactions Post Date Between 29-Dec-2023 and 30-Jan-2024

Date	Service Provider	Card Liability	Description
2/01/2024	IINET BATCH	1,009.88	Supplies and Materials Purchases
10/01/2024	IRIS CONSULTING GROUP	264.00	Training & Professional Development
10/01/2024	IRIS CONSULTING GROUP	264.00	Training & Professional Development

## Acting Cfo

837.00

19/01/2024	CA ANZ	837.00	Application, Licence, Registration Fees
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## Art And Culture Coordinator

1,077.70

29/01/2024	WWW.NCHSOFTWARE.COM	153.19	Application, Licence, Registration Fees
25/01/2024	ART SHED ONLINE	279.95	Supplies and Materials Purchases
25/01/2024	MICADOR GROUP	121.90	Supplies and Materials Purchases
25/01/2024	OFFICEWORKS	138.21	Supplies and Materials Purchases
25/01/2024	WWW.ARTISTPAPERCLUB.CO	73.90	Supplies and Materials Purchases
19/01/2024	PRESTIGE PRODUCTS	35.55	Events and Functions
12/01/2024	ARTSOURCE	275.00	Subscriptions and Memberships

## City Facilities Coordinator

2,434.15

30/01/2024	PARKER BLACK FORREST	344.03	Supplies and Materials Purchases
10/01/2024	PARKER BLACK FORREST	964.12	Supplies and Materials Purchases
18/01/2024	BIG W 0455	59.00	Equipment Purchases
17/01/2024	BRAYCO COMMERCIAL	1,067.00	Supplies and Materials Purchases

## Branch Manager - Spearwood

995.51

19/01/2024	WANEWSDTI MR CLIVE J CROCKER	650.41	Subscriptions and Memberships
4/01/2024	MYO*GREEN WORLD INDOOR MR CLIVE J CROCKER	207.90	Professional Services
4/01/2024	NEVERFAIL SPRINGWTR MR CLIVE J CROCKER	46.20	Supplies and Materials Purchases
17/01/2024	PAYPAL *PPS MR CLIVE J CROCKER	91.00	Supplies and Materials Purchases

## Civil Infrastructure Manager

697.91

23/01/2024	WESTERN POWER	498.91	Professional Services
11/01/2024	JB HI FI COCKBURN	199.00	Equipment Purchases

## Fleet Manager

872.63

15/01/2024	TEAM SYSTEMS VIC PTY L	788.04	Supplies and Materials Purchases
17/01/2024	BUNNINGS 303000	15.29	Supplies and Materials Purchases
16/01/2024	WA BOLTS PTY LTD	69.30	Supplies and Materials Purchases
30/01/2024	TERRY TRUCK RENTALS PT	-	Hire of Equipment and Facilities
29/01/2024	TERRY TRUCK RENTALS PT	633.04	Hire of Equipment and Facilities

## Customer Experience Coordinator

90.00

17/01/2024	STH METROPOLITAN TAFE	90.00	Training & Professional Development
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## Fire And Emergency Management Manager

103.35

23/01/2024	OFFICEWORKS CASSANDRA BREE MORA	103.35	Supplies and Materials Purchases
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## Recycling Supervisor

435.65

11/01/2024	AMPOL YANGEBUP 55711F	40.00	Supplies and Materials Purchases
11/01/2024	COLES 0494	251.65	Supplies and Materials Purchases
24/01/2024	WOOLWORTHS 4367	144.00	Supplies and Materials Purchases

## Manager Advocacy And Engagement

3,207.47

10/01/2024	SP THE FLOWER RUN	49.00	Events and Functions
24/01/2024	FLAGSDOWNUNDER	65.00	Supplies and Materials Purchases
23/01/2024	IAP2 AUSTRALASIA	1,355.00	Training & Professional Development

## City of Cockburn

## Credit Card Transactions Report

Transactions Post Date Between 29-Dec-2023 and 30-Jan-2024

Date	Service Provider	Card Liability	Description
18/01/2024	U N M COOGEE	8.57	Meeting/Workshop Catering
19/01/2024	Aust Institute of Mana	1,451.00	Training & Professional Development
19/01/2024	IAP2 AUSTRALASIA	275.00	Subscriptions and Memberships
22/01/2024	CITY OF FREMANTLE	3.90	Motor Vehicle Expenses

## Adult Services Coordinator

576.37

30/01/2024	DRAGON PALACE RESTAU	100.00	Events and Functions
30/01/2024	DRAGON PALACE RESTAU	100.00	Events and Functions
30/01/2024	DRAGON PALACE RESTAU	100.00	Events and Functions
18/01/2024	OFFICEWORKS 0616	75.98	Supplies and Materials Purchases
18/01/2024	OFFICEWORKS 0616	29.00	Supplies and Materials Purchases
12/01/2024	APR*DiscPartySupp	157.87	Supplies and Materials Purchases
10/01/2024	OFFICEWORKS	13.52	Supplies and Materials Purchases

## Senior Home Care Package Coordinator

632.69

29/01/2024	CHEMISTWAREHOUSE ONLIN	108.79	Supplies and Materials Purchases
29/01/2024	CHEMISTWAREHOUSE ONLIN	108.79	Supplies and Materials Purchases
12/01/2024	OFFICEWORKS	42.00	Supplies and Materials Purchases
24/01/2024	BUNNINGS GROUP LTD	151.26	Equipment Purchases
24/01/2024	BUNNINGS GROUP LTD	- 56.80	Equipment Purchases
25/01/2024	BUNNINGS GROUP LTD	29.80	Equipment Purchases
29/01/2024	Woolworths Online	248.85	Supplies and Materials Purchases

## Youth Services Manager

377.71

23/01/2024	BIG W 0444	68.00	Supplies and Materials Purchases
18/01/2024	DOT - LICENSING	149.40	Program Costs
16/01/2024	BUNNINGS 729000	85.31	Supplies and Materials Purchases
16/01/2024	SPOTLIGHT COCKBURN	75.00	Program Costs

## Youth Centre Coordinator

- 902.00

25/01/2024	FRAUD REVERSAL	11.00	Disputed Transaction
25/01/2024	FRAUD REVERSAL	11.00	Disputed Transaction
25/01/2024	FRAUD REVERSAL	880.00	Disputed Transaction

## Community Development Manager

192.00

11/01/2024	SPACETOCO VENUE HIRE	88.00	Hire of Equipment and Facilities
17/01/2024	SPACETOCO VENUE HIRE	44.00	Hire of Equipment and Facilities
23/01/2024	WOOLWORTHS 4367	60.00	Meeting/Workshop Catering

## Library Technician

585.36

15/01/2024	SP JB HI-FI ONLINE	61.54	Supplies and Materials Purchases
17/01/2024	Booktopia Pty Ltd	294.17	Supplies and Materials Purchases
5/01/2024	SP ELIZABETH RICHARD	81.73	Supplies and Materials Purchases
24/01/2024	SP JB HI-FI ONLINE	35.97	Supplies and Materials Purchases
29/01/2024	SANITY WEB STORE	111.95	Supplies and Materials Purchases

## Strategic Procurement Manager

939.77

11/01/2024	APS	916.85	Supplies and Materials Purchases
11/01/2024	INTNL TRANSACTION FEE	22.92	Bank and Other Fees

## Strategic Procurement Manager

4,291.00

16/01/2024	SQ *EDA ADLIG FIRAT	4,291.00	Events and Functions
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## Health Promotion Officer

107.79

## City of Cockburn

## Credit Card Transactions Report

Transactions Post Date Between 29-Dec-2023 and 30-Jan-2024

Date	Service Provider	Card Liability	Description
29/01/2024	COLES 0340	13.80	Supplies and Materials Purchases
29/01/2024	OTR COMO	4.99	Supplies and Materials Purchases
24/01/2024	BUNNINGS 392000	89.00	Supplies and Materials Purchases

## Lead Of Sustainability And Environment

577.87

18/01/2024	WWW.PIANC.ORG.AU	260.87	Subscriptions and Memberships
19/01/2024	MED*ALDI Mobile	17.00	Supplies and Materials Purchases
25/01/2024	WETLANDSCEN	50.00	Conferences and Seminars
25/01/2024	WETLANDSCEN	50.00	Conferences and Seminars
11/01/2024	WETLANDSCEN	200.00	Conferences and Seminars

## Executive Corporate Affairs

100.00

2/01/2024	FRAUD REVERSAL	50.00	Disputed Transaction
2/01/2024	FRAUD REVERSAL	50.00	Disputed Transaction

## Children'S Development Officer

167.84

22/01/2024	Blackwoods	167.84	Supplies and Materials Purchases
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## Young Peoples Services Coordinator

1,483.66

22/01/2024	Booktopia Pty Ltd	135.04	Supplies and Materials Purchases
9/01/2024	BIGW ONLINE	62.95	Supplies and Materials Purchases
9/01/2024	Booktopia Pty Ltd	532.67	Supplies and Materials Purchases
9/01/2024	SP BRICKSMEGASTORE L	477.20	Supplies and Materials Purchases
12/01/2024	KMART	163.00	Supplies and Materials Purchases
15/01/2024	Booktopia Pty Ltd	128.80	Supplies and Materials Purchases
15/01/2024	KMART	- 16.00	Supplies and Materials Purchases

## Events Coordinator

733.36

15/01/2024	SPACETOCO VENUE HIRE	150.00	Hire of Equipment and Facilities
19/01/2024	UNITED ANKETELL NORT	143.31	Travel and Accommodation
25/01/2024	BUNNINGS 368000	299.80	Supplies and Materials Purchases
29/01/2024	LATTE LAB	140.25	Events and Functions

## Tanger Services Manager

1,074.48

29/01/2024	Lucid Software Inc.	15.40	Subscriptions and Memberships
29/01/2024	Lucid Software Inc.	7.70	Subscriptions and Memberships
25/01/2024	OFFICEWORKS 0620	85.40	Supplies and Materials Purchases
29/12/2023	Lucid Software Inc.	15.40	Subscriptions and Memberships
29/12/2023	Lucid Software Inc.	7.70	Subscriptions and Memberships
18/01/2024	AP BIBRA LAKE BC	21.63	Hire of Equipment and Facilities
24/01/2024	LEGAR AUSTRALIA	84.94	Equipment Purchases
15/01/2024	WILSON PARKING PER113	25.31	Motor Vehicle Expenses
17/01/2024	SMP*Visual Workwear	188.65	Equipment Purchases
9/01/2024	CHALLENGE CHEMICALS	262.35	Supplies and Materials Purchases
10/01/2024	SQ *SPEEDY HOLDINGS PT	360.00	Professional Services

## Seniors Centre Coordinator

2,333.92

23/01/2024	COMFOTEL FURNITURE	1,167.00	Equipment Purchases
24/01/2024	COSTCO WHOLESALE AUSTR	127.92	Office Supplies
4/01/2024	SQ *SPEARWOOD PRIMARY	950.00	Events and Functions
4/01/2024	ST JOHN AMBULANCE AUST	89.00	Training & Professional Development

## Parking Operations Manager

34.28

24/01/2024	CHATGPT SUBSCRIPTION	33.44	Subscriptions and Memberships
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## City of Cockburn

## Credit Card Transactions Report

Transactions Post Date Between 29-Dec-2023 and 30-Jan-2024

Date	Service Provider	Card Liability	Description
24/01/2024	INTNL TRANSACTION FEE	0.84	Bank and Other Fees
<b>Young Peoples Services Librarian</b>		<b>1,785.58</b>	
16/01/2024	WOOLWORTHS 4318	27.75	Supplies and Materials Purchases
3/01/2024	BIG W 0455	78.50	Supplies and Materials Purchases
3/01/2024	BIGW ONLINE	199.00	Supplies and Materials Purchases
2/01/2024	BIGW ONLINE	323.50	Supplies and Materials Purchases
2/01/2024	BIGW ONLINE	- 100.50	Supplies and Materials Purchases
2/01/2024	MODERN TEACHING AIDS	766.33	Supplies and Materials Purchases
5/01/2024	BIGW ONLINE	- 10.00	Supplies and Materials Purchases
18/01/2024	BIG W 0455	54.00	Supplies and Materials Purchases
18/01/2024	BIGW ONLINE	447.00	Supplies and Materials Purchases
<b>Executive Officer</b>		<b>202.00</b>	
30/01/2024	FAIRFAX SUBSCRIPTIONS	59.00	Subscriptions and Memberships
29/12/2023	FAIRFAX SUBSCRIPTIONS	59.00	Subscriptions and Memberships
8/01/2024	WANEWSDTI	84.00	Subscriptions and Memberships
<b>Executive Governance And Strategy</b>		<b>650.00</b>	
19/01/2024	UNI OF SYD CTR CONT ED	650.00	Training & Professional Development
<b>Chief Of Community Services</b>		<b>2,341.19</b>	
22/01/2024	NEWS PTY LIMITED	40.00	Subscriptions and Memberships
17/01/2024	EZI*ALIA	1,090.00	Conferences and Seminars
17/01/2024	EZI*ALIA	1,090.00	Conferences and Seminars
2/01/2024	WANEWSDTI	84.00	Subscriptions and Memberships
2/01/2024	WANEWSDTI	37.19	Subscriptions and Memberships
<b>Waste Services Manager</b>		<b>546.23</b>	
11/01/2024	BUNNINGS 453000	181.24	Supplies and Materials Purchases
18/01/2024	SQ *BIN BOMB PTY LTD	325.96	Supplies and Materials Purchases
19/01/2024	SQ *BIN BOMB PTY LTD	359.46	Supplies and Materials Purchases
19/01/2024	SQ *BIN BOMB PTY LTD	- 325.96	Supplies and Materials Purchases
29/01/2024	BUNNINGS 303000	5.53	Supplies and Materials Purchases
<b>Support Services Lead</b>		<b>223.95</b>	
15/01/2024	SPACETOCO VENUE HIRE	140.00	Hire of Equipment and Facilities
22/01/2024	CHOICE SUBSCRIPTION	83.95	Subscriptions and Memberships
<b>Infrastructure &amp; Operations Coordinator</b>		<b>325.89</b>	
2/01/2024	GECKOBOARD	293.55	Subscriptions and Memberships
2/01/2024	INTNL TRANSACTION FEE	7.34	Bank and Other Fees
5/01/2024	NAAVI PTY LTD	25.00	Subscriptions and Memberships
<b>Customer Experience Coordinator - Arc</b>		<b>3,469.32</b>	
29/01/2024	INTNL TRANSACTION FEE	4.88	Bank and Other Fees
29/01/2024	QUICKTAPSURVEY	195.00	Subscriptions and Memberships
25/01/2024	RLSSWA	600.10	Supplies and Materials Purchases
23/01/2024	NETREGISTRY	56.95	Subscriptions and Memberships
23/01/2024	NETREGISTRY	31.45	Subscriptions and Memberships
8/01/2024	FACEBK *KHTLAWTA32	165.00	Advertising
8/01/2024	INTNL TRANSACTION FEE	13.33	Bank and Other Fees
8/01/2024	INTNL TRANSACTION FEE	4.33	Bank and Other Fees
8/01/2024	KEEPME PTE LTD	533.23	Subscriptions and Memberships

## City of Cockburn

## Credit Card Transactions Report

Transactions Post Date Between 29-Dec-2023 and 30-Jan-2024

Date	Service Provider	Card Liability	Description
8/01/2024	OUTGROW	173.22	Subscriptions and Memberships
5/01/2024	SurveyMonkeyCore	384.00	Subscriptions and Memberships
2/01/2024	Google ADS7377651407	250.00	Advertising
2/01/2024	Google ADS7377651407	33.84	Advertising
3/01/2024	Canva* 04018-7864770	17.99	Subscriptions and Memberships
17/01/2024	FACEBK *H39RYV7B32	247.50	Advertising
15/01/2024	Google ADS7377651407	500.00	Advertising
11/01/2024	FACEBK *T6FZVVBA32	165.00	Advertising
11/01/2024	iStock.com	93.50	Subscriptions and Memberships

## Cockburn Arc Manager

1,247.30

29/01/2024	FITNESS.EDU.AU	-	212.50	Training & Professional Development
30/01/2024	BIG W 0444		58.00	Equipment Purchases
22/01/2024	WOOLWORTHS 4394		77.48	Supplies and Materials Purchases
18/01/2024	WOOLWORTHS 4394		87.00	Supplies and Materials Purchases
18/01/2024	WOOLWORTHS 4394		73.00	Supplies and Materials Purchases
11/01/2024	BIG W 0444		85.00	Supplies and Materials Purchases
11/01/2024	BIG W 0444		79.00	Supplies and Materials Purchases
11/01/2024	BIG W 0444		51.00	Supplies and Materials Purchases
11/01/2024	KMART 1362		96.00	Supplies and Materials Purchases
11/01/2024	KMART 1362		65.00	Supplies and Materials Purchases
11/01/2024	WOOLWORTHS 4394		99.00	Supplies and Materials Purchases
11/01/2024	WOOLWORTHS 4394		40.40	Supplies and Materials Purchases
11/01/2024	WOOLWORTHS 4394		25.00	Supplies and Materials Purchases
15/01/2024	Mailchimp		301.04	Subscriptions and Memberships
17/01/2024	KMART 1362		33.00	Supplies and Materials Purchases
12/01/2024	BUNNINGS 729000		66.86	Supplies and Materials Purchases
10/01/2024	OFFICEWORKS		223.02	Office Supplies

## Marketing And Customer Experience Lead

258.55

18/01/2024	CAMPSPITE PRO		10.64	Subscriptions and Memberships
18/01/2024	INTNL TRANSACTION FEE		0.27	Bank and Other Fees
18/01/2024	SP PERTH VINYL SUPPL		47.98	Supplies and Materials Purchases
29/01/2024	COLES 0490		16.00	Supplies and Materials Purchases
29/01/2024	DIMMOCKS RETREAT		104.00	Supplies and Materials Purchases
29/01/2024	KMART 1362		10.00	Supplies and Materials Purchases
9/01/2024	FACEBK *3NEETW3HE2		69.66	Advertising

## Branch Support Librarian

992.31

25/01/2024	JB HI FI COCKBURN		59.94	Supplies and Materials Purchases
22/01/2024	AMAZON AU RETAIL		107.29	Supplies and Materials Purchases
22/01/2024	Booktopia Pty Ltd		92.60	Supplies and Materials Purchases
23/01/2024	AMAZON AU MARKETPLACE		24.59	Supplies and Materials Purchases
23/01/2024	AMAZON AU RETAIL		25.29	Supplies and Materials Purchases
24/01/2024	SANITY WEB STORE		172.90	Supplies and Materials Purchases
19/01/2024	JB HI FI COCKBURN		119.00	Supplies and Materials Purchases
18/01/2024	KMART		140.00	Supplies and Materials Purchases
4/01/2024	WOOLWORTHS 4394		5.70	Supplies and Materials Purchases
16/01/2024	FAIRFAX SUBSCRIPTIONS		99.00	Supplies and Materials Purchases
11/01/2024	BIGW ONLINE		67.00	Supplies and Materials Purchases
11/01/2024	YELLOW RAVEN CAFE		7.00	Supplies and Materials Purchases
15/01/2024	NEWS PTY LIMITED		72.00	Supplies and Materials Purchases

## Executive Officer To The Mayor And Council

- 2,885.00

25/01/2024	BUSINESS NEWS PTY LT		275.00	Conferences and Seminars
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## City of Cockburn

## Credit Card Transactions Report

Transactions Post Date Between 29-Dec-2023 and 30-Jan-2024

Date	Service Provider	Card Liability	Description
4/01/2024	THE URBAN DEVELOPMNT	- 270.00	Travel and Accommodation
4/01/2024	THE URBAN DEVELOPMNT	- 3,290.00	Training & Professional Development
11/01/2024	Tickets*Bunuru Soc	400.00	Training & Professional Development

## Manager Business &amp; Economic Development

804.35

25/01/2024	EB *February ETM-Reefs	100.00	Events and Functions
25/01/2024	WILSON PARKING AUSTRAL	26.00	Parking Expenses
25/01/2024	BASILICA	11.50	Meeting/Workshop Catering
30/01/2024	WOOLWORTHS 4317	31.96	Meeting/Workshop Catering
16/01/2024	INTERNATIONALWOMENSDAY	381.69	Equipment Purchases
12/01/2024	City of Joondalup	5.20	Parking Expenses
15/01/2024	Tickets*Blue Growt	231.00	Conferences and Seminars
8/01/2024	WILSON PARKING AUSTRAL	17.00	Parking Expenses

## Lead Of Community Safety And Ranger Serv

332.54

9/01/2024	INTNL TRANSACTION FEE	7.49	Bank and Other Fees
9/01/2024	IPVM IP VIDEO MARKET I	299.74	Subscriptions and Memberships
15/01/2024	WILSON PARKING PER113	25.31	Travel and Accommodation

## Manager Libraries And Activation - Coolb

- 77.92

16/01/2024	OFFICEWORKS 0616	272.00	Equipment Purchases
2/01/2024	WOOLWORTHS 4703	36.40	Supplies and Materials Purchases
19/01/2024	SPACETOCO VENUE HIRE	38.25	Hire of Equipment and Facilities
18/01/2024	KMART 1024	19.00	Supplies and Materials Purchases
22/01/2024	MISCELLANEOUS CREDIT	- 201.07	Disputed Transaction
22/01/2024	MISCELLANEOUS CREDIT	- 242.50	Disputed Transaction

## Social Club Coordinator

1,263.29

15/01/2024	Woolworths Online	239.80	Supplies and Materials Purchases
4/01/2024	HAMILTON HILL IGA	99.00	Supplies and Materials Purchases
4/01/2024	HAMILTON HILL IGA	9.85	Supplies and Materials Purchases
3/01/2024	WOOLWORTHS 4703	32.05	Supplies and Materials Purchases
8/01/2024	Woolworths Online	569.10	Supplies and Materials Purchases
23/01/2024	BP BIBRA LAKE 7451	99.99	Supplies and Materials Purchases
22/01/2024	Woolworths Online	106.70	Supplies and Materials Purchases
25/01/2024	WANEWSDTI	106.80	Subscriptions and Memberships

## Acting Manager Public Health And Buildin

29.70

16/01/2024	BOC GAS AND GEAR	29.70	Supplies and Materials Purchases
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## Communications And Marketing Manager

5,772.13

15/01/2024	INTNL TRANSACTION FEE	0.07	Bank and Other Fees
15/01/2024	PIXLR - pixlr.com	2.99	Subscriptions and Memberships
12/01/2024	Google ADS5683592141	500.00	Advertising
16/01/2024	FAIRFAX SUBSCRIPTIONS	59.00	Subscriptions and Memberships
2/01/2024	Google ADS5683592141	250.00	Advertising
2/01/2024	Google ADS5683592141	126.16	Advertising
29/01/2024	BITLY.COM	53.32	Subscriptions and Memberships
29/01/2024	INTNL TRANSACTION FEE	1.33	Bank and Other Fees
29/01/2024	INTNL TRANSACTION FEE	0.04	Bank and Other Fees
29/01/2024	LNK.BIO	1.51	Subscriptions and Memberships
19/01/2024	FACEBK BTNG2YXMT2	1,250.00	Advertising
29/01/2024	FACEBK *CXTFCYPMT2	1,250.00	Advertising
19/01/2024	FACEBK LCXTGZP8H2	1,073.18	Advertising
2/01/2024	FACEBK K3CDFXPMT2	1,204.53	Advertising

## City of Cockburn

## Credit Card Transactions Report

Transactions Post Date Between 29-Dec-2023 and 30-Jan-2024

Date	Service Provider	Card Liability	Description
<b>Cockburn Resource Recovery Park Manager</b>		<b>168.79</b>	
4/01/2024	BIG W 0447	31.40	Supplies and Materials Purchases
19/01/2024	BUNNINGS 729000	114.89	Supplies and Materials Purchases
23/01/2024	BOSS INDUSTRIAL	22.50	Supplies and Materials Purchases
<b>Chief Operations Officer</b>		<b>1,038.00</b>	
3/01/2024	WANEWSDTI	28.00	Subscriptions and Memberships
19/01/2024	LEGALWISE SEMINARS	1,010.00	Conferences and Seminars
<b>Chief Of Built And Natural Environment</b>		<b>233.09</b>	
11/01/2024	OFFICEWORKS	233.09	Office Supplies
<b>Youth Development Officer</b>		<b>1,761.33</b>	
11/01/2024	COLES 0490	73.80	Program Costs
17/01/2024	THE HOYTS CORPORATIO	132.00	Program Costs
16/01/2024	COLES 0490	76.68	Program Costs
4/01/2024	COLES 0490	34.40	Program Costs
3/01/2024	THE HOYTS CORPORATIO	225.00	Program Costs
5/01/2024	COLES 0490	146.33	Program Costs
5/01/2024	SQ *IMO CARWASH	30.39	Program Costs
10/01/2024	THE HOYTS CORPORATIO	402.00	Program Costs
9/01/2024	COLES 0490	75.05	Program Costs
25/01/2024	COLES 0490	71.77	Program Costs
25/01/2024	COLES 0490	22.00	Program Costs
19/01/2024	Caversham Wildlife Par	216.00	Program Costs
24/01/2024	THE HOYTS CORPORATIO	248.50	Program Costs
23/01/2024	BP EX THOMSNS L 5992	7.41	Program Costs
<b>Events Officer</b>		<b>525.06</b>	
22/01/2024	Flip Out Bibra Lake	103.19	Events and Functions
25/01/2024	RED DOT STORES	70.69	Events and Functions
25/01/2024	SPUD SHED	151.43	Events and Functions
29/01/2024	7-ELEVEN 3010	40.00	Events and Functions
29/01/2024	UNDER THE SUN	59.75	Events and Functions
24/01/2024	ADVENTUREWORLD WA PTY	50.00	Events and Functions
24/01/2024	ADVENTUREWORLD WA PTY	50.00	Events and Functions
<b>Manager Recreation Services</b>		<b>6.13</b>	
2/01/2024	INTNL TRANSACTION FEE	0.07	Bank and Other Fees
30/01/2024	IGLOOCOMPANY	3.05	Subscriptions and Memberships
30/01/2024	INTNL TRANSACTION FEE	0.08	Bank and Other Fees
2/01/2024	IGLOOCOMPANY	2.93	Subscriptions and Memberships
<b>Citizenship And Civic Services Supervisor</b>		<b>857.90</b>	
12/01/2024	BIG W 0455	815.90	Program Costs
30/01/2024	BUNNINGS 303000	42.00	Supplies and Materials Purchases
<b>City Facilities Manager</b>		<b>1,364.99</b>	
24/01/2024	SP FIRST AID DISTRIB	825.00	Supplies and Materials Purchases
25/01/2024	GALVINS PLUMBING SUPPL	279.99	Equipment Purchases
29/01/2024	CONCRETE TAXI	260.00	Supplies and Materials Purchases
<b>Community Development Coordinator</b>		<b>156.81</b>	

## City of Cockburn

## Credit Card Transactions Report

Transactions Post Date Between 29-Dec-2023 and 30-Jan-2024

Date	Service Provider	Card Liability	Description
15/01/2024	BIG W 0455	99.41	Program Costs
11/01/2024	TARGET 5128	57.40	Program Costs

## Library Technician

1,998.72

23/01/2024	BIGW ONLINE	118.00	Supplies and Materials Purchases
23/01/2024	SP JB HI-FI ONLINE	613.45	Supplies and Materials Purchases
29/01/2024	AMAZON AU MARKETPLACE	66.43	Supplies and Materials Purchases
29/01/2024	Booktopia Pty Ltd	270.16	Supplies and Materials Purchases
10/01/2024	AMAZON AU MARKETPLACE	31.46	Supplies and Materials Purchases
4/01/2024	Booktopia Pty Ltd	231.27	Supplies and Materials Purchases
3/01/2024	BIGW ONLINE	68.00	Supplies and Materials Purchases
3/01/2024	BIGW ONLINE	- 16.00	Supplies and Materials Purchases
3/01/2024	Booktopia Pty Ltd	207.72	Supplies and Materials Purchases
3/01/2024	SP JB HI-FI ONLINE	328.71	Supplies and Materials Purchases
15/01/2024	AMAZON AU RETAIL	79.52	Supplies and Materials Purchases

## Child Care Services Manager

980.50

16/01/2024	MYO*Harmony Kids	980.50	Subscriptions and Memberships
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## Seniors Centre Programs Booking Officer

5,410.75

16/01/2024	CIRQUE DU SOLEIL	4,458.75	Events and Functions
15/01/2024	SPACETOCO VENUE HIRE	152.00	Hire of Equipment and Facilities
25/01/2024	BENTLEYPINEST240408NB	400.00	Events and Functions
25/01/2024	BENTLEYPINEST240613NB	400.00	Events and Functions

## Coordinator Work Health And Safety

345.00

16/01/2024	OFFICEWORKS 0620	105.00	Office Supplies
12/01/2024	OFFICEWORKS 0620	100.00	Office Supplies
12/01/2024	OFFICEWORKS 0620	100.00	Office Supplies
12/01/2024	OFFICEWORKS 0620	40.00	Office Supplies

## Economic Development Officer

27.76

29/01/2024	CPP Council House	27.76	Motor Vehicle Expenses
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## Community Safety Manager

69.00

30/01/2024	OFFICEWORKS	69.00	Equipment Purchases
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Total Cards - 66

66,597.71



## 14.3 Operations

### 14.3.1 Public Open Space Naming - 7 Fawcett Road, Lake Coogee

<b>Executive</b>	A/Chief of Operations
<b>Author</b>	Head of Property and Assets
<b>Attachments</b>	1. 7 Fawcett Road - Naming Public Open Space Request - Victoria Park - Urbanista <a href="#">↓</a>

#### RECOMMENDATION

That Council:

- (1) APPROVES Community consultation of the proposal to name 7 Fawcett Road, Lake Coogee 'Victoria Park' which will include a notice in a local newspaper, advertisement on the City's website and letters to community groups. All submissions received will be brought back to Council.

#### Background

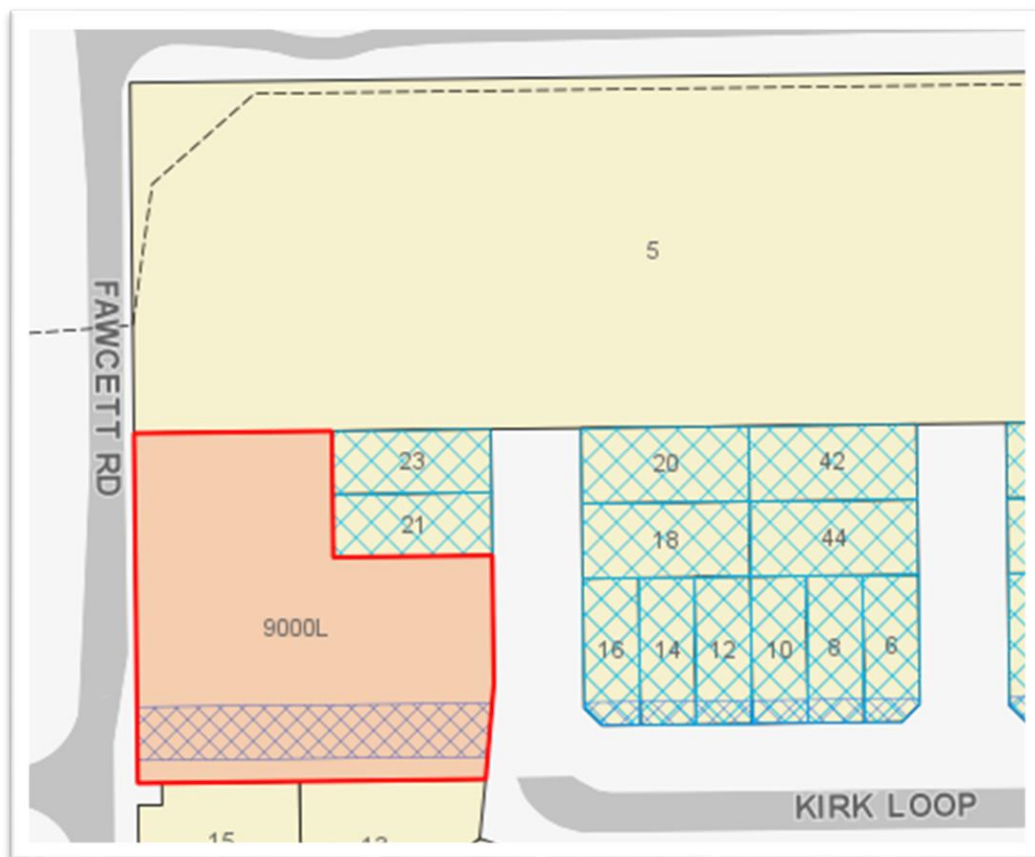
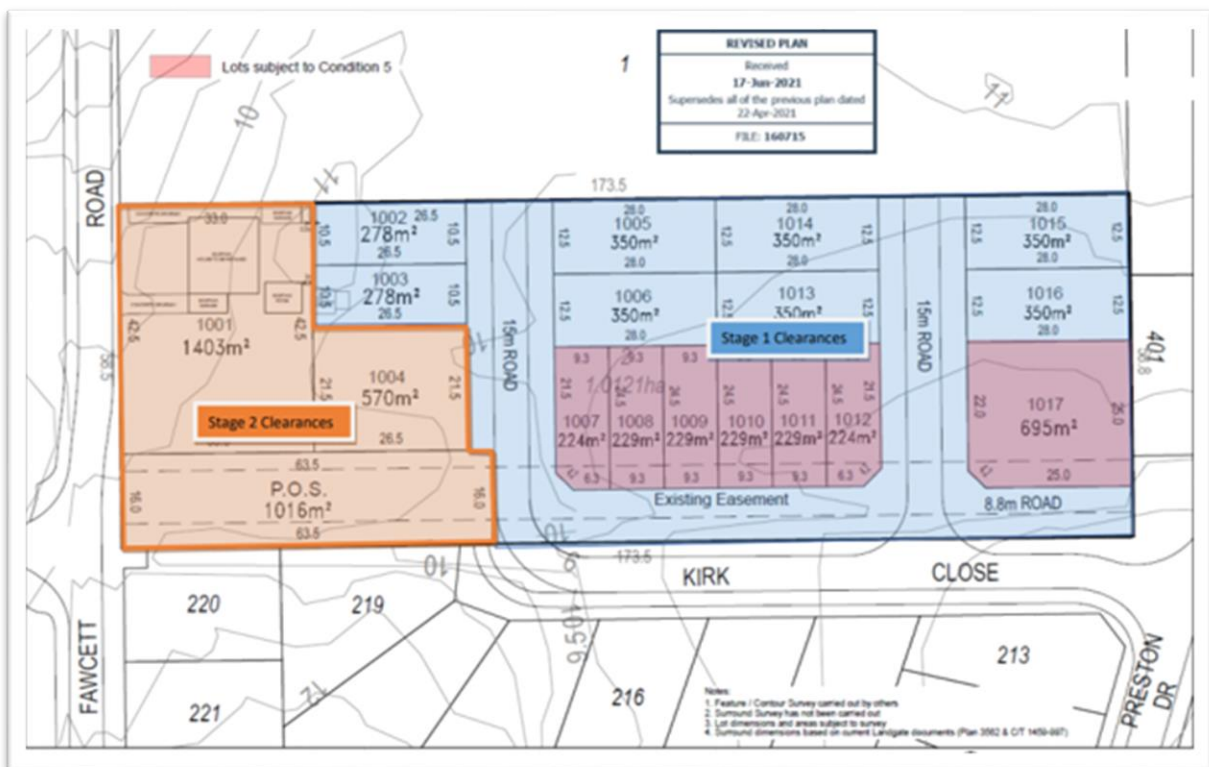
The City has received a request from the developer of 7 Fawcett Road, Lake Coogee, to name the POS within their subdivision "Victoria Park". Since this request was received the subdivision has been completed which determines the POS to be Lot 900 Kirk Loop, Lake Coogee.

This request was submitted to the Elected Members HUB on 15 June 2023 in accordance with Council Delegation *APD57 – Naming of Streets and Public Open Space*.

APD57 makes provision for Elected Members to comment prior to the submission being forwarded to the Geographical Naming Committee (GNC) – Landgate.

During this process Officers received an Elected Member objection to the proposal, requesting the matter be brought to council and a Wadjuk Noongar name be investigated.

Image 1: Location/map - The Development site located below in red.

Image 2: Location/map – POS location (South) Total POS area 1016m<sup>2</sup>

## Submission

The City received a request from developer 'Urbanista Town Planning' for the unnamed POS within their subdivision located at 900L Kirk Loop, Lake Coogee to be named 'Victoria' Park.

The application proposed the following justification for their naming request. A full copy of their application is attached to this report:

*'The proposed park name is in keeping with the theme of English monarchs and leaders in the area. Examples of this within proximity to the site include Churchill Avenue.'*

*Lake Coogee is a saline lake in the suburb of Lake Coogee. In the local Nyungar language, Lake Coogee was originally called Kou-gee.*

*The spelling Coogee was officially approved in 1955. European settlers named it Lake Munster, after Prince William, the Earl of Munster, who became King William IV in 1830 (Wikipedia).'*

## Report

The purpose of this report is for the Council to support sending the request to Landgate or support a community consultation.

### Policies and Investigation

Following the City of Cockburn's Geographical Naming Policy, the City's key objective is to provide a consistency to the road network and Public Open Space (POS) within the City of Cockburn. In doing so, the City has internally investigated the geographical naming request and its suitability to the area and the assigned geographical naming theme.

When land is subdivided, it is common for a 'theme' to be applied for the naming of roads and POS within the subdivision.

The existing theme for this location is English monarchs and leaders in the area.

GNC is the governing authority that review and approve naming applications. Requiring the City to support and submit requests.

The applicant's submission aligns with the existing theme for the location, as per required by the GNC. The City received preliminary approval from GNC to use 'Victoria Park' at this location on 23 October 2023.

Officers were requested to investigate the use of a Wadjuk Noongar name for the Park. Desk top investigations and discussions with the City's Community Development team did not find any registered Noongar sites or cultural significance in this location.

To align with the Geographic Naming Policy, the City is required to undertake a Wadjuk Noongar community consultation. This requires independent consultant management for which there is no existing budget.

As part of the Reconciliation Action Plan, the City will be undertaking investigation of dual naming of all significant sites within Cockburn.

Detailed investigations of Cockburn parks, reserves and land features will occur at this time to ensure sites of significance are identified. Officers will ensure that this POS is investigated during this process.

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

#### Community, Lifestyle & Security

A vibrant healthy, safe, inclusive, and connected community.

- Accessible and inclusive community, recreation and cultural services and facilities that enrich our community.
- A safe and healthy community that is socially connected.

#### City Growth & Moving Around

A growing City that is easy to move around and provides great places to live.

- An attractive, socially connected and diverse built environment.
- Cockburn Central as the capital of Perth's South Metro Region.

### **Budget/Financial Implications**

NA

### **Legal Implications**

NA

### **Community Consultation**

Subject to the Council resolution, A Community Consultation will occur, which will include a notice in the local newspaper, City's website, and display at the City of Cockburn libraries and administration centre, providing 14 days in which the community may make submissions.

### **Risk Management Implications**

A community consultation may result in negative outcomes towards the proposed name.

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

The Proponent(s) and those who lodged a submission on the proposal have been advised that this matter is to be considered at the 9 April 2024 Ordinary Council Meeting.

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

Nil



## APPLICATION FORM - STREET AND PLACE NAME

### Part 1 – Your details

Applicant: Urbanista Town Planning

Contact Name: Connie Lincoln Phone: ( ) 6444 9171

Email: connie@urbanistaplanning.com.au

Mailing Address: Level 1, 231 Bulwer Street

City: Perth State: WA Postcode: 6000

Land the application relates to: POS on Subdivision of No 7 (Lot 2) Fawcett Close, Lake Coogee

City of Cockburn reference number:                      WAPC reference number: 160715

### Part 2 – Development site details

The selection of names and the completion of this form should reference the *Geographic Names Committee. Policies and Standards for Geographical Naming in Western Australia*

[Landgate Geographic Names](#)

In particular the following sections are relevant and should be referenced:

- Chapter 8 Road names and extents
- Chapter 7 Locality names and boundaries
- Chapter 6 Naming of Parks and Reserves

#### 2.1 Proposed names

Proposed Street/Place Name	Suffix	Name already used more than 5 times in metro area Y/N	Used within 10km Y/N	Office Use Only
Victoria Reserve	Reserve	N	N	

If you require more space, please attach another sheet

## 2.2 Alternative names

Please provide 1 alternative name per proposed road name

Proposed Street/Place Name	Suffix	Name already used more than 5 times in metro area Y/N	Used within 10km Y/N	Office Use Only
Not applicable				

## 2.3 Justification

Names should be appropriate to the physical, historical or cultural character of the area. Please provide details of why the proposed and alternative names were selected. Information submitted should also reference sources including websites or publications for example.

.....  
 The proposed reserve name is in keeping with the theme of English monarchs and leaders in the area.....  
 Examples of this within close proximity to the site include Churchill Avenue.....  
 Lake Coogee is a saline lake in the suburb of Lake Coogee. In the local Nyungar language, Lake Coogee was originally called .....  
 Kou-gee. The spelling Coogee was officially approved in 1955. European settlers named it Lake Munster, after Prince William, the Earl of Munster, who became King William IV in 1830. (Wikipedia) .....

Name	Source of info	Origin
*Rubylou Crescent	The Food Garden Group website	Ruby Lou is an oval shaped potato with a double pink skin and white flesh. It produces a very uniform sample of tubers with shiny skin and shallow eyes.
*Coliban Approach	The Food Garden Group website	The Coliban is a floury white fleshed potato that is good for mashing, baking and roasting and is used to make French fries. Widely available in Australia.
*Examples Only		
Name	Source of info	Origin
As Above		

**Part 3 - Application checklist**

Along with the applications form, applications shall submit the following:

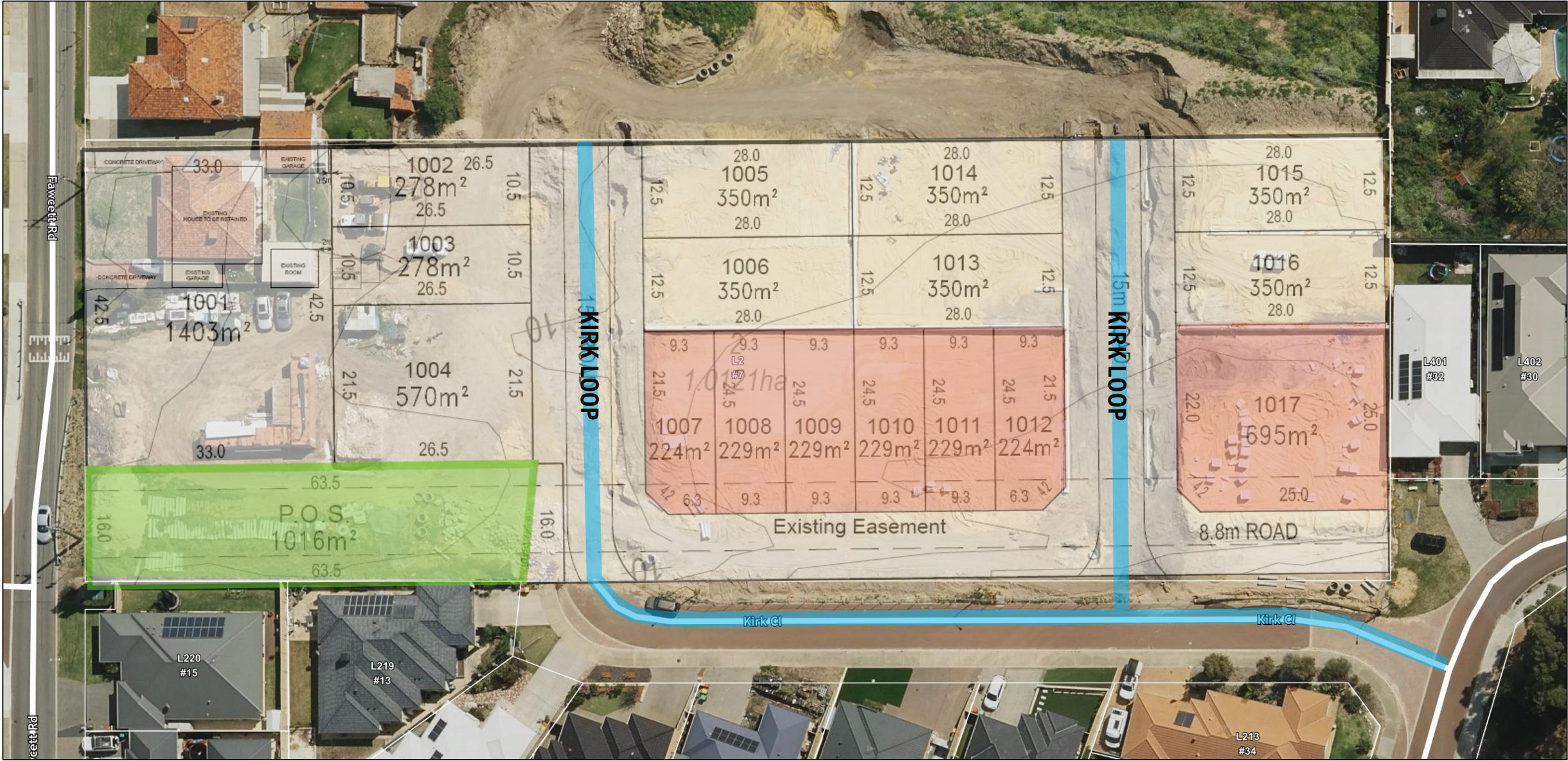
- A location plan showing location of the subdivision and connections to adjoining subdivisions ☒
- Local Structure Plan (if applicable) ☒
- A plan of the overall estate if approval on a stage basis ☐
- A plan showing:
  - Proposed road names and road types (eg: Street, Crescent) ☒
  - Full extents of roads including where the road names start and end (arrows can represent this)
- Location details (Name)
- Carriageway (if applicable)
- Source & status of road centreline information ☒

Please note that should this information not be provided, it may result in a delay to your application.











### 14.3.2 Land Dealings of Various Property Tenures Within the Former Wattleup Townsite - Latitude 32

<b>Executive</b>	A/Chief of Operations
<b>Author</b>	Senior Property Services Officer
<b>Attachments</b>	<ol style="list-style-type: none"> <li>1. Memorandum of Understanding - Former Wattleup Townsite <b>(Confidential)</b></li> <li>2. Schedule of Submissions <a href="#">↓</a></li> <li>3. Submission - Michael De Rosa <a href="#">↓</a></li> </ol>

#### RECOMMENDATION

That Council:

- (1) SUPPORTS the closure of nine (9) road reserves as described and located within the former Wattleup Townsite:
  - a) Wenlock Road
  - b) Corin Way
  - c) Marban Way
  - d) Rothwell Court
  - e) Collova Way
  - f) Deepdene Road
  - g) Vodice Street
  - h) Tomislav Place
  - i) Hitchcock Place;
- (2) SUPPORTS the closure of four (4) road reserves as described and located within the former Wattleup Townsite subject to the provision of an alternative Access Agreement by DevelopmentWA to property situated at 4 Evas Place, Hope Valley and described as Lot 500 on Diagram 45970:
  - a) Miro Street
  - b) Usher Place
  - c) Stamford Way
  - d) Evas Place;
- (3) APPROVES to relinquish four (4) Management Orders vested by the State of Western Australia to the City of Cockburn over the Reserves as described within the former Wattleup Townsite:
  - a) Reserve 27968 – Lot 2076 on P008360
  - b) Reserve 30008 – Lot 2158 on P009298
  - c) Reserve 30008 – Lot 2165 on D033431
  - d) Reserve 30155 – Lot 2228 on P009298;
- (4) SUPPORTS the closure of two (2) Right of Ways (ROW) as described and located within the former Wattleup Townsite:
  - a) Right of Way (ROW) – Rothwell Street, Lot 66 on D047653
  - b) Right of Way (ROW) – Collova Way, Lot 66 on D038252;

- (5) SUPPORTS the closure of two (2) Public Access Ways (PAW) as described and located within the former Wattleup Townsite:
  - a) Public Access Way (PAW) – Collova Way, Lot 55 on P009322
  - b) Public Access Way (PAW) – Stamford Way, Lot 155 on P009298;
  
- (6) APPROVES, subject to point (7), ownership transfer of the six (6) freehold land parcels owned by the City of Cockburn as described below, to DevelopmentWA for the value of \$1.00 to allow for subdivision of Development Area 2 within Latitude 32:
  - a) Lot 66 on Plan 9323 Certificate of Title Volume 318 Folio 159A
  - b) Lot 323 on Deposited Plan 28350 Certificate of Title Volume 1436 Folio 951
  - c) Lot 75 on Plan 9323 Certificate of Title Volume 318 Folio 158A
  - d) Lot 155 on Plan 9356 Certificate of Title Volume 1374 Folio 621
  - e) Lot 105 on Plan 9322 Certificate of Title Volume 315 Folio 119A
  - f) Lot 103 on Plan 9298 Certificate of Title Volume 237 Folio 130A; and
  
- (7) DEGLATES authority to the Chief Executive Officer to finalise and execute a sales contract with DevelopmentWA based on the following essential terms:
  - a) Property details
  - b) Agreed valuation
  - c) Such other terms as are required to ensure the City's interests are protected.

## Background

Prior to the year 2000 the State of Western Australia, represented by the Western Australian Land Authority, (now DevelopmentWA), commenced planning for the proposed industrial hub within the Cockburn and Kwinana local government areas.

The result was the establishment of Latitude 32, a 1,400ha master-planned industrial area that will offer a variety of land uses.

The significance of the project led to the enactment of the *Hope Valley-Wattleup Redevelopment Act 2000*.

The intention of the Act is to provide for the development and redevelopment of certain land in the local government districts of Cockburn and Kwinana, to confer planning, development control and other functions in respect of that land, and for related purposes.

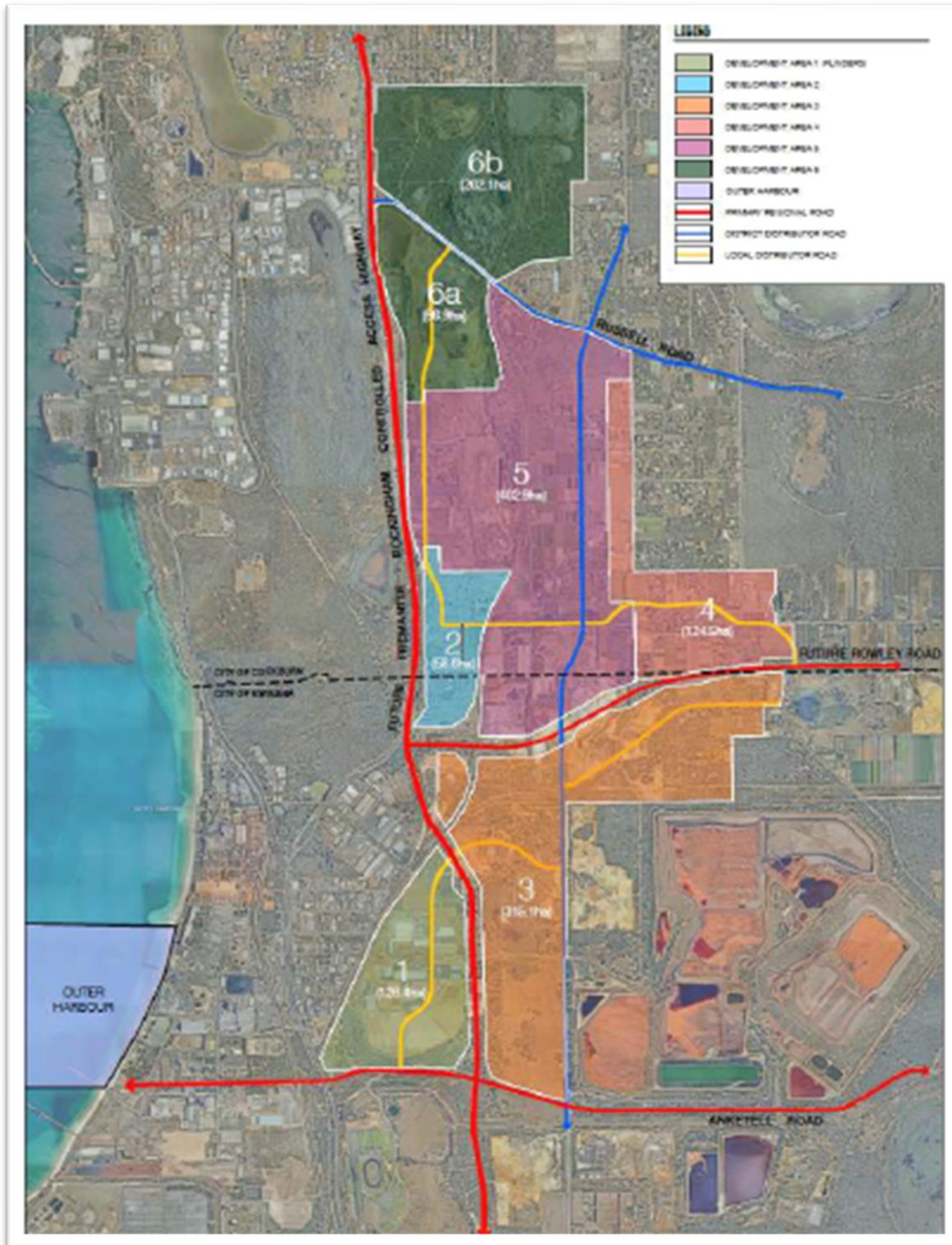
In compliance with the *Wattleup Redevelopment Act 2000*, the Hope Valley-Wattleup Redevelopment Project Masterplan 2005 (Master Plan) was developed and Gazetted on 4 March 2005, as amended 9 August 2022.

The Master Plan divides the Redevelopment Area into six precincts (Development Areas) to identify areas for particular uses and identifies land reserved for public purposes. Most importantly, the Master Plan controls the types of uses and development permitted in the various precincts.

The Master Plan was prepared to remain consistent and compliant with the *Hope Valley-Wattleup Redevelopment Act 2000*, under which the Master Plan has been prepared.

This report relates to Development Area 2 as highlighted with the colour blue in the image below:

#### Latitude 32 Development Areas:



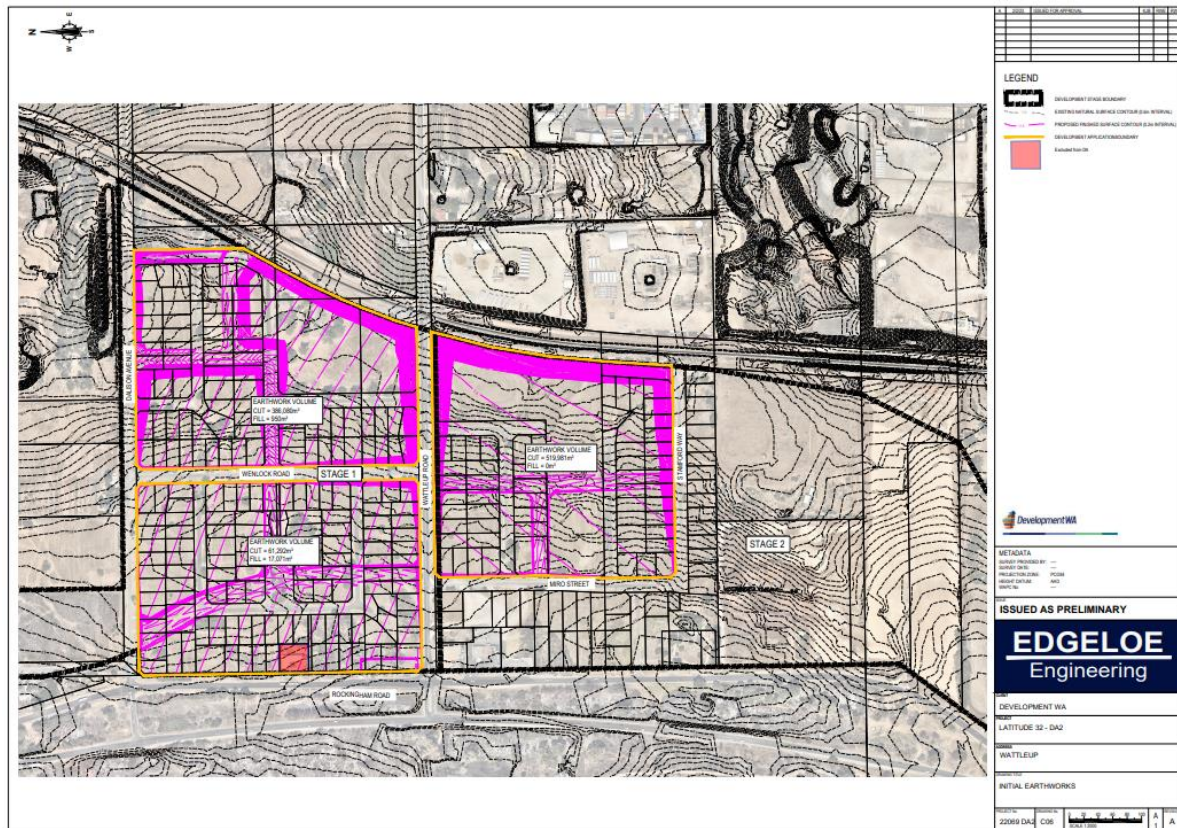
Whilst the Local Structure Plan (LSP) shows the retention of Wenlock Road, the City has subsequently given in-principal support to a realignment of the internal north-south aligned Local Distributor Road through the Development Area 2 Precinct (as shown below):



The closures are necessary to facilitate substantive earthworks of the total precinct as a pre-requisite for Industrial development, as required due to its designation as a Priority Resource Location under State Planning Policy 2.4 – Basic Raw Materials.



The City currently has a Development Application from DevelopmentWA for Stage 1 of those works, which involves retaining various roads in their current configuration to maintain access through the area as an interim measure (Stage 1 shown below):



## Submission

One (1) submission was received during the 35 day public consultation period. The submission is summarised within the Schedule of Submissions which can be viewed at Attachment 2.

The full written submission can be viewed (refer Attachment 3).

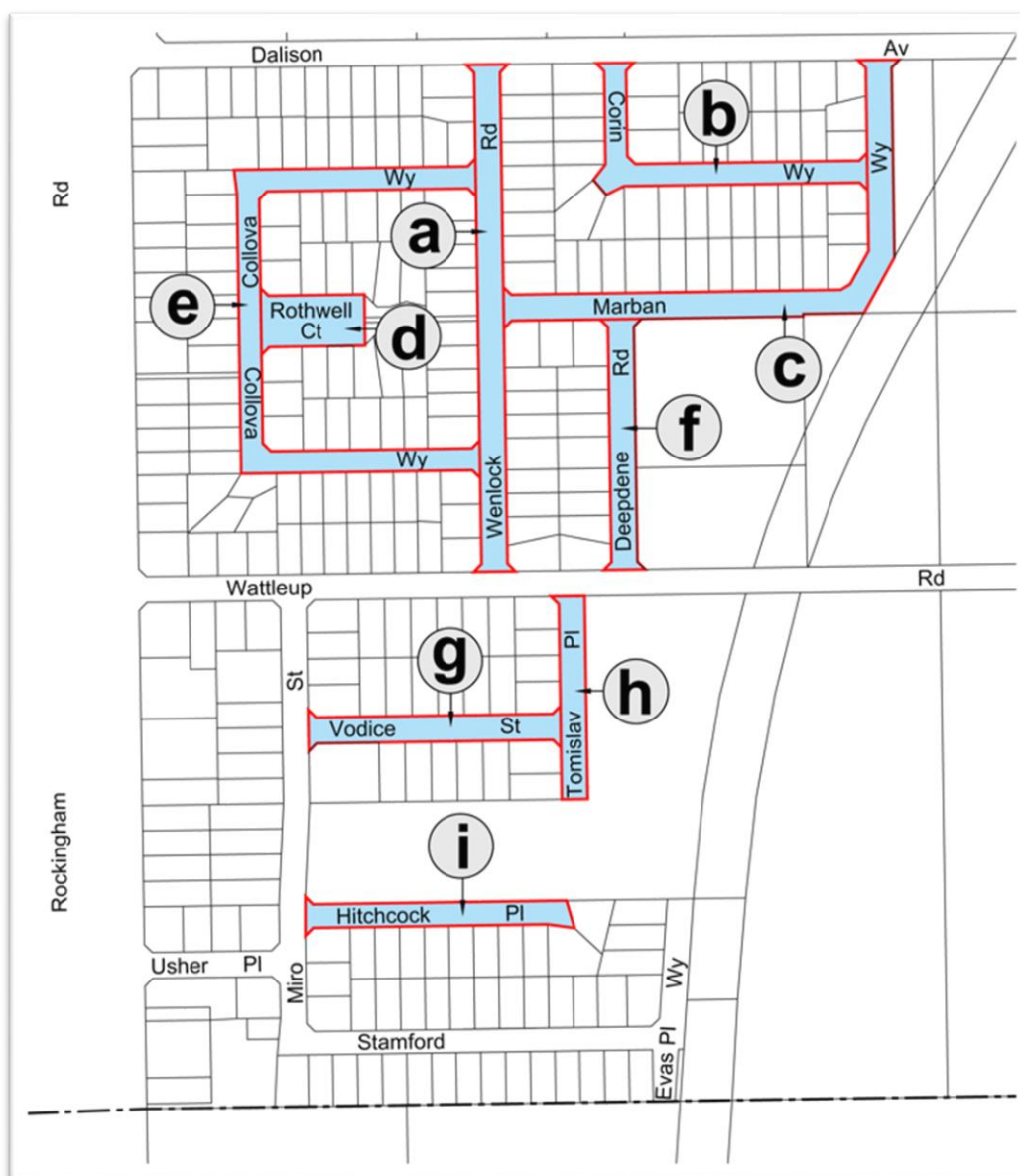
## Report

As identified above, this report relates to Development Area 2. DevelopmentWA is the majority landholder in the subject area of the former Wattleup Township. Other lands owned or under control of the City of Cockburn are identified and described below in the same order as the Recommendations (1 to 7) of this report.

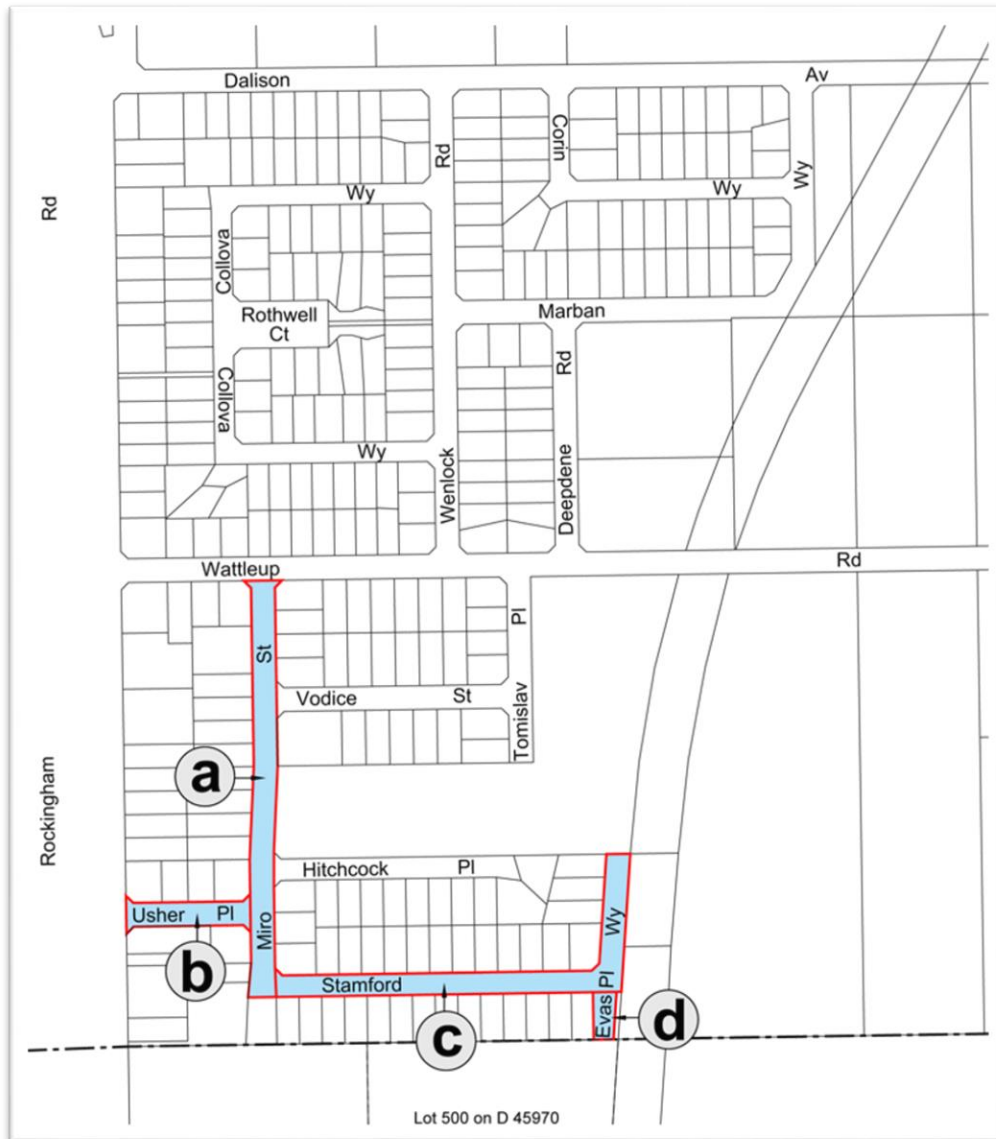
Councils support and approval of the Recommendations will allow DevelopmentWA to progress the further development of Latitude 32, Development Area 2.

Further details of Recommendations as follows:

- (1) SUPPORTS the closure of nine (9) road reserves as described and located within the former Wattleup Townsite:
- a) Wenlock Road
  - b) Corin Way
  - c) Marban Way
  - d) Rothwell Court
  - e) Collova Way
  - f) Deepdene Road
  - g) Vodice Street
  - h) Tomislav Place
  - i) Hitchcock Place



- (2) SUPPORTS the closure of four (4) road reserves as described and located within the former Wattleup Townsite subject to the provision of an alternative Access Agreement by DevelopmentWA to property situated at 4 Evas Place, Hope Valley and described as Lot 500 on Diagram 45970:
- a) Miro Street
  - b) Usher Place
  - c) Stamford Way
  - d) Evas Place



It is advised that DevelopmentWA has been in regular communications with Michael De Rosa whose family property is situated at 4 Evas Place, Hope Valley and described as Lot 500 on D45970.



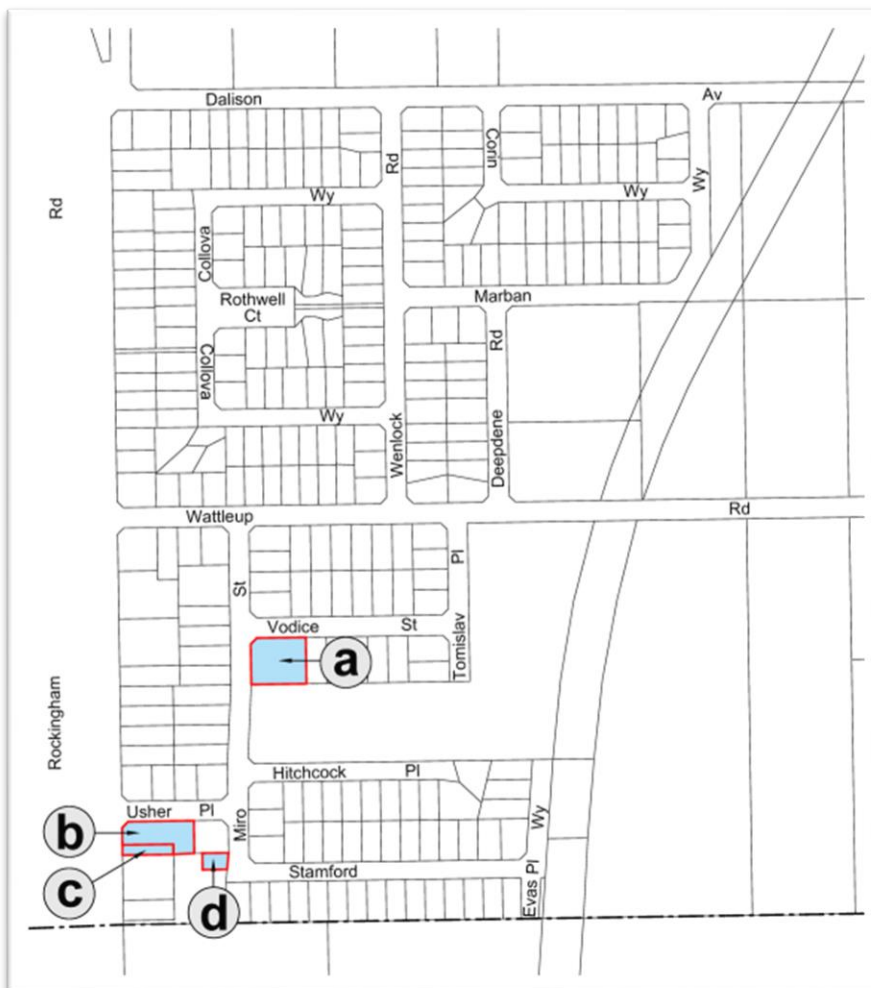
DevelopmentWA advised they wrote to Mr De Rosa on 13 February 2024 prior to his submission to the City dated 21 February 2024 and advised:

*"In relation to the proposed closure of Stamford Way and Evas Place, DevelopmentWA will not remove the existing carriageway without providing the owner of Lot 500 suitable access. This would be in the form of an access licence and provision of a suitable track through land controlled by DevelopmentWA. This means that DevelopmentWA activities will be limited to the opposite side of Stamford Way until we are in a position to coordinate works with you."*

The submission by Mr De Rosa can be viewed at Attachment 3.

The subject road reserves are owned by the State of Western Australia with the local government as custodian. To permanently close a road, the Minister for Land requires Council support of the proposed closure.

- (3) APPROVES to relinquish four (4) Management Orders vested by the State of Western Australia to the City of Cockburn over the Reserves as described within the former Wattleup Townsite:
- a) Reserve 27968 – Lot 2076 on P008360
  - b) Reserve 30008 – Lot 2158 on P009298
  - c) Reserve 30008 – Lot 2165 on D033431
  - d) Reserve 30155 – Lot 2228 on P009298



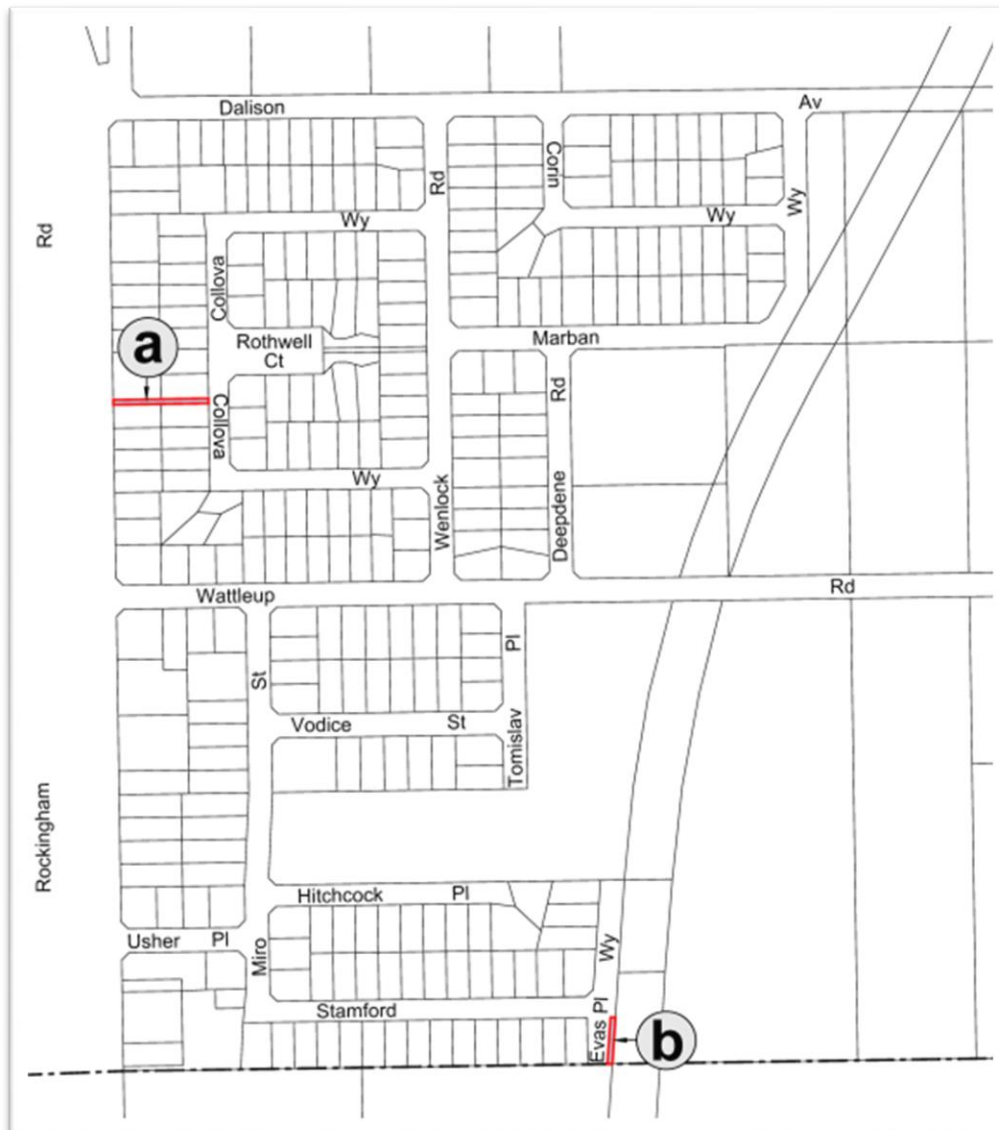
The City has vested control over the land parcels by way of four (4) individual Management Orders issued by the Minister for Lands. Council approval is required for the City to relinquish the four (4) Management Orders reverting control and responsibility back to the State.

- (4) SUPPORTS the closure of two (2) Right of Ways (ROW) as described and located within the former Wattleup Townsite:
- a) Right of Way (ROW) – Rothwell Street, Lot 66 on D047653
  - b) Right of Way (ROW) – Collova Way, Lot 66 on D038252



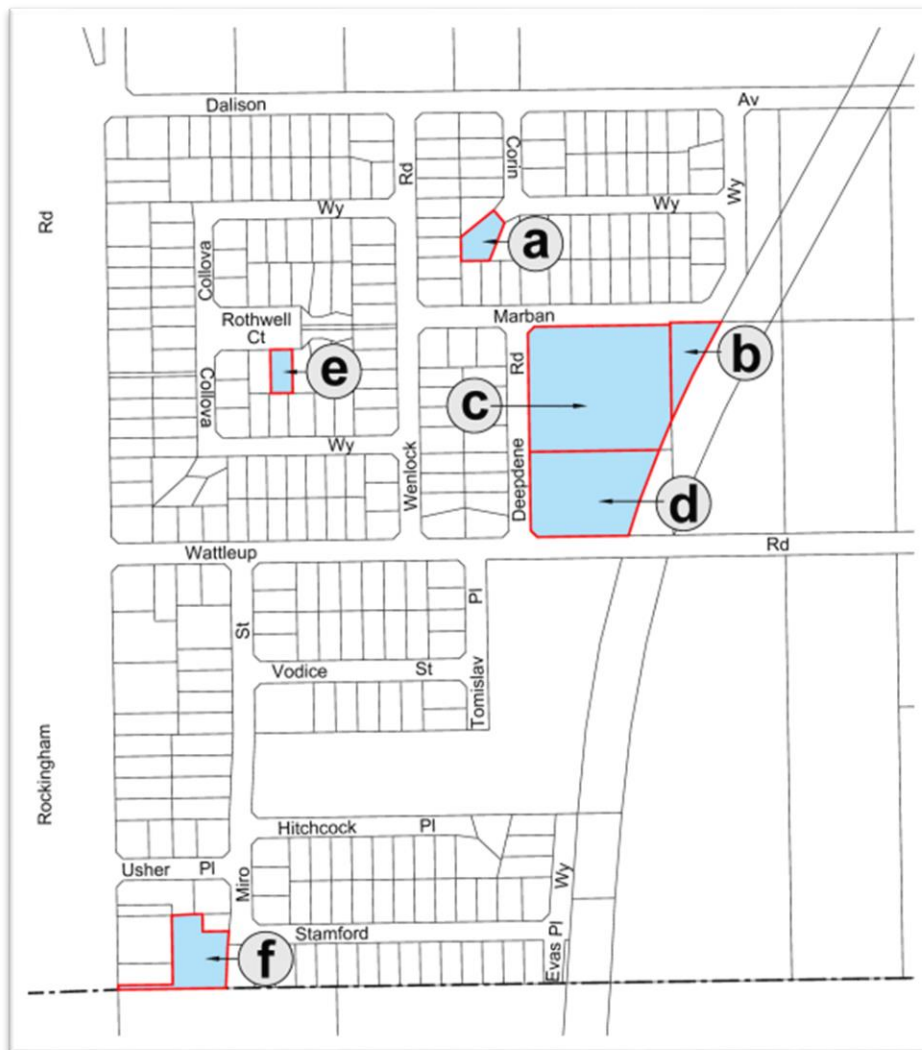
The two (2) land parcels are owned by the State of Western Australia with the City of Cockburn as custodian of the Right of Ways. Council support is required for the City to relinquish control and responsibility.

- (5) SUPPORTS the closure of two (2) Public Access Ways (PAW) as described and located within the former Wattleup Townsite:
- a) Public Access Way (PAW) – Collova Way, Lot 55 on P009322
  - b) Public Access Way (PAW) – Stamford Way, Lot 155 on P009298



The two (2) land parcels are owned by the State of Western with the City of Cockburn as custodian of the Public Access Ways. Council support is required for the City to relinquish control and responsibility.

- (6) APPROVES, subject to point (7), ownership transfer of the six (6) freehold land parcels owned by the City of Cockburn as described below, to DevelopmentWA for the value of \$1.00 to allow for subdivision of Development Area 2 within Latitude 32:
- a) Lot 66 on Plan 9323 Certificate of Title Volume 318 Folio 159A
  - b) Lot 323 on Deposited Plan 28350 Certificate of Title Volume 1436 Folio 951
  - c) Lot 75 on Plan 9323 Certificate of Title Volume 318 Folio 158A
  - d) Lot 155 on Plan 9356 Certificate of Title Volume 1374 Folio 621
  - e) Lot 105 on Plan 9322 Certificate of Title Volume 315 Folio 119A
  - f) Lot 103 on Plan 9298 Certificate of Title Volume 237 Folio 130A
- (7) DELEGATES authority to the Chief Executive Officer to finalise and execute a sales contract with DevelopmentWA based on the following essential terms:
- a) Property details
  - b) Agreed valuation
  - c) Such other terms as are required to ensure the City's interests are protected.



The six (6) land parcels are located within the former Wattleup Townsite and require transfer to DevelopmentWA for development of the Hope Valley Wattleup Redevelopment Project Masterplan.

The City entered a Memorandum of Understanding (MOU) agreeing in principle to enter a contract for the purchase by DevelopmentWA of the six (6) freehold land parcels as described subject to Council approval.

The sale price between the City (Seller) and DevelopmentWA (Buyer) is a proposed \$1.00 with independent valuation of the lots to determine the value of the properties to be payable by DevelopmentWA to the City in one of three ways;

1. Serviced land to the same value within the development to be transferred to the City.
2. Land at an alternate site owned by DevelopmentWA to the same value.
3. Cash settlement.

A copy of the confidential MOU can be viewed (refer Attachment 1).

Both the City and DevelopmentWA acquired two (2) separate market valuations from registered valuers, dated 25 January 2024, who submitted property values of less than 5% variation, the City and DevelopmentWA agreed to average the valuations, advised as follows:

a)	Lot 66 on Plan 9323	\$ 165,000
b)	Lot 323 on Deposited Plan 28350	\$ 177,500
c)	Lot 75 on Plan 9323	\$1,485,000
d)	Lot 155 on Plan 9356	\$ 872,500
e)	Lot 105 on Plan 9322	\$ 120,000
f)	Lot 103 on Plan 9298	\$ 480,000
<b>Total:</b>		<b>\$3,300,000</b>

The details of the MOU and above valuation will form the essential terms of the sales contract between the City and DevelopmentWA

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

#### Local Economy

A sustainable and diverse local economy that attracts increased investment and provides local employment.

- Increased Investment, economic growth and local employment.
- A City that is 'easy to do business with'.

#### Listening & Leading

A community focused, sustainable, accountable and progressive organisation.

- Best practice Governance, partnerships and value for money.

### **Budget/Financial Implications**

N/A

**Legal Implications**

The Local Government has complied with the requirements of section 3.58 of the *Local Government Act 1995*.

**Community Consultation**

N/A

**Risk Management Implications**

In compliance with the *Hope Valley-Wattleup Redevelopment Act 2000* and the subsequent Hope Valley-Wattleup Redevelopment Project Masterplan 2005 the City was required to relinquish ownership and control of land tenure within Development Area 2, the former Wattleup Township.

The land tenure actions recommended in this report will result in control of all land within Development Area 2 to be owned or controlled by DevelopmentWA allowing for the intended industrial development of Latitude 32.

Councils support of the recommendations will be in compliance of the *Hope Valley-Wattleup Redevelopment Act 2000*. If Council elects not to support or defers the recommendations the development of Latitude 32 would be compromised.

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

On receipt of 1 submission the submitter has been advised that this matter is to be considered at the 9 April 2024 Ordinary Council Meeting.

DevelopmentWA, as proponents of the proposal have been advised that this matter is to be considered at the 9 April 2024 Ordinary Council Meeting.

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

Nil

## Item 0.0 Attachment 2

OCM 09/04/2024

File No. 041/004

**SCHEDULE OF SUBMISSIONS**  
**Land Dealings of Various Property Tenures within the Former Wattleup Townsite**

No.	Name/Address	Submission	City Comments
1	Michael De Rosa PO Box 737 South Freemantle	<p>The City and Mr De Rosa exchanged a phone conversation on Friday 9 February regarding the proposed development by DevelopmentWA, in particular the permanent road closures. Mr De Rosa summarised a brief history of the matter and advised if the road closures proceeded the family property situated at 4 Evas Place, Hope Valley would become landlocked without legal access.</p> <p>On 21 February 2024 Mr De Rosa lodged a formal written submission of objection to the proposed closure of roads within the former Wattleup Townsite. The submission contains 5 dot points giving historic background together with commentary and imagery as explanation and reference.</p> <p>The submission also contained a request to be present at the Ordinary Council Meeting in order to present his case of objection.</p> <p>The submission by Mr De Rosa can be viewed at Attachment 3.</p>	<p>Enquiry discussed, clarified and advised Mr De Rosa of DevelopmentWA as proponent which was understood by Mr De Rosa. Advice was also given that the matter is to be reported to the Ordinary Council Meeting 09 April 2024. Mr De Rosa was advised by email the online link and avenue for the submission of questions regarding the proposed agenda item.</p>



City of Cockburn  
PO Box 1215  
Bibra Lake  
DC 6965  
By HAND DELIVERY

CITY OF COCKBURN	DOC No	21 FEB 2024	SUBJECT 041/004	160/002	REVISION 40/AS	41.45	PROPERTY STREETS	VARIOUS	APP	ACTION	Brian Watkins
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Michael De Rosa  
PO Box 737  
South Fremantle  
WA, 6162  
21 Feb 2024

**Submission Objecting to the Proposed Closure of Roads within the former Wattleup Town Site**

Reference – City of Cockburn File Number 11762134

**For the attention of Daniel Simms, Chief Executive Officer**

In response to the published item in the West Australian newspaper by the local authority (City of Cockburn), subject proposed road closures within the former townsite of Wattleup, I submit my comments in behalf of my family, landowners of an abutting property – in the City of Kwinana, within the allotted 35-day time period.

1. The objection is based on the following, the statutory rights of passage and access are extinguished by the closing of the gazetted roads to a green titled parcel of land, which provides access to the land (former market garden at Lot 500 – 4 Evas Place, Hope Valley). Refer to the attached sketch. It is noted that the property situated at Lot 500 Rockingham Road (4 Evas Place, Hope Valley) - is situated in the City of Kwinana and only accessible via the present gazetted roads within the City of Cockburn.
2. By removing the gazetted roads, and without providing a recognisable and unhindered, legally established access, it will make it difficult to maintain the property (such as for the purposes of a fire break).
3. Although the market garden is no longer in operation, various other business activities are being planned for in the future at an unspecified time. The extent and nature of these activities have yet to be determined, however removing access will diminish the opportunity for potential business opportunities in the future, or even a potential sale.
4. At the time of sale of the former residence that was situated at Lot 95 (No.19) Stamford Way, Wattleup, to Landcorp, it was agreed between the Sellers (A & R De Rosa) and Buyers (Landcorp) that vehicular access (or alternative access should the agreed access be temporarily unavailable) to Lot 500, would be unhindered and suitable for trucks and other vehicles used for the market garden (and by implication, subsequent business activities) as a result of any road closures would be provided by the Buyers, at its cost. The specification and level of access was stated as being re-surface with gravel or crushed limestone to enable the Seller vehicular access to Lot 500. The most recent communication with DevelopmentWA via email has indicated that they would not remove the existing carriageway without providing suitable access to Lot 500. This access needs to be captured and enforced within the framework of a legally binding agreement, between the relevant authorities and include the benefits at no cost to the impacted property owners. Any detrimental impact to the property owners or those using the property needs to be properly accounted for via appropriate compensation.

pg. 1



5. Acknowledgement is made of the transition timing and effort required by the local authority to DevelopmentWA and this submission is not intended to hinder progress, but rather an opportunity to communicate the impact on the property owned by my family.

In closing, I would like the Council to take this submission on its merits with the understanding that should the road closure proceed and without enforceable access to the property at Lot 500 (4 Evas Place, Hope Valley) there will be an impact on my family and perhaps the broader community with future use for the property. To further emphasize this, and with the provision of some high-level background information, the access at 4 Evas Place was provided by my family, who totally funded this access and with an agreement, in the late 1970's, that the local authority would bituminise the track into a proper road for what is now known as 4 Evas Place. Further, my family paid for this proper access and sadly, was never realised.

Finally, I would like to request an opportunity to present my case at the appropriate council meeting in the near future on this matter and would appreciate being notified of its timing.

Yours sincerely,

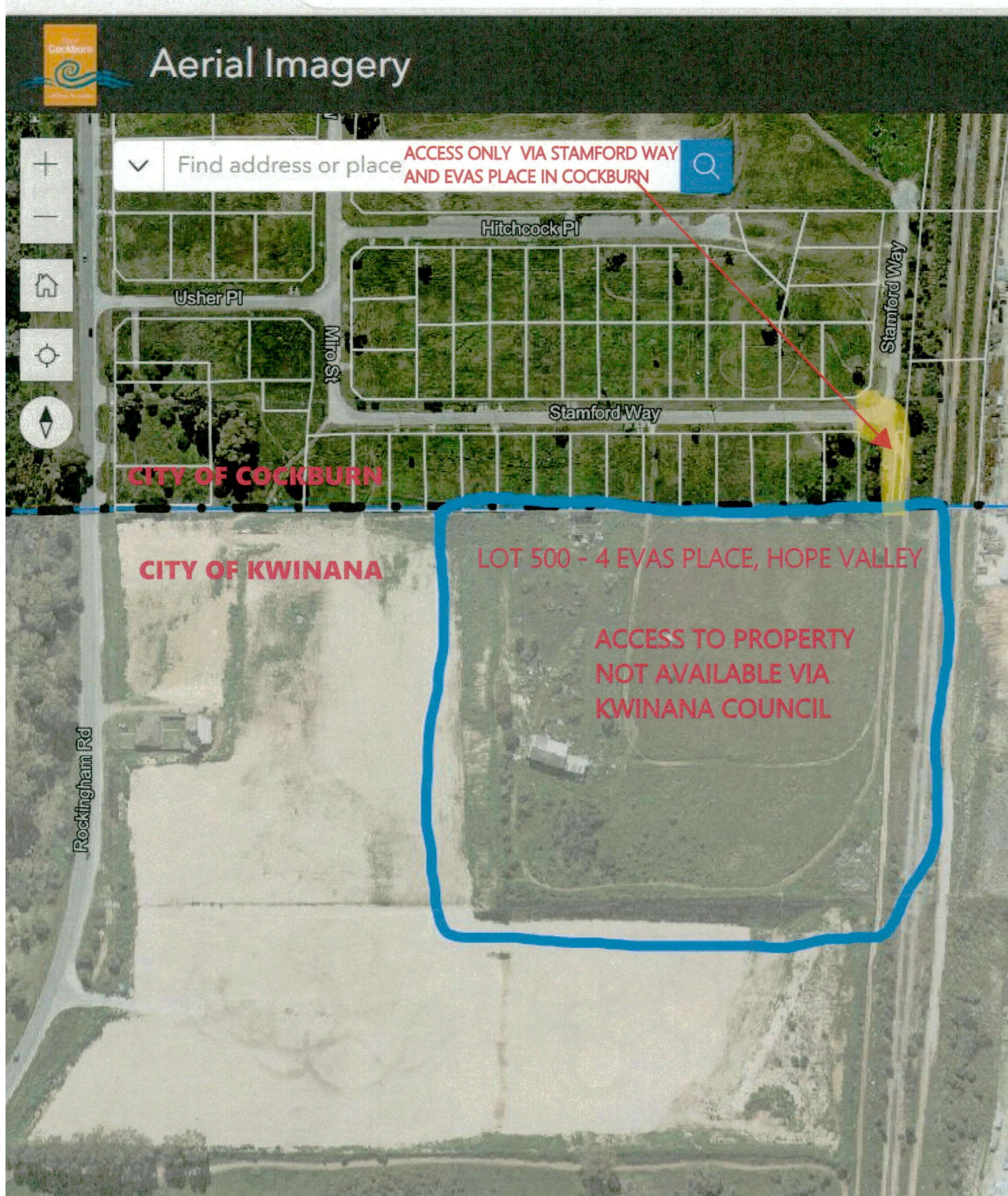


Michael De Rosa

M: 0402 038 751

E: [decpl1@gmail.com](mailto:decpl1@gmail.com)

Encl.: Sketch showing City of Cockburn/City of Kwinana interface to Lot 500 (4 Evas Place, Hope Valley)



Support Cat ID: 44840505

**14.3.3 Permanent Closure of Right of Way - Reserve 53103 Lot 8000 Beroona Way, Cockburn Central**

**Executive** A/Chief of Operations  
**Author** Senior Property Services Officer  
**Attachments** N/A

**RECOMMENDATION**

That Council:

- (1) SUPPORTS the proposal by the State of Western Australia to permanently close the Right of Way described as Lot 8000 Beroona Way, Cockburn Central for dedication as road reserve.

**Background**

In November 2011, the Western Australian Planning Commission approved application No.144821 for the development of Lot 42 Plan 2247 Semple Court, Cockburn Central.

Approval of the application was conditioned, in part, to Condition 3 and 4 as follows:

*'3. The proposed 25.2 wide portion of road reserve as depicted on the approved plan of subdivision being vested in the Crown under Section 152 of the Planning and Development Act 2005, such land to be ceded free of cost and without any payment of compensation by the Crown.'*

*'4. Satisfactory arrangements being made with the City of Cockburn for the construction of the 25.2 metre wide north south road as depicted on the plan of subdivision and the associated dual use path as shown on the approved Muriel Court Local Structure Plan.'*

In February 2010, the Western Australian Planning Commission approved the Cockburn Central (Muriel Court) Local Structure Plan ahead of the subdivision application.

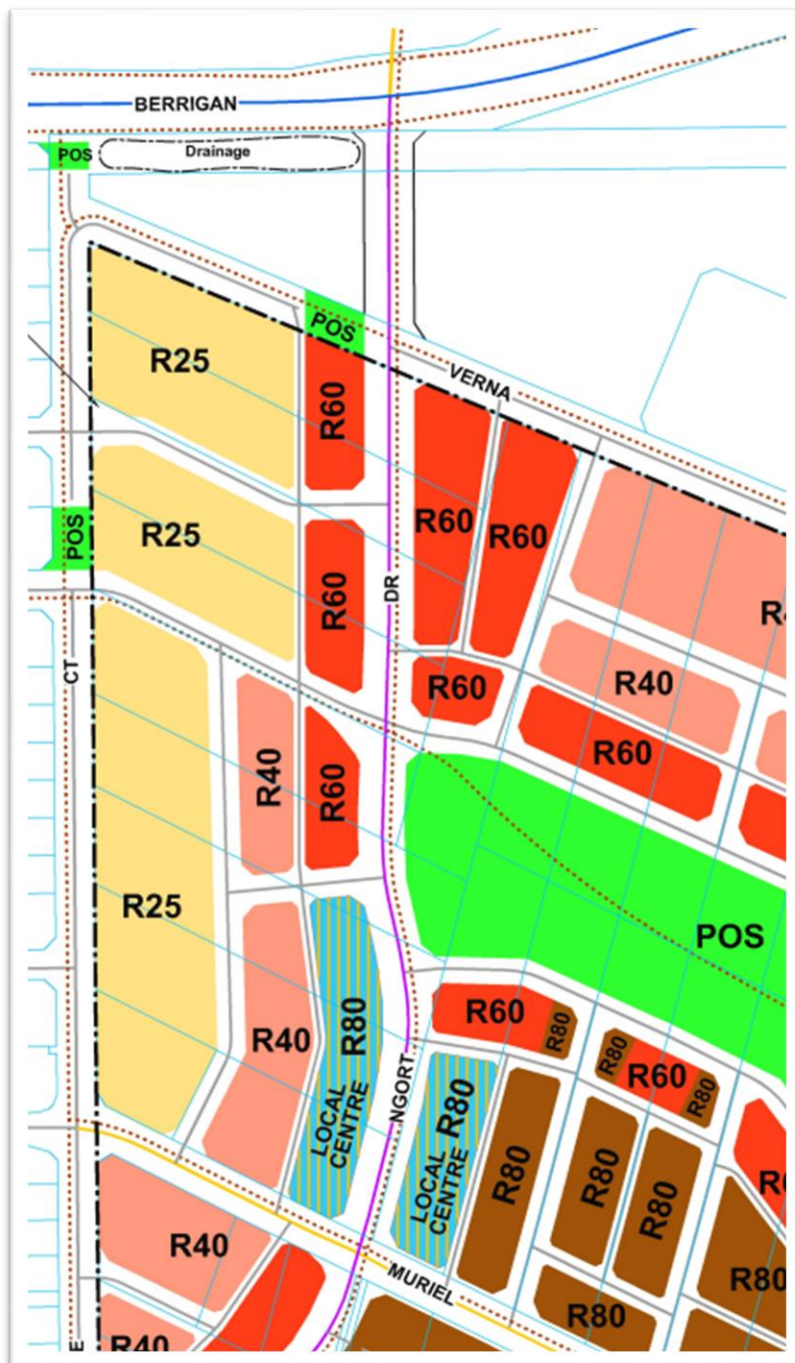
Both application No.144821 and the Cockburn Central (Muriel Court) Local Structure Plan (LSP) allowed for the northerly extension of Ngort Drive crossing Verna Court to Berrigan Drive.

The construction of Ngort Drive is a future Council project. A preliminary design has been prepared and the City has been collecting funds from other developers in the area towards its construction pursuant to DCA 11. Conversion of the existing ROW to a road reserve is a critical pre-requisite to the road's future construction.

Lot 8000 Beroona Way, Cockburn Central required the ceding as road reserve and not the current tenure of Right of Way (ROW).



## LSP Extract - Future Extension of Ngort Drive



## Submission

N/A

## Report

This report represents the statutory administrative requirement as outlined in the *Local Government Act 1995*. The proposed permanent closure of the ROW requires support from Council for further dealings by the State of Western Australia.

On 12 December 2023 the City received advice from the Department of Planning, Lands and Heritage (DPLH) requesting interest from the City in accepting a Management Order over unmanaged Reserve 53103 (Lot 8000 on Deposited Plan 74471) within the City of Cockburn.

Given the land is currently unmanaged, the responsibility falls to the Local Government as an unvested facility under Section 3.53 of the *Local Government Act 1995*.

### Reserve 53103 - Lot 8000 Beroona Way, Cockburn Central



During the City's due diligence process it was identified that Reserve 53103 was vested incorrectly as a Right of Way (ROW) and not ceded as road reserve.

The vesting as ROW is in contradiction with the Western Australian Planning Commission approval of the 2011 Development Application No.144821 and the 2010 approval of the Cockburn Central (Muriel Court) Local Structure Plan.

Based on the above discrepancy the City declined the interest in accepting the Management Order over Reserve 53103 highlighting the need for correction.

Following the DPLH agreed recognition of the error DPLH responded, in part, as follows:

*'Land Management Metropolitan & Peel will progress with the due diligence for the cancellation of Reserve 53103 for subsequent road dedication pursuant to Section 56 of the Land Administration Act 1997 (LAA) upon receipt of a formal application from the City of Cockburn.'*

Given the mutual agreement between the City and DPLH the support from Council is requested to progress this matter forward.

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

#### City Growth & Moving Around

A growing City that is easy to move around and provides great places to live.

- An integrated, accessible and improved transport network.

### **Budget/Financial Implications**

N/A

### **Legal Implications**

N/A

### **Community Consultation**

N/A

### **Risk Management Implications**

There are no risks if the recommendations, as presented, are supported.

If Council defers or does not support the recommendations the City will not be able to undertake the extension of Ngort Drive, Cockburn Central.

If Council defers or does not support the recommendations the ROW maintenance responsibilities will remain with the Local Government as an unvested facility under Section 3.53 of the *Local Government Act 1995*.

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

The Department of Planning, Lands and Heritage as proponent has been advised that this matter is to be considered at the 9 April 2024 Ordinary Council Meeting.

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

Nil

### 14.3.4 Proposed Actions Relating to Lease Agreement - Spearwood Dalmatinac Club - 101L Hamilton Road Spearwood

<b>Executive</b>	A/Chief of Operations
<b>Author</b>	Leasing and Licencing Officer
<b>Attachments</b>	1. Site Plan Spearwood Dalmatinac Club Precinct <a href="#">↓</a>

#### RECOMMENDATION

That Council:

- (1) AUTHORISES the Chief Executive via delegation to enter into preliminary lease negotiations with the Spearwood Dalmatinac Club on the following terms:
1. Three-year term with a further two-year option.
  2. Spearwood Dalmatinacs to affect and maintain public liability insurance for \$20 million.
  3. The maintenance contribution and lease fee payable by the Spearwood Dalmatinacs to increase in order to align with the current expenses to maintain the soccer pitch.
  4. The existing payment arrangement for the bore replacement (included in the holding over lease) to remain unaffected.
  5. Such other terms as are required to ensure the City's interests are protected.

#### Background

The City of Cockburn owns Lot 101 Hamilton Road, Spearwood which consists of two land parcels.

The western parcel contains bowling greens, netball courts and hardstand/parking. The eastern portion contains a soccer pitch (refer Attachment 1).

The Spearwood Dalmatinac Club own 42 Azelia Road in freehold – the land parcel at the centre of the two 101L Hamilton Road properties.

In 1977 the Spearwood Dalmatinac Club and the City entered into a 30-year lease agreement for Lot 101 Hamilton Road, Spearwood.

The soccer pitch on the site was constructed by the City at a cost of \$58,000.

The annual rent was set to ensure this expenditure was repaid to the City over the term of the lease, with interest payable.

In 2008, the City and the Spearwood Dalmatinac Club entered into two separate lease agreements, one for the eastern portion and one for the western portion of Lot 101 Hamilton Road.

This was due to the significant difference in the activities undertaken and conditions associated with these portions of the leased site. Both leases commenced 1 July 2008.



The City and Spearwood Dalmatinac Club have been operating under a holding over provision of both leases since expiry in July 2018.

This allows the existing arrangement to continue until a new lease is negotiated or either party terminate.

The Spearwood Dalmatinac Club seek to commence lease negotiations prior to the revised CSRFP being finalised and adopted by Council.

City Officers have advised the Spearwood Dalmatinac Club of the preference to defer entering into new lease negotiations until the revised CSRFP is finalised.

This will allow the lease to align with the strategic goals of the City and the needs of the Cockburn community.

City Officers are seeking Council's determination on whether to enter negotiations with this community lessee prior to the revised CSRFP being finalised and adopted.

### **Submission**

N/A

### **Report**

The lease arrangements at 101L Hamilton Road are unique in that the stakeholder (Spearwood Dalmatinac Club) own the central lot in freehold.

This is an unusual arrangement which requires careful consideration and risk management, to ensure that the City has future planned for the Cockburn community. The identified risks have been detailed in the 'risk management implications' section of this report.

The City's Recreation Services Department have undertaken a comprehensive review of the City's *Community Sport and Recreation Facilities Plan (2018-2033)*. Following this review, they have determined a need to update this Plan, with the projected presentation to Council being Quarter 4 of the 2023-24 financial year.

Of note, this review has been recently deferred in order to facilitate an alignment with the City's Long Term Financial Plan. The revised CSRFP incorporates changes that have emerged in the approach the City has to delivering community infrastructure projects and aligns these projects with the long term aims and outcomes supported by the Cockburn community.

The revised CSRFP's intent is to be *"the primary document to influence and guide the development of major infrastructure that supports the delivery of a variety of community services and activities that enrich our community and make Cockburn the best place to live."*

It is understood that the Spearwood Dalmatinac Club wish to enter into lease discussions in the immediate future, rather than continue on the holding over provision until the revised CSRFP has been finalised and adopted by Council.

City Officers recommend that any future lease negotiations with this user group for 101L Hamilton Road are deferred until the adoption of the revised CSRFP.

This will allow for the relevant strategic links to be preserved, and the best possible future use/modelling for the site to be considered, and any required feasibility studies, business cases or master plans to be undertaken in an organised and transparent timeframe.

Doing so will also remove the inflexibility that long term lease arrangements can pose in the context of community infrastructure planning.

#### Proposed Lease Changes

If Council determines that the continuation of a holding over arrangement is not supported in this instance, City Officers recommend that the current existing lease arrangements are adopted in a new lease, subject to the below changes:

##### *Public Liability Insurance*

Increased from \$10 million to \$20 million, which is now a standard requirement for community leases with the City of Cockburn.

##### *Maintenance Obligations/Contributions*

The existing repayment of 50% of the bore replacement over a 20-year period with 6.5% interest is to continue.

The negotiated \$10,000 per annum for soccer pitch maintenance (plus CPI) was 80% of the cost of maintaining the oval (which was purpose built for the Club and to which they had exclusive access outside of the requirement to allow Cockburn City Soccer Club to use the pitch).

The cost of maintaining the soccer pitch was \$58,885 in the 2022/23 Financial Year. As such, the City recommends that the Club's contribution be reviewed with the potential of increasing the amount paid by the Spearwood Dalmatinac Club to an amount proximate to \$45,000 or such amount as is negotiated and subsequently presented to Council.

The City received a total of \$23,984.10 inclusive of lease fees; bore replacement and ground maintenance contributions during the 2022/23 Financial Year.

##### *Term*

A term of 5 years (being 3 years with a 2 year option to renew) is recommended so that the City can concurrently seek to investigate and implement strategic initiatives for the site that may be highlighted in the revised CSRFP.

##### *Additional*

Such additional terms as determined necessary by the City to protect its interests, to be further investigated and negotiated during the development of a new lease agreement.

'Special Conditions' Under Existing Lease

The two existing lease agreements incorporate the below 'special conditions' outside of the regular arrangements for community leases:

*Use by Soccer Club*

The negotiated lease for the soccer pitch incorporated a special condition relating to the use of the pitch by the Cockburn City Soccer Club or any other Premier League or First Division Team as determined by the City (provides access to soccer pitch for competition purposes as scheduled by Football West).

*Bore Replacement*

The Spearwood Dalmatinac Club are responsible for 50% of the costs associated with the bore and irrigation replacement.

This negotiated position was based on the fact that the Spearwood Dalmatinac Club required the bore for their bowling greens and the bore was also required for the soccer pitch which is used both by the Spearwood Dalmatinac Club and the Cockburn City Soccer Club.

The Spearwood Dalmatinacs share of the bore replacement was approximately \$45,000 and was agreed to be repaid to the City over a 20 year period based on a fixed rate of 6.5% interest.

*Annual Maintenance and Access*

When the lease was negotiated, an annual contribution amount for the maintenance of the soccer pitch was agreed for \$10,000 plus CPI.

The western portion of the site (bowling greens and hardstand) are maintained wholly by the Dalmatinac Club without contribution by the City, and there is no public access to this portion.

**Strategic Plans/Policy Implications**Community, Lifestyle & Security

A vibrant healthy, safe, inclusive, and connected community.

- Accessible and inclusive community, recreation and cultural services and facilities that enrich our community.

**Legal Implications**

Disposal of Local Government property must be in accordance with section 3.58 *Local Government Act 1995* and its associated regulations.

Part 6 clause 30(2) of the *Local Government (Functions and General) Regulations 1996* states that a disposition of land (which includes a lease) is exempt from the public advertising and public auction/tender/sale requirements of section 3.58 of the *Local Government Act 1995* if the land is disposed of to a body (whether incorporated or not) “*the objects of which are of a charitable, benevolent, religious, cultural, educational, recreational, sporting or other like nature*” and “*the members of which are not entitled or permitted to receive any pecuniary profit from the body’s transactions.*”

The Spearwood Dalmatinac Club meets these criteria and is exempt from the provisions in s3.58 *Local Government Act*.

**Community Consultation**

N/A

**Risk Management Implications**Land Ownership

The main facility (Spearwood Dalmatinac Club) at 42 Azelia Road is located on land owned by the Spearwood Dalmatinac Club in freehold.

Any future investment on land that is outside the management, care and control of the City of Cockburn must be carefully considered prior to agreement.

To suitably plan for the best use of the space for the Cockburn community, and to justify any future expenditure at the site, the City would be best placed to defer any decisions until the delivery of the revised CSRFP and any associated recommendations therein are actioned.

One example would be the potential to undertake a Master Plan for the site to develop a bespoke vision of the site that encapsulates all land ownership and tenure options.

Management Model

Future development of this precinct may involve significant expenditure. The City would need to consider whether to seek a greater level of control in the day-to-day operations of the precinct to ensure a suitable return on investment and to ensure the assets are well maintained.

This cannot be determined until further site investigations and modelling is undertaken.

City Wide Infrastructure Priorities

The City continues to strive towards a best practice approach to the implementation and delivery of projects.

The Officer recommendation to continue a holding over provision reflects the need to align lease discussions with the delivery and planning outlined in guiding strategic plans. The revised CSRFP will incorporate the most up-to-date approach to project prioritisation and should be the leading document to guide timelines for the land tenure discussions.

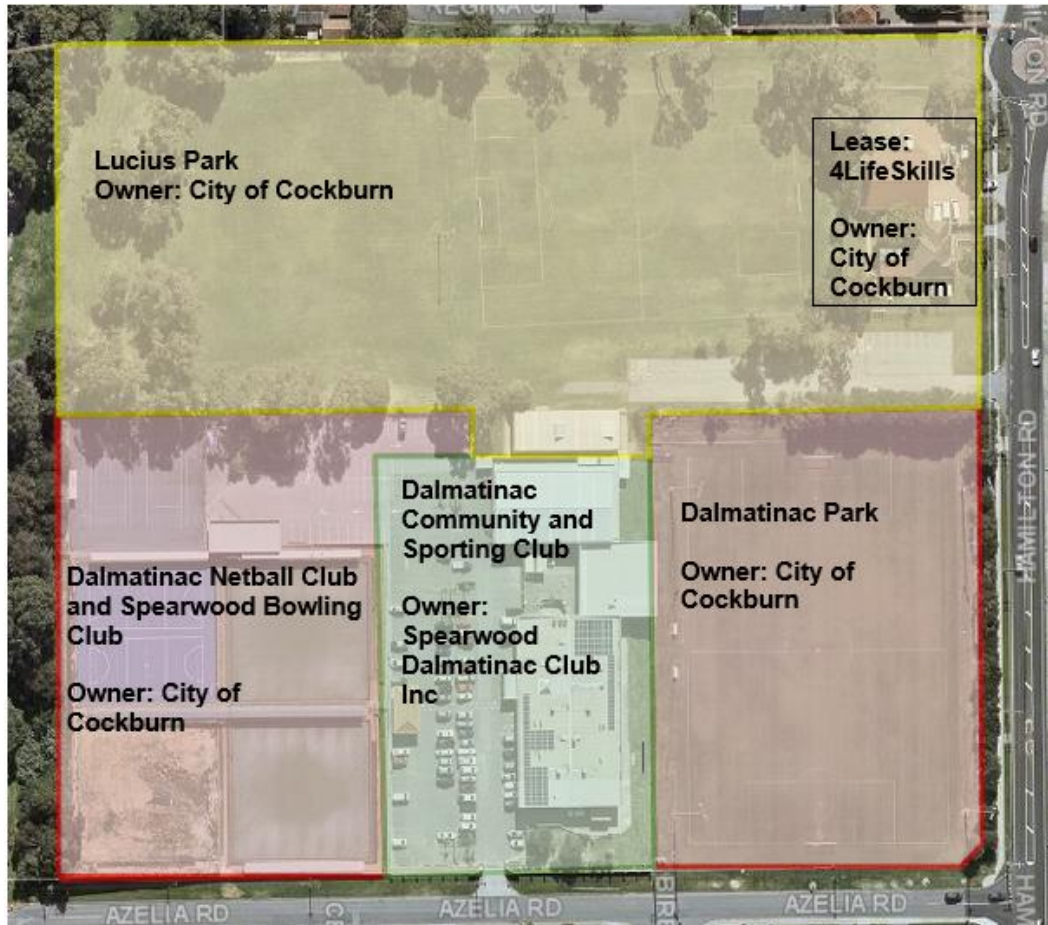
**Advice to Proponent(s)/Submitters**

The Spearwood Dalmatinac Club has been advised that this matter is to be considered at the 9 April 2024 Ordinary Council Meeting.

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

Nil

## Site Plan – Spearwood Dalmatinac Club Precinct



## 14.4 Community Services

### 14.4.1 Multiple Dog Application for 3 Nallen Court, Yangebup

<b>Executive</b>	A/Chief of Community Services
<b>Author</b>	Ranger Services Manager and Head of Community Safety and Ranger Services
<b>Attachments</b>	1. Community Feedback ( <b>Confidential</b> )

#### RECOMMENDATION

That Council:

- (1) REJECTS the Multiple Dog Application dated 30 January 2024, from Simone Goldsworthy (the applicant), 3 Nallen Place, Yangebup to keep three (3) dogs at the property; and
- (2) PROVIDES the applicant with one month to rehome one of the three dogs of his choosing, subject to this application.

#### Background

The City has received an application for retrospective approval to keep three (3) dogs at 3 Nallen Place, Yangebup.

Pursuant to the City's Consolidated Local Law 2000, Division 3, part 2.9, owners or occupants within the City of Cockburn require approval to keep more than two dogs over the age of three months.

Applicants must be able to demonstrate there are no bona fide objections prior to an approval being granted.

According to the Council's Delegated Authority, Application to Keep More Than Two Dogs at a Residential Property, if any bona fide objections are received, an applicant may not keep more than two dogs without the approval of Council.

As a result of the application's mandatory public consultation, seven (7) submissions were received objecting to the application.

The application to keep more than two dogs at 3 Nallen Place, Yangebup is presented to Council for consideration.

#### Submission

N/A



## Report

The subject site (3 Nallan Place) has been the subject of extensive compliance action by the City's Rangers in recent times. The Rangers have worked with the applicant over a number of months to achieve compliance.

The City has supported the rehoming of pups and kittens from various litters and has also supported the applicant's efforts to control their animals.

The applicant has experienced ongoing changes to the animals residing at the property, which has made it difficult to ascertain the true number of dogs living there.

In January 2024, the City was able to obtain an application from the owner requesting approval for more than two dogs at the property.

The application is retrospective in nature, as the owner already has three dogs residing at the property.

The subject dogs are listed below.

No.	Breed	Age	Gender	Sterilization Status
Dog 1	Staffy	2.5yrs	Male	Not desexed
Dog 2	Staffy	3yrs	Female	Not desexed
Dog 3	Staffy	2yrs	Female	Not desexed

Historically, the subject dogs, as well as those under the applicant's control, have been linked to numerous complaints about wandering dogs.

Below is an extract of animal complaints associated with the property.

Complaint Date	Description of Complaint
16 January 23	Four (4) dogs were reported wandering and roaming on nearby streets. The dogs reportedly had no collars and escaped due to a garage door being left open. Ranger Services was subsequently advised that the dogs, temporarily located at the property, had been relocated outside the district.
25 April 23	Multiple dogs were reported wandering. Rangers attended and verified that two (2) dog pups were wandering at the front of the property, along with several cats. An inspection of the property at that time concluded there were three (3) adult dogs, five (5) Staffy pups, six (6) Mastiff pups, one cat, and seven (7) kittens.
29 April 23	Three (3) adult dogs and two (2) pups were found wandering on a nearby street. Rangers attended the scene and, with assistance from the dogs' owners, managed to resecure the animals to the subject site.
4 May 23	CoSafe received a report of two (2) dogs wandering away from the property, but they were unable to be found.

30 May 23	Multiple dogs were reported wandering and allegedly chasing members of the public. Rangers assisted in securing the applicant's property and seized one of the wandering dogs.
24 June 23	Rangers were called to assist with two (2) dogs fighting at the address, and the owner was unable to separate the animals. Rangers secured the animals and transported one dog to a vet for medical treatment. The dog was euthanized due to its injuries.
10 November 23	CoSafe received a complaint of two (2) dogs wandering at night. Upon arrival, the CoSafe officer noted two (2) dogs matching the description re-entering the applicant's property via a garage door left open.
14 November 23	Two (2) dogs were reported wandering (outside of Ranger operating hours). The complaint stated the two dogs as being aggressive and barking.
12 December 23	Two (2) dogs were reported wandering, and CoSafe observed both dogs re-entering the applicant's address.
22 January 24	Three (3) dogs were reported wandering from the property. Rangers attended and no dogs were sighted.

The most concerning issue among these reported compliance matters was the alleged dog attack or chase, however, no victim was identified.

Furthermore, the incident at the property where the dogs attacked each other resulted in the surrender and euthanasia of one of the dogs involved.

As part of the process outlined within the City's Consolidated Local Laws 2000, neighbouring properties within a 50-metre radius of the applicant's property were notified of the application.

During the public consultation phase, the City received seven (7) submissions (refer Confidential Attachment 1), which object to the multiple dog application.

Based on historical and ongoing complaints, there is clearly an ongoing community impact by the dogs at this address.

On the following grounds, it is recommended that this application be refused:

1. Objections received and concerns raised by nearby residents.
2. Owner's ability to control the dogs and ensure their safety.
3. Quantum number of animals that have been routinely observed at the home.
4. Owner's history of ongoing animal non-compliance.

If the application is refused, the applicant may refer the matter to the State Administrative Tribunal.

**Strategic Plans/Policy Implications**Community, Lifestyle & Security

A vibrant healthy, safe, inclusive and connected community.

- A safe and healthy community that is socially connected.

Listening & Leading

A community focused, sustainable, accountable and progressive organisation.

- High quality and effective community engagement and customer service experiences.

**Budget/Financial Implications**

N/A

**Legal Implications**

City of Cockburn Consolidated Local Law 2000, Division 3, part 2.9.

**Community Consultation**

As part of the application process, the City wrote to neighbouring homes within 50 metres of the applicant's address.

The City received seven (7) submissions in relation to the application to keep the three dogs at the subject property.

The seven submissions represent all neighbouring proprietries within the 50 metre catchment area of consultation.

All seven submissions oppose the application.

**Risk Management Implications**

Should Council not support the recommendation there is a substantive risk of increased community complaints to the lack of appropriate management of dogs at this property.

There is a "low" level of localised possible "Brand/Reputation" risk.

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

The Proponent(s) and those who lodged a submission on the proposal have been advised that this matter is to be considered at the 9 April 2024 Ordinary Council Meeting.

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

Nil

**14.4.2 Multiple Dog Application for 4/9 Redmond Road, Hamilton Hill**

<b>Executive</b>	A/Chief of Community Services
<b>Author</b>	Acting Ranger Services Manager and Head of Community Safety and Ranger Services
<b>Attachments</b>	1. Community Feedback <b>(Confidential)</b>

**RECOMMENDATION**

That Council:

- (1) REJECTS the Multiple Dog Application dated 07 December 2023, from Dorothy Bandy (the applicant), 4/9 Redmond Road, Hamilton Hill to keep four (4) dogs at the property; and
- (2) PROVIDES the owner with one month to rehome two (2) of the Four (4) dogs of their choosing, subject to this application.

**Background**

The City has received an application for retrospective approval to keep four (4) dogs at 4/9 Redmond Road, Hamilton Hill.

Pursuant to the City's Consolidated Local Law 2000, Division 3, part 2.9, owners or occupants within the City of Cockburn require approval to keep more than two (2) dogs over the age of three months.

Applicants must be able to demonstrate there are no bona fide objections prior to an approval being granted. According to the Council's Delegated Authority, Application to Keep More Than Two (2) Dogs at a Residential Property, if any bona fide objections are received, an applicant may not keep more than two (2) dogs without the approval of Council.

As a result of the application's mandatory public consultation, seven (7) submissions were received, which were objecting to the application.

The application to keep more than two (2) dogs at 4/9 Redmond Road Hamilton Hill, is presented for Council consideration.

**Submission**

N/A

## Report

The applicant is seeking retrospective approval after Ranger Services were alerted to four (4) dogs residing at the address.

During the Rangers' investigation, four (4) dogs were confirmed to be residing at the applicant's address.

The subject dogs are listed below.

No.	Breed	Age	Gender	Sterilisation Status
Dog 1	Rhodesian Ridgeback	5 years	Female	Not desexed
Dog 2	Rhodesian Ridgeback	1.5 years	Male	Not desexed
Dog 3	Jack Russell Terrier	10 years	Male	Desexed
Dog 4	Rhodesian Ridgeback	1 year	Male	Not desexed

The applicant's address has been linked to previously unregistered dogs, one (1) nuisance (dog barking) complaint and one (1) report of the dogs wandering.

As part of the process outlined within the City's Consolidated Local Laws 2000, neighbouring properties within a 50-metre radius of the applicant's property were notified of the application.

During the public consultation phase, the City received seven (7) submissions.

All seven (7) submissions (refer Attachment) object to the multiple dog application.

Based on the objections received there is clearly an impact on the community by the dogs at this address.

On the following grounds, it is recommended that this application be refused:

1. Objections received and concerns raised by nearby residents.
2. Owner's history of ongoing animal non-compliance
3. The size of the property is limited and comprises of several strata units.

The aerial image below shows the limited space the strata complex provides to each residence.



Image 1 Aerial Image of 9 Redmond Road

If the application is refused, the applicant may refer the matter to the State Administrative Tribunal.

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

#### Community, Lifestyle & Security

*A vibrant healthy, safe, inclusive and connected community.*

- A safe and healthy community that is socially connected.

#### Listening & Leading

*A community focused, sustainable, accountable and progressive organisation.*

- High quality and effective community engagement and customer service experiences.

**Budget/Financial Implications**

N/A

**Legal Implications**

City of Cockburn Consolidated Local Law 2000, Division 3, part 2.9.

**Community Consultation**

As part of the application process, the City wrote to neighbouring homes within 50 metres of the applicant's address.

The City received Seven (7) submissions in relation to the application to keep more than two (2) dogs at the subject property.

**Risk Management Implications**

Should Council not support the recommendation there is a substantive risk of increased community complaints to the lack of appropriate management of dogs at this property.

There is a "low" level of localised possible "Brand/Reputation" risk.

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

The Proponent(s) and those who lodged a submission on the proposal have been advised that this matter is to be considered at the 9 April 2024 Ordinary Council Meeting.

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

Nil



**14.4.3 Proposed Wally Hagan Recreation Centre Redevelopment**

<b>Executive</b>	A/Chief of Community Services
<b>Author</b>	Manager Recreation Services
<b>Attachments</b>	<ol style="list-style-type: none"> <li>1. Option 3 (Western Suburbs Sporting Precinct Study) <a href="#">↓</a></li> <li>2. Proposed Site 1 and 2 including Land Ownership <a href="#">↓</a></li> <li>3. Proposed Site 3 and Land Ownership Details <a href="#">↓</a></li> </ol>

**RECOMMENDATION**

That Council:

- (1) NOTES the challenges with progressing with Option 3 as resolved by Council at the 11 February 2021 Ordinary Council Meeting;
- (2) ENDORSES the CEO to progress advocacy discussions for the Wally Hagan Recreation Centre redevelopment based on the following to further support the development of the proposal:
  - 2.1 Eight (8) Indoor Court Basketball Facility (with potential expansion to 10-12 courts)
  - 2.2 Supporting amenities (including but not limited to Gym/Health Club, etc.)
  - 2.3 An estimated project cost of \$60M (FY24 construction rates);
- (3) NOTES the delivery of the Wally Hagan Recreation Centre redevelopment is subject to the following:
  - 3.1 Securing \$40M of external funding
  - 3.2 Land acquisition by the State Government with preference of Site 1 and 2 (combined) followed by Site 3;
- (4) RECIEVES a future report which will include:
  - 4.1 Draft Needs Analysis, Site Analysis, Concept Plan and Feasibility Study
  - 4.2 Outcomes of advocacy discussions with State and Federal Governments
  - 4.3 Identification of future actions relating to the progress of the proposal
  - 4.4 Continuing to update and engage the community as the proposal develops.

**Background**

The Wally Hagan Basketball Stadium is located at 9 Starling Street, Hamilton Hill which is Crown Land vested under Management Order to the City of Cockburn. It is an indoor four court basketball stadium that was constructed in 1979.

A proposed redevelopment of Wally Hagan Basketball Stadium has been cited in various City plans and strategies since the May 2010 Ordinary Council Meeting when the *Sport and Recreation Strategic Plan 2009* was adopted.

At the October 2018 Ordinary Council Meeting, Council was presented with a needs analysis and three concept plan options specifically relating to a redevelopment for the Wally Hagan Basketball Stadium as part of the adopted *Western Suburbs Sporting Precinct Study* (WSSPS).

The Council specifically resolved the following:

- (1) *Notes the feedback received on the Draft Western Suburbs Sporting Precinct Study;*
- (2) *Adopts the Final Western Suburbs Sporting Precinct Study;*
- (3) *Endorses Option 1 for the Dixon Park/Wally Hagan Recreation Centre (6 courts) as the preferred development, with Option 3 as the second preference;*
- (4) *a. progress negotiations with Land Corp (now Development WA) to:*
  - i. Establish a lease agreement for the Cockburn Coast Oval site to allow the development to be brought forward; and*
  - ii. Explore opportunities to include additional recreation spaces within Lot 2108 Bennet Ave.*
- (5) *Receives a future Business Case proposal on the redevelopment of Dixon Park/Wally Hagan Recreation Centre, inclusive of the outcome of the negotiations to obtain access to the Main Roads (Roe Highway Stage 9) road reservation;*
- (6) *Ensures that full consultation and engagement is undertaken with locally affected residents and stakeholders regarding concerns raised in relation to social, cultural and environmental components of the Dixon Park proposals, in advance of any associated development being undertaken; and*
- (7) *Notes that prioritisation of projects contained within the Western Suburbs Sporting Precinct Study will be considered as part of the final Community, Sport and Recreation Facilities Plan due to be presented to Council for consideration in December 2018.*

In October 2019, the Hamilton Hill Community Group secured State Government funding from the Office of Heritage and the Honourable Minister Simone Frances McGurk, MLA for the Fremantle electorate.

The funding was used to complete the development of the Hamilton Hill Swamp Precinct Aboriginal and Early European Heritage Study (HHSPAEEHS) with support from the City and the Department of Planning, Lands and Heritage.

The HHSPAEEHS has identified a large portion of Dixon Park and adjoining lands as areas of heritage and cultural significance. Subsequently the HHSPAEEHS was lodged with the Department of Planning, Lands and Heritage and in December 2020 Dixon Park and surrounding areas including the area that the current Wally Hagan Basketball Stadium is located was listed as a registered Aboriginal Heritage Site.

At the 11 February 2021 Ordinary Council Meeting, Council resolved the following:

- (1) *No longer proceed with the following part of the resolution carried at the October 2018 Ordinary Council Meeting:*
  2. *endorses Option 1 for Dixon Park/Wally Hagan Recreation Centre (6 courts) as the preferred development, with Option 3 as the second preference*
- (2) *Endorse Design Option 3 as Council's preferred option to undertake the Dixon Park/Wally Hagan Recreation Centre redevelopment;*
- (3) *Note the commencement of a Section 18 (Aboriginal Heritage Act 1972) approval process to further progress the design;*
- (4) *Receive a further report at a later date once the Section 18 (Aboriginal Heritage Act 1972) process is complete and the outcome known; and*
- (5) *Advise the Department of Planning, Lands and Heritage of the historical reports on the environmental setting of Dixon Park and the surrounding area, including significant site investigations carried out in the area and recommends that the reports be incorporated into the Section 18 application and subsequent report referred to in recommendation (4) above.*

Since the February 2021 resolutions, the following key activities have occurred:

- Engagement with Aboriginal Traditional Knowledge Holders who have advised no detailed engagement on designs and support under a Section 18 Process can occur until a 'Healing Ceremony' is held on site. City Officers are working with Traditional Knowledge Holders and latest advice is the Healing Ceremony is scheduled for October 2024.
- As part of the 2022-23 financial year budget adoption, \$300,000 was allocated to progress this project. Further details on key activities were provided in Council adopted Project Plans at the Special Council Meetings held in June 2022 and June 2023.
- Advocacy Priorities were endorsed by Council at the Ordinary Council Meetings in August 2022 and March 2024 that specifically related to the Wally Hagan Recreation Centre Redevelopment.
- The Department of Planning, Lands and Heritage have facilitated a proposed Metropolitan Region Scheme (MRS) amendment for the former Roe Highway (Roe 8 and Roe 9) road reservation. The concept plan as part of the consultation process identified a possible relocation of Wally Hagan Basketball Stadium. The City provided an official submission as part of the consultation process which was endorsed by Council at the Ordinary Meeting in September 2023. It is understood the WA Planning Commission is still considering the scheme amendment and an outcome is to be advised in the near future.

### **Submission**

N/A

## Report

Following FY23 budget adoption, the City reviewed the current endorsed 'Design Option 3' (*Attachment 1 refers*) which includes maintaining the existing four courts and extending current building to add a further two courts and supporting amenities.

The following (including but not limited to) key challenges to progress forward have been identified:

- The proposed extension encroaches an area identified as culturally significant, early engagement with Traditional Knowledge Holders has advised this would unlikely be supported through a Section 18 process. Notably, there is no other opportunity to extend the building in another direction due to site boundaries.
- The existing courts while still in operable condition, do not meet current standards in terms of run-off and other fit for purpose requirements.
- Cockburn Basketball Association have cited the need for more than six courts given significant growth from 2018 (133 teams) to 2023 (335 teams).
- 167 car parking bays were proposed, which is estimated to be a significant undersupply. Given the site constraints, there are no further opportunities to develop more parking within the existing site boundary under the City's control.

The Department of Planning, Lands and Heritage proposed MRS amendment process has identified further possible land opportunities to progress the development of the Wally Hagan Recreation Centre Redevelopment.

As result, City Officers appointed Paatsch Group in October 2023 to progress:

- Needs Analysis – a detailed and updated understanding of the community infrastructure needs including reviewing the number of indoor courts required now and in the future.
- Site Analysis – review of existing site and other opportunities as a result of the proposed MRS amendment process and other sites across the City based on the estimated land requirement following the Needs Analysis.
- Concept Plan/s – development of suitable concept plans following Needs and Site Analysis.
- Feasibility Study – understand the monetary cost to deliver the proposal, ongoing financial impacts, overall social and economic impacts and any key considerations that would impact any future development.

To date, Paatsch Group have completed key activities to inform the Needs Analysis. A high-level summary of the Needs Analysis includes:

- Based on the Basketball WA Facility Benchmark of four courts per 25,000 people, in a five kilometre catchment 26 courts would be required by 2041 (currently 8 courts including the existing facility) and 53 courts in a ten kilometre catchment (currently 24 courts including existing facility)
- Cockburn Basketball Association use five other sites at 'peak usage times' and anywhere between six to nine courts, seven days a week at an average of 7.3 courts in peak usage times.

- There is a need for outdoor multi-purpose courts, based on benchmarks there is a gap of 12 courts across the City by 2041.
- Demographics and competitor analysis suggests there is demand for a Health Club and conservative membership demand for a 500-750m<sup>2</sup> Health Club would be 2,310 people in 2028. Based on current information this would be an attractive proposition in the future feasibility work.
- Opportunities exist for other community needs that would also generate revenue to offset operating costs including a Child Care facility which would be subject to land tenure and zoning.

Overall current demand suggests an eight-court facility is required today and with future population growth, it is likely up to 12 courts would be utilised. On this basis a Schedule of Accommodation has been developed identifying the building and external footprint requirements with:

- An eight-court facility requiring 25,000m<sup>2</sup>; and
- a 12-court facility requiring up to 32,000m<sup>2</sup>.

Paatsch Group have also undertaken key activities relating to a Site Analysis on four possible sites to progress the proposal as identified by the City.

One of the four included 48 Baker Court (site of the Spanish Club) given the level of control the City has in the future of this site; however this site was discounted after further consultation with Cockburn Basketball Association and Basketball WA given its proximity to Lakeside Basketball Association.

The three other sites for analysis by Paatsch Group included:

- Site 1: Dixon Park – existing site Wally Hagan Recreation Centre site
- Site 2: Area bound by Rockingham Road, Leda Street and Starling Street
- Site 3: Carrington Street – area north of Memorial Hall

While Dixon Park overall is 42,795m<sup>2</sup>, based on early engagement with Traditional Knowledge Holders and the outcome of the HHSPAEEHS, it has been assumed that approximately 7,650m<sup>2</sup> would be usable subject to a Section 18 application.

When combining Site 1 and 2 inclusive of the road reserve the available area is approximately 22,250m<sup>2</sup> (Attachment 2 refers).

Site 3 overall is approximately 21,150m<sup>2</sup> (Attachment 3 refers).

Given the overall minimum requirement is approximately 25,000m<sup>2</sup>, both sites in order to facilitate the core requirements of the Schedule of Accommodation would require elements of a proposed facility to be above the ground floor, for example meeting rooms and offices.

Sites 2 and 3 are not in the care or control of the City, there are various land parcels across each site of which there are vested to various State Government agencies.

Importantly, within Site 2, there is one parcel land with a residential property that is controlled by the WA Planning Commission and another under private ownership.

Paatsch Group and a technical consultant team have assessed Site 1 and 2 (combined) and Site 3 in further detail. A high-level summary of the findings is outlined in this report.

The positives with each site includes:

- Main road street frontage
- Overall land size could facilitate the minimum proposed development
- Public transport options (albeit Site 3 more preferred with this regard)
- Utilities available
- Ability for development to occur while maintaining use of existing Wally Hagan Basketball Stadium limiting impact on Cockburn Basketball Association

Positives for Site 1 and 2 (combined) include:

- Overflow parking on the opposite side of the road local shopping precinct
- Ability to be a catalyst to respect the cultural heritage of the broader area
- Outlined as a potential option for redevelopment as part of the DPLH MRS amendment consultation in late 2023.
- Ability to develop 10 indoor courts, with possibility up to 12 (to be determined in concept design).

Positives for Site 3 include:

- Synergies with Fremantle Christian College with regard to parking and access to facilities (subject to further engagement) and Memorial Hall
- No impact on existing Hamilton Hill Hub 6163

The challenges for Site 1 and 2 (combined) and Site 3 have been summarised as follows:

Site 1 and 2 (combined)	Site 3
Any proposed development into the portion of Site 1 would trigger a Section 18 application	High voltage power lines likely to restrict usable site to only eight indoor courts.
Private lot owner in Site 1 (corner of Starling and Rockingham Rd) – legal advice suggests no ability under legislation for a forced acquisition and the City would need to negotiate an outcome. Initial investigations with owner have advised they are not willing to negotiate as rental return on property funds care facility for older family member.	Topography – some level changes, likely requirement of perimeter wall and additional fill or cut and fill.
Current drainage along Rockingham Road (Site 2) and Hurford Street (Site 1) would need a design solution to make the area usable and likely only car parking.	Road upgrades likely required along Carrington Street and Carrington Street and Rockingham Road intersection given future developments. Depending on

	timing of this proposal, this may trigger road upgrades. Subject to further advice in a Traffic Impact Assessment.
Local road changes required	Expected future restricted traffic movements on Carrington St which would preclude right turn movement heading south along Carrington Road.
Site 1 contaminated site (remediated for restricted use) – would likely require design solution and sign-off from Department of Water and Environmental Regulation as part of Development Application.	Current low intensity commercial use
High ground water table – would likely require a design solution.	Development Contributions Plan No. 13 funding may not be transferrable (\$3.28M) to this site.
Following engagement with the Hamilton Hill Hub, they have requested that they not be co-located within a larger redevelopment. As such any future plans would retain the Hub, however it is expected there would be some built form impact.	

Based on current information, each site can accommodate a future development, although Site 1 and 2 (combined) is preferred based on the based on the ability to allow for future development of at least 10 and possibly 12 courts.

Notwithstanding, the City will outline the opportunity of Site 3 as a second preferred option should Site 1 and 2 (combined) not be seen as favourable.

Following early engagement with Members of Parliament acting on the interests of the wider community and the Cockburn Basketball Association, advice to date is to provide a proposal for consideration for the upcoming 2025 election.

Based on the current work to date with regard to the Needs and Site Assessment, further engagement and advocacy for the proposal with State and Federal Government would be based on the following principles:

- Access to land holdings to support the development
- Support to fast track the land assembly process
- Funding support based on a one-third, one-third and one-third contribution
- Providing both two site opportunities to State Government in the first instance with preference to Site 1 and 2 (combined).

As part of the overall body of work with Paatsch Group, the City will progress concept designs and feasibility of both options to support advocacy efforts.



A future report with a Draft Needs Analysis, Site Assessment, Concept Design and Feasibility Study will be presented to Council following further advocacy discussions. The report will also outline future actions relating to the proposal (e.g. community engagement requirements).

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

#### Local Economy

A sustainable and diverse local economy that attracts increased investment and provides local employment.

- Increased Investment, economic growth and local employment.

#### Community, Lifestyle & Security

A vibrant healthy, safe, inclusive and connected community.

- Accessible and inclusive community, recreation and cultural services and facilities that enrich our community.

### **Budget/Financial Implications**

N/A

### **Legal Implications**

N/A

### **Community Consultation**

N/A

### **Risk Management Implications**

If Council does not endorse the recommendation, there will be an extreme financial risk to progress with the proposal of the redevelopment of Wally Hagan.

Furthermore, there is a significant risk where the City would have the inability to secure a suitable parcel land for the proposed redevelopment.

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

N/A

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

Nil

Option 3 - Reclaim existing building and extend:

- Develop off existing basketball stadium and create additional two courts and community facility (including gym, function space, parking toilets, storage, gym fitness).
- Redevelop existing two-story element basketball stadium increase function
- Development of multi-purpose playing fields on Dixon P
- Incorporate unisex changing room within the extended stadium to service the new rectangular pitch
- New floodlighting rectangular pitch
- Relocation of skate park and pump track to south of multi-purpose playing field
- Relocate existing sump.
- Enhance tree planting within and on the perimeter of the site to align with an ecological corridor
- 167 bay car park



cockburn western suburbs sporting precinct  
wally hagan centre

proposed site plan - option 3

starting street  
starting hill  
Wally Hagan

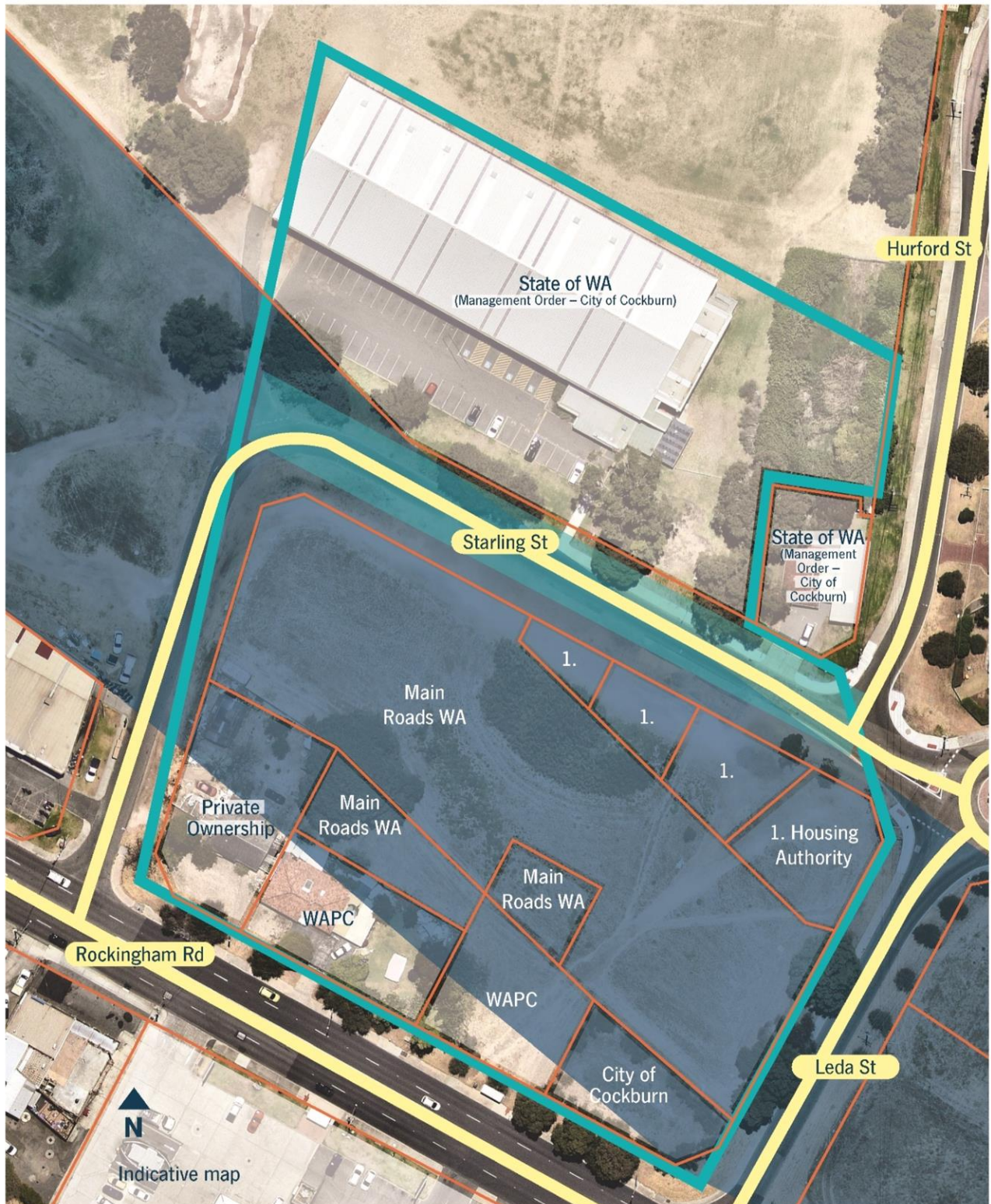
SK04  
17/03/2024





## Proposed Site 1 and 2 (combined) and Land Ownership Details

Legend    Roads    Proposed Site    Roe 9    Road Reserve





# Proposed Site 3 and Land Ownership Details

## Legend

- Roads
- Roe 9

- Transmission power lines
- Proposed Site



15. Reports-Standing Committee

15.1 Audit Risk and Compliance Committee Meeting – 19/03/2024

15.1.1 Internal Audit Scope for Corporate Credit Cards

<b>Executive</b>	Executive Governance and Strategy
<b>Author</b>	Risk and Governance Advisor
<b>Attachments</b>	1. Terms of Reference - Internal Audit Scope for Corporate Cards <a href="#">↓</a>

**Officer Recommendation**

That Council:

- (1) RECEIVES the Terms of Reference for the Internal Audit Scope for Corporate Card Expenditure, Controls and Reporting.

**Committee Recommendation**

That Council:

- (1) RECEIVES the Terms of Reference for the Internal Audit Scope for Corporate Card Expenditure, Controls and Reporting;
- (2) AUTHORISES the CEO to progress with the Audit as detailed in item 1, with a provision allowing prospective internal auditors to recommend additional audit scope; and
- (3) AUTHORISES the CEO to consider, and if appropriate, approve any additional scope.

**Background**

This report is submitted to the Audit, Risk and Compliance (ARC) Committee to comply with Council Decision (3) as set out in the Minutes for the 9 November 2023 OCM record 2023/Minute No. 0299 -

That Council:

- (1) ADOPTS the amendments to the Procurement Policy
- (2) AMENDS Item 2, Value for Money, to include the following:  
All pre-qualified, approved, and strategic business partnership suppliers will be systematically reviewed in line with contract terms and performance criteria (at least three yearly or as required)
- (3) REQUESTs the CEO to present an internal Scope of Audit – Corporate Credit Card Expenditure, Controls and Reporting to the first Audit & Risk meeting in 2024 for consideration by the Committee.

Attached to this report is the documented terms of reference submitted to the ARC for its consideration.

**Submission**

N/A

**Report**

Council 2023/Minute No. 0299 records the reason for Council Decision (3) as:

*'The City currently has 72 corporate credit cards averaging \$100k total spend per month, equating to approximately \$1.2mil expenditure per year.*

*In the current economic climate, it is prudent that an audit is conducted to ensure public money is being spent wisely and ethically.*

*This audit is one part of a wide ranging program we should put in place to make sure our spending is focussed on the right priorities and that strong controls govern how rates are spent.*

*Residents and ratepayers are under economic strain. There is no such thing as council money – there is only ratepayers' money that we are charged with spending wisely and frugally.*

*We should examine every area of spending to make sure ratepayers are getting value for money and ensure that their money is being spent in the most efficient and ethical way possible.'*

The audit scope outlined in the terms of reference is to assess:

- The types of purchases made by credit cards;
- Whether or not credit cards are the most efficient / effective means for the types of costs incurred; and
- The oversight and control of the credit card spending.

The City is proposing that an external independent auditor will perform this audit. The audit methodology proposed is primarily confirming the City's compliance with the provisions of the *Local Government Act 1996* and associated *Local Government (Financial Management) Regulations 1996*. Additionally, the audit will confirm the City's compliance with its own policy, processes and identified controls in managing corporate credit cards.

The audit will provide an independent view to Council of the City's corporate credit card system, assure Council that the City continues to provide value for money to ratepayers and instil confidence to ratepayers that the City's credit card system manages spending in an efficient and ethical manner.

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

A community focused, sustainable, accountable and progressive organisation.

- Best practice Governance, partnerships and value for money.

**Budget/Financial Implications**

Adequate provision exists in the Governance and Risk Services Unit budget for financial year 2024 for the delivery of internal audits.

**Legal Implications**

*Local Government Act 1996 and Local Government (Financial Management) Regulations 1996.*

**Community Consultation**

N/A

**Risk Management Implications**

The relevant risk identified in the City's RMSS risk register is 'Credit cards' and is described as 'Failure to properly manage and oversee the provision of corporate credit cards to authorised officers.' This risk is ranked Low due to effectiveness of the existing controls. The audit will confirm the adequacy of this risk ranking.

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

N/A

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

Nil



## **City of Cockburn Audit Terms of Reference - Corporate Credit Card Expenditure, Controls and Reporting Audit**

### **Reason for audit**

The Council of the City of Cockburn Ordinary Council meeting Minutes for Thursday 9 November 2023 record 2023/Minute No. 0299 Council Decision (3)

*'That Council:*

- (1) ADOPTS the amendments to the Procurement Policy;*
- (2) AMENDS Item 2, Value for Money, to include the following:  
All pre-qualified, approved, and strategic business partnership suppliers will be systematically reviewed in line with contract terms and performance criteria (at least three yearly or as required); and*
- (3) REQUESTS the CEO to present an Internal Scope of Audit – Corporate Credit Card Expenditure, Controls and Reporting to the first Audit & Risk meeting in 2024 for consideration by the Committee.'*

### **Background**

Council 2023/Minute No. 0299 records the reason for Council Decision No. 3 as:

*'The City currently has 72 corporate credit cards averaging \$100k total spend per month, equating to approximately \$1.2 mil expenditure per year.*

*In the current economic climate, it is prudent that an audit is conducted to ensure public money is being spent wisely and ethically.*

*This audit is one part of a wide ranging program we should put in place to make sure our spending is focused on the right priorities and that strong controls govern how rates are spent.*

*Residents and ratepayers are under economic strain. There is no such thing as council money - there is only ratepayers' money that we are charged with spending wisely and frugally.*

*We should examine every area of spending to make sure ratepayers are getting value for money and ensure that their money is being spent in the most efficient and ethical way possible.'*

### **Strategic alignment**

City of Cockburn, Strategic Community Plan 2020–2030

Listening and Leading

A community-focused, sustainable, accountable, and progressive organisation

Strategic Objectives

5.1 Best practice Governance, partnerships, and value for money

## Measurements

Improved satisfaction with the City's Governance and financial sustainability

**Audit scope**

The recommended scope of this audit is:

- to assess the types of purchase made by credit cards;
- to determine whether credit cards are the most efficient and effective means for the types of costs incurred;
- to assess the oversight and control of the credit card spending; and
- to make recommendations for improvement as required.

**Audit methodology**

The proposed methodology for this internal audit is outlined below:

- Review the provisions of the *Local Government Act 1996* and associated *Local Government (Financial Management) Regulations 1996* which impact on the use and control of corporate credit cards -this information is summarised on the webpage titled [Use of Corporate Credit Cards](#) of the Department of Local Government, Sport and Cultural Industries (the Department);
- Review the City's Credit Cards intranet information page, Administrative Corporate Credit Card Policy, and associated forms – Credit Card Receipt Form, and Memo – Missing Tax Invoice for Credit Card and determine if any guidance documentation is missing;
- Review transactions using credit cards for payment – this may focus on sampling some 'Credit Card Transactions Reports to Council' (embedded in 'Payments Made from Municipal Fund and Local Procurement Summary' reports),– these are submitted at every OCM, including evaluation of Officer categorisation and commentary; and
- Interview a sample of City officers responsible for credit card management – areas of discussion may consist of identified discrepancies or deviations from policy or process, identified control weakness.

The relevant risk identified in the City's risk register in RMSS is listed below:

Risk ID	Risk name	Risk description	Existing Controls	Risk rating
182	Credit cards	<i>Failure to properly manage and oversee the provision of corporate credit cards to</i>	Review of credit card acquittal statements by AP team; Procedure requiring all credit card acquittal reports to be countersigned by the cardholders manager (next manager up concept). For a Director or CEO, these will be countersigned by another Director or the CEO; Credit card acquittals have to be supported by	<i>Low 4</i>

Risk ID	Risk name	Risk description	Existing Controls	Risk rating
		<i>authorised officers.</i>	receipts; Staff sign off on credit card usage policy and guidelines; A credit card register is maintained in the TechOne system; and External audit.	

The findings of this audit will enable the City to confirm its compliance with legislation and assure ratepayers that the City's credit card system manages spending in an efficient and ethical manner.

This audit will identify whether the controls listed above are effective. Additionally, the audit will examine if the City's credit cards system is adding value to ratepayers. This will be determined by benchmarking the City's credit card system to the advantages of credit cards usage by local governments, which is listed by the Department's [webpage](#), namely, that when used correctly, a credit card can:

- eliminate or reduce time spent on paper based ordering and payments;
- reduce administrative costs;
- reduce the number of payments made per month;
- provide a useful resource in remote and emergency situations;
- reduce the need to carry cash on the premises; and
- provide an effective audit trail of expenditures.

#### **Internal resource**

- Acting Financial Controller Danny Santoso;
- Acting Financial Accountant Flora Jia;
- Acting Chief Financial Officer Nelson Mauricio;
- Acting Head of Finance Sinta Rosita; and
- Risk and Governance Advisor Joseph Fiori.

#### **External resource**

- External auditor, to be confirmed.

#### **Outcome**

This audit will provide an independent view to Council of the City's corporate credit card system. It will evaluate the effectiveness of the internal controls such as policy, procedures and activities designed to prevent or detect fraudulent, improper, and abusive purchase card transactions.

The audit will also assure Council that the City provides value for money to ratepayers and instil confidence to ratepayers that the City's credit card system manages spending in an efficient and ethical manner.

The audit will make recommendations to Council for improvements as identified.

### **Bibliography**

1. City of Cockburn [Credit Cards](#) intranet page;
2. City of Cockburn [Memo – Missing Tax Invoice for Credit Card](#), ECM Doc Set ID 11652000;
3. City of Cockburn Policy (Administration) [Corporate Credit Cards](#), ECM Doc Set ID 4132084;
4. Corruption and Crime Commission, [Report on the Investigation of Alleged Public Sector Misconduct by the Commissioner of Police in Relation to the Use of the Western Australian Government Purchasing Card or Any Other Entitlement](#), 16 July 2012;
5. Department of Local Government, Sport and Cultural Industries, [Guidance on reporting credit card and purchasing card transactions](#) webpage;
6. Department of Local Government, Sport and Cultural Industries, [Use of Corporate Credit Cards](#) webpage;
7. [Local Government Act 1996](#);
8. [Local Government \(Financial Management\) Regulations 1996](#);
9. Moore Australia, Financial Management Review City of Cockburn, September 2022, ECM Doc Set ID 11813073;
10. Office of the Auditor General, [Western Australian Auditor General's Report Controls Over Corporate Credit Cards](#), Report 7: May 2018;
11. [The Council of the City of Cockburn, Ordinary Council Meeting Amended Agenda for Tuesday 13 February 2024](#), Item 14.1.2 Payments Made from Municipal Fund and Local Procurement Summary – November and December 2023 Report, ECM Doc Set ID 11801206.

**15.1.2 Strategic Service Review Program**

<b>Executive</b>	Executive Governance and Strategy
<b>Author</b>	Strategic Business Analyst
<b>Attachments</b>	N/A

**Officer Recommendation/Committee Recommendation**

That Council:

- (1) ENDORSES the City's adoption of the Service Review Methodology for review of its services; and
- (2) APPROVES the three-year timeline to implement the Service Review Program for the City, promoting a cycle of continuous improvement in service delivery and review.

**Background**

Service delivery reviews assist local governments to clarify the needs of their communities and assess how efficiently and effectively they are meeting those needs.

Using this information, local governments can determine what changes in delivery of services will provide benefits to all stakeholders whilst being financially sustainable.

These reviews are an ongoing process to ensure local government is delivering what the community needs in the best possible way, especially with changing community needs and emerging external factors, such as the global economic slowdown and the need to respond to climate change.

Establishing a review process builds the capacity of both staff and the community to think critically and systematically about current and future service needs.

The City faces challenges in continuing to deliver appropriate, effective, and efficient services to our community.

Our service provision is under increasing financial pressure, and there is often a widening gap between revenue and expenditure.

At the same time, our ratepayers expect us to be environmentally and socially responsible and to provide a wide range of quality services.

In meeting these challenges, the City recognises it must operate in a culture of continuous improvement.

This approach ensures that the strategic thinking and innovative solutions to deliver more effective and efficient services becomes embedded into everyday work practice.

This improvement culture will be integrated within the City's strategic planning framework, and help inform financial and workforce planning, asset management and community engagement.

To this end, Governance and Strategy have implemented a Service Review Program utilising a methodology tailored to local government needs and adopting the principles of continuous service improvement.

### Submission

N/A

### Report

Best practice local governance requires transparent definition of services provided by the City including service cost, resource requirement and quality.

The definition of these services is provided by the City's 'Service Plans' which are available to the community and Council.

Historically, the City's Service Plans have described how the service is delivered from the provider's perspective, rather than what services the customer receives.

As a result, the City does not have a complete and accurate picture of whether all services meet customer needs.

Additionally, to plan for future delivery to best meet community expectation, it is necessary to look at future impacts to a service in terms of population growth, demographic change, and growth drivers.

In late 2023, the Governance and Strategy Division elected to adopt a methodology developed specifically for local government service review – the *Service Delivery Review: a how to manual for local government*<sup>1</sup>.

This methodology has been developed by the Australian Centre of Excellence for Local Government at the University of Technology, Sydney and has been adopted by many local Councils.

Utilising a framework of continuous evaluation, the approach ensures stakeholders are in a state of readiness to begin the review process, before moving on to information gathering and analysis of the current service delivery model.

Through analysis of service outputs, expenditure and revenue, service risks, drivers for change, and customer satisfaction, opportunities for change are identified and, where appropriate, a plan for management and implementation of this change is developed.

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<sup>1</sup> Hunting, S.A., Ryan, R. & Robinson, T.P. 2014, *Service delivery review: a how to manual for local government*, 2<sup>nd</sup> edn, Australian Centre of Excellence for Local Government, University of Technology, Sydney.  
[Service Review Manual 2nd edition - PrintAndWeb.pdf \(uts.edu.au\)](https://uts.edu.au/service-review-manual-2nd-edition-print-and-web-pdf)

Post implementation, the service change is evaluated and monitored in terms of efficiency and effectiveness. This ensures that service review is an ongoing process, and that local governments can adapt to future impacts to their services.

The process steps to the Service Delivery Review Methodology (the Methodology) are shown in Figure 1 below. As can be seen, the iterative nature of the process is particularly relevant to the Stakeholder Engagement, Information Gathering, and Analysis stages.

**Figure 1: Service Review Methodology**





In recognising the need for the City to review its service provision, and in line with the City's strategic planning framework, the Governance and Strategy Division have developed a Strategic Service Review Program (the Program). The Program will utilise the Methodology as outlined in Figure 1 above.

#### A phased approach to service review

It was proposed to implement a staged approach to the City's service review process.

This approach recognised that the 2023/24 year was a period of change for the City of Cockburn, in that appointment of a new CEO, an impending Organisational Review, and the introduction of the Australian Business Excellence Framework, alongside a new Long-Term Financial Plan and Workforce Plan, would result in the City's Council and administrative staff undergoing considerable change.

The Program has commenced and will run over a three-year period, with key activities for each year described below.

#### Year One: FY24

To familiarise the City and Council with the overall approach to the Program, Governance and Strategy provided several information sessions to key stakeholders on the Methodology and how this process would be applied in reviewing our services.

Stakeholders included elected members, the Executive Committee, and the Senior Leadership Team.

In limiting change activity in FY24, we elected to review only a subset of the City's services to the new Methodology.

We would prioritise those services to be investigated by applying a set of specific criteria.

Following this, and in consultation with our service units, an initial assessment of each of the City's services was undertaken in December 2023. The following criteria were used to prioritise services for review:

- Significant change in FY25 service cost to the City (+/- 5% change over prior year)
- Change in FY25 FTE
- Identification of change drivers that will impact on future service delivery
- Whether there are compliance issues related to the service (for example, statutory non-compliance or agreed service levels not met).

Using this method, six priority areas were identified for service review in FY24.

These were: Family Day Care, Waste Management, CoSafe, Building Compliance, Pools and Spas, and Streetscapes.

To date, three of these service reviews have been completed, and the remaining three are scheduled for completion by June 2024.

In year one of the Program, no service review will be carried out on the remaining services outside the six included above, rather, to meet reporting timelines for input into the City's Long Term Financial Plan and the Workforce Plan, these Service Plans will be completed to summary format, following the proforma templates in the review Methodology.

#### Year Two: FY25

It proposed to convene a Service Review working party (the Working Party) in July 2024 to commence work on review of all remaining services.

The Working Party will comprise subject-matter experts from all service teams and will utilise the Methodology to explore and recommend how the City will deliver its services to our customers to meet current and future community needs, operating within the confines of allocated budget and workforce.

Council will be engaged to define priorities for service review program and to review and endorse any recommended service changes. Council priorities will inform review scheduling.

After the recommendations have been documented and approved by Council, the Working Party will work with the service teams to plan, carefully manage, and implement the changes required to improve service delivery based on the agreed recommendations.

#### Year Three: FY26

In FY26, it is expected that the Program will be fully embedded into the City's business-as-usual activity.

Service delivery reviews conducted in FY24 and FY25 will be resource intensive, but this means that for subsequent reviews, the bulk of the work has already been done.

Subsequent effort can be targeted at updating and confirming, rather than establishing, the service information.

Service delivery reviews will then be incorporated into the City's continuous review cycle, rather than being a stand-alone Program.

Service delivery reviews will form part of the strategic planning framework, and will also inform review of operations, delivery programs, financial and workforce plans, and asset management plans.

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

#### Listening & Leading

A community focused, sustainable, accountable and progressive organisation.

- Best practice Governance, partnerships and value for money.
- High quality and effective community engagement and customer service experiences.

**Budget/Financial Implications**

Strategic service review program work will be undertaken within existing budget allocation for the Strategy and Integrated Planning service unit.

Financial implications identified through the individual service reviews will be presented to the Expenditure review committee as they arise.

**Legal Implications**

N/A

**Community Consultation**

N/A

**Risk Management Implications**

It is recognised that through the service review process, any proposed changes must be assessed to ensure the City does not increase its exposure to risk.

The Service Review Process will link to the City's risk management processes to ensure appropriate risk assessment is undertaken and updates are made to the Corporate Risk Register. Any significant risks identified will be elevated to Council in line with standard risk management processes.

The Strategic Service Review Program supersedes item 2 on the current Internal Audit Plan 2024 – 2026 'Effectiveness of Service Delivery Planning and Review Processes'. It is recommended that item 2 is removed from the Internal Audit Plan in an additional report to the committee (refer Agenda item 11.4.3).

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

N/A

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

In reviewing services provided by the City; in proposing any changes to service delivery models, and in accordance with Section 3.18(3) the City is to comply with the Act, namely:

- (3) A local government is to satisfy itself that services and facilities that it provides:
  - (a) integrate and coordinate, so far as practicable, with any provided by the Commonwealth, the State or any public body; and
  - (b) do not duplicate, to an extent that the local government considers inappropriate, services or facilities provided by the Commonwealth, the State or any other body or person, whether public or private; and
  - (c) are managed efficiently and effectively.

### 15.1.3 Three Year Internal Audit Plan

<b>Executive</b>	Executive Governance and Strategy
<b>Author</b>	Executive Governance and Strategy
<b>Attachments</b>	<ol style="list-style-type: none"> <li>1. City of Cockburn Internal Audit Plan 2024-2026 <a href="#">↓</a></li> <li>2. City of Cockburn Internal Audit Plan 2024-2026 - Revised <a href="#">↓</a></li> </ol>

#### Officer Recommendation

That Council:

- (1) AMENDS the Internal Audit Plan as outlined in the attachment, City of Cockburn Internal Audit Plan 2024-2026 Revised;
- (2) SUPPORTS a formal procurement process for delivery of internal audit services aligned with the City's Internal Audit Plan to a value of up \$200,000 for the period, 2024–2026; and
- (3) REQUESTS a review of the City of Cockburn Internal Audit Plan 2024-2026 by the Audit Risk and Compliance Committee following the outcomes of the Organisational Review using the Australian Business Excellence Framework, the ROKSteady Governance Review and the planned Risk Workshops with Riskwest.

#### Committee Recommendation

That Council:

- (1) AMENDS the Internal Audit Plan as outlined in the attachment, City of Cockburn Internal Audit Plan 2024-2026 Revised, minus Item 4, Climate Change Strategy Adaption;
- (2) SUPPORTS a formal procurement process for delivery of internal audit services aligned with the City's Internal Audit Plan to a value of up \$200,000 for the period, 2024–2026; and
- (3) REQUESTS a review of the City of Cockburn Internal Audit Plan 2024-2026 by the Audit Risk and Compliance Committee following the outcomes of the Organisational Review using the Australian Business Excellence Framework, the ROKSteady Governance Review and the planned Risk Workshops with Riskwest.

### Background

The City of Cockburn's current Enterprise Risk Management Framework subscribes to the four lines of defence assurance model in line with the Office of the Auditor General (OAG), as the mechanism to provide assurance of effective risk management.

This model ensures roles, responsibilities and accountabilities for decision making are structured to demonstrate effective governance and assurance.

The four lines of assurance are as follows:

- First line - held by the Business/Service Unit Heads and employees.
- Second line - held independently by the Legal and Compliance Service Unit.
- Third line - provided by the City's internal/external auditing mechanism.
- Fourth line - provided by the external performance and focus audits provided by the regulatory regimes – the Department of Local Government, Sport and Cultural Industries and the OAG.

As a third line of defence:

*'Internal auditing is an independent, objective assurance and consulting activity designed to add value and improve an organisation's operations.*

*It helps an organisation accomplish its objectives by bringing a systematic, disciplined approach to evaluate and improve the effectiveness of risk management, control, and governance processes'* - definition from the *International Professional Practices Framework* issued by the Institute of Internal Auditors (IIA), 2017.

The City last presented the Internal Audit Plan (the Plan) to the Audit Risk and Compliance Committee (the ARC) in May 2023, however a number of factors has led to the City needing to make changes and reposition the Plan.

## Submission

N/A

## Report

In October 2022 Council endorsed the Interim Internal Audit Plan for FY23, which comprised of an "Acting Through" audit. This audit is still in progress due to the challenges experienced by the City in securing an auditor and is not anticipated to be presented to the ARC until the second half of 2024.

The City of Cockburn Internal Audit Plan 2024-2026 was endorsed by Council at the 8 June 2023 Ordinary Council Meeting with the following four audits to be undertaken during the period:

1. Contract Management
2. Effectiveness of Service Delivery Planning and Review Processes
3. Fleet Management
4. Climate Change Strategy – Adaptation

It is recommended to remove the Effectiveness of Service Delivery Planning and Review Processes audit from the schedule for the following reasons:

1. The current Audit, Risk and Compliance Committee agenda includes Item 11.1.3 on the "Strategic Service Review Program", seeking endorsement for the City's adoption of the Service Review Methodology for review of its services and approval for the three-year timeline to implement the Service Review Program for the City, promoting a cycle of continuous improvement in service delivery and review.

2. This negates the need for the proposed audit; however, the Committee may wish to consider an audit to evaluate the program after the three-year period.

It is recommended to include the audit for Corporate Card Expenditure, Controls and Reporting on the Internal Audit Report schedule in line with the Council recommendation from the 9 November 2023 meeting for which the terms of reference are to be considered in Item 11.1.2 on this ARC Committee agenda.

The City is also recommending prioritising an audit of Information Management at the City with the last Records Management internal audit undertaken in 2018.

The City's records are important because they are the corporate knowledge of the organisation, independent of staff turnover.

They may form important evidence in legal proceedings but most importantly, records and good recordkeeping practice promote accountable and transparent decision making.

In 2024, locating information for, Freedom of Information requests, legal purposes and staff related matters have continued to surface as an ongoing matter for the City.

It is important to test the outcomes of the previous audit in line with the *State Records Act 2000* that sets the framework for records management of local government entities and consider the impact of the City's community growth, staff turnover and periods of COVID related shutdown to ensure that information management is keeping pace with organisational change and explore any potential software solutions to support information management requirements.

In October 2023 the City, with Council endorsement, engaged Learning Horizons, to support the CEO in undertaking an organisational review using the Australian Business Excellence Framework (ABEF) and review the organisation's governance performance with Roksteady GRC.

The ABEF is an integrated leadership and management system used to assess and improve aspects of an organisation, including leadership, strategy and planning, people, information and knowledge, safety, service delivery, product quality and bottom-line results.

The purpose of the ABEF is to create an environment for aligned continuous improvement at all levels of the organisation, a leadership focus on sustainable performance and the organisation's improved capability to deliver outcomes.

A report on the outcomes will be presented to Council by the May 2024 Ordinary Council Meeting.

Cockburn's Elected Members and designated employees have recently completed the Roksteady GRC Survey to measure the organisation's Governance performance.

The outcome will be a report enabling the City to highlight and build on its strengths, identify gaps and areas for development or improvement via an easy to understand and action, improvement plan.

The City is also working to finalise dates for two Risk Awareness workshops with Council.

These workshops will provide an opportunity for Council to deepen their understanding of Risk Management and their role as Elected Members, setting of risk appetite and tolerance and a review of the Strategic risks.

As the City is currently in a period of review it is recommended that following the outcome of the organisational review using the ABEF, the review of the organisation's governance performance with Roksteady GRC and the work with Riskwest, a further review of the Internal Audit is undertaken to ensure the audits still to be scheduled are aligned with organisational priorities and outcomes.

In consideration of the above, it is recommended that these matters be considered and incorporated as amendments to the City of Cockburn Internal Audit Plan 2024-2026.

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

#### Listening & Leading

A community focused, sustainable, accountable, and progressive organisation.

- Best practice Governance, partnerships and value for money.

### **Budget/Financial Implications**

Funding required from municipal budget of \$200,000 across calendar years 2024 to 2026.

### **Legal Implications**

N/A

### **Community Consultation**

N/A

### **Risk Management Implications**

An internal audit plan serves as a roadmap within an organisation and outlines the key areas of focus for audits, the timeline for conducting them, and the resources required.

It is important to align audits with organisational objectives and risks, ensuring the plan addresses the most critical risks and areas that impact the organisation's ability to achieve its objectives.



An outdated plan, misaligned with organisational changes can lead to several risks, including:

**Ineffectiveness:** Audits may not address the most pressing risks or areas of concern if the plan doesn't reflect current challenges.

**Missed opportunities:** Emerging risks or vulnerabilities might go undetected, potentially leading to financial losses, reputational damage, or operational disruptions.

**Wasted resources:** Resources may be allocated to audits that are no longer relevant, hindering the efficiency and effectiveness of the internal audit function.

**Reduced credibility:** Outdated plans can raise concerns about the internal audit function's ability to stay current with the organisation's evolving landscape, potentially impacting its credibility and influence.

**Compliance issues:** If the plan doesn't consider recent regulatory changes or industry best practices, the organisation may be at risk of non-compliance.

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

N/A

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

Nil

## City of Cockburn Internal Audit Plan 2024 – 2026 [ECM Doc Set ID: 9531923]

Function/Process/Activity	Reason	Likelihood	Consequence	Risk	Audit Scope	Organisational Context	2024	2025	2026
1. Contract Management  Finance  [ExCo member: Nelson Mauricio; Responsible Person: Tony Natale]	<p>The potential costs and legal implication of contract noncompliance are so significant, it is vital to conduct regular audits to identify potential issues and opportunities within the existing contracts management processes.</p> <p><i>Linked to Strategic Community Plan 2020-2030, Strategic Outcomes and Objectives; Listening and Leading – A community focussed, sustainable, accountable, and progressive organisation.</i></p> <p><i>Strategic Objectives – 5.1 Best practice Governance, partnerships, and value for money. Measurements – Improved satisfaction with the City's Governance and financial sustainability.</i></p>	Possible 3	Minor 2	Moderate 6	An evaluation of how the City of Cockburn (the City) manages contracts to verify and ensure that systems, policies, and controls (including resourcing capacity) are being met, and that all obligations and stipulations are taking place as agreed upon and scheduled.	On 20 June 2022, the Chief Financial Officer suggested scheduling this audit for the 2023 calendar year. The reason for this being that the Procurement Team at capacity with tenders and the conversion from Ci to Ci – Anywhere until December 2022.	✓		
2. Effectiveness of Service Delivery Planning and Review Processes  Governance and Strategy  [ExCo member: Emma Milne; Responsible Person: Jane Downsborough]	<p>Over time, the needs and expectations of communities can change. The City should have robust and comprehensive processes for service planning and review to ensure all services continue to provide value for money that is in line with community expectations. Community engagement is a critical aspect in prioritising resources for service provision against other responsibilities such as asset maintenance and capital works. How does the City ensure it remains focused on the delivery of services at optimal service levels that match community expectations and use the best, most efficient delivery models?</p> <p><i>Extracted from the City of Cockburn Strategic Community Plan 2020-2030:</i>  <i>Community, Lifestyle and Security objective 3.1 – 'Provide a diverse range of accessible, inclusive and targeted community services, recreation programs, events and cultural activities that enrich our community.'</i>  <i>City Growth and Moving Around objective 4.2 – 'Sustainable revitalise urban areas to deliver high levels of amenity and to cater for population growth.'</i></p>	Unlikely 2	Critical 4	Moderate 8	<p>The audit objective is to assess the effectiveness of the City's service delivery planning and review processes, do they:</p> <ul style="list-style-type: none"> <li>Determine the viability and sustainability of the City's current service delivery model for services,</li> <li>Forecast future demand and service needs.</li> <li>Consider the best type of service delivery model (insource, outsource, mix etc.),</li> <li>Identify future funding challenges and solutions for controlling financial costs,</li> <li>Survey and monitor community expectations (industry trends, benchmarking, customer satisfaction levels etc.),</li> <li>Measure the level and quality of services and require benefit analysis.</li> <li>Consider and embrace technological changes,</li> <li>Enable reshaping or repurposing of existing services?</li> </ul> <p>To be undertaken in a staged approach with the first stage being a high-level review to determine overall current state and identify gaps and improvement opportunities. Second (and future stages if necessary) will be to review specific areas identified and progress of improvement plan delivery).</p>	<p>On 02 June 2020, the then Executive Manager Strategy &amp; Civic Support suggested that this audit be postponed after the COVID-19 pandemic restrictions are removed because this audit requires significant input and resources from all business / service units in the organisation.</p> <p>On 04 November 2022, the Manager Strategy and Integrated Planning stated that assessing the effectiveness of the services requires meaningful KPIs and determining indicators for service level. This information should be included in the service plans.</p>		✓	

## City of Cockburn Internal Audit Plan 2024 – 2026 [ECM Doc Set ID: 9531923]

Function/Process/Activity	Reason	Likelihood	Consequence	Risk	Audit Scope	Organisational Context	2024	2025	2026
3. Fleet management  Operations  [ExCo member: Anton Lees; Responsible Person: Lou Vieira]	<p>The city has a considerable investment in its fleet assets and considerable resources are consumed in operating and maintaining the fleet to ensure it services the City's business requirements. Independent review will assist determine the effectiveness of the fleet management model.</p> <p><i>Linked to Strategic Community Plan 2020-2030, Strategic Outcomes and Objectives; Listening and Leading – A community focussed, sustainable, accountable, and progressive organisation.</i></p> <p><i>Strategic Objectives – 5.1 Best practice Governance, partnerships, and value for money. Measurements – Improved satisfaction with the City's Governance and financial sustainability.</i></p>	Unlikely 2	Major 3	Moderate 6	<p>The objective of the review is to assess the adequacy of the management control framework and related risk management strategies for the fleet management function, including processes relating to the planning, organising, controlling, directing, communicating, and the management of vehicle assets. Extent to which the City's is complying with policies, procedures, guidelines, and with laws and regulations pertaining to fleet management.</p>	Emerging Strategic & Operational Risks		✓	
4. Climate Change Strategy - Adaptation  Built and Natural Environment  [ExCo member: Daniel Arndt; Responsible Person: Christopher Beaton]	<p>Climate change has significant social, economic and legal implications for local government. The City of Cockburn is already experiencing the effects with increased coastal erosion, higher summer temperatures, more severe heatwaves and a longer bushfire season.</p> <p>The City has a critical role in responding to climate change through its responsibilities for land use planning, emergency management, ownership of public infrastructure and delivery of community services.</p> <p>On 22 April 2020 Ernst and Young facilitated a risk assessment for the City, to update its climate change risk register. The process considered the consequences and likelihood of 18 climate risks using the City's ratings frameworks, which are consistent with AS ISO 31000:2018 <i>Risk management-Guidelines</i>. The 18 risks have been grouped into their areas of impact and consolidated into the six overarching risks below:</p> <ol style="list-style-type: none"> <li>1. Reduced water availability from decreased rainfall</li> <li>2. Biodiversity loss from sea level rise</li> <li>3. Coastal impacts from sea level rise</li> <li>4. Urban forest decline from climate change</li> <li>5. Community infrastructure damage from climate change impacts</li> <li>6. Public health decline from climate change.</li> </ol>	Likely 4	Catastrophic 5	Extreme 20	<p>The City has identified key solutions in its climate resilience roadmap in the form of six adaptation objectives that will help the City reduce the impacts of climate change:</p> <ol style="list-style-type: none"> <li>1. Waterwise City</li> <li>2. Conserve biodiversity</li> <li>3. Coastal adaptation</li> <li>4. Increase the urban forest</li> <li>5. Protect community infrastructure</li> <li>6. Enhance health and wellbeing.</li> </ol> <p>The audit objective is to assess the effectiveness of the six adaptation objectives that will help the City reduce the impacts of climate change.</p> <p>Due to its size and complexity, the carbon neutral strategy would require a number of audits, over several periods, to track the implementation of the six adaptation objectives that will help the City reduce the impacts of climate change.</p>	<p>The vision of the <i>City of Cockburn Climate Change Strategy 2020-2023</i> is for the City to continue to be a leader in climate resilience and sustainability. The City aspires to become a carbon neutral City and commit to working with the community to adapt to our changing climate.</p>		✓	✓

## City of Cockburn Internal Audit Plan 2024-2026\_Revised

Function/Process/Activity	Reason	Likelihood	Consequence	Risk	Audit Scope – to be refined in partnership with the Auditor	Organisational Context	2024	2025	2026
1. Procurement  Finance  [ExCo member: Nelson Mauricio; Responsible Person: Tony Natale]	<p><b>Ensuring Value for Money:</b>            The City is entrusted with public funds, and procurement is often a significant area of expenditure. An audit helps ensure these funds are used effectively and efficiently to acquire goods and services that meet the needs of the community at a fair price.</p> <p><b>Promoting Transparency and Accountability:</b>            Public trust is essential for the City. An audit fosters transparency by scrutinizing procurement practices and revealing any potential irregularities or non-compliance with regulations. This promotes accountability and helps ensure public funds are used ethically and for intended purposes.</p> <p><b>Identifying and Mitigating Risks:</b>            Procurement processes can be complex and susceptible to various risks, such as fraud, corruption, or errors in judgment. An audit can identify these risks, assess their likelihood, and impact, and recommend strategies to mitigate them, safeguarding public funds and ensuring the integrity of the procurement process.</p> <p><b>Enhancing Efficiency and Effectiveness:</b>            An audit can identify areas where procurement procedures can be streamlined or improved, potentially leading to cost savings and increased efficiency. It can also evaluate the effectiveness of procurement strategies in achieving desired results and suggest improvements for better alignment with the City's objectives.</p> <p><i>Linked to Strategic Community Plan 2020-2030, Strategic Outcomes and Objectives; Listening and Leading – A community focused, sustainable, accountable, and progressive organisation.</i></p> <p><i>Strategic Objectives – 5.1 Best practice Governance, partnerships, and value for money. Measurements – Improved satisfaction with the City's Governance and financial sustainability</i></p> <p><i>Local Government Act 1995            Local Government (Functions and General) Regulations 1996.</i></p>	Possible 3	Minor 2	Moderate 6	<p><b>Contract Formation and Award:</b>            Adherence to established procurement policies and procedures in the formation and award of contracts. Review of tender documentation and evaluation processes to ensure compliance with regulations and fairness.</p> <p>Assessment of contract award decisions and justifications for chosen suppliers.</p> <p><b>Contract Management:</b>            Effectiveness of contract management practices.</p> <p><b>Contract Variations and Extensions:</b>            Review of the process for authorising contract variations and extensions.</p> <p><b>Contractual Dispute Resolution:</b>            Effectiveness of mechanisms for resolving disputes arising from contracts.</p> <p><b>Contract Close-out and Post-Contract Review:</b>            Review of contract close-out procedures.</p> <p><b>Training and Awareness:</b>            Availability and effectiveness of training programs for staff on procurement policies, procedures, and best practice.</p> <p>Assessment of staff awareness and understanding of their roles and responsibilities.</p>	<p>On 20 June 2022, the Chief Financial Officer suggested scheduling this audit for the 2023 calendar year. The reason for this being that the Procurement Team at capacity with tenders and the conversion from <i>Ci</i> to <i>Ci</i> – <i>Anywhere</i> until December 2022.</p> <p>OAG Local Government Focus Audit - Timely Payment Of Suppliers – 2018.</p> <p>Procurement Improvement Internal Audit Completed 2014/15.</p> <p>Procurement/Supply Chain Management Process 2011 Internal Audit Plan Completed 2012/13.</p>	✓		
2. [NEW] Information Management  Finance – Information Management  [ExCo member: Nelson Mauricio; Responsible Person: Emma Machura]	<p><b>Ensuring Transparency and Accountability:</b>            Effective information management is crucial for transparent decision-making and public accountability. An audit evaluates how information is collected, stored, and accessed, ensuring it's readily available for public scrutiny and supports informed decision-making by Council.</p> <p><b>Mitigating Risks and Protecting Data:</b> The City manages vast amounts of sensitive data, and proper information management is critical for mitigating risks like data breaches, loss, or</p>	Risk assessment to be undertaken			<p><b>Information Governance Framework:</b>            Existence and effectiveness of a documented information governance framework that outlines policies, procedures, and responsibilities for information management.</p> <p>Alignment of the framework with relevant regulations and best practice.</p> <p><b>Information Lifecycle Management:</b>            Effectiveness of processes for creating, capturing, storing, accessing, using, archiving, and disposing of information throughout its lifecycle.</p> <p>Compliance with relevant retention and disposition schedules for different types of information.</p>	<p>The last Records Management internal audit was undertaken in 2018.</p> <p>A Privacy Impact Assessment Audit was undertaken in 2020.</p> <p>In 2024, locating information for FOI requests, legal purposes and staff related matters continues to be challenging and an ongoing</p>		✓	

## City of Cockburn Internal Audit Plan 2024-2026\_Revised

Function/Process/Activity	Reason	Likelihood	Consequence	Risk	Audit Scope – to be refined in partnership with the Auditor	Organisational Context	2024	2025	2026
	<p>unauthorised access. An audit assesses the security measures in place, identifies potential vulnerabilities, and recommends improvements to safeguard sensitive data.</p> <p><b>Enhancing Efficiency and Effectiveness:</b> Efficient information management underpins various government functions. An audit evaluates information flow, access, and utilisation, identifying areas for improvement. This can lead to streamlined processes, improved information sharing, and ultimately contribute to better service delivery and decision-making for the benefit of the community.</p> <p><i>Linked to Strategic Community Plan 2020-2030, Strategic Outcomes and Objectives; Listening and Leading – A community focused, sustainable, accountable, and progressive organisation.</i></p> <p><i>Strategic Objectives – 5.1 Best practice Governance, partnerships, and value for money. Measurements – Improved satisfaction with the City's Governance and financial sustainability.</i></p> <p><i>Local Government Act 1995</i></p> <p><i>State Records Act 2000</i></p>				<p><b>Information Security:</b> Adequacy of security controls to protect information from unauthorised access, modification, loss, or misuse.</p> <p><b>Information Technology Infrastructure:</b> Effectiveness of the information technology (IT) infrastructure in supporting information management needs, including:</p> <ul style="list-style-type: none"> <li>Hardware and software systems for data storage, processing, and access.</li> <li>System uptime and performance monitoring.</li> <li>Backup and disaster recovery capabilities.</li> </ul> <p><b>Information Access and Transparency:</b> Availability of clear and accessible procedures for internal and external access to public information, complying with relevant open government and freedom of information (FOI) requirements.</p> <p>Effectiveness of communication strategies to educate the public about information access rights and procedures.</p> <p><b>Records Management:</b> Effectiveness of the City's records management program.</p> <p><b>Information Management Training and Awareness:</b> Availability and effectiveness of training programs for staff on information management policies, procedures, and data security best practices.</p> <p>Assessment of staff awareness and understanding of their roles and responsibilities in managing information effectively.</p>	<p>matter for the City.</p> <p>It is important to test the outcomes of the previous audit in line with the City's community growth, staff turnover and periods of shutdown due to Covid to ensure that information management is keeping pace with organisational change.</p>			
<p><b>3. Corporate Card Expenditure, Controls and Reporting</b></p> <p>Finance</p> <p>[ExCo member: Nelson Mauricio; Responsible Persons: TBC]</p>	<p>This internal Audit is required to comply with Council Decision (3) as set out in the Minutes for the 9 November 2023 OCM record 2023/Minute No. 0299 -</p> <p><i>'That Council:</i>  <i>(1) ADOPTS the amendments to the Procurement Policy;</i>  <i>(2) AMENDS Item 2, Value for Money, to include the following:</i>  <i>All pre-qualified, approved, and strategic business partnership suppliers will be systematically reviewed in line with contract terms and performance criteria (at least three yearly or as required) and</i>  <i>(3) REQUESTs the CEO to present an internal Scope of Audit – Corporate Credit Card Expenditure, Controls and Reporting to the first Audit &amp; Risk meeting in 2024 for consideration by the Committee.'</i></p>	Minor 2	Unlikely 2	Low 4	<p>The recommended scope of this audit is:</p> <ul style="list-style-type: none"> <li>to assess the types of purchase made by credit cards;</li> <li>to determine whether credit cards are the most efficient and effective means for the types of costs incurred;</li> <li>to assess the oversight and control of the credit card spending; and</li> <li>to make recommendations for improvement as required.</li> </ul>	<p>Council 2023/Minute No. 0299 records the reason for Council Decision (3) as:</p> <p><i>'The City currently has 72 corporate credit cards averaging \$100k total spend per month, equating to approximately \$1.2mil expenditure per year. In the current economic climate, it is prudent that an audit is conducted to ensure public money is being spent wisely and ethically. This audit is one part of a wide-ranging program we should put in place to make sure our spending is focused on the right priorities and that strong controls govern how rates are spent. Residents and ratepayers are under economic strain. There is no such thing as council money – there is</i></p>			



## City of Cockburn Internal Audit Plan 2024-2026\_Revised

Function/Process/Activity	Reason	Likelihood	Consequence	Risk	Audit Scope – to be refined in partnership with the Auditor	Organisational Context	2024	2025	2026
						only ratepayers' money that we are charged with spending wisely and frugally. We should examine every area of spending to make sure ratepayers are getting value for money and ensure that their money is being spent in the most efficient and ethical way possible.'			
<p>2. Effectiveness of Service Delivery Planning and Review Processes Governance and Strategy</p> <p>[ExCo member: Emma Milne; Responsible Person: Jane Downsborough]</p> <p>4.</p>	<p>Over time, the needs and expectations of communities can change. The City should have robust and comprehensive processes for service planning and review to ensure all services continue to provide value for money that is in line with community expectations. Community engagement is a critical aspect in prioritising resources for service provision against other responsibilities such as asset maintenance and capital works. How does the City ensure it remains focused on the delivery of services at optimal service levels that match community expectations and use the best, most efficient delivery models?</p> <p><i>Extracted from the City of Cockburn Strategic Community Plan 2020-2030:</i> Community, Lifestyle and Security objective 3.1— 'Provide a diverse range of accessible, inclusive and targeted community services, recreation programs, events and cultural activities that enrich our community.' City Growth and Moving Around objective 4.2— 'Sustainable revitalise urban areas to deliver high levels of amenity and to cater for population growth.'</p>	Unlikely 2	Critical 4	Moderate 8	<p>The audit objective is to assess the effectiveness of the City's service delivery planning and review processes, do they:</p> <ul style="list-style-type: none"> <li>— Determine the viability and sustainability of the City's current service delivery model for services;</li> <li>— Forecast future demand and service needs.</li> <li>— Consider the best type of service delivery model (insource, outsource, mix etc.);</li> <li>— Identify future funding challenges and solutions for controlling financial costs;</li> <li>— Survey and monitor community expectations (industry trends, benchmarking, customer satisfaction levels etc.);</li> <li>— Measure the level and quality of services and require benefit analysis.</li> <li>— Consider and embrace technological changes;</li> <li>— Enable reshaping or repurposing of existing services?</li> </ul> <p>To be undertaken in a staged approach with the first stage being a high-level review to determine overall current state and identify gaps and improvement opportunities. Second (and future stages if necessary) will be to review specific areas identified and progress of improvement plan delivery).</p>	<p>On 02 June 2020, the then Executive Manager Strategy &amp; Civic Support suggested that this audit be postponed after the COVID-19 pandemic restrictions are removed because this audit requires significant input and resources from all business/ service units in the organisation. On 04 November 2022, the Manager Strategy and Integrated Planning stated that assessing the effectiveness of the services requires meaningful KPIs and determining indicators for service level. This information should be included in the service plans.</p>			
<p>5. Fleet Management Operations</p> <p>6. [ExCo member: Anton Lees; Responsible Person: Lou Vieira]</p>	<p>The city has a considerable investment in its fleet assets and considerable resources are consumed in operating and maintaining the fleet to ensure it services the City's business requirements. Independent review will assist determine the effectiveness of the fleet management model.</p> <p>Linked to Strategic Community Plan 2020-2030, Strategic Outcomes and Objectives; Listening and Leading – A community focused, sustainable, accountable, and progressive organisation.</p> <p>Strategic Objectives – 5.1 Best practice Governance, partnerships, and value for money. Measurements – Improved satisfaction with the City's Governance and financial sustainability.</p>	Unlikely 2	Major 3	Moderate 6	<p>The objective of the review is to assess the adequacy of the management control framework and related risk management strategies for the fleet management function, including processes relating to the planning, organising, controlling, directing, communicating, and the management of vehicle assets. Extent to which the City's is complying with policies, procedures, guidelines, and with laws and regulations pertaining to fleet management.</p>	Emerging Strategic & Operational Risks		✓	✓

## City of Cockburn Internal Audit Plan 2024-2026\_Revised

Function/Process/Activity	Reason	Likelihood	Consequence	Risk	Audit Scope – to be refined in partnership with the Auditor	Organisational Context	2024	2025	2026
<p>4. Climate Change Strategy - Adaptation</p> <p>Built and Natural Environment</p> <p>7. [ExCo member: Daniel Arndt; Responsible Person: Christopher Beaton]</p>	<p>Climate change has significant social, economic and legal implications for local government. The City of Cockburn is already experiencing the effects with increased coastal erosion, higher summer temperatures, more severe heatwaves and a longer bushfire season.</p> <p>The City has a critical role in responding to climate change through its responsibilities for land use planning, emergency management, ownership of public infrastructure and delivery of community services.</p> <p>On 22 April 2020 Ernst and Young facilitated a risk assessment for the City, to update its climate change risk register. The process considered the consequences and likelihood of 18 climate risks using the City's ratings frameworks, which are consistent with AS ISO 31000:2018 Risk management-Guidelines. The 18 risks have been grouped into their areas of impact and consolidated into the six overarching risks below:</p> <ol style="list-style-type: none"> <li>1. Reduced water availability from decreased rainfall</li> <li>2. Biodiversity loss from sea level rise</li> <li>3. Coastal impacts from sea level rise</li> <li>4. Urban forest decline from climate change</li> <li>5. Community infrastructure damage from climate change impacts</li> </ol> <p>Public health decline from climate change.</p>	Likely 4	Catastrophic 5	Extreme 20	<p>The City has identified key solutions in its climate resilience roadmap in the form of six adaptation objectives that will help the City reduce the impacts of climate change:</p> <ol style="list-style-type: none"> <li>1. Waterwise City</li> <li>2. Conserve biodiversity</li> <li>3. Coastal adaptation</li> <li>4. Increase the urban forest</li> <li>5. Protect community infrastructure</li> <li>6. Enhance health and wellbeing.</li> </ol> <p>The audit objective is to assess the effectiveness of the six adaptation objectives that will help the City reduce the impacts of climate change.</p> <p>Due to its size and complexity, the carbon neutral strategy would require a number of audits, over several periods, to track the implementation of the six adaptation objectives that will help the City reduce the impacts of climate change.</p>	<p>The vision of the City of Cockburn Climate Change Strategy 2020-2023 is for the City to continue to be a leader in climate resilience and sustainability. The City aspires to become a carbon neutral City and commit to working with the community to adapt to our changing climate.</p>		✓	✓

Function/Process/Activity	Reason	Likelihood	Consequence	Risk	Audit Scope	Organisational Context	2023
<p>1. 'Acting through'</p> <p>Finance</p> <p>[ExCo member: Nelson Mauricio; Responsible Person: Tony Natale]</p>	<p>The City of Cockburn (the City) included this audit in the City of Cockburn Strategic Internal Audit Plan 2022-2023 (ARC September 2022) for completion in the 2022 - 2023 financial year to comply with a 14 April 2022 resolution of Council.</p> <p><i>There is uncertainty by some Elected Members of the application of the principle of 'acting through'. This was identified in the City of Cockburn Governance Review 2021 at the City of Cockburn Governance Steering Committee Meeting on 22 March 2022. Subsequently, Council resolved on 14 April 2022 to list the item in the City's Strategic Internal Audit Plan 2022-2023 to be completed in the 2022 -2023 financial year.</i></p> <p><i>Local Government Act 1995 (the Act)</i></p>			Risk assessment to be undertaken	<p>The auditor will be required to examine how procurement at the City implements and administers its:</p> <ul style="list-style-type: none"> <li>· Authorisations provided under legislation</li> <li>· Delegations provided under the Act</li> <li>· Acting through another person</li> </ul>	<p>Section 5.45 of the Act states that provisions concerning delegations do not prevent a local government from performing any of its functions by acting through a person, or a CEO from performing any of his or her functions through the actions of another person.</p> <p>While what constitutes an 'acting through' arrangement is not defined in legislation, the Department's published guidance on the matter states that acting through arrangements can be employed where an Officer performs tasks at the direction of the authority holder.</p>	<p><b>IN PROGRESS</b></p> <p>it has taken the City significant time to procure the services of an Auditor to undertake this work.</p>



**15.1.4 Organisational Culture Review by Independent Member**

<b>Executive</b>	Acting Executive, People Experience and Transformation
<b>Author</b>	Acting Executive, People Experience and Transformation
<b>Attachments</b>	N/A

**Officer Recommendation/Committee Recommendation**

That Council:

- (1) DEFERS consideration of the Organisational Culture Review to a more appropriate time, as determined by the Chief Executive Officer.

**Background**

The following Council decision was made at the 13 October 2022 Ordinary Council Meeting.

That Council:

- (1) RECEIVES the Minutes of the 21 September 2022 Audit, Risk and Compliance Committee Meeting.
- (2) ADOPTS the recommendations contained within.
- (3) REQUESTS quotations for Council consideration for an external review of the City's policies covering workplace bullying and harassment, and workplace bullying, and harassment claim made in 2022; and
- (4) REQUESTS for quotations for Council consideration of an Organisational Culture Review by an independent consultant.

A report was presented to the 25 May 2023 Audit and Risk Committee in response to points (3) and (4) of the Council resolution.

Three proposals from external consultants were presented with the report.

The ARC recommended that Council:

- (1) RECEIVES the proposals received and attached to the report; and
- (2) DEFERS consideration of the Organisational Culture Review to an Audit Risk and Compliance Meeting to be held within six months of the commencement of the Chief Executive Officer.

**Submission**

N/A

**Report**

An organisational culture review would seek to:

- Undertake an analysis of previous engagement surveys, pulse surveys, exit surveys and other workforce metrics to ascertain the organisational culture at the City
- Include direct, in person engagement with employees through interviews and focus groups
- Undertake a whole of business engagement survey
- Provide a debrief to the Chief Executive Officer and Executive Members in relation to findings and make recommendations about opportunity for growth.

The City has recently commenced an Organisational Review against the Australia Business Excellence Framework.

This process has included extensive consultation and feedback from across the organisation.

An Action Plan relating to opportunities for growth and improvement will be implemented, which may result in a significant change in the management process for the organisation.

It is recommended that the City does not commence an organisational culture review until the Organisational Review has been concluded, associated Action Plan implemented, and associated change management feedback collated and analysed.

The City remains committed to ensuring that our people are still provided with an opportunity to provide feedback and will continue to:

- Undertake the annual workplace engagement survey
- Undertake employee pulse survey monthly
- Provide an opportunity for ceasing employees to provide feedback through exit surveys
- Provide briefings to the Executive Committee regarding key findings, trends, and proposed strategies in response to themes identified through the Workplace Survey Program.

The rationale for this is that major organisational change will impact on organisational culture.

Undertaking a cultural review at the same time, or immediately after a major change management process will not provide accurate results relating to the overall culture of the business and will be more reflective of the change process that has been undertaken.

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

A community focused, sustainable, accountable and progressive organisation.

- Employer of choice focusing on equity, innovation and technology.

**Budget/Financial Implications**

There are no financial implications associated with the adopting of the recommendation.

**Legal Implications**

N/A

**Community Consultation**

N/A

**Risk Management Implications**

The risk associated with the endorsement of this recommendation is low as the City will continue to engage with the workforce and seek feedback in relation to organisational culture.

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

N/A

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

Nil

### 15.1.5 Workplace Health and Safety Audit and Performance Program

<b>Executive</b>	Acting Executive, People Experience and Transformation
<b>Author</b>	Acting Executive, People Experience and Transformation
<b>Attachments</b>	<ol style="list-style-type: none"> <li>1. LGIS Safety Audit 2022 <a href="#">↓</a></li> <li>2. Safety Improvement Plan <a href="#">↓</a></li> </ol>

#### Officer Recommendation/Committee Recommendation

That Council:

- (1) RECEIVES the LGIS Safety Audit Report 2022;
- (2) NOTES the deliverables and actions in the associated Safety Improvement Plan; and
- (3) NOTES the ongoing continuous improvement actions being undertaken as part of the Safety Improvement Plan.

#### Background

As part of the Local Government Insurance Scheme (LGIS), the City of Cockburn (the City) can request LGIS to conduct an independent safety audit every three years.

The '3 Steps to Safety' Program was established by LGIS to recognise and meet the need of local governments with the aim of driving safety performance and minimising claim exposure.

In 2022, the City requested LGIS to conduct a '3 Steps to Safety, Step One – Assessment Report' audit.

This report to the Audit, Risk and Compliance Committee summarises the LGIS audit conducted during 15 to 22 August 2022.

The LGIS Safety Audit 2022 is attached to this report (refer Attachment 1).

The audit program comprises the following three steps:

- (1) Assessment of the safety system against the requirements of the WorkSafe Plan and the undertaking of workplace inspections of selected work areas.
- (2) Development of an agreed action plan between the local government and LGIS.
- (3) Implementation of the agreed action plan by the local government.

The audit assigns a finding and score against five categories as follows:

1. Management Commitment
2. Planning
3. Consultation and Reporting
4. Hazard Management
5. Training and Supervision.

These categories are summarised in Table 5 'Status of agreed action plan'.

The LGIS audit has set the foundation for the safety improvement program at the City.

In addition to implementing the agreed action plan, several other elements have been developed and deployed to ensure that continuous improvement of health, safety and wellbeing is occurring across the City to ensure that our legislative obligations as a Person Conducting a Business or Undertaking (PCBU).

Whilst Council does not meet the definition of a PCBU or an Officer under the *Work Health and Safety act 2020*, it does play an important role in ensuring that the business, and subsequently Officers, are supported in executing their health, safety and wellbeing duties.

In addition, Elected Members have an obligation under the WHS Act 2020, specifically section 29 in relation to 'duties of other persons at the workplace'. Specifically,

- Take reasonable care for their own health and safety
- Take reasonable care that their acts or omissions do not adversely affect the health and safety of other persons
- Comply, so far as reasonably able, with any reasonable instruction that is given by the local government (as the PCBU) to ensure the local government complies with its duty under the Act.

## **Submission**

N/A

## **Report**

The following tables compare the findings between the 2019 and 2022 audits, for each of the categories and elements.

Assessment and Audit Summary

Table 1: Audit Summary

<b>Management Commitment</b>			
<b>Element</b>	<b>Description</b>	<b>2019 Status</b>	<b>2022 Status</b>
1.1	There is a document safety and health policy that is reviewed on a regular basis.	Insufficient	Unsatisfactory
1.2	The safety and health policy is available to workers, suppliers, contractors, customers and visitors to the workplace.	Exemplary / Proficient	Ad Hoc
1.3	The organisation identified and monitored safety and health legislation, standards, codes of practice, guidance notes, agreement, and guidelines relevant to its operations.	Exemplary / Proficient	Satisfactory
1.4	There is a process that makes all parties aware of the accountable for identifying, monitoring, and managing their safety and health risk and responsibilities.	Exemplary / Proficient	Insufficient
1.5	The organisation coordinates safety management activities.	Satisfactory	Insufficient
1.6	Financial and physical resources are provided for all aspects of safety and health.	Exemplary / Proficient	Insufficient
1.7	All workers have sufficient time to complete safety and health related tasks.	Exemplary / Proficient	Unsatisfactory
1.8	Recommendation to improve safety and health risk management are actioned upon.	Exemplary / Proficient	Insufficient

<b>Planning</b>			
<b>Element</b>	<b>Description</b>	<b>2019 Status</b>	<b>2022 Status</b>
2.1	The organisation approach to safety and health management is planned and review in consultation with senior management at least annually.	Insufficient	Unsatisfactory
2.2	Specific safety and health objective and measurable targets have been established for relevant functions and levels within the organisation.	Unsatisfactory	Unsatisfactory
2.3	Arrangements are in place for people with special needs.	Exemplary / Proficient	Unsatisfactory
2.4	Arrangement for visitors in the workplace are in place.	Satisfactory	Insufficient
2.5	Policies and procedure for engaging and managing contractors are in place.	Ad Hoc	Unsatisfactory
2.6	Potential emergency situations have been identified and relevant emergency procedures are in place.	Exemplary / Proficient	Ad Hoc
2.7	The organisation's procedures, work instructions and work practices reflect current safety and health legislation, standards, codes of practice, guidance materials, agreement, and guidelines.	Exemplary / Proficient	Insufficient
2.8	All workers have access to current legislation, standards, codes of practice, guidance notes, agreements and guidelines that impact upon their activities.	Exemplary / Proficient	Insufficient
2.9	The organisation and individuals' safety legal requirements to undertake specific activities, perform work or operate equipment.	Exemplary / Proficient	Satisfactory

Consultation and Reporting			
Element	Description	2019 Status	2022 Status
3.1	There are agreed procedures for the involvement and consultation with workers on safety and health issues.	Exemplary / Proficient	Insufficient
3.2	Consultative arrangements are communicated to workers and are well understood.	Exemplary / Proficient	Insufficient
3.3	Workers and their representatives are involved in planning process for the management of safety and health at the workplace.	Insufficient	Unsatisfactory
3.4	Workers or their representatives are consulted regarding proposed changes to their work environment, processes or procedures and the purchasing decisions that could affect their safety and health.	Exemplary / Proficient	Ad Hoc
3.5	Workers or their representatives are consulted regarding the management of hazards in the workplace.	Satisfactory	Ad Hoc
3.6	There are arrangements in place for the acquisition, provision and exchange of safety and health information with external parties, including customers, suppliers, contractors and relevant public authorities.	Insufficient	Unsatisfactory
3.7	Consultative and reporting arrangements are regularly evaluated and modified where required.	Unsatisfactory	Unsatisfactory

Hazard Management			
Element	Description	2019 Status	2022 Status
4.1	Requirements for reducing risks are understood by management and workers.	Exemplary / Proficient	Ad Hoc
4.2	Work environments are regularly inspected and hazards are identified.	Exemplary / Proficient	Insufficient
4.3	Work activities are analysed and hazards identified.	Exemplary / Proficient	Insufficient
4.4	Risk assessments are undertaken on identified hazards.	Exemplary / Proficient	Insufficient
4.5	Hazards are prioritised and controlled using the hierarchy of controls and having regards to the identified level of risk.	Satisfactory	Insufficient
4.6	The effectiveness of hazard identification, risk assessment and risk control process is periodically reviewed and documented.	Ad Hoc	Unsatisfactory
4.7	Incidents, injuries and diseases are reported and investigated.	Exemplary / Proficient	Satisfactory



Training and Supervision			
Element	Description	2019 Status	2022 Status
5.1	An induction program is in place for all workers and contractors, providing relevant safety and health information and instruction.	Exemplary / Proficient	Insufficient
5.2	All management and supervisory personnel have received training in safety and health management principles and practices appropriate to their roles and responsibilities.	Unsatisfactory	Satisfactory
5.3	The organisation has identified the training needs of all workers.	Satisfactory	Exemplary / Proficient
5.4	Tasks are allocated according to capability, level of training and supervision of workers.	Exemplary / Proficient	Satisfactory
5.5	Training is delivered by people with appropriate knowledge, skills and experience.	Exemplary / Proficient	Satisfactory
5.6	The training program is evaluated and reviewed.	Satisfactory	Satisfactory
5.7	Supervision is undertaken by people with appropriate health and safety knowledge.	Exemplary / Proficient	Satisfactory

The LGIS Audit Report identified shortcomings in the City's Safety Management System that could be categorised into five key themes.

Table 2: Key themes emanating from LGIS-identified opportunities for improvement:

Theme	Description
WHS Management Framework	There were shortcomings in documentation related to managing workplace health and safety in the workplace.
Communication and Consultation	The audit was unable to ascertain, to an acceptable standard, that leaders and workers worked together to identify and solve barriers in relation to health and safety in the workplace and that feedback and continuous improvement was lacking.
Education and Induction	The audit was unable to ascertain, to an acceptable standard, from workers that they had an understanding of health and safety principles which indicated a lack of education and induction.
Accountability	There is a lack of shared accountability for workplace health and safety principles across the City.
Process and continuous improvement	Whilst a process was established it was no longer fit for purpose or was due for review either at the audit date or close to the audit date.

As a summary, the agreed action plan (attachment two) resulted in fifty-eight (58) individual actions items in relation to the five audit categories.

Table 3: Action plan agreed between LGIS and City of Cockburn

Theme	Audit Categories				
	Management Commitment	Panning	Consultation and Reporting	Hazard Management	Training and Supervision
WHS Management Framework	4	6	3	0	0
Communication and Consultation	4	2	2	0	0
Education and Induction	3	2	3	1	2
Accountability	2	4	2	5	0
Process and continuous improvement	3	8	1	1	0
Total	16	22	11	7	2

Status of agreed action plan items

At the date of this report, the City has made considerable progress in relation to the actions detailed in the agreed action plan and remains on track to complete or commence projects by 30 June 2024.

Table 4: Status of agreed action plan

Audit Category	Total Action Items	Completed	In Progress
Management Commitment	16	16	0
Planning	22	17	5
Consultation and Reporting	11	11	0
Hazard Management	7	7	0
Training and Supervision	2	2	0
Total	58	53	5

Implementation of Safety and Wellbeing Key Performance Indicators

The City remains committed to ensure the health, safety and wellbeing of its people and the community.

As a result, key performance indicators (KPIs) have been developed for all the Executive Committee (ExCo) Members and these have been cascaded, where appropriate, through the management hierarchy and employees.

Associated KPI outcomes are assessed on an annual basis as part of an employee's Annual Performance Appraisal and planning process.

Organisational safety performance of the organisation is reported to the ExCo) monthly to ensure that performance is tracked and barriers to success identified and removed.

Table 5: Safety and Wellbeing KPIs

Desired Outcome	Mechanism of Measure	FY24 KPI Target	Out-performance
Ensure that hazards are reported, and corrective actions identified within five business days.	Reporting through safety management system (RMSS)	2 hazards per FTE	3 hazards per FTE
Ensure that corrective actions, associated with hazards reports, near miss reports and investigations, are actioned within the agreed deadline.	Reporting through safety management system (RMSS)	90%	100%
Actively engage our people in safety conversations to ensure that safety and wellbeing is a priority.	Ability to evidence that conversations have occurred and actions items resolved.	2 conversations per week	4 safety conversations per week
Ensure that consultation is undertaken in relation to all new and amended safety related documentation and that these processes are documented.	Consultation processes are undertaken and documented, demonstrating feedback that was given and action taken.	100%	N/A

### Commencement of high-risk auditing program

To ensure continuous improvement and risk mitigation, the City will commence a High-Risk Auditing Program.

Audits will be undertaken by an independent consultant who will:

1. Undertake a gap analysis of the Safety Management System to identify shortcomings on a corporate level and/or identify deployment issues for the specific service area.
2. Undertake interviews with employees with the service area to ascertain the level of understanding of the Safety Management System, their role in safety and the overall safety leadership of the service area.
3. Undertake a site inspection to ensure physical safety risks have been identified and controls implemented.
4. Observe behaviours and interactions on site to ensure psychological risks have been identified and controls implemented, including the observing of safety conversations, team meetings and/or toolbox meetings and consultation processes.

The High-Risk Audit Program commenced in February 2024 with Cockburn Resource Recovery Park.

The outcome of the Audit will be delivered to an Audit and Risk Committee (ARC) Meeting.

It is programmed that high-risk audits will be undertaken at Cockburn ARC and specific service units within the Operations Division and Community Services Division.

### Safety Leadership Program

A positive safety culture is fostered from the top. The expectation of our leaders is that they:

- Actively address and seek to understand the risks of their divisions and drive towards lowest possible risk outcomes
- Choose to drive towards best practise indicators as a measure of success
- Develop a curious and collaborative mindset in a physical and psychologically safe environment to set the tone for people to constructively raise ideas, ask questions and provide feedback
- Initiate and grow relationships with Work Health and Safety and subject matter experts to investigate and implement best practise initiatives to eliminate and/or mitigate risk.

To ensure that our leaders are able to meet the expectation of their roles in relation to safety, the City will be developing and will commence delivery of a Safety Leadership Program by the end of April 2024.

This Program will focus on building and embedding the following behaviours in all of our leaders:

1. Involve others in the decision-making process through consultation, genuinely listening and considering feedback to ensure outcomes are the best result for the worker and City.
2. Foster a positive safety culture by demonstrating care for our people by creating an environment which encourages team members to raise concerns, give feedback and lead change.
3. Build collaborative partnerships across whole of business, acknowledging that safety is everyone's responsibility and utilise these relationships and knowledge to ensure positive outcomes for individual teams.
4. Actively seek to understand the safety risks facing their workforce and strive towards best practise controls and lowest possible risk.
5. Be visible, flexible, and proactive within their teams towards improvements in physical and psychological safety.

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

#### Listening & Leading

A community focused, sustainable, accountable and progressive organisation.

- Best practice Governance, partnerships and value for money.

### **Budget/Financial Implications**

A budget provision exists in the Workplace Health and Safety Service Unit Budget for financial year 2024, for the delivery of actions items and programs associated with the Safety Improvement Plan.

In addition, there is budget provision for the delivery of the Safety Leadership Program.

No additional funding will be requested for these programs.

A budget provision will be sought for the ongoing delivery of programs, including the High-Risk Audit Program, in the Budget for financial year 2025.

### **Legal Implications**

*Work Health and Safety Act 2020*

*Work Health and Safety (General Regulations 2022*

### **Community Consultation**

N/A

**Risk Management Implications**

There is a risk to the City if we do not execute all our due diligence obligations provided for in the relevant legislation.

The risk of this is mitigated through the delivery of agreed action items from the Audit.

It is important that the City undertakes both internal and independent audits to ensure continuing compliance and continuous improvement.

In addition to the legislation obligations at the City, there is also a moral obligation to ensure our people and community members are in an environment that is free of harm.

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

N/A

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

Nil



# 3 Steps to Safety

Step One – Assessment Report

City of Cockburn

August 2022



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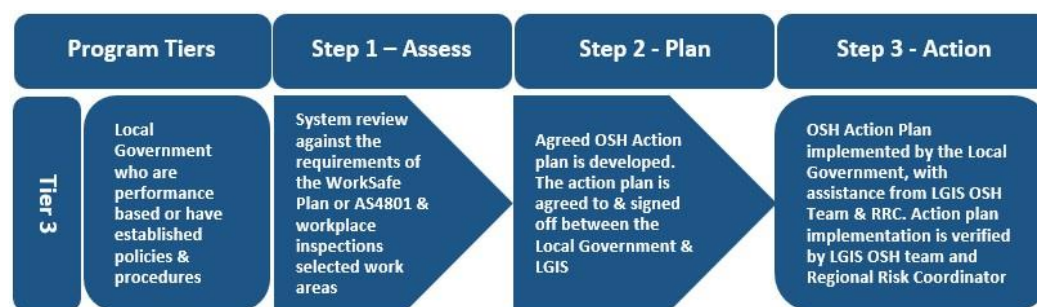
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## INTRODUCTION

The 3 Steps to Safety program was established to recognise and meet the needs of Local Government with the aim of driving safety performance and minimising claim exposure. This report is the outcome of Step 1 of that program. The next steps are included at the end of this report.

### Program Summary



### Verification Report

The purpose of this report is to provide the City of Cockburn with a summary of the assessment findings.

### Verification Details

The verification activity was undertaken by Emma Horsefield (People Risk Manager). The City of Cockburn was represented by Cheryl Taveira (Manager – Workplace Health & Safety), Rhys Vaughan (Senior Safety Advisor) for the duration of the verification activity. This report has been peer reviewed by Katherine Kempin (Senior Risk Consultant - WHS) at LGIS.

The assessment was undertaken 15 -22 August 2022. The sites visited as part of the activity were the City Operations Centre, Henderson Waste Transfer Station, ARC, Success Library, Coolbellup Library, Fleet Division, Coogee Marina, Cockburn Youth Centre, Coolbellup Hub, and Jean Willis Centre.

### Assessment Methodology

All evidence for this assessment was examined and verified on site through examination of documents, workplace inspections and interviews with representatives from the City of Cockburn. The assessment was undertaken based upon the WorkSafe Plan using the LGIS scoring methodology.



Finding	Score	Definition
<b>Exemplary</b>	4	The organisation has sustained performance requirements for the criteria. Strong supporting documentation and other applicable evidence is in place and is updated regularly. Consistent application for the criteria is in place over a considerable period of time. Some minor problems may occur from time to time
<b>Satisfactory</b>	3	The organisation satisfies the requirements of the criterion and has not gone significantly beyond it. Evaluation and review processes as part of continuous improvement is evident with strong supporting documentation
<b>Insufficient</b>	2	Documentation exists however there are gaps in the WHS Management System documentation, their implementation and/or the evidence that shows the criteria hasn't quite been met
<b>Ad Hoc</b>	1	The organisation has not met the criteria due to evidence being sporadic and ad hoc. Early drafts of documentation and/or processes are available
<b>Unsatisfactory</b>	0	The organisation cannot provide any evidence to support compliance with the criteria. No awareness or intention to implement

## Limitations

This assessment was undertaken as part of the LGIS *3 Steps to Safety* program. It should not be relied upon for any assurance of legislative compliance. This assessment does not protect against enforcement action against the City of Cockburn by any regulatory authority including WorkSafe and, was not undertaken as per the requirements of WorkSafe for the purposes of a WorkSafe Plan certificate. Reliance on this assessment should not be used to determine City of Cockburn meets WorkSafe requirements.

## Disclaimer

This verification report was produced in good faith by LGIS to assist Local Governments and reflects information that was considered accurate and reliable at the time of its publication. The employees of LGIS shall accept no liability or responsibility for any statutory enforcement or legal action against any Local Governments for reliance or use of the information contained herein.



### Overall Scores

Category	Member Score	Available Score	Section Achievement
Management Commitment	12	32	<b>38%</b>
Planning	10	36	<b>28%</b>
Consultation and Reporting	6	28	<b>21%</b>
Hazard Management	12	28	<b>43%</b>
Training and Supervision	21	28	<b>75%</b>
<b>Overall Score</b>	<b>61</b>	<b>152</b>	<b>40%</b>



## ASSESSMENT FINDINGS

### 1.0 Management Commitment

Element 1.1	<b>There is a documented safety and health policy that is reviewed on a regular basis</b>
<b>Findings:</b>	Unsatisfactory
<b>Observation:</b>	<ul style="list-style-type: none"> <li>The policy provided as evidence in the assessment, was dated 2019. It was endorsed by the previous CEO, and refers to old legislation. The document has not been reviewed.</li> </ul>
<b>Recommendations:</b>	<ul style="list-style-type: none"> <li>The Policy should be updated to reflect current legislation, should be endorsed by the executive team (rotating CEO's) and recommunicated to all parties. It should then be reviewed at minimum annually or if there is an organisational change.</li> </ul>
Element 1.2	<b>The safety and health policy is available to workers, suppliers, contractors, customers and visitors to the workplace</b>
<b>Findings:</b>	Ad hoc
<b>Observation:</b>	<ul style="list-style-type: none"> <li>Whilst the Policy was on display throughout the City, as mentioned in 1.1 it is currently out of date.</li> <li>During the assessment it was unclear how the policy is communicated to suppliers and contractors.</li> </ul>
<b>Recommendations:</b>	<ul style="list-style-type: none"> <li>Once the Policy has been updated to reflect current legislation, endorsed by the executive team (rotating CEO's) it should be embedded within all relevant processes to ensure that suppliers, contractors, customers and visitors are aware of the City's commitment.</li> </ul>
Element 1.3	<b>The organisation identifies and monitors safety and health legislation, standards, codes of practice, guidance notes, agreements and guidelines relevant to its operations</b>
<b>Findings:</b>	Satisfactory
<b>Observation:</b>	<ul style="list-style-type: none"> <li>The City's WHS Team monitor safety and health legislation and industry standards in a variety of ways such as, but not limited to, WorkSafe WA, SAI Global and LGIS newsletters and email updates as well as safety and health industry specific podcasts.</li> </ul>
Element 1.4	<b>There is a process that makes all parties aware of and accountable for identifying, monitoring and managing their safety and health risks and responsibilities</b>
<b>Findings:</b>	Insufficient
<b>Observation:</b>	<ul style="list-style-type: none"> <li>Safety responsibilities are incorporated within position descriptions, senior management attend the WHS Committee. The City has provided</li> </ul>



education and awareness sessions on the updated WHS legislation at executive, manager & supervisor level – with worker sessions planned.

- There is a lack of ensuring that processes and procedures are adhered to, which in turns demonstrates a lack of accountability.

**Recommendations:**

- The City should review how and when workers will be held accountable for WHS responsibilities. This may include spot check audits by the safety team. Managers, supervisors and co-ordinators checking that procedures have been completed appropriately etc.

#### Element 1.5 **The organisation coordinates safety management activities**

**Findings:** Insufficient

**Observation:**

- Whilst the City has implemented a WHS Team who coordinate health and safety activities on behalf of the organisation. This team is very new, and still becoming familiar with the activities performed within the organisation.
- The WHS Team includes a number of roles who support the WHS management system. The WHS Team includes WHS Manager, Injury Management and 2 x Safety advisors.
- Whilst these positions have PD's it is unclear what their individual objectives and targets are.

**Recommendations:**

- The WHS Team should work in collaboration with stakeholders to develop and co-ordinate safety activities for the City.
- WHS Team should be set clear objectives and targets, aligned with the deliverables within the plan.

#### Element 1.6 **Financial and physical resources are provided for all aspects of safety and health**

**Findings:** Insufficient

**Observation:**

- The City did not provide documented evidence at the time of the audit to demonstrate this element.
- Through the inspection and interview process the assessor confirmed that financial resources are provided in relation to safety.

#### Element 1.7 **All workers have sufficient time to complete safety and health related tasks**

**Findings:** Unsatisfactory

**Observation:**

- Discussions with the majority of workers including health and safety representatives confirmed that they do not feel they have capacity to perform health and safety tasks effectively.
- Whilst safety is discussed in meetings, there are inconsistencies with meetings occurring.
- The WHS Committee has recently recommenced.
- Despite the City having a Take 5 process, JSA's or Safe work procedures these are not consistently implemented or enforced.
- Workplace inspections are not carried out.



- Emergency drills are lacking at the majority of facilities.
- Discussions confirmed that health and safety representatives are provided the opportunity to attend accredited training, and are in the process of being more involved with investigations with plans for them to be further involved with workplace inspections.

- 
- Recommendations:**
- The City need to review why workers do not have capacity to complete safety activities. Reinforce expectations and hold workers accountable to the process.
  - The City should ensure that facilities carry out workplace inspections, these should be recorded and reviewed for improvements.
- 

Element 1.8

**Recommendations to improve safety and health risk management are acted upon**

**Findings:** Insufficient

- Observation:**
- Health and safety recommendations are identified through a range of sources such as, but not limited to hazard and incident reporting.
  - The City were also able to demonstrate that actions are taken following incidents, however it is currently happening in a reactive manner.
- 

- Recommendations:**
- The City needs to ensure that they respond adequately to recommendations. This should be documented and communicated to all workers.
- 





## 2.0 Planning

<b>Element 2.1</b>	<b>The organisations approach to safety and health management is planned and reviewed in consultation with senior management at least annually</b>
<b>Findings:</b>	Unsatisfactory
<b>Observation:</b>	<ul style="list-style-type: none"> <li>The City provided a safety and health plan dated 2019 – 2022, however it could not be confirmed if this was endorsed or implemented. It was published on the City's intranet.</li> </ul>
<b>Recommendations:</b>	<ul style="list-style-type: none"> <li>The City should look to develop a current WHS plan, this should filter through to each applicable business unit. The plan should be developed in consultation and appropriately communicated.</li> <li>Health and safety performance should be regularly monitored and reviewed throughout the year by the Executive Team and WHS team.</li> </ul>
<b>Element 2.2</b>	<b>Specific safety and health objectives and measurable targets have been established for relevant functions and levels within the organisation</b>
<b>Findings:</b>	Unsatisfactory
<b>Observation:</b>	<ul style="list-style-type: none"> <li>The City were unable to provide evidence to demonstrate that they have specific safety and health objectives and targets.</li> </ul>
<b>Recommendations:</b>	<ul style="list-style-type: none"> <li>The City should look to develop health and safety objectives and measureable targets, for relevant functions and levels within the organisation.</li> <li>Objectives should be measured and reviewed on a regular basis to ensure they are relevant.</li> </ul>
<b>Element 2.3</b>	<b>Arrangements are in place for people with special needs</b>
<b>Findings:</b>	Unsatisfactory
<b>Observation:</b>	<ul style="list-style-type: none"> <li>The City were unable to provide evidence that they have arrangements in place for people with special needs.</li> </ul>
<b>Recommendations:</b>	<ul style="list-style-type: none"> <li>The City should look to ensure they have appropriate systems in place to assist people with special needs. These may include but not be limited to, pre-employment medicals for roles considered to be high risk, Fitness to Work Statement, medical questionnaire, and job dictionaries.</li> <li>The City should provide education and awareness for leaders to support workers and others with disabilities or special needs in the workplace.</li> </ul>
<b>Element 2.4</b>	<b>Arrangements for visitors to the workplace are in place</b>
<b>Findings:</b>	Insufficient
<b>Observation:</b>	<ul style="list-style-type: none"> <li>Whilst there are processes in place for visitors, in the form of a sign in process, this doesn't extend to site specific known or potential hazards, depending on the location visitors may be provided with identification tags and supervised.</li> </ul>



	<ul style="list-style-type: none"> <li>Although workers understood and uniformly enacted a suitable visitor management process, a visitor procedure was not provided as evidence in the assessment.</li> <li>Emergency diagrams were prominent within the workplace.</li> </ul>
<b>Recommendations:</b>	<ul style="list-style-type: none"> <li>Develop a Visitor Procedure in consultation with workers to ensure visitor management has been clearly identified and understood.</li> </ul>
<b>Element 2.5</b>	<b>Policies and procedures for engaging and managing contractors are in place</b>
<b>Findings:</b>	Unsatisfactory
<b>Observation:</b>	<ul style="list-style-type: none"> <li>The City were unable to provide documented processes or procedures in relation to contractor management.</li> <li>Verbally stakeholders at the City articulated various processes in place for engaging and managing contractors. Documented evidence was sporadic.</li> </ul>
<b>Recommendations:</b>	<ul style="list-style-type: none"> <li>The City should look to ensure they have appropriate processes and procedures in place for the engagement, monitoring and evaluation of contractors. This should be further supported with adequate training on the new procedures to all those who engage and manage contractors.</li> <li>The City would benefit from the WHS Team conducting spot check audits to ensure that procedures are being adhered to.</li> <li>The City may wish to consider WHS KPI's for contract managers, as an accountability measure.</li> </ul>
<b>Element 2.6</b>	<b>Potential emergency situations have been identified and relevant emergency procedures are in place</b>
<b>Findings:</b>	Ad hoc
<b>Observation:</b>	<ul style="list-style-type: none"> <li>The City were unable to provide evidence that all potential emergency situations have been identified, although there were a small number of locations that have done this in isolation – Coogee Marina, and ARC.</li> </ul>
<b>Recommendations:</b>	<ul style="list-style-type: none"> <li>Ensure that all locations have appropriate plans &amp; diagrams in place.</li> <li>Ensure that emergency wardens and first aid officers are identified within the organisation and training is provided regularly.</li> <li>The City should ensure that locations conduct evacuation drills, these should be recorded. In addition the emergencies should extend to situations outside of fire e.g. Bomb threat, medical, spill response, lock down or extreme weather event.</li> </ul>
<b>Element 2.7</b>	<b>The organisation's procedures, work instructions and work practices reflect current safety and health legislation, standards, standards, codes of practice, guidance materials, agreements and guidelines</b>
<b>Findings:</b>	Insufficient
<b>Observation:</b>	<ul style="list-style-type: none"> <li>Documentation provided as part of the assessment, referred to previous legislation, and had not been reviewed in the last 3 years.</li> </ul>



- 
- Recommendations:**
- The City should look to review all procedures, work instructions and practices to ensure that they reflect current legislation and standards, and are still appropriate for City operations. This should be conducted in consultation with workers or their representatives.
- 

#### Element 2.8

**All workers have access to current legislation, standards, codes of practice, guidance notes, agreements and guidelines that impact upon their activities**

**Findings:** Insufficient

**Observation:**

- Some workers have access to the City's intranet/internet where access to current legislation, and codes of practice.
- Discussions had with workers confirmed that they were not always aware of the legislative requirements for the work tasks performed as well as where they could obtain further information.
- There was minimal evidence that risk assessments are conducted.
- Health and safety information is available on staff noticeboards and the intranet.

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- Recommendations:**
- The City should provide mechanisms for all workers to have access to legislation, codes of practice relevant to the work practices performed.
- 

#### Element 2.9

**The organisation and individuals satisfy legal requirements to undertake specific activities, perform work or operate equipment**

**Findings:** Satisfactory

**Observation:**

- Training needs analysis (TNA) has been developed to identify high risk licencing, training, skills and expertise workers are required to have to perform certain work tasks.
  - Whilst there was evidence some plant and equipment is regularly maintained and registered, this was not consistently applied.
- 



### 3.0 Consultation and Reporting

#### Element 3.1

#### There are agreed procedures for involvement and consultation with workers on safety and health issues

**Findings:** Insufficient

**Observation:**

- There is currently a draft Terms of Reference for the WHS Committee.
- WHS Committee meetings have recently recommenced, and minutes were available.
- There is an issue resolution procedure, however this hasn't been reviewed and was not widely known by the workers.

**Recommendations:**

- The City should look to develop a consultation & communication procedure. This can also incorporate the issue resolution procedure.
- Once developed the City should communicate to all workers, and update any induction materials to reflect.

#### Element 3.2

#### Consultative arrangements are communicated to workers and are well understood

**Findings:** Insufficient

**Observation:**

- There were areas that have regular safety meetings namely – ARC, Coogee Marina, and Jean Willis. However, in the more operational areas there were inconsistencies.
- Discussions had with workers in these areas confirmed that there is a lack of communication and consultation in recent years.

**Recommendations:**

- Ensure that consultation arrangements are communicated to all workers.
- Consultative methods should be further reinforced by managers and supervisors in the form of pre-start, toolbox and team meetings.
- The City could also consider setting a KPI for people leaders (executive, senior leaders, supervisors) to conduct safety conversations.

#### Element 3.3

#### Workers or their representatives are involved in planning processes for the management of safety and health at the workplace

**Findings:** Unsatisfactory

**Observation:**

- Discussions with workers indicated that there are inconsistencies. Some areas have more autonomy in how they operate their facilities with plans at a local level.
- The City were unable to demonstrate that they involve workers in the planning of safety decisions.
- Whilst the WHS Committee has re started this is in its beginning stages, and has not extended to planning.



<b>Recommendations:</b>	<ul style="list-style-type: none"> <li>The City need to ensure that when they develop the safety plan, workers or the HSR's are involved in the overall process.</li> </ul>
<b>Element 3.4</b>	<b>Workers or their representatives are consulted regarding proposed changes to the work environment, processes or procedures and purchasing decisions that could affect their safety and health</b>
<b>Findings:</b>	Ad hoc
<b>Observation:</b>	<ul style="list-style-type: none"> <li>Evidence provided for the assessment, showed recent activity following incidents – e.g. Pod wash in fleet workshop. However, there was no evidence that processes are embedded and followed.</li> </ul>
<b>Recommendations:</b>	<ul style="list-style-type: none"> <li>The City should ensure that any changes to work environments, processes and procedure are communicated to workers. This should extend to the purchases of new equipment. This can be achieved through proactive toolbox and team meetings and the WHS Committee.</li> </ul>
<b>Element 3.5</b>	<b>Workers or their representatives are consulted regarding management of hazards in the workplace</b>
<b>Findings:</b>	Ad hoc
<b>Observation:</b>	<ul style="list-style-type: none"> <li>Discussions with workers and their representatives confirmed that consultation has recommenced with the establishment of the new safety team, however this is sporadic and has been lacking in the last few years.</li> <li>Meeting minutes sighted from the newly commenced WHS Committee, confirm workers or their representatives are consulted regarding recent hazards within the workplace.</li> </ul>
<b>Recommendations:</b>	<ul style="list-style-type: none"> <li>The City should continue with the WHS Committee, ensure that workers and their representatives are updated on the management of hazards. In addition the safety team should provide information to business units to include in team meetings, or toolbox meetings.</li> </ul>
<b>Element 3.6</b>	<b>There are arrangements in place for the acquisition, provision and exchange of safety and health information with external parties, including customers, suppliers, contractors and relevant public authorities</b>
<b>Findings:</b>	Unsatisfactory
<b>Observation:</b>	<ul style="list-style-type: none"> <li>No evidence was provided at the time of the assessment that the exchange of safety information occurs.</li> </ul>
<b>Recommendations:</b>	<ul style="list-style-type: none"> <li>The City should ensure that there are processes in place to meet their obligations. These should be incorporated into procurement processes, contractor management and hazard/risk assessment processes.</li> <li>Workers, including contract managers should be provided with education and awareness on how to manage this information and verify.</li> <li>Requirements should be communicated to contractors, and external parties – this may include information about potential hazards in a work area they are working in e.g. asbestos, anti-social behaviour.</li> </ul>



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	<ul style="list-style-type: none"><li>• The City should consider incorporating the requirement into the induction process for contractors.</li><li>• Contracts should refer to the exchange of safety and health information between the City and contractors.</li></ul>
Element 3.7	<b>Consultative and reporting arrangements are regularly evaluated and modified where required</b>
<b>Findings:</b>	Unsatisfactory
<b>Observation:</b>	<ul style="list-style-type: none"><li>• The WHS team have not had the opportunity to review the consultative or reporting processes.</li></ul>
<b>Recommendations:</b>	<ul style="list-style-type: none"><li>• The WHS Team should take the opportunity to have discussions with workers and their representatives around what consultation and reporting looks like at the City. It would also be beneficial to then present this to the management group to ensure they are comfortable it meets their requirements. All discussions should be documented to demonstrate consultation has occurred and how decisions were formed. These should then be reviewed annually to ensure they still meet the City and worker requirements.</li></ul>

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## 4.0 Hazard Management

### Element 4.1

#### Requirements for reducing risks are understood by management and workers

**Findings:** Ad hoc

**Observation:**

- Whilst there are many documents in place at the City e.g. Safe work procedures, Job Safety Analysis there was a lack of Implementation City wide, with minimal risk assessments in place.
- Discussions had with workers confirmed that they have been provided with information, instruction and resources to identify and reduce risks within their workplace, however they don't always use them.
- Workers and contractors are required to take part in an Induction which includes an element on hazard/risk management.
- Managers and supervisors have undertaken roles and responsibility training that has included recently updated WHS legislative changes and requirements.

**Recommendations:**

- The City should look to ensure that all procedures relating to the reduction of hazards and risks are implemented and that workers are held accountable.
- Managers should reinforce the need for risk reduction activities to be completed, this should be complimented with hazard and risk management training aligned with the City's procedures.

### Element 4.2

#### Work environments are regularly inspected and hazards are identified

**Findings:** Insufficient

**Observation:**

- Workplace inspections, are currently not completed on a regular basis.
- Some plant and equipment are on regular schedules for maintenance and calibration, however this wasn't consistently applied.

**Recommendations:**

- The City should ensure that workplace inspections are conducted on a regular basis. Individuals who are conducting the inspections should have training on the tools being used, and how to identify a hazard.
- In addition workers should be encouraged to report hazards within their own work areas.

### Element 4.3

#### Work activities are analysed and hazards identified

**Findings:** Insufficient

**Observation:**

- Whilst the City has a number of documents in place pertaining to analysis of work activities, there was no evidence provided at the time of the assessment that these were being followed.
- The City did provide evidence job dictionaries have been developed, but these have not been reviewed since 2019.

**Recommendations:**

- The City should ensure that where there are procedures identifying hazards associated with tasks and controls to reduce the likelihood of injury that these are followed by workers.





	<ul style="list-style-type: none"> <li>Managers should look to remind workers of safe work practices and the importance</li> <li>The WHS Team may wish to consider running spot check audits to ensure that workers are following.</li> </ul>
<b>Element 4.4</b>	<b>Risk assessments are undertaken on identified hazards</b>
<b>Findings:</b>	Insufficient
<b>Observation:</b>	<ul style="list-style-type: none"> <li>Whilst the City has documentation in place as identified in element 4.3 and risks are assessed through such tools as SWMS, JSA, hazard identification, incident reports, these are not fully implemented.</li> <li>Workers confirmed in interviews that they do not always conduct plant prestart or risk assess tasks.</li> <li>The WHS Team were unable to provide a register of operational risks.</li> </ul>
<b>Recommendations:</b>	<ul style="list-style-type: none"> <li>The City should ensure that risk assessments are conducted and recorded on all identified hazards.</li> <li>The City should look to review all risk management processes to ensure that they are fit for purpose, for their workers and the activities that they perform.</li> <li>Workers should be trained on the importance of completing a risk assessment.</li> <li>Managers, Supervisors in collaboration with the WHS Team should perform checks to ensure that processes are being followed and are understood by workers.</li> </ul>
<b>Element 4.5</b>	<b>Hazards are prioritised and controlled using the hierarchy of controls and having regard to the identified level of risk</b>
<b>Findings:</b>	Insufficient
<b>Observation:</b>	<ul style="list-style-type: none"> <li>The WHS team demonstrated through recent incident reports where the hierarchy of control has been applied. However, there was no historical examples of this process being applied.</li> </ul>
<b>Recommendations:</b>	<ul style="list-style-type: none"> <li>The City should ensure that all hazards are assessed using the hierarchy of control.</li> <li>Education and awareness should be provided to workers on how to assess a hazard and use of the hierarchy of control, to mitigate the risk.</li> </ul>
<b>Element 4.6</b>	<b>The effectiveness of the hazard identification, risk assessment and risk control process is periodically reviewed and documented</b>
<b>Findings:</b>	Unsatisfactory
<b>Observation:</b>	<ul style="list-style-type: none"> <li>There was no evidence provided during the assessment that the effectiveness of controls had been reviewed.</li> </ul>
<b>Recommendations:</b>	<ul style="list-style-type: none"> <li>The City should build into the hazard/risk assessment processes, a review process. When reviews are conducted these should be documented. In addition they should be discussed with workers and their representatives.</li> </ul>



## Element 4.7

**Incidents, injuries and diseases are reported and investigated****Findings:**

Satisfactory

**Observation:**

- The City demonstrated that they recorded incidents, injuries and that they are reported to the regulator where necessary.
  - Investigations are conducted by people adequately trained.
- 



## 5.0 Training and Supervision

**Element 5.1**      **An induction program is in place for all workers and contractors, providing relevant safety and health information and instruction**

**Findings:**      Insufficient

**Observation:**

- Whilst there is a health and safety induction program in place for workers, contractors and visitors this wasn't implemented at all locations.

**Recommendations:**

- The City should ensure that they are providing adequate induction, and information around hazards.
- Additional inductions may be required for individual business units such as plant and equipment, role and workplace specific.

**Element 5.2**      **All management and supervisory personnel have received training in safety and health management principles and practices appropriate to their roles and responsibilities**

**Findings:**      Satisfactory

**Observation:**

- Senior personnel such as executive, managers and supervisors have undertaken roles and responsibilities training appropriate to their role and level. Training has been provided in-house as well as utilising third party subject matter experts for particular topics such as, health and safety lawyers regarding recently adopted WHS legislative requirements.

**Element 5.3**      **The organisation has identified the training needs of all workers**

**Findings:**      Exemplary

**Observation:**

- A TNA has been developed for all workers, at all levels throughout the organisation, where legislative training requirements have been identified as well as other health and safety training that may further support the worker in their role.
- Discussions had with workers and their representatives confirmed that they are consulted regarding their training needs and they are also provided health and safety training applicable to their role. Records are maintained within personnel files
- Training is annually budgeted for and further reviewed where required to ensure it is sufficient.

**Element 5.4**      **Tasks are allocated according to capability, level of training and supervision of workers**

**Findings:**      Satisfactory

**Observation:**

- Whilst position descriptions and the TNA identify specific core skills and experience required for the role to be performed safely, inclusive of refresher training where identified, there were instances indicated by workers that some training was outstanding.



- Discussions had with workers and their representatives confirmed that they felt the level of supervision and training could be improved. With feedback that sometimes workers feel isolated.

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**Element 5.5**
**Training is delivered by people with appropriate knowledge skills and experience**
**Findings:**

Satisfactory

**Observation:**

- The organisation assesses trainers before training is provided which includes, but not limited to, obtaining internal or external trainer qualifications skills and experience.
  - All training assessments and applicable information is maintained within the human resources department.
- 

**Element 5.6**
**The training program is evaluated and reviewed**
**Findings:**

Satisfactory

**Observation:**

- The TNA is reviewed on an annual basis.
  - Incidents area also monitored by the WHS Committee for training improvements.
- 

**Element 5.7**
**Supervision is undertaken by people with appropriate safety and health knowledge, skills and experience**
**Findings:**

Satisfactory

**Observation:**

- Management and supervisors have undertaken health and safety training relevant to their roles and responsibilities, and this has been recorded within personnel files.
- 



## ISSUES IDENTIFIED DURING THE ASSESSMENT NOT RECORDED ELSEWHERE

Site Inspections were conducted at the following locations. Workers, managers and supervisors were interviewed as part of the process.

City Facility	Issues	Observations
ARC	No Issues	Processes and procedures are in place specific for ARC. They understand their facility, the hazards & risks and address them as part of their business as usual process.
Success Library	No Issues	<p>Feedback from the facility was that they have been provided with training around dealing with anti-social behaviour. They have confidence in their HSR. Due to the location they also confirmed that emergency drills are conducted.</p> <p>Positive feedback was received on the role of Co-Safe</p>
Cockburn Youth Centre	No Issues	<p>It is recommended that the City review the risk assessment process for the XLR8 Program, this should involve a member of the WHS Team.</p> <p>The Youth centre has a number of practiced processes and procedures in place.</p> <p>Positive feedback was received on the role of Co-Safe</p>
Fleet Workshop Operations Centre	Significant Issues	<p>It was confirmed that the fleet workshop have no safety procedures in place. No workplace inspections are conducted. Slings, and chains are not inspected or checked. There are no formal safety meetings.</p> <p>Whilst the WHS Team provided an action plan identifying issues, a risk assessment process using the hierarchy of control had not been applied. In addition the workers when interviewed made no reference to the action plan. It is recommended that the WHS team support this area specifically to apply the hierarchy of control.</p> <p>In addition to the physical hazards, it was identified that there are a number of Psychosocial hazards. These relate to work design, work demands, resourcing, and a lack of leadership.</p> <p>Feedback was also provided that there have been issues around behaviours specifically around disrespect and bullying.</p> <p>The Welding area is not always practical depending on the task. This results in workers welding in an environment that is not set up for that activity.</p> <p>Currently workers are entering the rear of waste trucks to service/clean etc. The City should establish with the manufacturer whether this is deemed a confined space. In addition it is highly recommended that an observation and risk assessment is conducted.</p> <p>The Location of the eyewash shower should be reviewed. In addition the eyewash shower should be tested weekly.</p> <p>Wash down bay has housekeeping issues – these should be addressed. In addition the location of the isolation switch for the compressor should be reviewed.</p>

<b>Henderson Waste Facility</b>	<b>Minor issues</b>	<p>There were no significant hazards identified during the inspection, with the drop off point well managed, tidy and adequately staffed. Signage, and access roads well maintained.</p> <p>An area of improvement is to review the current work procedures in consultation with workers, and remind workers not to complete manual handling tasks alone.</p> <p>The facility should also plan emergency management drills, which have not been conducted for some time.</p> <p>It was observed that some workers were not wearing seatbelts, this was flagged with the Coordinator.</p> <p>During the assessment a broken down piece of plant was observed on the cell. The issue was discussed with the coordinator, around how it would be repaired. The assessor was confident the approach had factored in the hazards, and that controls identified. Assessor requested that all associated paperwork be submitted as part of the assessment. These were received.</p>
<b>Coogee Marina</b>	<b>Minor issues</b>	<p>The Marina has an experienced team. The standout for this location was the Safety Emergency Plan, this is an excellent document.</p> <p>During the inspection the contractors completing the marina extension were on site. The assessor walked through the site, and flagged a number of issues. The Manager acknowledged and will address with the lead contractor, who is based on site.</p> <p>The site do at times feel isolated and would value more interaction on site with the safety team.</p> <p>The facility should ensure that they have up to date safety procedures for tasks, in addition should run emergency drills and ensure they are recorded.</p>
<b>Coolbellup Library &amp; Hub</b>	<b>Minor Issues</b>	<p>Staff at Coolbellup library indicated that they feel isolated and would benefit from interaction from the WHS Team.</p> <p>In addition they can at times have a number of anti-social behaviour issues with members of the public. Workers indicated that it has been number of years since they had training to assist them in dealing with difficult behaviours.</p> <p>In addition to the physical hazards, it was identified that there are a number of Psychosocial hazards. These relate to work design, work demands, resourcing, and a lack of leadership and support.</p> <p>There was a table &amp; chairs located in front of emergency exit in the children's section, this should be relocated, to ensure egress is not blocked.</p> <p>The location has not conducted emergency drills for some time. These should be scheduled, observed and recorded.</p> <p>Positive feedback was received on the role of Co-Safe</p>
<b>Jean Willis Centre</b>	<b>Minor Issues</b>	<p>There were no significant hazards identified at the Jean Willis Centre.</p> <p>The bathroom should not be used as a storage area – this was discussed with the participant of the audit and will be addressed.</p> <p>Processes and procedures should be updated to reflect current legislation.</p> <p>Workplace inspections should be conducted and recorded, included emergency drills.</p>

Overall observations by the assessor are that there is a lack of direction & accountability when it comes to safety.

Since the last assessment in 2019 there seems to have been little movement in the safety space.

In 2019, feedback from workers was that we are doing more with less people. The feedback appears to be the same 3yrs later.

In addition there has been significant organisational changes at the City, which has also impacted staff.

Psychosocial hazards may result in Psychological claims in the future, which will in turn impact the organisation and other workers.

When we look at what are some Psychosocial Hazards, these include the following; all were observed during the safety assessment.

Poor Leadership	Poor or no policies and procedures
Work demands	Low Level of control
Inadequate Support	Lack of Role Clarity
Lack of Change Management	Fatigue & Burnout

The City are also lacking some of the basic safety fundamentals.

- Workplace Inspections
- Emergency management Drills
- Safety Observations/Conversations
- Verification & Checking – All workers
- Take 5's, Pre-Starts
- Toolbox Meetings
- Lack of Implemented Safe work procedures, JSA, & Risk assessments
- Lack of Contractor Management (procedures, and verification)
- Lack of implementation of permit to work system
- Management involvement in Injury Management

Whilst the WHS Team have some influence within these areas, the above indicates a lack of responsibility and accountability at all levels.





## NEXT STEPS

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Step 2 of the *3 Steps to Safety* program involves the City of Cockburn developing an Action Plan to address any outcomes assessed as *insufficient*, *ad hoc* and *unsatisfactory*.

Once the Action Plan is developed, it should be provided to the Assessor to ensure that the actions proposed will address the criteria and drive continuous improvement.

LGIS, through the People Risk Team, is available to provide ongoing assistance during the development of the Action Plan, and thereafter to assist the City of Cockburn to continuously improve their performance.

## ACKNOWLEDGEMENTS

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LGIS would like to thank the City of Cockburn for their hospitality during the assessment. This appreciation is extended to all personnel who were involved in the activity who made themselves available or prepared and presented documents.



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Safety Improvement Plan

1.0 Management Commitment					
Element	Description	Current Status	Action Item	Theme	Action Item Status
1.1	There is a documented safety and health policy that is reviewed on a regular basis.	Unsatisfactory	1.1.1 Safety and health policy to be reviewed, updated and presented to ExCo for endorsement.	WHS Management Framework	Completed
			1.1.2 Endorsed safety and health policy is reviewed at least annually.	WHS Management Framework	Completed
1.2	The safety and health policy is available to workers, suppliers, contractors, customers and visitors to the workplace.	Ad Hoc	1.2.1 The endorsed safety and health policy is distributed and displayed at all City facilities, including being placed in City vehicles.	WHS Management Framework	Completed
			1.2.2 Endorsed Policy is communicated to all employees through "Message From the CEO"	Communication/Consultation	Completed
1.3	The organisation identifies and monitors safety and health legislation, standards, codes of practice, guidance notes, agreement and guidelines relevant to its operations.	Satisfactory	1.3.1 All People Leaders are advised, in writing, to subscribe to the WorkSafe (DMIRS) safety subscription.	Communication/Consultation	Completed
			1.3.2 A member of the safety team is nominated as the lead for the provision of Safety Alerts to the business. Utilising the subscription to WorkSafe, the WHS team member will assess updates and distribute to relevant areas to ensure that they are appropriately informed.	Communication/Consultation	Completed
1.4	There is a process that makes all parties aware of and accountable for identifying, monitoring and managing their safety and health risks and responsibilities.	Insufficient	1.4.1 Roles and responsibility training is coordinated for all ExCo, SLT and People Leaders.	Education and Induction	Completed
			1.4.2 All Employees are accountable for Safety and this forms part of their annual performance appraisal.	Accountability	Completed
1.5	The organisation coordinates safety management activities.	Insufficient	1.5.1 In consultation with stakeholders, the WHS team will create an annual calendar of events to be coordinated across the entirety of the business. Calendar of events will include toolbox topics and safety and health programs.	Process Improvement	Completed

1.6	Financial and physical resources are provide for all aspects of safety and health.	Insufficient	1.6.1 Management Budget clearly defines budget provision for WHS, including but not limited too, PPE, safety and health programs and training.	Process Improvement	Completed
1.7	All workers have sufficient time to complete safety and health related tasks.	Unsatisfactory	1.7.1 Development and implementation of a Communication and Consultation Policy that sets the minimum expectation for team meetings and toolbox meetings, including the setting of minimum standards of discussion items.	WHS Management Framework	Completed
			1.7.2 Development of inspection schedule, based on risk, for all relevant sites, including the nomination of the relevant officer who is accountable for undertaking the inspection as per the schedule.	Process Improvement	Completed
			1.7.3 Development and provision of training for relevant officers who will be accountable for the undertaking of inspections.	Education and Induction	Completed
			1.7.4 Development and provision of education for all employees in the process and importance of completing a Take 5, JSA and/or SWMS.	Education and Induction	Completed
1.8	Recommendations to improve safety and health risk management are acted upon.	Insufficient	1.8.1 Corrective actions are assigned as part of investigations and hazard reporting and are followed up and documented.	Accountability	Completed
			1.8.2 WHS Committee discusses any issues or barriers that have been experienced and these are addressed, feedback provided and an outcome documented as part of the meeting minutes.	Communication/Consultation	Completed

2.0 Planning					
Element	Description	Current Status	Action Item	Theme	Action Item Status
2.1	The organisations approach to safety and health management is planned and reviewed in consultation with senior management at least annually.	Unsatisfactory	2.1.1 Develop Safety Management Plan, in consultation with stakeholders, that sets clear priorities and targets for Workplace Health and Safety at the City.	WHS Management Framework	Completed
			2.1.2 Report to ExCo on progress of Safety Management Plan priorities and targets on a quarterly basis.	Accountability	In Progress
			2.1.3 Provide performance data in relation to safety, including present date metrics and comparisons to previous years.	Accountability	Completed
2.2	Specific safety and health objectives and measurable targets have been established for relevant functions and levels within the organisation.	Unsatisfactory	2.2.1 Creation of high level safety objectives in relation to consultation, hazard management, supervision and training which are reported on at ExCo quarterly.	Accountability	Completed
			2.2.2 Inclusion of objectives and priorities in the Safety Management Plan to reflect the commitment and accountability in relation the safety, health and wellbeing	Accountability	Completed
2.3	Arrangements are in place for people with special needs.	Unsatisfactory	2.3.1 Creation of risk based pre-employment medical program for new starters	Process Improvement	Completed
			2.3.2 Review and updated fitness for work procedure, including applicable letter templates, to ensure WHS and HR compliant process	WHS Management Framework	Completed
			2.3.3 Engage external party to review and update job dictionaries to ensure that these are up to date and fit for purpose	Process Improvement	Completed
2.4	Arrangements for visitors to the workplace are in place.	Insufficient	2.4.1 There is an established and documented process for visitors at each City facility to ensure that there is consistency in the approach and risk is mitigated.	Process Improvement	In Progress
2.5	Policies and procedures for engaging and managing contractors are in place.	Unsatisfactory	2.5.1 Internal process is established within the Procurement process to ensure that contract owners ensure contractors have the required workplace health and safety protocols in place prior to contracts being awarded and commenced.	Process Improvement	Completed



			2.5.2 Establishment and implementation of Contractor Management Procedure.	WHS Management Framework	In Progress
			2.5.3 Contract owners are provided with education relating to contractor management and understand their roles and responsibilities in relation to this.	Education & Induction	In Progress
2.6	Potential emergency situations have been identified and relevant emergency procedures are in place.	Ad Hoc	2.6.1 Development and implementation of Emergency Management Procedure including the provision of drawings for facilities.	Process Improvement	Completed
			2.6.2 Ensure all Chief Wardens and Wardens are trained in line with legislation, including quality of training and timeframes.	Process Improvement	Completed
			2.6.3 Develop and implement drill schedule for all facilities and liaise with Chief Wardens to ensure that these are occurring.	Process Improvement	Completed
2.7	The organisation's procedures, work instructions and work practices reflect current safety and health legislation, standards, codes of practice, guidance materials, agreements and guidelines.	Insufficient	2.7.1 Creation of WHS Management Framework that delivers all required procedures, guidelines and education to ensure compliance with WHS legislation and regulation.	WHS Management Framework	Completed
			2.7.2 Review all current procedures, guidelines and education to ensure compliance with current legislation.	WHS Management Framework	Completed
			2.7.2 Development, implementation and delivery of documentation that is identified as a short coming through a gap analysis process after the development of the Framework.	WHS Management Framework	In Progress
2.8	All workers have access to current legislation, standards, codes of practice, guidance notes, agreements and guidelines that impact upon their activities.	Insufficient	2.8.1 Undertake review of Safety and Emergency Management intranet page to ensure current and fit for purpose information is obtainable for employees.	Communication/Consultation	Completed
			2.8.2 Undertake a review to ensure that all SDS's are up to date and easily obtainable.	Process Improvement	Completed
			2.8.3 Ensure that all City vehicles and work places have a contact list for WHS team members, relevant Chief Wardens, relevant Fire Wardens, designated first aid officers and health and safety representatives.	Communication/Consultation	Completed

2.9	The organisation and individuals satisfy legal requirements to undertake specific activities, perform work or operate equipment.	Satisfactory	2.9.1 Education provided in relation to the importance of not undertaking roles that Employees have not been trained to undertake or in circumstances where they do not have the required licences, tickets or accreditations.	Education & Induction	Completed
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3.0 Consultation and Reporting					
Element	Description	Current Status	Action Item	Theme	Action Item Status
3.1	There are agreed procedures for involvement and consultation with workers on safety and health issues.	Insufficient	3.1.1 Develop and implement Communication and Consultation Procedure to set the minimum expectation around communication, consultation and issues handling.	WHS Management Framework	Completed
			3.1.2 Communicate Communication and Consultation Procedure through induction for Employees and People Leaders, WHS Committee Meeting and Toolbox/Team Meetings.	Education & Induction	Completed
3.2	Consultative arrangements are communicated to workers and are well understood.	Insufficient	3.2.1 Communicate Communication and Consultation Procedure through induction for Employees and People Leaders, WHS Committee Meeting and Toolbox/Team Meetings.	Education & Induction	Completed
3.3	Workers or their representatives are involved in planning processes for the management of safety and health at the workplace.	Unsatisfactory	3.3.1 Develop and implement WHS Plan that clearly sets our objectives and targets.	Accountability	Completed
			3.3.2 Ensure that objectives and targets set out in WHS Plan are communicated through the WHS Committee Meetings, with the expectation that representatives bring Employee feedback back for discussion and that this discussion is documented.	Communication/Consultation	Completed
3.4	Workers or their representatives are consulted regarding proposed changes to their work environment, processes or procedures and purchasing decisions that could affect their safety and health.	Ad Hoc	3.4.1 In instances where the City is making modification to a work environment, Employees must be involved and any feedback or discussion recorded as consultation. This includes the purchasing of new equipment or revision of JSA's.	Communication/Consultation	Completed
3.5	Workers or their representatives are consulted regarding management of hazards in the workplace.	Ad Hoc	3.5.1 There is a documented process for providing feedback to workers in relation to identified hazards and how these will be mitigated. Hazard management reports should also be communicated to the WHS Committee and into the hazard report within the system.	WHS Management Framework	Completed

3.6	There are arrangements in place for the acquisition, provision and exchange of safety and health information with external parties, including customers, suppliers, contractors and relevant public authorities.	Unsatisfactory	3.6.1 Assessment of the current procurement process to ensure that engaged contractors have the relevant safety mechanisms in place to mitigate risk.	Process Improvement	Completed
			3.6.2 Employees who are contract owners are provided with education in relation to procurement process to ensure that they understand contractor management.	Education and Induction	Completed
3.7	Consultative and reporting arrangements are regularly evaluated and modified where required.	Unsatisfactory	3.7.1 The Communication and Consultation Procedure should be reviewed on an annual basis, with channels being assessed for effectiveness and this being reported back to the WHS Committee.	WHS Management Framework	Completed
			3.7.2 A Safety Pulse Survey is conducted in order to identify areas of improvement in relation to consultation and communication.	Accountability	Completed

4.0 Hazard Management					
Element	Description	Current Status	Action Item	Theme	Action Item Status
4.1	Requirements for reducing risks are understood by management and workers.	Ad Hoc	4.1.1 Development and implementation of education in relation to hazard identification and risk management, ensuring that Employees and People Leaders are informed and are aware of their obligations and also how to undertake this process.	Education and Induction	Completed
4.2	Work environments are regularly inspected and hazards are identified.	Insufficient	4.2.1 Develop and implement inspection schedule, based on risk, for each City facility in which Employees are based. Relevant officers/HSR are to provide reports back to the WHS team to document that inspections have occurred.	Process Improvement	Completed
4.3	Work activities are analysed and hazards identified.	Insufficient	4.3.1 Risk assessments are undertaken prior to the commencement of all relevant tasks. Hazards are identified and mitigated. Take 5 assessments are to be spot checked by supervisors and WHS team.	Accountability	Completed
4.4	Risk assessments are undertaken on identified hazards.	Insufficient	4.4.1 Risk assessments are to be completed as and when required, with no expectations. WHS team will conduct spot checks to ensure that these are occurring and reporting back when it is not.	Accountability	Completed
4.5	Hazards are prioritised and controlled using the hierarchy of controls and having regards to the identified level of risk.	Insufficient	4.5.1 The City has a risk register.	Accountability	Completed
4.6	The effectiveness of hazard identification, risk assessment and risk control process is periodically reviewed and documented.	Unsatisfactory	4.6.1 There is a risk register that is reviewed and updated regularly, including risk mitigation strategies.	Accountability	Completed
4.7	Incidents, injuries and diseases are reported and investigated.	Satisfactory	4.7.1 Incidents are investigated, with investigation format being based on escalation, and these are clearly documented. Any corrective actions are recorded and followed up.	Accountability	Completed

5.0 Training and Supervision					
Element	Description	Current Status	Action Item	Theme	Action Item Status
5.1	An induction program is in place for all workers and contractors, providing relevant safety and health information and instruction.	Insufficient	5.1.1 Development and implementation of safety induction for Employees and People Leaders, ensuring that roles, responsibilities, accountability and process is clearly communicated.	Education and Induction	Completed
			5.1.2 Ensure that newly developed inductions are rolled out to all current Employees and People Leaders in addition to new starters.	Education and Induction	Completed
5.2	All management and supervisory personnel have received training in safety and health management principles and practices appropriate to their roles and responsibilities.	Satisfactory	No action needed		LGIS agreed no action required
5.3	The organisation has identified the training needs of all workers.	Exemplary / Proficient	No action needed		LGIS agreed no action required
5.4	Tasks are allocated according to capability, level of training and supervision of workers.	Satisfactory	No action needed		LGIS agreed no action required
5.5	Training is delivered by people with appropriate knowledge, skills and experience.	Satisfactory	No action needed		LGIS agreed no action required
5.6	The training program is evaluated and reviewed.	Satisfactory	No action needed		LGIS agreed no action required
5.7	Supervision is undertaken by people with appropriate safety and health knowledge, skills and experience.	Satisfactory	No action needed		LGIS agreed no action required

## 15.2 Expenditure Review Committee Meeting – 19/03/2024

### 15.2.1 Budget Amendments for the FY 24 Municipal Budget

**Executive** A/Chief Financial Officer

**Author** A/Head of Finance

**Attachments** N/A

#### Officer Recommendation/Committee Recommendation

That Council:

(1) AMENDS the FY24 Municipal Budget as detailed and summarised below:

Nature	Budget Surplus Impact \$
Operating Expenditure – Increase	\$70,346
Capital Expenditure - Decrease	-\$61,538
Capital Grants – Increase	-\$80,584
Transfers from Reserves – Decrease	\$92,366
Net Budget Surplus – Decrease	-\$20,590
Current FY24 Budget Surplus	\$359,467
Revised FY24 Budget Surplus	\$338,877

### Background

The Expenditure Review Committee (ERC) is required to review amendments proposed to the City's Municipal Budget before being adopted by Council. This requirement is included under the Terms of Reference for the ERC.

### Submission

N/A

### Report

Several of the City's service units have requested budget amendments to support their operational and capital program delivery in FY24.

These include changes to the City's budgeted operating expenditure, capital expenditure, and net transfers from reserve, resulting in a net budgetary impact of a \$20,590 decrease in surplus.

The adjusted budget surplus remaining still provides Council with some capacity to fund any unplanned items during the remainder of the current financial year.

The table below provides details of the budget amendments submitted for consideration by the ERC and recommendation to the next Ordinary Council Meeting on 9 April 2024:

Description (Service Unit)	Expend. \$	Income \$	Reserves \$	Budget Surplus Impact
<b>SU511 - Environment Parks &amp; Streetscapes</b> [CW1746 - Bibra Lake Adventure Playground Shade Sails] Budget savings	-\$16,520			Nil
<b>SU511 - Environment Parks &amp; Streetscapes</b> [New CW - Beeliar community outdoor play area shade sail] emergency repairs to Beeliar Community centre outdoor area. Shade sail is required to be installed prior to new softfall installation	\$16,520			
<b>SU121 - Strategy and Integrated Planning</b> [OP4017 - 6200 - Major Strategic Review Program] Reduce Materials & Contracts (internally resourced)	-\$129,450			Nil
<b>SU121 - Strategy and Integrated Planning</b> [OP4017 - 6000/6100 - Major Strategic Review Program] Increase Employee Costs to cover project resourcing	\$129,450			
<b>SU514 - Waste Services</b> [OP9554 - Purchase Recycling Bins] Additional \$60K for purchase of bins to replenish stock	\$60,000		-\$60,000	Nil
<b>SU511 - Environment Parks &amp; Streetscapes</b> [OP7715 - Bibra Lake Adventure Playground operational maintenance] Reallocate budget savings	-\$5,000			Nil



Description (Service Unit)	Expend. \$	Income \$	Reserves \$	Budget Surplus Impact
<b>SU511 - Environment Parks &amp; Streetscapes</b> <i>[New OP - Karma Park - Hamilton Hill]</i> Park handed over early by developer	\$5,000			
<b>SU522 - Building &amp; Security Projects</b> <i>[CW4947 - Maraboo Island Anti Climb]</i> current budget \$463,599 Budget increase needed to cover contract award, internal project management costs, and project contingency (15%) (funded from c/fwd projects reserve)	\$187,878		-\$187,878	Nil
<b>SU523 - Civil Projects</b> <i>[CW6259 - Bakers Square - Court Resurface]</i> Project returning to the Planning cycle	-\$330,000		\$330,000	Nil
<b>SU321 - Recreation Services</b> <i>[New OP - Bakers Square court resurface]</i> Project planning costs	\$39,756		-\$39,756	
<b>SU512 - Civil Infrastructure</b> <i>[New CW - Wattleup Road 160m west of Pearse to 275m]</i> New project Wattleup Road, fully funded by Roads to Recovery Grant	\$80,584	-\$80,584		Nil
<b>SU221 - Technology</b> <i>[OP4118 - Cyber Vulnerability Management]</i> Expenditure was returned at mid-year review but not the associated reserve funding.			\$50,000	-\$50,000 reduction
<b>SU711 - People Experience</b> <i>[OP9226 - Investigation of Employees Grievances]</i> Additional funding to cover costs to date and for remainder of the year (original budget of \$20,000).	\$15,000			-\$15,000 reduction

Description (Service Unit)	Expend. \$	Income \$	Reserves \$	Budget Surplus Impact
<b>SU711 - People Experience</b> <i>[OP9062 - New Traineeship Scheme]</i> Return surplus funding not needed for remainder of year (total budget \$381,500).	-\$44,410			\$44,410 increase
<b>Depreciation Expense – Various Non-Cash Items</b> <i>[Furniture &amp; Equipment, Computer &amp; Electronic and Drainage]</i> Increased depreciation on various assets (including CCTV fleet)	350,000			Nil
<b>Accumulated Depreciation - Various Non-Cash Items</b> <i>[Furniture &amp; Equipment, Computer &amp; Electronic and Drainage]</i> Balancing item (Balance Sheet)	-350,000			
<b>TOTAL</b>	<b>\$8,808</b>	<b>-\$80,584</b>	<b>\$92,366</b>	<b>-\$20,590 reduction</b>

### Strategic Plans/Policy Implications

#### Listening & Leading

A community focused, sustainable, accountable and progressive organisation.

- Best practice Governance, partnerships and value for money.

### Budget/Financial Implications

The FY24 Municipal Budget currently contains a net budget surplus of \$359,467, as adopted at the February OCM.

The City's net budget surplus will decrease to \$338,877 with the adoption of the budget amendments recommended in this report.

An Absolute Majority of Council will be required to amend the FY24 Municipal budget.

### Legal Implications

N/A

### Community Consultation

N/A

**Risk Management Implications**

The budget amendments recommended assist the proper financial management of the City's Municipal Budget and support good governance practices at the City.

There is a low-level risk impact to the City's operational and budget performance (through increased budget variances) should Council not approve the budget amendments contained in this report.

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

N/A

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

Nil

**15.2.2 Multicultural Action Plan**

<b>Executive</b>	A/Chief of Community Services
<b>Author</b>	Head of Community Development and Services
<b>Attachments</b>	N/A

**Officer Recommendation/Committee Recommendation**

That Council:

- (1) DEFERS development of a Multicultural Action Plan (MAP) until Council has undertaken a review of existing strategies and plans.

**Background**

At the 14 December 2023 Ordinary Council Meeting, Cr Corke raised the following Notice of Motion:

That a report be brought to the March 2024 meeting of the Expenditure Review Committee looking at the need to creating a Multicultural Action Plan (MAP) for the City of Cockburn and detailing budgetary requirements for creating said Plan.

**Reason**

The City's Cultural Diversity Plan ran out in 2021. One strategy from that Plan was to form a Multicultural Reference Group (MRG).

That Reference Group was formed one year ago but there is no Multicultural Action Plan to inform the MRG and the members of their role, and there are no defined actions or strategies for City staff working in this area.

The process has already started with a staff workshop taking place in September that was guided by three policy priorities from the state government MAP framework.

This workshop identified that the City's strategy framework should investigate the need for developing a MAP.

**Submission**

N/A

**Report**

The City is in the process of reviewing current strategies to consolidate its existing strategy documents and ensure consistent direction for any strategy documents developed by 30 June 2025, in consultation with Council.

It is recommended that the consideration for the creation of a Multicultural Action Plan (MAP) and budgetary requirements be considered within the planned strategy framework and program of work.

**Strategic Plans/Policy Implications**Community, Lifestyle & Security

A vibrant healthy, safe, inclusive and connected community.

- Accessible and inclusive community, recreation and cultural services and facilities that enrich our community.
- A safe and healthy community that is socially connected.

Listening & Leading

A community focused, sustainable, accountable and progressive organisation.

- Best practice Governance, partnerships and value for money.

**Budget/Financial Implications**

N/A

**Legal Implications**

N/A

**Community Consultation**

N/A

**Risk Management Implications**

There is a low risk to the City's brand should Council not endorse the recommendation.

There is a moderate risk to the administration not achieving its operational deliverables and corporate business plan objectives if Council decides an alternative resolution that doesn't include the appropriate funding and resourcing.

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

N/A

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

Nil

## **16. Committee Minutes**

### **16.1 Audit Risk and Compliance Committee Meeting – 19/03/2024**

#### **Recommendation**

That Council:

- (1) RECEIVES the Minutes of the 19 March 2024 Audit Risk and Compliance Committee Meeting.

### **16.2 Expenditure Review Committee Meeting – 19/03/2024**

#### **Recommendation**

That Council:

- (1) RECEIVES the Minutes of the 19 March 2024 Expenditure Review Committee Meeting.

17. Motions of Which Previous Notice Has Been Given

17.1 Elected Member Professional Development Policy  
Elected Member Attendance at Events Policy  
Council Meeting Procedures Policy

Executive	Executive Governance and Strategy
Author	Manager Legal and Compliance
Attachments	1. WALGA Template - Professional Development Policy <a href="#">↓</a> 2. Department - Attendance at Events Policy <a href="#">↓</a> 3. Elected Member Professional Development Policy <a href="#">↓</a> 4. Attendance at Events Policy <a href="#">↓</a> 5. Council Meetings Procedures Policy <a href="#">↓</a>

RECOMMENDATION

That Council:

1. REFERS the review of the following policies to the June 2024 Governance Committee for recommendations to Council:
  1. Elected Member Professional Development; and
  2. Attendance at Events;
2. REQUESTS a review of the Policy Framework and Formal Introduction & Review of Council Delegated Authorities & Policies Policy in FY25 to the Governance Committee.

Background

Deputy Mayor Stone submitted the following Notice of Motion on 11 March 2024:

That Council:

Requests that the following policies come to the next GovCo for review:

- Elected Member Professional Development Policy
- Elected Member Attendance at Events
- Council Meeting Procedures

Reason

The Council would like to review these policies.

Submission

N/A



**Report**

Deputy Mayor Stone has requested a review of the three policies:

1. Elected Member Professional Development
2. Attendance at Events; and
3. Council Meeting Procedures.

In accordance with *Standing Orders 2016* clause 4.9(1)(c), a notion of motion must be accompanied by sufficient information to enable an officer's report to be prepared and included in the agenda of the meeting at which Council will consider the motion.

The following policies were amended by Council as detailed below:

1. Elected Member Professional Development Policy
2. Attendance at Events
3. Council Meetings Policy

It is recommended that the review of Elected Member Professional Development Policy and Attendance at Events Policy be referred to the Governance Committee, to allow for the reasons of the review to be determined and ensure officers can prepare a report to ensure informed decision making can occur.

**Elected Member Professional Development Policy**

Pursuant to s 5.128 of *Local Government Act 1995* (the Act), the local government must prepare and adopt a policy in relation to the continuing development of Elected Members.

The local government must comply with any prescribed requirements.

Changes to this Policy require an absolute majority vote of Council.

The mandatory requirement for a local government to have a continuing professional development policy was introduced as a result of amendments to the Act in 2019.

Those reforms also introduced a number of provisions regarding training for Elected Members.

The objective of these changes was to ensure Elected Members have the necessary training to understand and carry out their role.

This was proposed to be achieved through the introduction of universal training for candidates and Elected Members.

This consists of the following requirements:

- all candidates to complete an online induction prior to nominating for election
- all Council members to complete prescribed training within twelve months of being elected
- all local governments to prepare and adopt a Council Member Training Policy for ongoing professional development
- all local governments to annually report on the training completed by each Council member.

The changes also contained provision for a head of power for, if required in the future, regulations to introduce a penalty if a Council member fails to complete the prescribed training.

There is currently no penalty prescribed for failure to complete the prescribed training.

For relevance to this matter, the 2019 amendments introduced section 5.128 – Policy for continuing professional development.

This section requires a local government to prepare and adopt (via an absolute majority) a policy for the continuing professional development of Council members.

Subsection (1) places a requirement upon a local government to prepare and adopt a policy of continuing professional development to apply to council members.

Subsection (2) provides the local government with the power to amend the Policy (via an absolute majority).

Subsection (3) provides a head of power to prescribe certain requirements as to the form and content of the Continuing Professional Development Policy with which the local government must comply.

Subsection (4) places a requirement upon the Chief Executive Officer (CEO) to publish an up-to-date version of the Policy on the local government's official website.

Subsection (5) provides that a local government must review the Policy after each ordinary election and may review the Policy at any other time.

Council recently adopted substantive changes to the Elected Member Professional Development Policy, in consultation with the Department of Local Government, Sport and Cultural Industries, to address several recommendations as a result of the 2020 Inquiry into the City of Cockburn.

WALGA have prepared a model Council Member Continuing Professional Development Policy which can be considered as part of the review (refer Attachment 1).

The review of the Elected Member Professional Development Policy was forecast for the first half of 2024, as the Policy must be reviewed by Council following each Ordinary Election.

### **Attendance at Events**

Pursuant to s 5.90A of the Act, the local government must have a policy that deals with matters relating to the attendance of council members and the CEO at events, including:

1. The provision of tickets to events
2. Payments in respect of attendance
3. Approval of attendance by the local government and criteria for approval
4. Any prescribed matter

Prior to September 2022, the City did not have a compliant Attendance at Events Policy, which met the requirements of the legislative changes from 2019.

Elected Members are expected to make decisions in the best interests of their community. To do this, they must consider each issue on its merits.

Decision-making could be influenced — or perceived to be influenced — in a number of ways, including through financial relationships, personal relationships and the receipt of gifts. The Act sets out requirements on Elected Members, CEOs and other employees to ensure transparency and accountability in decision-making.

Certain gifts received by Elected Members and CEOs are specifically excluded from the conflict-of-interest provisions (s 5.62(1B)), including a gift that is received in accordance with an Attendance at Events policy.

S 5.62(1B) expressly provides that a gift is an excluded gift if:

- (i) *the gift is a ticket to, or otherwise relates to the relevant person's attendance at, an event as defined in section 5.90A(1); and*
- (ii) *(ii) the local government approves, in accordance with the local government's policy under section 5.90A, the relevant person's attendance at the event;*

The effect of this provision is it will exclude the gift holder from the requirement to disclose an interest if the ticket is above \$300 and the donor has a matter before council in accordance with the Attendance at Events Policy.

Any gift received that is less than \$300 (either one gift or cumulative over 12 months from the same donor) also does not need to be disclosed as an interest. Receipt of the gift will still be required under the gift register provisions.

The purpose of the Policy is for the Elected Members to actively consider the purpose of and benefits to the community from Elected Members and the CEO attending events.

The Policy provides a framework for the acceptance of invitations to various events, clarifies who will pay for tickets or the equivalent value of the invitation.

The tickets should be provided to the local government and not individual Elected Members.

A ticket or invitation provided by a donor to an individual in their capacity as an Elected Member or CEO is to be treated as a gift to that person, unless the tickets or invitation is referred to the local government to be considered in accordance with the Policy.

The Department of Local Government, Sport and Cultural Industries provides the following guidelines for local governments developing an Attendance at Events Policy:

In developing the Policy, there are a number of matters which need to be considered. Principally, the Council needs to consider what the benefit to the community or local government is, in having members of Council or the CEO attend the event.

The Attendance at Events Policy is to enable Council members to attend events as a representative of Council without restricting their ability to participate in Council meetings. It is not intended to be used as a mechanism to avoid conflict of interest provisions where significant matters are likely to come before Council from the provider of the invitation.

While attending events is generally considered an important function for Council members and the CEO to represent the local government, if there are costs involved, especially significant costs, it can lead to criticism from the community for spending ratepayers' money if the tangible benefits are not identified. Similarly, if the Council is accepting tickets, including those as a result of sponsorship, there can be a perception of bias when matters affecting that organisation come before Council.

The Policy should consider the role that the person attending will have at the event - for example, speaking, giving an award or being a member of the audience - especially if there are significant costs associated with attendance. The community perception will be different for a person attending to undertake a specific role or function versus being a member of the audience.

Note that examples are provided in the legislation of what constitutes an event: concerts, conferences, functions and sporting events. This is not an exhaustive list and Councils should consider the full range of events that may be relevant to their local government, such as agricultural shows, field days, school awards nights and cultural events.

Areas for improvement which could be considered in the Governance Committee Review include:

- How many people are authorised to attend an event
- Approval process for free events vs paid events
- Any limitation on costs of paid events
- Who is responsible for the cost of attending (if any), including whether there is a requirement for the Elected Member or CEO to contribute to the cost (e.g. if attending with a guest/partner)
- Review of the events considered "pre-approved" events
- Authorisation of events in advance.

Changes to this Policy require an absolute majority of Council.

The Department has prepared a template Attendance at Events policy for guidance (refer Attachment 1).

**Council Meetings Procedures Policy**

The (then) Deputy Mayor Widenbar submitted the following Notice of Motion on 22 June 2023:

That Council:

- (1) REVIEWS the Council Meetings Policy, through the appropriate committee, within the three months of the Committee structure workshop being held on 22 June 2023. The review is to determine a pathway for the City to provide OCM agenda to Elected Members prior to the OCM agenda briefing session, and is to consider the following themes:
  1. OCM Briefing Guiding Principles
  2. Briefing Process
  3. Agenda Contents
  4. Agenda Distribution.

Our current OCM agenda briefing process is no longer best practice and is not providing the most efficient utilisation of Exec and EM effort.

This is shown by the continued poor attendance, the short duration, as well as the number of late questions and alternatives. I believe we need to go back to the drawing board on our OCM briefing process to ensure that as a council we are making informed strategic decisions.

In response to the Notice of Motion from Cr Widenbar (then Deputy Mayor), the Council resolved on 14 September 2023:

That Council:

- (1) REVIEWS the Council Meetings policy within six (6) months of the commencement of the new Chief Executive Officer.

It was recognised at this time that the City's incoming CEO was to commence on 2 October 2023, and the OCM process is important, usually developed collaboratively between the Council and the CEO to best meet the collectively needs of the community, Council and the Administration.

The report from the 14 September 2023 decision of Council can be reviewed in consideration of the review by Council. Further, the Council Meetings Procedures Policy was reviewed and amended by Council on 14 December 2023.

This Policy has a report to the April Governance Committee, in actioning the Council resolution of 14 September 2023, and as it is already the subject of a review by Council, it is not recommended to be included in the review proposed.

**Policy Review Schedule**

- Elected Member Professional Development Policy - Adopted 14 September 2023, Review Date September 2025
- Elected Member Attendance at Events - Adopted 10 November 2022, Review date October 2024
- Council Meeting Procedures - Adopted 14 December 2023, Review date December 2025 (*will be presented to April Governance Committee pursuant to Council decision*).

Referral of the Review to the Governance Committee will assist officers in understanding the reasons for the review, to enable a report to be prepared for Council, to ensure informed decision making can occur.

The Policy review process should be subject to review through the Policy Framework and the Formal Introduction & Review of Council Delegated Authorities & Policies (the Policy) Policy. The Policy Framework was scheduled for a review in June 2023, however this has not been achieved due to operational limitations.

In order to support the timely review of policies, it is recommended that the Policy Framework be reviewed, with the Policy to allow the organisation to manage resources for the policy review process. Ad-hoc reviews are only recommended where required due to statutory or operational changes which impact the application of the policy.

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

A community focused, sustainable, accountable, and progressive organisation.

- Best practice Governance, partnerships and value for money.

**Budget/Financial Implications**

There are no budget implications from the recommendation in this report.

**Legal Implications**

*Local Government Act 1995*

S 5.590A Policy for Attendance at Events

S 5.128 Policy for Continuing Professional Development.

**Community Consultation**

N/A

**Risk Management Implications**

The local government is required to have a compliant Continuing Professional Development Policy and Attendance at Events Policy.

The recommendation in this report proposes the matter be referred to the Governance Committee to allow for the review process to be conducted in accordance with the Governance Committee Terms of Reference, as well as identify the objective of the review, to allow an adequate officer report to be prepared, and support informed decision making.

There is a nominal risk associated with the recommendation in this report, which is proposed for compliance with the adopted Terms of Reference for the Governance Committee and *Standing Orders 2016*.

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

N/A

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

Nil





# WALGA Template Council Member Continuing Professional Development Policy

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**WALGA Note:**

*WALGA provides this template policy as a **guide** for Local Governments. It includes suggested components and wording only. Local Governments should review this policy content and consider, develop and implement policy suitable to their operational requirements. Detailed commentary is provided to outline possible options, and should be deleted before policy adoption.*

**Remember:**

*Policy implementation is given effect through appropriate induction, ongoing training and operational procedures that evidence Council Members and Employees have been made aware of and are accountable for their obligations and responsibilities.*

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## Template Policy Commentary

As there is scope for a range of approaches to Continuing Professional Development, the following comments outline the approach taken in this Template Policy, and discusses matters for further consideration by Local Governments.

### Part 1 - Budget Allocations

Local Governments should consider how the budget for Continuing Professional Development will be structured. This Template Policy proposes an allocation for Council as a whole, as well as individual allocations for each Council Member. This ensures that each Council Member has equitable access to funding, and that the expenditure of funds on individual Continuing Professional Development is not to the detriment of Council Member Induction and Council Capacity Building. Local Governments may wish to consider whether to specify the allocation \$value amounts in the policy (subject to CPI increments annually).

This Template Policy is drafted on the basis that Mandatory Training will be funded from the group allocation, rather than from an individual Council Member's allocation. Local Governments may choose to take a different approach.

### Part 2 – Council Member Induction

The Department of Local Government, Sport and Cultural Industries (DLGSC) has produced an [Elected Member Induction Operational Guideline](#) that outlines the types of information that should be included in a Council Member induction program. Local Governments may wish to include further details of their induction program in this policy.

During the induction, Council Members could be informed of the Mandatory Council Member Training requirements and the options available for their participation in and completion of the training and assessments. Council Members could also be introduced to the Continuing Professional Development Policy, advised of the budgeted allocation, and invited to begin identifying their collective and individual development priorities.

An induction follow up session could be an opportunity for Council Members to provide feedback on the induction program, and identify collective priorities for further training, which can be addressed through Council Capacity Building. Local Governments may also wish to invite all Council Members to undertake a self-assessment to identify priorities for their individual Continuing Professional Development.

### Part 3 - Mandatory Council Member Training

This Template Policy is drafted to allow for two different approaches to Mandatory Council Member Training, and Local Governments should review and delete as applicable.

Local Governments may choose to conduct a procurement process to identify the most suitable/best value training provider and direct Council Members to nominate a delivery mode and time/date that is suitable. Local Governments may wish to arrange onsite delivery where a sufficient number of Council Members wish to complete training face to face. If considered relevant to Council as a whole, this could form part of the Council Capacity Building program.

Alternatively, Local Governments may allow Council Members to select their preferred training provider from the Department's approved providers.

#### **Part 4 - Council Capacity Building**

This Template Policy uses the term Council Capacity Building to refer to training and development completed by Council as a group. While each Council Member will have individual development needs and priorities, much training and development may be relevant to all Council Members. Training completed as a group allows Council Members to discuss and apply learning as they go, have a shared point of reference and build communication and relationships. In addition, it may be more cost effective and efficient for training to be delivered to Council as a whole.

WALGA recommends that Council Capacity Building becomes part of the regular informal meetings of Council held by many Local Governments. Depending on the resources and priorities of the Local Government, this could take the form of a presentation by a Planning Officer, a team building session delivered by an external facilitator, or a workshop on meeting procedures.

This Template Policy proposes that a Council workshop is held to develop a Capacity Building program, the delivery of which will be facilitated by the CEO. This workshop is an opportunity for Council to consider their collective strengths and weaknesses, and prioritise the areas for improvement in order to better function as a governing body, and better serve the community. This workshop may also be an opportunity to commence policy review (see Part 9 of this Template Policy), in order to ensure that it is fit for purpose, and aligns with the professional development needs and priorities of the Council.

#### **Part 5 – Continuing Professional Development**

This section of the Template Policy provides example generic criteria to define eligible continuing professional development. Based on their own resources and priorities, Local Governments may wish to modify these criteria, or include a list of specific topics or types of training that will be eligible.

##### *5.1 – Application and Approval*

A two tier system of approvals is provided in this section. Local Governments may wish to modify the circumstances in which a request may be approved by Council or the CEO. For example, Local Governments may wish to remove the reference New Zealand, so that any request to attend training outside of Australia is referred to Council for approval. Local Governments may also choose to address non-attendance or non-completion of Continuing Professional Development in this section. For example, by specifying that approval may be granted by resolution of Council where the Council Member has not completed requirements for previously approved Continuing Professional Development, or has failed to do so within a reasonable period.

##### *5.2 – Sharing of knowledge*

This Template Policy includes a requirement that Council Members who attend individual training or continuing professional development provide a report on their attendance. This allows insights and benefits gained through the training to be shared with all Council Members. In addition, the process of reviewing the training and considering its application to the Council Member role may

be helpful for the Council Member who attended the training. Local Governments may wish to specify the format and timing for the provision of attendee reports.

#### **Part 6 – Registration, Travel and Expenses**

##### *Expenses*

This Template Policy provides a possible approach to expenses. Local Governments may wish to revise with reference to their resources and any existing policies or processes dealing with travel, expenses and reimbursement.

The current WA Salaries and Allowances Tribunal Determination for Local Government CEOs and Elected Members can be accessed via the Tribunal [website](#). The 2020 Determination prescribes the application of the [Local Government Officers' \(Western Australia\) Interim Award 2011](#) in relation to reimbursement for use of a private vehicle, and the [Public Service Award 1992](#) in relation to other travel costs and accommodation expenses.

##### *Insurance*

This Template Policy includes a section based on generic information from LGIS regarding the standard inclusions of Local Government Corporate Travel Protection. Local Governments should contact LGIS to confirm the conditions of their protection policy, and for specific advice. In addition, as specified in the Template Policy, Council Members should ensure they are familiar with the conditions of the policy before travelling.

#### **Part 7 – Report on Training**

This section of the Template Policy is based on the requirements specified in s.5.127 of the *Local Government Act 1995*, as well as advice from DLGSC on the format and content of this report. If Local Governments choose to modify this section, they should confirm that the minimum requirements of s.5.127 are met.

#### **Part 8 – Council Member Commitment**

The Council Member Commitment is intended to emphasise the positive approach to Continuing Professional Development, and commit Council Members to ensuring that they and the Local Government get the best possible value from all training. This section also addresses communication of availability and cancellation.

Local Governments may wish to give further consideration to the way in which Council Members are supported to complete Continuing Professional Development, and management of situations where completion is not achieved within a reasonable period. This is also discussed in relation to 5.1 – Application and Approval, above.

#### **Part 9 – Policy Review**

As this Policy must be reviewed following each election, Council has the opportunity to ensure it reflects the needs, priorities, strengths and weaknesses of the current Council and the strategic direction of the Local Government.

While the policy should retain sufficient flexibility to deal with changing circumstances, it may be helpful to modify Part 6 to include particular examples of training or professional development that would be considered eligible.

# Council Member Continuing Professional Development Policy

## Policy Objective

To give effect to the <<Shire/ Town / City>>'s commitment to facilitate continuing professional development of Council Members, which enhances their knowledge and develops their skills, thus augmenting Council's capacity for well-informed decision-making and the provision of good government for our community.

This policy provides a framework to assist Council Members to identify and access relevant training and defines the expenses that will be paid by the <<Shire/ Town / City>>.

This policy supports compliance with sections 5.127 and 5.128 of the *Local Government Act 1995* (the Act), which require Local Governments to prepare and adopt a policy in relation to the continuing professional development of Council Members, and to provide annual reports on training.

## Policy Scope

This policy applies to Council Member training and continuing professional development, including mandatory training required under s.5.126 of the Act.

## Policy Statement

### 1. Budget Allocations

The <<Shire/ Town / City of XXXX>>Annual Budget will include:

#### a. Whole of Council Training and Development

An allocation for Council as a whole, to be used for:

- Council Member Induction, dealt with under Part 2 of this Policy;
- Mandatory Council Member Training, dealt with under Part 3 of this Policy, and
- Council Capacity Building, dealt with under Part 4 of this Policy.

#### b. Council Member Professional Development

An allocation for each Council Member to be used for individual Continuing Professional Development, as specified under Part 5 of this Policy. Council Members may select training and professional development to be funded from this allocation, subject to approval in accordance with this Policy.

Unexpended allocations at the end of a financial year will not be carried forward to the next financial year.

Any professional development proposal that exceeds an individual Council Member's allocation will be referred for Council decision. Alternatively, the Council Member

may choose to privately fund any shortfall. This will not be eligible for reimbursement from a future budget allocation.

## 2. Council Member Induction

Following each election, the <<Shire/ Town / City of XXXX>> will conduct a comprehensive induction program, providing newly elected Council Members with information that will support them to understand Council Member roles and responsibilities; legislative obligations; personal responsibilities; and strategic direction of the Local Government. Continuing/previously elected Council Members are encouraged to participate in nominated elements of the induction program, to assist in fostering a team culture and to refresh their understanding.

## 3. Mandatory Council Member Training

Council Members are required to complete the Council Member Essentials Course within 12-months from the day on which they are elected, unless exempt under Regulation 36 of the *Local Government (Administration) Regulations 1996*. Council Members should confirm with the Chief Executive Officer whether they are eligible for an exemption.

The <<Shire/ Town / City of XXX>>'s preferred provider is [specify provider], and course delivery is available [delivery modes, options]. Council Members will be provided with enrolment options and the <<Shire/ Town / City>> will coordinate bookings and arrangements to implement their selection.

[OR

The <<Shire/ Town / City >> will provide newly elected Council Members with information on training options from which the Council Member may select according to their preferred delivery mode and availability. The <<Shire/ Town / City>> will make the necessary arrangements for enrolment. ]

Where a majority of Council Members would prefer face to face training, the <<Shire/ Town / City>> may arrange on-site delivery and may coordinate this in cooperation with neighbouring Local Governments to achieve cost savings.

Council Members who are not yet required to complete the Mandatory Training may still choose to participate, with associated costs attributed to the Whole of Council Training and Development budget allocation.

## 4. Council Capacity Building

Within [a reasonable period/3 months/6 months] after an election, a Council Workshop will be convened to enable Council Members to collaboratively develop a program of Council Capacity Building.

The program developed at the workshop will form the basis for regular training provided to all Council Members as a group, to encourage Council to focus on continuous improvement in its function as a governing body and to address the outcomes set out in Part 6 of this policy.

The CEO will coordinate training in accordance with the agreed program, with details of dates and delivery modes to be determined in consultation with Council Members.

## 5. Continuing Professional Development

### Formats

Eligible Continuing Professional Development formats include, but are not limited to:

- Short courses;
- Training courses;
- Workshops;
- Seminars;
- Conferences;
- Formal qualifications, or individual units or modules as components of formal qualifications; and
- Membership of professional development organisation, where the membership incorporates access to Continuing Professional Development.

### Providers

Continuing Professional Development should be delivered by industry recognised training providers, peak bodies or professional organisations.

### Outcomes

In order to be eligible for approval under this policy, Continuing Professional Development must be relevant to the role of a Council Member, and offer demonstrable benefit to the Council as a governing body, the <<Shire/ Town / City >> as an organisation, and the broader community.

This includes Continuing Professional Development that:

- Enhances the understanding of Council Member roles and responsibilities, and/or the role and function of Local Government;
- Assists Council Members to develop knowledge and skills in relation to the strategic objectives of the <<Shire/ Town / City >>;
- Enables Council Members to further develop personal and professional skills necessary for excellence in performance of the Council Member role; or
- Supports Council Members in developing and maintaining positive and healthy communication, team culture and relationships, to facilitate excellent teamwork to achieve outcomes that deliver good government for the <<Shire/ Town / City >> community.



Eligible Continuing Professional Development activities include:

- WA Local Government Association Council (WALGA) and Australian Local Government Association (ALGA) conferences.
- Special 'one off' conferences called for or sponsored by WALGA and/or ALGA on important Local Government issues.
- Annual conferences of the major professions in Local Government and other institutions of relevance to Local Government activities.
- Other Local Government-specific training courses, workshops and forums, relating to the outcomes listed above.
- Training relevant to the outcomes listed above offered by accredited organisations.
- Conferences, training, workshops or seminars that address the initiatives and projects identified in the <<Shire/ Town / City >>'s Strategic Community Plan, Corporate Business Plan or other strategic documents.

Council Members are encouraged to identify and share relevant Continuing Professional Development opportunities with Council and the CEO. The CEO will also identify and inform Council Members of relevant opportunities.

### 5.1 Application and Approval

#### Request for approval

Council Members who wish to attend training or professional development may make application by providing the following details to the CEO in writing:

- a) Course or event title, provider or organiser name, location and date;
- b) Copy of, or link to program, course outline or other summary of content;
- c) An outline of the anticipated benefits of attendance, with reference to the eligibility criteria in this policy; and
- d) Total estimated costs including accommodation, travel and sundry expenses.

Applications, including all required details, are to be submitted in reasonable time for registration. Where possible, the <<Shire/ Town / City >> will seek to take advantage of reduced prices for early registration.

#### Approval

Approval for Council Member attendance may be granted by:

- (a) the Chief Executive Officer where the:
  - (i) application complies with this policy;
  - (ii) event is to be held within Australia or New Zealand; and
  - (iii) the Council Member has sufficient funds available in their professional development allocation to meet all costs of attendance.
- (b) resolution of Council where the:
  - (i) application has been refused by the Chief Executive Officer;
  - (ii) application does not comply with this policy;
  - (iii) estimated costs of attendance exceed the available balance of the Council Member's annual professional development allocation; or
  - (iv) event is to be held outside of Australia or New Zealand.

**Limitations**

Training and continuing professional development is for the purpose of enhancing a Council Member's performance of their role. Therefore, in some instances, approval may not be granted where attendance conflicts with scheduled Council or Committee meetings (i.e. a meeting where important strategic decisions are required or where the meeting may lack a quorum), unless Council has otherwise resolved.

Where attendance at a particular training or professional development event would require an extended absence, no more than two Council Members may attend, unless Council has otherwise resolved.

Approval will not be granted for training or continuing professional development that is scheduled to occur in the last six months of a Council Member's term of office.

**5.2 Sharing of knowledge**

In order to realise the maximum benefit for the <<Shire/ Town / City >>, Council Members will provide a report on their attendance, key features and benefits of the training or professional development within [one month/a reasonable period] after completion. Council Members may include ideas and innovations identified through the professional development for discussion at future Council Member workshops, where the matter relates to the <<Shire/ Town / City >>'s strategic objectives.

Knowledge sharing may be provided as a presentation or verbal update to an informal Council workshop, or a written report provided to the Chief Executive Officer and circulated to all Council Members. Where relevant, copies of resources obtained at the event may also be provided to the Chief Executive Officer for circulation to all Council Members.

**6. Registration, travel and expenses**

The <<Shire/ Town / City >> will be responsible for the costs associated with training or professional development approved in accordance with this policy, as detailed in this section.

**Event Registration and Bookings**

Travel, registration fees and accommodation are to be arranged directly by the <<Shire/ Town / City >> administration.

Council Members are not to pay such costs and seek reimbursement, except in the case of an emergency or unique circumstances and subject to the Chief Executive Officer's prior approval.

**Travel**

Where travel is involved, the actual costs of travel to and from the event venue are to be met by the <<Shire/ Town / City >> in accordance with the current WA Salaries and Allowances

Tribunal Determination for Local Government CEOs and Elected Members (the Determination).

Travel arrangements are to be by the most cost effective and reasonably convenient mode.

Air travel is to be by Economy Class at a time that is convenient to the Council Member. As far as is practicable, tickets will be purchased well in advance, and take advantage of available discount fares.

A Council Member may seek approval to travel within Western Australia by private motor vehicle and be reimbursed for vehicle costs in accordance with the Determination. Approval may only be granted where the cost is approximately equivalent to the most cost effective mode of travel.

A Council Member may choose to upgrade the mode of travel, however additional costs incurred are to be paid to the <<Shire/ Town / City >> by the Council Member before the <<Shire/ Town / City >> confirms the booking/s.

#### **Registration**

Registration fees may include, where applicable, event registration, conference program dinners, technical tours and accompanying workshops identified within the event program.

#### **Accommodation**

Reasonable accommodation will be booked for the Council Member for a room at or in close proximity to the event venue and within the expenditure limitations prescribed in the Determination.

If it is not reasonable to expect travel to occur on the day of the event, the booking may allow for arrival the day prior to commencement, and departure the day following the close of the event.

A Council Member may choose to upgrade their accommodation standard or extend their visit for personal reasons, however additional costs are to be paid to the <<Shire/ Town / City >> by the Council Member (including any additional associated or travel costs) prior to the <<Shire/ Town / City >> confirming the booking.

#### **Loyalty Program and Reward Points**

Council Members are not to obtain personal benefit from expenditure of <<Shire/ Town / City >> funds and must not claim personal frequent flyer or accommodation loyalty points for air travel or accommodation paid for by the <<Shire/ Town / City >>.

#### **Meals and Incidental Expenses**

Funding for meals and incidental expenses is to be provided in accordance with the Determination.

Meal expenses are to be interpreted as reasonable expenses incurred for the purchase of breakfast, lunch and dinner where these meals are not provided at the event or in travel. When meals are included and have been paid for as part of the registration fee or accommodation costs, claims for alternative meals at venues other than the event will not to be paid by the <<Shire/ Town / City >>.

Incidental taxi, economy ride share or public transport modes of transport (i.e. to / from airport, event venue) may be claimed for reimbursement on submission of receipts.

In lieu of reimbursement, Council Members may request a cash advance prior to departure. This is conditional upon the Council Member providing a written acquittal and supporting receipts to the CEO within 7 days of return from travel. If a Council Member fails to provide a reasonable and satisfactory acquittal inclusive of unspent funds, the value of the un-acquitted funds will be incurred as a debt invoiced to the Council Member.

#### **Travel Insurance – Intrastate, Interstate and International**

Subject to policy wording and conditions, Council Members are covered by the <<Shire/ Town / City >>'s corporate travel protection for the duration of their travel relevant to attendance at the approved event, including any incidental private travel taken either side or during the event.

Council Members should review the conditions of the <<Shire/ Town / City >>'s corporate travel protection policy and member certificate to determine whether it is adequate for their personal needs and circumstances, and so that the <<Shire/ Town / City >> and/or the Council Member can make any necessary alternative arrangements.

#### **Accompanying persons/entertainment costs**

Council Members are responsible and will be required to pay all costs associated with an accompanying person attending an event (including conference dinners and functions).

The <<Shire/ Town / City >> may coordinate accompanying person bookings and registrations for travel, accommodation and the event / function, with costs incurred to be paid to the <<Shire/ Town / City >> by the Council Member prior to the <<Shire/ Town / City >> confirming the booking/s.

#### **Booking Change / Modification Costs**

Costs incurred for changing or modifying a booking for travel or accommodation, where the change or modification is:

- a. At the request of the Council Member, are to be paid by the Council Member; or
- b. A requirement or for the convenience of the <<Shire/ Town / City >>, are to be paid by the <<Shire/ Town / City >>.

#### **Cancellations**

Costs incurred for cancellation of registration, travel or accommodation, where the cancellation is:

- a. At the request of the Council Member, are to be attributed to the Council Member's individual allocation; or
- b. A requirement or for the convenience of the <<Shire/ Town / City >>, are to be paid by the <<Shire/ Town / City >>.

## 7. Report on training

The <<Shire/ Town / City>> is required to produce a report detailing the training completed by Council Members during each financial year, in accordance with s.5.127 of the Act.

The report will include the following details of both mandatory training and continuing professional development completed by Council Members:

- Name of Council Member;
- Date of election;
- Whether the Council Member is required to complete Mandatory Training, and if applicable, the due date for completion and date of completion;
- Title of each training course or module completed or event/conference attended;
- The date attended or completed;
- The training provider or event/conference organiser;
- The cost of attendance; and
- Location of the training or event.

The report will be provided to Council Members for their information, before being published on the <<Shire/ Town / City>>'s website within one month of the end of the financial year.

## 8. Council Member Commitment

Council Members are committed to:

- a. Take a positive approach to identifying opportunities for improvement and professional development.
- b. Prepare for, participate in and complete professional development and training approved/booked under this policy.
- c. Apply the benefits of professional development to fulfilling their Council Member role, including by sharing their knowledge with other Council Members.
- d. Make reasonable efforts to confirm their availability, or otherwise, to the CEO before booking deadlines.
- e. When requested, advise the CEO of alternative dates / times that they would be available to facilitate their participation in training.
- f. Advise the CEO, at the earliest opportunity, if they are unable to attend planned / booked training. Where training costs are unable to be refunded, applicable costs will be debited to the individual Council Member's allocation.

## 9. Policy Review

In accordance with s.5.128 of the Act, this policy will be provided for Council's review following each ordinary election. The <<Shire/ Town / City>> will ensure the policy review occurs within the first 12-months following each ordinary election.

Document Control Box							
Document Responsibilities:							
Owner:	[insert Position Title]			Owner Business Unit:	[insert Unit Title]		
Reviewer:	[insert Position Title]			Decision Maker:	Council		
Compliance Requirements:							
Legislation:	Sections 5.126, 5.127 and 5.128, <a href="#">Local Government Act 1995</a> Regulation 36, <a href="#">Local Government (Administration) Regulations 1996</a> .						
Other:							
Organisational:							
Document Management:							
Risk Rating:		Review Frequency:	[Biennial-following election]	Next Due:	[20##]	Records Ref:	[CP####]
Version #	Decision Reference:	Synopsis:					
1.	[decision date / TRIM Ref]	[brief description of the adoption / changes approved]					
2.							

# Attendance at Events – template policy

## Introduction

Section 5.90A of the *Local Government Act 1995* provides that a local government must prepare and adopt an Attendance at Events policy.

This policy is made in accordance with those provisions.

## Purpose

This policy addresses attendance at any events, including concerts, conferences, functions or sporting events, whether free of charge, part of a sponsorship agreement, or paid by the local government. The purpose of the policy is to provide transparency about the attendance at events of council members and the chief executive officer (CEO).

Attendance at an event in accordance with this policy will exclude the gift holder from the requirement to disclose an interest if the ticket is above \$300 and the donor has a matter before council. Any gift received that is less than \$300 (either one gift or cumulative over 12 months from the same donor) also does not need to be disclosed as an interest. Receipt of the gift will still be required under the gift register provisions.

## Legislation

### 5.90A. Policy for attendance at events

- (1) In this section —  
**event** includes the following —
  - (a) a concert;
  - (b) a conference;
  - (c) a function;
  - (d) a sporting event;
  - (e) an occasion of a kind prescribed for the purposes of this definition.
- (2) A local government must prepare and adopt\* a policy that deals with matters relating to the attendance of council members and the CEO at events, including —
  - (a) the provision of tickets to events; and
  - (b) payments in respect of attendance; and
  - (c) approval of attendance by the local government and criteria for approval; and
  - (d) any prescribed matter.

\* Absolute majority required.

- (3) A local government may amend\* the policy.  
\* Absolute majority required.
- (4) When preparing the policy or an amendment to the policy, the local government must comply with any prescribed requirements relating to the form or content of a policy under this section.
- (5) The CEO must publish an up-to-date version of the policy on the local government's official website.

## Provision of tickets to events

### 1. Invitations

- 1.1 All invitations or offers of tickets for a council member or CEO to attend an event should be in writing and addressed to the [Click or tap here to enter text.]
- 1.2 Any invitation or offer of tickets not addressed to the [Click or tap here to enter text.] is not captured by this policy and must be disclosed in accordance with the gift and interest provisions in the Act.
- 1.3 A list of events and attendees authorised by the local government in advance of the event is at Attachment A.

### 2 Approval of attendance

- 2.1 In making a decision on attendance at an event, the council will consider:
  - a) who is providing the invitation or ticket to the event,
  - b) the location of the event in relation to the local government (within the district or out of the district),
  - c) the role of the council member or CEO when attending the event (participant, observer, presenter) and the value of their contribution,
  - d) whether the event is sponsored by the local government,
  - e) the benefit of local government representation at the event,
  - f) the number of invitations / tickets received, and
  - g) the cost to attend the event, including the cost of the ticket (or estimated value of the event per invitation) and any other expenses such as travel and accommodation.
- 2.2 Decisions to attend events in accordance with this policy will be made by simple majority or by the CEO in accordance with any authorisation provided in this policy.

Guidance Note: If the local government is proposing to provide authorisation to the CEO to determine matters in accordance with this policy, then it will be necessary for the policy statement to include specific principles / criteria by which the CEO may make such determinations.

## 3 Payments in respect of attendance



- 3.1 Where an invitation or ticket to an event is provided free of charge, the local government may contribute to appropriate expenses for attendance, such as travel and accommodation, for events outside the district if the council determine attendance to be of public value.
- 3.2 For any events where a member of the public is required to pay, unless previously approved and listed in Attachment A, the council will determine whether it is in the best interests of the local government for a council member or the CEO or another officer to attend on behalf of the council.
- 3.3 If the council determines that a council member or CEO should attend a paid event, the local government will pay the cost of attendance and reasonable expenses, such as travel and accommodation.
- 3.4 Where partners of an authorised local government representative attend an event, any tickets for that person, if paid for by the local government, must be reimbursed by the representative unless expressly authorised by the council.

#### Attachment A – events authorised in advance

Event	Date of event	Approved Attendee/s	Approved local government contribution to cost	Date of council resolution or CEO authorisation
Example: Greater Westralia Regional Agricultural Ball	20 December 2019	<ul style="list-style-type: none"> <li>President Cr Brown and partner</li> <li>Deputy President Cr Green and partner</li> <li>CEO and partner</li> </ul>	6 tickets @ \$190 each  Total cost \$1,140	Ordinary Council Meeting 4 November 2019

Title	Elected Member Professional Development
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## Policy Type

Council

## Policy Purpose

To support Elected Members participation in professional development, as required under section 5.126 and 5.128(1) of the *Local Government Act 1995* (the Act) continued professional development that will improve their skills and knowledge is essential to fulfill their duties and responsibilities.

Training undertaken by elected members must be reported annually.

## Policy Statement

Continuing professional development for Elected Members ensures they have the necessary skills, knowledge and resources to effectively govern, make informed decisions, engage with stakeholders, and adapt to changing environments. It promotes good governance accountability, and the overall well-being of the community.

The [Professional Development Plan](#) outlines four focus areas to support Elected Members to fulfill their duties as prescribed in the Act.

### (1) Mandatory Professional Development

Key focus areas for mandatory training are orientation, legal and ethical training, governance and decision-making, policy development and analysis and financial management.

All new Elected Members are required to undertake the following mandatory training within 12 months of their election to Council, consisting of the following modules:

- 1.1 Understanding Local Government
- 1.2 Serving on Council
- 1.3 Meeting Procedures
- 1.4 Conflicts of Interest
- 1.5 Understanding Financial Reports and Budgets.

Exemptions for completion of the Council Member Essentials Course are prescribed in the *Local Government (Administration) Regulations 1996*.

The following training is mandatory for Elected Members:

- 1.6 Annual review and certification of the Code of Conduct for Council Members, Committee Members and Candidates (online).

Title	Elected Member Professional Development
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- 1.7 Annual training on the principles of risk management for local government (online).
- 1.8 Record-keeping awareness for Elected Members (online, once per term).

## (2) Recommended Training

Key focus areas for recommended training are strategic decision-making and oversight, leadership and teamwork, effective communication, and stakeholder engagement.

There are several WALGA courses that are recommended to Elected Members in the Professional Development Plan.

Some courses are delivered to the whole Council to facilitate collective understanding of process and knowledge.

- 2.1 CEO Recruitment
- 2.2 CEO Performance Review
- 2.3 Annual mock Council meeting to support effective Council meetings and a collegiate environment.

## (3) Collaboration and Networking

Key focus areas for collaboration and networking are conferences and workshops, intergovernmental collaboration and mentoring and peer support.

- 3.1 Elected Members participate in the *Life Styles Inventory*<sup>TM</sup>. This is an organisational tool that uses both self-assessment and peer feedback to identify individual thinking and behavioural styles.
- 3.2 Elected Members participate in a skills and experience analysis to understand the collective base in the context of the perceived needs of the City.
- 3.3 Council undertakes a biennial review and evaluation of its own effectiveness.
- 3.4 Elected Members may join at least one Standing Committee of Council and may represent the Council on City of Cockburn Reference Groups. There are also External Groups at which Elected Members can represent the City of Cockburn. Appointment to these is made as a decision of Council following an election cycle.

## (4) Personal Development

Individual Development Plans, Continued Learning and Evaluation and Feedback.

- 4.1 A template is provided to Elected Members to create their individual Development Plans. An individual development plan is unique, with the flexibility to tailor it to specific circumstances and achievement of personal and professional goals.

Title	Elected Member Professional Development
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For continuing professional development identified in the individual Development Plans to be funded, they must meet the following criteria:

- 4.2 Build the skills and knowledge of Elected Members
- 4.3 Meet the needs of the community
- 4.4 Fill the gaps of expertise of the Council as a whole
- 4.5 Align with the City's strategic direction and values

Requests for continuing professional development and memberships to professional bodies are required to be submitted to the CEO for prior assessment and determination in accordance with the above criteria.

(5) Funding

- 5.1 Professional Development will be funded by the City and met from the Elected Member's Training Allocation, except for the *Life Styles Inventory* <sup>TM</sup>.
- 5.2 Budget allocations will be made annually, with unspent funds rolled.
- 5.3 Expenses for approved Professional Development are:
  - 5.3.1 Registration Fees (including conference dinner and official delegate tours).
  - 5.3.2 Accommodation costs.
  - 5.3.3 All reasonable expenses for example, meals and refreshments, laundry and dry cleaning and fares relevant to the conference, seminar or training.
  - 5.3.4 State and Interstate - Economy return air fare (allowing flexibility for preferred travel arrangements).
  - 5.3.5 International - Business Class travel for flights longer than six hours duration leaving Australia.

Strategic Link:	Governance Framework
Category	Elected Members
Lead Business Unit:	Legal and Compliance
Public Consultation: (Yes or No)	No
Adoption Date: (Governance Purpose Only)	14 September 2023
Next Review Due: (Governance Purpose Only)	September 2025
ECM Doc Set ID: (Governance Purpose Only)	11304587

City of Cockburn

# Elected Member Professional Development Plan



## 1. The role of an Elected Member

Generally, local government Elected Members, who include the Mayor and Councillors, do not have any authority to act or make decisions as individuals. They are members of an elected body that makes decisions on behalf of a local government through a formal meeting process. The Community look to their elected representatives for leadership and guidance.

### Role of Mayor

The *Local Government Act 1995* (the Act), s. 2.8 outlines that a Mayor -

- a) presides at meetings in accordance with this Act; and*
- b) provides leadership and guidance to the community in the district; and*
- c) carries out civic and ceremonial duties on behalf of the local government; and*
- d) speaks on behalf of the local government; and*
- e) performs such other functions as are given to the Mayor or President by this Act or any other written law; and*
- f) liaises with the CEO on the local government's affairs and the performance of its functions.*

### Role of Councillors

The Act, s. 2.10 outlines that a Councillor -

- a) represents the interests of electors, ratepayers, and residents of the district; and*
- b) provides leadership and guidance to the community in the district; and*
- c) facilitates communication between the community and the council; and*
- d) participates in the local government's decision-making processes at council and committee meetings; and*
- e) performs such other functions as are given to a Councillor by this Act or any other written law.*

## 2. Professional Development Plan

A Professional Development Plan for Elected Members ensures they have the necessary skills, knowledge, and resources to effectively govern, engage with stakeholders, make informed decisions, and adapt to changing environments. It will promote good governance, accountability, and the overall well-being of the community.

This plan outlines four focus areas with key actions to support Elected Members to fulfill their duties as prescribed in the Act.



Having a Professional Development Plan (PDP) for Elected Members is essential for:

- **Effective Governance:** Elected Members play a vital role in shaping policies, making decisions, and representing their constituents. A PDP ensures Elected Members have the necessary knowledge, skills, and competencies to fulfill their responsibilities effectively, leading to better governance outcomes.
- **Compliance and Ethics:** Elected Members must adhere to ethical standards and legal requirements. A PDP includes mandatory training on ethics, governance, and legal compliance to ensure Elected Members operate within the legal framework and maintain high ethical standards.
- **Enhanced Decision-Making:** Local government decisions have a direct impact on the Community. Professional development equips Elected Members with the skills and tools needed for policy development, analysis, and evaluation. It enhances their

ability to make informed decisions, consider diverse perspectives, and assess the potential impact of their choices on the community.

- **Communication and Engagement:** Elected Members serve as a bridge between the community and the local government. Effective communication and stakeholder engagement are vital for building trust, fostering collaboration, and addressing community needs. PDPs can contribute to enhanced communication skills, public speaking abilities, and stakeholder engagement strategies.
- **Adaptation to Changing Environments:** Local government landscapes are dynamic, with evolving challenges and opportunities. A PDP helps Elected Members stay updated on emerging issues, technological advancements, and best practices. It enables them to adapt to changing environments, make informed decisions, and effectively address the needs of their constituents.
- **Collaboration and Networking:** Collaborating with other Elected Members, government agencies, and community stakeholders is crucial for successful governance. PDPs provide opportunities for collaboration, networking, and knowledge sharing. These interactions facilitate the exchange of ideas, experiences, and innovative approaches to problem-solving.
- **Personal and Professional Growth:** A PDP recognises the importance of personal and professional growth for Elected Members. It encourages them to set goals, pursue areas of interest, and continuously enhance their skills and knowledge. This fosters individual development, improves role satisfaction, and contributes to their long-term success.



### 3. Mandatory Training

Key focus areas for mandatory training are:

- **Orientation:** Providing a comprehensive introduction to the local government structure, policies, procedures, and key responsibilities.
- **Legal and Ethical Training:** Educating members on legal obligations, conflict of interest, code of conduct, and transparency requirements.
- **Governance and Decision-Making:** Developing an understanding of governance principles, decision-making processes, and the role of elected officials.
- **Policy Development and Analysis:** Enhancing skills in policy formulation, analysis, and evaluation to effectively contribute to the development of local government policies and make informed decisions.
- **Financial Management:** Gaining knowledge in budgeting, financial planning, and reporting to ensure Elected Members have a solid understanding of financial matters to make informed decisions on resource allocation.

On 27 June 2019, changes to the *Local Government Act 1995* were passed by Parliament which require all Elected Members to undertake training within the first 12 months of being elected. The changes were introduced in recognition of the unique and challenging role Elected Members have. The training course, Council Member Essentials, has been developed to provide Elected Members with the skills and knowledge to perform their role as leaders in their district. Training can be delivered face to face (F2F) at WALGA, or via eLearning (eL).

**Actions:**

1. Elected Members undertake the five foundational units, Council Member Essentials, within the first 12 months of being elected:
  - a) Understanding local government (F2F/eL)
  - b) Serving on council (F2F/eL)
  - c) Meeting procedures (F2F/eL)
  - d) Conflicts of interest (F2F/eL)
  - e) Understanding of financial reports and budgets (F2F/eL)

*All council members must complete the Council Member Essentials course unless, in the previous five years, they have passed the Diploma of Local Government 52756WA (Elected Member) or the course titled LGASS00002 Elected Member Skill Set.*

2. Annually, Elected Members review and certify the *Code Of Conduct For Council Members, Committee Members and Candidates* (eL).
3. Annually, Elected Members undertake online training on the principles of risk management for local government.

4. Elected Members undertake Record keeping awareness for Elected Members training during their term. Good recordkeeping ensures accountability and transparency for the Local Government and the community Elected Members serve.
5. An induction program is provided for all newly Elected Members in the week following the Election. This will include physical attendance at City facilities with each Division providing a detailed overview so that the value of the Elected Member's contribution can be realised sooner.
6. Elected Members undertake an annual bus-tour of all Major Capital Projects and significant locations in the City of Cockburn.

## 4. Recommended Training

Key focus areas for recommended training are:

- **Strategic Decision Making and Oversight:** Explore links between planning, policy development and major strategy documents such as integrated planning and reporting, asset management and infrastructure plans to ensure sound contribution to high level strategic decision making.
- **Leadership and Teamwork:** Workshops on leadership styles, team dynamics, and collaborative decision-making to promote effective teamwork of Elected Members.
- **Effective Communication:** Workshops or courses to enhance communication skills, including public speaking, negotiation, conflict resolution techniques and effective stakeholder engagement.
- **Stakeholder Engagement:** Providing training on building and maintaining relationships with stakeholders, including community members and businesses.

The W.A. Local Government Association (WALGA) produce an annual Training Calendar. It is recommended these bespoke local government courses are accessed by Elected Members as required.

Training can be delivered face to face (F2F) at WALGA, via eLearning (eL) or face to face in-house at the City of Cockburn for all of Council.

### Actions:

1. WALGA courses recommended to Elected Members are:
  - a. Effective Community Leadership
  - b. Strategic Decision Making
  - c. Strategic Policy Development
  - d. Oversee Asset Management Strategy

- e. Dealing with Conflict
  - f. Planning Practices - Essentials
  - g. Economic Development Essentials for Elected Members
  - h. Speaking Professionally as an Elected Member
  - i. Procurement in Local Government - The Basics (eL)
  - j. Emergency Management Fundamentals (eL)
  - k. Introduction to Planning (eL)
2. Some courses are delivered to Elected Members face to face and in-house to facilitate collective understanding of process and knowledge. Examples would include:
- a. CEO Recruitment
  - b. CEO Performance Review
  - c. Annual *mock meeting* to work through any issues that continue to arise in meetings of Council but can be addressed in a relaxed and collegiate environment.

## 5. Collaboration and Networking

Key focus areas for collaboration and networking are:

- **Continued Learning:** Promoting a culture of continuous learning by providing access to online courses, webinars, and resources to support Elected Members in expanding their knowledge and skills in areas of interest.
- **Evaluation and Feedback:** Implementing a process for regular performance evaluations and feedback sessions to help Elected Members identify areas for improvement and set goals for their ongoing development.
- **Conferences and Workshops:** Encouraging Elected Members to attend relevant conferences, workshops, and seminars to gain exposure to best practices, learn from other jurisdictions, and network with peers.
- **Intergovernmental Collaboration:** Facilitating opportunities for Elected Members to engage with counterparts from other local governments, regional bodies, or national associations to share knowledge and collaborate on common issues.
- **Mentoring and Peer Support:** Facilitating mentoring relationships and peer support networks among Elected Members to foster knowledge sharing and professional growth.

### Actions:

1. Elected Members participate in the *Life Styles Inventory*™ (LSI). This is an organisational tool that uses both self-assessment and peer feedback to identify individual, thinking, and behavioural styles. It provides insights into strengths and areas for development.
2. It is recommended that all Elected Members participate in a skills and experience analysis to understand the collective base in the context of the perceived needs of the City. This information can be used to:
  - a. Better inform Individual Development Plans for Elected Members
  - b. Define the skills and experience of Elected Members required to meet the City's needs.
3. Council undertakes a biennial review and evaluation of its own effectiveness.
4. Elected Members can join any of the Standing Committees of Council and can represent the Council on City of Cockburn Reference Groups. There are also External Groups at which Elected Members can represent the City of Cockburn. Appointment to these is made as a decision of Council following an Election cycle.

5. There are many avenues that provide information for Elected Members on conferences and workshops, intergovernmental collaboration, and opportunities for meeting other Elected Members. It can be helpful to follow these bodies on social media platforms such as Facebook and LinkedIn. A few are listed for information:
  - a. WALGA
  - b. Local Government Professionals
  - c. Department of Local Government, Sport and Cultural Industries
  - d. Media statements from the WA Government
  - e. The Australian Local Government Women's Association (ALGWA) WA

## 6. Personal Development

- **Individual Development Plans:** Encouraging Elected Members to create individual development plans that align with their personal interests and professional goals, with support from local government administration.

### Action:

1. A template is provided for Elected Members to create their Individual Development Plans (see Attachment 1).

## 7. Timeline and Ownership

Focus Area	Training	Timeframe	Division Responsible
Mandatory Training	Council Member Essentials	Within 12 months of Election	Governance and Strategy
Mandatory Training	Certify Code of Conduct	Quarter 2 of Financial Year (includes new Elected Members)	Governance and Strategy
Mandatory Training	Risk Management	Quarter 2 of Financial Year (includes new Elected Members)	Governance and Strategy
Mandatory Training	Record keeping awareness for Elected Members	Year one of term	Governance and Strategy

Focus Area	Training	Timeframe	Division Responsible
Mandatory Training	Induction	First week post-Election	Governance and Strategy
Mandatory Training	Capital Projects and significant locations - tour	Quarter 2 of Financial Year (includes new Elected Members)	Operations
Recommended Training	As requested, or required (e.g., CEO performance)	N/A	Governance and Strategy
Recommended Training	Annual mock meeting	Quarter 3 of Financial Year	Governance and Strategy
Collaboration and Networking	<i>Life Styles Inventory™</i>	Quarter 3 of FY24, then incoming Elected Members there after	Governance and Strategy
Collaboration and Networking	Skills and experience analysis	Quarter 3 of FY24, then incoming Elected Members there after	Governance and Strategy
Collaboration and Networking	Biennial review and evaluation	Next October 2024	Governance and Strategy

## 8. Budget

Focus Area	Amount
Mandatory Training	Provided for in Elected Member Continuing Professional Development Policy (11304587) and relevant administrative budgets
Recommended Training	Provided for in Elected Member Continuing Professional Development Policy (11304587) and relevant administrative budgets
Collaboration and Networking	Provided for in Elected Member Continuing Professional Development Policy (11304587) Additional budget required for the <i>Life Styles Inventory™</i> (LSI), the skills and experience analysis and the review and evaluation of the effectiveness of Council
Personal Development	Provided for in Elected Member Continuing Professional Development Policy (11304587)

## Attachment 1

### Individual Development Plan (IDP)

An individual development plan is unique to everyone, with the flexibility to tailor it to specific circumstances and aspirations. It is a dynamic tool that helps guide growth, self-improvement, and achievement of personal and professional goals.

<b>Elected Member</b>		
<b>Date</b>		
<b>PDP Components</b>		<b>Notes</b>
<b>Self-Assessment</b>	Begin by assessing your current skills, knowledge, strengths, weaknesses, and areas for improvement. Reflect on your values, interests, and aspirations to gain clarity on your professional goals.	
<b>Goal Setting</b>	Establish specific, measurable, achievable, relevant, and time-bound (SMART) goals that align with your aspirations. These goals should be challenging yet attainable and should cover various aspects of your life, including career, education, personal growth, or any other areas of importance to you.	
<b>Action Plan</b>	Break down your goals into actionable steps or milestones. Determine the resources, support, and activities required to achieve each goal. Set deadlines and create a timeline to track your progress.	

<b>Skill Development</b>	Identify the skills and knowledge necessary to reach your goals. Determine the training programs, workshops, courses, or self-study methods that can help you acquire or enhance those skills. Seek opportunities to practice and apply these skills in real-life scenarios.	
<b>Networking and Mentoring</b>	Build a network of professionals in your field or areas of interest. Attend conferences, seminars, or industry events to meet like-minded individuals and expand your connections. Seek out mentors who can provide guidance, support, and valuable insights based on their experience.	
<b>Continuous Learning</b>	Cultivate a mindset of lifelong learning. Stay updated with industry trends, advancements, and best practices through reading, research, and staying engaged with relevant resources. Explore online courses, webinars, podcasts, or workshops to broaden your knowledge base.	
<b>Reflection and Evaluation</b>	Regularly reflect on your progress and evaluate your achievements against the set goals. Assess the effectiveness of your action plan and adjust as needed. Celebrate successes and learn from setbacks or challenges to refine your approach.	
<b>Accountability</b>	Hold yourself accountable for your personal development by tracking your progress, maintaining records of completed activities, and	



	regularly reviewing your plan. Share your goals and progress with a trusted friend, colleague, or mentor who can provide support and hold you accountable.	
<b>Review and Update</b>	Review and update your individual development plan periodically, adjusting goals and action steps as needed. As you achieve goals or new aspirations emerge, modify your plan to reflect your evolving needs and priorities.	
<b>Cost Implications</b>		
<b>Endorsement</b>	As per policy	

### Conducting a Self-Assessment

- **Skills:** Evaluate the skills you possess in various areas, such as technical skills (e.g., software proficiency, data analysis), soft skills (e.g., communication, leadership, problem-solving), and specific domain-related skills (e.g., project management, financial analysis).
- **Knowledge:** Assess your knowledge base in your field or areas of interest. Consider your educational background, industry-specific knowledge, understanding of current trends, regulations, and best practices.
- **Strengths:** Identify your strengths by reflecting on activities or tasks in which you excel. These can include personal qualities (e.g., adaptability, creativity, resilience) or specific skills and knowledge that you excel at compared to others.
- **Weaknesses:** Recognise areas where you may have limitations or room for improvement. These can be skills, knowledge gaps, or personal traits that hinder your effectiveness or growth potential.
- **Areas for Improvement:** Determine areas where you want to enhance your skills, knowledge, or personal attributes. These can be related to career advancement, addressing weaknesses, pursuing new opportunities, or expanding your expertise in a particular domain.

To perform a self-assessment effectively, you can utilise various strategies, such as:

- Reflecting on past experiences, projects, and feedback received from others.

- Seeking input from colleagues, supervisors, mentors, or trusted individuals who can provide objective insights about your skills and areas for improvement.
- Engaging in self-reflection and introspection to identify personal strengths, weaknesses, and aspirations.
- Conducting self-assessment tools or surveys that can help identify your strengths, preferences, and areas for development.

### Setting SMART Goals

SMART goals are a framework for setting specific, measurable, achievable, relevant, and time-bound objectives. Here's an outline for creating SMART goals:

- **Specific:** Develop effective communication skills to enhance community engagement.
  - Example: Conduct media training workshops to improve public speaking and media relations skills, resulting in delivering clear and impactful messages during public appearances and media interactions.
- **Measurable:** Increase citizen participation in local government decision-making processes.
  - Example: Increase the number of attendees at Community Meetings by 25% within the next six months, as measured by sign-in sheets or registration records.
- **Achievable:** Enhance knowledge of environmental sustainability practices to promote green initiatives within the local community.
  - Example: Complete a comprehensive training program on sustainable development and identify at least three actionable environmentally friendly initiatives that can be implemented within the municipality within the next year.
- **Relevant:** Improve understanding of budgeting and financial management to make informed fiscal decisions.
  - Example: Attend a financial management workshop and successfully create a budget proposal for a local government project that demonstrates a clear understanding of revenue sources, cost allocations, and financial implications.
- **Time-bound:** Strengthen leadership and collaboration skills to effectively chair and lead local government committees.
  - Example: Complete a leadership development program within six months to enhance facilitation, conflict resolution, and decision-making skills required to lead committee meetings and foster productive collaboration among committee members.

Action Plan - template

Action Plan					
Goal	Milestones	Resources	Support	Activities	Deadline
1.					
2.					
3.					
4.					

## Contact Us

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Title	Attendance at Events
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## Policy Type

Council

## Policy Purpose

Section 5.90A of the *Local Government Act 1995* requires that local governments have an attendance at events policy. The purpose of the policy is for Council to actively consider the purpose of and benefits to the community from Elected Members and the CEO attending events.

The policy provides a framework for the acceptance of invitations to various events, clarifies who will pay for tickets or the equivalent value of the invitation.

This policy applies to Elected Members and the CEO in attending any event in their official capacity

## Policy Statement

Section 5.90A of the Local Government Act 1995 provides that a local government must prepare and adopt (by absolute majority) an Attendance at Events policy. This policy is made in accordance with those provisions. Certain gifts received by an Elected Member and the CEO are specifically excluded from the conflict of interest provisions, including a gift that is received in accordance with an 'Attendance at Events Policy' (section 5.62(1B))

### (1) Approved Events

1. Events that fall into the following categories are Approved Events under this Policy and Elected Members and the CEO may accept such invitations:
  - (a) Concerts
  - (b) Conferences
  - (c) Functions
  - (d) Sporting events; and
  - (e) Other hospitality occasions.
2. Events which are free to the public or a paid for by the Elected Member or the CEO (with no reimbursement sought) are also approved events under this policy.
3. A Pre-Approved Event in accordance with this Policy includes:
  - (a) Where the Elected Member or the CEO is attending an event in an official capacity, such as:
    - performing a speaking role or some other welcoming role
    - participating as a member of a discussion panel or judging panel
    - presenting at the event as part of the event program

[1]

Title	Attendance at Events
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- representing the City of at a sponsorship acknowledgement event or award ceremony, where the primary purpose of attendance is not for the entertainment of the individual Elected Member or employee, but enable the City to fulfil its role, and exercise its rights and benefits, as a sponsor
- presenting awards or prizes to others on behalf of the City
- attending an exhibition or display where the City, its programs or services are being showcased at the event.

(b) Where the ticket is offered by:

- the Western Australian Local Government Association
- the Australian Local Government Association
- Local Government Professionals WA
- a department of the Public Service
- a government department of another State, a Territory or Commonwealth
- a State or Federal Member of Parliament, other than for party political events or fundraisers
- a local government or regional local government
- major professional or industry association(s) relevant to local government activities
- a stakeholder partner of the City
- a civic / cultural / community organisation within the City
- educational institutions or
- a not-for profit organisation.

(2) Council Approval by Resolution for Events

1. Attendance at events not listed in Clause 1 of this Policy will require Council approval, by simple majority, in order for the ticket to that event to become an Excluded Gift.

In considering the matter, Council is to consider:

- (a) the donor;
- (b) the location of the event in relation to the district of City;
- (c) the role of the Elected Member or CEO when attending the event (participant, observer, presenter) and the value of their contribution,
- (d) the City's position as a sponsor of the event (if applicable),
- (e) the benefit of City representation at the event,
- (f) the number of invitations / tickets received, and
- (g) the cost to attend the event, including the cost of the ticket (or estimated value of the event per invitation) and any other expenses such as travel and accommodation.

2. Expenses relating to free events:

- (a) Where an event is free however travel and accommodation is required to attend the event, the City may contribute to related expenses if Council resolve that attendance is in the public interest.

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Title	Attendance at Events
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3. Expenses related to paid events:
    - (a) If Council resolves that an Elected Member or the CEO should attend a paid event, the City will pay the cost of attendance and reasonable expenses, such as travel and accommodation.
  4. Guests of ticket recipients:
    - (a) Unless approved by resolution of Council, where a guest of a Elected Member or of the CEO attends an event, any tickets for that person, if paid for by the City, must be reimbursed by the Elected Member or CEO.
- (3) Non-Approved Events
1. Any event that is not an Approved Event as per clause 1 or not an Event with Council Approval by Resolution as per clause 2 s considered a Non-Approved Event. This means a ticket to a Non-Approved Event is not an Excluded Gift and the Act's disclosure of interest provisions apply.
- (4) Distribution of Tickets to Approved Events
1. Where an invitation to attend an event (including tickets) is extended to the CEO or City of Cockburn generally, the CEO has the right to:
    - (a) Accept the invitation or tickets
    - (b) Decline the invitation or tickets
    - (c) Offer the invitation or tickets to an Elected Member or another officer on a rotational and equitable basis.
  2. Where an invitation to attend an event (including tickets) is extended to the Mayor, the Mayor has the right to:
    - (a) Accept the invitation or tickets
    - (b) Offer the invitation or tickets to the Deputy Mayor;
    - (c) If the Deputy Mayor declines, the Mayor will offer the invitation to another City of Cockburn Elected Member on a rotational and equitable basis.
  3. Invitations to attend an event addressed to the Council and/or Mayor will be published on the Hub.
  4. Where invitations to attend an event (including tickets) are extended to multiple unspecified Elected Members, the Mayor will:
    - (a) Distribute the invitations or tickets to Elected Members on a rotational and equitable basis.

Title	Attendance at Events
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5. Where an invitation to attend an event (including tickets) is extended to one or more specified Elected Members, those Elected Members have the right to:
  - (a) Accept the invitation or tickets;
  - (b) Decline the invitation or tickets;
  - (c) Offer the invitation or tickets to the CEO or another City of Cockburn Elected Member on a rotational and equitable basis.

(5) Disclosure Requirements

1. Gift Disclosures

- (a) The Act's Gift disclosure obligations apply and therefore require Elected Members (s5.87A) and the CEO (s5.87B) to disclose Gifts regardless of a Gift being an Excluded Gift under s.5.62(1B).
- (b) The acceptance of an invitation to an event, including tickets, is considered a Gift and where required is to be disclosed and added to the City's Gift Register.

2. Interest Disclosures

- (a) Any Gift received over \$300 is specifically excluded from the conflict of interest provisions if:
  - the Gift relates to attendance at an event where attendance has been approved by resolution of Council or in accordance with this Policy (refer section 5.62(1B) of the Act), or
  - the Gift is from specified entities (detailed in *Local Government (Administration) Regulations 1996* regulation 20B).
- (b) This means Elected Members and the CEO are not required to disclose an interest in a matter concerning a donor to be considered by Council due to their attendance at an event, regardless of the value of the Gift.
- (c) However, to support transparency in decision making, Elected Members and the CEO are strongly encouraged to disclose an impartiality interest detailing attendance at an event, if a relevant matter were to be considered by Council.



Title	Attendance at Events
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### Definitions

**Event** is defined under s5.90A(1) of the Act as a:

- concert;
- conference;
- function;
- sporting event;
- prescribed occasion.

**Excluded Gift** is defined under s5.62(1B) of the Act as a) a ticket to an event; AND b) attendance at the event is approved in accordance with this Policy (refer Section 1); OR c) the gift is made by prescribed entities (refer Admin Regulation 20B).

**Gift** is defined under s5.57 of the Act as:

- the conferral of financial benefit from one person to another, unless adequate consideration in money or money's worth is provided to the donor in return; or
- a travel contribution (including accommodation incidental to a journey).

**Guest** for the purpose of this policy does not include a Council Member or City of Cockburn employee.

**Ticket** includes an admission ticket to an event, or an invitation to attend an event, or a complimentary registration to an event, that is offered by a third party.

Strategic Link:	Governance Framework
Category	Elected Members
Lead Business Unit:	Legal and Compliance
Public Consultation: (Yes or No)	No
Adoption Date: (Governance Purpose Only)	10 November 2022
Next Review Due: (Governance Purpose Only)	October 2024
ECM Doc Set ID: (Governance Purpose Only)	11304363

Title	Council Meetings Procedures
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**Policy Type**

Council

**Policy Purpose**

This policy is to provide direction for Councillors and employees for Council and Committee Meetings.

**Policy Statement**

This policy applies to Council and Committee Meetings.

All Committee Meetings will be held in accordance with the adopted Terms of Reference of the particular Committee, or as otherwise determined by Council resolution.

**(1) Meeting Times**

- 1.1 Ordinary Council Meetings will be conducted on the second Tuesday of each month at 7.00pm in the Council Chamber and are open to the public.
- 1.2 The Council meeting will consider matters as listed on the Council Agenda paper.
- 1.3 An Ordinary Council Meeting is not conducted during January of each year and any required business will be conducted as a Special Council Meeting during this specific period.
- 1.4 Any further variation to the date, place and/or time of Council Meetings will be subject to the resolution of Council.

**(2) Seating Arrangements**

The seating arrangements in the Council Chamber will be allocated on the following basis:

- 2.1 The Mayor will be seated at the head of the table, facing the public gallery.
- 2.2 The CEO be seated at the head of the table, immediately to the left of the Mayor.
- 2.3 The elected Deputy Mayor be seated immediately to the right of the Mayor.
- 2.4 The Mayor will allocate the seating for remaining Councillors (with Ward members grouped together, wherever possible) in the Council Chamber.

Title	Council Meetings Procedures
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### (3) Reports

It is critical that reports prepared by staff for Council contain adequate information on which the Council can make an informed decision.

#### 3.1 Principles

Reports prepared by officers for the Council's consideration are to:

- 3.1.1 be according to law;
- 3.1.2 take account of any State or Council Policy;
- 3.1.3 have regard for the Council's Strategic Community Plan;
- 3.1.4 be balanced and objective;
- 3.1.5 be technically correct;
- 3.1.6 be properly researched using relevant information and data;
- 3.1.7 ensure procedural fairness;
- 3.1.8 include options, consequences and associated impacts where appropriate; and
- 3.1.9 include expert opinion or advice where necessary.

#### 3.2 Recommendations

Recommendations prepared by officers for the Council's consideration are to:

- 3.2.1 be clear and unambiguous;
- 3.2.2 be implementable;
- 3.2.3 be professional and ethical;
- 3.3.4 not expose the Council to unreasonable risk or liability;
- 3.3.5 have regard for the interests of the applicant/submitter as well as the wider community; and
- 3.3.6 include the administrative actions to enable implementation of the Council's decision

### (4) Alternate motions by Elected Members to recommendations

- 4.1 Any proposed amendments to officer recommendations contained in the Council Agenda Paper are to be made personally by the Elected Member either with or without input from the relevant staff member.
- 4.2 Alternate motions may be forwarded to the Minute Clerk following the distribution of the Agenda Paper to Elected Members, no earlier than 9am on the day following release of the Agenda Papers, and by no later than 10am on the day of the Council Meeting. A copy of the proposed motion will be circulated to all other Elected Members.
- 4.3 Elected Members proposing motions of a similar nature on the same item(s) are encouraged to consult with each other in order to reduce the number of motions on any item, and can agree to withdraw any motion, or part thereof, or to agree to provide an alternative of similar meaning and/or wording.

Title	Council Meetings Procedures
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- 4.4 Officer comments may be attached to alternate motions to identify financial or legal implications of the motions. Officer comments are not to enter into debate on the motion and are to be kept appropriately brief.
- 4.5 An alternate motion received will be included in the Agenda Run Sheet in the order in which received.
- 4.6 At the relevant point of the Council Meeting, the Presiding Member shall invite the Elected Member proposing the alternate motion(s) to move the alternate motion accordingly. In the case where more than one proposal has been received, the Presiding Member shall call for the motion to be put in order of their receipt and thereafter dealt with in accordance with Council's Standing Orders.
- (5) Voting at Council and Standing Committees
- 5.1 Once the votes have been cast, the Presiding Member shall ensure that the names of all elected members voting for and against a motion are recorded in the Minutes of the Meeting, unless there is a unanimous decision on a motion, which shall be recorded in the Minutes as such.

Strategic Link:	Corporate Governance Charter
Category	Elected Members
Lead Business Unit:	Legal and Compliance
Public Consultation: (Yes or No)	No
Adoption Date: (Governance Purpose Only)	14 December 2023
Next Review Due: (Governance Purpose Only)	December 2025
ECM Doc Set ID: (Governance Purpose Only)	4133909

18. **Notices Of Motion Given At The Meeting For Consideration At Next Meeting**
19. **New Business of an Urgent Nature Introduced by Members or Officers**

## 20. Matters to be Noted for Investigation, Without Debate

### 20.1 Provision of Shade Structures at City Run Events

**Executive** A/Chief of Community Services  
**Author** Head of Library and Cultural Service  
**Attachments** N/A

#### RECOMMENDATION

That Council:

- (1) NOTES the current hiring of shade structures for City managed events is the most advantageous investment decision.

#### Background

In the November 2023 Expenditure Review Committee, Cr Separovich submitted the following Matter to be Noted for Investigation, Without Debate:

The City to investigate the cost to either purchase and/or hire more shade sails or erectable gazebos and larger gazebos, for the City to use at events.

Report to include current shade sails and gazebos we already have.

#### Submission

N/A

#### Report

Shade is one component to a successful and enjoyable outdoor event run by the City.

Each event is planned to address individual vendors and event participants needs and requirements along with the experience community members should receive.

Changing environmental conditions resulting in prolonged high temperatures has required amendments to the provision of shade at selected City events.

A list of the events and shade provision is provided below.

Event	Shade Provision
Fun Run	Marquee structure for stage and audience as a part of the event scope at a cost of \$2,200.
Teddy Bear's Picnic	Shade supplied once temperature was confirmed at a cost of \$1,800.
Spring Fair	No shade supplied
Beeliar Sun Sets - Yangebup	No shade supplied

Christmas on the Coast	No shade supplied
Australia Day Coogee Beach Festival	Shade is a part of the event scope and has an approximate cost of \$4,500.
Beeliar Sun Sets - Success	Shade is a part of the event scope given the venue and time of year and has an approximate cost of \$4,800.
Coogee Live	Event outsourced to contract supplier,
Mosaic Street Festival	Requirements for this event are still being determined

The City's Events and Culture Team currently own four 3m x 3m gazebos, which provide shade to City staff issuing information or services at events.

Three are branded *City of Cockburn* and one, specific to events, branded *Cockburn Live*.

All larger shade structures required for City events which allow for events functions or community members to sit underneath are externally procured.

Cost to secure the varying sized shade provisions are detailed below:

- 3m x 3m           \$150
- 6m x 3m           \$280
- 5m x 5m           \$400
- 8m x 8m           \$700
- 15m x 30m       \$4,500

The above costs include supply, installation, removal and certification.

All shade structures exceeding 3m x 3m require installation by a certified supplier.

The option to invest in a new service delivery business model by the City for shade structures events would need consideration of the following:

- Shade structures – with the variety events being delivered a large range of structures would be required, including specialised structures for “one-off” events. Initial estimates for the purchase are \$30,000
- Utilisation – with different times for each event, periods between events and annual modifications to event programs the shade structures will not be used optimally
- Workforce – a team of 3 staff will be required to deliver the installation, auditing, removal and storage of the shade structures. In addition, specific training / accreditation will be required for these staff. However due to the events not running concurrently, staff appointments will need to be considered on a casual or part time basis, which will be challenge for the administration. Establishing a team (x3) would incur an annual cost of \$240k
- Storage – a dedicated shed will be required for the safe storage of these assets to mitigate impacts by the environment and periods between use

- Fleet – a suitable vehicle to transport the shade structures would cost around \$100k plus running cost
- Workplace, Health & Safety legislation – has specific regulations and compliance requirements for shade installation, staff management, etc
- Risks – there are a number of risks associated with the management of shade structures for events, specifically installation by an unauthorised / accredited officer.

In considering the above, the benefits of a City managed shade structure business model for our events is not the most advantageous investment.

The current model of hiring shade structures appropriate to the event programs and environmental conditions remains the best investment for Council.

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

#### Community, Lifestyle & Security

A vibrant healthy, safe, inclusive and connected community.

- A safe and healthy community that is socially connected.

### **Budget/Financial Implications**

N/A

### **Legal Implications**

N/A

### **Community Consultation**

N/A

### **Risk Management Implications**

There is a low level of financial and reputational risk to Council should they not adopt the recommendation.

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

N/A

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

Nil



## **21. Confidential Business**

Nil

## **22. 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.

## **23. Closure of Meeting**