



City of Cockburn
Ordinary Council Meeting
Agenda Paper

For Thursday, 14 December 2017



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

Cnr Rockingham Road and
Coleville Crescent, Spearwood

Telephone: (08) 9411 3444
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NOTICE OF MEETING

Pursuant to Clause 2.4 of Council's Standing Orders, an Ordinary Meeting of Council has been called for Thursday 14 December 2017. The meeting is to be conducted at 7:00 PM in the City of Cockburn Council Chambers, Administration Building, Coleville Crescent, Spearwood.

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

A handwritten signature in black ink, appearing to read 'Stephen Cain', is positioned above the name and title.

Stephen Cain
CHIEF EXECUTIVE OFFICER

CITY OF COCKBURN

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CITY OF COCKBURN

AGENDA TO BE PRESENTED TO THE ORDINARY COUNCIL MEETING TO BE HELD ON THURSDAY, 14 DECEMBER 2017 AT 7:00 PM

- 1. DECLARATION OF MEETING**

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

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

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

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

- 5. APOLOGIES & LEAVE OF ABSENCE**

- 6. WRITTEN REQUESTS FOR LEAVE OF ABSENCE**

Nil

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

Nil

- 8. PUBLIC QUESTION TIME**

9. CONFIRMATION OF MINUTES

9.1 MINUTES OF THE ORDINARY COUNCIL MEETING - 9/11/2017

RECOMMENDATION

That Council confirms the Minutes of the Ordinary Council Meeting held on Thursday, 9 November 2017 as a true and accurate record.

9.2 MINUTES OF THE SPECIAL COUNCIL MEETING - 28/11/2017

RECOMMENDATION

That Council confirms the Minutes of the Special Council Meeting held on Tuesday, 28 November 2017 as a true and accurate record.

10. DEPUTATIONS

11. PETITIONS

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

12.1 NOTICE TO REVOKE PREVIOUS COUNCIL DECISION (MINUTE NO.0022) - ITEM 17.3 - JANDAKOT ROAD UPGRADE

Author(s) D Green

Attachments 1. Notice of Revocation Motion [↓](#)

RECOMMENDATION

That Council revoke (Minute No. 0022) - Item 17.3 – Jandakot Road Upgrade of the Ordinary Council Meeting held on 9 November 2017, as follows:

*...that Council defer the item until a land acquisition agreement is reached with affected landowners. **CARRIED 5/4***

TO BE CARRIED BY AN ABSOLUTE MAJORITY OF COUNCIL

Background

By letter dated 9 November 2017 Cr Chontelle Sands submitted a Notice of Revocation of Council decision (Item 17.3) made at the Ordinary Council Meeting held on 9 November 2017. The Notice was countersigned by Cr Philip Eva, Mayor Logan Howlett and Cr Stephen Pratt, in accordance with the requirements of Regulation 10 (1a) of the Local Government (Administration) Regulations 1996 (as amended) and is shown in the Attachment. Pursuant to Regulation 10 (2) of the Regulations, an Absolute Majority of Council is required for the Revocation Motion to be carried.

Submission

N/A

Report

In accordance with Clause 16.6(b) of the City of Cockburn Standing Orders Local Law, should the revocation be successful, the reason for seeking the change is to promote the Officer Recommendation contained within the attached Agenda as being the preferred solution for the overall benefit of the District.

Strategic Plans/Policy Implications

Leading & Listening

Deliver sustainable governance through transparent and robust policy and processes.

Budget/Financial Implications

N/A

Legal Implications

Regulation 10 (1) (a) of the Local Government (Administration) Regulations 1996.

Community Consultation

N/A

Risk Management Implications

There is an “Extreme” level of assessed Financial Risk and a “High” level of Operational/Service Disruption Risk associated with this item if the construction program for Jandakot Road does not proceed.

There is a “Moderate” level of assessed Brand/Reputation Risk associated with this item.

Advice to Proponent(s)/Submissioners

Those who lodged a submission on the proposal have been advised that this matter is to be considered at the 14 December 2017 Ordinary Council Meeting.

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

Nil.

024/003

Mr Stephen Cain
Chief Executive Officer
City of Cockburn
SPEARWOOD WA 6163

9 November 2017

Dear Stephen,

Notice of Revocation – Item 17.3 Ordinary Council Meeting – Jandakot Road Upgrade

Pursuant to Regulation 10 (1a) of the Local Government (Administration) Regulations 1996 we, the undersigned, hereby give Notice of Motion to revoke the following decision of Council passed at the Ordinary Council Meeting of 9 November 2017 in respect of this matter:

Item 17.3 Jandakot Road Upgrade

“Moved Deputy Mayor Smith Seconded councillor Allen that Council defer the item until a land acquisition agreement is reached with affected landowners” CARRIED 5/4

In accordance with Clause 16.6 (b) of the City of Cockburn Standing Orders Local Law, the reason for seeking the revocation, should it be successful, is to promote the Officer Recommendation contained in the Agenda for the same item as being the preferred solution for the overall benefit of the district.

Yours sincerely,



Councillor Chontelle Sands

Councillor Philip Eva

Mayor Logan Howlett

Councillor Stephen Pratt

024/003

Mr Stephen Cain
Chief Executive Officer
City of Cockburn
SPEARWOOD WA 6163

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Item 17.3 Jandakot Road Upgrade

“Moved Deputy Mayor Smith Seconded councillor Allen that Council defer the item until a land acquisition agreement is reached with affected landowners” CARRIED 5/4

In accordance with Clause 16.5 (b) of the City of Cockburn Standing Orders Local Law, the reason for seeking the revocation, should it be successful, is to promote the Officer Recommendation contained in the Agenda for the same item as being the preferred solution for the overall benefit of the district.

Yours sincerely,

Councillor Chontelle Sands



Councillor Philip Eva

Mayor Logan Howlett

Councillor Stephen Pratt

024/003

Mr Stephen Cain
Chief Executive Officer
City of Cockburn
SPEARWOOD WA 6163

9 November 2017

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Yours sincerely,

_____ Councillor Chontelle Sands

_____ Councillor Philip Eva

 Mayor Logan Howlett

_____ Councillor Stephen Pratt

024/003

Mr Stephen Cain
Chief Executive Officer
City of Cockburn
SPEARWOOD WA 6163

9 November 2017

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Item 17.3 Jandakot Road Upgrade

“Moved Deputy Mayor Smith Seconded councillor Allen that Council defer the item until a land acquisition agreement is reached with affected landowners” CARRIED 5/4

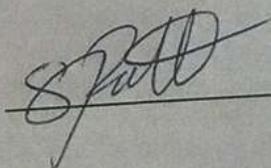
In accordance with Clause 16.6 (b) of the City of Cockburn Standing Orders Local Law, the reason for seeking the revocation, should it be successful, is to promote the Officer Recommendation contained in the Agenda for the same item as being the preferred solution for the overall benefit of the district.

Yours sincerely,

_____ Councillor Chontelle Sands

_____ Councillor Philip Eva

_____ Mayor Logan Howlett

 _____ Councillor Stephen Pratt

13/11/17.

12.2 JANDAKOT ROAD UPGRADE

Author(s)	C Sullivan and D Arndt
Attachments	<ol style="list-style-type: none">1. Option 1 – four way centralised roundabout at Solomon/Jandakot ↓2. Option 2 – four way offset roundabout ↓3. Option 3 – three way intersection with traffic lights at Solomon/Jandakot ↓4. Armadale and Jandakot Road Construction Issues - November 2017 ↓5. Jandakot Road Upgrade Agreement (CONFIDENTIAL)

RECOMMENDATION

That Council:

- (1) proceed with the comprehensive and staged upgrade of Jandakot Road and Solomon Road, in accordance with design Option 1 and timing outlined in this report
- (2) proceeds with the road upgrades as soon as practicable, including undertaking the necessary acquisition of any required land for Option 1, based on land valuations carried out by a Licenced Valuer, in accordance with the provisions of the Land Administration Act 1997; and
- (3) advise those parties that made a submission of Council's decision accordingly.

Background

At the Ordinary Council Meeting on 9 March 2017, an item was presented for Council to consider acquisition of land required for the planned upgrades of Jandakot Road between Solomon Road and Fraser Road and Solomon Road between Cutler Road and Jandakot Road, Jandakot.

Council subsequently resolved the following:

“That Council defer the purchase of land required for the road widening from all the affected properties from in stage 1 of the Jandakot road widening proposal until after the noise impact study has been completed and presented at a comprehensive workshop as was agreed at the OCM 09/02/2017, which is to be facilitated between the City's Officers, Elected Members and all affected land owners for all stages of the Jandakot Rd widening project.”

Two workshops have been undertaken subsequent to this, with affected landowners along Jandakot Road and Solomon Road as well as landowners taking access from roads coming off Jandakot Road and Solomon Road. This has resulted in a significant amount of feedback, which has shaped consideration of three upgrade options. The City also received feedback regarding whether an upgrade of Jandakot Road and Solomon Road is required at this stage.

An item was presented at the Ordinary Council Meeting on 9 November 2017 outlining three potential options for the upgrading of Jandakot and Solomon Roads with a recommendation that Council endorse Option 1 and proceed with the road upgrades, including the necessary land acquisitions. The options are shown in Attachments 1, 2 and 3 with land resumption areas.

Council subsequently resolved the following:

“That Council defer the item until a land acquisition agreement is reached with affected landowners.”

Following the Council meeting a notice of motion to revoke the above decision was lodged.

Submission

N/A

Report

This report deals with the following questions:

1. Why is the upgrading of Jandakot Road and Solomon Road required;
2. Which of the three design options should be supported; and
3. What is the impact deferring the upgrading of Jandakot and Solomon Roads.

Why is the road upgrade required?

An upgrade to both Jandakot Road and Solomon Road, including key intersections, is fundamentally needed to address safety and congestion issues. Members of the community have expressed concern with the road's capacity, particularly Jandakot Road, and expressed a desire for it to be upgraded to increase the levels of safety and decrease congestion. The most recent traffic surveys show Jandakot Road is approaching the limits of safe operating capacity for a single lane rural road. Accordingly, an upgrade is needed. This extends also to Solomon Road, as the capacity and configuration of that road forms a key part of the local road network.

Crash statistics for Jandakot Road are high, in comparison with other roads throughout the City. In the period from January 2011 to December 2015 there were 78 reported accidents in the section between Berrigan Drive and Fraser Road. The majority of accidents were vehicles from one direction e.g. rear end/side swipe type crashes. Prior to this period, a number of serious accidents have occurred, including one fatality. In the year to date, there have been two further fatalities along Jandakot Road, being in July 2017 near Coonadoo Court and September 2017 near the Warton Road roundabout. Clearly Jandakot Road is a dangerous road and the safety issue must be addressed.

The City continues to grow and by 2031 it is forecast that there will be 26,000 vehicles per day using Jandakot Road. In March 2017 the actual traffic vehicle count on Jandakot Road was just under 15,000 vehicles in the section between Berrigan Drive and Solomon Road. It is at the point of 15,000 vehicles per day that a single lane road needs to expand its operating capacity. There are however no other viable options to shift this traffic, given the current levels of congestion experienced along Armadale Road and Beeliar Drive, the most immediate alternative east-west route.

The Commonwealth and State Government are committed to upgrading Armadale Road from Anstey Road to Tapper Road and from Verde Drive to North Lake Road. These works, including a new bridge over the Kwinana Freeway, will help service the increasing growth and address significant congestion in the Cockburn Central area.

The Main Roads program outlines that Armadale Road will be upgraded in stages, with the first section from Anstey Road to Tapper Road. Construction of this section is programmed to commence in March/April 2018; followed by the duplication of Armadale Road to the North Lake Road Bridge commencing in mid- 2019 through to 2021. These preliminary dates are based on recent discussions with the Main Roads project delivery team and a more detailed description of the proposed staging of the works is included as Attachment 4. The diagram below shows the proposed staging of the different packages in the Armadale Road project.



Although the upgrade of Armadale Road and construction of a bridge over the Kwinana Freeway will provide additional capacity and improve safety and operational efficiencies in the area; the Main Road's ROM (Regional Operations Model) forecast for Jandakot Road indicates that even with the upgrades to Armadale Road, it will be carrying 26,500 vehicles per day by 2031. This is consistent with earlier forecasts by the City and reinforces the need to act now and upgrade Jandakot Road, especially with the availability of external funding. As discussed at the July 2017 public meeting, the Main Roads traffic model indicates Jandakot Road duplicated by 2021. The impact of deferral of the project is discussed later in the report.

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

Solomon Road, while able to be retained as a single carriageway in either direction; will need upgrading to improve its functionality and

provide for formalised turning treatments, particularly at its juncture with Jandakot Road.

The benefits associated with the road upgrade include:

- safer turning movements (both at roundabouts, at rural standard roads intersecting with Jandakot Road and at the driveways of landowners adjoining Jandakot Road);
- safer opportunities for cycling and walking – with footpaths and street lighting;
- a reduced likelihood for serious accidents, as there will be a significantly reduced potential for head on or right angle traffic accidents that generally cause the most serious injuries; and
- increased road capacity; and
- reduction in sign posted speed from 80 km/h to 70 km/h

The key requirements of an upgraded Jandakot Road are to provide improved safety and capacity. However, within the constraints of the existing 20m road reserve it is not possible to achieve this.

The only viable design outcome is to increase Jandakot Road from a single lane rural road to a dual divided carriageway road with roundabout intersection controls. This cannot fit within the existing 20m road reserve of Jandakot Road, and therefore if the road is to be upgraded, it will necessitate land acquisition from private owners along the road; particularly at the intersections of Jandakot Road and Solomon Road and Jandakot Road and Fraser Road.

This will create a new road environment along Jandakot Road, which will be safer for all landowners along this road and those that access their properties from rural roads coming off this road. Accordingly, it is not essentially a question of whether Jandakot Road and Solomon Road should be upgraded, but rather in what design form the dual carriageway should take.

Design options and the recommended approach

Any decision on duplicating Jandakot Road must be carefully balanced against the impact to all local residents, changes to driveway access and land resumptions on individual properties. This has been a fundamental consideration in testing three design options, which are:

- Option 1 –the ‘central roundabout’ option;
- Option 2 –the ‘offset roundabout’ option; and
- Option 3 –the ‘traffic lights’ option.

The community workshops and meetings earlier this year assisted in the design options tested. While the majority of the land required for the road upgrades will be provided by Stockland from the Calleya

residential estate, there are some additional portions of private land on the western side of Solomon Road and both sides of Jandakot Road west of the Solomon/Jandakot Roads intersection that would also be required. These landowners are clearly important stakeholders in the design of a safer road.

As mentioned, Council's deferral of the land acquisition item in March 2017 was in order to facilitate workshops with the landowners directly impacted by potential land acquisition. The workshop held in April 2017 requested the City to investigate:

- reducing the design speed to better suit existing road reserve and lessen land resumption;
- cost effective ways to reduce the impact of traffic noise;
- test alternative drainage options to reduce basin sizes;
- traffic safety at intersections; and
- environmental concerns about pollution.

The road design was tested with a design speed of 80km/h and a sign posted speed of 70 km/h to check differences in land required and road alignment. For safety reasons, the design speed of a road is normally required to be 10km/h above its sign posted speed. A video camera was also installed at the intersection of Jandakot Road and Berrigan Drive to observe turning movements, and review the nature and level of traffic using Jandakot Road.

The noise model was run again to compare the sign posted speed of 70 km/h to 80 km/h for limits of acceptable noise. An independent engineer peer review was also conducted by BG&E Consultants on the design of the options, including drainage basin design.

In regard to vehicular movement along Jandakot Road, it was found that the major turning movements were:

AM Peak: From Jandakot Rd, 52% turn north, 47% to Freeway

From Berrigan Dr: 31% turn into Jandakot Rd, 67% head north

PM Peak: From Jandakot Rd, 38% turn north, 57% to Freeway

From Berrigan Dr: 62% turn into Jandakot Rd, 26% head north

In terms of road speed, this was explained to the community at the public meetings as being regulated by Main Roads WA (MRWA); as this Agency sets design parameters for roads, including the sign posted speeds. Discussions were held with MRWA, which determined the sign

posted speed for an upgraded Jandakot Road should be 70 km/h and design speed 80 km/h after the road has been upgraded to a dual carriageway.

A second workshop undertaken in July 2017 was open to all landowners who either live on Jandakot Road, or on the access roads intersecting Jandakot Road. A significant amount of feedback was received which has shaped consideration of the three upgrade options being considered. It should also be noted that the City also received feedback about whether an upgrade of Jandakot Road is required at this point in time. The results of the survey are discussed later in the report.

The three options identified are:

Option 1 – four way centralised roundabout at the Solomon/Jandakot Road intersection

Option 2 – four way offset roundabout at the Solomon/Jandakot Road intersection

Option 3 – three way intersection with traffic lights at Solomon/Jandakot Road intersection

A presentation by MRWA to the July workshop favoured the roundabout as the safest option as it reduced crash severity. At the workshop the MRWA Network Operations Manager presented a video showing modelling of traffic volumes and intersection performance in 2031 in morning and afternoon peak traffic for a roundabout (Options 1 and 2) and for a signalised three way intersection (Option 3) solution.

MRWA is currently working on optimising traffic signals across the metropolitan area and remains committed to a general strategy that roundabout treatments are preferred over the installation of traffic signals.

The drainage design was tested using the median island and road reserve as drainage storage with additional underground pipework in order to reduce area of land required for the proposed retention basin.

The City's acoustic consultant, Lloyd George Acoustics advised that changing the road surface from the existing dense grade asphalt to open grade asphalt (OGA) and posting the speed at 70 km/h would reduce the noise level, as summarised below.

Posted speed of 70km/h results in a 1 dB reduction:

- use of OGA road surface results in 2 dB reduction;
- when road project is constructed, there will be a reduction in noise level compared to existing noise levels

- as traffic increases over time, noise levels will increase to marginally above existing noise levels;
- the proposed mitigation represents around a 3 dB reduction compared to the No Build option.

Consideration must also be given to environmental constraints such as native vegetation and Bushland Forever.

Each option impacts on native flora and fauna values of the site. The City completed a Level 1 flora and fauna assessment in spring 2016 for the road reserve and private lots to meet requirements under the Environment Protection (EP) Act 1986 (WA) and Biodiversity Conservation (EPBC) Act 1999 (Commonwealth).

The study area comprised the Jandakot Road reserve and the following private lots: 7, 8, 20, 27, 44, 58, 72, 97, 120, 134, 135 and Lot 103 Jandakot Rd; and 8 and 13 Falcon Place. The extent of the flora and fauna survey did not include areas identified within the two roundabout options being presented as this area was previously surveyed as part of the Stockland development. Additional studies will be required to determine scale of impact on flora and fauna values within the preferred option. The majority of the private lots were accessed by the environmental consultant. The Level 1 survey comprises both the results of field survey and observations along with desktop study of a 3km radius of the proposed site area.

The 2016 flora and fauna assessment indicated that no listed Threatened (Declared Rare) and Priority Flora or other flora species of conservation significance were recorded in the private lots or road reserve. A single vegetation community was described within both the road reserve and private lots. This vegetation community represents the Threatened Ecological Community 'Banksia Woodland of the Swan Coastal Plain', which is a Matter of National Environmental Significance (MNES) protected under the Environment Protection and Biodiversity Conservation Act 1999 (Commonwealth).

Any impact of MNES generally requires offsets. The ratio of offsets required is informed by the quality and size of the patch in question.

The amount of land required for each proposed option is:

- Option 1 – Road widening and a central roundabout – 53,315m²
- Option 2 – Road widening and an offset roundabout – 59,155m²
- Option 3 – Road widening and traffic signals – 51,535m²

Option 1 will have lesser impact on the two MNES and therefore is likely to require less offsets. Option 2 requires the clearing of a large portion of the environmentally sensitive land at intersection of Jandakot Road and Solomon Road, and therefore there will be a requirement to

lodge a submission with the Commonwealth for assessment of any clearing activity. The Minister can make a determination on the scale of impacts within 20 business days. Should the determination be regarded as significant further documentation and assessment will be required.

In addition, a state issued clearing permit will be required for any clearing activity within the road reserve. The timeframe for this process is four to five months.

Jandakot Road is currently a rural road within a 20m road reserve. If Council determines the need to upgrade this road in the manner as recommended by the City officers, then the road would need to be widened by acquiring privately owned land. These private land impacts would be particularly significant at key intersections, and primarily at Jandakot Road and Solomon Road.

Staging the Road Development

In the item presented to Council on 9 March 2017, it was stated that the development of Jandakot Road could occur in stages. Stage 1 works, from Fraser Road to Solomon Road, would align with the development of the Calleya estate. At the time it was recommended this include the roundabout at Solomon / Jandakot. Stage 2, from the modified roundabout to Berrigan Drive, would need negotiation with a number of private landowners. Further stages of the road development east of Fraser Road would be timed to coincide with any further urbanisation of the Treeby area, which was a matter Council would consider later in 2017.

Subsequently, at the May 2017 Ordinary Council meeting, the Treeby District Structure Plan was approved for advertising and then adopted at the September 2017 meeting. This will pave the way for additional urbanisation in this suburb.

At the September 2017 meeting Council also resolved to adopt Scheme Amendment 112; part of this resolution requiring the applicant (Schaffer Corporation) to cede land and contribute to the cost of upgrading Jandakot Road.

With these additional elements in place, a revised staging for the road upgrade could occur:

- Stage 1 – Upgrading Jandakot Road from Fraser Road to just prior to the current Solomon / Jandakot Road intersection and upgrading Solomon Road to just prior to the Solomon / Jandakot Road intersection;
- Stage 2 – Upgrading Jandakot Road from Berrigan Drive to and inclusive of the Solomon / Jandakot Road intersection; and

- Stage 3 – Upgrading Jandakot Road east of Fraser Road to be timed with any further development of the Treeby estate that abutted Jandakot Road.

The advantages of removing the intersection from stage 1 is that it allowed for those works to be considered in a funding application to the Metropolitan Regional Road Group (MRRG), for funds from the State Government. The inclusion of the roundabout would increase the likelihood of the project meeting the threshold requirements for MRRG funding. Preliminary notification from the MRRG fund is that the project will be approved in the funding offers which are normally released in December each year, by the Transport Minister.

Taking in to account the extensive design work, community engagement and research that has been undertaken, it is recommended that Jandakot Road and Solomon Road be upgraded, and that the required form of that upgrade should be completed in the following stages:

- Stage 1
 - Land acquisition to facilitate the adopted design (Stage 1 works only) being undertaken in late 2017;
 - Upgrade of Jandakot Road between Solomon Road and Fraser Road,(not including Jandakot Road and Solomon Road intersection);
 - Upgrade Solomon Road, south of Jandakot Road
 - Environmental review and clearing permit commencing in December 2017;
 - Construction activities commencing in early 2018 and being completed by August/September 2018.
- Stage 2
 - Upgrade Jandakot Road between Berrigan Drive and Solomon Road;
 - Reconstruct intersection of Solomon Road and Jandakot Road in accordance with Option 1 (centralised roundabout)
 - Design and service relocations finalised early 2018
 - Land acquisition to facilitate the adopted design (Stage 2 works) being undertaken in early 2018;
 - Environmental review and clearing permit commencing in December 2017;
 - Construction activities will start in July/August 2018 and completed by mid-2019.

The following bar chart shows the approximate construction periods of the two stages compared to recent advice from the Main Roads project team on the program for the Armadale Road duplication project. As discussed at the November OCM, stage 1 of Jandakot Road would be completed by August 2018 with stage 2 construction following, allowing the first half of 2018 for land acquisition, approvals and a public tender for the construction contract. While this construction work overlaps with the first stage of the Armadale Road project, recent advice from the Main Roads project team has noted that the State has placed a requirement on the entire Armadale Road project (both stages) to maintain the existing traffic lanes throughout the works at all times and hence the current road capacity.

This requirement will potentially minimise the impact of any works on surrounding roads, including Jandakot Road. By the time stage 2 of the Armadale Road project commences, stage 2 of Jandakot Road will be either completed or in the closing stages.

Task Name	2018	2019	2020	2021
Armadale Road Upgrade - Stage 1 Tapper Road to Anstey Road	[Bar spanning from start of 2018 to mid-2019]			
Armadale Road Upgrade - Stage 2 Tapper Road to North Lake Road Bridge		[Bar spanning from mid-2019 to mid-2021]		
Jandakot Road Stage 1 – Fraser Road to Solomon Road	[Bar spanning from start of 2018 to mid-2018]			
Jandakot Road Stage 2 – Berrigan Drive to Solomon Road		[Bar spanning from mid-2018 to mid-2019]		

Option 1 will essentially achieve:

- Jandakot Road being converted to a dual divided carriageway road (similar to Beeliar Drive between Hammond Road and Spearwood Avenue);
- Road will be kerbed, stormwater control by pipe system and retention basin, street lighting, pedestrian and cycling infrastructure installed.
- The major intersections at Solomon Road and Fraser Road being converted to dual lane roundabouts (similar to the Spearwood Avenue and Beeliar Drive roundabout), with these being central roundabouts and not offset in order to achieve the best design outcome, lessen the impact on the environment, reduce the area of required land and share land requirement impacts as equitably as possible;

- New intersection treatments being provided at the rural roads intersecting with Jandakot Road and Solomon Road (through dedicated deceleration lanes and turning lanes).
- Provide connectivity to Calleya Subdivision - by linking Clementine Boulevard to Jandakot Road.

The impact of deferring the upgrading of Jandakot and Solomon Roads

The risk to the City if the proposed upgrading is deferred would be that the 4-lane dual carriageway upgrade will not proceed in a timely manner. This will potentially increase safety issues along this road. Accident data, as outlined previously, clearly shows the need to increase road and intersection capacity in order to address the existing and future safety issues for road users, residents and the general community.

Where it could, the City has previously conditioned developments in this area in order to obtain funding for a road upgrade and land acquisition. A voluntary agreement was entered into between the City and Stockland, the developers of the Calleya residential estate, south of Jandakot Road. The voluntary agreement requires that the developer upgrade Jandakot and Solomon Roads, where they adjoin the Calleya development. Stockland are required to complete these works by 31 December 2017 or when the 900th residential lot is created.

The City has acknowledged that due to its deferral of this matter in March 2017, this completion date is unable to be achieved and are currently finalising an addendum to the agreement to reflect that.

The progression of the Calleya estate means that Stockland will have to construct the intersection treatments where the internal subdivision roads access Solomon and Jandakot Roads in early 2018. If the Council resolves not to proceed with the upgrade of Solomon and Jandakot Roads within the recommended timeframes, these intersections works will have to be designed to reflect the current status of the respective roads and the intersections updated at a future date.

The cost of these redundant works would be deducted from Stockland's financial contribution for the upgrading costs of Jandakot and Solomon Roads and the City would be required to make up the difference when the upgrading occurs. Stockland has costed a single roundabout and dual roundabout options at the Clementine Boulevard entrance, with the additional cost to the City of around \$2.3m. Stockland's obligations are detailed in the voluntary agreement, which is included as Attachment 5 (Confidential).

This agreement was put in place at the behest of Council's decision at the May 2013 OCM. That item made recommendation for the Deed to be struck so the road improvements occurred by the time 50% of the

estate was complete. The Deed then set that requirement and the date required for completion; i.e. by Dec 2017. The requirements contained with the agreement are contained within the officer's report under the heading "Hard Infrastructure Upgrading Requirements" (p112-114), the relevant section is as follows:

1. *Full road widening of Jandakot Road between Solomon and Fraser Roads.*
2. *Full contribution towards upgrading of Jandakot Road between Solomon and Fraser Roads.*
3. *Full contribution towards upgrading of Solomon Road between Dollier and Jandakot Roads.*
4. *Construction of a 2.5m wide shared path (LSP side) on both Jandakot Road and Solomon Road.*
5. *Construction of three roundabouts at Solomon Road/Jandakot Road, new internal subdivision road/Jandakot Road and Fraser Road/Jandakot Road intersections.*
6. *Construction of 2.5m wide dual use path along one side of Armadale Road (LSP side) between Fraser Road and the junction of Solomon Road and Knock Place.*

In the event of the City being in default of this agreement (that is by not allowing Stockland to construct to the agreed timeframes), the City would have to cover all additional or consequential costs. For example, escalation cost of road construction contracts, which will be an issue in Perth in the years to come as the road market increases activity with the introduction of the State road projects into the marketplace. This escalation on Jandakot Road project over a three year period could be of the order of 10% or more, that is about \$2.0M.

Deferral to after the completion of the Armadale Road project is completed has significant cost risks in that the MRRG funding offer would have to be declined and a new application made in the future (minimum two years) when there would be no surety of the application being successful, pending competition from other projects.

The other project to consider is the PTA rail extension from Thornlie to Cockburn Central. This project is part of the State Government Metronet group of projects which will also impact on traffic management in the Cockburn Central area during the time frame contemplated for the Armadale Road project. Fundamentally, this rail project will affect the car parking access to the Cockburn Central rail station on the east side of the Freeway. The existing access/egress point to the car park is via Knock Place onto Solomon Road to Armadale Road. This site has been the subject of recent intersection upgrade works by the City to improve the traffic congestion at peak times.

For the duration of the PTA rail project, vehicles would be diverting north along Solomon Road to avoid the congestion (see diagram below) and hence the imperative to construct the western section of

Verde Drive as soon as possible after the section east of Solomon Road. Drivers would also be diverting north along Solomon Road to Jandakot Road during this time which if Jandakot Road is not duplicated in time will cause more congestion along Jandakot Road.



Road configuration during Cockburn Railway station and car parking upgrade

These road improvements, in particular the construction of the remaining sections of Verde Drive in the Cockburn Central East area will need to happen in conjunction with the Armadale Road project and prior to Main Roads undertaking the road works between Tapper Road and the bridge over the Freeway.

In summary deferring the upgrading of Jandakot and Solomon Roads until after the completion of the Armadale Road upgrading works by MRWA will increase safety issues along these roads. The accident data clearly shows the need to increase road and intersection capacity and address the safety issues that currently exist for road users, residents and the general community. Delaying the road upgrade will only lead to increasing levels of congestion and increased safety risk.

Deferral to after the completion of the Armadale Road project is completed also has significant cost risks in that the MRRG funding offer would have to be declined and another application could only be made in the future (minimum two years) at which time there would be no surety of the application being successful. A deferral would also incur additional cost to the City for the Stage 1 works due to the potential escalation cost of road construction over that period and the

requirement for the City to forgo the financial contribution by Stockland, in respect to the redundant intersection works.

Conclusion

It is recommended that the Council proceed with the comprehensive and staged upgrade of Jandakot Road and Solomon Road, in accordance with design Option 1, without any further delay.

Strategic Plans/Policy Implications

Moving Around

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

Improve connectivity of transport infrastructure

Leading & Listening

Ensure sound long term financial management and deliver value for money

Deliver sustainable governance through transparent and robust policy and processes

Budget/Financial Implications

Land acquisition and construction costs for Stage 1 are approximately \$12m and are to be fully funded by Stockland.

The road component of Stage 2 is estimated to cost \$9.7m. The MRRG component of this would be \$6.3m, with the City contributing the balance of \$3.4m. Land for the roundabout component would be paid for by Stockland and as noted, land has been ceded from the Schaffer Corporation, for the eastern portion of Stage 2.

As noted above, preliminary advice from the MRRG is that the project is approved and up to 40% of the funding could be available in early FY18/19.

This would see the project commence in 2018 with Stage 1 funded by Stockland, continue in FY18/19 with land acquisition funded by the State and Stockland and construction completed in FY19/20 when the City's contributions would be required. A summary of the total cost of the project is shown below:

Description	Project Cost	Cost Contribution			
		Stockland Contribution	Schaffer Corp. Contribution	State MRRG Contribution	City of Cockburn Contribution
Stage 1 - Upgrade of Jandakot Rd between Solomon Rd and Fraser Rd,(not including Jandakot Road and Solomon Road intersection)	\$12,054,380				
Land acquisition cost to facilitate the adopted design for Stage 1	\$1,054,380	\$1,054,380			
Construction cost to upgrade of Jandakot Rd as per the adopted design for Stage 1	\$8,000,000	\$8,000,000			
Construction cost to upgrade Solomon Rd, south of Jandakot Rd	\$3,000,000	\$3,000,000			
Stage 2 - Upgrade Jandakot Road between Berrigan Drive and Solomon Road including the intersection of Jandakot	\$12,063,700				
Land acquisition cost to facilitate the adopted design for Stage 2	\$2,363,700	\$380,280	\$718,380	\$300,000	\$965,040
Construction cost to upgrade of Jandakot Rd as per the adopted design for Stage 2 - Midblock	\$6,800,000	\$800,000		\$4,533,333	\$2,266,667
Construction cost to upgrade of Jandakot Rd as per the adopted design for Stage 2 - Roundabout Option 1	\$2,400,000			\$1,600,000	
Construction cost to construct roundabout for the access to Schaffer Corporation development.	\$500,000		\$500,000		
TOTAL:	\$ 24,118,080	\$13,234,660	\$1,218,380	\$ 6,433,333	\$ 3,231,707

Total Project Contribution %	55%	5%	27%	13%
Stage 1 Project Contribution %	100%	0%	0%	0%
Stage 2 Project Contribution %	3%	10%	53%	27%

Legal Implications

If Council resolves an upgrade of Jandakot Road, then any process of land acquisition needs to follow the requirements of the Land Administration Act 1997.

Community Consultation

Consultation included community workshops in April and July 2017, as well as mail outs, hardcopy survey and information posted on 'Comment on Cockburn' website.

During the July workshop there was a proposal from the floor to request a show of hands for deferral of any upgrade of Jandakot Road until after the duplication of Armadale Road to which there was unanimous agreement. In light of the safety, congestion and cost increase issues that must be dealt with, City officers do not consider this to be a viable option.

A feedback form was provided to residents for completion on the night, or via an online survey on Comment on Cockburn. It was also emailed to residents groups following the workshop.

A total of 392 people visited the website. Overall, 48 people contributed to the survey by 26 July 2017. A letter was sent out to all households in the area prompting them to complete the survey. By 8 September, when the survey was finally closed, 70 responses were received.

Key survey findings: Total respondents 70, with the strongest support for Options 1 and 2.

	Support strongly support	or	Oppose strongly oppose	or
Option 1 Four way centralised roundabout at Solomon Road /Jandakot Road	36		25	
Option 2 Four way offset roundabout at Solomon Road/Jandakot Road	39		21	
Option 3 Traffic lights at Solomon Road /Jandakot Road	10		49	

A landowner workshop was held on 11 April 2017. Issues raised by landowners included:

- Most landowners acknowledged that the current road situation along Jandakot Road is unsafe, and that this safety issue must be addressed.
- Some landowners did not want any changes to the road at all, and instead the City of Cockburn should be ensuring that the State

Government deliver the long awaited Armadale Road upgrade and new freeway bridge that would possibly negate the need for any changes to Jandakot Road.

- All landowners were concerned about noise, and what noise solution would ultimately be proposed by the City.
- Landowners with road widening proposed on their land were concerned about this impact.
- Several landowners requested the opportunity for subdivision and development rights as a consideration for supporting the road upgrades.
- Some landowners felt that widening the road will only make congestion more problematic.
- Landowners felt that the entire length of Jandakot Road needs to be addressed at the one time, as leaving any section as a single carriageway will shift congestion points to that area.
- Landowners requested investigation as to why the road upgrade intersection at Jandakot Road and Solomon Road and Jandakot Road and Fraser Road could not be entirely located within the Calleya Estate.
- Landowners wanted the opportunity for further community workshops before any progress on the project.

This resulted in further detailed work and research being undertaken by City officers, to arrive at three design options to form the basis of further engagement with the community. The three design options are analysed in the above section of the report, including the community comment received.

Risk Management Implications

The City's intention is to improve road safety on Jandakot Road and minimise accidents. As noted earlier in the report, crash data shows 78 accidents (ie crashes) on Jandakot Road between Berrigan Drive and Fraser Road (January 2011 to December 2015). The majority (82%) were rear end/side swipe type crashes, with 5% resulting in people being taken to hospital. During 2017, there have been two fatalities along Jandakot Road with fatalities having occurred in the years prior to that.

Council has also previously been made aware of the issue of Jandakot Road, and the current levels of traffic being experienced along this single lane rural road. At the 13 May 2010 Council meeting, Item 16.1 (Minute No. 4261) Council considered complaints from landowners about traffic speed and traffic volume along Jandakot Road. This was in response to a petition signed by 23 residents that had been tabled earlier in that year to Council (11 March 2010 Council meeting). The proposed noise treatments outlined in this report will mitigate this issue.

The risk to the City if the recommendation is not followed or is deferred again is that the 4-lane dual carriageway upgrade will not proceed in a timely manner. This will increase safety issues along this road. Accident data clearly shows the need to increase road and intersection capacity and address the safety issues that exist for road users, residents and the general community. From a risk management viewpoint, it is imperative that the safety and congestion issues be addressed as soon as possible.

Deferral to after the completion of the Armadale Road project is completed has significant cost risks in that the MRRG funding offer would have to be declined and another application made in the future (minimum two years) when there would be no surety of the application being successful. The additional cost that would be incurred by the City for the Stage 1 works have been described above.

Advice to Proponent(s)/Submissioners

All residents along Jandakot Road as well as all residents who access property from roads off Jandakot Road have been advised that this matter is to be considered at the 14 December 2017 Ordinary Council Meeting.

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

Nil.

Option 1 – Four Way Centralised Roundabout at Solomon Rd/Jandakot Rd Intersection

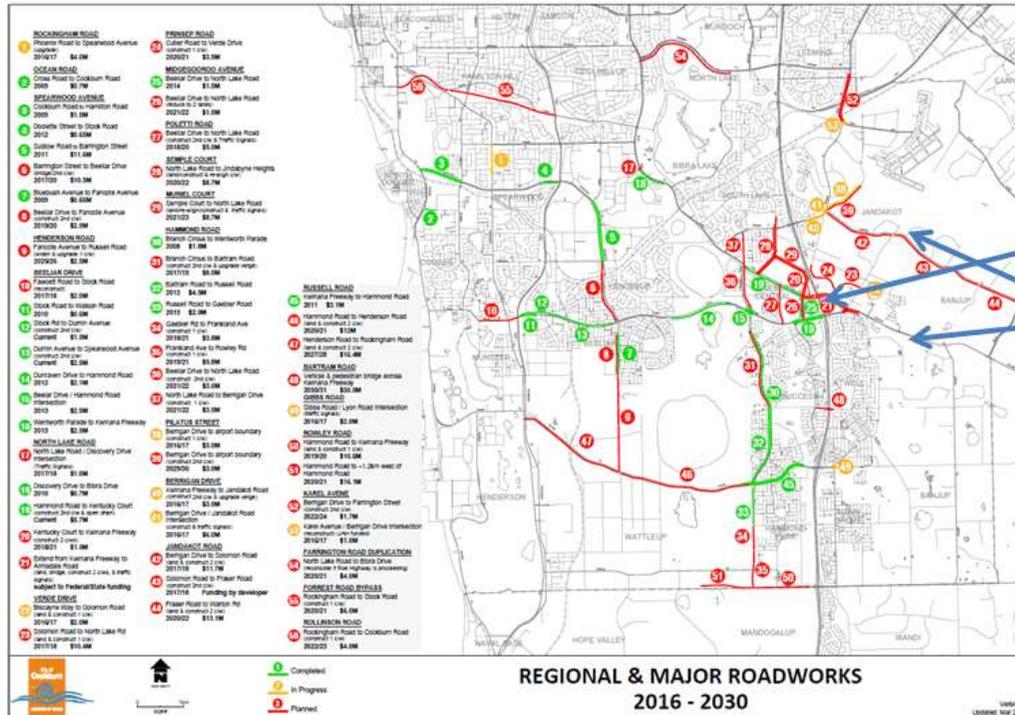
Attachment 1



Armadale & Jandakot Road

This presentation outlines the
construction, congestion and
financial issues

Regional Road Plan

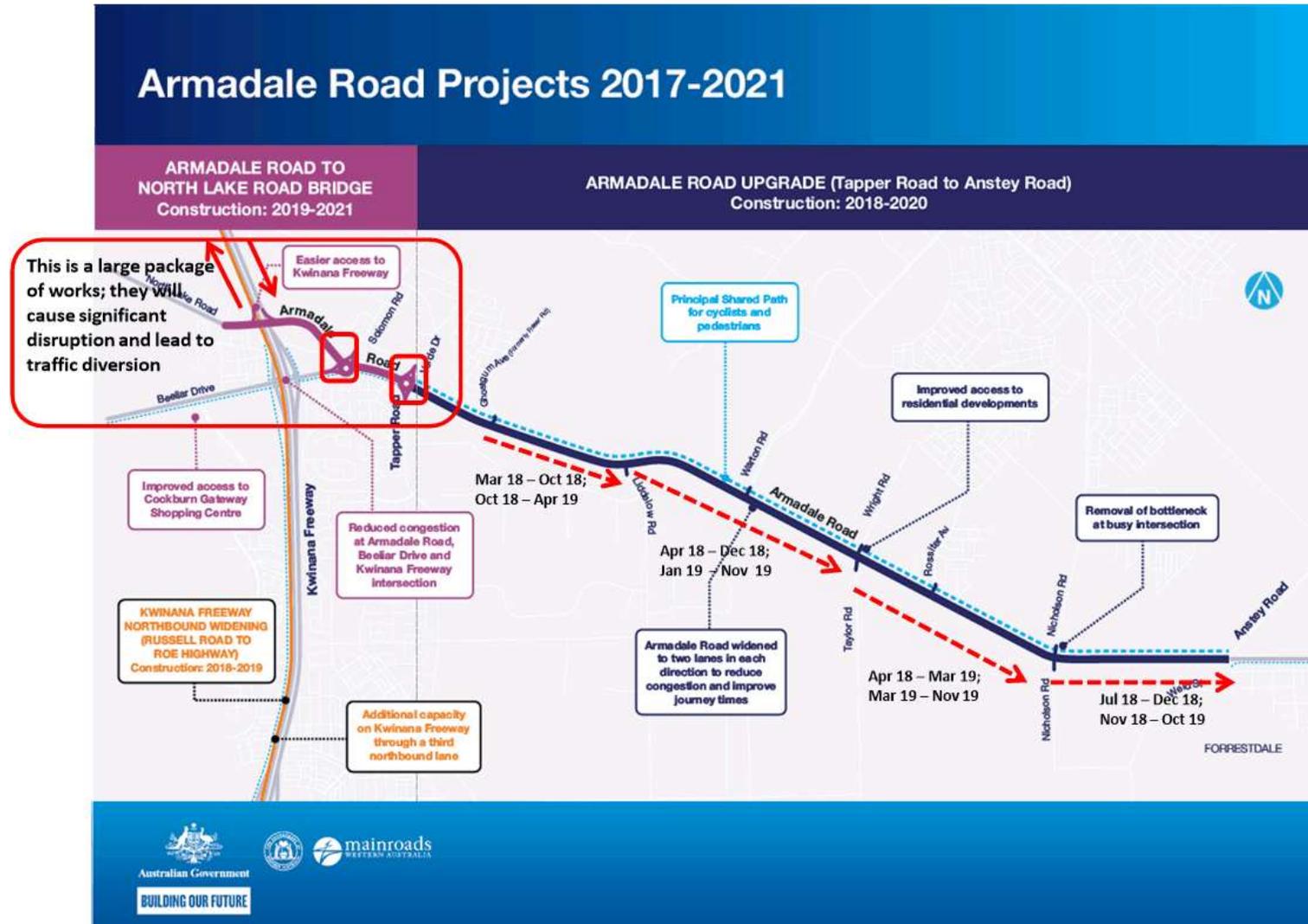


- The City’s regional road plan proposes a substantive number of improvements around Cockburn Central and the major eastern laterals (Armadale and Jandakot Road)
- The cost and timing of these works will impact the flow of traffic across the City; as well as how much has to be contributed from the Municipal fund as opposed to other sources.

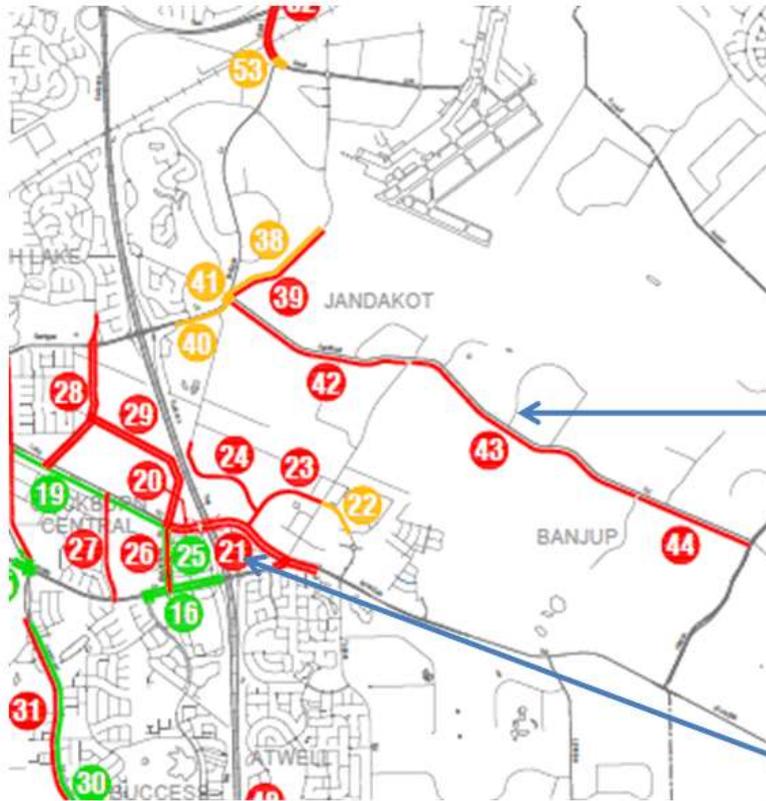
MRWA Armadale Road Projects

- The upgrade to Armadale Road happens in two stages:
 1. Road duplication 2018 -19
 2. New Bridge, roundabouts and freeway connections 2019 – 2021
- The road duplication will see new sections constructed, then traffic switched to the new section and the existing section re-constructed.
- This happens in stages down the length of Armadale Road.
- The following slide shows each package of works, with dates for each stage.
- There are no set dates for the complete Stage 2 package, just a date range. However, this is a big package and will take the best part of 3 years.
- This part of the project will cause the most amount of traffic diversion, which has only one option – Jandakot Road.

Armadale Road Construction plan



Eastern Development



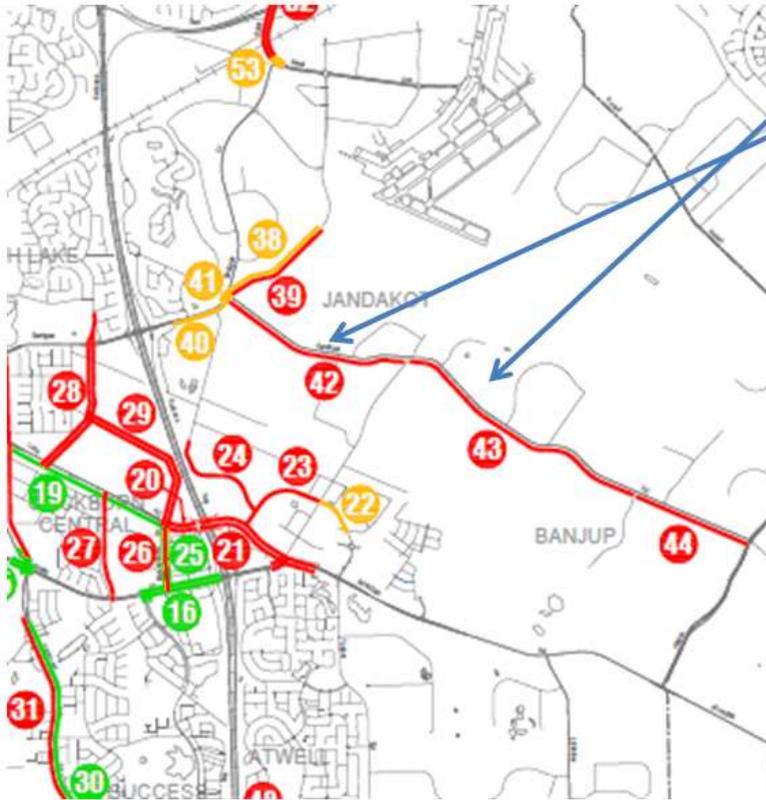
- Current traffic:
 - Jandakot – 15,000 vpd (Mar 17 data)
 - Armadale (14/15 data)
 - At Freeway 40,000 vpd
 - At Liddelow 28,000 vpd
- During the Armadale Road reconstruction traffic will divert onto Jandakot Road. The question is ‘how much’?
- As an example, Farrington Road is carrying 20,000 vpd and the MAC will add another 5,000 vpd.
- Conceivably between 5000 -10,000 vpd will try to divert from Armadale onto the (single lane) Jandakot Road
- The major works on Armadale Road are when the MRWA constructs the bridge, builds the Freeway CD roads and upgrades the Solomon and Tapper roundabouts. Simultaneously the PTA builds its train line extension.
- These works go from **2019-2021**.

Cockburn Central East



- New structure plan adopted Sep 17
- Thornlie – Cockburn Train line project involves substantive works in **2020-21**
- Project includes significant redevelopment of PTA carpark – 50% patrons are Cockburn residents
- Verde Drive upgrades planned
 - (east) constructed 2018
 - (west) FY 19/20 (**essential**)
- 2019 or 2020 - Knock Place closed, so PTA carpark traffic diverted onto Verde Drive, then seeks Solomon for exit
- But without improvement to Jandakot Road, Solomon has no capacity to move this.

Jandakot Road Upgrade



- City had proposed this occur in two stages
 - 2018 construction Calleya section; and land acquisition for infill section
 - 2019 construction of infill section
- By end 2019 Jandakot Road would have capacity to take diverted traffic without this causing safety concerns.
- All resident local accesses on Jandakot Rd would have been reconstructed too.
- There would have been some overlap with the Armadale Road construction in 2019. Traffic management measures can be implemented to cope with this.
- However, when the major impact of the Armadale Road Bridge stage will be experienced from 2019-21 there would have been an alternative route for traffic.
- Delaying Jandakot Road works to 2022 provides no alternative option for traffic; its either congested on Armadale or congested on Jandakot from 2019-21

Works Sequence Proposed for dual build scenario

Date	Armadale Road	Jandakot Road	Other
Jan - Dec 18	Ghostgum - Liddelow new carriageway	Fraser - Solomon dual carriageway (est complete Sep 18)	Verde Drive (Solomon - Armadale)
	Liddelow - Wright new carriageway	Solomon - Berrigan land acquisition	
	Wright - Nicholson new carriageway		
	Nicholson - Anstey new carriageway		
Jan - Dec 19	Ghostgum - Liddelow (complete Apr 19)	Solomon - Berrigan dual carriageway	Verde Drive (west complete by 2020)
	Liddelow - Wright (complete Nov 19)	Jandakot Road 4 lanes (est before Nov 19)	
	Taylor - Nicholson (complete Nov 19)		
	Nicholson - Anstey and bridge (complete Oct 19)		
Jun 19 - Dec 21	New Armadale Bridge		
	Reconstruction Tapper intersection		
	Reconstruction Solomon intersection		
	Redevelop PTA carpark		
	Thornlie Train line connected		

Financial Risk Analysis

Description	Project Cost	Cost Contribution			
		Stockland Contribution	Schaffer Corp. Contribution	State MRRG Contribution	City of Cockburn Contribution
Stage 1 - Upgrade of Jandakot Rd between Solomon Rd and Fraser Rd,(not including Jandakot Road and Solomon Road intersection)	\$12,054,380				
Land acquisition cost to facilitate the adopted design for Stage 1	\$1,054,380	\$1,054,380			
Construction cost to upgrade of Jandakot Rd as per the adopted design for Stage 1	\$8,000,000	\$8,000,000			
Construction cost to upgrade Solomon Rd, south of Jandakot Rd	\$3,000,000	\$3,000,000			
Stage 2 - Upgrade Jandakot Road between Berrigan Drive and Solomon Road including the intersection of Jandakot	\$12,063,700				
Land acquisition cost to facilitate the adopted design for Stage 2	\$2,363,700	\$380,280	\$718,380	\$300,000	\$965,040
Construction cost to upgrade of Jandakot Rd as per the adopted design for Stage 2 - Midblock	\$6,800,000			\$4,533,333	\$2,266,667
Construction cost to upgrade of Jandakot Rd as per the adopted design for Stage 2 - Roundabout Option 1	\$2,400,000	\$800,000		\$1,600,000	
Construction cost to construct roundabout for the access to Schaffer Corporation development.	\$500,000		\$500,000		
TOTAL:	\$ 24,118,080	\$ 13,234,660	\$ 1,218,380	\$ 6,433,333	\$ 3,231,707
Total Project Contribution %		55%	5%	27%	13%
Stage 1 Project Contribution %		100%	0%	0%	0%
Stage 2 Project Contribution %		3%	10%	53%	27%

Contribution frozen; escalation City's cost. Roundabout duplication City's cost.

MRRG bid cancelled. Rules prevent re-bid for two years. No guarantees.

- Under the 'build now' scenario Jandakot Rd costs **\$24m** and the City contributes **27%**.
- Delaying adds:
 - \$2.3m for Clementine roundabout redundant works;
 - \$6.4m loss of MRRG component – under the funding rules the city can't rebid for MRRG monies for two years and has no guarantee of success
 - Stockland contribution is frozen and the City must bear any escalation costs. A five year deferral (ie 2022) could add several \$m to this project.
 - Worst case in 2022 it's a **\$28m** project and the City has to fund **51%** of this!

Impact Summary

- FY18-21 – traffic will move from Armadale onto Jandakot Roads. This will peak from FY19-21 when the combined impact of Armadale Rd bridge and the train station project come together. If there is no alternate route then both Armadale and Jandakot Roads become heavily congested.
- Delaying Jandakot Road to 2022 places substantial financial risk on the City. There is a potential for extra \$10m required from the Municipal Fund. This risk doesn't exist under the build now scenario.
- From a traffic management perspective, having an overlap of some parts of the Armadale Road and Jandakot Road projects is manageable.
- The impact of this would be for a much more shorter time period, than will occur with congestion across both eastern lateral routes from delaying the re-construction of Jandakot Road.
- From a safety perspective the upgrade of Jandakot Road still remains the City's highest priority project.

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

14. COUNCIL MATTERS**14.1 MINUTES OF AUDIT & STRATEGIC FINANCE COMMITTEE MEETING - 16 NOVEMBER 2017**

Author(s)	B Pinto
Attachment	1. Minutes of Audit & Strategic Finance Committee Meeting - 16 November 2017

RECOMMENDATION

That Council receive the Minutes of the Audit & Strategic Finance Committee Meeting held on Thursday, 16 November 2017, and adopt the recommendations contained therein.

Background

The Audit & Strategic Finance Committee conducted a meeting on 16 November 2017.

Submission

N/A

Report

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

The primary focus of this meeting was to consider:

1. Risk Management Information Update.
2. Legal Proceedings between Council and Other Parties.
3. 2017 Annual Financial Report & External Audit Report.
4. Appointment of Internal Auditor.
5. Performance Review of Monetary & Non-Monetary Investments for the Financial Year 2016-2017.

Strategic Plans/Policy ImplicationsLeading & Listening

Deliver sustainable governance through transparent and robust policy and processes.

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

Budget/Financial Implications

As contained in the Minutes.

Legal Implications

As contained in the Minutes.

Community Consultation

N/A

Risk Management Implications

The Audit and Strategic Finance Committee is a formally appointed Committee of Council and is responsible to that body. The Audit and Strategic Finance Committee does not have executive powers or authority to implement actions in areas over which management has responsibility and does not have any delegated financial responsibility. The Audit and Strategic Finance Committee does not have any management functions and is therefore independent of management.

Therefore, if any Committee recommendations of the Audit and Strategic Finance Committee are not adopted or deferred by Council, officers will be unable to proceed to action the recommendations contained within the Minutes.

Advice to Proponent(s)/Submissioners

N/A

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

Nil



City of Cockburn
Audit & Strategic Finance Committee
Minutes

For Thursday, 16 November 2017

These Minutes are subject to confirmation

Presiding Member's signature

Date:

CITY OF COCKBURN

SUMMARY OF MINUTES OF THE AUDIT & STRATEGIC FINANCE COMMITTEE MEETING HELD ON THURSDAY, 16 NOVEMBER 2017 AT 6:00 PM

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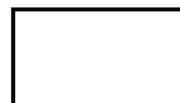


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CITY OF COCKBURN

MINUTES OF AUDIT & STRATEGIC FINANCE COMMITTEE HELD ON THURSDAY, 16 NOVEMBER 2017 AT 6:00 PM

PRESENT:

ELECTED MEMBERS

Mr K Allen	-	Councillor (Presiding Member)
Mr L Howlett	-	Mayor
Mrs C Reeve-Fowkes	-	Councillor
Mr M Separovich	-	Councillor
Mr S Portelli	-	Councillor

IN ATTENDANCE

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

1. DECLARATION OF MEETING

The Chief Executive Officer declared the meeting open at 6:02pm and welcomed all those present.

The Chief Executive Officer advised the meeting that he had received one nomination from Cr Kevin Allen for the position of Presiding Member. He called for any further nominations. No further nominations were received.

2. APPOINTMENT OF PRESIDING MEMBER (If required)

The Chief Executive Officer declared Cr Kevin Allen as Presiding Member.

Cr Allen assumed the role of Presiding Member.



The Presiding Member welcomed Mr Toni Macri, Partner and Mr Suren Herathmudalige, Senior Audit Manager from Macri Partner, Council's External Auditors

3. DISCLAIMER (Read aloud by Presiding Member)

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

4. ACKNOWLEDGEMENT OF RECEIPT OF WRITTEN DECLARATIONS OF FINANCIAL INTERESTS AND CONFLICT OF INTEREST (by Presiding Member)

Nil

5. APOLOGIES & LEAVE OF ABSENCE

Deputy Mayor Lee-Anne Smith - Apology

6. PUBLIC QUESTION TIME

Nil

7. CONFIRMATION OF MINUTES

7.1 (2017/MINUTE NO 0001) MINUTES OF THE AUDIT & STRATEGIC FINANCE COMMITTEE MEETING - 20/07/2017

RECOMMENDATION

That Committee confirms the Minutes of the Audit & Strategic Finance Committee Meeting held on Thursday, 20 July 2017 as a true and accurate record.

COMMITTEE RECOMMENDATION

MOVED Cr S Portelli SECONDED Cr M Separovich
That the recommendation be adopted.

CARRIED 5/0



8. DEPUTATIONS

Nil.

9. PETITIONS

Nil.

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

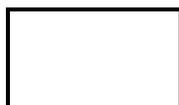
Nil

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

Nil

AT THIS POINT IN THE MEETING, THE TIME BEING 6:07 PM THE FOLLOWING ITEMS WERE CARRIED BY 'EN BLOC' RESOLUTION OF COUNCIL

12.2	14.2
	14.3



12. COUNCIL MATTERS

12.1 (2017/MINUTE NO 0002) RISK MANAGEMENT INFORMATION UPDATE

Author(s) J Ngoroyemoto

Attachments 1. Draft Risk Management Framework
2. High/Extreme Risks Quarterly Report

RECOMMENDATION

That Council:

- (1) receive the risk management information report; and
- (2) endorse the proposed Risk Management Framework as shown in the attachment to the Agenda.

COMMITTEE RECOMMENDATION

MOVED Cr C Reeve-Fowkes SECONDED Cr S Portelli

That the recommendation be adopted.

CARRIED 5/0

Background

The City's Risk Program, is committed to a culture of risk management, to ensuring that sound risk management practices and procedures are fully integrated into its strategic and operational processes and day to day business practices. The City is progressing in implementing the Risk Program, and this report provides an update on the key milestones achieved over the past 4 months since the last information report was submitted to the Audit Committee.

The purpose of this report is to provide an overview of the current and planned risk management activities by the City of Cockburn, incorporating the Status of the City Business Continuity Management Program.

Submission

N/A



Report

This Risk Report covers the months of August to November 2017 and outlines the risk and business continuity management activities undertaken during these months.

Risk Management Program;

Update on High and Extreme Risks

As at 31 October 2017, 25 Strategic Risks and 220 Operational risks currently sit on the City's Risk Registers.

Nil EXTREME risks

5 HIGH risks

16 SUBSTANTIAL risks

132 MODERATE risks

67 LOW risks

These risks are monitored and reviewed in priority of the risk rating level as per the City of Cockburn risk treatment levels. Updates on the identified HIGH/EXTREME are attached to the report.

Risk Profile

All of the City's risk information is continuously reviewed by the risk owners in Risk Management & Safety System (RMSS). The distribution of risk ratings for both strategic and operational risks throughout the organisation is shown in the following risk matrix and pie chart. The pie chart demonstrates the overall image of the City's risk categorised into Low, Moderate, Substantial, High and Extreme risks. The City is proactively managing its risks with no Extreme risks identified and only 1.94% rated as High. The distribution of the risk ratings is likely going to change as the City transitions through the risk maturity levels and continues to review all operational and strategic risks.



Figure 1: Distribution of risk ratings as at 31 October 2017

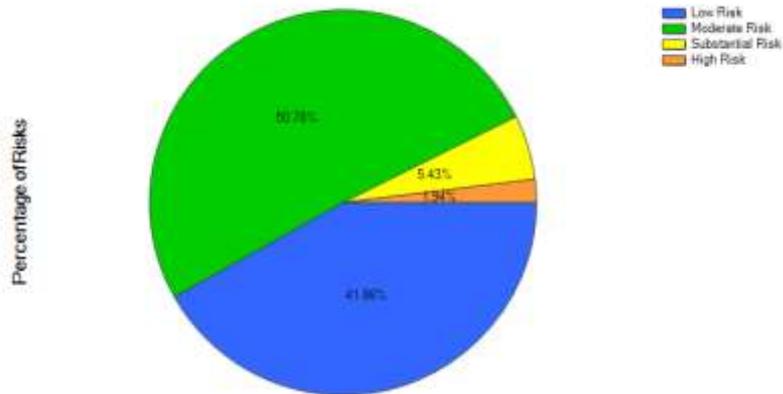
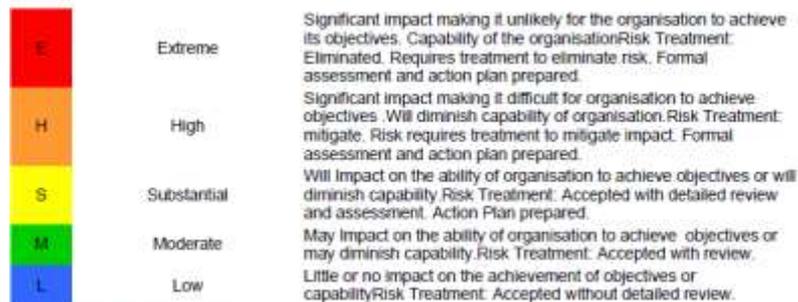
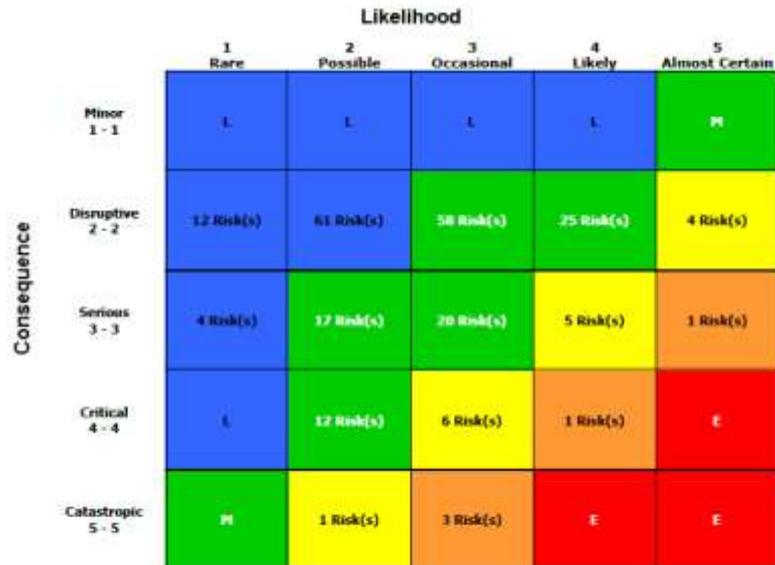


Figure 2: Risk Matrix - This matrix maps out the distribution of risks within the City's Risk Matrix.



Generated On: Tuesday, 31 October 2017 00:22:43



Management Control Reviews

The City has undertaken its annual control review audits, whereby random risks are selected from each directorate and all controls associated with these risks are scrutinised, tested and verified to confirm the effectiveness of the controls in place to controlling the risk. The controls reports and results for each directorate were presented to the November Directors meeting.

The results of the control reviews provided confidence to the Executive Team, that key risks have adequate controls in place and that these controls are adequate. These validates that the Administration has instructive and practical mitigation strategies, and monitors the status and the validity of all existing controls.

Risk Management Framework

Council at its Delegated Authorities, Policies and Position Statements Committee of 24 August 2017 adopted the Risk Management Policy SC51. As part of this process, the guidelines that were originally part of the risk management policy were removed from the policy. This report seeks to formalise these guidelines into a framework document that supports the Risk Management Policy.

The proposed Risk Management Framework (the framework) provides a structure and guidance to Council's risk management activities and outlines the components that provide the foundations and organisational arrangements for designing, implementing, monitoring and reviewing risk management throughout Council's operations. The framework highlights the role played by all Council departments in risk management and reinforces the importance of a risk focussed approach to management of Council's activities. The Framework will be reviewed on a biennial basis, but will also make incremental changes, modifications, and adjustments as conditions warrant. This framework document goes through continuous ongoing changes based on the risk maturity level of the City of Cockburn.

The framework incorporates the following aspects:

- Includes explicit links to Council's planning process
- Aligns with AS/NZS 31000:2009 by including the application of the risk management principles, and incorporating emerging risk and project risk.
- Includes a risk management action plan

The proposed framework was reviewed by the Project Portfolio Management - Project Team, Risk Review Group, the Executive Team, and is presented, and supported for formal consideration and adoption.



The City's Business Continuity Management Program

The Administration has formalised a Crisis Management Plan to address the operational gaps identified during the Business Continuity Plan test exercise in relation to effective communications, clear roles and responsibilities, and good information management. This establishes the response procedures, that provide guidelines for the management of the immediate actions and operations required to respond to incidents. The overall objective is to respond to crisis conditions and manage the process of restoring the City critical services, encompassing the facilities, services and administration of the City.

In addition, a comprehensive location based Business Continuity Management Program is to be developed and implemented. This will be applied for relevant critical scenarios affecting the regular delivery of Council critical functions, which incorporates the vital and necessary components of the City's current and future business environment.

Insights and moving forward:

As the City continues to implement and embed risk management through its Risk Program, it will continue to focus on the following key areas and current initiatives:

- I. A review the City's risk registers, by conducting annual risk controls reviews. The main objective of the control reviews is to ensure that City of Cockburn can not only identify its risks, but also have confidence that key risks have adequate controls in place and that these controls are adequate. A fully functioning and transparent risk management program ensures that Council is aware of its risks, and will have the means to develop instructive and practical mitigation strategies, and monitor the status and the validity of all existing controls
- II. Development of Location Based Business Continuity Plans during 2017-18 and 2018-19 Financial Year (Business Impact Analysis, Identify Response Options, Develop Response Plans, Train Exercise & Maintain).
- III. Continue working with all business units to implement robust processes for embedding risk management and provision of risk management training for officers to improve the City's risk culture and commitment, and development of a risk management training program.



Strategic Plans/Policy ImplicationsLeading & Listening

Deliver sustainable governance through transparent and robust policy and processes

Budget/Financial Implications

Planned initiatives contained within the proposed Framework are funded from departmental operating budgets. With the exception of the development and implementation of location based business continuity Plans for all City buildings and facilities, which will require funding to be resourced and included in the budget 2017-2018 budget of approximately \$60,000.

Legal Implications

N/A

Community Consultation

Regulation 17, of the Local Government (Audit) Regulations 2013 refers.

Risk Management Implications

Failure to adopt the recommendations will result in inability to support an integrated and effective approach to risk management, and lack of guidance on the arrangements for designing, implementing, monitoring and continually improving risk management process.

Advice to Proponent(s)/Submissioners

N/A

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

Nil





RISK MANAGEMENT FRAMEWORK

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Document Control

Document Record			
Document title	Risk Management Framework		
ECM document name	City of Cockburn – Risk Management Framework		
ECM document number	6788740		
ECM file number	6788740		
Review and approval			
Maintained by	Governance & Risk Management Coordinator		
Version number	2	Version date	October 2017
Reviewed by	Risk Review Group	Date reviewed	26 October 2017
Approved by	Chief Executive Officer	Date approved	
Frequency of review	Biennially	Next review date	
NOTE: The City of Cockburn will review this framework on a biennial basis, but will also make incremental changes, modifications, and adjustments as conditions warrant. This framework document goes through continuous ongoing changes based on the risk maturity level of the City of Cockburn.			
Record of changes / issues			
Version	Date	Comments / reasons for change	Made by
2			
Distribution			
Name	Position		
Executive and Management Team	Directors & Senior Managers		
Elected Members	Audit & Strategic Finance Committee Members		

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INTRODUCTION

The management of risk is the responsibility of everyone and is an integral part of the City of Cockburn's (the City) culture, and is reflected in the various policies, protocols, systems and processes used to ensure efficient and effective service delivery.

The Risk Management Framework reflects good practice and sound corporate governance and is consistent with the risk management guidelines and principles of AS/NZS ISO 31000:2009 (the Standard).

Sound corporate governance requires integrated risk management processes and strategic planning, reporting and performance measurement. The key to successful integration is streamlining the approach to managing risk by ensuring that everyone uses common language and documents their risks using a consistent approach.

To effectively embed risk management throughout the City, all employees need to be aware of their responsibilities in relation to identifying, managing, communicating and elevating risk.

The City's overall risk appetite is 'risk prudent'.

The City should accept the taking of controlled risks, the use of innovative approaches and the development of new opportunities to improve service delivery and achieve its objectives provided that the risks are properly identified, evaluated and managed to ensure that exposures are acceptable.

Stephen Cain
Chief Executive Officer

Date _____



1. RISK MANAGEMENT FRAMEWORK OVERVIEW

1.1 Risk Management Policy

The City Risk Management Policy (SC51) documents the commitment and objectives regarding managing uncertainty that may impact the City's strategies, goals and objectives.

The purpose of this Framework is to provide details of the requirements and processes supporting the Council's Risk Management Policy.

The implementation of the Framework will:

- Ensure a consistent approach to the risk management process across Council;
- Establish a structured process for undertaking the risk management process to identify, assess and control/treat risks;
- Encourage the integration of risk management into the strategic and operational process across all Business Units of the Council.

This Risk Management Framework has been developed with input and review from the Risk Review Group, Executive Team, and Audit & Strategic Finance Committee and adopted by Council.

1.2 Benefits of Risk Management

The management of risk is an ongoing process that provides many benefits which include:

- Greater likelihood of achieving objectives
- Compliance with legislative requirements
- Improve stakeholder trust and confidence
- Encourages decisive leadership rather than management of crisis
- Better information for decision making
- Reduces unexpected and costly surprises
- Better results from projects and activities
- More effective and efficient allocation of resources
- Balancing opportunity and risk
- Enhanced accountability and corporate governance; and
- Assists in obtaining insurance cover.

1.3 Common Risk Definitions and Explanations

Risk:

- The effect of uncertainty on the achievement of set objectives. (AS/NZS ISO 31000:2009)

Note – an effect is a deviation from the expected – positive and/or negative.

- Risk is often expressed in terms of a combination of the consequences of an event and the associated likelihood.

Risk Management:

- Coordinated activities to direct and control an organisation with regard to risk. (AS/NZS ISO 31000:2009)

Risk Framework:

- Set of components that provide the foundations and organisational arrangements for designing, implementing, monitoring, reviewing and continually improving risk management throughout the organisation. (AS NZS ISO 31000:2009)

Risk Assessment:

This is the part of the risk management process that includes the following three components:

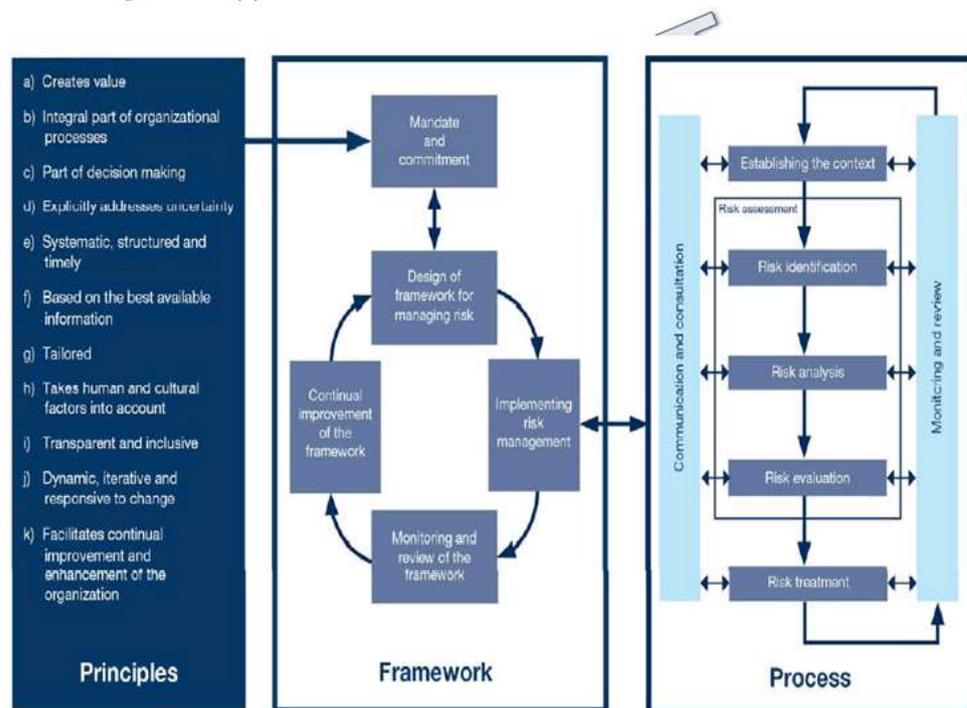
- Risk Identification – process of finding, recognising and describing risks;
- Risk Analysis – Involves developing an understanding of the risk including their causes and sources and the likelihood and consequences should the risk occur; and
- Risk Evaluation – Assists in making decisions about risk priorities and treatments following the risk analysis.

Risk Monitoring and Review:

- Involves continually reviewing the overall risk management process to ensure that controls are effective, new information is gathered, latest changes and trends are identified, successes and failures are recorded, lessons are learned, changes in internal and external context are detected and emerging risks are captured.

1.4 Risk Management Principles

Building an integrated and effective Risk Management Framework takes commitment and resources. All components of this document are based on AS/NZS ISO 31000:2009 Risk Management The risk management principles outlined in the Standard which guide the City’s risk management approach are:



Our Framework is built around the elements identified as *risk culture, governance and accountability, resources and planning, process, and assurance*. A brief description of the five elements is outlined below:

(a) Risk Culture: Risk culture is a sub-set of the City’s culture. The risk management behaviour of the people within Council can be described as ‘the way things are done’.

(b) Risk Governance and Accountability: Governance and Accountability is the approach taken for making decisions about risk and developing, supporting, and embedding the risk framework.

(c) Risk Management Resources and Planning: Resources is the allocation of human and financial resources to oversee risk and planning. It is the thinking and organising of activities that are required to implement an integrated Risk Management Framework.



(d) Risk Management Process: Refers to the process around managing all risks, including strategic, operational and emerging risks. This involves identifying, assessing and monitoring risks through the City’s risk management system.

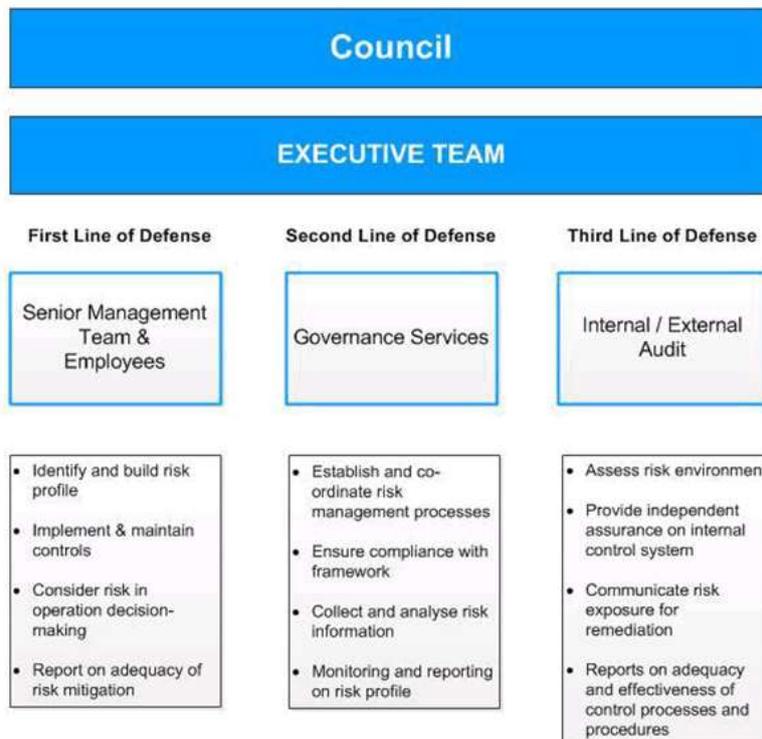
(e) Risk Assurance: Risk assurance is making sure the internal controls are adequately supporting the management of risk and compliance with regulations.

1.5 Risk Management Approach

The City has adopted the “Three Line of Defense” Assurance model for the management of risk. This model ensures roles; responsibilities and accountabilities for decision making are structured to demonstrate effective governance and assurance. By operating within the approved risk appetite and framework, the Council, Management and Community will have assurance that risks are managed effectively to support the delivery of the Strategic, Corporate and Operational plans.

The Following diagram depicts the **Three Lines of Defense Assurance Model**

Three Lines of Defense Assurance Model



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1.6 Legislative Requirements

Risk management is integral to good governance and good management. **Regulation 17**, of the *Local Government (Audit) Regulations 2013*, requires the Chief Executive Officer to undertake a review which assesses the appropriateness and effectiveness of the City's systems and procedures in relation to:

- risk management;
- internal controls; and
- legislative compliance

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2. RISK MANAGEMENT KEY ELEMENTS

The purpose of this section of the Risk Management Framework is to provide an overview of the Framework's five key elements and how they apply to Council.

2.1 Risk Culture

Our organisational culture is the behaviours, values and beliefs that are shared by the people within the organisation.

Risk culture is fundamental to supporting governance, stakeholder confidence, trust and compliance with relevant legal and regulatory requirements for improving the control environment, the operational effectiveness and efficiency and the identification of opportunities and threats.

The management of risk is the responsibility of all staff and this requirement is included in all position descriptions. Risk maturity assessments can be conducted which will inform us about our culture.

The City's values positively encourage a risk culture where understanding, managing and calculating a prudent level of risk is part of the everyday decision-making process. The elements that will contribute to a positive risk culture are:

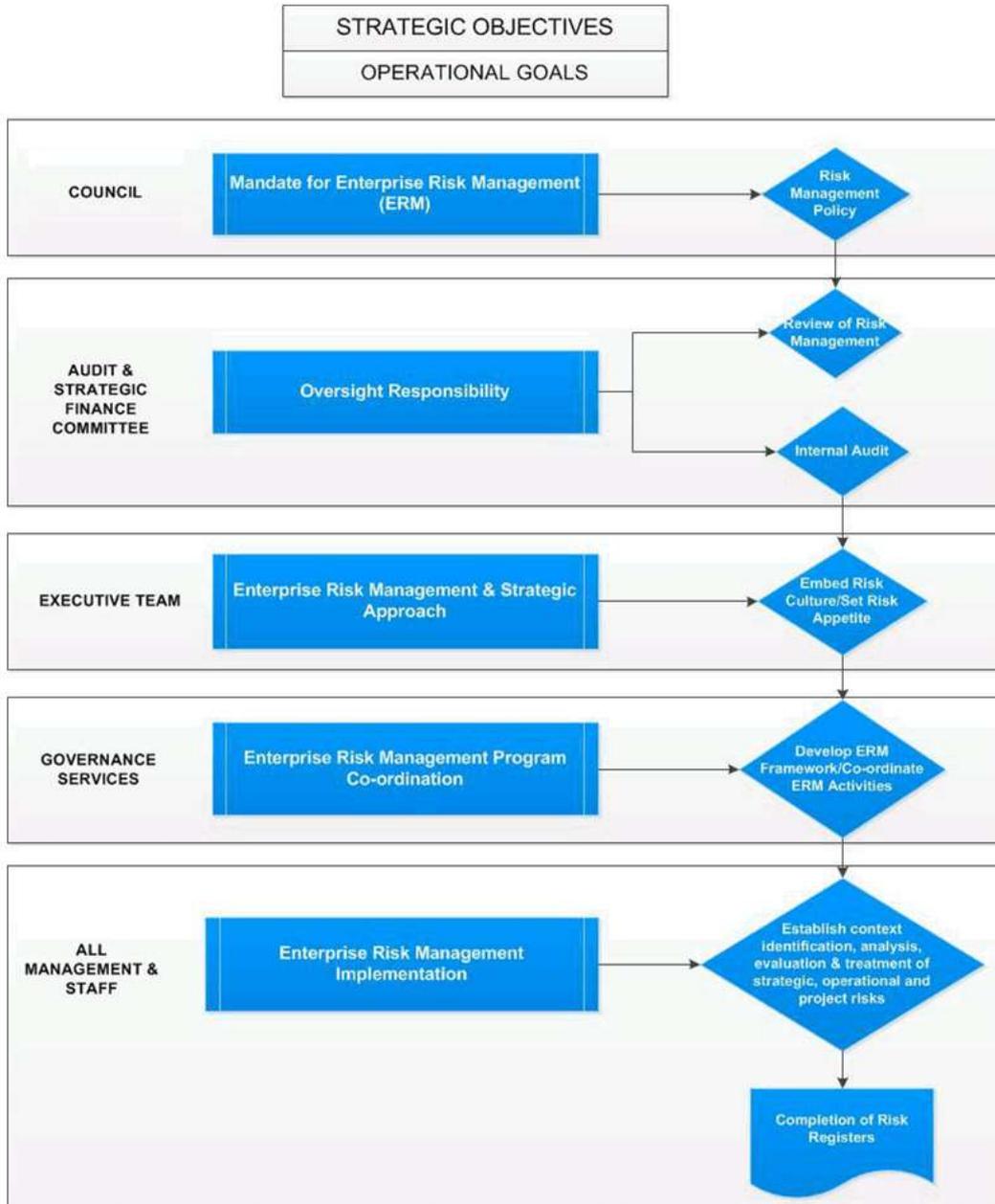
- leadership, which is articulated in the policy
- communicating the benefits of risk management
- Integrating risk management with other business processes and systems so the task of managing risk is not regarded as an additional burden.

Key risk performance indicators are measures which support our transparent approach to maturing risk management. The risk management performance indicators which we are working towards are provided as Appendix C.

2.2 Risk Governance and Accountability Structure

Our risk management accountability framework is aligned to our existing accountability requirements and summarised in Appendix D, outlining the roles and responsibilities in relation to risk management.

Our approach to enterprise risk management is aligned to our strategic and business planning frameworks.

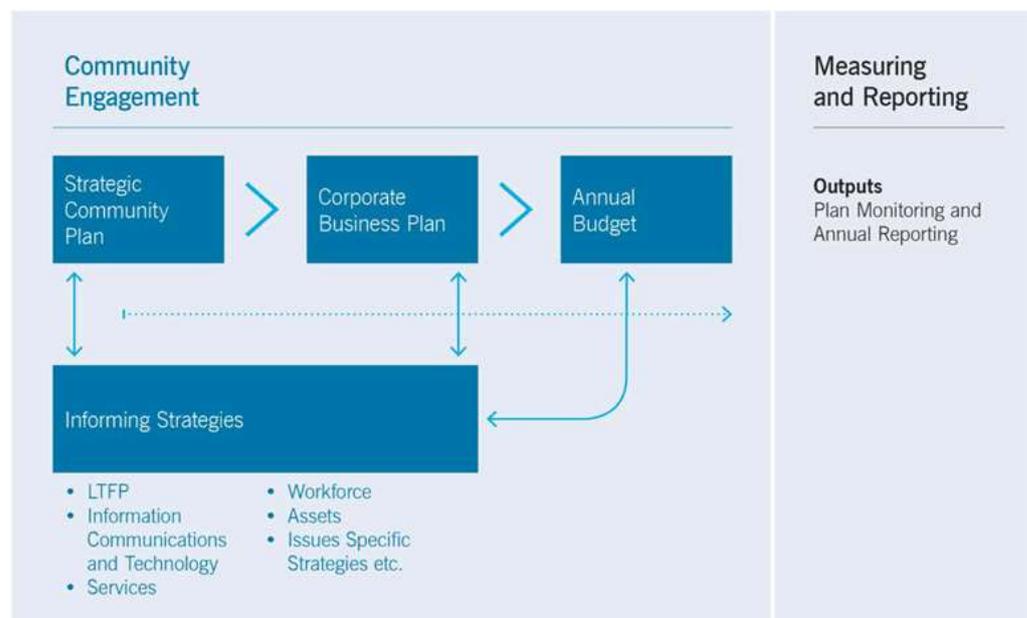


Strategic risks are overseen by the Executive and operational risks are identified and monitored as part of our annual business planning cycle. Our risk register is enabled by a licenced enterprise risk information system (Risk Management and Safety System). Our maturity and performance can be measured against our integrated risk management performance indicators.

2.3 Risk Management Resources and Planning

Risk management resources and planning are embedded within existing processes and operates on a number of levels. A summary of our integrated approach to resources and planning is outlined below depicting the components that make up the City's Integrated Planning and Reporting Framework:

Elements of Integrated Planning and Reporting Framework



The City's Integrated Planning and Reporting Framework (IPRF), as the primary source of guidance for the organisation, provides context to which the risk management process operates. The IPRF is designed to strengthen the linkages between community aspirations, financial capacity and practical service delivery.

The City's risk management approach is embedded into this planning process and assists in the delivery of community needs in a sustainable manner. This planning process operates on a cyclical basis and provides opportunities to undertake analysis of emerging, known or unknown risks that may impact on the purpose and objectives of the City.

The City is required to perform a biennial review of the IPRF elements. The review is designed to test and ratify the City's strategic direction,

based on community needs. This provides the mandate to ensure the City's risk approach is also reviewed, in line with the legislative requirements of risk management.

Responsibility for risk management is outlined in our Risk Management Accountability Structure (Refer to Appendix D). Risk management resources are embedded within all Departments across all functions.

D R A F T



2.4 Risk Management Process

The City's risk management process is designed to ensure that risk management decisions are based on a robust approach, assessments are conducted in a structured and consistent manner, and common language is used and understood throughout the organisation. In line with the Standard, the elements of the City's risk management process are outlined below, with a brief description of each of the process articulated in the below table:

Process Step	Description	Purpose
Communication and Consultation	Involving stakeholders (internal and external) and information sharing throughout the risk management process, across the City.	<ul style="list-style-type: none"> Context is appropriately defined; Staff that are involved throughout the risk process understand the basis for decisions and actions required; and Lessons learnt are shared and transferred to those who can benefit from them.
Establish Context (explained further in section 2.4.1)	Understanding the City's objectives and defining the external and internal environment within which the City operates.	<ul style="list-style-type: none"> Understand the critical success factors influencing the ability to achieve objectives; and Determine boundaries within which the Risk Management Framework operates using the City's Risk Assessment & Acceptance Criteria (Appendix A).
Risk Identification	Identifying risks, its sources, causes and potential consequences.	<ul style="list-style-type: none"> Refer to the City's Risk Assessment & Acceptance Criteria to ensure risks are assessed in a consistent manner; and Generate a comprehensive list of threats and opportunities based on the critical success factors that might enhance, prevent, degrade, accelerate or delay the achievement of set objectives.
Risk Analysis	Comprehending the nature of the risk and determining the level of risk exposure (likelihood and consequence).	<ul style="list-style-type: none"> Provide an understanding of the residual (level of exposure should controls fail) and controlled risk (level of exposure with controls in effect); Utilise the City's Measures of Existing Controls in identifying ineffective controls; Determine relevant consequence categories to rate the residual risk; and Combine the measures of consequence and likelihood to determine the level of risk.
Risk Evaluation	Comparing the risk analysis with the risk criteria to determine whether the risk is acceptable or tolerable.	<ul style="list-style-type: none"> Determine whether the controlled risk aligns with the City's risk appetite; Determine if controlled risks need further treatment; and Identify priority order in which these risks should be treated.



Process Step	Description	Purpose
Risk Treatment	<ul style="list-style-type: none"> Selecting one or more options for treating the risk. Reassessing the level of risks with controls and treatments in place (residual risk). 	<ul style="list-style-type: none"> Identify treatments for risks that fall outside the City's risk appetite; Provide an understanding of the residual risk (level of risk with controls and treatments in place); and Identify priority order in which individual risks should be treated, monitored and reviewed in line with the City's risk assessment & acceptance criteria.
Monitoring and Review	<ul style="list-style-type: none"> Determining whether the risk profile has changed and whether new risks have emerged. Checking control effectiveness and progress of the treatment plans. 	<ul style="list-style-type: none"> Identifying emerging risks; Provide feedback on control effectiveness; Identify whether any further treatment is required; Provide a basis to reassess risk priorities; Capture lessons learnt from event failures, near - misses and success; and Monitor risk controls and actions through the City's Risk management Software (RMSS).

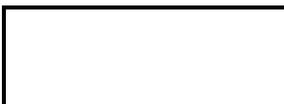
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2.4.1 Establishing the Risk Management Context

To ensure adequate alignment and consistency of risk management practices throughout the City, the below provides the context for which risks are defined, identified and managed.

Plans	Risk Definitions	Accountability
<p>Strategic Community Plan The Strategic Community Plan articulates the long term strategic direction and guides the City's planning process. It outlines the communities' aspirations and vision as well as identifying the strategies that the City is intending to implement to achieve its objectives.</p> <p>The Strategic Community Plan describes the vision and strategic objectives of the elected Council.</p> <p>In determining the strategic risk profile the City will have to collect information, through environmental scanning, which is broad enough to include a range of trends, influences and time horizons</p> <p>They are usually identified through analysis of environmental factors, stakeholder expectations and strategy development and will likely have a material impact on the City's ability to achieve its mandate and strategic objectives.</p>	<p>Strategic Risks</p> <ul style="list-style-type: none"> ▪ Identified through analysis of both the Strategic Community Plan and Corporate Business Plan and what can impede the organisation from delivering on strategic objectives as well as reviewing past performance and risks to determine future challenges and new priorities. ▪ Risks usually identified from the external environment, that affect the decisions made around organisational priorities, resource allocation, tolerance and acceptance of risk. ▪ Strategic risks are the risks that will prevent Council from meeting the objectives outlined in the Strategic Community Plan. ▪ They are the risks of most concern to the City of Cockburn and therefore require direct attention by Chief Executive Officer. 	<p>Executive Team</p>



Plans	Risk Definitions	Accountability
<p>Business Unit Operational Plans Annual plans that identify the Unit's key accountabilities in implementing the City's strategic plan, key strategies and targets. Plans are developed through a process of environmental scanning and reviewing past performance and risks to determine upcoming challenges and new priorities</p>	<p>Operational Risks Risks or opportunities that may affect achieving the objectives of the planned Business Unit outcomes of performance, identified through Business Unit Plans, Specific Purpose Plans, programs of change, or hazard assessments. These risks usually result from inadequate or failed internal processes, people and systems. Operational risks are linked to the Business Plan objectives and take into consideration risks which will prevent Departments from delivering their annual business plans and ongoing services to the community.</p>	<p>Business Unit Managers</p>
<p>Program Plans Plans for implementing business strategies, policies and initiatives, or large-scale change, to achieve a desired outcome and benefits of strategic importance.</p>	<p>Each Department is required to undertake a risk assessment in accordance with this Framework to determine the risks in meeting its delegated statutory obligations and stated objectives. This process is incorporated into the business planning process.</p>	<p>Service Unit Leader</p>
<p>Safety Management System The City's systematic approach to managing safety, including organisational structures, accountabilities, policies and procedures. Officers (persons conducting a business or undertaking) are responsible for protecting workers and other persons against harm to health, safety and welfare through the elimination or minimisation of risks arising from work or from particular types of substances or plant</p>	<p>Operational risk predominantly relates to critical services and functional business processes that support the City's service delivery objectives. This risk type takes a horizontal perspective of risk across the City. Safety risks can cause harm or adverse effects (to individuals as health effects or to the City as property or equipment losses).</p>	<p>All Staff</p>
<p>Project Plans Formal, approved documents used to guide both project execution and project control.</p>	<p>Project Risks Uncertain events or set of circumstances that, should they occur, will have an effect on the achievement of one or more project objectives. Project and program risk refers to the risks unique to a specific project/program. The City regularly undertakes significant projects and programs, management of which should be consistent with the City's project management methodology. Projects and programs should maintain a risk register(s) and regularly report the risks to the project/program sponsor/s or steering committee. Any significant risk that is strategic in nature should also be incorporated in the Operational risk register to ensure visibility across the enterprise.</p>	<p>Project Team/Manager</p>



Plans	Risk Definitions	Accountability
<p>Specific Risk Functions</p> <p><u>Fraud and corruption</u> - Refer to the Fraud and corruption prevention policy and guidelines.</p> <p><u>Business continuity management</u> -. Refer to the Crisis and <i>Business continuity framework</i>.</p> <p><u>Local Emergency Management Plans</u> Series of plans that identify hazards, risks and their mitigation, response to and recovery from emergency events. Detailed plans for response and recovery are linked to the District & State Emergency Management Plans.</p>	<p>Fraud and corruption risk management is an important subset of the City's overall risk management framework. The City and constituent business areas are required to conduct a fraud risk assessment on a regular basis, in doing so; the assessment should be consistent with the process prescribed in the framework. Correspondingly, provision for fraud has been integrated into the City risk register to enhance fraud and corruption reporting.</p> <p>Some risk is unavoidable and it is not within the ability of the City to completely manage, e.g. natural disasters. A key strategic risk for the City and its business areas is the inability to remain operational and continue delivering Council services. In these instances, the only action that can be taken is the preparation of contingency plans for business continuity. Business continuity management is a key mitigating factor as it increases the department's resilience in, response to and recovery from events that may disrupt business services and operations</p> <p>Emergency Management Hazards/Risks & Public Hazards Risks and hazards which:</p> <ul style="list-style-type: none"> • Would pose a threat to life, property or the environment. • Would require a large scale emergency response. • Would require support / action from the City. • Would require Recovery strategies to be adopted to return the community to normal. 	<p>All services units with support from other units and external agencies</p>



2.4.2. Treatment

For risks which fall outside of the City's risk appetite, determine treatment options that may improve existing controls and/or reduce consequence/likelihood to an acceptable level.

Risk treatments may involve actions such as avoid, share, transfer or reduce the risk. The treatment selection and implementation may be based on:

- Cost versus benefit;
- Ease of implementation; and
- Alignment to organisational values and objectives.

The purpose of risk treatment plans is to document how the chosen treatment options will be implemented. A comprehensive risk treatment plan should be prepared for all High and Extreme risks. The information provided in treatment plans should include:

- Risk ID, risk description, risk level
- The reasons for selection of treatment options, including expected benefits to be gained
- Those who are accountable for approving the plan and those responsible for implementing the plan (e.g. Risk owner);
- proposed actions;
- resource requirements including contingencies
- plan to monitor implemented controls;
- reporting requirements (e.g. Council action, Audit and Risk Committee action, Executive Management team action etc.); and
- timing and schedule.

2.4.3. Monitor & Review

The City will review all Risk Profiles in line with the Risk Assessment & Acceptance Criteria or if triggered by one of the following:

- changes to context;
- a treatment is implemented; and
- an incident occurs or due to audit/regulator findings.

The Governance & Risk Management Coordinator will monitor the status of risk treatment implementation and report on progress, if required.

The CEO and Executive will monitor significant risks and treatment implementation as part of their normal Directors agenda item with specific attention to be given to risks that meet any of the following criteria:

- Risks with a Level of Risk of High or Extreme;
- Risks with an Inadequate Existing Control Rating;

- Risks with a Consequence Rating of Catastrophic; and
- Risks with a Likelihood Rating of Almost Certain.

2.5. Risk Assurance

The risk management validation and assurance program operates on a number of levels from management reviews to internal and external reviews.

Management Control reviews: These annual reviews are initiated by management to inform and to provide another level of insight on the degree to which management and operational levels has a shared understanding of risk management.

This level of scrutiny completes an important aspect of a risk management system. That is to provide assurance that key risks are actively controlled and control mechanisms in place reduce the risk profile of the City

Audit services: The internal audit program is overseen by the Financial Services Department. The internal audit plan is developed with consideration to the strategic and operational business risk profile.

The internal audit program is designed as a rolling three year plan based on risk against which Internal Audit is to prepare audit reports for the Audit Committee's consideration. These audit reports are to also include, where applicable, management responses, accountabilities and timelines for corrective actions.

This plan shall detail the nature and timing of reports to be presented to the Audit Committee and to Council and will reflect the priorities and functions of the Audit Committee as detailed in their Charter.

External reviews: These reviews are conducted by an agency external to Council. Typically the agencies which currently conduct independent reviews are the Auditor General's Office and Ombudsman

Risk Maturity review: Governance services conduct a maturity assessment every 2 years, in line with the corporate planning cycle to measure and test staff's perception of Council's risk management culture. The results are reported to the Executive Team and where appropriate incorporated into an action plan.

2.5.1. Risk Tools

The risk register enables staff to document, manage, monitor, review and update strategic, operational, hazard or project risk information. Risk register reporting allows the City to monitor and review risks in

alignment with the Strategic Community Plan, Corporate Business Plan, Business Unit Plans, programs and other cascading plans.

Information from the risk management process is to be recorded, reported and monitored using the City's various risk register templates. The City has two ways to record risks as depicted below:

RMSS risk register – An online risk management tool, to assist the City in recording, monitoring and reporting operational and strategic risk information.

Offline risk registers – These are various risk register templates used for projects, programs, events and hazard assessments. This information is not kept within the RMSS system.

3. TRAINING AND EDUCATION

The City has clarified roles, responsibilities, accountabilities and delegations at all levels. The City's Risk Management Framework is to be embedded through a number of communication, training and support systems, including training.

To ensure that adequate risk management competency levels are achieved and maintained, the City provides regular training courses in the risk management process and its application in the City.

Specific risk management training sessions will be held on an annual basis, aimed at providing an overview of the Risk Management Framework. The training will be provided by the Governance & Risk Management Coordinator. Additional ad-hoc training will be provided as required.

This training is designed to increase the knowledge and awareness of staff and management in a number of risk management topics including:

- risk management principles and process;
- fraud and misconduct awareness;
- environmental management;
- events management; and
- Business Continuity and Crisis Management.

Instruments providing training on appropriate controls include job descriptions, inductions, policies, procedures, terms of reference, performance planning and review programs, contracts and delegations.

APPENDIX A - RISK ASSESSMENT AND ACCEPTANCE CRITERIA

Measures of Consequence					
Risk Category	Insignificant(1)	Minor (2)	Moderate(3)	Critical (4)	Catastrophic (5)
Financial Impact	< \$50K or 5% of OP / little or no impact on asset	\$50K - \$250K or 10% of OP / minor loss or damage to asset	\$250K - \$1M or 25% of OP / major damage to asset	\$1M - \$5M or 25% of OP / significant loss of asset	>\$5M or 50% of OP / complete loss of asset
OHS/Health/Injury/ Well-being	No injuries	First aid treatment	Medical treatment	Partial disablement or severe injury	Death or permanent disablement
Brand/Reputation	Low impact Low profile No complaint	Low impact Low profile Low media attention Possible complaint	Moderate impact Moderate media attention Public complaint	Damage to reputation. Public embarrassment High media attention Several public complaints Third party legal action	Irreversible damage to reputation. Very high level of public embarrassment. Very high media attention Many public complaints
Operations/Service Disruption	Little impact Business-as-usual < 5% variation against PI	Minor impact Easily dealt with Still business-as-usual / 5 - 10% variation against PI	Some objectives affected Can continue as business-as-usual with minor controls executed / 10 - 25% variation against PI	Some of the major objectives cannot be achieved Business can still deliver but not to expected level / 25 - 50% variation against PI	Most objectives cannot be achieved Business will not operate / > 50% variation against PI
Environmental Health	An insignificant environmental event that can be immediately corrected under the control of the City	A minor environmental event that can be corrected through system improvements within the City	A moderate environmental event that can be remediated but requires multiple stakeholder input	A significant environmental event where rehabilitation involves multiple stakeholders and various levels of the community and government	A severe environmental event requiring multiple stakeholders, all levels of the community and government to remediate.
Compliance	Minor breach of policy / process requiring some response with little impact on other criteria	Compliance Breach of policy / process requiring additional work or minimal damage control	Compliance Breach requiring investigation, mediation or restitution and breach of legislation or regulations	Compliance Breach involving external investigation or third party actions resulting in tangible loss or reputation damage to the City and breach of legislation or regulations	Compliance Breach involving regulatory investigation and / or third party actions resulting in tangible loss or significant reputation damage to the organization and breach of legislation or regulations



Risk Category	Insignificant(1)	Minor (2)	Major (3)	Critical (4)	Catastrophic (5)
Project	Majority of milestones and objectives being achieved with minor variation to scope and/or quality reported. Minor impact absorbed through project. Or < than 5% of Project Budget or < than \$50k, whichever is lower Or < than 5% of Project Timeline or < than 30 days, whichever is lower	Minor impact on milestones and objectives being achieved with minor variation to scope and/or quality reported. Disruptive impact on project deliverables expected. Or Between 5% to 10% of Project Budget or between \$50k - \$250k, whichever is lower Or Between 5% to 10% of Project Timeline or between 30 – 60 days, whichever is lower	Major impact on milestones and objectives being achieved with minor variation to scope and/or quality reported. Serious impact on project deliverables expected. Or Between 10% to 25% of Project Budget or between \$250k - \$1m, whichever is lower Or Between 10% to 25% of Project Timeline or between 60 - 90 days, whichever is lower	Major impact on milestones and objectives being achieved with significant variation to scope and/or quality reported. Critical impact on project deliverables expected. Or Between 25% to 50% of Project Budget or between \$1m - \$5m, whichever is lower Or Between 25% to 50% of Project Timeline or between 90 - 120 days, whichever is lower	Catastrophic impact on milestones resulting in the failure to achieve one or more objectives of the project. Or > than 50% of Project Budget or > than \$5m, whichever is lower Or > than 50% of Project Timeline or > than 120 days, whichever is lower

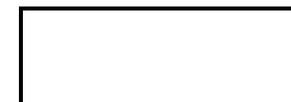


Measures of Likelihood						
Score	Likelihood	Probability / Frequency				
5	Almost Certain	Such events are expected to occur routinely during an operation /asset life/project.				
4	Likely	Such events may occur frequently during an operation /asset life/project.				
3	Possible	Such an event may occur more than twice during an operation /asset life/project.				
2	Unlikely	Possible that such an event may occur once during operation /asset life/project.				
1	Rare	Theoretically such an event is possible but not expected to occur during an operation /asset life/project.				

Risk Matrix						
	Consequence	Insignificant	Minor	Major	Critical	Catastrophic
Likelihood		1	2	3	4	5
Rare	1	Low (1)	Low (2)	Low (3)	Low (4)	Moderate (5)
Unlikely	2	Low (2)	Low (4)	Moderate (6)	Moderate (8)	Significant (10)
Possible	3	Low (3)	Moderate (6)	Moderate (9)	Significant (12)	High (15)
Likely	4	Low (4)	Moderate (8)	Significant (12)	High (16)	Extreme (20)
Almost Certain	5	Moderate (5)	Significant (10)	High (15)	Extreme (20)	Extreme (25)



Risk Acceptance Criteria				
Risk Level	Code	Criteria	Treatment	Responsibility
LOW		Risk acceptable with adequate controls, managed by routine procedures. Subject to annual monitoring or continuous review throughout project lifecycle.	Management through routine operations/project, Risk Registers to be updated.	Service Unit Manager/Project Manager
MODERATE		Risk acceptable with adequate controls, managed by specific procedures. Subject to semi- annual monitoring or continuous review throughout project lifecycle.	Communication and awareness of increasing risk provided to SM, Risk Registers to be updated.	Senior Manager/Project Manager
SUBSTANTIAL		Accepted with detailed review and assessment. Action Plan prepared and continuous review.	Assess impact of competing Service Unit/Business Unit Projects. Potential redirect of Service Unit/Business Unit resources. Risk registers to be updated.	Director/Steering Committee
HIGH		Risk acceptable with effective controls, managed by senior management/executive. Subject to quarterly monitoring or continuous review throughout project lifecycle.	Escalate to CEO, report prepared for Audit & Strategic Finance Committee. Quarterly monitoring and review required. Risk Registers to be updated.	Executive/ Steering Committee/Project Sponsor
EXTREME		Risk only acceptable with effective controls and all treatment plans to be explored and implemented where possible, managed by highest level of authority and subject to continuous monitoring.	Escalate to CEO, report prepared for Audit & Strategic Finance Committee. Monthly monitoring and review required. Risk Registers to be updated.	CEO/Council/Project Sponsor



Existing Controls Ratings		
Rating	Foreseeable	Description
Effective	Doing more than what is reasonable under the circumstances	<ol style="list-style-type: none"> 1. Existing controls exceed current legislated, regulatory and compliance requirements, and surpass relevant and current standards, codes of practice, guidelines and industry benchmarks expected of this organisation 2. Subject to continuous monitoring and regular testing 3. Any control improvements that can be implemented have minimal impact on operations.
Adequate	Doing what is reasonable under the circumstances	<ol style="list-style-type: none"> 1. Existing controls are in accordance with current legislated, regulatory and compliance requirements, and are aligned with relevant and current standards, codes of practice, guidelines and industry benchmarks expected of this organisation 2. Subject to continuous monitoring and regular testing 3. Control improvements may be implemented
Inadequate	Not doing some or all things reasonable under the circumstances	<ol style="list-style-type: none"> 1. Existing controls do not provide confidence that they meet current legislated, regulatory and compliance requirements, and may not be aligned with relevant and current standards, codes of practice, guidelines and industry benchmarks expected of this organisation 2. Controls not operating as intended and have not been reviewed or tested 3. Existing Controls need to be improved



APPENDIX B – RISK MANAGEMENT ACTION PLAN

Action	Description	Responsibility	Timing
Strategic Risk Management Review	Strategic risk workshops with the key deliverable of a strategic risk register for the City, to identify high level key strategic risks associated with City of Cockburn's external environment, stakeholders, strategic direction and systemic organisational issues.	Executive Team (coordinated by Governance Services)	Every 4 years in conjunction with Community Strategic Plan review
Risk Maturity Review	Maturity review to measure and test Risk Management culture, and assess the appropriateness and effectiveness of the City's systems and procedures in relation to: <ul style="list-style-type: none"> • risk management; • internal controls; and • legislative compliance 	Executive Team & All Managers (coordinated by Governance Services)	Biennially
Review Risk Management Policy	Review the currency and effectiveness of Council's Risk Management Policy	Council to adopt (review to be coordinated by Governance Services)	Biennially – presented to DAPPS
Review Risk Management Framework	Review the currency and effectiveness of Council's Risk Management Framework.	Council to adopt (review to be coordinated by Governance Services)	Biennially
Build robust contingency services to ensure the protection of Council assets and services	Annual test and review of Council Business Continuity & Crisis Management Program	Governance Services	Annually
Review Operational Risk Registers	Review risks and controls contained in Council's corporate risk register and identify new or emerging risks	All Managers (risk owners) to complete review (review to be facilitated by Governance Services)	Annually – presented to Audit & Strategic Finance Committee
Risk Controls Assurance Review	Targeted control review to rate and confirm the effectiveness for controls contained in the operational risk register.	Governance Services	Annually – presented to the November Directors Meeting
Include Risk Treatment Plans in Operational Plan	Ensure that actions required by Risk Treatment Plans (RTP) are incorporated into the Operational Plan	All Managers	Every year in conjunction with Operational Plan

Action	Description	Responsibility	Timing
			development/ review
Implement Risk Treatment Plans in operational decisions	Implement actions contained in risk treatment plans (RTP)	Risk Owners	As identified in the RTP
Risk assessments for projects/initiatives in accordance with the project methodology	Conduct risk assessments as required for new or altered activities, processes or events	Relevant Manager/ Risk Owner/ Project Manager/Team	Prior to deciding to proceed with new project/initiative
Risk Status Report	Identify and review, by exception, any risk issues arising from the Quarterly risk register review and the current status of key risks (high & extreme), RTPs, incidents and other relevant issues	Executive Team (coordinated by Governance Services)	Quarterly report to the Audit and Strategic Finance Committee
Annual Report	Detail risk management activities undertaken during the previous year and any relevant risk management issues.	Governance Services	Annually
Operational Plan	Identify key risks that may impact on objectives as well as strategies and controls in place (or proposed) to manage those risks.	Managers/Risk Owners (overseen by Governance Services)	Annually
Staff Performance Review	Ensure risk management performance of managers is assessed on a regular basis	Manager, Human Resources	Annually
Communication	Ensure staff are aware of relevant risk management issues and have access to risk management tools	Governance Services	Ongoing

APPENDIX C - RISK MANAGEMENT INDICATORS

Indicators	Measurement
Culture	
<ul style="list-style-type: none"> • Management are committed to risk management. • Employees' contributions to risk management are valued. • Practices and values are linked to risk management. 	<ul style="list-style-type: none"> • Risk management included in Job descriptions • Risk management is linked to values and Code of Conduct. • Risk management is included in recognition and reward programs. • All staff is aware of organisation's approach to risk management and the risk management format has been documented.
Risk Governance & Accountability	
<ul style="list-style-type: none"> • Risk governance is aligned to the organisations governance and accountability framework. • There is an endorsed risk management policy accessible to all staff. • Executive and Audit Committee regularly receive, consider and discuss risk management reports. • There is a process to support risk management attestation. • There is a robust process for ensuring legal and regulatory compliance requirements are met. • Roles and responsibilities for risk management are clearly defined at all levels of the organisation. 	<ul style="list-style-type: none"> • RMF documented, approved & accessible to staff. • Risk reports distributed and reviewed. • Organisational wide approach to legal and regulatory compliance framework documented and accessible to staff. • Risk roles and responsibilities documented. • Risk meeting agendas and minutes recorded and maintained.
Resource & Planning	
<ul style="list-style-type: none"> • There are human resources to support risk management system and processes. • Tools and templates are used to support risk management processes and assessments. 	<ul style="list-style-type: none"> • Organisational wide risk policy • Risk management capabilities and training provided. • Risk management skills gap addressed. • Organisational wide risk tools and templates are used • Organisational wide risk management plans documented, approved and accessible to all staff. • Risk information system available and accessible to nominated staff. • User software training made available to nominated staff.



Process	
<p>There are processes to ensure communication and consultation with internal and external stakeholder groups takes place during each activity of the risk management process</p> <ul style="list-style-type: none"> • Risk appetite and tolerances has been agreed and is clearly understood • The external and internal context to be considered by staff is clearly defined. • A risk rating criteria is clearly defined and risks are consistently documented and the effectiveness of existing controls is used to determine the estimated level of risk. • Risks are consistently identified and by staff with the required knowledge and skills using an agree risk register format. • There is a process in place to respond to incidents, near misses, incidents, hazards and complaints. • Risks are assessed to determine tolerability & priorities for risk treatment. • Treatment plans are prepared, implemented and monitored 	<ul style="list-style-type: none"> • Risk management guidelines. • Organisation wide risk appetite and tolerance has been documented, approved and available to all staff. • Documented evidence of risk management forms part of the strategic and operational objectives that specifically takes into account risks which may impact the organisation. • A defined risk criterion is available and consistently applied. • The risk methodology is endorsed and available to all staff. • Risk has been linked to agreed categories which have been documented and reviewed. • System in place for near misses • Risk escalation processed established, clear and complied too. • Risk has been linked to agreed categories which have been documented and reviewed. • System in place for near misses Risk escalation processed established, clear and complied
Assurance	
<ul style="list-style-type: none"> • Control owners assigned, & layered approach to risk controls • Control effectiveness considered within risk acceptance decision Alignment with audit and assurance programs / activities. The internal validation and assurance activities are aligned to the risk profile. 	<ul style="list-style-type: none"> • There is a clear, documented link between the validation and assurance program • The validation and assurance Program incorporates data analytics such as dashboard reporting, measurements against targets • Assurance mapping



APPENDIX D - RISK MANAGEMENT ACCOUNTABILITY STRUCTURE

Role	Responsibilities
Council	<p>Council's responsibilities are to:</p> <ul style="list-style-type: none"> • Adopt a Risk Management Policy that complies with the requirements of AS/NZS ISO 31000:2009 and to review and amend the Policy in a timely manner and/or as required. • Adopt the Risk Management Framework for the Council. • Be satisfied that risks are identified, managed & controlled appropriately to achieve Council's Strategic Objectives. • Appoint and resource the Audit & Strategic Finance Committee. • Provide adequate budgetary provision for the financing of risk management including approved risk mitigation activities. • Review Council's risk appetite.
Audit & Strategic Finance Committee	<p>On behalf of Council, the purpose of Audit Committee is to oversee that Council carries out its responsibilities for accountable financial management, good corporate governance, fostering an ethical environment and maintains a system of internal control and risk management. They have been constituted to monitor and report on the systems and activities of Council in ensuring:</p> <ul style="list-style-type: none"> • Reliable financial reporting and management information. • High standards of corporate governance. • Appropriate application of accounting policies. • Compliance with applicable laws and regulations. • Effective monitoring and control of all identified risks. • Effective and efficient internal and external audit functions. • Measures to provide early warning of any issues affecting the organisation's financial well-being. • The level and effectiveness of appropriate Crisis Management, Business Continuity and Disaster Recovery planning. • Maintenance and fostering an ethical environment.
Chief Executive Officer	<ul style="list-style-type: none"> • The Chief Executive Officer is accountable for the implementation and maintenance of risk management policies and processes across the organisation. • The CEO is responsible for ensuring that strategic risks are regularly reviewed. • The Chief Executive Officer is responsible for raising awareness and leading the culture of managing risk responsibly across the organisation.
Executive Team	<p>Promote and champion a strong risk management culture by linking and embedding risk management, and maintaining organisational risk focus across Council</p> <ul style="list-style-type: none"> • Manage and monitor the strategic risks. • Ensure that an effective risk control environment is implemented and maintained. • Ensure that risks are considered and integrated into corporate and business planning processes. • Participate in the review and updating of the organisation's strategic risk profiles. • Ensure that accountabilities for managing risks are clearly defined.



Role	Responsibilities
Managers	<ul style="list-style-type: none"> • Managers are accountable for implementing the risk management practices in their area of responsibility. This includes ensuring that risks are identified, managed, reviewed and updated regularly. • Ensure that assets and operations, together with liability risk to the community, are adequately protected through treatment plans and measures. • Provide risk management related information as requested by their Directorate. Managers are responsible for raising awareness and leading • the culture of managing risk responsibly across the organisation by ensuring that risk management policies, procedures, standards, guidelines and risk management treatment plans are implemented in everyday business practice. • Advising of any risk management matter that should be included in forthcoming budgets. • Are responsible for raising awareness and leading the culture of managing risk responsibly across the organisation by assisting with the implementation of risk management policies, procedures, standards, guidelines and risk treatment plans.
Governance & Risk Management Coordinator	<p>The Risk Management & Governance Coordinator is responsible for overseeing the development, facilitation and implementation of a risk management culture and framework, including training and awareness across the organisation. They also provide advice to the organisation and are responsible for strategic overview.</p>
All staff	<p>All staff is responsible for applying risk management practices in their business activities. This involves:</p> <ul style="list-style-type: none"> • Systematically identifying, analysing, evaluating and treating risks. Maintaining awareness of current and potential risks that relate to areas of responsibility. • Risk management practices and treatments are regularly reviewed and monitored. • Risk management reporting is appropriately undertaken. • Advice to Managers of any risk issues believed to require attention, such as property exposures for potential loss or damage and community risk.

City of Cockburn

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30 October 2017

Version 1.0

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HIGH/EXTEME RISKS QUARTERLY REPORT

Risk Owner: Director Governance & Community Services

Key Service: Improving the quality of community life of residents and to ensure good governance.

Risk Name: Bush Fire

Risk ID	Risk Description	Causes	Control Effectiveness	Risk Rating
139	Fail to adequately manage bush fire risk exposure within City	Fuel loads not in control of City Interagency lack of communication Delays to programmed back burning Non-compliance	Adequate	High
	Risk Impacts	Existing Controls		
	People and property losses Loss of public realm Non-compliance with EM Act Reputational damage	Emergency Management Arrangements Interagency engagement (DFES and DPaW) Bushfire Risk Management Plan and fuel load register An additional employee has been engaged in 2017 whose specific task relates to Bushfire Mitigation within the District.		

Update:

The Bushfire Risk Management Plan (BRMP) mitigation actions are underway, and the appointment of the Fire and Emergency Management Officer will help expedite mitigation works, and advocating State land managers while promoting fire awareness to the community. The City has undertaken a number of mitigation works in recent months; this has included several low-intensity hazard reduction burns and extensive weed sparing. Within the 2017 – 18 financial year the City has spent approximately \$40 000 on mitigation works identified through the BRMP process. Rural properties were inspected up to April 2017 throughout the 2016 -17 inspection period 1764 properties were inspected resulting in 311 infringements issued. The 2017 – 18 inspections are due to start 1 November. Currently, the Officer conducting the upcoming inspections is readying the Firebreak system and identifying potential problem properties.



HIGH/EXTEME RISKS QUARTERLY REPORT

There has been no change to the State's Bushfires Act and binding crown land to mitigate bushfire risk on request of the Local Government. The City is leading the industry in this sector and has (in collaboration with WALGA) been meeting with several State land managers to amicably agree on mitigation works. Recently the City and the Department of Lands agreed in principle on mitigation and funding structure. This proposed structure was (at the request of DFES) placed on hold until the State finalised their rural fire service model.



HIGH/EXTEME RISKS QUARTERLY REPORT

Risk Owner: Director Governance & Community Services

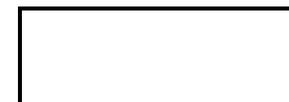
Key Service: Improving the quality of community life of residents and to ensure good governance.

Risk Name: Community Services Major Projects

Risk ID	Risk Description	Causes	Control Effectiveness	Risk Rating
99	Failure to coordinate Community Services major projects on behalf of the City of Cockburn	Lack of due diligence Lack of detailed project scope Lack of resourcing Poor contractors performance Variations of expenditure Inaccurate project cost estimate	Adequate	High
	Risk Impacts	Existing Controls		
	Delays in projects Financial Loss	Contract independent specialist consultant Project control group & project working group Committees & Council reference group Consulting teams/meetings Financial monitoring, extensive project program, monthly progress reports Risk management Plans.		

Update:

1. Cockburn ARC – Facility now operational, the geothermal system has yet to be given practical completion due to ongoing issues with the pump system. This is anticipated to be rectified by the start of November.



HIGH/EXTEME RISKS QUARTERLY REPORT

2. Lake Lands Reserve Hockey and Community Facilities – Procurement processes completed for appointment of Project Manager and Quantity surveying services. Negotiations with DoE and the FHC are underway in the development of the MOU and other legal agreements.

3. Frankland Reserve – Preliminary concept design, estimated construction cost and lifecycle costing developed. CSRFF funding submission completed. Flora and fauna survey and site contamination assessment underway, the outcomes of these assessments will determine the feasibility to proceed with the project.

Currently, a new Project Portfolio Management (PPM) system is being developed to standardise the implementation of major project works across the organisation, based on a model now operating within the Engineering and Works Division. While this system will take some time to become fully integrated in all Units across the City, it has been accepted as a major positive step in ensuring a consistent approach to Project Management in the future.



HIGH/EXTEME RISKS QUARTERLY REPORT

Risk Owner: Director Finance & Corporate

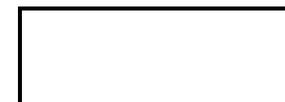
Key Service: Managing the annual budget & financial reporting and long term financial planning, managing financial risks including treasury, rates and other taxation type measures for the Council

Risk Name: Records Management

Risk ID	Risk Description	Causes	Control Effectiveness	Risk Rating
139	Inconsistently applied record management practices	Lack of audit trail for documents/external Documents and emails not saved in ECM Non - compliance with processes and requirements Lack of awareness and training	Adequate	High
	Risk Impacts	Existing Controls		
	Breach of State Records Act Inefficiencies Incomplete records Loss of records	Record management policy and guidelines Training Dedicated resources ECM		

Update:

All new staff is required to complete online Recordkeeping Awareness Training as part of their induction and depending on their role they are also required to undertake ECM training. A presentation to Elected Members on their recordkeeping responsibilities has been developed and will be scheduled for early 2018. The internal auditors (Deloitte) will be undertaking an audit of the organisations' records management practices during the 2017/18 financial year (date to be confirmed). A review of technology solutions was undertaken in the form of a staff survey of ECM during August 2017. The results and information gained from the survey will be used to develop strategies to address any issues and improve use of the system.



HIGH/EXTEME RISKS QUARTERLY REPORT

Risk Owner: Director Finance & Corporate / Executive Manager Strategy & Civic Support

Key Service: Managing the annual budget & financial reporting and long term financial planning, managing financial risks including treasury, rates and other taxation type measures for the Council.

Risk Name: Project Management

Risk ID	Risk Description	Causes	Control Effectiveness	Risk Rating
143	Fail to consistently apply project management methodology and implementation to City projects	Resistance to cultural change Inconsistent and duplication of processes Lack of skills training Inconsistent project management frameworks Selecting the wrong project management software solution for the city Fundamental lack of governance from an IS perspective	Adequate	High
	Risk Impacts	Existing Controls		
	Capital works carry over Silo approach to projects Budget impacts Parachuted project	Project management tools Staff training Cross functional meetings Long term financial plan		

Update:

Planning continues, led by three senior officers and overseen by three Executive Team Members. Consultation has commenced across the organisation including the Senior Management Team and Directors to discuss the progress of the plan including the implementation timeframe and the priorities (as to which business units). The Engineering and Works plus the Governance and Community Services are being prioritised as they in turn are responsible for the majority of the capital projects by size and dollar value.



HIGH/EXTEME RISKS QUARTERLY REPORT

Risk Owner: Director Engineering and Works

Key Service: Delivering and maintaining a safe road, cycleway and path system, developing and maintaining parks, and landscaping the natural environment for the enjoyment of everyone; the collecting and disposing of waste from all properties in the district and providing and maintaining all buildings and other facilities on Council property for community use.

Risk Name: Water Availability

Risk ID	Risk Description	Causes	Control Effectiveness	Risk Rating
139	Reducing water availability to irrigate City and maintain service delivery and amenity	Drying climate Lower allocation of groundwater, by Department of water	Adequate	High
	Risk Impacts	Existing Controls		
	Poor appearance of street scapes and parks	Water management plan Adapt landscaping plans Water recharge options Community education		

Update:

The City continues to liaise with Department of Water on water availability from recycled water and redistribution of abstracted groundwater.



12.2 (2017/MINUTE NO 0003) LEGAL PROCEEDINGS BETWEEN COUNCIL AND OTHER PARTIES

- Author(s)** J Ngoroyemoto
- Attachments**
1. Summary of Legal Proceedings commenced and/or responded to by the City (2016-2017 financial year)
(CONFIDENTIAL)
 2. Fratelle Architectural Services Termination of Contract Legal proceedings summary
(CONFIDENTIAL)

RECOMMENDATION

That Council receive the report on legal proceedings commenced or responded to by the City during 2016/17 financial year.

COMMITTEE RECOMMENDATION

MOVED Cr C Reeve-Fowkes SECONDED Cr S Portelli

That the recommendation be adopted.

CARRIED 5/0

Background

At its meeting held on 12 October 2006, Council adopted a new Position Statement PSES13 "Legal Proceedings Between Council and Other Parties". At the May 2016 DAPPS Committee Meeting, Policy SES1 'Obtaining Legal or Other Expert Advice' and associated delegated authority was presented for clarification on the methodology by which legal or other expert advice is provided to Elected Members to enable them to perform their civic function. As a result the "Legal Advice Register" provided annually to the Audit and Strategic Finance Committee is now limited to the notification of those issues which are in relation to, or a result of a Council resolution, or where the amount related to administrative advice is of such an amount to warrant Council's attention only.

Submission

N/A

Report

Clause 2 of Position Statement PSES13, sub-clause (7) and (8)



states:

(7) The Chief Executive Officer shall establish and maintain a procedure which enables those matters which are subject to the terms of this Position Statement to be centrally recorded and updated, as appropriate.

(8) A record of the procedure mentioned in (7) above shall be presented to the Audit Committee at least annually, or as often as considered appropriate by the Chief Executive Officer or as requested by any member of the Audit Committee.

The Audit Calendar – Part 6 in the month of November states:

(6) Monitor the progress of any major law suits facing the Council. (Internal Audit).

A Summary of the Legal Proceedings commenced or responded to by the City during the 2016/17 financial year, as a result of a Council resolution, or of significant amount that warrants Council’s attention has been circulated under separate confidential cover.

Strategic Plans/Policy Implications

Leading & Listening

Deliver sustainable governance through transparent and robust policy and processes

Budget/Financial Implications

The table below highlights the legal fees expensed during 2016-2017 with commensurate, where relevant, fines and penalties arising from the incurring of the legal expenditure. The City, further incurs expenses for rates recovery, but in 93.8% of the cases, the amounts expended are recovered. The break-up of where the funds are spent is detailed in the table below as well.

LEGAL SERVICES 2016/17		
Legal Firms	Actual	Budget
General - McLeods	\$445,177	N/A
General - Kott Gunning	\$55,651	N/A
Total General	\$500,828	\$425,237



CCW - Jackson McDonald	\$97,382	\$100,000
Rates Recovery		
Debt Collection	\$247,647	\$100,000
Recoveries	\$263,919	\$100,000
Net	\$16,272	Nil
Fines and Penalties Income	\$299,712	\$178,545
Net Legal Fees (after fines and penalties)	\$282,226	\$346,692

The above excludes parking, litter and firebreak infringements.

Legal Implications

N/A

Community Consultation

N/A

Risk Management Implications

There are no risks associated with this recommendation, However failure to present this report to the Council annually presents a compliance risk in accordance with Position Statement PSES13 'Legal Proceedings Between Council and Other Parties', and Policy SES1 'Obtaining Legal or Other Expert Advice' & Associated delegated authority.

Advice to Proponent(s)/Submissioners

N/A

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

Nil



13. PLANNING & DEVELOPMENT DIVISION ISSUES

Nil



14. FINANCE & CORPORATE SERVICES DIVISION ISSUES

14.1 (2017/MINUTE NO 0004) 2017 ANNUAL FINANCIAL REPORT & EXTERNAL AUDIT REPORT

Author(s)	N Mauricio
Attachments	<ol style="list-style-type: none">1. Annual Financial Report 20172. Summary Annual Financial Report 20173. Audit Completion Report & Proposed Audit Opinion 20174. Auditor's Report on Summary Financials 2017

RECOMMENDATION

That Council accept:

- (1) the annual financial report for the year ended 30 June 2017, as attached to the Agenda;
- (2) the summary financial report for the year ended 30 June 2017, as attached to the Agenda;
- (3) the audit completion report & proposed audit opinion 2017; and
- (4) the auditor's report on summary financials 2017.

The Presiding Member invited Mr Macri and Mr Herathmudalige to brief the Committee on 2017 Annual Financial Report and External Audit Report. Committee Members presented questions to which responses were provided by the Auditors.

The Presiding Member thanked the Auditors for their brief.

COMMITTEE RECOMMENDATION

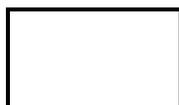
MOVED Cr C Reeve-Fowkes SECONDED Cr M Separovich

That the recommendation be adopted.

CARRIED 5/0

Background

As set out in its terms of reference, the Audit and Strategic Finance Committee (ASFC) is required to review the City's annual financial report and recommend its adoption to Council. The listed duties and



responsibilities of the ASFC include reviewing Council's annual financial report, focusing on:

1. accounting policies and practices;
2. changes to accounting policies and practices;
3. the process used in making significant accounting estimates;
4. any significant adjustments to the financial report arising from the audit process;
5. compliance with accounting standards and other reporting requirements;
6. significant variances from prior years.

The committee is also required to discuss any issues arising from the audit of the annual financial report with the auditor. The Local Government Act 1995 requires the City to meet with the auditor at least once in every year.

Regulation 9 (2) of The Local Government (Audit) Regulations 1996 states that the principal objective of the external audit is to carry out such work as is necessary to form an opinion as to whether:

- a) the accounts are properly kept; and
- b) the annual financial report:
 - i. is prepared in accordance with financial records; and
 - ii. represents fairly the results of the operations of the local government at 30 June in accordance with Australian Accounting Standards and the Local Government Act 1995.

The Audit Plan for the 2017 financial year as prepared by the City's auditor (Macri Partners) was presented to the July 2017 meeting of the A&SF Committee and adopted by Council. This outlined the purpose and scope of the external audit and explained the audit methodology and approach to be taken.

Submission

N/A

Report

2017 Annual Financial Report

The annual financial report is presented to the Audit and Strategic Finance Committee in two formats:

1. Financial Statements including all accounting and supporting notes (Detailed).



2. Summary Financial Statements excluding all accounting and supporting notes.

The Summary Financial Statements differ from the full set in that they don't contain the accompanying financial notes and discussion and analysis. Both sets have been approved by the City's Chief Executive Officer and auditor (Macri Partners).

The Summary Financial Statements have been prepared specifically for inclusion in the City's Annual Report, as the full set is too lengthy and mostly irrelevant to the report's audience. The full set of Financial Statements will be published separately on the City's website.

Statement of Comprehensive Income

1. Operating Result

The City's operating result for 2017 came in at \$4.4M, down by \$4.0M on the previous year. Operating expenditure increased by 11.3% versus an increase of 7.4% in operating revenue. This is still a healthy result, as it demonstrates the City generates more than enough revenue to cover its costs, including depreciation.

Overall, operating revenues of \$139.6M were up \$9.7M year on year. The main contributors were revenue from rates up \$5.0M (5.5%) and operating grants and subsidies up \$5.7M (70.7%). This is mainly attributable to the impact of \$3.9M from the ever changing practice of the Federal Government in paying federal financial assistance grants (FAGS). This year's FAGS included an advance of 50% of next year's funding whilst the previous year did not. There was also an increase of \$1.3M in child day care subsidies received year on year, reflecting strong growth in service delivery.

Operating expenses were up for the year by \$13.7M to \$135.2M. Employee costs, the City's biggest operational expense item, were up \$5.0M (10.7%) to \$52.1M and were impacted by \$2.1M for the commissioning of the Cockburn ARC facility. Spending on materials and contracts was up 8.2% to \$37.7M (+\$2.8M) with the biggest impact coming from a \$1.2M increase in payments to childcare givers reflecting the growth in services delivered. This result also reflects \$0.7M of costs for the Cockburn ARC and an extra \$0.5M for the triennial GRV property valuations. Insurance expenses came in \$0.2M (10%) higher than last year at \$2.4M. Back claimed workers compensation was the main reason for this increase. Interest expenses increased from \$85k to \$1.0M (+\$0.9M) due to the previous year's borrowings for the Cockburn ARC facility.



Depreciation expense (non-cash) increased by 15.4% to \$27.5M (+\$3.7M). This reflected an increase in building depreciation of \$1.2M due to the commissioning of the Cockburn ARC building in January 2017. There was also an impact of \$0.9M from the depreciation of Port Coogee Marina assets, which was handed over to the City in July 2016. A revaluation of parks equipment assets in June 2016 also contributed to an extra \$0.9M in depreciation (year on year) for this asset class. Amortisation of landfill infrastructure assets increased by \$0.8M (year on year) due to amortisation now recorded for the rehabilitation of the site.

2. Net Result

Including non-operating activities, the City's net result (before asset revaluations) was up \$20.2M on the previous year to \$71.9M. Although negatively impacted by the \$4.0M decline in the operating result, the following non-operating activities contributed an additional net \$24.2M.

Capital grants and contributions received of \$11.1M were down \$12.6M year on year. State and federal capital grants were down \$2.4M mainly due to the Cockburn ARC project winding up. However, the significant impact came from private capital contributions (-\$10.1M) as a result of adjustments made to the JV partner share of incurred construction costs for Cockburn ARC.

\$5.6M received from the City's Developer Contribution Plans (DCP) was down \$3.6M year on year, reflecting a slowdown in land development across the City in 2016-17. \$4.6M was received for the community infrastructure plan (down \$1.9M) and \$1.0M for the road infrastructure plans (down \$1.7M).

The City received gifted assets valued at \$54.3M in July 2016 related to the Port Coogee marina. Infrastructure assets within new subdivisions gifted by developers totalled \$8.4M, down \$4.7M on the \$13.1M gifted the previous year.

Expenses for land ceded to the Crown increased by \$14.0M due to the purchase of recreational land using POS cash in lieu funds of \$14.6M.

Profit from the sale of assets of \$5.7M was up (+\$5.3M) on last year's result, mostly from the sale of commercial land totalling \$10.9M on Beeliar Drive, Yangebup.

With the opening of the Cockburn ARC facility and the subsequent decommissioning of the South Lake Leisure Centre (SLLC), the City was required to book an impairment charge of



\$3.2M. This represented the remaining written down value of the SLLC as at 30 June 2017.

Statement of Financial Position

The City's net assets and total equity was unchanged during the reporting year, remaining at \$1,162.8M. This reflects a decrease in total assets of \$21.5M, comprising current assets (-\$38.9M) and non-current assets (+\$17.4M). These were however offset by a decrease in total liabilities of \$21.5M, comprising current liabilities (-\$13.2M) and non-current liabilities (-\$8.3M).

1. Assets

The decrease in current assets of \$38.9M (year on year) includes \$36.2M less in cash and investments, reflecting the lower amount of cash held in financial reserves. Receivables were also lower by \$6.8M, mainly due to the invoiced Cockburn ARC JV contribution in the previous year.

The increase in non-current assets of \$17.5M comprised a net increase of \$16.8M in the value of property, plant & equipment (PPE) and an increase of \$3.9M in infrastructure assets.

PPE assets were impacted this year by the triennial revaluation of land and buildings, with land losing \$11.3M in fair value and buildings gaining \$0.5M. PPE was also impacted by the new Cockburn ARC building at \$83.2M (offset by the work in progress spend from the previous year of \$64.9M) and the gifting of the Port Coogee marina services building at \$1.7M.

Infrastructure assets were impacted by a number of significant transactions including the gifting of Port Coogee marina assets (+\$52.6M) and the gifting of roads, drainage and parks infrastructure (+\$8.4M). The annual revaluation of infrastructure assets also had significant impact on asset values with Roads suffering a decrease of \$68.5M primarily due to an extensive condition audit undertaken last year. Drainage had an increase of \$5.9M due to improving levels of data accuracy, whilst both footpaths (+\$0.6M) and parks infrastructure (+\$1.0M) also had increases in value. There were also acquisitions of \$21.2M less depreciation of \$19.9M transacted during the year.

2. Liabilities

Current liabilities reduced year on year by \$13.1M to \$18.5M, with trade & other payables the main reason, decreasing by \$14.2M to \$9.4M. This is considered a more normal level as last year's result had been impacted by the June end of month payment run being processed on 1st July (+\$6.5M) and the June



progress claim for Cockburn ARC (+\$8.4M). Current leave provisions were also \$1.2M higher on last year at \$6.6M, mainly attributable to annual leave (+\$0.8M).

Non-current liabilities reduced by \$8.3M from last year, primarily due to the new treatment of bonds and deposits received as trust fund items this year (-\$5.8M). Non-current loan borrowings were also paid down by \$3.1M to \$20.0M (of total borrowings of \$22.5M including current liability).

Changes in Equity

Cash backed reserves held by the City decreased by \$21.1M to \$105.5M during the reporting year, with the completion of the Cockburn ARC facility drawing down on several reserves. Reserves with significant decreases included the Cockburn Central West (CCW) Facility Reserve (down \$10.3M to \$0.5M), the Waste Reserve (down \$10.7M to \$13.2M), POS Cash in Lieu (down \$5.5M to nil – now Trust), Developer Contributions- Community Infrastructure (down \$4.4M to \$6.0M) and Land & Development Fund Reserve (down \$2.2M to \$4.2M).

Reserves that increased significantly during the year were the Roads & Drainage Infrastructure (up \$5.8M to \$14.0M) and the new Port Coogee Waterways Management (WEMP) Reserve (\$2.3M).

The Revaluation Surplus reduced by \$71.9M to \$503.5M as a result of the annual management valuation of roads, footpaths, drainage and parks infrastructure (down a net \$61.1M), as well as the triennial valuation of land & buildings undertaken by a licensed valuer (down a net \$10.8M).

The City's accumulated surplus increased by \$93.0M to \$553.8M. This represented the \$71.9M net surplus result, plus the \$21.1M net transfer of funds to financial reserves.

Statement of Cash Flows

The City's net incoming cash flows from operating activities reduced by \$14.1M to \$26.9M for the reporting year. This still reflects strong operating cash flows that allow the City to continue funding new assets and asset renewals and upgrades as planned.

Cash of \$83.3M was outlaid on capital spending, a slight increase of \$5.3M on the previous year.

Cash flows from grants and contributions received for the development of assets reduced by \$16.1M to \$16.7M, with the decrease mainly attributable to less grant receipts for the Cockburn ARC project. Cash



received from the sale of assets was up by \$9.0M to \$12.5M, due to the sale of two large lots of land on Beeliar Drive, Yangebup.

The City repaid \$3.2M of outstanding borrowings, including the early repayment of the emergency services building self-funding loan at the request of DFES.

Cash and cash equivalents decreased during the year by \$36.2M to \$115.4M, representing the fall in funds held in financial reserves and the transfer of funds held for bonds and deposits into the Trust fund in accordance with legal advice.

Rate Setting Statement

This statement shows the most complete view of the City's financial performance for 2017 and determines the municipal budget surplus.

The City's closing funds at 30 June 2017 were \$6.6M, down \$2.6M against the previous year. \$5.4M of the closing funds is unspent monies required to complete carried forward works and projects. The remaining balance of \$1.2M represents uncommitted funds carried forward into the next year. In setting the 2017-18 budget, an estimated \$2.5M of uncommitted funds were allowed for.

The total amount raised from general rates was up \$5.0M (5.5%) on last year to \$96.4M and includes additional revenue from development growth in the City's rating base. This was \$0.6M above the adopted budget target.

Financial Ratios

The WA Local Government (Financial Management) Regulations 1996 prescribe seven financial ratios that are to be included in the annual financial report. These ratios are also used by the Department of Local Government & Communities (DLGC) as a measurement of a local government's overall financial health. They form the basis of calculations used for the Financial Health Indicator (FHI) displayed on the MyCouncil website.

RATIO	2017	2016	Benchmark	High
Current Ratio	1.432	1.211	1.00	1.50
Asset Sustainability Ratio	1.418	1.399	0.90	1.20
Debt Service Ratio	9.650	20.631	2.00	5.00
Operating Surplus Ratio	0.078	0.049	0.01	0.15
Own Source Revenue Ratio	0.973	1.003	0.40	0.90



Asset Consumption Ratio	0.688	0.714	0.50	0.75
Asset Renewal Funding Ratio	0.729	0.741	0.75	1.10

Six of the ratios are well above the DLGC benchmark, with three exceeding the high ratio mark (in bold). The Asset Renewal Funding Ratio (comparing value of planned renewal spend in LTFP against requirements in AMP's) is only slightly below the benchmark.

The results from these seven ratios produce an FHI score for the City of 90 (compared to 89 last year). This result is the highest achieved by the City to date. An FHI result of 70 and above indicates sound financial health according to the DLGC.

Audit Report

The 2017 annual financial report was audited by Macri Partners and their assigned Audit Partner, Mr Tony Macri. They were signed off as being true and fair and without qualification. The Local Government Act requires the City to meet with the auditor at least once in every year and the auditor will be present at the meeting to discuss the audit report and any audit findings.

Strategic Plans/Policy Implications

Leading & Listening

Deliver sustainable governance through transparent and robust policy and processes

Ensure sound long term financial management and deliver value for money

Budget/Financial Implications

The cost of the external audit is sufficiently covered within the City's annual budget.

Legal Implications

Local Government Act 1995 Sections 5.54, 6.4, 7.9 and 7.12A
Local Government (Audit) Regulations 1996 Regulations 9 and 10

Community Consultation

N/A



Risk Management Implications

It is a requirement under the Local Government Act for Council to accept the City's annual report (including the financial report and auditor's report) by no later than 31 December each year. Failure to do so will lead to statutory non-compliance.

Advice to Proponent(s)/Submissioners

N/A

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

Nil



Statement by Chief Executive Officer

The attached financial report of the City of Cockburn, being the Annual Financial Report and supporting notes and other information for the financial year ended 30 June 2017, are in my opinion, properly drawn up to present fairly the financial position of the City of Cockburn at 30 June 2017 and the results of the operations for the financial year then ended, in accordance with the Australian Accounting Standards and comply with the provisions of the Local Government Act 1995 and the regulations under that Act.

Signed as authorisation of issue on the [date]

S Cain
Chief Executive Officer

Understanding the Financial Statements

Introduction

The Financial Statements show how the Council performed financially during the 2016/17 financial year and presents the financial position as at the 30th June 2017.

Council is required to prepare its' financial statements in accordance with the Australian Accounting Standards, the Local Government Act 1995 and the associated Local Government Regulations. As Council is a "not-for-profit" organisation in the public sector, some of the generally recognised terms used in private sector reports are not ideally transferable to the Local Government environment.

Cockburn Council is mindful of its role of acting in the public interest and it is in this context that this guide is provided to assist readers in understanding and analysing the financial statements.

What is contained in the Financial Statements?

Council's Financial Statements has two sections, namely:

- (1) The principal Financial Statements
- (2) The Notes to and Forming Part of the Financial Statements.

There are five (5) principal Financial Statements and twenty eight (28) Notes to the Accounts. These are prepared by Council staff, audited by an independent Auditor, presented to Council's Audit Committee and then accepted by full Council as part of the Annual Report.

The five Principal Financial Statements comprise the following:

- Statement of Financial Position
- Statement of Changes in Equity
- Statement of Comprehensive Income
- Cash Flow Statement
- Rate Setting Statement

The Notes to the Accounts include the accounting policies that were applied in preparing the financial statements, as well as more detailed information relating to specific items and values disclosed within the statements.

Statement of Financial Position

This statement is a snap shot of the financial position of the Council as at 30 June 2017. It shows what Council owns as assets and what it owes as liabilities. The bottom line of this statement is the net assets and is equivalent to the net worth of the Council that has built up since inception.

The assets and liabilities are separated into those that are Current and Non Current. Current means those assets and liabilities, which are likely to be consumed or extinguished within the next 12 months. Non Current refers to assets and liabilities with an economic life extending beyond 12 months.

Statement of Changes in Equity

From one year to the next, the value of and composition of equity (as reported within the Statement of Financial Position) changes. Equity can be defined as being the net worth of Council or its net assets (Assets less Liabilities).

Council's equity is comprised of Cash Backed Reserves, Asset Revaluation Reserve (non cash) and the Accumulated Surplus. Net surpluses (or deficits) from Council's operations (as disclosed in the Statement of Comprehensive Income), will change the overall total of equity (via the accumulated surplus). Asset revaluations also impact Council's net worth position. Transfers to and from cash backed reserves, whilst not impacting the overall total of equity, demonstrate the consumption of or accumulation of savings for future purposes.

Statement of Comprehensive Income

The Statement of Comprehensive Income shows:

- The sources of Council's Revenue under various Program Headings
- The expenses incurred in running the Council during the year under Program Headings

These expenses relate only to the operations and do not include the costs associated with the purchase or the building of assets. While asset purchase costs are not included in expenses, there is an item for depreciation. This is the annual allocation of the cost of assets by reference to the remaining useful life of assets.

The key figure is the change in net assets resulting from operations and this year, it indicates that revenues exceeded expenses.

Cash Flow Statement

The Cash Flow Statement summarises Council's cash payments and cash receipts for the year. This statement is presented according to a very specific accounting standard and needs some care and analysis. The values in the Cash Flow Statement differ from those shown in the Statement of Comprehensive Income, as it is prepared on a cash basis, whereas the Statement of Comprehensive Income is prepared on an accruals basis.

Cash in this statement refers to bank deposits and other forms of highly liquid investments that can be readily converted to cash.

Council's cash arises from and is used in three main areas:

- Operating activities
- Investing activities – this term relates to assets such as infrastructure, plant, land and other long-term revenue producing assets.
- Financing activities – this is used to record the receipt and repayment of external financing such as loans and leases.

The bottom line of the Cash Flow Statement shows the cash held at the end of the financial year.

Rate Setting Statement

The inclusion of a Rate Setting Statement in the annual statements is a requirement of the Local Government (Financial Management) Regulations 1996. The format for this statement is prescribed within the regulations and is the same as that included in the annual budget.

As the name suggests, the Rate Setting Statement sets out the total amount of general rates proposed in the budget and the amount actually raised during the reporting year. To arrive at these, the statement reconciles all sources and application of funds and the closing surplus or deficit (less any opening balances). This includes all operational revenue and expenses (as included in the Statement of Comprehensive Income) together with all capital acquisitions made, transfers to and from cash-backed reserves and transactions associated with borrowings.

The Rate Setting Statement provides a more complete picture of the council's financial activities during the reporting year compared to the Statement of Comprehensive Income (which reports only on the operational activities).

Notes to the Accounts

The notes are a very important and informative section of the Report. They provide additional meaning to and information in support of the principal statements.

The Significant Accounting Policies at note 1 provide the reader with the policies and parameters used in preparing the Statements. In other words, these are the ground rules that form the basis for preparing the statements.

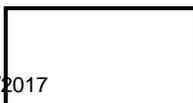
Apart from the Accounting Policies, the other notes provide the details behind many of the summarised figures contained within the statements. Where there is a direct correlation between amounts, the applicable note number is disclosed beside the relevant item in the statements.

The notes should be read in conjunction with the principal Financial Statements to get a clearer understanding of Council's financial position.

Auditor's Report & CEO's Statement

The independent Audit Report provides an external and independent opinion on the Financial Statements. It provides the reader with the scope of the audit work undertaken and expresses an audit opinion formed on this basis. The audit opinion relates to the fairness aspects and the statutory compliance of the Financial Statements.

The Statement by the Chief Executive Officer serves as a written undertaking by management to the correctness and fairness of the statements.



Statement of Comprehensive Income				
<i>by Nature or Type</i>				
for the Year Ended 30 June 2017				
	Notes	Actual 2016/17	Budget 2016/17	Actual 2015/16
		\$	\$	\$
OPERATING REVENUE				
Rates	23a	96,337,163	95,700,000	91,311,030
Specified Area Rates	23b	312,936	330,000	341,727
Fees and Charges	25	22,353,295	24,368,500	22,072,981
Service Charges		440,700	450,000	1,066,477
Operating Grants and Subsidies	27	13,752,463	9,357,649	8,057,274
Contributions, Donations and Reimbursements		1,203,429	638,665	1,372,307
Interest Earnings	2	5,157,532	4,772,036	5,678,901
Total Operating Revenue		139,557,517	135,616,850	129,900,696
OPERATING EXPENDITURE				
Employee Cost		(52,132,049)	(48,822,391)	(47,084,154)
Materials and Contracts		(37,709,273)	(38,979,850)	(34,865,658)
Utilities		(4,748,358)	(4,684,525)	(4,363,875)
Interest Expenses	2	(966,490)	(930,000)	(85,602)
Insurances		(2,444,985)	(2,244,048)	(2,223,550)
Other Expenses		(7,810,268)	(7,328,893)	(7,976,582)
Depreciation on Non Current Assets	2	(27,465,498)	(26,353,614)	(23,790,540)
Finance Cost		(490,620)	-	-
Amortisation on Landfill Infrastructure	2	(1,391,018)	(1,191,132)	(1,064,912)
Total Operating Expenditure		(135,158,559)	(130,534,453)	(121,454,871)
Increase/(Decrease)		4,398,958	5,082,396	8,445,825
NON-OPERATING ACTIVITIES				
Non-Operating Grants, Subsidies and Contributions	27	11,063,443	23,245,184	23,618,162
Developers Contributions Plans: Cash		5,631,840	11,721,922	9,220,108
Gifted Subdivision Assets	9b, 10b	62,676,020	-	13,128,414
Increase/(Decrease) in Equity - Joint Venture	17	499,833	-	(2,344,579)
Increase/(Decrease) in LG House Trust	4	(2,718)	-	(16,582)
Assets Gifted to Other Parties		(14,566,385)	-	(610,366)
Impairment Charge - Buildings	9b	(3,200,000)	-	-
Profit on Sale of Assets	20b	5,684,213	14,650	364,400
Loss on Sale of Assets	20b	(271,825)	-	(121,241)
Total Non-Operating Activities		67,514,422	34,981,756	43,238,316
NET RESULT		71,913,380	40,064,152	51,684,141
OTHER COMPREHENSIVE INCOME				
<i>Items that will not be reclassified subsequently to profit or loss</i>				
Changes on revaluation of non-current assets	15	(71,904,359)	-	7,190,450
Total Other Comprehensive Income		(71,904,359)	-	7,190,450
TOTAL COMPREHENSIVE INCOME		9,021	40,064,152	58,874,591

The Statement of Comprehensive Income should be read in conjunction with the accompanying notes.

Statement of Comprehensive Income				
<i>by program</i>				
		Actual	Budget	Actual
For the year ended 30 June 2017		2016/17	2016/17	2015/16
	Notes	\$	\$	\$
REVENUES				
Revenue From Ordinary Activities				
General Purpose Funding		108,691,413	105,371,974	100,301,439
Governance		165,070	131,550	231,074
Law Order & Public Safety		999,756	803,944	962,430
Health		336,647	260,500	309,815
Education & Welfare		8,886,134	6,417,260	7,049,298
Community Amenities		9,937,578	11,717,236	11,875,672
Recreation & Culture		4,300,089	5,018,140	4,101,359
Transport		219,702	315,000	522,125
Economic Services		2,045,897	2,325,503	2,120,142
Other Property & Services		3,975,230	3,255,743	2,427,343
TOTAL OPERATING REVENUES		139,557,517	135,616,850	129,900,696
EXPENSES				
General Purpose Funding		(1,854,910)	(1,569,505)	(1,165,505)
Governance		(9,950,052)	(11,445,157)	(10,153,011)
Law Order & Public Safety		(6,335,833)	(6,460,903)	(6,004,225)
Health		(2,340,611)	(2,466,674)	(2,454,667)
Education & Welfare		(15,231,102)	(13,138,099)	(13,228,316)
Community Amenities		(33,210,050)	(33,631,070)	(30,160,766)
Recreation & Culture		(33,531,641)	(30,634,527)	(28,531,696)
Transport		(26,399,596)	(26,567,806)	(25,497,265)
Economic Services		(2,618,309)	(2,564,698)	(2,504,795)
Other Property & Services		(3,686,454)	(2,056,014)	(1,754,625)
Total Operating Expenditure		(135,158,559)	(130,534,453)	(121,454,871)
Increase/(Decrease)		4,398,958	5,082,396	8,445,825
NON-OPERATING GRANTS/CONTRIBUTIONS TOWARDS ASSETS: CASH				
General Purpose Funding		4,136,093	85,557	89,267
Governance		2,082,135	18,079,999	17,437,563
Law Order & Public Safety		706,195	-	117,897
Education & Welfare		200,000	-	23,640
Community Amenities		(5,433,663)	-	603,645
Recreation & Culture		930,356	4,154,220	199,633
Transport		10,272,804	3,805,408	5,115,016
Economic Services		-	-	-
Other Property & Services		3,801,362	8,841,922	9,251,608
		16,695,283	34,967,106	32,838,270
Gifted Subdivision Assets	9b, 10b	62,676,020	-	13,128,414
Assets Gifted to Other Parties		(14,566,385)	-	(610,366)
Increase/(Decrease) in Equity - Joint Venture	17	499,833	-	(2,344,579)
Increase/(Decrease) in LG House Trust	4	(2,718)	-	(16,582)
Impairment Charge - Buildings	9b	(3,200,000)	-	-
PROFIT/(LOSS) ON DISPOSAL OF ASSETS				
Law Order & Public Safety		30,625	-	-
Education & Welfare		31,800	12,000	42,300
Recreation & Culture		(271,825)	-	(90,767)
Transport		309,263	32,150	283,348
Other Property & Services		5,312,525	(29,500)	8,278
	20b	5,412,388	14,650	243,160
NET RESULT		71,913,380	40,064,152	51,684,141
OTHER COMPREHENSIVE INCOME				
<i>Items that will not be reclassified subsequently to profit or loss</i>				
Changes on revaluation of non-current assets	15	(71,904,359)	-	7,190,450
Total Other Comprehensive Income		(71,904,359)	-	7,190,450
TOTAL COMPREHENSIVE INCOME		9,021	40,064,152	58,874,591

The Statement of Comprehensive Income should be read in conjunction with the accompanying notes.

Statement of Financial Position				
As at 30 June 2017		Actual	Budget	Actual
		2016/17	2016/17	2015/16
		\$	\$	\$
CURRENT ASSETS				
Cash and Cash Equivalents	3	115,396,082	114,885,061	151,554,000
Financial Assets - Current	4	3,841,492	-	-
Trade & Other Receivables	6	6,894,909	7,033,800	13,656,877
Other Assets	7	911,565	65,000	715,996
Inventories	8	21,782	13,700	41,102
Total Current Assets		127,065,830	121,997,561	165,967,975
NON CURRENT ASSETS				
Financial Assets - Non Current	4	1,202,453	4,813,070	4,819,364
Interests in Joint Ventures	5	6,592,991	8,437,737	6,093,158
Trade & Other Receivables	6	858,657	630,000	738,851
Property, Plant and Equipment	9	328,223,270	351,112,618	311,375,336
Infrastructure	10	740,089,224	714,640,302	736,216,337
Rehabilitation Assets	11	16,211,653	-	16,517,533
Total Non Current Assets		1,093,178,248	1,079,633,727	1,075,760,579
TOTAL ASSETS		1,220,244,078	1,201,631,288	1,241,728,554
CURRENT LIABILITIES				
Trade & Other Payables	12a	9,381,006	2,225,000	23,605,924
Borrowings	12b	2,500,000	2,597,175	2,593,138
Provisions	13	6,596,413	2,000,000	5,425,888
Total Current Liabilities		18,477,419	6,822,175	31,624,950
NON CURRENT LIABILITIES				
Other Payables	12a	-	6,329,512	5,761,532
Borrowings	12b	20,000,000	20,552,860	23,150,036
Provisions	13	18,957,592	6,544,855	18,391,990
Total Non Current Liabilities		38,957,592	33,427,227	47,303,558
TOTAL LIABILITIES		57,435,012	40,249,402	78,928,508
NET ASSETS		1,162,809,067	1,161,381,886	1,162,800,045
EQUITY				
Accumulated Surplus		553,757,996	477,327,907	460,767,729
Reserves - Cash/Investment Backed	14	105,523,070	115,812,070	126,599,957
Revaluation Surplus	15	503,528,001	568,241,909	575,432,360
TOTAL EQUITY		1,162,809,067	1,161,381,886	1,162,800,045

The Statement of Financial Position should be read in conjunction with the accompanying notes.

Statement of Changes in Equity

For the year ended 30 June 2017		Actual 2016/17	Budget 2016/17	Actual 2015/16
Notes	\$	\$	\$	\$
RESERVES CASH/INVESTMENT BACKED				
	126,599,957	124,078,024	107,073,767	
	61,219,722	44,411,004	68,342,790	
	(82,296,608)	(52,676,958)	(48,816,600)	
14	<u>105,523,070</u>	<u>115,812,070</u>	<u>126,599,957</u>	
REVALUATION SURPLUS				
	575,432,360	568,241,909	568,241,909	
	7,966,579	-	15,359,080	
	(79,870,938)	-	(8,168,629)	
15	<u>503,528,001</u>	<u>568,241,909</u>	<u>575,432,360</u>	
ACCUMULATED SURPLUS				
	460,767,729	428,997,800	428,609,779	
	71,913,380	40,064,152	51,684,141	
	82,296,608	52,676,958	48,816,412	
	(61,219,722)	(44,411,004)	(68,342,602)	
	<u>553,757,996</u>	<u>477,327,907</u>	<u>460,767,729</u>	
TOTAL EQUITY	<u>1,162,809,067</u>	<u>1,161,381,886</u>	<u>1,162,800,045</u>	

The Statement of Changes in Equity should be read in conjunction with the accompanying notes.

Statement of Cash Flows				
For the year ended 30 June 2017		Actual 2016/17	Budget 2016/17	Actual 2015/16
	Notes	\$	\$	\$
CASH FLOWS FROM OPERATING ACTIVITIES				
Payments				
Employee Cost		(50,886,542)	(48,822,391)	(46,236,902)
Materials and Contracts		(51,794,610)	(47,479,850)	(20,127,926)
Utilities		(4,748,358)	(4,684,525)	(4,363,875)
Interest Paid		(966,490)	(930,000)	(85,602)
Insurances		(2,444,985)	(2,244,048)	(2,223,550)
Other Expenses		(7,810,268)	(7,328,893)	(7,976,582)
GST on Payments		(13,367,790)	-	(10,657,073)
		(132,019,043)	(111,489,707)	(91,671,509)
Receipts				
Rates & Special Area Rates		96,076,683	96,030,000	90,889,316
Fees and Charges		27,947,790	27,368,500	16,128,057
Service Charges		440,700	450,000	1,066,477
Contributions, Donations and Reimbursements		1,203,429	638,665	1,372,307
Interest Received		4,882,964	4,772,036	5,438,875
Grants & Subsidies - Operating		13,752,463	9,857,649	8,057,274
Other Revenue/Income		597,526	-	-
GST on Receipts		3,648,584	-	2,973,834
GST Refunded by ATO		10,426,932	5,000,000	6,786,736
		158,977,070	144,116,850	132,712,876
NET CASH FLOWS PROVIDED BY/(USED IN) OPERATING ACTIVITIES	16a	26,958,027	32,627,142	41,041,367
CASH FLOWS FROM INVESTING ACTIVITIES				
Proceeds from Sale on Non Current Assets	20b	12,503,975	1,264,650	3,471,651
Purchase Furniture and Equipment		(1,758,457)	(33,808)	(6,105)
Purchase Computer Equipment		(943,781)	(484,800)	(294,621)
Purchase & Construction of Infrastructure Assets		(23,927,732)	(19,767,538)	(13,016,993)
Purchase Plant and Machinery		(7,925,137)	(5,791,000)	(3,537,490)
Purchase & Development of Land		(836,966)	-	(428,871)
Purchase & Construction of Buildings		(33,399,309)	(58,655,520)	(60,055,961)
Capital Grants, Subsidies & Contributions		11,110,713	-	-
Developer Contribution - Cash		5,631,840	-	-
Assets Gifted to Other Parties		(14,566,385)	-	(610,366)
NET CASH FLOWS PROVIDED BY/(USED IN) INVESTING ACTIVITIES		(54,111,239)	(83,468,016)	(41,640,486)
CASH FLOWS FROM FINANCING ACTIVITIES				
Net receipts/(refund) of bonds		(5,761,532)	-	(441,622)
Loan Principal Repayment		(3,243,174)	(2,593,138)	23,576,680
NET CASH FLOWS PROVIDED BY/(USED IN) FINANCING ACTIVITIES		(9,004,706)	(2,593,138)	23,135,058
Net Increase/(Decrease) In Cash during year		(36,157,918)	(18,466,906)	22,535,939
Cash & Cash Equivalents at Beginning of Reporting Period		151,554,000	133,351,966	129,018,060
CASH & CASH EQUIVALENTS AT END OF REPORTING PERIOD	3,16b	115,396,082	114,885,061	151,554,000
<i>The Statement of Cash Flows should be read in conjunction with the accompanying notes.</i>				

Rate Setting Statement				
For the year ended 30 June 2017				
		Actual	Budget	Actual
		2016/17	2016/17	2015/16
	Notes	\$	\$	\$
Operating Revenue				
Specified Area Rates	23b	312,936	330,000	341,727
Fees & Charges	23b	22,353,295	24,368,500	22,072,981
Service Charges	23b	440,700	450,000	1,066,477
Operating Grants & Subsidies	23b	13,752,463	9,357,649	8,057,274
Contributions, Donations, Reimb	23b	1,203,429	638,665	1,372,307
Interest Earnings	23b	5,157,532	4,772,036	5,678,901
Profit on Sale of Assets	20b	5,684,213	-	364,400
Total Operating Revenue		48,904,567	39,916,850	38,954,067
Operating Expenditure				
Employee Costs		(52,132,049)	(48,822,391)	(47,084,154)
Materials and Contracts		(37,709,273)	(38,979,850)	(34,865,658)
Utilities		(4,748,358)	(4,684,525)	(4,363,875)
Interest Expenses	22	(966,490)	(930,000)	(85,602)
Insurances		(2,444,985)	(2,244,048)	(2,223,550)
Other Expenses		(7,810,268)	(7,328,893)	(7,976,582)
Loss on Sale of Assets	20b	(271,825)	-	(121,241)
Depreciation on Non Current Assets	9b, 10b	(27,465,498)	(26,353,614)	(23,790,540)
Finance Cost on Non Current Assets	10b, 11, 13	(490,620)	-	-
Amortisation on Non Current Assets	10b, 11, 13	(1,391,018)	(1,191,132)	(1,064,912)
Total Operating Expenditure		(135,430,383)	(130,534,453)	(121,576,112)
Change in Net Assets Resulting from Operations before Rates		(86,525,816)	(90,617,604)	(82,622,045)
Adjustments for Cash Budget Requirements:				
Profit on Sale of Assets	20b	(5,684,213)	-	(364,400)
Loss on Sale of Assets	20b	271,825	-	121,241
Depreciation on Non Current Assets	9b, 10b	27,465,498	26,353,614	23,790,540
Finance Cost on Non Current Assets	10b, 11, 13	490,620	-	-
Amortisation on Non Current Assets	10b, 11, 13	1,391,018	1,191,132	1,064,912
Movement in Non-Current Employee Benefit Provisions	13	74,982	-	40,164
Movement in Deferred Pensioners	6	(119,806)	-	(106,301)
		23,889,923	27,544,746	24,546,155
Capital Expenditure and Revenue				
Purchase of Land	9b	(836,966)	-	(428,871)
Purchase of Buildings	9b	(33,399,309)	(58,655,520)	(60,055,961)
Purchase of Plant and Machinery	9b	(7,925,137)	(5,791,000)	(3,537,490)
Purchase of Furniture and Equipment	9b	(1,758,457)	(33,808)	(6,105)
Purchase of Computer Equipment	9b	(943,781)	(484,800)	(294,621)
Construction of Roads Infrastructure	10b	(14,500,745)	(10,865,703)	(12,831,296)
Construction of Drainage Infrastructure	10b	(536,058)	(1,061,475)	(6,540,856)
Construction of Footpath Infrastructure	10b	(925,121)	(1,003,360)	(941,680)
Construction of Parks Hard Infrastructure	10b	(7,709,222)	(5,642,000)	(6,756,317)
Construction of Parks Soft Infrastructure	10b	-	(970,000)	1,156,523
Construction of Refuse Site Infrastructure	10b	(256,587)	(225,000)	(231,781)
Proceeds on Sale of Assets	20b	12,503,975	1,264,650	3,417,732
Contributions/Grants for the development of Assets	27	11,063,443	23,245,184	23,618,162
Net Movement in Gifted Assets		(14,566,385)	-	12,518,048
Developer Contribution Plans - Cash	23b	5,631,840	11,721,922	9,220,108
Repayment of Loans	22	(3,243,174)	(2,593,138)	(1,423,320)
Proceeds from New Loans	22	-	-	25,000,000
Transfers from Reserves (Restricted Assets)	14	82,296,608	52,676,958	48,816,600
Transfers to Reserves (Restricted Assets)	14	(61,219,722)	(44,411,004)	(68,342,790)
		(36,324,797)	(42,828,094)	(37,643,914)
NET		(98,960,690)	(105,900,951)	(95,719,805)
Add: Opening Funds	34	9,267,511	10,500,000	13,676,287
Less: Closing Funds	34	6,643,985	299,049	9,267,511
Amount Required to be Raised from Rates		(96,337,163)	(95,700,000)	(91,311,030)

The Rate Setting Statement should be read in conjunction with the accompanying notes.

NOTES TO THE ACCOUNTS

1. Significant Accounting Policies

The significant accounting policies which have been adopted in the preparation of this financial report are presented below and have been consistently applied unless otherwise stated.

a. Basis of Preparation

The financial report is a general purpose financial report which has been prepared in accordance with Australian Accounting Standards (as they apply to local governments and not-for-profit entities), Australian Accounting Interpretations, other authoritative pronouncements of the Australian Accounting Standards Board, the Local Government Act 1995 and accompanying regulations.

Except for cash flow and rate setting information, the report has also 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.

Critical accounting estimates

The preparation of a financial report in conformity with the 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 this experience and other factors combine to form the basis of making judgements about carrying values of assets and liabilities not readily apparent from other sources. Actual results may differ from these estimates.

The advisors model valuations, which are based on future cash flows, are derived from a number of factors including information obtained from arrangers of individual securities and ratings agencies, reviews of the components of the relevant securities and also movements in applicable credit spreads.

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.

b. Goods and Services Tax (GST)

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.

c. Cash and Cash Equivalents

Cash and cash equivalents include cash at bank and in hand and short-term deposits with an original maturity of six months or less that are readily convertible to known amounts of cash and which are subject to an insignificant risk of changes in value.

For the purposes of the Statement of Cash Flows, cash and cash equivalents consist of cash and cash equivalents as defined above, net of outstanding bank overdrafts. Bank overdrafts are included as short-term borrowings in current liabilities on the Statement of Financial Position.

d. Trade and Other Receivables

Trade and other receivables include amounts due from ratepayers for unpaid rates and service charges and other amounts due from third parties for goods sold and services performed in the ordinary course of business.

Receivables expected to be collected within 12 months of the end of the reporting period are classified as current assets. All other receivables are classified as non-current assets.

Collectability of trade and other receivables is reviewed on an ongoing basis. Debts that are known to be uncollectible are written off when identified. An allowance for doubtful debts is raised when there is objective evidence that they will not be collectible.

e. Inventories

General

Inventories are valued at the lower of cost and net realisable value. Net realisable value is the estimated selling price in the ordinary course of business less the estimated costs of completion and the estimated costs necessary to make the sale.

f. Fixed Assets

Each class of fixed assets within either property, plant and equipment or infrastructure, is carried at cost or fair value as indicated less, where applicable, any accumulated depreciation and impairment losses.

Mandatory requirement to revalue non-current assets

Effective from 1 July 2012, the *Local Government (Financial Management) Regulations 1996* were amended and the measurement of non-current assets at Fair Value became mandatory.

During the year ended 30 June 2013, the City commenced the process of adopting Fair Value in accordance with the Regulations.

Whilst the amendments initially allowed for a phasing in of fair value in relation to fixed assets over three years, as at 30 June 2016 all non-current assets were carried at Fair Value in accordance with the requirements.

Thereafter, each asset class must be revalued in accordance with the regulatory framework established and the City revalues its asset classes in accordance with this mandatory timetable.

Relevant disclosures, in accordance with the requirements of Australian Accounting Standards, have been made in the financial report as necessary.

Land under control

In accordance with Local Government (Financial Management) Regulation 16(a), the City was required to include as an asset (by 30 June 2013), Crown Land operated by the local government as a golf course, showground, racecourse or other sporting or recreational facility of State or Regional significance.

Upon initial recognition, these assets were recorded at cost in accordance with AASB 116. They were then classified as Land and revalued along with other land in accordance with the other policies detailed in this Note.

Initial recognition and measurement between mandatory revaluation dates

All assets are initially recognised at cost and subsequently revalued in accordance with the mandatory measurement framework detailed above.

In relation to this initial measurement, 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 City includes the cost of all materials used in construction, direct labour on the project and an appropriate proportion of variable and fixed overheads.

Individual assets acquired between initial recognition and the next revaluation of the asset class in accordance with the mandatory measurement framework detailed above, are carried at cost less accumulated depreciation as management believes this approximates fair value. They will be subject to subsequent revaluation at the next anniversary date in accordance with the mandatory measurement framework detailed above.

Revaluation

Increases in the carrying amount arising on revaluation of assets are credited to a revaluation surplus in equity. Decreases that offset previous increases of the same asset are recognised against revaluation surplus directly in equity. All other decreases are recognised in profit or loss.

Land under Roads

In Western Australia, all land under roads is Crown Land, the responsibility for managing which, is vested in the local government.

Effective as at 1 July 2008, Council elected not to recognise any value for land under roads acquired on or before 30 June 2008. This accords with the treatment available in Australian Accounting Standard AASB 1051 Land Under Roads and the requirement of Regulation 16(a)(i) of the Local Government (Financial Management) Regulations that prohibits local government from recognising such land as an asset of local government.

In respect of land under roads acquired on or after 1 July 2008, as detailed above, Regulation 16(a)(i) of the Local Government (Financial Management) Regulations prohibits local government from recognising such land as an asset of local government.

Whilst such treatment is inconsistent with the requirements of AASB 1051, Local Government (Financial Management) Regulation 4(2) provides, in the event of such an inconsistency, the local Government (Financial Management) Regulations prevail.

Consequently, any land under roads acquired on or after 1 July 2008 is not included as an asset of the City.

Depreciation of Non-Current Assets

The depreciation amount of all fixed assets including buildings but excluding freehold land, are depreciate don straight-line basis over the individual asset's useful life from the time the asset is held ready for use. Leasehold improvements are depreciated over the shorter of either the unexpired period of the lease or the estimated life of the improvements.

When an item of property, plant and equipment is revalued, any accumulated depreciation at the date of the revaluation is treated in one of the following ways:

- 1) Restated proportionately with the change in the gross carrying amount of the asset so that the carrying amount of the asset after revaluation equals its revalued amount;
or
- 2) Eliminated against the gross carrying amount of the asset and the net amount restated to the revalued amount of the asset.

Depreciation is recognised, as follows:

Property, Plant and Equipment

Buildings (Components)	30-50 years
Furniture and Equipment	3-10 years
Computer Equipment	3-5 years
Plant & Machinery	3-10 years

Infrastructure Assets

Infrastructure – Footpaths	20-50 years
Infrastructure – Drainage	30-75 years
Infrastructure – Roads: Surface	15-25 years
Infrastructure – Roads: Base	50-80 years
Infrastructure – Roads: Sub-Base	80-100 years
Infrastructure – Roads: Kerbing	20-50 years
Infrastructure – Bridges	30-50 years
Infrastructure – Parks Equipment	10-30 years
Bus Shelters	15-40 years

Capitalisation Threshold

Asset Class	\$
Land	-
Buildings	-
Furniture & Equipment / Computer Equipment	5,000
Plant & Machinery	5,000
Infrastructure Assets	5,000
Software	100,000

The assets residual values and useful lives are reviewed, and adjusted if appropriate, at the end of each reporting period.

An asset's carrying amount is written down immediately to its recoverable amount if the asset's carrying amount is greater than its estimated recoverable amount.

Gains and losses on disposals are determined by comparing proceeds with the carrying amount. These gains and losses are included in the statement of comprehensive income in the period in which they arise.

g. Financial Instruments

Initial recognition and measurement

Financial assets and financial liabilities are recognised when the City becomes a party to the contractual provisions to the instrument. For financial assets, this is equivalent to the date that the City commits itself to either the purchase or sale of the asset (i.e. trade date accounting is adopted).

Financial instruments are initially measured at fair value plus transaction costs, except where the instrument is classified 'at fair value through profit or loss', in which case transaction costs are expensed to profit or loss immediately.

Classification and subsequent measurement

Financial instruments are subsequently measured at fair value, amortised cost using the effective interest rate method, or at cost.

Amortised cost is calculated as:

- (a) The amount in which the financial asset or financial liability is measured at initial recognition;
- (b) less principal repayments and any reduction for impairment; and
- (c) plus or minus the cumulative amortisation of the difference, if any, between the amount initially recognised and the maturity amount calculated using the effective interest rate method.

The effective interest method is used to allocate interest income or interest expense over the relevant period and is equivalent to the rate that discounts estimated future cash payments or receipts (including fees, transaction costs and other premiums or discounts) through the expected life (or when this cannot be reliably predicted, the contractual term) of the financial instrument to the net carrying amount of the financial asset or financial liability. Revisions to expected future net cash flows will necessitate an adjustment to the carrying value with a consequential recognition of an income or expense in profit or loss.

i) Financial assets at fair value through profit and loss

Financial assets at fair value through profit or loss are financial assets held for trading. A financial asset is classified in this category if acquired principally for the purpose of selling in the short term. Derivatives are classified as held for trading unless they are designated as hedges. Assets in this category are classified as current assets.

ii) Loans and receivables

Loans and receivables are non-derivative financial assets with fixed or determinable payments that are not quoted in an active market. They are included in current assets, except for those with maturities greater than 12 months after the balance sheet date which are classified as non-current assets.

iii) Held-to-maturity investments

Held-to-maturity investments are non-derivative financial assets with fixed or determinable payments and fixed maturities that the Council's management has the positive intention and ability to hold to maturity. If Council were to sell other than an insignificant amount of held-to-maturity financial assets, the whole category would be

tainted and reclassified as available-for-sale. Held-to-maturity financial assets are included in non-current assets, except for those with maturities less than 12 months from the reporting date, which are classified as current assets.

iv) Available-for-sale financial assets

Available-for-sale financial assets, comprising principally marketable equity securities, are non-derivatives that are either designated in this category or not classified in any of the other categories. They are included in non-current assets unless management intends to dispose of the investment within 12 months. Investments are designated as available-for-sale if they do not have fixed maturities and fixed or determinable payments and management intends to hold them for the medium to long term.

They are subsequently measured at fair value with changes in such fair value (i.e. gains or losses) recognised in other comprehensive income (except for impairment losses). When the financial asset is derecognised, the cumulative gain or loss pertaining to that asset previously recognised in other comprehensive income is reclassified into profit or loss.

v) Financial liabilities

Non-derivative financial liabilities (excluding financial guarantees) are subsequently measured at amortised cost. Gains or losses are recognised in profit or loss.

Recognition and derecognition

Regular purchases and sales of financial assets are recognised on trade-date - the date on which Council commits to purchase or sell the asset. Investments are initially recognised at fair value plus transaction costs for all financial assets not carried at fair value through profit or loss. Financial assets carried at fair value through profit or loss are initially recognised at fair value and transaction costs are expensed in the income statement. Financial assets are derecognised when the rights to receive cash flows from the financial assets have expired or have been transferred and Council has transferred substantially all the risks and rewards of ownership.

When securities classified as available-for-sale are sold, the accumulated fair value adjustments recognised in equity are included as gains and losses from investment securities.

Subsequent measurement

Loans and receivables and held-to-maturity investments are carried at amortised cost using the effective interest method.

Available-for-sale financial assets and financial assets at fair value through profit and loss are subsequently carried at fair value. Gains or losses arising from changes in the fair value of the financial assets at fair value through profit or loss category are presented in the income statement within other income or other expenses in the period in which they arise. Dividend income from financial assets at fair value through profit and loss is recognised in the income statement as part of revenue from continuing operations when Council's right to receive payments is established. Changes in the fair value of other monetary and non-monetary securities classified as available-for-sale are recognised in equity.

Impairment

Council assesses whether there is objective evidence that a financial asset or group of financial assets is impaired. In the case of equity securities classified as available-for-sale, a significant or prolonged decline in the fair value of a security below its cost is considered as an indicator that the securities are impaired. If any such evidence exists for available-for-sale financial assets, the cumulative loss- measured as the difference between the acquisition cost and the current fair value, less any impairment loss on that financial asset previously recognised in profit or loss - is removed from equity and recognised in the income statement. Impairment losses recognised on equity instruments classified as available-for-sale are not reversed.

h. Fair Value of Assets and Liabilities

When performing a revaluation, the City uses a mix of both independent and management valuations using the following as a guide:

Fair Value is the price that the City would receive to sell the asset or would have to pay to transfer a liability, in an orderly (i.e. unforced) transaction between independent, knowledgeable and willing market participants at the measurement date.

As fair value is a market-based measure, the closest equivalent observable market pricing information is used to determine fair value. Adjustments to market values may be made having regard to the characteristics of the specific asset. The fair values of assets that are not traded in an active market are determined using one or more valuation techniques. These valuation techniques maximise, to the extent possible, the use of observable market data.

To the extent possible, market information is extracted from either the principal market for the asset (i.e. the market with the greatest volume and level of activity for the asset) or, in the absence of such a market, the most advantageous market available to the entity at the end of the reporting period (i.e. the market that maximises the receipts from the sale of the asset after taking into account transaction costs and transport costs).

For non-financial assets, the fair value measurement also takes into account a market participant's ability to use the asset in its highest and best use or to sell it to another market participant that would use the asset in its highest and best use.

Fair Value Hierarchy

AASB 13 requires the disclosure of fair value information by level of the fair value hierarchy, which categorises fair value measurement into one of three possible levels based on the lowest level that an input that is significant to the measurement can be categorised into as follows:

Level 1

Measurements based on quoted prices (unadjusted) in active markets for identical assets or liabilities that the entity can access at the measurement date.

Level 2

Measurements based on inputs other than quoted prices included in Level 1 that are observable for the asset or liability, either directly or indirectly.

Level 3

Measurements based on unobservable inputs for the asset or liability.

The fair values of assets and liabilities that are not traded in an active market are determined using one or more valuation techniques. These valuation techniques maximise, to the extent possible, the use of observable market data. If all significant inputs required to measure fair value are observable, the asset or liability is included in Level 2. If one or more significant inputs are not based on observable market data, the asset or liability is included in Level 3.

Valuation techniques

The City selects a valuation technique that is appropriate in the circumstances and for which sufficient data is available to measure fair value. The availability of sufficient and relevant data primarily depends on the specific characteristics of the asset or liability being measured. The valuation techniques selected by the City are consistent with one or more of the following valuation approaches:

Market approach

Valuation techniques that use prices and other relevant information generated by market transactions for identical or similar assets or liabilities.

Income approach

Valuation techniques that use convert estimated future cash flows or income and expenses into a single discounted present value.

Cost approach

Valuation techniques that reflect the current replacement cost of an asset at its current service capacity.

Each valuation technique requires inputs that reflect the assumptions that buyers and sellers would use when pricing the asset or liability, including assumptions about risks. When selecting a valuation technique, the City gives priority to those techniques that maximise the use of observable inputs and minimise the use of unobservable inputs. Inputs that are developed using market data (such as publicly available information on actual transactions) and reflect the assumptions that buyers and sellers would generally use when pricing the asset or liability and considered observable, whereas inputs for which market data is not available and therefore are developed using the best information available about such assumptions are considered unobservable.

As detailed above, the mandatory measurement framework imposed by the *Local Government (Financial Management) Regulations 1996* requires, as a minimum, all assets carried at a revalued amount to be revalued at least every 3 years.

i. Impairment of Assets

In accordance with Australian Accounting Standards the City's assets, other than inventories, are assessed at each reporting date to determine whether there is any indication they may be impaired.

Where such an indication exists, an impairment test is carried out on the asset by comparing the recoverable amount of the asset, being the higher of the asset's fair value less costs to sell and value in use, to the asset's carrying amount.

Any excess of the asset's carrying amount over its recoverable amount is recognised immediately in profit or loss, unless the asset is carried at a revalued amount in accordance with another Standard (e.g. AASB 116) whereby any impairment loss of a revalued asset is treated as a revaluation decrease in accordance with that other Standard.

For non-cash generating assets such as roads, drains, public buildings and the like, value in use is represented by the depreciated replacement cost of the asset.

j. Trade and Other Payables

Trade and other payables are carried at amortised cost. They represent liabilities for goods and services provided to the Municipality prior to the end of the financial year that are unpaid and arise when the Municipality becomes obliged to make future payments in respect of the purchase of these goods and services. The amounts are unsecured and are usually settled within 30 days of recognition.

k. Employee Benefits

The provisions for employee benefits relates to amounts expected to be paid for long service leave, annual leave, wages and salaries and are calculated as follows:

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 statement of financial position. The City's obligations for employees' annual leave and long service leave entitlements are recognised as provisions in the statement of financial position.

Other long-term employee benefits

Provision is made for employees' long service leave and annual leave entitlements not expected to be settled wholly within 12 months after the end of the annual reporting period in which the employees render the related service. Other 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.

I. Borrowings

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.

Borrowings are classified as current liabilities unless the Council has an unconditional right to defer settlement of the liability for at least 12 months after the reporting date.

Borrowing Costs

Borrowing costs are recognised as an expense when incurred except where they are directly attributable to the acquisition, construction or production of a qualifying asset. Where this is the case, they are capitalised as part of the cost of the particular asset until such time as the asset is substantially ready for its intended use or sale.

m. Provisions

Provisions are recognised when: The Council has a present legal or constructive obligation as a result of past events; it is more likely than not that an outflow of resources will be required to settle the obligation; and the amount has been reliably estimated. Provisions are not recognised for future operating losses.

Where there are a number of similar obligations, the likelihood that an outflow will be required in settlement is determined by considering the class of obligations as a whole. A provision is recognised even if the likelihood of an outflow with respect to any one item included in the same class of obligations may be small.

n. Leases

Leases of fixed assets where substantially all the risks and benefits incidental to the ownership of the asset, but not legal ownership, are transferred to the City, are classified as finance leases.

Finance leases are capitalised recording an asset and a liability at the lower amounts equal to the fair value of the leased property or the present value of the minimum lease payments, including any guaranteed residual values. Lease payments are allocated between the reduction of the lease liability and the lease interest expense for the period.

Leased assets are depreciated on a straight line basis over the shorter of their estimated useful lives or the lease term.

Lease payments for operating leases, where substantially all the risks and benefits remain with the lessor, are charged as expenses in the periods in which they are incurred.

Lease incentives under operating leases are recognised as a liability and amortised on a straight line basis over the life of the lease term.

o. Interests in Joint Arrangements

Joint arrangements represent the contractual sharing of control between parties in a business venture where unanimous decisions about relevant activities are required.

Separate joint venture entities providing joint venturers with an interest to net assets are classified as a joint venture and accounted for using the equity method. Refer to note 1(r) for a description of the equity method of accounting.

Joint venture operations represent arrangements whereby joint operators maintain direct interests in each asset and exposure to each liability of the arrangement. The City's interests in the assets, liabilities, revenue and expenses of joint operations are included in the respective line items of the financial statements. Information about the joint venture is set out in Notes 5 and 17.

p. Investment in Associates

An associate is an entity over which the City has significant influence. Significant influence is the power to participate in the financial operating policy decisions of that entity but is not control or joint control of those policies. Investments in associates are accounted for in the financial statements by applying the equity method of accounting, whereby the investment is initially recognised at cost and adjusted thereafter for the post-acquisition change in the City's share of net assets of the associate. In addition, the City's share of the profit or loss of the associate is included in the City's profit or loss.

The carrying amount of the investment includes, where applicable, goodwill relating to the associate. Any discount on acquisition, whereby the City's share of the net fair value of the associate exceeds the cost of investment, is recognised in profit or loss in the period in which the investment is acquired.

Profits and losses resulting from transactions between the City and the associate are eliminated to the extent of the City's interest in the associate.

When the City's share of losses in an associate equals or exceeds its interest in the associate, the City discontinues recognising its share of further losses unless it has incurred legal or constructive obligations or made payments on behalf of the associate.

When the associate subsequently makes profits, the City will resume recognising its share of those profits once its share of the profits equals the share of the losses not recognised.

q. Rates, Grants, Donations and Other Contributions

Rates, grants, donations and other contributions are recognised as revenues when the local government obtains control over the assets comprising the contributions. Control over assets acquired from rates is obtained at the commencement of the rating period or, where earlier, upon receipt of the rates.

Where contributions recognised as revenues during the reporting period were obtained on the condition that they be expended in a particular manner or used over a particular period, and those conditions were undischarged as at the reporting date, the nature of and amounts pertaining to those undischarged conditions are disclosed in Note 20(c). That note also discloses the amount of contributions recognised as revenues in a previous reporting period which were obtained in respect of the local government's operation for the current reporting period.

r. Superannuation

The Council is a member of the Western Australian Local Government Superannuation Plan (WALGSP). This is a Defined Contributions Plan and Council contributes at the rate of 10.5% for the Superannuation Guarantee Charge, plus additional matching contributions of up to 4% where agreed.

s. Rounding Off Figures

All figures shown in this annual financial report, other than a rate in the dollar, are rounded to the nearest dollar.

t. Comparative Figures

Where required, comparative figures have been adjusted to conform with changes in presentation for the current financial year.

u. 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. The asset or liability is classified as current if it is expected to be settled within the next 12 months, being the City's operational cycle. In the case of liabilities where the City does not have the unconditional right to defer settlement beyond 12 months, such as vested long service leave, the liability is classified as current even if not expected to be settled within the next 12 months. Inventories held for trading are classified as current even if not expected to be realised in the next 12 months except for land held for resale where it is held as non-current based on the City's intentions to release for sale.

v. Budget Information

Budget figures shown in the financial statements have been disclosed as per the legislative requirements. Where necessary, budget information has been recast to comply with current presentation requirements. Unless otherwise stated, the budget comparative figures shown in this annual financial report relate to the original budget estimate for the relevant item of disclosure.

w. New Accounting Standards and Interpretations for Application in Future Periods

Australian Accounting Standards and Interpretations that have recently been issued or amended but are not yet effective have not been adopted by the City for the period ended 30 June 2017. These are outlined in the table below:

	Title	Issued / Compiled	Applicable (1)	Impact
(i)	AASB 9 Financial Instruments (incorporating AASB 2014-7 and AASB 2014-8)	December 2014	1 January 2018	Nil – The objective of this Standard is to improve and simplify the approach for classification and measurement of financial assets compared with the requirements of AASB 139. Given the nature of the financial assets of the Shire, it is not anticipated the Standard will have any material effect.
(ii)	AASB 15 Revenue from Contracts with Customers	December 2014	1 January 2019	This Standard establishes principles for entities to apply to report useful information to users of financial statements about the nature, amount, timing and uncertainty of revenue and cash flows arising from a contract with a customer. The effect of this Standard will depend upon the nature of future transactions the Shire has with those third parties it has dealings with. It may or may not be significant.
(iii)	AASB 16 Leases	February 2016	1 January 2019	Under AASB 16 there is no longer a distinction between finance and operating leases. Lessees will now bring to account a right-to-use asset and lease liability onto their statement of financial position for all leases. Effectively this means the vast majority of operating leases as defined by the current AASB 117 Leases which currently do not impact the statement of financial position will be required to be capitalised on the statement of financial position once AASB 16 is adopted. Currently, operating lease payments are expensed as incurred. This will cease and will be replaced by both depreciation and interest charges. Based on the current number of operating leases held by the Shire, the impact is not expected to be significant.
(iv)	AASB 1058 Income of Not-for-Profit Entities (incorporating AASB 2016-7 and AASB 2016-8)	December 2016	1 January 2019	These standards are likely to have a significant impact on the income recognition for NFP's. Key areas for consideration are: - Assets received below fair value; - Transfers received to acquire or construct non-financial assets; - Grants received; - Prepaid rates; - Leases entered into at below market rates; and - Volunteer services. Whilst it is not possible to quantify the financial impact (or if it is material) of these key areas until the details of future transactions are known, they will all have application to the Shire's operations.

Notes:

⁽¹⁾ Applicable to reporting periods commencing on or after the given date.

x. Adoption of New and Revised Accounting Standards

During the current year, the Shire adopted all of the new and revised Australian Accounting Standards and Interpretations which were compiled became mandatory and which were applicable to its operations.

Whilst many reflected consequential changes associate with the amendment of existing standards, the only new standard with material application is as follows:

	Title	Issued / Compiled	Applicable (1)	Impact
(i)	AASB 2015-6 Amendments to Australian Accounting Standards - Extending Related Party Disclosures to Not-for-Profit Public Sector Entities			The objective of this Standard was to extend the scope of AASB 124 <i>Related Party Disclosures</i> to include not-for-profit sector entities.
	[AASB 10, 124 & 1049]			The Standard has had a significant disclosure impact on the financial report of the Shire as both Elected Members and Senior Management are deemed to be Key Management Personnel and resultant disclosures in accordance to AASB 124 have been necessary.

y. Intangible Assets

Easements

The Council has determined that under AASB 138 Intangible Assets, easements are valued on an historical cost basis, because it is unlikely that an active market in easements exists to allow for fair value measurement. Due to acquisition of easements at NIL values, no easements have been included in the financial report.

z. Provision for Restoration, Rehabilitation and Site Monitoring Costs

The City complies with the full provision method for accounting provisions in respect of restoration, rehabilitation and site monitoring costs. Charges are made to expenses based on the estimated costs of restoring, rehabilitating and monitoring the landfill site. The rate charge is reviewed annually and is based on an estimated cost per tonne. The cost per tonne is arrived at after taking into account a standard engineering cost per cubic metre of landfill, the density of the waste and the most recent aerial surveys. Engineering rates differ according to the nature of the obligation to provide the service.

aa. Future capping Expenditure

The liability for estimated future capping expenditure is provided for through a rehabilitation provision on a phase-by-phase basis and is discounted to its present value, with the unwinding of the discount being charged to the statement of comprehensive income within the amortisation charge. The discounted present value of the future capping expenditure is also capitalised as part of the rehabilitation asset and is amortised on a straight-line basis. Changes in estimates are recognised prospectively with corresponding adjustments to the provision and associated costs.

bb. Land Held for Resale

Land purchased for development and/or resale is valued at the lower of cost and fair value less costs to sell. Cost includes the cost of acquisition, development and interest

incurred on the financing of that land during its development. Interest and holding charges incurred after development is complete are recognised as expenses.

Gains and losses are recognised in profit or loss at the time of signing an unconditional contract of sale if significant risks and rewards, and effective control over the land, are passed on to the buyer at this point.

Land held for resale is classified as current except where it is held as non-current based on the Council's intention to release for sale.



NOTES TO AND FORMING PART OF THE FINANCIAL REPORT			
2a. Revenue and Expenses			
	Actual 2016/17	Budget 2016/17	Actual 2015/16
The net result includes:	\$	\$	\$
(i) CHARGING AS AN EXPENSE			
<u>Auditors Remuneration</u>			
Audit of financial statements	29,000	29,000	26,300
Audit of project - acquittals	13,332	12,195	11,347
	42,332	41,195	37,647
<u>Depreciation</u>			
Buildings	5,360,475	5,175,945	4,130,221
Plant and Machinery	2,872,152	3,034,473	2,761,857
Furniture Equipment	142,509	184,620	144,029
Computer Equipment	211,278	257,472	223,307
Infrastructure - Roads	10,735,077	11,029,308	10,176,299
Infrastructure - Drainage	2,444,452	2,622,888	2,498,163
Infrastructure - Footpaths	1,169,810	1,214,664	1,156,861
Infrastructure - Parks Equipment	3,583,931	2,834,244	2,699,803
Infrastructure - Marina	945,815	-	-
	27,465,498	26,353,614	23,790,540
<u>Amortisation</u>			
Infrastructure - Landfill	1,391,018	1,191,132	1,064,912
<u>Interest Expenses</u>			
Debentures (refer Note 22)	966,490	930,000	85,602
<u>Rental Charges</u>			
Operating Leases	606,372	681,369	556,092
<u>Other Expenses</u>			
State Landfill Levy	2,989,955	3,809,501	2,858,990
(ii) CREDITING AS REVENUE			
Grants/Contributions towards Assets	11,063,443	23,245,184	23,618,162
Increase/(Decrease) in Equity - SMRC Joint Venture	499,833	-	(2,344,579)
<u>Interest Earnings</u>			
Interest received on Reserve Funds	2,329,289	1,858,196	2,484,527
Interest received on Other Funds	2,828,243	2,913,840	3,194,374
	5,157,532	4,772,036	5,678,901

NOTES TO AND FORMING PART OF THE FINANCIAL REPORT

2b. Revenues and Expenses

MISSION STATEMENT

To make the City of Cockburn the most attractive place to live, work, visit and invest in, within the Perth metropolitan area.

The City of Cockburn has adopted the program/activity structure outlined in Schedule 1 of the Local Government (Financial Management) Regulations. The City has incorporated the allocation of internal service provision costs throughout the various programs/activities.

Council operations as disclosed in this budget encompass the following service orientated programs/activities:

General Purpose Funding

The collection of general-purpose revenue including rates and penalties, general-purpose grants and interest on investments. This provides the funding for much of the City's programs/activities.

Governance

The administration and operation of facilities and services to the elected members of Council. Also includes other corporate type costs that are not related to the specific service areas covered under the other programs.

Law, Order And Public Safety

Provision of community safety services including supervision of various by-laws, animal and dog control, a security patrol service, fire prevention and voluntary emergency services.

Health

The provision of environmental health services including food quality and pest control.

Education and Welfare

The provision of support services to families and children, the aged and disabled and senior citizens. The provision of pre- schools and services and facilities for the youth.

Community Amenities

Refuse collection, recycling and disposal, the operation of the Henderson Landfill site, protection of the environment, administration of the town planning scheme and maintenance of bus shelters.

Recreation and Culture

The provision and operation of community halls and recreation centres, parks and ovals, beach reserves and swimming areas and library facilities. The development and provision of arts and cultural events.

Transport

This program includes road, drainage and footpath construction and maintenance. The provision and maintenance of streetscapes is also included, as is the purchase of heavy plant and the operations of the council works depot

Economic Services

Activities associated with the control of building activity within the city and the provision of facilities and services that encourage tourism.

Other Property and Services

Includes private works and engineering overheads and plant operating costs (both of which are allocated to the City's works program).

NOTES TO AND FORMING PART OF THE FINANCIAL REPORT

3. Cash & Cash Equivalents

	Actual 2016/17	Actual 2015/16
	\$	\$
Cash at Bank	2,896,742	8,528,960
Cash on Hand	22,500	22,768
Term Deposits	112,476,840	143,002,272
	115,396,082	151,554,000
Restricted	100,602,935	127,668,651
Unrestricted	14,793,147	23,885,349
	115,396,082	151,554,000
SUMMARY OF RESTRICTED CASH		
Sundry Deposits and Bonds (Non Current Payables)	-	5,761,532
	-	5,761,532
Cash/Investment Backed Reserves		
Council Funded	82,590,191	102,687,894
Externally Funded	9,424,250	7,053,040
Development Contribution Plans	13,508,629	16,859,023
Sub-total	105,523,070	126,599,957
Less:		
Funds held in current & non-current investments	(4,920,136)	(4,692,838)
	100,602,935	121,907,119
TOTAL RESTRICTED CASH	100,602,935	127,668,651

NOTES TO AND FORMING PART OF THE FINANCIAL REPORT

4. Financial Assets

	Actual 2016/17	Actual 2015/16
CURRENT	\$	\$
Held to Maturity Investments maturing within 12 mths of reporting period	3,841,492	-
NON CURRENT		
Held to Maturity Investments maturing later than 12 mths from reporting period		
Mortgage-Backed securities	1,078,644	4,692,838
Financial Assets		
Investment in WALGA Local Government House Trust *	123,808	126,526
	<u>1,202,453</u>	<u>4,819,364</u>

All held to maturity Investments are restricted in nature (see note 3).

*) This note discloses the equity the City has in the Local Government House Trust as a consequence of a contribution towards the cost of purchasing Local Government House.

The total contribution by all Councils towards the cost of the WALGA building was \$582,000. There are 620 units in the Local Government House Unit Trust, 8 of which are held by the City of Cockburn.

5. Interests in Joint Ventures

NON CURRENT		
Joint Venture in SMRC	6,592,991	6,093,158
	<u>6,592,991</u>	<u>6,093,158</u>

Refer note 17 for further detail on SMRC Joint Venture

NOTES TO AND FORMING PART OF THE FINANCIAL REPORT		
6. Trade & Other Receivables		
	Actual	Actual
	2016/17	2015/16
CURRENT	\$	\$
Rates Outstanding	2,122,054	1,668,444
Rubbish Charges Outstanding	92,994	110,530
Sundry Debtors	3,866,702	9,443,662
GST Receivable	813,159	2,434,241
	6,894,909	13,656,877
NON CURRENT		
Rates Outstanding - Pensioners	858,657	738,851
	858,657	738,851
7. Other Assets		
	Actual	Actual
	2016/17	2015/16
CURRENT	\$	\$
Prepayments	911,565	715,996
	911,565	715,996
8. Inventories		
	Actual	Actual
	2016/17	2015/16
	\$	\$
Fuel Depot	21,782	41,102
	21,782	41,102

NOTES TO AND FORMING PART OF THE FINANCIAL REPORT

9a. Property, Plant and Equipment

	Actual 2016/17	Actual 2015/16
	\$	\$
LAND		
At Independent Valuation 2017	82,632,800	-
At Independent Valuation 2014	-	98,010,600
	82,632,800	98,010,600
BUILDINGS		
At Independent Valuation 2017	303,548,238	-
At Independent Valuation 2014	-	199,332,010
LESS Impairment	(3,200,000)	-
LESS Accumulated Depreciation	(83,035,377)	(73,847,838)
	217,312,861	125,484,173
FURNITURE AND EQUIPMENT		
At Independent Valuation 2017	3,185,311	-
At Management Valuation 2016	-	1,446,276
LESS Accumulated Depreciation	(1,314,623)	(1,172,113)
	1,870,689	274,162
COMPUTER EQUIPMENT		
At Independent Valuation 2017	1,330,150	-
At Management Valuation 2016	-	1,330,150
LESS Accumulated Depreciation	(731,391)	(520,113)
	598,759	810,037
PLANT AND MACHINERY		
At Independent Valuation 2017	24,251,028	-
At Management Valuation 2016	-	20,997,029
LESS Accumulated Depreciation	(8,948,401)	(9,473,940)
	15,302,627	11,523,089
WORK IN PROGRESS		
At cost	10,505,535	75,273,275
	10,505,535	75,273,275
TOTAL PROPERTY, PLANT AND EQUIPMENT		
Gross Book Value	425,453,062	396,389,340
LESS Impairment	(3,200,000)	-
LESS Accumulated Depreciation	(94,029,792)	(85,014,004)
NET BOOK VALUE	328,223,270	311,375,336

The fair value of property, plant and equipment is determined at least every three years in accordance with the regulatory framework. Additions since the date of valuation are shown as cost, given they were acquired at arm's length and any accumulated depreciation reflects the usage of service potential, it is considered the recorded written down value approximates fair value. At the end of each intervening period the valuation is reviewed and where appropriate the fair value is updated to reflect current market conditions. This process is considered to be in accordance with Local Government (Financial Management) Regulation 17A which requires property, plant and equipment to be shown at fair value.

9b. Movements in Carrying Amounts - Property, Plant & Equipment

The following table reconciles the carrying amount at the beginning and end of the current financial year for each class of non-current assets:

Asset Classification	Carrying amount at beginning of the year	Work in Progress Opening	add:		add / (less) Revaluation increments/ (decrements)		less:		less:		Carrying amount at end of the year
			Capital Spend 2016-17	Gifted Development Assets	Work in Progress Closing	Disposals & Write Offs	Impairment (Losses)/ Reversals	Depreciation			
Freehold Land	98,010,600	1,420,630	836,966	-	(11,284,737)	(804,344)	(5,546,315)	-	-	82,632,800	
Buildings	125,484,173	71,587,940	33,399,309	1,691,000	456,022	(6,473,284)	(271,825)	(3,200,000)	(5,360,475)	217,312,861	
Furniture & Equipment	274,162	-	1,758,457	-	-	(19,421)	-	-	(142,509)	1,870,689	
Computer Equipment	810,037	2,264,706	943,781	-	-	(3,208,486)	-	-	(211,278)	598,759	
Plant & Machinery	11,523,089	-	7,925,137	-	-	-	(1,273,447)	-	(2,872,152)	15,302,627	
Work in Progress	75,273,276	(75,273,276)	-	-	-	10,505,535	-	-	-	10,505,535	
	311,375,336	-	44,863,651	1,691,000	(10,828,715)	-	(7,091,587)	(3,200,000)	(8,586,414)	328,223,271	

NOTES TO AND FORMING PART OF THE FINANCIAL REPORT

10a. Infrastructure Assets

	Actual 2016/17	Actual 2015/16
	\$	\$
INFRASTRUCTURE - ROADS		
At Management Valuation 2017	577,410,638	-
At Management Valuation 2016	-	570,909,037
LESS Accumulated Depreciation	(225,730,964)	(160,475,410)
	351,679,674	410,433,627
INFRASTRUCTURE - DRAINAGE		
At Management Valuation 2017	253,243,593	-
At Management Valuation 2016	-	245,116,705
LESS Accumulated Depreciation	(49,114,423)	(48,261,101)
	204,129,170	196,855,604
INFRASTRUCTURE - FOOTPATHS		
At Management Valuation 2017	65,378,280	-
At Management Valuation 2016	-	55,531,251
LESS Accumulated Depreciation	(24,316,042)	(14,707,037)
	41,062,238	40,824,214
INFRASTRUCTURE - PARKS EQUIPMENT		
At Management Valuation 2017	71,471,710	-
At Management Valuation 2016	-	69,046,722
LESS Accumulated Depreciation	(25,267,053)	(24,651,804)
	46,204,657	44,394,918
LANDFILL INFRASTRUCTURE		
At Independent Valuation 2017	36,108,000	-
At Management Valuation 2016	-	35,844,253
LESS Accumulated Amortisation	(14,338,561)	(13,020,973)
	21,769,439	22,823,280
MARINA INFRASTRUCTURE		
At Independent Valuation 2017	52,608,256	-
LESS Accumulated Depreciation	(945,815)	-
	51,662,441	-
WORK IN PROGRESS		
At cost	23,581,605	20,884,694
	23,581,605	20,884,694
TOTAL INFRASTRUCTURE ASSETS		
Gross Book Value	1,079,802,082	997,332,662
LESS Accumulated Depreciation	(339,712,858)	(261,116,325)
NET BOOK VALUE	740,089,224	736,216,337

The fair value of infrastructure is determined at least every three years in accordance with the regulatory framework. Additions since the date of valuation are shown as cost. Given they were acquired at arm's length and any accumulated depreciation reflects the usage of service potential, it is considered the recorded written down value approximates fair value. At the end of each intervening period the valuation is reviewed and, where appropriate, the fair value is updated to reflect current market conditions. This process is considered to be in accordance with Local Government (Financial Management) Regulation 17A which requires infrastructure to be shown at fair value.

10b. Movements in Carrying Amounts - Infrastructure

The following table reconciles the carrying amount at the beginning and end of the current financial year for each class of non-current assets:

Asset Classification	Carrying amount at beginning of the year	Work in Progress Opening	add:		less:		add / (less) Revaluation increments/ (decrements)	less: Disposals & Write Offs	less: Impairment (Losses)/ Reversals	less: Depreciation/ Amortisation	Carrying amount at end of the year
			Capital Spend 2016-17	Gifted Development Assets	Work in Progress Closing						
Roads Infrastructure	410,433,627	12,428,713	14,500,745	4,135,423	(10,572,494)	(68,511,262)	-	-	(10,735,077)	351,679,674	
Drainage Infrastructure	196,855,604	398,315	536,058	3,339,514	(507,744)	5,951,874	-	-	(2,444,452)	204,129,170	
Footpaths Infrastructure	40,824,214	393,030	925,121	-	(505,159)	594,842	-	-	(1,169,810)	41,062,238	
Parks Equipment	44,394,918	7,286,490	7,709,222	901,827	(11,467,709)	963,841	-	-	(3,583,931)	46,204,658	
Refuse Site Infrastructure	22,823,280	378,147	256,587	-	(528,499)	(74,939)	-	-	(1,085,138)	21,769,439	
Marina Infrastructure	-	-	-	52,608,256	-	-	-	-	(945,815)	51,662,441	
Work in Progress	20,884,694	(20,884,695)	-	-	23,581,605	-	-	-	-	23,581,605	
	736,216,337	-	23,927,732	60,985,020	-	(61,075,643)	-	-	(19,964,222)	740,089,225	

NOTES TO AND FORMING PART OF THE FINANCIAL REPORT		
11. Rehabilitation Assets		
	Actual	Actual
	2016/17	2015/16
NON CURRENT		
Post closure rehabilitation assets	16,517,533	16,517,533
Less: Accumulated amortisation	(305,880)	-
	<u>16,211,653</u>	<u>16,517,533</u>
Movements in carrying amounts of post closure rehabilitation assets during the financial year are shown as follows.		
	Rehabilitation Assets	
	\$	
Opening balance at 1 July 2016	16,517,533	
Increase / (decrease) in provision resulting from the remeasurement of the estimated future cash flows	-	
Amortisation	(305,880)	
Closing Balance at 30 June 2017	<u>16,211,653</u>	
12a. Trade & Other Payables		
	Actual	Actual
	2016/17	2015/16
CURRENT		
	\$	
Creditors	7,360,147	21,244,213
Accrued Expenses	1,380,819	1,405,840
Income Received in Advance	597,526	-
GST Payable	42,514	955,871
	<u>9,381,006</u>	<u>23,605,924</u>
NON CURRENT		
Sundry Deposits and Bonds	-	<u>5,761,532</u>
12b. Borrowings		
	Actual	Actual
	2016/17	2015/16
CURRENT		
	\$	
Debentures - Secured by Floating Charge	<u>2,500,000</u>	<u>2,593,138</u>
NON CURRENT		
Debentures - Secured by Floating Charge	<u>20,000,000</u>	<u>23,150,036</u>
Additional detail on borrowings is provided in Note 22.		

NOTES TO THE ACCOUNTS.

13. Provisions

	Actual 2016/17	Actual 2015/16		
CURRENT	\$	\$		
Provision for Annual Leave	4,144,905	3,312,104		
Provision for Long Service Leave	2,451,508	2,113,784		
	6,596,413	5,425,888		
NON CURRENT				
Provision for Long Service Leave	1,949,439	1,874,457		
Provision for Site Rehabilitation	17,008,153	16,517,533		
	18,957,592	18,391,990		
	Provision for Annual Leave	Provision for Long Service Leave	Provision for Site Rehabilitation	Total
	\$	\$	\$	\$
Opening balance as at 1 July 2016	3,312,104	3,988,241	16,517,533	23,817,879
Net movement	832,801	412,706	490,620	1,736,127
Balance at 30 June 2017	4,144,905	4,400,947	17,008,153	25,554,006

NOTES TO THE ACCOUNTS.			
14. Reserves			
	Actual	Budget	Actual
	2016/17	2016/17	2015/16
	\$	\$	\$
CASH BACKED RESERVES			
Staff Payments & Entitlements			
Opening Balance	2,115,293	2,133,594	2,049,042
Transfer from Accumulated Surplus - Interest	45,778	45,068	49,774
Transfer from Accumulated Surplus	119,822	119,822	110,000
Transfer to Accumulated Surplus	(333,262)	(162,000)	(93,523)
	1,947,631	2,136,484	2,115,293
<p>This Reserve provides for payment of various staff entitlements including separation, bonus, awards and other payments made to Staff either through contractual or statutory entitlement, other than leave liabilities already provided for within the City's net asset position</p>			
Plant & Vehicle Replacement			
Opening Balance	8,252,372	6,527,521	7,416,121
Transfer from Accumulated Surplus - Interest	165,730	105,975	163,062
Transfer from Accumulated Surplus	2,966,421	2,949,690	2,802,657
Transfer to Accumulated Surplus	(4,013,350)	(2,967,350)	(2,129,467)
	7,371,172	6,615,836	8,252,372
<p>This Reserve provides for the orderly replacement of plant and vehicles. Annual transfers into this Reserve are equivalent to the depreciation charge for plant each year. Funds are drawn as required to meet annual plant replacement costs.</p>			
Information Technology			
Opening Balance	379,658	259,123	279,795
Transfer from Accumulated Surplus - Interest	7,747	8,082	6,913
Transfer from Accumulated Surplus	100,000	100,000	100,000
Transfer to Accumulated Surplus	(197,350)	(50,000)	(7,050)
	290,055	317,205	379,658
<p>This Reserve Fund was set up to provide for the upgrading/replacement of Council's computer hardware and software depreciated over five years. An amount equivalent to the annual depreciation charge for computers is transferred to the Reserve each year. Funds are drawn as required to cover capital computer replacement costs.</p>			
Major Building Refurbishment			
Opening Balance	9,828,567	9,706,691	5,452,406
Transfer from Accumulated Surplus - Interest	224,591	133,850	127,269
Transfer from Accumulated Surplus	1,620,328	1,500,000	4,928,686
Transfer to Accumulated Surplus	(100,000)	-	(679,794)
	11,573,486	11,340,541	9,828,567
<p>This Reserve Fund provides funding for future major refurbishment of Council buildings as they become necessary. Annual transfers are usually made to this Reserve from any end of year surplus.</p>			
Waste & Recycling			
Opening Balance	23,846,752	23,007,894	21,330,958
Transfer from Accumulated Surplus - Interest	329,115	348,847	524,843
Transfer from Accumulated Surplus	1,271,022	1,949,433	2,233,448
Transfer to Accumulated Surplus	(12,280,992)	(9,325,000)	(242,497)
	13,165,896	15,981,173	23,846,752
<p>This Reserve Fund was initially set up for the funding of capital costs associated with the development of a rubbish disposal site. It was recognised that land would be expensive to purchase and the stringent environmental standards required would result in high development costs. Transfers to this Reserve are made based on planned future capital funding requirements.</p>			
Land Development and Investment Fund Reserve			
Opening Balance	6,348,831	14,799,330	5,605,100
Transfer from Accumulated Surplus - Interest	101,680	251,777	170,717
Transfer from Accumulated Surplus	11,141,607	240,095	3,679,491



	Actual 2016/17	Budget 2016/17	Actual 2015/16
	\$	\$	\$
Transfer to Accumulated Surplus	(13,414,353)	(5,060,000)	(3,106,478)
	4,177,766	10,231,202	6,348,831

This Reserve Fund is to accommodate and facilitate the purchase, development and disposal of land under the Council's land development strategies with the ability to loan funds on an interest payable basis to other reserve funds of the City.

Roads & Drainage Infrastructure

Opening Balance	8,159,206	2,593,975	3,207,854
Transfer from Accumulated Surplus - Interest	246,952	64,880	79,162
Transfer from Accumulated Surplus	5,754,502	4,250,000	4,876,387
Transfer to Accumulated Surplus	(173,277)	(3,500,000)	(4,197)
	13,987,382	3,408,855	8,159,206

The purpose of this Reserve Fund is to provide for the renewal and refurbishment of roads and drainage infrastructure and for the provision of matching funds for Federal & State Government road grants.

Naval Base Shacks

Opening Balance	935,871	969,751	828,752
Transfer from Accumulated Surplus - Interest	21,428	22,969	20,206
Transfer from Accumulated Surplus	120,376	158,696	103,088
Transfer to Accumulated Surplus	-	-	(16,176)
	1,077,675	1,151,416	935,871

This Reserve Fund was initially set up to provide funds for the development & refurbishment of the Naval Base Chalet Resort. It is envisaged that it will also fund rehabilitation costs required to be incurred when the Park reverts back to the State Government. Annual transfers to this Reserve are fully funded by part of the lease income derived from the chalet sites.

Community Infrastructure

Opening Balance	12,096,036	11,229,764	6,211,519
Transfer from Accumulated Surplus - Interest	264,703	109,782	153,500
Transfer from Accumulated Surplus	4,504,636	1,304,636	5,798,831
Transfer to Accumulated Surplus	(3,655,111)	(4,520,000)	(67,814)
	13,210,265	8,124,182	12,096,036

This Reserve Fund was set up to fund the provision of community and recreation facilities within the City as the need arises. The requirement for these facilities over the next five to ten years is significant due to the rapid rate of development within the city and the associated population growth.

Insurance

Opening Balance	488,961	504,509	389,322
Transfer from Accumulated Surplus - Interest	9,737	8,090	9,639
Transfer from Accumulated Surplus	14,500	-	100,000
Transfer to Accumulated Surplus	(185,000)	-	(10,000)
	328,198	512,599	488,961

Council's Workers Compensation cover is provided by Municipal Workcare, which is a self-insurance scheme. If at a future date claims exceed income, then Council will be required to contribute further funds towards any deficit. These funds are held so that any additional contributions will not impact on the annual budget.

Greenhouse Action Fund

Opening Balance	901,331	478,171	636,855
Transfer from Accumulated Surplus - Interest	16,195	10,330	14,378
Transfer from Accumulated Surplus	1,450,000	1,450,000	361,660
Transfer to Accumulated Surplus	(2,017,608)	(195,000)	(111,562)
	349,919	1,743,501	901,331

This Reserve will be used to purchase carbon offsets and fund projects to support energy efficiency, waste management and renewable energy installations.

Development Contribution Plans

	Actual 2016/17	Budget 2016/17	Actual 2015/16
	\$	\$	\$
Opening Balance	6,497,765	8,255,151	6,525,157
Transfer from Accumulated Surplus - Interest	156,723	104,795	178,621
Transfer from Accumulated Surplus	1,003,258	1,741,922	2,729,985
Transfer to Accumulated Surplus	(113,563)	(149,590)	(2,935,998)
	7,544,182	9,952,278	6,497,765

This Reserve was established for the management of contributions and costs with respect to Development Contribution Areas as established by and in accordance with Town Planning Scheme 3.

Family Day Care Accumulation Fund

Opening Balance	8,295	-	-
Transfer from Accumulated Surplus - Interest	187	-	-
Transfer from Accumulated Surplus	-	-	8,295
Transfer to Accumulated Surplus	-	-	-
	8,482	-	8,295

This Reserve is fully funded from the operating grants received by the Family Day Care service and thus has no effect on the Municipal Fund.

Aged and Disabled Asset Replacement Reserve

Opening Balance	326,947	172,895	430,493
Transfer from Accumulated Surplus - Interest	5,285	8,628	8,160
Transfer from Accumulated Surplus	68,129	-	60,317
Transfer to Accumulated Surplus	(177,168)	(17,000)	(172,023)
	223,193	164,523	326,947

This Reserve is fully funded from the operating grants received by various services and thus has no effect on the Municipal Fund.

Welfare Projects Employee Entitlements

Opening Balance	479,810	454,366	432,255
Transfer from Accumulated Surplus - Interest	10,971	10,933	10,582
Transfer from Accumulated Surplus	15,671	13,000	124,280
Transfer to Accumulated Surplus	(47,249)	-	(87,306)
	459,203	478,299	479,810

This is a Reserve Fund that applies to grant funded welfare services. It is fully funded from the operating grants received by the service and thus has no effect on the Municipal Fund.

HWRP Post Closure Management & Contaminated Sites

Opening Balance	2,322,695	2,089,461	2,488,919
Transfer from Accumulated Surplus - Interest	52,361	47,780	59,914
Transfer from Accumulated Surplus	-	-	-
Transfer to Accumulated Surplus	(15,401)	(100,000)	(226,138)
	2,359,654	2,037,241	2,322,695

This Reserve is required to cover costs associated with the HWRP post closure management plan and any remediation works at contaminated sites within the district as enforced by the Contaminated Sites Act.

Municipal Elections

Opening Balance	34,213	14,027	51,009
Transfer from Accumulated Surplus - Interest	984	2,681	(890)
Transfer from Accumulated Surplus	120,000	120,000	150,000
Transfer to Accumulated Surplus	-	-	(165,905)
	155,198	136,708	34,213

This Reserve has been established to provide funding to cover election expenses during election years. An amount will be transferred into this reserve in non-election years.

Welfare Redundancies

Opening Balance	40,825	39,839	39,839
Transfer from Accumulated Surplus - Interest	923	797	986
Transfer from Accumulated Surplus	-	-	-
Transfer to Accumulated Surplus	-	-	-



	Actual 2016/17	Budget 2016/17	Actual 2015/16
	\$	\$	\$
	41,748	40,636	40,825

This Reserve was created for the purpose of covering potential future redundancy costs for grant funded services, as funding agreements do not usually allow for these costs.

Port Coogee Special Maintenance - SAR

Opening Balance	1,400,129	1,325,909	1,224,733
Transfer from Accumulated Surplus - Interest	29,760	26,794	27,554
Transfer from Accumulated Surplus	256,936	274,000	341,727
Transfer to Accumulated Surplus	(439,984)	(308,509)	(193,885)
	1,246,841	1,318,194	1,400,129

This Reserve was established to manage the funds raised through the specified area rate for the Port Coogee development. These funds are required for the specialised maintenance requirements of the development. The City commenced rating issued lots in 2008/09.

Port Coogee Waterways WEMP Reserve No. 1

Opening Balance	-	-	-
Transfer from Accumulated Surplus - Interest	35,418	40,372	-
Transfer from Accumulated Surplus	2,464,768	2,100,000	-
Transfer to Accumulated Surplus	(203,192)	(253,192)	-
	2,296,993	1,887,180	-

This Reserve was established to manage the funds paid by the developer of the Port Coogee marina development in accordance with the Waterways Environmental Management Plan (WEMP). The funds will be used to maintain and manage the marina.

Public Open Space (POS) Cash in Lieu Trust

Opening Balance	5,471,641	5,256,925	5,485,916
Transfer from Accumulated Surplus - Interest	53,833	108,937	134,863
Transfer from Accumulated Surplus	96,000	-	452,457
Transfer to Accumulated Surplus	(5,621,474)	-	(601,594)
	-	5,365,862	5,471,641

This Reserve was established in 2009/10 for holding Council's public open space cash in lieu trust funds. These funds were transferred into the City's Trust Fund during 2016/17 following audit query and legal advice.

Community Surveillance Levy Reserve

Opening Balance	1,245,490	1,229,695	1,481,926
Transfer from Accumulated Surplus - Interest	27,369	22,594	35,866
Transfer from Accumulated Surplus	200,000	200,000	-
Transfer to Accumulated Surplus	(375,117)	(334,000)	(272,301)
	1,097,742	1,118,289	1,245,490

This Reserve was established to fund activities in relation to Community Surveillance

Community Infrastructure – Development Contributions Reserve

Opening Balance	10,361,258	8,567,662	16,479,668
Transfer from Accumulated Surplus - Interest	218,853	220,238	264,337
Transfer from Accumulated Surplus	4,644,522	5,000,000	6,465,284
Transfer to Accumulated Surplus	(9,260,186)	(40,473)	(12,848,030)
	5,964,447	13,747,427	10,361,258

This reserve has been established to account for the funds generated from the proposed Community Infrastructure Developer Contributions Scheme. Subject to ministerial approval, funds could commence flowing during 2011/12.

Waste Collection

Opening Balance	2,641,530	1,566,660	1,055,070
Transfer from Accumulated Surplus - Interest	50,763	63,366	26,656
Transfer from Accumulated Surplus	1,027,352	1,638,621	1,681,022
Transfer to Accumulated Surplus	(1,282,018)	(1,010,000)	(121,219)
	2,437,627	2,258,647	2,641,530

This reserve is to provide funding for future capital requirements related to the Waste Collection service.

	Actual 2016/17 \$	Budget 2016/17 \$	Actual 2015/16 \$
Naval Base Leaseholder Dwelling Removal			
Opening Balance	461,814	456,167	397,285
Transfer from Accumulated Surplus - Interest	10,533	10,217	9,836
Transfer from Accumulated Surplus	54,693	54,693	54,693
Transfer to Accumulated Surplus	(202)	-	-
	526,838	521,077	461,814
Established for the purposes of the future removal of leasehold dwellings at Reserve 24308, Naval Base. All funds raised are to be accounted for on a property lease by lease basis, and not on who paid the actual payment at the time of the payment. Funds raised will be reimbursed to leaseholders when dwelling is removed and the site rehabilitated to its prior state.			
Underground Power - SAR			
Opening Balance	222,504	208,864	550,927
Transfer from Accumulated Surplus - Interest	5,029	-	13,640
Transfer from Accumulated Surplus	-	-	1,030,000
Transfer to Accumulated Surplus	(227,532)	-	(1,372,063)
	-	208,864	222,504
This Reserve is for managing the funds raised through prescribed service charges for the undergrounding of power within the district.			
Environmental Offset			
Opening Balance	291,595	284,550	284,550
Transfer from Accumulated Surplus - Interest	6,590	7,691	7,045
Transfer from Accumulated Surplus	-	-	-
Transfer to Accumulated Surplus	-	-	-
	298,185	292,241	291,595
Purpose of the reserve is to receive funds so as to undertake environmental rehabilitation of land associated with road construction as approved by the relevant government agency.			
Bibra Lake Management Plan Reserve			
Opening Balance	985,439	532,426	1,070,427
Transfer from Accumulated Surplus - Interest	16,491	10,648	25,644
Transfer from Accumulated Surplus	-	-	-
Transfer to Accumulated Surplus	(412,642)	(350,000)	(110,633)
	589,288	193,074	985,439
Purpose of the reserve is to receive funds so as to implement the Bibra Lake Management Plan as adopted by Council.			
Restricted Grants & Contributions Reserve			
Opening Balance	2,230,479	2,077,647	5,569,838
Transfer from Accumulated Surplus - Interest	-	-	(4)
Transfer from Accumulated Surplus	3,514,786	-	2,247,700
Transfer to Accumulated Surplus	(2,159,798)	(5,102)	(5,587,055)
	3,585,466	2,072,545	2,230,479
Purpose of the reserve is to quarantine monies received for restricted purposes across financial years			
CIHF Building Maintenance Reserve			
Opening Balance	3,323,192	3,189,423	2,189,423
Transfer from Accumulated Surplus - Interest	84,023	-	61,178
Transfer from Accumulated Surplus	1,288,333	1,400,000	1,072,590
Transfer to Accumulated Surplus	(74,479)	(250,000)	-
	4,621,068	4,339,423	3,323,192
Purpose of the reserve is to provide funding for major building maintenance of the Cockburn Integrated Health Facility at Cockburn Central			
Cockburn Central West Recreation Facility Reserve			
Opening Balance	10,880,762	15,647,202	7,908,607



	Actual 2016/17	Budget 2016/17	Actual 2015/16
	\$	\$	\$
Transfer from Accumulated Surplus - Interest	125,909	53,000	301,076
Transfer from Accumulated Surplus	8,300,000	8,300,000	14,688,595
Transfer to Accumulated Surplus	(18,806,671)	(24,000,000)	(12,017,517)
	500,000	202	10,880,762
Purpose of the reserve is to manage funds for the development of the Cockburn Central West Recreation Facility.			
Carry Forward Projects Reserve			
Opening Balance	4,020,698	498,831	-
Transfer from Accumulated Surplus - Interest	-	-	-
Transfer from Accumulated Surplus	6,584,183	7,500,000	9,657,071
Transfer to Accumulated Surplus	(6,629,887)	-	(5,636,373)
	3,974,994	7,998,831	4,020,698
This reserve is to manage municipal funds for incomplete projects carried forward to the following financial year.			
Port Coogee Waterways SAR Reserve			
Opening Balance	-	-	-
Transfer from Accumulated Surplus - Interest	3,629	8,685	-
Transfer from Accumulated Surplus	188,590	188,590	-
Transfer to Accumulated Surplus	(79,742)	(79,742)	-
	112,477	117,533	-
Provide funding for the maintenance of the waterways surrounding Port Coogee marina and associated infrastructure. This is funded from the specified area rate levied on land directly adjacent to the waterways.			
SUMMARY CASH BACKED RESERVES			
Opening Balance	126,599,957	124,078,024	107,073,767
Transfer from Accumulated Surplus - Interest	2,329,289	1,857,806	2,484,527
Transfer from Accumulated Surplus	58,890,433	42,553,198	65,858,263
Transfer to Accumulated Surplus	(82,296,608)	(52,676,958)	(48,816,600)
TOTAL CASH BACKED RESERVES	105,523,070	115,812,070	126,599,957

NOTES TO THE ACCOUNTS.		
15. REVALUATION SURPLUS		
	Actual 2016/17	Actual 2015/16
	\$	\$
Revaluation surpluses have arisen on revaluation of the following classes of non-current assets:		
Land		
Opening Balance	118,679,531	118,679,531
Revaluation Increment/(Decrement)	(11,284,737)	-
	107,394,794	118,679,531
Buildings		
Opening Balance	22,405,632	22,405,632
Revaluation Increment/(Decrement)	456,022	-
	22,861,653	22,405,632
Roads Infrastructure		
Opening Balance	240,139,955	231,301,929
Revaluation Increment/(Decrement)	(68,511,262)	8,838,026
	171,628,693	240,139,955
Drainage Infrastructure		
Opening Balance	142,858,567	151,027,196
Revaluation Increment/(Decrement)	5,951,874	(8,168,629)
	148,810,441	142,858,567
Landfill Infrastructure		
Opening Balance	2,673,635	2,673,635
Revaluation Increment/(Decrement)	(74,939)	-
	2,598,696	2,673,635
Footpath Infrastructure		
Opening Balance	27,186,403	26,094,236
Revaluation Increment/(Decrement)	594,842	1,092,166
	27,781,245	27,186,403
Parks Infrastructure		
Opening Balance	21,488,638	16,059,750
Revaluation Increment/(Decrement)	963,841	5,428,888
	22,452,479	21,488,638
TOTAL REVALUATION SURPLUS	503,528,001	575,432,360
SUMMARY OF REVALUATION SURPLUS		
Opening Balance	575,432,360	568,241,909
Revaluation net increment/(decrement) made during the year	(71,904,359)	7,190,450
TOTAL REVALUATION SURPLUS	503,528,001	575,432,360

NOTES TO THE ACCOUNTS

16. Notes to Statement of Cash Flows

	Actual 2016/17	Budget 2016/17	Actual 2015/16
	\$	\$	\$
16a			
Reconciliation of Net Cash Provided by/(Used in) Operating Activities to Change in Net Assets Resulting from Operations.			
Net Result	71,913,380	40,064,152	51,684,141
Add (Less) non-cash items:			
Depreciation	27,465,498	26,353,614	23,790,540
Amortisation	1,391,018	1,191,132	1,064,912
Finance Cost	490,620	-	-
(Profit)/Loss on Sale of Assets	(5,412,388)	(14,650)	(243,160)
Impairment charge provision	3,200,000	-	-
Assets Gifted to Other Parties	14,566,385	-	610,366
Employee entitlements provision	1,245,507	-	847,252
Accrued investment income	(274,568)	-	(240,026)
Joint Venture Investment	(497,115)	-	2,361,161
Recognition of infrastructure assets previously not recognised	(62,676,020)	-	(13,128,414)
Less: Grants & Contributions for the Development of Assets	(16,695,283)	(34,967,106)	(32,838,270)
Change in Assets and Liabilities:			
[Increase]/Decrease in Rates Debtors & Deferred Rates	(573,416)	-	(763,440)
(Increase)/Decrease in Sundry Debtors	7,198,041	-	(7,649,031)
(Increase)/Decrease in Stock on Hand	19,320	-	(22,468)
Increase/(Decrease) in Creditors & Accruals	(14,822,444)	-	15,542,398
(Increase)/Decrease in Rubbish Debtors	17,536	-	119,717
Increase/(Decrease) on Income Received in Advance	597,526	-	-
(Increase)/Decrease in Prepayments	(195,569)	-	(94,310)
NET CASH USED IN OPERATING ACTIVITIES	26,958,027	32,627,142	41,041,367
16b			
Reconciliation of Cash			
For the purpose of the Statement of Cash Flows, the entity considers cash to include Cash on Hand and in Banks and investments in Money Market Instruments. Cash at the end of the reporting period as shown in the Statement of Cash Flows is reconciled to the related item in the Statement of Financial Position as follows: -			
Cash at Bank	2,896,742	(17,163,264)	8,528,960
Cash on Hand	22,500	21,000	22,768
Term Deposits	112,476,840	132,027,325	143,002,272
Cash & Cash Equivalents at end of Reporting Period	115,396,082	114,885,061	151,554,000
16c			
Undrawn Borrowing Facilities			
Credit Standby Arrangements			
Credit Card limit	250,000		250,000
Credit Card Balance at Balance Date	81,359		50,458
Total Amount of Credit Unused	168,641		199,542

NOTES TO AND FORMING PART OF THE FINANCIAL REPORT

17. Investment in Joint Venture - SMRC

The City is a member of the Southern Metropolitan Regional Council (SMRC) and also a participant in the Regional Resource Recovery Centre (RRRC).

The RRRC is controlled by a regional local government established in accordance with the Local Government Act 1995. The regional local government being the SMRC, consists of six local governments of which five are participants in the RRRC.

Participating Local Governments are required to contribute an annual fee to cover the capital cost in the establishment of the facility and pay gate fees for each tonne of waste they deliver to the facility to cover the operating costs. The capital costs for each participating Local Government member is based on the Australian Bureau of Statistics population statistics. Each project participant will develop equity in the project equal to the relevant proportion of the total capital loan repayments made by that project participant. The City of Cockburn's interest in the RRRC is 42.97 per cent.

The City of Cockburn has guaranteed, by way of agreement, its share of the Loan Liability to the SMRC and the Western Australian Treasure Corporation (funding body). The City of Cockburn's share of the outstanding loan liabilities of RRRC at 30 June 2017 is \$8,388,860 (audited). The City of Cockburn's share of the outstanding loan liability for the SMRC Admin Building at 30 June 2017 is \$671,220 (audited)

	2016/17	2015/16
	Actual	Actual
	\$	\$
	(audited)	(audited)
The City's share in the net assets of the SMRC (excluding equity) Equity Ratio	5,426,885	5,215,229
Represented by Share of Joint Venture entity's Financial		
Current Assets	6,414,370	5,784,371
Non Current Assets	11,817,202	12,840,615
Total Assets	<u>18,231,572</u>	<u>18,624,986</u>
Current Liabilities	6,872,233	5,375,605
Non Current Liabilities	4,766,348	7,156,223
Total Liabilities	<u>11,638,581</u>	<u>12,531,828</u>
Net Assets	<u>6,592,991</u>	<u>6,093,158</u>
Net Increase/(Decrease) in Equity - SMRC Joint Venture	<u>499,833</u>	

City of Cockburn's withdrawal from the Regional Resource Recovery Centre (RRRC) Project

The City has withdrawn from the RRRC Project Participants' Agreement, which became effective from 30 June 2017 following a 12 month notice period. The City's withdrawal triggered a requirement under the RRRC Project Participant's Agreement to prepare an amended business plan for the Project, having regard to the effect of the City's withdrawal. The Deed of Variation to the Project Participant's Agreement also required the SMRC to determine the City's proportional entitlement to any net surplus or deficit on the basis of a notional winding up of the Project. However, any assets and liabilities relating to RRRC Loan Borrowings are to be excluded from the notional winding up calculation.

The SMRC have facilitated the preparation of an amended business plan showing an estimated sum payable by the City to the SMRC of \$381,154 based on the notional winding up of the RRRC Project at 30 June 2017. The City does not concur with all the cost items and assumptions used in the calculation and is seeking for these to be reviewed. The City's equity share in the assets of the RRRC will be adjusted in 2017-18 only once the amended business plan has been accepted by the City and the subsequent impact of the notional winding up on the City's equity share determined.

In accordance with the RRRC Project Participants' Agreement, the City will continue to be responsible for its share of RRRC borrowing repayments until fully repaid or satisfied. The City will also be entitled to any proportional equity in assets acquired from the related borrowing, when this is fully repaid or satisfied.

NOTES TO AND FORMING PART OF THE FINANCIAL REPORT

18. Contingent Liabilities**(a) Regional Resource Recovery Centre- Lending Facility**

Council is a participant in the Regional Resource Recovery Centre Joint Venture. The project was established through the Southern Metropolitan Regional Council (SMRC) and involves the cities of Canning, Cockburn, Fremantle, Melville and the Town of East Fremantle in the development of a waste processing plant and a recyclable and green waste facility at Canning Vale.

The capital construction of the facility is funded by borrowings from Western Australian Treasury Corporation. A \$40 million lending facility was initially set up for this purpose, repayable over a term of 20 years. This facility has since been extended to a total of \$55 million. The SMRC administer the borrowings and the project participants make quarterly contributions equal to the repayment costs of these borrowings.

The Council's estimated share of the project funding is based upon population percentages as derived from the Australian Bureau of Statistics census. These are now revised yearly over the life of the loan. Council's share in the 2016/17 year is 42.97%.

As at 30th June 2017, the balance outstanding against the lending facility stood at \$19,522,597 with Council's share of this liability being \$8,388,860 (calculated using the percentage of 42.97%).

Council's annual contribution towards the repayment of interest and principal on the lending facility is currently around \$1.62 million (approx. \$40 per household).

Council has guaranteed by way of agreement its share of the loan liability to the SMRC and the Western Australian Treasury Corporation (funding body).

(b) SMRC Administration Building - Lending Facility

As a SMRC participant, Council has guaranteed by way of security to the Western Australian Treasury Corporation, a charge over its' general funds for its' share of any outstanding debenture borrowings provided for the SMRC administration building at 9 Aldous Place Booragoon. This facility has a limit of \$2 million.

As at 30th June 2017, the balance outstanding against this facility stood at at \$1,800,000 with Council's share of this liability being \$671,220 (using the current cost/profit sharing percentage of 37.29%).

(c) ATO GST Audit - Unimproved Land Sales

The Australian Taxation Office (ATO) instigated an audit into the City's GST treatment of unimproved land sales made during the period 1 September 2009 to 30 September 2013. Specifically, it investigated the City's application of the margin scheme to land sales made under Item 4 of subsection 75-10(3) of the GST Act and whether the City correctly accounted for the GST attributable to these sales. The audit completed in December 2014 found that the City had not correctly accounted for GST on these land sales by a shortfall of \$782,747. This finding was premised on the ATO's view that some of the land had been improved prior to 1 July 2000 (mainly through land clearing) and that this had enhanced the value of the land compared to its natural state. However, the City's tax advisor's position is that the ATO have erred with their interpretation of the facts and is currently acting on behalf of the City (and several other clients with similar issues) in responding to the ATO's audit findings.

Upon advice, the City entered the ATO's Alternative Dispute Resolution (ADR) process that was developed to resolve issues in respect of 'land on which there are no improvements', applicable for section 38-445 and Item 4 of subsection 75-10(3) of the A New Tax System (Goods and Services Tax) Act 1999. However, the ATO has since advised the City on the 29 June 2017 that they have determined the majority of the land sales under audit to now be considered unimproved. This has reduced the potential maximum liability for the City from the previous audit finding of \$782,747 to approximately \$150,000. This amount is the potential net impact from 11 lot sales still being reviewed by the ATO if they are subsequently determined to be improved. However, the City and its advisor are confident that the ATO will also determine the majority of these lots to be unimproved, resulting in only a negligible or no liability.

NOTES TO AND FORMING PART OF THE FINANCIAL REPORT

19. Capital & Leasing Commitments

Capital Commitments

At the reporting date, Council had the following commitments remaining for major purchases:

	2017	2016
	\$	\$
Contracted for:		
Capital expenditure projects	5,772,499	33,589,504
Plant & equipment purchases	800,924	2,537,759
	6,573,423	36,127,263

Operating Leasing Commitments

Non-cancellable operating leases contracted for but not capitalised in the financial report

	Actual 2016/17	Actual 2015/16
	\$	\$
Payable:		
Not later than 1 year	672,405	599,046
Later than 1 year but not later than 5 years	870,010	610,834
Later than 5 years	-	-
	1,542,415	1,209,880

NOTES TO AND FORMING PART OF THE FINANCIAL REPORT

20a. Assets Classified by Function
Total Assets Classified by Function and Activity

	Actual 2016/17	Actual 2015/16
	\$	\$
General Purpose Funding	52,901,714	56,990,186
Governance	28,570,090	28,965,663
Law, Order and Public Safety	2,018,520	2,364,945
Health	1,883,193	2,042,004
Education and Welfare	2,530,174	2,332,666
Community Amenities	40,974,561	74,126,965
Recreation and Culture	106,298,632	196,060,761
Transport	630,293,449	685,238,718
Economic Services	1,866,912	3,939,698
Other Property and Services	352,906,834	189,666,947
Total	1,220,244,078	1,241,728,554

20b. Disposal of Assets

	Net Book Value		Sale Price		Profit/Loss	
	Actual	Budget	Actual	Budget	Actual	Budget
	2016/17	2016/17	2016/17	2016/17	2016/17	2016/17
	ProgramBookVal	ProgramBookVal	ProgramProceeds	ProgramProceeds		
<i>BY FUNCTION</i>						
Governance	-	-	-	-	-	-
Law, Order and Public Safety	-	-	30,625	-	30,625	-
Health	-	-	-	-	-	-
Education and Welfare	-	-	31,800	12,000	31,800	12,000
Community Amenities	-	-	-	-	-	-
Recreation and Culture	271,825	-	-	-	(271,825)	-
Transport	747,989	800,000	1,057,252	832,150	309,263	32,150
Economic Services	-	-	-	-	-	-
Other Property and Services	6,071,773	450,000	11,384,298	420,500	5,312,525	(29,500)
Total	7,091,587	1,250,000	12,503,975	1,264,650	5,412,388	14,650
<i>BY ASSET CLASSIFICATION</i>						
Land	5,546,315	-	10,881,819	-	5,335,504	-
Buildings	271,825	-	-	-	(271,825)	-
Infrastructure - Parks Equipment	-	-	-	-	-	-
Furniture and Equipment	-	-	-	-	-	-
Computers	-	-	-	-	-	-
Plant and Equipment	1,273,447	1,250,000	1,622,156	1,264,650	348,709	14,650
Total	7,091,587	1,250,000	12,503,975	1,264,650	5,412,388	14,650



NOTES TO AND FORMING PART OF THE FINANCIAL REPORT

20c. Control Over Contributions

Funding Bodies	Purpose	Function	Opening Balance (1) 1/07/15	Received 2015/16	Expended 2015/16	Closing Balance (1) 30/06/16	Received 2016/17	Expended 2016/17	Closing Balance 30/06/17
Alcoa Kwinana Refinery	Operating grant for delivering services	Recreation & Culture	-	10,000.00	-	10,000.00	-	-	10,000.00
Community Sports and Recreation	Operating grant for delivering services	-	-	-	-	-	200,000.00	28,280.00	171,720.00
Department Child Protection	Operating grant for delivering services	Education & Welfare	-	-	-	-	79,120.65	-	79,120.65
Department Child Protection and Family Support	Operating grant for delivering services	Education & Welfare	91,322.53	282,698.91	331,247.50	42,773.94	218,271.96	207,008.24	54,037.66
Department Local Government and Communities	Operating grant for delivering services	Education & Welfare	22,757.16	416,392.28	393,111.01	46,038.43	463,981.03	469,550.61	40,468.85
Department of Attorney General	Operating grant for delivering services	Education & Welfare	-	7,702.01	7,702.01	-	-	-	-
Department of Child Protection	Operating grant for delivering services	Education & Welfare	-	-	-	-	191,511.13	145,103.61	46,407.52
Department of Corrective Services	Operating grant for delivering services	Education & Welfare	7,258.97	135,765.33	140,290.47	2,733.83	13,870.36	16,604.19	-
Department of Education and Training	Operating grant for delivering services	Education & Welfare	20,655.96	2,999,444.19	3,004,954.49	15,145.66	4,396,925.45	4,409,833.16	2,237.95
Department of Education Employee & Workplace	Operating grant for delivering services	Education & Welfare	175.32	-	175.32	-	-	-	-
Department of Fire and Emergency Services	Operating grant for delivering services	Law, Order & Public Safety	16,984.84	238,550.00	255,534.84	-	-	-	-
Department of Health	Operating grant for delivering services	Education & Welfare	7,779.50	1,681,073.00	1,688,766.42	86.08	1,739,237.00	1,684,324.74	54,998.34
Department of Infrastructure and Regional Development	Capital grants for roads constructions	Transport	2,172,524.42	1,998,968.00	4,171,492.42	-	1,961,436.00	-	1,961,436.00
Department of Local government	Operating grant for delivering services	Law, Order & Public Safety	-	-	-	-	-	-	-
Department of Sports and Recreation	Operating grant for delivering services	Governance	-	151,086.30	151,086.30	-	-	-	-
Department of Parks & Wildlife Community & Regional Parks	Operating grant for delivering services	Recreation & Culture	-	-	-	-	100,000.00	-	100,000.00
Department of Social Services	Operating grant for delivering services	Education & Welfare	36,034.40	334,522.57	321,373.62	49,183.35	330,808.99	282,806.06	97,186.28
Disability Services Commission	Operating grant for delivering services	Education & Welfare	-	-	-	-	-	-	-
Department of Transport	Operating grant for coastal and adaptation study	Recreation & Culture	117,061.57	157,512.11	148,959.11	125,614.57	176,237.00	232,707.74	69,143.83
Fremantle Dockers Football Club	Developer contribution for building construction	Governance	-	-	-	-	-	-	-
Disability Services Commission	Operating grant for delivering services	Education & Welfare	-	23,640.00	21,383.00	2,257.00	447,623.48	342,218.23	107,662.25
Fremantle Ports	Operating grant for delivering services	Recreation & Culture	2,856.84	10,162.41	8,000.00	5,019.25	10,000.00	4,000.00	11,019.25
Healthway	Operating grant for delivering services	Education & Welfare	-	-	-	-	5,000.00	5,000.00	-
Hope Community Services	Operating grant for delivering services	Education & Welfare	-	-	-	-	55,807.00	55,807.00	-
Main Roads WA	Operating grant for delivering services	Transport	889,303.10	1,972,001.00	1,242,888.92	1,618,415.18	2,887,800.57	4,210,019.07	296,196.68
Medicare Australia	Operating grant for delivering services	Health	6,963.61	-	6,963.61	-	-	-	-
Ngala and Parenting Research Centre	Operating grant for delivering services	Education & Welfare	128.75	10,680.00	9,697.84	1,110.91	7,920.00	7,559.44	1,471.47
Private contributions	Operating grant for delivering services	Education & Welfare	65,427.82	323,941.86	157,607.88	231,761.80	159,186.14	157,820.47	233,127.47
Public Transport Authority of WA	Capital grant for bus stop construction	Transport	-	-	-	-	-	-	-
State Emergency Management Committee	Operational grants for bushfire prevention	Law, Order & Public Safety	-	45,000.00	33,843.65	11,156.35	25,000.00	34,833.33	1,323.02
State Natural Resource Management Office	Operating grant for delivering services	Community Amenities	8,836.15	10,000.00	8,836.15	10,000.00	-	9,090.92	909.08
Western Australian Local Government Association (WALGA)	Capital grant for building construction	Recreation & Culture	-	63,636.36	4,454.10	59,182.26	28,272.64	86,454.90	1,000.00
Western Australian Planning Commission (WAPC)	Operating grant for environmental services	Recreation & Culture	-	-	-	-	-	-	-
Western Australian Police	Capital grants for CCTV implementation and operating grants for delivering services	Law, Order & Public Safety	-	-	-	-	-	-	-
Stockland WA Development	Capital grants for roads constructions	Transport	-	-	-	-	246,000.00	-	246,000.00
Grand Total			3,466,070.94	12,980,940.89	14,216,533.22	2,230,478.61	13,744,009.40	12,389,021.71	3,585,466.30

(1) - Grants/contributions recognised as revenue in a previous reporting period which were not expended at the close of the previous reporting period.

(2) - New grants/contributions which were recognised as revenues during the reporting period and which had not yet been fully expended in the manner specified by the contributor.

(3) - Grants/contributions which had been recognised as revenues in a previous reporting period or received in the current reporting period and which were expended in the current reporting period in the manner specified by the contributor.

NOTES TO AND FORMING PART OF THE FINANCIAL REPORT

21. FINANCIAL RATIOS

	2017	2016	2015
Current Ratio	1.432	1.211	1.869
Asset Sustainability Ratio	1.442	1.399	0.378
Debt Service Cover Ratio	9.533	20.631	16.625
Operating Surplus Ratio	0.078	0.049	-0.002
Own Source Revenue Ratio	0.971	1.003	0.898

The above ratios are calculated as follows:

Current Ratio	$\frac{\text{current assets minus restricted current assets}}{\text{current liabilities minus liabilities associated with restricted assets}}$
Asset Sustainability Ratio	$\frac{\text{capital renewal and replacement expenditure}}{\text{depreciation expense}}$
Debt Service Cover Ratio	$\frac{\text{annual operating surplus before interest and depreciation}}{\text{principal and interest}}$
Operating Surplus Ratio	$\frac{\text{operating revenue minus operating expense}}{\text{own source operating revenue}}$
Own Source Revenue Ratio	$\frac{\text{own source operating revenue}}{\text{operating expense}}$

ADDITIONAL FINANCIAL RATIOS

The following information relates to those ratios which only require an attestation they have been checked and are supported by verifiable information.

	2017	2016	2015
Asset Consumption Ratio	0.689	0.714	0.712
Asset Renewal Funding Ratio	0.729	0.741	0.767

The above ratios are calculated as follows:

Asset Consumption Ratio	$\frac{\text{depreciated replacement cost of assets}}{\text{current replacement cost of depreciated assets}}$
Asset Renewal Funding Ratio	$\frac{\text{NPV of planned capital renewals over 10 years}}{\text{NPV of required capital expenditure over 10 years}}$



NOTES TO AND FORMING PART OF THE FINANCIAL REPORT

22. Information on Borrowings

Debenture Repayments

Particulars/Purpose	Principal 1 July 2016 \$	Interest Rate	Maturity Date	Principal Repayments		Principal		Interest Repayments	
				Actual \$	Budget \$	Actual \$	Budget \$	Actual \$	Budget \$
Law Order & Public Safety To assist fund the Emergency Services Head Quarters in Cockburn Central (FESA Funded)	743,174	4.29%	4 June 2023	743,174	743,174	0	0	74,521	74,521
Recreation & Culture To assist fund the Cockburn Central West development	25,000,000	2.96%	27 June 2026	2,500,000	2,500,000	22,500,000	22,500,000	891,969	855,479
Total	25,743,174			3,243,174	3,243,174	22,500,000	22,500,000	966,490	930,000

Unspent Debentures

There is no unspent debenture as at 30 June 2017.



NOTES TO AND FORMING PART OF THE FINANCIAL REPORT

23a. Statement of Rating Information for Year Ended 30 June 2017

	NON-MINIMUM					MINIMUMS					TOTALS			
	Qty	Rateable value \$	Rate in \$	Yield \$	Budget 2016-2017	Qty	Rateable Value \$	Amount \$	Yield \$	Budget 2016-2017	Qty	Rateable Value \$	Yield \$	Budget 2016-2017
GRV														
Commercial Caravan Parks	2	1,778,244	0.0950000	168,933	168,933			744			2	1,778,244	168,933	168,933
Residential Improved	27,694	629,618,828	0.0725000	45,647,365	45,612,066	11861	184,144,548	1,281	15,193,941	15,215,718	39,555	813,763,376	60,841,308	60,827,783
Residential - Vacant	1,420	25,232,450	0.0939100	2,369,579	2,371,435	1,380	8,249,504	744	1,026,720	1,026,720	2,800	33,481,954	3,396,299	3,398,155
Comm & Industrial - Improved	2,445	196,647,518	0.0755000	14,846,888	14,823,920	210	1,432,033	744	156,240	156,240	2,655	198,079,551	15,003,128	14,980,160
Comm & Industrial - Vacant	201	16,067,857	0.0939100	1,508,932	1,520,906	14	45,900	744	10,416	10,416	215	16,113,757	1,519,348	1,531,322
Large Comm & Industrial - Improved	53	123,257,530	0.0805800	9,932,092	9,932,092			744			53	123,257,530	9,932,092	9,932,092
Jandakot Airport - Standard	1	15,391,137	0.0755000	1,162,031	1,162,031			744			1	15,391,137	1,162,031	1,162,031
Jandakot Airport - Major	1	25,416,000	0.0805800	2,048,021	2,048,021			744			1	25,416,000	2,048,021	2,048,021
UV														
Rural - Vacant Land	55	78,174,000	0.0039100	305,660	282,044	2	184,000	906	1,812	1,812	57	78,358,000	307,472	283,856
Rural General	260	211,502,100	0.0025300	535,100	544,790	15	2,560,763	906	13,590	9,966	275	214,062,863	548,690	554,756
Total Rates Levied	32,132	1,323,085,664		78,524,602	78,466,238	13,482	196,616,748		16,402,719	16,420,872	45,614	1,519,702,412	94,927,323	94,887,109
Interim Rates - GRV & UV													2,877,008	2,369,726
Rates Received in Advance													152,341	-
Residential Improved - Concessions				(1,619,510)									(1,619,510)	(1,556,835)
Total General Rates	32,132	1,323,085,664		76,905,092	78,466,238	13,482	196,616,748		16,402,719	16,420,872	45,614	1,519,702,412	96,337,163	95,700,000

23b. Specified Area Rates for Year Ended 30 June 2017

	Rate in \$	Basis of Rate	Qty	Rateable Value \$	Yield \$	Interim Rate Revenue \$	Budget 2016-2017 \$	Applied to Costs \$	Budget Applied to Costs \$
Port Coogee Special Maintenance	0.012	GRV	770	21,907,640	262,892	10,594	274,000	273,485	175,919
Port Coogee Waterways	0.012	GRV	56	4,106,800	49,282	(9,831)	56,000	39,451	56,000
Total Specified Area Rates			826	26,014,440	312,173	763	330,000	312,936	231,919



NOTES TO AND FORMING PART OF THE FINANCIAL REPORT

24. Prescribed Service Charges

Property Surveillance & Security

Section 6.38 of the Local Government Act 1995 allows Council to

Amount of each service charge:	\$67.00
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	Actual 2016/17	Budget 2016/17
Total amount of revenue collected from service charge for reporting year:	0	0
Add: Amount of funds b/f from previous year for unspent service charges	1,245,490	1,245,490
Less: Amount of total funds applied during the reporting year in meeting the costs of the service provided by Wilson Parking Australia were:	1,245,490	1,245,490
Amount of funds un-applied as at 30 June 2017 (carried forward into the following year to meet future service costs).	0	0

25. Fees and Charges

	Actual 2016/17	Actual 2015/16
	\$	\$
General Purpose Funding	778,231	558,828
Governance	18,586	18,648
Law Order & Public Safety	651,096	605,392
Health	303,848	278,509
Education & Welfare	1,480,154	1,477,301
Community Amenities	9,907,490	11,685,204
Recreation & Culture	3,767,169	3,540,358
Transport	217,574	323,379
Economic Services	2,039,149	2,118,305
Other Property & Services	3,189,998	1,467,055
	22,353,295	22,072,981



NOTES TO AND FORMING PART OF THE FINANCIAL REPORT**26. Interest Charges, Administration Fees and Instalments**

	Interest Rate	Admin Fee	Actual 2016/17	Actual 2015/16
	%	\$	\$	\$
Administration Fee		5.00	270,113	256,341
Penalty Interest	7.00	-	229,449	253,474
Instalment Interest	3.50	-	349,316	375,225
			848,878	885,040

Payment by Instalments

Council offered instalment payment options of either two or four payments. The first instalment (inclusive of any arrears) had to be paid in full by the due date. Failure to pay the first instalment by the due date resulted in the forfeiture of the instalment payment option. Ratepayers had the following options for paying their rates:

(a) Pay in full by 2 September 2016**(b) Pay in four instalments due:**

1. 2 September 2016
2. 4 November 2016
3. 6 January 2017
4. 10 March 2017

Administration Fees

The Rates Instalment Fee is \$5 per instalment.

Special Payment Arrangements

Ratepayers who were unable to pay their account in full or according to the instalment plans offered were able to make special payment arrangements to extinguish their debt. A separate administration fee of \$20.00 was charged for these arrangements. Penalty interest was applied at the rate of 7% to any outstanding balance.

Instalment Interest

The Local Government Act allows for interest to be charged on overdue amounts. The Council charged interest at the rate of 3.5% on outstanding rates for the year under review. This charge covered the opportunity cost of lost income on investment that would otherwise be received had the instalment options not been exercised. The maximum rate of interest allowed to be imposed on outstanding amounts under S6.45(4)(e) of the Local Government Act is 5.5%

Penalty Interest - Rates

Penalty interest was levied where payment in full or the first instalment was not received within thirty-five days of the issue of the rate notice. The rate charged was 7% pa on the daily balance. The maximum rate of interest allowed to be imposed on overdue rates and service charges under S6.51(1) of the Local Government Act is 11%.

Penalty Interest - FESA

The Minister for Emergency Services deemed the penalty interest rate for 2016/17 to be 7% on outstanding balances. Interest was levied where payment in full or the first instalment was not received within thirty-five days of the issue of the rate notice.

NOTES TO AND FORMING PART OF THE FINANCIAL REPORT			
27. GRANT REVENUE			
	Actual	Budget	Actual
	2016/17	2016/17	2015/16
	\$	\$	\$
Grants, subsidies and contributions are included as operating revenues in the Statement of Comprehensive Income:			
<i>By Nature or Type:</i>			
Operating Grants, Subsidies and Contributions	13,752,463	9,357,649	8,057,274
Non-Operating Grants, Subsidies and Contributions	11,063,443	23,245,184	23,618,162
	24,815,906	32,602,833	31,675,436
<i>By Program:</i>			
General Purpose Funding	9,901,179	3,824,591	1,897,775
Governance	2,202,389	13,580,000	17,551,996
Law Order & Public Safety	972,425	248,852	401,447
Community Amenities	2,094,756	5,072,799	6,121,801
Recreation & Culture	1,278,094	4,371,184	527,952
Other Property & Services	8,367,063	5,505,407	5,174,464
	24,815,906	32,602,833	31,675,436
28. Number of Employees			
	Actual	Actual	
	2016/17	2015/16	
	No.	No.	
Number of full-time equivalent (FTE) employees as at balance date:	497	483	
29. Superannuation			
	Actual	Actual	
	2016/17	2015/16	
	\$	\$	
Contributory	708,621	615,464	
S.G. Occupational	4,303,471	3,677,906	
	5,012,092	4,293,370	



NOTES TO AND FORMING PART OF THE FINANCIAL REPORT

30. Financial Risk Management

Council's activities expose it to a variety of financial risks including price risk, credit risk, liquidity risk and interest rate risk. The Council's overall risk management focuses on the unpredictability of financial markets and seeks to minimise potential adverse effects on the financial performance of the Council.

Council does not engage in transactions expressed in foreign currencies and is therefore not subject to foreign currency risk.

Financial risk management is carried out by the finance area under policies approved by the Council.

	<u>Carrying Value</u>		<u>Est. Fair Value</u>	
	<u>Actual 2016/17</u>	<u>Actual 2015/16</u>	<u>Actual 2016/17</u>	<u>Actual 2015/16</u>
	\$	\$	\$	\$
Financial Assets				
Cash and cash equivalents	115,387,367	151,554,000	115,387,367	151,554,000
Held-to-maturity investments	4,920,136	4,692,838	4,920,136	4,692,838
Receivables	7,753,566	14,395,728	7,753,566	14,395,728
	<u>128,061,068</u>	<u>170,642,566</u>	<u>128,061,068</u>	<u>170,642,566</u>
Financial Liabilities				
Borrowings	22,500,000	25,743,174	17,250,175	19,261,071
Payables	9,381,006	29,367,456	9,381,006	29,367,456
	<u>31,881,006</u>	<u>55,110,630</u>	<u>26,631,181</u>	<u>48,628,527</u>

Fair value is determined as follows:

- Cash and Cash Equivalents, Receivables, Payables – estimated to the carrying value which approximates net market value.
- Borrowings, Held-to-Maturity Investments – estimated future cash flows discounted by the current market interest rates applicable to assets and liabilities with similar risk profiles.

(a) Risk Assessment - Cash & Cash Equivalents and Investments

Council's objective is to maximise its return on cash and investments whilst maintaining an adequate level of liquidity and preserving capital. The finance area manages the cash and investments portfolio with the assistance of independent advisers (where applicable). Council has an investment policy and the policy is subject to review by Council. An Investment Report is provided to Council on a monthly basis setting out the make-up and performance of the portfolio.

The major risk associated with investments is price risk – the risk that the capital value of investments may fluctuate due to changes in market prices, whether these changes are caused by factors specific to individual financial instruments of their issuers or factors affecting similar instruments traded in a market.

Cash and investments are also subject to interest rate risk – the risk that movements in interest rates could affect returns.

Another risk associated with cash and investments is credit risk – the risk that a contracting entity will not complete its obligations under a financial instrument resulting in a financial loss to Council.

Council manages these risks by diversifying its portfolio and only purchasing investments with high credit ratings or capital guarantees. Council also seeks advice from independent advisers (where applicable) before placing any cash and investments.

	<u>Actual 2016/17</u>	<u>Actual 2015/16</u>
	\$	\$
Impact of a 5% (*) movement in price of investments:		
- Equity	240,763	230,007
- Income Statement	240,763 (+)	230,007
Impact of a 0.5% (*) movement in interest rates on cash and investments:		
- Equity	776,632	769,875
- Income Statement	776,632 (+)	769,875

(*) Sensitivity percentages based on management's expectation of future possible market movements.

Recent market volatility has seen large market movements for certain types of investments.

(+) Maximum impact.

(b) Receivables

Council's major receivables comprise rates and annual charges and user charges and fees. The major risk associated with these receivables is credit risk – the risk that the debts may not be repaid. Council manages this risk by monitoring outstanding debt and employing debt recovery policies. It also encourages ratepayers to pay rates by the due date through incentives.

Credit risk on rates and annual charges is minimised by the ability of Council to recover these debts as a secured charge over the land – that is, the land can be sold to recover the debt. Council is also able to charge interest on overdue rates and annual charges at higher than market rates, which further encourages payment.

The level of outstanding receivables is reported to Council monthly and benchmarks are set and monitored for acceptable collection performance.

Council makes suitable provision for doubtful receivables as required and carries out credit checks on most non-rate debtors.

There are no material receivables that have been subject to a re-negotiation of repayment terms.

NOTES TO AND FORMING PART OF THE FINANCIAL REPORT

30. Financial Risk Management

	Actual 2016/17	Actual 2015/16
Percentage of Rates and Annual Charges		
- Current	28%	29%
- Overdue	72%	71%
Percentage of Other Receivables		
- Current	93%	93%
- Overdue	7%	7%

(c) Payables & Borrowings

Payables and borrowings are both subject to liquidity risk – that is the risk that insufficient funds may be on hand to meet payment obligations as and when they fall due. Council manages this risk by monitoring its cash flow requirements and liquidity levels and maintaining an adequate cash buffer. Payment terms can be extended and overdraft facilities drawn upon if required.

	Due within 1 year \$	Due between 1 & 5 years \$	Due after 5 years \$	Total contractual cash flows \$	Total carrying value \$
2017					
Borrowings	2,500,000	10,000,000	10,000,000	27,159,750	22,500,000
Payables	9,381,006	0	-	9,381,006	9,381,006
	<u>11,881,006</u>	<u>10,000,000</u>	<u>10,000,000</u>	<u>36,540,756</u>	<u>31,881,006</u>
2016					
Borrowings	2,593,138	10,414,725	12,735,311	29,788,028	25,743,174
Payables	23,605,924	5,761,532	-	29,367,456	29,367,456
	<u>26,199,062</u>	<u>16,176,257</u>	<u>12,735,311</u>	<u>59,155,484</u>	<u>55,110,630</u>

(d) Interest Rate Risk Profile

The City is exposed to interest rate risk through primary financial assets and liabilities. The following table summaries interest rate risk for the City, together with the effective interest rates as at 30th June 2017.

	Fixed Interest Rate Maturity					Non-Interest Bearing		Total \$
	Average Interest Rate %	Floating Interest Rate \$	Less than 1 Year \$	1 to 5 Years \$	More than 5 Years \$	More than 5 Years \$	Non-Interest Bearing \$	
2016/17								
Financial Assets								-
Cash	1.25	2,919,242						2,919,242
Direct Securities	2.61			1,078,644			3,841,492	4,920,136
FRN's & TD's	2.94		112,468,125					112,468,125
Receivables	2.48	858,657					6,894,909	7,753,566
Total		<u>3,777,899</u>	<u>112,468,125</u>	<u>1,078,644</u>	-	-	<u>10,736,401</u>	<u>128,061,069</u>
Financial Liabilities								
Borrowings	3.66		2,500,000	10,000,000	10,000,000			22,500,000
Accounts Payable							9,381,006	9,381,006
Deposits/Bonds	1.50							-
Total		-	<u>2,500,000</u>	<u>10,000,000</u>	<u>10,000,000</u>	-	<u>9,381,006</u>	<u>31,881,006</u>

The following table provides comparatives as at 30th June 2016:

	Fixed Interest Rate Maturity					Non-Interest Bearing		Total \$
	Average Interest Rate %	Floating Interest Rate \$	Less than 1 Year \$	1 to 5 Years \$	More than 5 Years \$	More than 5 Years \$	Non-Interest Bearing \$	
2015/16								
Financial Assets								-
Cash	1.75	8,551,728						8,551,728
Direct Securities	2.85			1,108,599		3,584,239		4,692,838
FRN's & TD's	2.92		143,002,272					143,002,272
Receivables	2.64	738,851					13,656,877	14,395,728
Total		<u>9,290,579</u>	<u>143,002,272</u>	<u>1,108,599</u>	-	<u>3,584,239</u>	<u>13,656,877</u>	<u>170,642,566</u>
Financial Liabilities								
Borrowings	2.94		2,593,138	10,414,725	12,735,311			25,743,174
Accounts Payable							23,605,924	23,605,924
Deposits/Bonds	2.00			394,475			5,367,057	5,761,532
Total		-	<u>2,593,138</u>	<u>10,809,200</u>	<u>12,735,311</u>	-	<u>28,972,981</u>	<u>55,110,630</u>

NOTES TO AND FORMING PART OF THE FINANCIAL REPORT

31. Elected Members Remuneration

	Actual 2016/17	Budget 2016/17	Actual 2015/16
	\$	\$	\$
The following fees, expenses and allowances were paid to councillors and the mayor:			
Meeting Fees	336,490	329,318	324,284
Vehicle Mileage Claims	11,853	10,000	5,243
Mayoral/Deputy Mayoral Allowances	103,675	111,080	109,437
Communication Expenses	37,955	45,000	42,494
	489,973	495,398	481,458

32. Economic Dependency

A significant portion of Council's revenue is received by way of grants from the State and Federal Government.

	Actual 2016/17	Budget 2016/17	Actual 2015/16
	\$	\$	\$
The total of grant revenue from Government sources	24,815,906	32,602,833	31,675,436

33. Events after the Reporting Date**City of Cockburn's withdrawal from the Regional Resource Recovery Centre (RRRC) Project**

The City withdrew from the RRRC Project Participants' Agreement, which became effective from 30 June 2017. This triggered a requirement for the SMRC to determine the City's proportional entitlement to any net surplus or deficit on the basis of a notional winding up of the Project. The SMRC have since facilitated the preparation of an amended business plan for this purpose, showing an estimated sum payable by the City to the SMRC of \$381,154. The City does not concur with all the cost items and assumptions used in the calculation and is seeking for these to be reviewed. The City's equity share in the assets of the RRRC will only be adjusted once the amended business plan has been accepted by the City and the subsequent impact of the notional winding up on the City's equity share determined. Further information on the City's withdrawal from the RRRC Project Participants' Agreement can be found at note 17 (Investment in Joint Venture – SMRC).

Gifting of South Lake Leisure Centre building assets

In May 2016, the City entered into a deed of agreement with the Minister for Education for the decommissioning and surrender of building assets associated with the South Lake Leisure Centre located upon land controlled by the Education Department. The deed required the City to complete decommissioning works before the Minister would accept vacant possession of the land. The Minister has since issued a certificate of practical completion for the works and taken vacant possession of the land and structures in September 2017. Accordingly, the City booked an impairment charge of \$3.2M for the WDV of the building assets as at 30 June 2017 (see note 9b).

34. Major Land Transactions

The City did not participate in any major land transactions during the 2016/17 financial year.

35. Trading Undertakings and Major Trading Undertakings

The City did not participate in any trading undertakings or major trading undertakings during the 2016/17 financial year.

36. Trust Funds

Funds held at balance date over which the City has no control and which are not included in the financial statements are as follows

	Opening Balance 1		Closing Balance 30	
	July 2016	Amounts Received	Amounts Paid	June 2017
	\$	\$	\$	\$
Bonds and Deposits	5,761,532	7,354,393	(7,730,812)	5,385,113
Public Open Space	-	5,845,276	-	5,845,276
	5,761,532	13,199,669	(7,730,812)	11,230,389

NOTES TO AND FORMING PART OF THE FINANCIAL REPORT

Note 37 – Fair Value Measurement

The City of Cockburn measures the following assets at fair value on a recurring basis after initial recognition:

- Financial Assets at fair value through profit or loss
- Land and Buildings
- Plant & Machinery
- Computer Equipment
- Furniture and Equipment
- Roads
- Footpaths
- Drainage
- Landfill Infrastructure
- Parks Equipment

The following table provides the fair values of the City of Cockburn's assets measured and recognized on a recurring basis after initial recognition and their categorization within the fair value hierarchy:

Recurring Fair Value Measurements

Non-Financial Assets - 30 June 2017	Note	Level 1 (\$)	Level 2 (\$)	Level 3 (\$)	Total (\$)
Land	9(b)		82,632,800		82,632,800
Buildings	9(b)		16,300	217,296,560	217,312,860
Furniture and Equipment	9(b)			1,870,689	1,870,689
Computer Equipment	9(b)			598,759	598,759
Plant & Machinery	9(b)		15,302,627		15,302,627
Roads	10(b)			351,679,674	351,679,674
Footpaths	10(b)			41,062,238	41,062,238
Drainage	10(b)			204,129,170	204,129,170
Landfill Infrastructure	10(b)			21,769,439	21,769,439
Parks Equipment	10(b)			46,204,657	46,204,657
Port Coogee Marina Infrastructure	10(b)			51,662,441	51,662,441

Non-Financial Assets - 30 June 2016	Note	Level 1 (\$)	Level 2 (\$)	Level 3 (\$)	Total (\$)
Land	9(b)		98,010,600		98,010,600
Buildings	9(b)		306,458	125,177,694	125,484,152
Furniture and Equipment	9(b)			274,162	274,162
Computer Equipment	9(b)			810,037	810,037
Plant & Machinery	9(b)		11,523,089		11,523,089
Roads	10(b)			410,433,627	400,433,627
Footpaths	10(b)			40,824,214	40,824,214
Drainage	10(b)			196,855,604	196,855,604
Landfill Infrastructure	10(b)			22,823,280	22,823,280
Parks Equipment	10(b)			44,392,917	44,392,917

37 (a). Transfers Policy

The policy of the City of Cockburn is to recognise transfers into and transfers out of the fair value hierarchy levels as at the end of the reporting period. There was a transfer of Level 3 for recurring fair value measurements during the year.

37 (b). Highest and Best Use

All assets have been valued at their highest and best use, that being their current use.

37 (c). Valuation techniques used to derive fair values:

The fair values of financial and non-financial assets that are not traded in an active market are determined using valuation techniques. These valuation techniques maximise the use of observable data where it is available and rely as little as possible on entity specific estimates. If all significant inputs required to fair value an asset are observable, the asset is included in level 2. If one or more of the significant inputs is not based on observable market data, the asset is included in level 3. This is the case for Council specialised buildings assets, which are of a specialist nature and where there is no active market for the assets.

The following table summarises the valuation inputs and techniques used to determine the fair value for each asset class.

Asset	Level of Valuation Input	Fair Value at 30 June 2017 (\$)	Valuation Technique(s)	Inputs Used
Land	2	82,632,800	Market Approach	Price per square metre
Buildings	2	16,300	Market Approach	Estimates of residual value, useful life, pattern of consumption and asset condition and relationship to the assessed level of remaining service potential of the depreciable amount.
Buildings	3	217,296,560	Cost Approach	
Furniture & Equipment	3	1,870,689	Cost Approach	Estimates of residual value, useful life, pattern of consumption and asset condition and relationship to the assessed level of remaining service potential of the depreciable amount
Computers & Equipment	2	598,759	Cost Approach	Make, size, year of manufacture and condition
Plant & Machinery	2	15,302,627	Market Approach	Make, size, year of manufacture and condition
Roads	3	351,679,674	Cost Approach	Estimates of residual value, useful life, pattern of consumption and asset condition and relationship to the assessed level of remaining service potential of the depreciable

Footpaths	3	41,062,238	Cost Approach	Estimates of residual value, useful life, pattern of consumption and asset condition and relationship to the assessed level of remaining service potential of the depreciable amount
Drainage	3	204,129,170	Cost Approach	Estimates of residual value, useful life, pattern of consumption and asset condition and relationship to the assessed level of remaining service potential of the depreciable amount
Landfill	3	21,769,439	Cost Approach	Estimates of residual value, useful life, pattern of consumption and asset condition and relationship to the assessed level of remaining service potential of the depreciable amount
Parks Equipment	3	46,204,657	Cost Approach	Estimates of residual value, useful life, pattern of consumption and asset condition and relationship to the assessed level of remaining service potential of the depreciable amount
Port Coogee Marina Infrastructure	3	51,662,441	Cost Approach	Estimates of residual value, useful life, pattern of consumption and asset condition and relationship to the assessed level of remaining service potential of the depreciable amount
Total		1,034,225,354		

Recurring Fair Value Measurements

The City's land, building and landfill infrastructure assets were revalued as at 30 June 2017 by independent valuers AssetVal Pty Ltd. These were valued on the basis that the entity intended to retain these assets for a continuous use for the purposes of the enterprise and for the foreseeable future. The Valuer had regard to assessing the value of the assets in their existing use and ensuring the highest and best use, noting that the current use of an asset is presumed to be its highest and best use unless market or other factors suggest a different use would maximise its value.

The following methods were used to determine the fair value measurements.

Land

Where there is an active and liquid market as evidenced by sales transactions of similar property types, a Market Approach by way of Direct Comparison or Income methods can be utilised, and are accepted valuation methodologies under AASB13. If a Market Approach is adopted, the valuation is deemed to be a Level 2 input.

Direct Comparison method which is considered a Level 2 input on the Fair Value Hierarchy, involves the analysis of sales evidence and comparisons with the subject land taking into account matters such as area, location and other general site characteristics. We note the Direct Comparison approach has been utilised in our assessment for all Land Assets, however the fair value measurement has been either a Level 2 or 3, depending on assumptions as to:

- Whether the land is subject to restrictions as to use and/or sale;
- Whether there is no active market.

If these assumptions apply to the land, we have measured the expected Fair Value as a Level 3. However if an active market could be established and there were no unreasonable restrictions as to use and/or sale, we have deemed the measurement to be a Level 2. Land carrying a Community or Park Recreation zoning, land that is utilised for Community uses (and not zoned 'Community'), access strips, or due to its general characteristics land that has no observable active market, have been assessed as a Level 3.

The valuation techniques used to measure fair value maximised the use of observable data where it was available and relied as little as possible on entity specifics. The disclosure of valuation estimates is designed to provide users with an insight into the judgements that have been made in the determination of fair values.

For assets valued under Level 3, the unobservable input is the rate per square metre applied to the asset.

Buildings

Where there is an active and liquid market as evidenced by sales transactions of similar property types, the Market Approach by Direct Comparison, Income or Summation methods can be utilised, and is an accepted valuation methodology under AASB13. If a Market Approach is adopted, the building valuation is deemed to be a Level 2 input.

Direct Comparison and Summation methods involve the analysis of sales evidence and comparisons with the subject taking into account matters such as method of construction, size, condition, age, land area and location. The land value is subtracted from the Market Value of the property to measure the asset Fair Value.

The Income approach is applied to income producing properties and includes the capitalisation of net income method, or for multi-income stream assets, a discounted cash flow approach. The capitalisation method involves capitalising the estimated net income of the property at an appropriate capitalisation rate (net yield) that has been determined through the analysis of sales evidence.

Due to the predominantly specialised nature of Local Government Assets, most of the buildings valuations have been undertaken on a Cost Approach (Depreciated Replacement Cost) valuation, an accepted valuation methodology under AASB13. The cost approach is deemed a Level 3 Input. Under this approach, the following process has been adopted:

- Where there is no depth of market as determined for the Council assets, the net current value of an asset is the gross current value less accumulated depreciation to reflect the consumed or expired service potential of the asset. Published/available market data for recent projects, and/or published cost guides are utilised to determine the estimated replacement cost (gross value) of the asset, including allowances for preliminaries and professional fees. This is considered a Level 2 input.
- A condition assessment is applied, which is based on factors such as the age of the asset, overall condition as noted by the Valuer during inspection, economic and/or functional obsolescence. The condition assessment directly translates to the level of depreciation applied. The conditions assessed are considered a Level 3 input.
- In determining the level of accumulated depreciation, in some instances residual values have been factored into the calculations, which is the value at the time the asset is considered to be no longer available. The residual values applied are considered a Level 3 input.

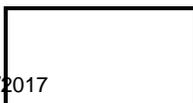
While the replacement cost of the assets could be supported by market supplied evidence (level 2), the other unobservable inputs (such as estimates of residual value, useful life, and asset condition) were also required (level 3).

Landfill Infrastructure

Where there is an active and liquid market as evidenced by sales transactions of similar property types, the Market Approach by Direct Comparison, Income or Summation methods can be utilised, and is an accepted valuation methodology under AASB13. If a Market Approach is adopted, the asset valuation is deemed to be a Level 2 input.

The Fair Value should represent the highest and best use of the asset, i.e. the use of the asset that is physically possible, legally permissible, financially feasible, and which results in the highest value. Opportunities that are not available to the agency or entity are not considered. In this case we have assumed the current use is the highest and best use due to the specialist nature of the assets.

Due to the predominantly specialised nature of Local Government Assets, the landfill valuations have been undertaken on a Cost Approach (Depreciated Replacement Cost), an accepted valuation methodology under AASB13. The cost approach is deemed a Level 3 Input. Under this approach, the following process has been adopted:



- Where there is no depth of market as determined for the Council assets, the net current value of an asset is the gross current value less accumulated depreciation to reflect the consumed or expired service potential of the asset. Published/available market data for recent projects, and/or published cost guides are utilised to determine the estimated replacement cost (gross value) of the asset, including allowances for preliminaries and professional fees. This is considered a Level 2 input.
- A condition assessment is applied, which is based on factors such as the age of the asset, overall condition, economic and/or functional obsolescence. The condition assessment directly translates to the level of depreciation applied. The conditions assessed are considered a Level 3 input.
- In determining the level of accumulated depreciation for major assets, we have disaggregated into significant components which exhibit different patterns of consumption (useful lives). Residual value is also factored which is the value at the time the asset is considered to be no longer available. The condition assessment is applied on a component basis.
- While the replacement cost of the assets could be supported by market supplied evidence (level 2), the other unobservable inputs (such as estimates of residual value, useful life, and asset condition) were also required (level 3).

The valuation techniques used in the determination of fair values maximise the use of observable data where it is available and relies as little as possible on entity specifics.

The landfill infrastructure assets were segregated into Storage, Monitoring, Water Supply, Fixed Plant, Plant & Equipment and Site works; Water supply and Site works assets were further componentized. Unit rates and lump sums were applied based on similar recent project costs, unit rate databases, indices, Rawlinson's Construction Handbook and quotations, these rates were reviewed by council staff. Raw Costs were increased up to 27% depending on project complexity to allow for project overheads including survey, environmental and investigation costs, engineering design, planning and project management.

A site inspection was carried out as part of the valuation process. However none of the sub-surface assets were inspected due to their inaccessible nature.

Plant & Machinery, Computer Equipment and Furniture & Equipment

These classes of assets were revalued in June 2016 through a management review in order to comply with the mandatory requirements of Reg. 17A of the Local Government (Financial Management) Regulations. The additions since that time are shown at cost and given their level of currency, it is deemed the written down values approximate fair values.

Most plant and equipment assets are generally valued using the market and cost approach using comparable sales and relevant industry market price reference guides, and have been classified as being valued at Level 2 of the fair value hierarchy. The most significant inputs into this valuation approach are the make, size, year of manufacture and condition.

Level 3 valuation inputs were used to determine the fair value of the City's furniture and equipment. The valuation methodology was determined having regard to the lack of a market and sales evidence, and the level of specialisation of the assets.

Infrastructure Assets (Roads, Footpaths, Drainage, Parks)

In accordance with AASB13 and legislative requirements, the City carried out internal management revaluations of its Roads, Footpaths, Drainage, Parks/Environment, Signs, and Lighting & Fences infrastructure assets as at 30 June 2017. These valuations were completed using the Cost Approach (Depreciated Replacement Cost), an accepted valuation methodology under AASB13. The cost approach is deemed a Level 3 Input.

The valuations were coordinated, developed and prepared in-house and formed by establishing unit rates for infrastructure replacement that consider labour, overhead costs and materials.

The unit rates are agreed by reviewing multiple sources as outlined below:

- Current contract rates from the City of Cockburn's contract management system.
- Rawlinsons Australian Construction Handbook 2014.
- Internal knowledge from key operational stakeholders.

- Current charge out rates for internal labour activities.

The Condition profile of the City's infrastructure assets is measured using a 1 to 5 rating. This rating affects the remaining life of the asset and has been considered in preparing the valuations.

Road surface and footpath data is considered to have an accuracy level of 95% and all roads and footpaths have been segmented from intersection to intersection. The data recorded against each section includes surface area, surface type, date of construction and condition. The City undertook a full road surface and footpath condition assessment audit with Opus during late 2016.

Data is held for all storm water drainage assets including pits, pipes and sumps, and the pit type, pipe material and length and sump size and material. Where the construction year is unknown, this was assumed to be the same year as the road construction date. The data held for the storm water infrastructure is considered to have 85% accuracy. To improve this accuracy level and to validate the City's database an audit of the City's pits and pipes storm water assets was commissioned in 2013 and was completed within two years. A condition assessment audit of the entire sump fencing was undertaken in 2012 by the Asset Services team, which also clarified any uncertainty of the material types. Sump fencing was included in the revaluation of Fences.

Parks & Environment Hard infrastructure data is currently considered to have an accuracy level of 95% and Signs, lighting & fences infrastructure data is currently considered to have an accuracy level of 90% and is held in the operational asset register. A full data pick up of all park and environment assets was undertaken in August 2012 (parks) and March 2013 (environment) by Opus. All assets were condition rated and documented on an individual asset basis (e.g. a single park bench) and each has been given a unique asset number. This data is recorded in the operational asset register.

The rates used for the Parks data were obtained from Parks Service unit. When newly constructed assets were considered the actual construction rates were used.

37 (d) Disclosed Fair Value Measurements

The following assets and liabilities are not measured at fair value in the statement of financial position, but their fair values are disclosed in the notes:

- Borrowings

The following table provides the level of fair value hierarchy within which the disclosed fair value measurements are categorised in their entirety and a description of the valuation technique(s) and inputs used:

Description	Note	Fair Value Hierarchy Level	Valuation Technique(s)	Inputs Used
Liabilities				
Borrowings	12(b)	2	Income approach using discounted cash flow methodology	Current commercial borrowing rates for similar instruments

There has been no change in the valuation technique(s) used to calculate the fair values disclosed in the notes to the financial statements.

NOTES TO AND FORMING PART OF THE FINANCIAL REPORT

38. Related Party Transaction

Key Management Personnel (KMP) Compensation Disclosure

	Actual 2016/17
The total of remuneration paid to KMP of the City during the year are as follows:	
Short-term employee benefits	1,790,243
Post-employment benefits	159,432
Other long-term benefits	(69,663)
	1,880,012

Short-Term Employee Benefits

These amounts include all salary, paid leave, fringe benefits and cash bonuses awarded to KMP. Details in respect to fees and benefits paid to elected members may be found at note 31.

Post-Employment Benefits

These amounts are the current-year's estimated cost of providing for the City's superannuation contributions made during the year.

Other Long-Term Benefits

These amounts represent long service benefits accruing during the year.

Related Parties

The City's main related parties are as follows:

i. Key Management Personnel

Any person(s) having authority and responsibility for planning, direct and controlling the activities of the entity, directly or indirectly, including any elected member, are considered key management personnel.

ii. Entities Subject to Significant Influence by the City

An entity that has the power to participate in the financial and operating policy decisions of an entity, but does not have control over those policies, is an entity which holds significant influence. Significant influence may be gained by share ownership, statute or agreement.

iii. Joint Venture Arrangements Accounted for Under the Equity Method

The City has a one-third interest in an environmental health and building survey service. The interest in the joint venture arrangements is accounted for in these financial statements using the equity method of accounting. For details of interests held in joint venture arrangements, refer to Note 17.



38. Related Party Transaction

Transactions with Related Parties

Transactions between related parties are on normal commercial terms and conditions no more favourable than those available to other parties unless otherwise stated. The following transactions occurred with related parties:

	Actual
	2016/17
	<hr/>
Associated Companies/Individuals:	
Sale of goods and services	-
Purchase of goods and services	-
Joint Venture Entities:	
Distributions received from joint venture entities	6,592,991
Amounts Outstanding from Related Parties:	
Trade and other receivables	-
Loans to associated entities	-
Loans to key management personnel	-
Amounts Payable to Related Parties:	
Trade and other payables	-
Loans from associated entities	-

Note: Transitional provisions contained within AASB 2015-6 do not require comparative related party disclosures to be presented in the period of initial application. As a consequence, only disclosures in relation to the current year have been presented.

NOTES TO AND FORMING PART OF THE FINANCIAL REPORT			
39. Opening & Closing Funds used in the Rate Setting Statement			
	2016/17 (30 June 2016 Carried Forward)	2016/17 (30 June 2016 Brought Forward)	2015/16 (30 June 2015 Carried Forward)
	\$	\$	\$
Surplus/(Deficit) - Rate Setting Statement	<u>6,643,985</u>	<u>9,267,511</u>	<u>9,267,511</u>
Comprises:			
Cash and Cash Equivalents	115,396,082	151,554,000	151,554,000
Financial Assets - Current	3,841,492	-	-
Trade & Other Receivables	6,894,909	13,656,877	13,656,877
Other Assets	911,565	715,996	715,996
Inventories	21,782	41,102	41,102
	<u>127,065,830</u>	<u>165,967,975</u>	<u>165,967,975</u>
Less:			
Trade & Other Payables	(9,381,006)	(23,605,924)	(23,605,924)
Provisions	(6,596,413)	(5,425,888)	(5,425,888)
	<u>(15,977,419)</u>	<u>(29,031,812)</u>	<u>(29,031,812)</u>
Net Current Assets	<u>111,088,411</u>	<u>136,936,162</u>	<u>136,936,162</u>
Less:			
Restricted Financial Assets - Reserve Funds	(97,962,610)	(120,348,780)	(120,348,780)
Land Held for Re-sale			
Restricted Financial Assets - Deposits & Bonds	-	(5,761,532)	(5,761,532)
Committed Financial Assets (unspent grants & contributions)	(7,560,460)	(6,251,177)	(6,251,177)
	<u>(105,523,070)</u>	<u>(132,361,489)</u>	<u>(132,361,489)</u>
Add:			
Restricted Financial Assets held in Non Current Investments	1,078,644	4,692,838	4,692,838
Surplus/(Deficit)	<u>6,643,985</u>	<u>9,267,511</u>	<u>9,267,511</u>
Difference:			
There was no difference between the Surplus/(Deficit) 1 July 2016 Brought Forward position used in the 2017 audited financial report and the Surplus/(Deficit) Carried Forward position as disclosed in the 2016 audited financial report.			

Statement of Comprehensive Income			
<i>by Nature or Type</i>			
for the Year Ended 30 June 2017			
	Actual 2016/17	Budget 2016/17	Actual 2015/16
	\$	\$	\$
OPERATING REVENUE			
Rates	96,337,163	95,700,000	91,311,030
Specified Area Rates	312,936	330,000	341,727
Fees and Charges	22,353,295	24,368,500	22,072,981
Service Charges	440,700	450,000	1,066,477
Operating Grants and Subsidies	13,752,463	9,357,649	8,057,274
Contributions, Donations and Reimbursements	1,203,429	638,665	1,372,307
Interest Earnings	5,157,532	4,772,036	5,678,901
Total Operating Revenue	139,557,517	135,616,850	129,900,696
OPERATING EXPENDITURE			
Employee Cost	(52,132,049)	(48,822,391)	(47,084,154)
Materials and Contracts	(37,709,273)	(38,979,850)	(34,865,658)
Utilities	(4,748,358)	(4,684,525)	(4,363,875)
Interest Expenses	(966,490)	(930,000)	(85,602)
Insurances	(2,444,985)	(2,244,048)	(2,223,550)
Other Expenses	(7,810,268)	(7,328,893)	(7,976,582)
Depreciation on Non Current Assets	(27,465,498)	(26,353,614)	(23,790,540)
Finance Cost	(490,620)	-	-
Amortisation on Landfill Infrastructure	(1,391,018)	(1,191,132)	(1,064,912)
Total Operating Expenditure	(135,158,559)	(130,534,453)	(121,454,871)
Increase/(Decrease)	4,398,958	5,082,396	8,445,825
NON-OPERATING ACTIVITIES			
Non-Operating Grants, Subsidies and Contributions	11,063,443	23,245,184	23,618,162
Developers Contributions Plans: Cash	5,631,840	11,721,922	9,220,108
Gifted Subdivision Assets	62,676,020	-	13,128,414
Increase/(Decrease) in Equity - Joint Venture	499,833	-	(2,344,579)
Increase/(Decrease) in LG House Trust	(2,718)	-	(16,582)
Assets Gifted to Other Parties	(14,566,385)	-	(610,366)
Impairment Charge - Buildings	(3,200,000)	-	-
Profit on Sale of Assets	5,684,213	14,650	364,400
Loss on Sale of Assets	(271,825)	-	(121,241)
Total Non-Operating Activities	67,514,422	34,981,756	43,238,316
NET RESULT	71,913,380	40,064,152	51,684,141
OTHER COMPREHENSIVE INCOME			
<i>Items that will not be reclassified subsequently to profit or loss</i>			
Changes on revaluation of non-current assets	(71,904,359)	-	7,190,450
Total Other Comprehensive Income	(71,904,359)	-	7,190,450
TOTAL COMPREHENSIVE INCOME	9,021	40,064,152	58,874,591

Statement of Comprehensive Income			
<i>by program</i>			
	Actual	Budget	Actual
For the year ended 30 June 2017	2016/17	2016/17	2015/16
	\$	\$	\$
REVENUES			
Revenue From Ordinary Activities			
General Purpose Funding	108,691,413	105,371,974	100,301,439
Governance	165,070	131,550	231,074
Law Order & Public Safety	999,756	803,944	962,430
Health	336,647	260,500	309,815
Education & Welfare	8,886,134	6,417,260	7,049,298
Community Amenities	9,937,578	11,717,236	11,875,672
Recreation & Culture	4,300,089	5,018,140	4,101,359
Transport	219,702	315,000	522,125
Economic Services	2,045,897	2,325,503	2,120,142
Other Property & Services	3,975,230	3,255,743	2,427,343
TOTAL OPERATING REVENUES	139,557,517	135,616,850	129,900,696
EXPENSES			
General Purpose Funding	(1,854,910)	(1,569,505)	(1,165,505)
Governance	(9,950,052)	(11,445,157)	(10,153,011)
Law Order & Public Safety	(6,335,833)	(6,460,903)	(6,004,225)
Health	(2,340,611)	(2,466,674)	(2,454,667)
Education & Welfare	(15,231,102)	(13,138,099)	(13,228,316)
Community Amenities	(33,210,050)	(33,631,070)	(30,160,766)
Recreation & Culture	(33,531,641)	(30,634,527)	(28,531,696)
Transport	(26,399,596)	(26,567,806)	(25,497,265)
Economic Services	(2,618,309)	(2,564,698)	(2,504,795)
Other Property & Services	(3,686,454)	(2,056,014)	(1,754,625)
Total Operating Expenditure	(135,158,559)	(130,534,453)	(121,454,871)
Increase/(Decrease)	4,398,958	5,082,396	8,445,825
NON-OPERATING GRANTS/CONTRIBUTIONS TOWARDS ASSETS: CASH			
General Purpose Funding	4,136,093	85,557	89,267
Governance	2,082,135	18,079,999	17,437,563
Law Order & Public Safety	706,195	-	117,897
Education & Welfare	200,000	-	23,640
Community Amenities	(5,433,663)	-	603,645
Recreation & Culture	930,356	4,154,220	199,633
Transport	10,272,804	3,805,408	5,115,016
Economic Services	-	-	-
Other Property & Services	3,801,362	8,841,922	9,251,608
	16,695,283	34,967,106	32,838,270
Gifted Subdivision Assets	62,676,020	-	13,128,414
Assets Gifted to Other Parties	(14,566,385)	-	(610,366)
Increase/(Decrease) in Equity - Joint Venture	499,833	-	(2,344,579)
Increase/(Decrease) in LG House Trust	(2,718)	-	(16,582)
Impairment Charge - Buildings	(3,200,000)	-	-
PROFIT/(LOSS) ON DISPOSAL OF ASSETS			
Law Order & Public Safety	30,625	-	-
Education & Welfare	31,800	12,000	42,300
Recreation & Culture	(271,825)	-	(90,767)
Transport	309,263	32,150	283,348
Other Property & Services	5,312,525	(29,500)	8,278
	5,412,388	14,650	243,160
NET RESULT	71,913,380	40,064,152	51,684,141
OTHER COMPREHENSIVE INCOME			
<i>Items that will not be reclassified subsequently to profit or loss</i>			
Changes on revaluation of non-current assets	(71,904,359)	-	7,190,450
Total Other Comprehensive Income	(71,904,359)	-	7,190,450
TOTAL COMPREHENSIVE INCOME	9,021	40,064,152	58,874,591

Statement of Financial Position			
As at 30 June 2017	Actual 2016/17	Budget 2016/17	Actual 2015/16
	\$	\$	\$
CURRENT ASSETS			
Cash and Cash Equivalents	115,396,082	114,885,061	151,554,000
Financial Assets - Current	3,841,492	-	-
Trade & Other Receivables	6,894,909	7,033,800	13,656,877
Other Assets	911,565	65,000	715,996
Inventories	21,782	13,700	41,102
Total Current Assets	127,065,830	121,997,561	165,967,975
NON CURRENT ASSETS			
Financial Assets - Non Current	1,202,453	4,813,070	4,819,364
Interests in Joint Ventures	6,592,991	8,437,737	6,093,158
Trade & Other Receivables	858,657	630,000	738,851
Property, Plant and Equipment	328,223,270	351,112,618	311,375,336
Infrastructure	740,089,224	714,640,302	736,216,337
Rehabilitation Assets	16,211,653	-	16,517,533
Total Non Current Assets	1,093,178,248	1,079,633,727	1,075,760,579
TOTAL ASSETS	1,220,244,078	1,201,631,288	1,241,728,554
CURRENT LIABILITIES			
Trade & Other Payables	9,381,006	2,225,000	23,605,924
Borrowings	2,500,000	2,597,175	2,593,138
Provisions	6,596,413	2,000,000	5,425,888
Total Current Liabilities	18,477,419	6,822,175	31,624,950
NON CURRENT LIABILITIES			
Other Payables	-	6,329,512	5,761,532
Borrowings	20,000,000	20,552,860	23,150,036
Provisions	18,957,592	6,544,855	18,391,990
Total Non Current Liabilities	38,957,592	33,427,227	47,303,558
TOTAL LIABILITIES	57,435,012	40,249,402	78,928,508
NET ASSETS	1,162,809,067	1,161,381,886	1,162,800,045
EQUITY			
Accumulated Surplus	553,757,996	477,327,907	460,767,729
Reserves - Cash/Investment Backed	105,523,070	115,812,070	126,599,957
Revaluation Surplus	503,528,001	568,241,909	575,432,360
TOTAL EQUITY	1,162,809,067	1,161,381,886	1,162,800,045

Statement of Changes in Equity			
	Actual	Budget	Actual
For the year ended 30 June 2017	2016/17	2016/17	2015/16
	\$	\$	\$
RESERVES CASH/INVESTMENT BACKED			
Balance at beginning of year	126,599,957	124,078,024	107,073,767
Transfer from accumulated surplus	61,219,722	44,411,004	68,342,790
Transfer to accumulated surplus	(82,296,608)	(52,676,958)	(48,816,600)
Balance at end of reporting period	105,523,070	115,812,070	126,599,957
REVALUATION SURPLUS			
Balance at beginning of year	575,432,360	568,241,909	568,241,909
Revaluation Increments during year	7,966,579	-	15,359,080
Revaluation Decrements during year	(79,870,938)	-	(8,168,629)
Balance at end of reporting period	503,528,001	568,241,909	575,432,360
ACCUMULATED SURPLUS			
Balance at beginning of year	460,767,729	428,997,800	428,609,779
Net result	71,913,380	40,064,152	51,684,141
Transfer from reserves	82,296,608	52,676,958	48,816,412
Transfer to reserves	(61,219,722)	(44,411,004)	(68,342,602)
Balance at end of reporting period	553,757,996	477,327,907	460,767,729
TOTAL EQUITY	1,162,809,067	1,161,381,886	1,162,800,045

Statement of Cash Flows			
For the year ended 30 June 2017	Actual 2016/17	Budget 2016/17	Actual 2015/16
	\$	\$	\$
CASH FLOWS FROM OPERATING ACTIVITIES			
Payments			
Employee Cost	(50,886,542)	(48,822,391)	(46,236,902)
Materials and Contracts	(51,794,610)	(47,479,850)	(20,127,926)
Utilities	(4,748,358)	(4,684,525)	(4,363,875)
Interest Paid	(966,490)	(930,000)	(85,602)
Insurances	(2,444,985)	(2,244,048)	(2,223,550)
Other Expenses	(7,810,268)	(7,328,893)	(7,976,582)
GST on Payments	(13,367,790)	-	(10,657,073)
	(132,019,043)	(111,489,707)	(91,671,509)
Receipts			
Rates & Special Area Rates	96,076,683	96,030,000	90,889,316
Fees and Charges	27,947,790	27,368,500	16,128,057
Service Charges	440,700	450,000	1,066,477
Contributions, Donations and Reimbursements	1,203,429	638,665	1,372,307
Interest Received	4,882,964	4,772,036	5,438,875
Grants & Subsidies - Operating	13,752,463	9,857,649	8,057,274
Other Revenue/Income	597,526	-	-
GST on Receipts	3,648,584	-	2,973,834
GST Refunded by ATO	10,426,932	5,000,000	6,786,736
	158,977,070	144,116,850	132,712,876
NET CASH FLOWS PROVIDED BY/(USED IN) OPERATING ACTIVITIES	26,958,027	32,627,142	41,041,367
CASH FLOWS FROM INVESTING ACTIVITIES			
Proceeds from Sale on Non Current Assets	12,503,975	1,264,650	3,471,651
Purchase Furniture and Equipment	(1,758,457)	(33,808)	(6,105)
Purchase Computer Equipment	(943,781)	(484,800)	(294,621)
Purchase & Construction of Infrastructure Assets	(23,927,732)	(19,767,538)	(13,016,993)
Purchase Plant and Machinery	(7,925,137)	(5,791,000)	(3,537,490)
Purchase & Development of Land	(836,966)	-	(428,871)
Purchase & Construction of Buildings	(33,399,309)	(58,655,520)	(60,055,961)
Capital Grants, Subsidies & Contributions	11,110,713	-	-
Developer Contribution - Cash	5,631,840	-	-
Assets Gifted to Other Parties	(14,566,385)	-	(610,366)
NET CASH FLOWS PROVIDED BY/(USED IN) INVESTING ACTIVITIES	(54,111,239)	(83,468,016)	(41,640,486)
CASH FLOWS FROM FINANCING ACTIVITIES			
Net receipts/(refund) of bonds	(5,761,532)	-	(441,622)
Loan Principal Repayment	(3,243,174)	(2,593,138)	23,576,680
NET CASH FLOWS PROVIDED BY/(USED IN) FINANCING ACTIVITIES	(9,004,706)	(2,593,138)	23,135,058
Net Increase/(Decrease) In Cash during year	(36,157,918)	(18,466,906)	22,535,939
Cash & Cash Equivalents at Beginning of Reporting Period	151,554,000	133,351,966	129,018,060
CASH & CASH EQUIVALENTS AT END OF REPORTING PERIOD	115,396,082	114,885,061	151,554,000



Certified Practising Accountants

City of Cockburn



Audit Completion Report to the Audit Committee For the Year Ended 30 June 2017

8 November 2017



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1. Executive Summary

Under the requirements of Australian Auditing Standard ASA 260: "*Communication with Those Charged with Governance*", we are required to communicate audit matters arising from the audit of financial statements to those charged with governance of an entity. This Annual Audit Completion Report together with our previous External Audit Plan discharges the requirements of the Auditing Standard.

This report has been prepared for the Council via its Audit Committee to summarise the significant matters that have arisen from our year-end audit of the City of Cockburn for the year ended 30 June 2017.

1.1 Status of Audit

Our audit field work at the City of Cockburn for the financial year ended 30 June 2017 has been completed.

Before our Independent Auditor's Report is signed off and issued to the Council, the following outstanding matter is required to be attended to:

- Completion of audit procedures relating to Auditing Standard ASA 560 *Subsequent Events* to be performed up to the date of signing the Independent Auditor's Report.

1.2 Deliverables

Output	Timing
External Audit Plan	22 June 2017
Interim Audit Management Letter	28 June 2017
Present the Audit Completion Report to the Audit Committee	16 November 2017
Provide Independent Auditor's Report on the Financial Report	After recommendation of Financial Report by the Audit Committee

2. Financial Statements and Audit Opinion

Audit Opinion

We have completed the audit of the City of Cockburn’s accounts in line with current Australian Auditing Standards and will give an **Unqualified Opinion** [subject to subsequent events procedures] that the financial report of the City of Cockburn

- (a) gives a true and fair view of the financial position of the City of Cockburn as at 30 June 2017 and of its financial performance for the year ended on that date; and
- (b) complies with the Local Government Act 1995 (as amended), the Local Government (Financial Management) Regulations 1996 (as amended) and the Australian Accounting Standards.

Refer to **Appendix 1** for our Proposed Draft Independent Auditor’s Report

3. Current Year Areas of Audit Focus

Our audit procedures were focused on those areas of City of Cockburn’s activities that are considered to represent the key audit risks identified in our external audit plan and through discussions with management during the course of our audit.

	Risk Area	Audit Response
1	Revaluation of Land and Buildings	<p>Regulation 17A(4) of the LG (Financial Management) Regulations 1996 requires Land and Building assets to be measured at fair value for the year ending 30 June 2017. The City of Cockburn’s Land and Buildings asset classes were revalued at fair value by external valuers, AssetVal at 30 June 2017.</p> <p>Audit evaluated the professional competence and objectivity of the expert and the adequacy of the scope of the expert’s work. We are satisfied that the expert is suitably independent of the Council, objective and experienced in undertaking this work.</p> <p>Audit procedures tested capital asset additions on a sample basis for accuracy to supporting documentation. Audit also reviewed the basis of the asset valuations (at fair value) undertaken and considered the judgements, assumptions and data used together with the reasonableness of any estimation techniques applied. Asset reconciliation schedules were verified against trial balance reported amounts.</p> <p>We have relied upon the values adopted by the external valuers.</p> <p>Results of the audit procedures conducted did not note any material misstatement of the land and building asset classes.</p>



2	Revaluation of Roads, Drainage, Footpaths, Parks Equipment, Refuse Site Infrastructure and Marina Infrastructure.	<p>The Refuse Site Infrastructure and Marina Infrastructure asset classes were valued by external valuers AssetVal at 30 June 2017.</p> <p>City of Cockburn also carried out an internal valuation of Roads, Drainage, Footpath and Park Equipment asset classes at 30 June 2017.</p> <p>Audit procedures tested capital asset additions on a sample basis for accuracy to supporting documentation. Audit also reviewed the basis of the asset valuations (at fair value) undertaken and considered the judgements, assumptions and data used together with the reasonableness of any estimation techniques applied. Asset reconciliation schedules were verified against trial balance reported amounts.</p> <p>We have relied upon the values adopted by the management.</p> <p>Results of the audit procedures conducted did not note any material misstatement of the infrastructure asset classes.</p>
3	Revenue Recognition	<p>Accounting Standards for Revenue and Contributions recognition prevent Councils from recording unexpended untied grants as a liability instead of revenue (grants and contributions received in advance)</p> <p>Audit procedures included substantiation and verification of cut – off procedures and assessment of whether treatment of revenue is consistent with Accounting Standards AASB 118 <i>Revenue</i> and AASB 1004 <i>Contributions</i>.</p>
4	Contingent Liabilities	<p>Audit procedures included discussions with management, review of council minutes and solicitor’s representation letters to identify the possible existence of contingencies which may require disclosure in the financial statements.</p> <p>At this date, we are satisfied with the current disclosure in the financial report.</p>
5	Related Party Disclosures	<p>AASB 12015-6 Amendments to Australian Accounting Standards – Extends Related Party Disclosures to Not – for – Profit Public Sector Entities. The objective of this Standard was to extend the scope of AASB 124 <i>Related Party Disclosures</i> to include not – for-profit sector entities.</p> <p>Audit Procedures included discussions with Management and review of supporting documentation in this regards.</p> <p>At this date, we are satisfied with the current disclosure in the financial report.</p>

We are satisfied that these key areas of focus have been addressed appropriately based on our audit procedures and are properly reflected in the City of Cockburn’s financial report.

4. Assessment of Internal Controls

Our interim phase of the audit indicated that the current internal control systems and processes are reasonable. They are designed adequately for City of Cockburn’s current business operations.

However, a separate Interim Audit Management Letter has been provided to management following our interim audit which provides details of the internal control and compliance matters raised.

Our follow up indicates that the management comments for the interim audit visit conducted during the financial year ended 30 June 2017 have been fully implemented.

5. Key Findings During Final Phase of Audit

During our audit planning procedures and risk identification process, we identified a number of key focus areas as outlined in Section 3 above. In addition, during the course of our year-end fieldwork, other accounting and audit issue was noted. Our consideration of this matter is set out below.

We request that the Audit Committee review the matter below and satisfy themselves that:

- there are no other matters of which you are aware that would impact these issues;
- there are no other significant issues that ought to be considered before recommending the adoption of the financial statements to the Council; and
- you concur with the resolution of the issue as described below.

1	Area: Asset Management Plans
	Recommendation
	<p>Given the significant work undertaken in the revaluation of the City of Cockburn’s Land and Buildings, Roads, Drainage, Footpaths, Park Equipment, Refuse Site Infrastructure and Marina Infrastructure assets during the financial year ended 30 June 2017, we recommend that Asset Management Plans for each asset class be reviewed and updated with the most recently acquired data collected to ensure all future projections of required capital maintenance and upgrades remain reliable for strategic decision making purposes.</p> <p>Updated projections from the Asset Management Plans should be factored into the City of Cockburn’s Long Term Financial Plan estimates to ensure appropriate planning for future funding requirements are appropriately planned for and known.</p>



6. Specific Required Communications

The Australian Auditing Standard ASA 260: "Communication with Those Charged with Governance" requires the auditor to communicate certain matters to the Audit Committee that may assist them in overseeing management's financial reporting and disclosure process. Below we summarise these required communications as they apply to your organisation.

Reporting Requirement	Detailed Comments
Changes to Audit Approach Outlined in External Audit Plan	<ul style="list-style-type: none"> ➤ There were no changes to the audit approach outlined in the External Audit Plan.
Significant accounting policies	<ul style="list-style-type: none"> ➤ Management is responsible for the selection and use of appropriate accounting policies. The significant accounting policies used by the City of Cockburn including new pronouncements adopted during the year, are described in Note 1 to the financial statements. ➤ There were no significant changes in the application of existing policies during the year ended 30 June 2017. The accounting policies adopted in the financial statements are appropriately disclosed.
Sensitive Accounting Estimates and Disclosures	Refer to "Current Year of Audit Focus" section
Misstatements and significant audit adjustments	<ul style="list-style-type: none"> ➤ We are required to report to you all unadjusted misstatements which we have identified during the course of our audit, other than those of a trivial nature. In the context of the City of Cockburn, we consider that amounts of a value less than \$135,000 should be considered trivial. This represents 5% of materiality. ➤ A few disclosure adjustments to the financial statements have been discussed and amended during the course of our audit. ➤ A few financial adjustments have been raised through our audit work which have been dealt with to our satisfaction.
Significant Weaknesses in Internal Controls	<ul style="list-style-type: none"> ➤ No significant weaknesses in internal control were identified. Refer to our Interim Audit Management Letter.
Disagreements with management	<ul style="list-style-type: none"> ➤ There have been no significant disagreements with management during the course of the audit.
Serious Difficulties Encountered in Dealing with Management when Performing the Audit such as:	<ul style="list-style-type: none"> ➤ There were no serious difficulties encountered in dealing with management when performing the audit.

<ul style="list-style-type: none"> • Significant delays in management providing required information • An unnecessarily brief time within which to complete the audit • Extensive unexpected effort required to obtain sufficient appropriate audit evidence • The unavailability of expected information • Restrictions imposed on the auditor by management 	
<p>Fraud and Illegal Acts</p>	<ul style="list-style-type: none"> ➤ We are not aware of any matters that require communication. ➤ We would request that the Audit Committee members raise with us any areas of risk not addressed in our communications and that they inform us of their knowledge of any actual or suspected fraud.
<p>Compliance with laws and regulations</p>	<ul style="list-style-type: none"> ➤ In performing our audit procedures, we have not become aware of any non-compliance with applicable laws or regulations that would have an impact on the determination of material amounts and disclosures in the financial report. ➤ We have also received representations from management confirming that the Council is in compliance with all laws and regulations that impact the Council.
<p>Books and records and conduct of the audit</p>	<ul style="list-style-type: none"> ➤ We have been presented with all the necessary books and explanations requested of management to support the amounts and disclosures contained in the financial statements in a timely and efficient manner.
<p>Other Information in Documents Containing Audited Financial Statements</p>	<ul style="list-style-type: none"> ➤ Our financial statement audit opinion relates only to the financial statements and accompanying notes. ➤ However, we also review other information in the Annual Report, such as Management’s Discussion and Analysis, for consistency with the audited financial statements. Once the annual report is prepared and provided to us, we will review the Annual Report for consistency between the audited financial statements and other sections of that document.
<p>Related Party Transactions</p>	<ul style="list-style-type: none"> ➤ None of which we are aware other than what is disclosed in Note 38 to the financial statements.
<p>Major Issues Discussed with Management in Connection with Initial or Recurring Retention</p>	<ul style="list-style-type: none"> ➤ None.



Going concern	<ul style="list-style-type: none">➤ As part of our audit, we have assessed and agreed with the conclusions reached by the management concerning the application of the going concern concept.
Independence	<ul style="list-style-type: none">➤ We confirm that, as the date of this report, we are independent having regard to Macri Partners' policies, professional rules and relevant statutory requirements regarding auditor independence.➤ During the year ended 30 June 2017, Macri Partners has not provided any non-audit services to the City of Cockburn.

7. Disclaimer

This report has been prepared for the Audit Committee and management of City of Cockburn only. It should not be quoted or referred to, in whole or in part, without our prior written consent. No warranty is given to, and no liability will be accepted from, any party other than the City of Cockburn.



8. Appendix 1 - Proposed Audit Opinion

INDEPENDENT AUDITOR'S REPORT

TO: RATEPAYERS OF CITY OF COCKBURN

Report on the Financial Report

Opinion

We have audited the financial report of **City of Cockburn** (the Council), which comprises the Statement of Financial position as at 30 June 2017, the Statement of Comprehensive Income by Nature or Type, Statement of Comprehensive Income by Program, Statement of Changes in Equity, Statement of Cash Flows and Rate Setting Statement for the year then ended, and a summary of significant accounting policies and other explanatory information and Statement by Chief Executive Officer.

In our opinion, the accompanying financial report of the **City of Cockburn** is in accordance with the *Local Government Act 1995* (as amended), including:

- (c) giving a true and fair view of the financial position of the **City of Cockburn** as at 30 June 2017 and of its financial performance for the year then ended; and
- (d) complying with the Australian Accounting Standards (including Australian Accounting Interpretations) and the *Local Government (Financial Management) Regulations 1996* (as amended).

Report on Other Legal and Regulatory Requirements

In accordance with the *Local Government (Audit) Regulations 1996*, we also report that:

- (a) There are no matters that in our opinion indicate significant adverse trends in the financial position or financial management practices of the Council.
- (b) There are no other matters indicating non-compliance with Part 6 of the *Local Government Act 1995* (as amended), the *Local Government (Financial Management) Regulations 1996* (as amended) or applicable financial controls of any other written law noted during the course of our audit.
- (c) In relation to the asset consumption ratio and asset renewal funding ratio (presented at **Note 21** of the annual financial report) we have reviewed the calculations as presented and nothing has come to our attention to suggest they are not:
 - (i) reasonably calculated; and
 - (ii) based on verifiable information.
- (d) All necessary information and explanations were obtained by us.
- (e) All audit procedures were satisfactorily completed in conducting our audit.



INDEPENDENT AUDITOR'S REPORT (Cont'd)

Basis for Opinion

We conducted our audit in accordance with Australian Auditing Standards. Our responsibilities under those standards are further described in the *Auditor's Responsibilities for the Audit of the Financial Report* section of our report. We are independent of the Council in accordance with the auditor independence and ethical requirements of the Accounting Professional and Ethical Standards Board's APES 110: *Code of Ethics for Professional Accountants* (the Code) that are relevant to our audit of the financial report in Australia. We have also fulfilled our other ethical responsibilities in accordance with the Code.

We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our opinion.

Information Other than the Financial Report and Auditor's Report Thereon

The management is responsible for the other information. The other information comprises the information included in the Council's annual report for the year ended 30 June 2017, but does not include the financial report and our auditor's report thereon. Our opinion on the financial report does not cover the other information and accordingly we do not express any form of assurance conclusion thereon. In connection with our audit of the financial report, our responsibility is to read the other information and, in doing so, consider whether the other information is materially inconsistent with the financial report or our knowledge obtained in the audit or otherwise appears to be materially misstated. If, based on the work we have performed, we conclude that there is a material misstatement of this other information; we are required to report that fact. We have nothing to report in this regard.

Responsibilities of the Management for the Financial Report

Management is responsible for the preparation and fair presentation of the financial report that gives a true and fair view in accordance with Australian Accounting Standards, the *Local Government Act 1995* (as amended) and the *Local Government (Financial Management) Regulations 1996* (as amended) and for such internal controls as management determines is necessary to enable the preparation of the financial report that gives a true and fair view and is free from material misstatement, whether due to fraud or error.

Auditor's Responsibilities for the Audit of the Financial Report

Our objectives are to obtain reasonable assurance about whether the financial report as a whole is free from material misstatement, whether due to fraud or error, and to issue an auditor's report that includes our opinion. Reasonable assurance is a high level of assurance, but is not a guarantee that an audit conducted in accordance with the Australian Auditing Standards will always detect a material misstatement when it exists. Misstatements can arise from fraud or error and are considered material if, individually or in the aggregate, they could reasonably be expected to influence the economic decisions of users taken on the basis of this financial report.

As part of an audit in accordance with the Australian Auditing Standards, we exercise professional judgement and maintain professional scepticism throughout the audit. We also:

INDEPENDENT AUDITOR'S REPORT (Cont'd)

- Identify and assess the risks of material misstatement of the financial report, whether due to fraud or error, design and perform audit procedures responsive to those risks, and obtain audit evidence that is sufficient and appropriate to provide a basis for our opinion. The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal control.
- Obtain an understanding of internal control relevant to the audit in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the Council's internal control.
- Evaluate the appropriateness of accounting policies used and the reasonableness of accounting estimates and related disclosures made by the management.
- Evaluate the overall presentation, structure and content of the financial report, including the disclosures, and whether the financial report represents the underlying transactions and events in a manner that achieves fair presentation.

We communicate with the management regarding, among other matters, the planned scope and timing of the audit and significant audit findings, including any significant deficiencies in internal control that we identify during our audit.

Matters Relating to the Electronic Publication of the Audited Financial Report

This auditor's report relates to the financial report of the **City of Cockburn** for the year ended 30 June 2017 included on the Council's website. Management is responsible for the integrity of the Council's website. The auditor's report refers only to the subject matter described above. It does not provide an opinion on any other information which may have been hyperlinked to/from these statements. If users of the financial report are concerned with the inherent risks arising from publication on a website, they are advised to refer to the hard copy of the audited financial report to confirm the information contained in this website version of the financial report.

**MACRI PARTNERS
CERTIFIED PRACTISING ACCOUNTANTS
SUITE 2, 137 BURSWOOD ROAD
BURSWOOD WA 6100**

**A MACRI
PARTNER**

**PERTH
DATED THIS 16TH DAY OF NOVEMBER 2017.**

INDEPENDENT AUDITOR'S REPORT

TO: THE RATEPAYERS OF CITY OF COCKBURN

Report on the Summary Financial Statements

Opinion

The summary financial statements, which comprise the Statement of Financial Position as at 30 June 2017, Statement of Comprehensive Income by Nature or Type, Statement of Comprehensive Income by Program, Statement of Changes in Equity and Statement of Cash Flows for the year then ended are derived from the audited financial report of **City of Cockburn** for the year ended 30 June 2017.

In our opinion, the accompanying summary financial statements of **City of Cockburn** for the year ended 30 June 2017 is consistent, in all material respects, with the audited financial report, in accordance with AASB 1039: *Summary Financial Statements*.

Summary Financial Statements

The summary financial statements do not contain all the disclosures required by Australian Accounting Standards applied in the preparation of the audited financial report of **City of Cockburn**. Reading the summary financial statements and the auditor's report thereon, therefore, is not a substitute for reading the audited financial report and the auditor's report thereon. The summary financial statements and the audited financial report do not reflect the effects of events that occurred subsequent to the date of our report on the audited financial report.

Independence

In conducting our audit, we have complied with the independence and ethical requirements of the Accounting Professional and Ethical Standards Board's APES 110: *Code of Ethics for Professional Accountants* that are relevant to our audit of the summary financial statements in Australia.

The Audited Financial Report and Our Report Thereon

We expressed an unmodified audit opinion on the audited financial report in our report dated 16th November 2017. That report also includes the communication of key audit matters. Key audit matters are those matters that, in our professional judgement, were of most significance in our audit of the financial report of the current period.

INDEPENDENT AUDITOR'S REPORT (Cont'd)

Management's Responsibility for the Summary Financial Statements

Management is responsible for the preparation and fair presentation of the summary financial statements in accordance with Accounting Standard AASB 1039: *Summary Financial Statements*, the *Local Government Act 1995* (as amended) and the *Local Government (Financial Management) Regulations 1996* (as amended). This responsibility includes establishing and maintaining internal control relevant to the preparation of the summary financial statements; selecting and applying appropriate accounting policies; and making accounting estimates that are reasonable in the circumstances.

Auditor's Responsibility

Our responsibility is to express an opinion on whether the summary financial statements is consistent, in all material respects, with the audited financial report based on our procedures, which were conducted in accordance with Auditing Standard ASA 810: *Engagements to Report on Summary Financial Statements*.

Matters Relating to the Electronic Publication of the Audited Financial Statements

This auditor's report relates to the summary financial statements of **City of Cockburn** for the year ended 30 June 2017 included on **City of Cockburn**' website. The Council is responsible for the integrity of **City of Cockburn**' website. The auditor's report refers only to the subject matter described above. It does not provide an opinion on any other information which may have been hyperlinked to/from these statements. If users of the financial statements are concerned with the inherent risks arising from publication on a website, they are advised to refer to the hard copy of the audited summary financial statements to confirm the information contained in this website version of the summary financial statements.

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CERTIFIED PRACTISING ACCOUNTANTS
SUITE 2, 137 BURSWOOD ROAD
BURSWOOD WA 6100

A MACRI
PARTNER

PERTH
DATED THIS 16TH DAY OF NOVEMBER 2017.

14.2 (2017/MINUTE NO 0005) APPOINTMENT OF INTERNAL AUDITOR

Author(s) N Mauricio
Attachments 1. Strategic Internal Audit Plan

RECOMMENDATION

That Council appoint Deloitte for delivery of internal audit services to 30 June 2019, in line with the time span of the City's Strategic Internal Audit Plan.

COMMITTEE RECOMMENDATION

MOVED Cr C Reeve-Fowkes SECONDED Cr S Portelli

That the recommendation be adopted.

CARRIED 5/0

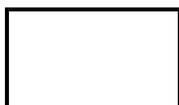
Background

Council appointed Deloitte to provide internal auditing services to the City in August 2011 on a four year contract and then extended it in 2015 for another two years. The initial appointment followed a formal procurement quotation process, which invited submissions from suppliers on the WALGA Preferred Supply Panel for audit services.

The Local Government (Audit) Regulations 1996 requires the audit committee to provide assistance to council in the process of selecting and appointing an auditor. Whilst this relates specifically to the appointment of the external auditor, the City also chooses to bring the appointment of the internal auditor to the audit committee for better governance. The terms of reference for the Audit & Strategic Finance Committee also require it to provide assistance to Council in the process of selecting and appointing an auditor.

Certain functions of the internal audit complement the external auditor's role. As the external auditor plans for an effective audit they assess and determine whether to include outcomes from internal audit. All internal audit reports are referred to the audit committee for consideration.

The scope of the internal audit function is set by the audit committee (with input from the CEO & management) and the internal auditor reports functionally to the audit committee.



Submission

N/A

Report

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.

The following table summarises the internal audit plan delivered by Deloitte over the contract term to date and where each audit assignment originated from:

Auditable Issues/areas	Source	Status
Fraud Control Assessment	2011 Internal Audit Plan	Completed 2011/12
Procurement/Supply Chain Management Process	2011 Internal Audit Plan	Completed 2012/13
Exercise of Delegated Authorities	Executive	Completed 2012/13
Revenue Recognition (rates and other sources)	2011 Internal Audit Plan	Completed 2013/14
Audit salaried employee timekeeping practices	2011 Internal Audit Plan	Completed 2013/14
Review implementation of fraud risk management	Audit Committee	Completed 2013/14
Procurement Improvement	Internal Audit Plan	Completed 2014/15
2015/16 Rates Setting Process	Council	Completed 2015/16
2016/17 Rates Setting Process	Council	Completed 2015/16
Project Management	Strategic Internal Audit Plan 2016-2019	Completed 2016/17
2017/18 Rates Setting Process	Council	Completed 2016/17

At its July 2016 meeting, the Audit and Strategic Finance Committee adopted a three year strategic internal audit plan. The internal audit plan was developed through the City's Risk Review Group (comprising cross functional managers), with input from the internal auditor. The audit planning was informed by the City's operational and strategic risk registers, where assessed risk levels influenced the audit priorities.

Deloitte have commenced delivery of internal audit services required under the strategic internal plan with the completion of the Project Management and 2017-18 Rates Setting audits earlier this year. The



completion of audits into the City's records management practices and land development and developer contributions is planned for the 2017-2018 financial year (as attached).

It is therefore logical and makes sense to continue with Deloitte for the delivery of remaining audits required under the strategic internal audit plan to 30 June 2019.

Deloitte's audit reports and the recommendations contained therein are always relevant and of very high quality. They consistently meet the stated objectives of each agreed terms of reference for the audit, ensuring value for money. The delivery of the City's internal audits during Deloitte's contract tenure has been overseen by the same audit manager and partner, enabling them to develop a very good understanding of the City's operating environment and business activities. This has helped ensure that audit findings and recommendations are always appropriate, practical and workable for the City.

Given the performance of Deloitte over the past six years, it is recommended that the City extend their contract for another two financial years. Deloitte continue to be preferred suppliers with WALGA on their supply panel for Audit Services.

Strategic Plans/Policy Implications

Leading & Listening

Deliver sustainable governance through transparent and robust policy and processes

Ensure sound long term financial management and deliver value for money

Budget/Financial Implications

The cost for internal audit assignments is determined at the time of agreeing the terms of reference. Hourly fees are set in accordance with the WALGA supply panel contract for Audit Services, which are subject to annual CPI increases.

The City's budget includes an allocation for compliance/internal audit work of \$50,000.

Legal Implications

N/A



Community Consultation

N/A

Risk Management Implications

Not appointing an internal auditor at this time would leave the City unable to deliver the requirements of the Council adopted Strategic Internal Audit Plan.

Advice to Proponent(s)/Submissioners

N/A

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

Nil



CITY OF COCKBURN STRATEGIC INTERNAL AUDIT PLAN

Function/Process/Activity	Reason	Audit Scope	Organisational Context	2016-2017	2017-2018	2018-2019
Project Management	High risk as identified in the risk registers Project management across the organisation is inconsistent and inefficient and has been highlighted in the Organisational review and employee surveys. The likelihood of the risk eventuating to the level of critical consequences is frequent.	Consideration and testing of the design and effectiveness of the project management procedures adopted at the City, and to propose any potential additional measures that may assist the City in improving its project management skills and practices. The focus of this review covers the project management activities currently implemented and adopted by the City of Cockburn in managing its projects.	Emerging Strategic & Operational Risks	√		
Land Development and Developer Contributions	Substantial risk as identified in the risk registers Accurate analysis is critical for the feasibility of Land Development and Projects funded through Developer Contributions.	The review objective is to assess the adequacy of the management control framework relating to land development projects and the City's developer Contribution schemes. Audit will look at the extent to which the City is complying with key legislative, planning scheme, policies, procedures, guidelines, and other requirements in delivering land development projects and administering the developer contribution schemes.	Emerging Strategic & Operational Risks		√	
Fleet Management	Moderate risk as identified in the risk registers 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.	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, organizing, 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	Emerging Strategic & Operational Risks			√
Records Management	High risk as identified in the risk registers The effectiveness of the City's ECM system remains a recurring question and thus a high priority and will immediately follow the formation of the Knowledge Management Plan document which will act as a guide to which actions to take to achieve the goal of best practices. There is lack of audit trail for documents/external, sent emails not saved in ECM. Non-compliance with processes and requirements, Lack of awareness and training, and no perceived consequences and Increased Officer workloads.	The purpose of this audit is to assess City of Cockburn's management of both paper and electronic records. The key objectives are to determine if the City is meeting both its program and legislative requirements, and if it has struck the right balance in doing so. In The City of Cockburn, officers and individuals all have responsibility for records management. The Information Services has functional responsibility for records management and supports departmental staff in meeting these records management responsibilities. The audit will review the operations of the central records management system which provide functional direction and support to business units.	Emerging Strategic & Operational Risks		√	
Rates Model	Moderate risk as identified in the risk registers The City's Budget Management Policy requires that internal audit review the annual rate setting process and the outcomes, paying particular attention to the parameters used for applying the rates	To have reasonable assurance of the City of Cockburn's rate setting model for the annual budget, with a focus on the City's objectives of applying a maximum equivalent rates increase for residential improved properties using a concession and of continuing to provide a benefit to pensioners from the City's rates incorporation strategy.	Emerging Strategic & Operational Risks	√	√	√



CITY OF COCKBURN STRATEGIC INTERNAL AUDIT PLAN

Function/Process/Activity	Reason	Audit Scope	Organisational Context	2016-2017	2017-2018	2018-2019
	concession scheme to residential improved properties.					
Resources Allocation	<p>Moderate risk as identified in the risk registers</p> <p>The Long Term Financial Plan is a critical planning document for ensuring the future financial sustainability of the City in terms of resources allocation. An independent review of the methodology and the basis of underlying assumptions used will support the governance over this exercise.</p>	The objective for this audit is to assess the level of compliance and alignment of the City's LTFP with the DLGC Strategic Planning Framework. The review will also look at how well the LTFP integrates with and informs the City's other financial planning processes including the corporate business plan, annual business plan and annual budget. Improvement opportunities are to be identified.	Emerging Strategic & Operational Risks			√
Internal Communications	<p>Moderate risk as identified in the risk registers</p> <p>Internal Communications across the organisation was also highlighted in the Organisational review and employee surveys. The likelihood of the risk eventuating to the level of critical consequences has been occurring routinely. There is currently no internal communication plan or policy.</p>	Review of the top down communication from the Executive to their direct reports and heads of departments, and the cascade of information by Strategic Managers to their direct reports and then on to all staff across their departments. Lateral communication across departments. The interface for staff who wish to communicate internally or seek advice on internal communication. Communication around change programmes and new initiatives. The appropriate use of email and the storing of information electronically. Information sharing across the whole organisation inclusive of Elected Members. The communication skills and practices of managers and key communicators. The effectiveness of the current main communication channels.	Emerging Strategic & Operational Risks	√		
Financial Management Systems & Procedure	<p>Obligation under Section 5(2)© of the Local Government (Financial Management) Regulations 1996</p> <p>Requires the Chief Executive Officer to undertake a review of the appropriateness and effectiveness of the financial management systems and procedures of the Local Government regularly (and not less than once in every four financial years) and report to the Local Government the results of those reviews.</p>	Review effectiveness and appropriateness of collection, custody and security of all money owing or held by the City. Maintenance and security of the financial records in specific to accounting for municipal or trust, revenue received or receivable, expenses paid or payable, assets and liabilities, and authorisation for the incurring of liabilities and the making of payments. Maintenance of payroll, stock control and costing records, preparation of budgets, budget reviews, accounts and reports required by the Act or the regulations.	Compliance Requirement			√

14.3 (2017/MINUTE NO 0006) PERFORMANCE REVIEW OF MONETARY & NON-MONETARY INVESTMENTS FOR THE FINANCIAL YEAR 2016-2017

Author(s) S Downing
Attachments N/A

RECOMMENDATION

That Council receive the information.

COMMITTEE RECOMMENDATION

MOVED Cr C Reeve-Fowkes SECONDED Cr S Portelli

That the recommendation be adopted.

CARRIED 5/0

Background

Council Policy SFCS1 'Investments' Clause 5.2 requires:

An annual report on the performance of the investment portfolio will be submitted to Council outlining the performance of the portfolio for the financial year."

Submission

N/A

Report

As per the Investments Policy SFCS1, the following report is divided into two parts. The first part is a report on cash investments held by the City and the second part is for non-cash investments.

Cash Investments

The City earned the following interest income during 2016-2017:

- | | |
|-----------------------------------|----------|
| • Municipal/Reserve funds (MFR) | \$4.554m |
| • Rates – Administration Interest | \$0.350m |
| • Rates – Penalty Interest | \$0.220m |
| • Deferred Pension rates | \$0.019m |
| • ESL Interest | \$0.014m |
| • Total Interest income | \$5.157m |



Interest income from the surplus cash in the municipal fund and reserves (MFR) totalled \$4.554m. The interest rates earned by the MFR over the twelve months varied from 3.05% in July 2016 to 2.73% in June 2017.

The interest income earned from the other four sources, Rates – Penalty Interest, Rates – Administration Interest, Deferred Pension Rates and ESL Interest, was not earned on the management of surplus cash but on outstanding debts due to the Council. The Local Government Act provides the heads of power for a council to impose interest on outstanding rates. Rates – Administration Interest and ESL Interest are charged at 3.5%, whilst Rates – Penalty Interest is charged at 7%. The Local Government Act has a maximum interest rate of 11%. The Council has always elected to impose a lower interest rate. The rate for Deferred Pension Rates was 2.48% as at 30 June 2017.

All surplus funds are invested in accordance with the Local Government Act, associated regulations and Council's Investment Policy. All cash investments/term deposits are compliant with Council's Investment Policy.

The funds are invested in term deposits with APRA regulated financial institutions apart from two investments. The amendment to the regulations requiring Council's only invest in term deposits with a maturity less than twelve was gazetted with an over-rider allowing existing investments with a maturity greater than twelve months and in non-term deposits to go to maturity.

The first investment is for \$2m in a CBA zero coupon senior bond paying 7.18%. The maturity date for the return of the \$4m is January 2018. (The additional \$2m is the capitalised interest compounded over the life of the bond).

The second investment is the reverse mortgage backed security, Emerald. The original investment was \$3m in three \$1m tranches. The City is currently receiving interest at the rates of 2.40%, 2.75% and 2.86% on the respective tranches. Additional 'step-up' interest is also accruing on these three tranches at 0.9%, 1.5% and 1.9% respectively, which will be paid to the City upon maturity. The current balance of 'step-up' interest owing to the City is \$271,079. The City received capital repayments of \$54k in the past year, reducing the outstanding balance due for the investment to \$2.65m.

Non-Cash Investments

The City has substantial freehold land on its balance sheet. As at the 30 June 2017 that total was \$83.4m. The makeup of the land comprises sums, reserves, land available for sale, freehold parks and land on which council buildings and facilities occupy. The Land Management Strategy had identified a range of land assets that are surplus to



requirement or land that could be made saleable with investment from Council. The concept is to monetise freehold land (where possible) so as to re-invest in income producing property to receive a stream of rental income. The Land Management Strategy provides for a reconciliation of the freehold land and that which is surplus to requirements.

Rental Income

The City received rental income for 2016-2017 on commercial properties and land.

<u>Commercial Property</u>	<u>Income (Ex-GST)</u>
Coogee Beach Caravan Park	\$254,156
Cockburn Health and Community Facility	\$1,434,374
Cockburn GP Super Clinic	\$606,364
Youth Centre	\$148,517
Naval Base Shacks	\$457,121
Coogee Beach Café	\$51,190
Baptist Recreation Centre - Land Lease	\$26,425
Spearwood Dalmatinac - Land Lease	\$20,720
Cockburn Bowling Club - Land Lease	\$10,003
Emergency Services Facility - DFES Sub-lease	\$57,750
12 Rivers Street, Bibra Lake	\$69,568
Port Coogee Marina Building (first floor)	\$44,724
Other land rental	\$151,695
Total Rental Income	\$3,332,607

The net rental revenue from the Cockburn Health and Community Facility is quarantined within a financial reserve for the purpose of future maintenance requirements for the facility. This is to ensure that there is no future demand for the Municipal Fund to meet capital or operating maintenance costs. Once the level of funds meets the target, dividends will be paid to the municipal fund. The City also quarantines funds received from the Naval Base Shacks to meet the future capital maintenance needs of this unique asset.

Land Sales



The City budgeted to settle on Lot 9003 Beeliar Drive for \$9.3m (settled in March 2017) and Lot 803 Yangebup Road Yangebup \$1.58m (settled in November 2016).

Whereas funds are generally allocated to income producing assets, the exception is the sale of land at Lot 9003 Beeliar Drive. The proceeds were allocated in the 2016-2017 Budget to the redevelopment of the Council Depot. The City is actively marketing a number of parcels of land but interest is disappointing though not unexpected in the current economic climate.

Strategic Plans/Policy Implications

Community, Lifestyle & Security

Provide for community facilities and infrastructure in a planned and sustainable manner

Create and maintain recreational, social and sports facilities and regional open space

Economic, Social & Environmental Responsibility

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

Leading & Listening

Ensure sound long term financial management and deliver value for money

Provide for community and civic infrastructure in a planned and sustainable manner, including administration, operations and waste management

Budget/Financial Implications

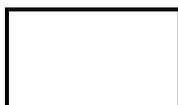
N/A

Legal Implications

N/A

Community Consultation

N/A



Risk Management Implications

This is an information report only on actions taken in the 2016-2017 financial year. All cash investments and term deposits are in accordance with Council Policy. There are no risks as an outcome of this report.

Advice to Proponent(s)/Submissioners

N/A

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

Nil



15. ENGINEERING & WORKS DIVISION ISSUES

Nil

16. COMMUNITY SERVICES DIVISION ISSUES

Nil

17. EXECUTIVE DIVISION ISSUES

Nil

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

Nil s

19. MATTERS TO BE NOTED FOR INVESTIGATION, WITHOUT DEBATE

Nil

20. CONFIDENTIAL BUSINESS

Nil

21. CLOSURE OF MEETING

The meeting closed at 6:29pm.



14.2 MINUTES OF DELEGATED AUTHORITIES, POLICIES & POSITION STATEMENTS COMMITTEE MEETING - 23 NOVEMBER 2017

Author(s)	B Pinto
Attachment	1. Minutes of Delegated Authorities, Policies & Position Statements Committee Meeting - 23 November 2017

RECOMMENDATION

That Council receive the Minutes of the Delegated Authorities, Policies & Position Statements Committee Meeting held on Thursday, 23 November 2017, and adopt the recommendations contained therein.

TO BE CARRIED BY AN ABSOLUTE MAJORITY OF COUNCIL**Background**

The Delegated Authorities, Policies & Position Statements Committee conducted a meeting on 23 November 2017.

Submission

N/A

Report

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

The primary focus of this meeting was to review the Delegated Authorities, Policies and Position Statements relative to the Planning and Development Directorate (PD).

In addition, Committee considered a report on the Policy framework, its current and propose structure. Committee also considered other corporate documents which were required to be reviewed on an as needs basis.

Strategic Plans/Policy ImplicationsLeading & Listening

Deliver sustainable governance through transparent and robust policy and processes.

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

Budget/Financial Implications

As contained in the Minutes.

Legal Implications

As contained in the Minutes.

Community Consultation

As contained in the Minutes.

Risk Management Implications

Failure to adopt the Minutes may result in inconsistent processes and lead to non-conformance with the principles of good governance, and non-compliance with the Local Government Act 1995 for delegations made under the Act.

Advice to Proponent(s)/Submissioners

N/A

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

Nil





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

For Thursday, 23 November 2017

These Minutes are subject to confirmation

Presiding Member's signature

Date:

CITY OF COCKBURN

SUMMARY OF MINUTES OF THE DELEGATED AUTHORITIES, POLICIES & POSITION STATEMENTS COMMITTEE MEETING HELD ON THURSDAY, 23 NOVEMBER 2017 AT 6:00 PM

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CITY OF COCKBURN

MINUTES OF DELEGATED AUTHORITIES, POLICIES & POSITION STATEMENTS COMMITTEE HELD ON THURSDAY, 23 NOVEMBER 2017 AT 6:00 PM

PRESENT:

ELECTED MEMBERS

Mr S Portelli	-	Councillor
Mr L Howlett	-	Mayor
Ms L Smith	-	Deputy Mayor
Mrs C Reeve-Fowkes	-	Councillor
Mr M Separovich	-	Councillor
Ms C Sands	-	Councillor

IN ATTENDANCE

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

1. DECLARATION OF MEETING

The Acting Chief Executive Officer declared the meeting open at 6.02 pm.

He advised the meeting that he had received two nominations for the position of Presiding Member from Cr Steve Portelli and Cr Chontelle Sands. He called for any further nominations. There being no further nominations the Acting Chief Executive Officer advised that individual Committee Members would be required to cast their vote for this purpose.

Cr Sands and Cr Portelli made a statement in support of their nomination.

On completion of the voting, the Acting Chief Executive Officer and the Director – Governance and Community Services counted the votes.



2. APPOINTMENT OF PRESIDING MEMBER (If required)

The Acting Chief Executive Officer advised the meeting of the result of the secret ballot which determined that the number of votes achieved was in favour of Cr Steve Portelli.

Cr Steve Portelli assumed the role of Presiding Member.

3. ACKNOWLEDGEMENT OF RECEIPT OF WRITTEN DECLARATIONS OF FINANCIAL INTERESTS AND CONFLICT OF INTEREST (by Presiding Member)

Nil.

4. APOLOGIES & LEAVE OF ABSENCE

Mr Stephen Cain, CEO - Apology

5. CONFIRMATION OF MINUTES

5.1 (2017/MINUTE NO 0001) MINUTES OF THE DELEGATED AUTHORITIES, POLICIES & POSITION STATEMENTS COMMITTEE MEETING - 24/08/2017

RECOMMENDATION

That Committee confirms the Minutes of the Delegated Authorities, Policies & Position Statements Committee Meeting held on Thursday, 24 August 2017 as a true and accurate record.

COMMITTEE RECOMMENDATION

MOVED Cr C Reeve-Fowkes SECONDED Cr M Separovich

That the recommendation be adopted.

CARRIED 6/0

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

Nil

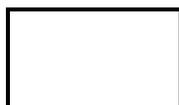


7. DECLARATION BY MEMBERS WHO HAVE NOT GIVEN DUE CONSIDERATION TO MATTERS CONTAINED IN THE BUSINESS PAPER PRESENTED BEFORE THE MEETING

Nil

AT THIS POINT IN THE MEETING, THE TIME BEING 6:15 PM THE FOLLOWING ITEMS WERE CARRIED BY 'EN BLOC' RESOLUTION OF COMMITTEE

8.1	9.1	10.2	12.1
	9.3		
	9.4		



8. COUNCIL MATTERS

8.1 (2017/MINUTE NO 0002) POLICY EVALUATION REVIEW

Author(s) J Ngoroyemoto
Attachments 1. Draft Policy - Development and Review of Policies

RECOMMENDATION

That Council:

- (1) endorse the proposal to conduct a review of its current Policies and Position Statements as outlined in the report and detailed in the draft Policy "Development and Review of Policies", as attached to the Agenda; and
- (2) defer the scheduled directorate DAPPS documents review for February 2018, to allow workshops with DAPPS committee members, research, review and consultation with City staff, and to enable a report to be presented to the May 2018 DAPPS committee meeting providing a recommended process of the Policy review.

COMMITTEE RECOMMENDATION

MOVED Cr C Reeve-Fowkes SECONDED Cr M Separovich

That the recommendation be adopted.

CARRIED 6/0

Background

Council at its Special Council meeting of 23 October 2017, appointed Elected Members as members to its Delegated Authorities, Policies and Position Statements. In addition, Council has adopted a Policy which provides for all DAPPS items to be reviewed on a biennial basis, as a minimum. The same Policy includes the mechanism by which the review of all DAPPS related items will take place is to be determined by resolution of Council at the first meeting of Council following the biennial election cycle, as follows.

November 2017	Planning & Development (PD Documents)
February 2018	Executive Services (ES Documents)
May 2018	Delegated Authorities (DA Documents)
August 2018	Community Services (CS Documents)
November 2018	Finance & Corporate Services (FCS)



February 2019	Engineering & Works Services (EW Documents)
May 2019	Delegated Authorities (DA Documents)
August 2019	Council (CS Documents)

The process for policy-making at the City has been the subject of considerable discussions. These discussions have centred on the process for policy initiation, formulation, adoption, and implementation and the roles and responsibilities of Council and the CEO in the policy-making process. The City's current policy framework has been in place for over 20 years, and is due for a major review. In October 2010 the Integrated Planning and Reporting Framework (IPRF) and Guidelines for all Local Governments was introduced in WA, under changes to the Local Government Act 1995. This framework aims to ensure integration of community priorities into strategic planning for Councils, as well as implementation of the objectives that have been set from these priorities.

The Integrated Planning and Reporting Framework is a nationally consistent approach to local government planning for service delivery. The main focus of IPRF is to establish local priorities and link this information to operational functions. City's minimum obligations relating to planning for the future are listed in S5.56 (1) of the Local Government Act 1995. The City is proposing to undertake a consolidated review to upgrade policies, procedures and systems to meet IPRF standards.

Submission

N/A

Report

The current Policy framework is not aligned with the IPRF standards. The review is aimed at strengthening the linkages between community aspirations, financial capacity and practical service delivery, to ensure that priorities and objectives are delivered based on a community established vision for the future. This report recommends the City embark on a policy review process, and a new framework has been drafted and is proposed in a Draft Policy attached to this report. Further it recommends that the framework incorporate two distinct sets of policies:

1. *Council Policies* - strategic policies that set governing principles and guide the direction of the organisation to align with community values and aspirations. These policies have a strategic external focus and align with the Mission, Vision and Strategic Directions.
2. *City Policies* - policies that are developed for administrative and operational imperatives and have an internal focus.

The framework proposes that Council and City policies will be subject to Council review and sanction however they will be subject to a different process for development and review. Council policies, according to the



proposed framework, will be developed and reviewed by the DAPPS Committee and be subject to public participation processes. City policies will be developed by officers for DAPPS Committee consideration and these policies will still require Council endorsement as part of the normal Council meeting cycle.

The key strategic or Council policy areas would be best placed to drive and align with the key focus areas of the Strategic Plan – City Growth, Moving Around, Community, Lifestyle & Security, Economic, Social & Environmental Responsibility, and Leading and Listening. The City is representative democracy and as such is required to consult and engage its community on major policy matters and in so doing, reflect the aspirations of the community. The proposed Policy for the development and review of policies attached to this report recommends that when Council policies are being developed and reviewed that community engagement is an important consideration so that the policy making process ensures that all community viewpoints are heard and considered in the formulation of policy. This will also ensure that Council does not make policy in a vacuum and the community participates as part of the governance process. Further, it will ensure that the Council acts in the community interest. The process for the review and development of policies described in this report makes a clear distinction between the role of the Council and the CEO.

The City seeks to propose a new policy evaluation review process, which connects and links the City's administration, the Council and the community. The proposed Policy cycle will follow these steps:

1. Policy Development - Establish the need and then the Responsible Officer undertakes research and analysis and drafts the policy.
2. Consultation on Draft Policy - The Responsible Officer conducts appropriate consultation and redrafts the policy if appropriate.
3. Review and Finalisation - The Responsible Officer will seek expert advice as required.
4. Endorsement and Approval - The DAPPS committee endorses the policy, which is then considered and approved by the Council.
5. Communication and Implementation - The Responsible Officer will communicate and implement the policy, and Governance services will publish the policy on Intranet and Internet.
6. Continual Improvement and Review - The Responsible Officer will ensure there is periodic monitoring and reviewing of the policy.

In terms of the very different and discrete roles of the Council and the CEO it is imperative that the differences between Council policies, City policies and procedures be clearly understood so that Council and the CEO (and



staff) can achieve Council objectives. The Local Government Act defines the roles and responsibilities of Council and the Chief Executive Officer so as to ensure that the local government fulfils its obligations and exercises its powers and function appropriately.

Council Policies (What)	Council	External Focus
City Policies (How)	Council/CEO	Internal Focus
Procedures (Who/When/Implementation)	CEO	Internal Focus

The revised process for the development and review of policies at the City of Cockburn, described in this report, is based on the roles and responsibilities as defined in the Local Government Act and translates such obligations into practical mechanisms for the setting of policy (Council and City) and the processes for implementation of policies which combine to create an environment for effective management and operation of the City of Cockburn. The framework proposed in this report assigns responsibility for the initiation, formulation and adoption of strategic (Council) policies that guide decision making to the Council, and implementation of such policy to the CEO. Similarly other Local Governments such as Wanneroo, Joondalup, Stirling, Perth, Belmont, Canning, Gosnells and Melville have undertaken a major policy review since the introduction of the IPRF.

The proposed framework, if endorsed by Council, will necessitate a review of the current Policy “Formal Introduction and Review of Council Policies, Position Statements & Delegated Authorities” (SC47). As such a draft new policy “Development and Review of Policies” is presented as an attachment to this report.

It is evident that the current Policy Manual will need a rigorous review to clearly delineate Council policies from City policies and procedures, and a working party comprising key staff is to convene to undertake this review. It is proposed that the February 2018 DAPPS meeting not to deal with the scheduled directorate review of the Executive Services documents and instead a workshop be conducted with Members of the DAPPS committee, facilitated by an external consultant, to discuss the Policy framework review. The Administration will also be engaged separately, to increase policy awareness and review the proposed policy and develop procedures. Subsequently, a report will be prepared and provided to the DAPPS committee in May 2018 detailing

1. Proposed Policy Documents
2. Proposed Procedures
3. Recommended implementation roadmap.

Because policies are jurisdictional in nature, the Council can only adopt policies within its power base. Once a policy is adopted, the CEO is then charged with putting in place procedures to ensure that the policy is put



into practice. The following table sets out the respective role of the Council and function of the CEO, as stated in the *Local Government Act 1995*. This legislated framework makes it clear that the Council is required to look at the big picture. This is evident by the use of words such as 'directs' and 'oversees'.

On the other hand the CEO and staff are there to 'implement', 'manage and 'operate'.

ROLE OF THE COUNCIL (STRATEGIC DIRECTION)	FUNCTION OF THE CEO (OPERATIONAL IMPLEMENTATION)
<ul style="list-style-type: none"> • sets direction • exercises control by making decisions that fall within its jurisdiction • oversees the allocation of finances and resources • decides on matters of policy • ensures that services and facilities are integrated with and do not unnecessarily duplicate other public services • monitors performance, through the CEO, to ensure efficiency and effectiveness of the local government's functions. 	<ul style="list-style-type: none"> • provides professional and technical advice to the Council • has executive powers to implement Council decisions • manages day-to-day operations • is responsible for the employment, management, supervision, direction and dismissal* of all other employees (*except Senior Employees) • is responsible for the pay and conditions of employment of all other employees

Given the above explanation of the principles and values of policy development, policies should focus on strategic activities to guide future development of the community, whereas the administration should be managed by the CEO and must ensure Council decisions and policies are implemented by setting processes and through defined procedures.

The framework proposed in this report will:

1. help facilitate decision making and appropriate delegation of accountability and responsibility within and outside the organisation and ensure that the varying needs of the stakeholders are appropriately balanced;
2. ensure that decisions are made in a rational, informed and transparent fashion; and
3. require that those decisions contribute to the overall efficiency and effectiveness of the City.

The model described in this report has been developed to enable the Council to focus on the larger issues, to delegate with clarity, to direct management without being involved in the day-to-day operations, and



importantly, to lead the City by placing primary importance on issues of organisational purpose (ends) from other organisational issues (means).

Strategic Plans/Policy Implications

Leading & Listening

Deliver sustainable governance through transparent and robust policy and processes

Budget/Financial Implications

Costs required to engage consultants are provided for in the City's Governance budget.

Legal Implications

Section 1.3 (2) Local Government

Part 3 of the Act outlines the functions of local governments:

Section 3.1 - A *general function* to provide for good government

Section 3.8 - An *executive function* to provide services and facilities.

Section 5.41, s 5.42, s5.44 of the Local Government Act

Risk Management Implications

Adoption of the recommendations will provide a consistent approach which can be easily understood by all for creation and review of Policies. This will ensure that policies are implemented as they were intended, assessed how often they are used, and determine if there are changes in circumstances. The Local Government Act 1995 is the legislation under which Local Government bodies are constituted and contains detailed reporting and operational requirements which a Council has a duty to comply with. The Act establishes the framework for the system of local government in Western Australia. The separation of powers and duties in relation to the Council and the Chief Executive Officers are detailed in the Local Government Act 1995. The recommendations will ensure consistency, knowledge and awareness of the rationale of policies, procedures and their relevance/applicability.

Advice to Proponent(s)/Submissioners

N/A

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

Nil



POL	DEVELOPMENT AND REVIEW OF POLICIES	
------------	---	--

STATUS:	City Policy - A policy that is developed for administrative and operational imperatives and has an internal focus. City policies are referred to Council for review and endorsement.
DIRECTORATE:	Governance & Community Services
RESPONSIBLE OFFICER:	Director, Governance & Community Services
FILE NO.:	182/001
DATE FIRST ADOPTED:	
DATE LAST REVIEWED:	
RELEVANT DOCUMENTS:	Policy Review Evaluation Procedure
VERSION NO.	

BACKGROUND:

The Policy Framework provides structure and process for initiation, development and review of policy documents. Evaluation is an important step for determining the extent to which a policy has met or is meeting its objectives within many different settings and amongst a variety of affected stakeholders.

PURPOSE:

This policy is to provide a basic evaluation and review methodology for Council when considering, on a periodic basis, the effectiveness of various policies. To ensure definitions of documents comprising the Council Policy Framework, types and relationship of Council policy document for different purposes, and a clear relationship between Council and management responsibilities in decision making and implementation. This policy covers all policies and applies to all staff of The City of Cockburn.

POLICY OBJECTIVES:

Definitions of Documents Comprising the Council Policy Framework.

Strategy - The means by which Strategic Plan will be achieved. Developed and adopted by Council. This is a high level plan to achieve one or more goals. Strategy generally involves setting goals, determining actions to achieve the goals, and mobilizing resources to execute the actions. A strategy describes how the ends (goals) will be achieved by the means (resources).

Community Strategic Plan - Statement of Council’s vision, strategic intent, priorities and longer term targets. Developed and adopted by Council.

[1]



POL	DEVELOPMENT AND REVIEW OF POLICIES	
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Policy is a system of principles to guide decisions and achieve agreed outcomes. Policies are clear, simple statements of how Council intends to conduct its services, actions or business. They provide a set of guiding principles to help with decision making.

Council Policies - Strategic policies that set governing principles and guide the direction of the Council to align with community values and aspirations. These policies have a strategic external focus and align with the Mission, Vision and Strategic Directions. Developed by the Delegated Authorities, Position Statement, & Policies Committee and adopted by Council.

City Policies - Policies that are developed for administrative and operational imperatives and have an internal focus. Developed by management and adopted by Council.

Statutory Policies – Policies dictated by Legislation e.g Planning & Local Laws

Procedures - Administrative guidelines and procedures for the implementation of policies supporting administration of the City (*Generally technical and/or operational in nature*), to be approved by the CEO. Sets out the actions, stages and people responsible for undertaking a process. It will be derived from agreed policy. It will give greater detail than a policy or framework and forms a set of guidance or instructions to be followed.

There are five overarching objectives for this policy review process which are to -

1. Ensure that Council policy reflects current legislative and regulatory requirements,
2. Reaffirm, where possible, current practice is similar to contemporary standards within the Local Government sector,
3. Meet the functional and operational requirements of Council staff in executing policy,
4. Be responsive and reflective of the needs of Council's stakeholders and ratepayers,
5. Be relevant to the local government context in which Council operates and strive for industry leading edge/best practice in policy development.

Evaluation uses a range of methods to systematically investigate whether a policy works in practice and to determine the merit, worth, or value in terms of any improvement which could be made.

POL	DEVELOPMENT AND REVIEW OF POLICIES	
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Evaluation and review of policies should also enable –

- a) Clarity of intent
- b) Simplicity of communication and interpretation by others
- c) Responsiveness to the need for change where required
- d) Minimisation and timeliness of the review process

IMPLEMENTATION

Evaluation by asking questions and testing responses is a critical feature of reviewing policy.

1. What impact, if any, does a policy or programme have in terms of specific outcomes for the people for whom it is meant to apply?.
2. Does it actually meet the needs of ratepayers, other stakeholders or Council officers for the purpose intended?

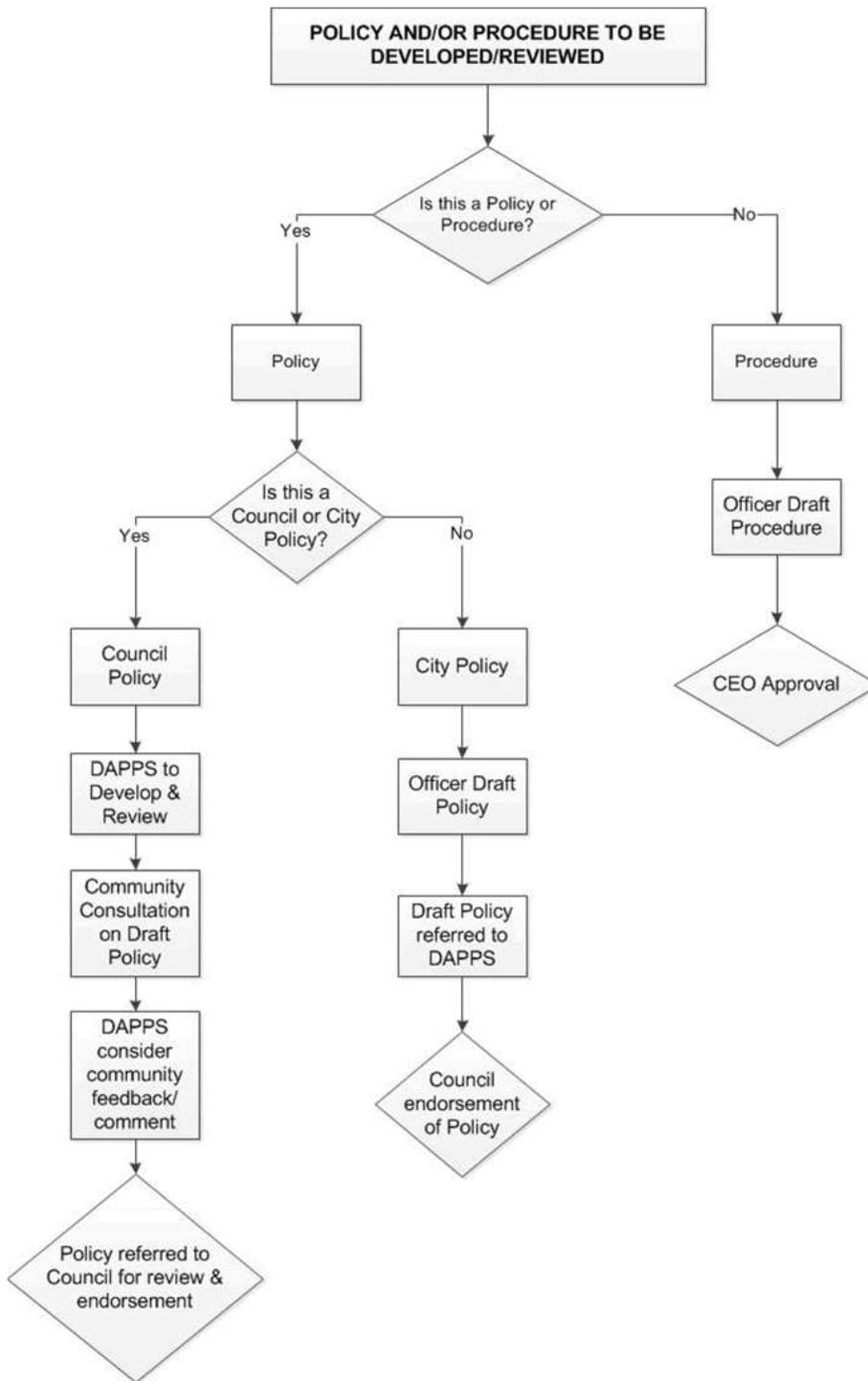
A second consideration is process evaluation.

1. *how, why and under what conditions* does a policy work, or fail to work?
2. Are there gaps, circumstances or reasons why it cannot be applied?

These considerations form the basis for a simple critique to enable policies to be evaluated in a timely and relevant manner. A format for review will be detailed in the Procedure.

[3]

POL	DEVELOPMENT AND REVIEW OF POLICIES	
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9. PLANNING & DEVELOPMENT DIVISION ISSUES

9.1 (2017/MINUTE NO 0003) PROPOSED AMENDMENT TO LOCAL PLANNING POLICY 3.4 'SERVICE STATIONS'

Author(s) T Van der Linde

Attachments 1. Draft Local Planning Policy 3.4 'Service Stations'

RECOMMENDATION

That Council adopt proposed amendments to Local Planning Policy 3.4 'Service Stations' as shown in the attachment to the Agenda, for the purpose of advertising in accordance with clause 5(1) of Deemed Provisions for a period of 21 days.

COMMITTEE RECOMMENDATION

MOVED Cr C Reeve-Fowkes SECONDED Cr M Separovich

That the recommendation be adopted.

CARRIED 6/0

Background

Local Planning Policy 3.4 'Service Stations' was first adopted by Council on 17 September 2002. The purpose of the policy is to provide applicants and the City with guidelines on how service stations are to be assessed and to ensure a convenient and accessible pattern of service stations that are suitable on traffic and amenity grounds.

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

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

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

- Limited ability for the built form of service stations to positively contribute to the streetscape due to:
 - Built form that is typically setback from the street and lacks visual interest;



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

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

Submission

N/A

Report

Built Form and Streetscape Amenity

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

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

- All opportunities for landscaping on the site to be maximised;
- Identification of trees able to be retained or provided on site where opportunities for street trees adjacent to the site are restricted due to crossovers, to ensure that the streetscape and pedestrian environment (both current and future) are not negatively impacted by the development;



- Blank walls to the street and public realm to be minimised, and where unavoidable they should be designed to avoid large continuous masses of the same finish;
- Opportunities for glazing and passive surveillance to be maximised;
- Proposed development to be designed with consideration for adjacent development and the streetscape to ensure it does not detract or dominate.

Residential Amenity

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

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

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

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

Traffic

Due to the nature of the use, service stations typically generate large volumes of traffic moving in and out of the site and often queuing within the site and onto adjacent roads, potentially impacting traffic flows and safety.

Therefore, every proposal is required to undertake a comprehensive traffic impact assessment to demonstrate that the location and design



of the service station will not compromise the safe operation within the site station and the movement of vehicles within the surrounding road network. Safety is of utmost importance and any proposal that increases risk of traffic accidents or significantly decreases the functionality of the road network is generally not acceptable.

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

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

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

Modern Service Stations and Decommissioning

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

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

Thus, modern service stations are generally more adaptable than those constructed in past times when regulatory control over construction was limited. Notwithstanding, service station proposals will be required where possible to demonstrate the adaptability of the site should the



service station no longer be required, particularly where they are located within activity centres.

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

Service Stations in Activity Centres

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

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

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

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



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

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

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

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

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

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

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

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



10. Amenity and Public Realm;
11. Adaptability.

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

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

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

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

Strategic Plans/Policy Implications

City Growth

Ensure planning facilitates a desirable living environment and meets growth targets

Moving Around

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

Economic, Social & Environmental Responsibility

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



Budget/Financial Implications

N/A

Legal Implications

N/A

Community Consultation

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

Risk Management Implications

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

Advice to Proponent(s)/Submissioners

N/A

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

Nil.



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

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

BACKGROUND:

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

PURPOSE:

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

The overall objectives of the Policy are:

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

[1]



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

POLICY:

(1) Definitions

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

(2) General Design Guidelines

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

[2]

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

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

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

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

~~(3) Location~~

~~1. Service stations should be located adjoining or as part of a shopping centre, commercial or industrial use.~~

~~2. Service stations shall only be permitted on land located within an Under Ground Water Pollution Control Area if supported by the Department of Environment, Water and Catchment Protection.~~

~~3. Service stations should not be located on primary regional roads.~~

~~4. When service stations are located near residential uses, prospective applicants are required to demonstrate compliance with noise regulations and State Planning Policy 4.1; State Industrial Buffer Policy.~~

~~(24) Traffic Management~~

~~1. On divided roads ingress and egress to the site is limited to left in and left out.~~

~~2. Service station access is not to be located opposite a median break.~~

[3]

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

(3) Residential Amenity

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

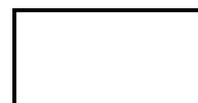
(4) Service Station in Activity Centres

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

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

[5]



9.2 (2017/MINUTE NO 0004) PROPOSED AMENDMENT TO POSITION STATEMENT PSPD19 'STREET ADDRESSING'

Author(s) A Khan

Attachments 1. Proposed amended Position Statement PSPD19 'Street Addressing'

RECOMMENDATION

That Council adopt the proposed amendments to PSPD19 'Street Addressing', as attached to the Agenda.

COMMITTEE RECOMMENDATION

MOVED Cr M Separovich SECONDED Cr C Reeve-Fowkes

That the recommendation be adopted.

CARRIED 6/0

Background

Position Statement PSPD19 Street Addressing was first adopted by Council on 13 December 2007. Its purpose was to formalise the principles and practices relating to street numbering within the City of Cockburn ("City"). The Position Statement has been further amended and adopted by Council on 11 March 2010, 11 October 2012 and 26 February 2015.

The Position Statement references the City of Cockburn (Local Government Act) Local Law 2000; and the AS/NZS 4819:2011, Rural and Addressing Standards.

The Position Statement provides acceptable alternatives to the above references in the assignment of street addressing, and administrative procedures for changing street addresses. Changing trends in the display of street numbers has necessitated a further review of this Position Statement.

Submission

N/A

Report

The City is responsible for assigning and administering street numbering. This is undertaken in accordance with the following legislative components:



- Part IX Division 5 of the City of Cockburn (Local Government Act) Amendment Local Law 2010 provides the authority for officers to assign and change street numbers, prescribes how street numbers are to be displayed and provides enforcement powers to ensure compliance.
- AS/NZS 4819:2011, Rural and Urban Addressing Standard prescribes the general principles for street numbering to uniquely and clearly identify each address site and enable it to be readily identified and located.
- Position Statement PSPD19 - Street Addressing references Part IX Division 5 of the City of Cockburn (Local Government Act) Amendment Local Law 2010, and expands upon AS/NZS 4819:2011, Rural and Urban Addressing Standards. It provides acceptable alternatives in the allocation of street addresses in specific situations, and administrative procedures for changing a street address.

A current trend in the City of Cockburn is an increase in housing density with a decreased lot frontages. This trend is affecting the reserve numbers that are allocated for current and future subdivision or development potential.

Clause 5.8.2 Reserve number in the AS/NZS 4819:2011 Rural and Urban Addressing Standards states that “*additional numbers should be reserved for an address site with an abnormally wide frontage or where there is potential for infill development. The assignment number should be based on the likely layout for any future development*”.

As the minimum size of residential lots is decreasing, this should be reflected in the City’s policy. Adjusting the size of the frontages assigned for street numbers eliminates and achieves consistency in interpreting the Standards.

It is recommended that Council modify Clause 1(a)(i) of ‘Position Statement PSPD19 ‘Street Addressing’ by decreasing the standard lot frontages for R40 and above from 7.0m to 6.0m and where no R-code is specified from 15.0m to 10.0m.

This amendment will enable the City to continue to implement appropriate street addressing practices for current and future properties.

Strategic Plans/Policy Implications

City Growth



Ensure planning facilitates a desirable living environment and meets growth targets

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

Budget/Financial Implications

N/A

Legal Implications

Consistent with the City of Cockburn (Local Government Act) Local Laws 2000.

Community Consultation

N/A

Risk Management Implications

There is a risk that there will be insufficient provision for regular street numbering in areas of future residential development if the policy is not amended.

Advice to Proponent(s)/Submissioners

N/A

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

Nil



POS	STREET ADDRESSING	PSPD19
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POSITION STATEMENT CODE:	PSPD19
DIRECTORATE:	Planning & Development
BUSINESS UNIT:	Planning and Development Services
SERVICE UNIT:	Strategic Planning Services
RESPONSIBLE OFFICER:	Manager, Strategic Planning Services
FILE NO.:	182/002
DATE FIRST ADOPTED:	13 December 2007
DATE LAST REVIEWED:	10 December 2015
ATTACHMENTS:	N/A
VERSION NO.	5

Dates of Amendments / Reviews:		
DAPPS Meeting:	27 September 2012 22 August 2013	26 February 2015 26 November 2015
OCM:	11 March 2010 11 October 2012	12 September 2013 12 March 2015

BACKGROUND:

This Position Statement references Division 5 of Part IX – Streets Numbering of the ‘City of Cockburn (Local Government Act) Amendment Local Laws 2010’, and expands upon the current ‘AS/NZS 4819:2011, Rural and urban addressing’ standards. These standards superseded ‘AS/ANZ 4819:2003, Geographic information – Rural and urban addressing’, of which this position statement previously referenced.

This position statement provides acceptable alternatives in the assignment of street addresses in specific situations, administrative procedures for changing a street address and requirements for the displaying of street number(s).

PURPOSE:

To uniquely and clearly identify each address site and enable it to be readily identified and located.

POSITION:

(1) Assignment of Street Numbers

1. The ‘A/NZ 4819:2011, Rural and Urban Addressing’ standards shall be used in the assignment of street addresses.

The following methods may be used to either expand upon in further detail, or be used as an acceptable alternative to the above Standards

[1]



POS	STREET ADDRESSING	PSPD19
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- (a). Reserving numbers (*clause 5.8.2 of the Standards*)
- (i) Residential development sites for large frontage lots with subdivision or development potential for which there is no subdivision or structure plan showing all future lots, the following standard frontage shall apply for the purpose of assigning street numbers:
- R20 – 15 metre lot frontage
 - R25/R30 – 10 metre lot frontage
 - R40 and above – 76 metre lot frontage
 - Where no R-code is specified – 50 metre lot frontage
- (ii) Where there is a barrier or large space on one side of the road (e.g. a Recreation Reserve or the road runs parallel to a main road) and there is no further subdivision potential, then the first number after the barrier or space shall be close to the number on the opposite side of the road. (eg. No.21 if the number on the opposite side is No.22).
- (b) Corner Sites (*clause 5.8.3 of the Standards*)
- (i) For residential address sites a number shall be assigned to the street with the least amount of frontage, with a second alternative number reserved for the second street. Once built upon, the street address assigned to the property shall take into account the following:
- Letterbox location
 - House orientation and entrance
 - Driveway location, except in the case of rear laneway lots.
- (ii) For commercial and industrial address sites a number shall be assigned to the street with the largest amount of frontage, with a second alternative number reserved for the second street. Once built upon, the street address assigned to the property shall be from which the main car park and driveway, and/or from which building access is obtained from.
- (c) Numbers unavailable – Use of Suffixes (*clause 5.4.8 of the Standards*)

Where there are no address numbers available for an address site due to existing assignments, alpha-suffixes shall be assigned. The following alternative methods to that as outlined in the Standards may be used for Residential address sites:

[2]

POS	STREET ADDRESSING	PSPD19
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- (i) New address site(s) at the rear of an existing dwelling – the existing number may be used for the existing dwelling and alpha-suffixes shall be used for new address sites (e.g. 1 (existing), 1A (new), 1B (new))
- (ii) New address site(s) at the rear of an existing address site that is vacant land – may be numbered using alpha-suffixes using one of the following methods:
- (iii)
- In sequential order (e.g. 1A, 1B)
 - In order from the address site closest to the road to the furthest from the road (e.g. 1A (front dwelling), 1B (rear dwelling)).
- (d) Application of sub-addressing (*clause 5.10.1 of the Standards*)
- The preferred method for Strata lots in industrial/commercial areas is sub-addressing.
- (e) Rural address site without access point (*clause 5.9.2 of the Standards*)
- The rural number assigned shall be calculated at approximately the midpoint of the lot frontage. The assigned rural number may change subject to an access point being subsequently created.
- (f) Matters not covered by the Standards
- The following variations may be used:
- (i) Subdividable 'superlots' (i.e. large developable lots that are undergoing stage subdivision) are to be assigned the lot number with an 'L' suffix (e.g. Lot 100 would be '100L').
- (ii) Industrial and Commercial Land – street addresses may be assigned using either the urban or rural addressing methods. The existing method being used near to the subdivision will be taken into account when considering which method to adopt. If the urban addressing method is adopted, a 'standard' industrial lot frontage shall be 20 metres.
- (iii) 'Cottage' lots with a rear laneway – street addresses to be along the primary road that the lot fronts onto. Letterboxes are to be on the primary road. The street addressing is not to be along the rear laneway unless absolutely necessary. That is, there is no road or access by road to the front of the lot due to a physical constraint (e.g. public open space, water body, high retaining wall).

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2. As provided for in the Local Laws, the local government or an authorised person pursuant to City's Local Laws may assign a number to land in a street, thoroughfare or way in the district and may from time to time assign another number instead of that which was previously assigned.
3. When considering the renumbering of a lot or lots, all possible alternatives will be investigated. In order to achieve clear, logical and unambiguous street addresses, street numbers may be reassigned for a section or the whole of the street rather than just a single property. In this event all affected owners and occupiers are to be advised in writing of their new address and their obligations under the Local Laws.

(2) Change of Street Address

1. Owners and occupiers of land shall be notified in writing of any change to their street address, whether it be developed or vacant. This includes confirmation of an existing address if requested by the owner(s). The City's property database shall be amended and various Council departments advised in accordance with current office procedure. Landgate shall be notified to amend their database and the certificate of title. All other advices are the responsibility of the owner.
2. A street address can only be changed by either the local government or an authorised person pursuant to City's Local Laws. A request can be made by the owner of the land and a new number may be assigned providing that the new address is in accordance with the Standards and/or other methods as outlined in this Position Statement.
3. An owner may request that consideration be given to reassigning a street number already assigned to another property in the same street. When making such application, the requesting owner shall provide the City with the written agreement of the other owner to the proposed change. When considering such requests all possible alternatives will be assessed to ensure that the resultant street numbering will be clear, unambiguous and in a logical sequence.
4. Requests from owners for changing street addresses will only be considered if the owner can demonstrate that the current numbering is not clear, logical, or is ambiguous. Street numbering will not be changed for non-technical reasons such as possible or perceived impacts on property value or personal beliefs/reasons.
5. All costs associated with a change of street address are the responsibility of the affected owner(s)/occupiers regardless of whether the requirement is initiated by the owner(s) or the City. This includes but is not limited to the replacement and/or relocation of letterboxes, costs of new numbers etc, alterations to numbers on buildings,

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replacing/removing painted kerb side numbers, notifications to government agencies, utilities, companies, business contacts, friends and acquaintances etc, alterations to business and personal stationary, advertising costs, and mail re-direction costs.

(3) Display of Street Number(s)

1. The size of an assigned street number displayed (including sub-addresses) shall be a minimum of 55mm in height. The assigned street number is to be more prominent than sub-address numbers (if applicable).
2. For sub-address sites whereby the street number is not displayed directly in front of the sub-address site (e.g. two or more rear units with a shared driveway, or a grouped/multiple dwelling complex with a letterbox bank), an additional unit number/letter shall be displayed on the front door or on the building to clearly identify it.

[5]



9.3 (2017/MINUTE NO 0005) REVIEW OF PLANNING AND DEVELOPMENT DIRECTORATE POLICIES, POSITION STATEMENTS AND DELEGATED AUTHORITIES

Author(s)	C Da Costa and A Trosic
Attachments	<ol style="list-style-type: none">1. LPP 1.1 - Residential Design Codes Alternative Deemed to Comply Provisions2. LPP 1.2 - Residential Design Guidelines3. LPP 1.7 - Coogee Residential Height Requirements4. LPP 2.4 - Outbuildings5. LPP 3.7 - Signs and Avertising6. LPP 3.9 - Industrial Development

RECOMMENDATION

That Council

- (1) adopt proposed minor amendments to policies LPP 1.1 Residential Design Codes Alternative Deemed to Comply Provisions, LPP 1.2 Residential Design Guidelines, LPP 1.7 Coogee Residential Height Requirements, LPP 2.4 Outbuildings, LPP 3.7 Signs and Advertising and LPP 3.9 Industrial Development as shown in the attachments to the report,
- (2) adopt the Local Planning Policies in accordance with Clause 5 (2) of the Planning and Development (Local Planning Schemes) Regulations 2015, as shown in the report; and
- (3) adopt the Non-Local Planning Policies, Position Statements and Delegations, as shown in the report.

COMMITTEE RECOMMENDATION

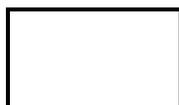
MOVED Cr C Reeve-Fowkes SECONDED Cr M Separovich

That the recommendation be adopted.

CARRIED 6/0

Background

Pursuant to Council Policy SC47, Council is to review its Delegated Authorities, Policies and Position Statements (DAPPS) at least every two years.



The purpose of this report is to review the Policies, Position Statements and Delegated Authorities pertaining to the Planning and Development Directorate. This report details all the policies, position statements and delegated authorities that are either recommended for no change, or only minor amendment. A table depicting the changes to each is provided within the 'Report' section.

Submission

N/A

Report

The table below provides a review of the Planning and Development directorate of its policies, position statements and delegations, which details proposed administrative amendments that do not alter the intent of the document or its provisions, and those that do not require any changes.

Ref No.	Name	Change Summary
Local Planning Policies		
LPP 1.1	Residential Design Codes Alternative Deemed to Comply Provisions	<ul style="list-style-type: none"> Changing reference to Local Planning Scheme No. 3 to Town Planning Scheme No. 3 (TPS 3) as referenced in TPS 3 updated 27 June 2017. Clarify the provisions in relation to boundary walls for outbuildings.
LPP 1.2	Residential Design Guidelines	<ul style="list-style-type: none"> Changing reference to Local Planning Scheme No. 3 to Town Planning Scheme No. 3 (TPS 3) as referenced in TPS 3 updated 27 June 2017. Deleting reference to two way access for driveways, which is in duplication to the requirements stipulated under the Residential Design Codes.
LPP 1.3	Ancillary Dwellings	No change.
LPP 1.4	Aged or Dependent Persons' Dwellings	No change.
LPP 1.5	Single Bedroom Dwellings	Changing reference to Local Planning Scheme No. 3 to Town Planning Scheme No. 3 (TPS 3) as referenced in TPS 3 updated 27 June 2017.
LPP 1.6	Lodging Houses	Changing reference to Local Planning Scheme No. 3 to Town Planning Scheme No. 3 (TPS 3) as referenced in TPS 3 updated 27 June 2017.
LPP 1.7	Coogee Residential Height requirements	Clarifying that residential development compliant with the provisions of the policy is exempt from planning approval.



Ref No.	Name	Change Summary
LPP 1.8	Flagpoles and Camera Poles	Changing reference to Local Planning Scheme No. 3 to Town Planning Scheme No. 3 (TPS 3) as referenced in TPS 3 updated 27 June 2017.
LPP 1.9	Domestic Satellite Dishes	Changing reference to Local Planning Scheme No. 3 to Town Planning Scheme No. 3 (TPS 3) as referenced in TPS 3 updated 27 June 2017.
LPP 1.10	Subdivision around Thomsons Lake	No change.
LPP 1.11	Residential Rezoning and Subdivision Adjoining Midge Infested Lakes and Wetlands	No change.
LPP 1.12	Noise Attenuation	No change.
LPP 1.14	Waste Management in Multiple Unit Developments	No change.
LPP 1.15	Tourist Accommodation	Changing reference to Local Planning Scheme No. 3 to Town Planning Scheme No. 3 (TPS 3) as referenced in TPS 3 updated 27 June 2017.
LPP 1.16	Singe House Standards for Medium Density Housing in the Development Zone	Changing reference to Local Planning Scheme No. 3 to Town Planning Scheme No. 3 (TPS 3) as referenced in TPS 3 updated 27 June 2017.
LPP 2.1	Rural Subdivision	Changing reference to Local Planning Scheme No. 3 to Town Planning Scheme No. 3 (TPS 3) as referenced in TPS 3 updated 27 June 2017.
LPP 2.2	Subdivision in Jandakot and Banjup North of Armadale Road	Changing reference to Local Planning Scheme No. 3 to Town Planning Scheme No. 3 (TPS 3) as referenced in TPS 3 updated 27 June 2017.
LPP 2.3	The Keeping of Horses & Other Animals in the Resource Zone	Changing reference to Local Planning Scheme No. 3 to Town Planning Scheme No. 3 (TPS 3) as referenced in TPS 3 updated 27 June 2017.
LPP 2.4	Outbuildings	Changing reference to Local Planning Scheme No. 3 to Town Planning Scheme No. 3 (TPS 3) as referenced in TPS 3 updated 27 June 2017; and Clarification on the inclusion of 'lean-to' structures being calculated as outbuilding area.
LPP 2.5	Relocation of Building Envelopes	Changing reference to Local Planning Scheme No. 3 to Town Planning Scheme No. 3 (TPS 3) as referenced in TPS 3 updated 27 June 2017.



Ref No.	Name	Change Summary
LPP 3.1	Child Care Premises	Changing reference to Local Planning Scheme No. 3 to Town Planning Scheme No. 3 (TPS 3) as referenced in TPS 3 updated 27 June 2017.
LPP 3.2	Educational Establishments	Changing reference to Local Planning Scheme No. 3 to Town Planning Scheme No. 3 (TPS 3) as referenced in TPS 3 updated 27 June 2017.
LPP 3.3	Health Studios	Changing reference to Local Planning Scheme No. 3 to Town Planning Scheme No. 3 (TPS 3) as referenced in TPS 3 updated 27 June 2017.
LPP 3.5	Alfresco Dining	No change.
LPP 3.6	Licensed Premises (Liquor)	Changing reference to Local Planning Scheme No. 3 to Town Planning Scheme No. 3 (TPS 3) as referenced in TPS 3 updated 27 June 2017.
LPP 3.7	Signs and Advertising	<ul style="list-style-type: none"> Changing reference to Local Planning Scheme No. 3 to Town Planning Scheme No. 3 (TPS 3) as referenced in TPS 3 updated 27 June 2017. Further clarification on Awning Sign (Below) – Sign type No. 4, by deleting reference to the terminology of ‘Projecting sign’ which is covered in its own sign type under Sign type No. 11 – ‘Projecting Sign’.
LPP 3.8	Industrial Subdivision	Changing reference to Local Planning Scheme No. 3 to Town Planning Scheme No. 3 (TPS 3) as referenced in TPS 3 updated 27 June 2017.
LPP 3.9	Industrial development	<ul style="list-style-type: none"> Changing reference to Local Planning Scheme No. 3 to Town Planning Scheme No. 3 (TPS 3) as referenced in TPS 3 updated 27 June 2017. Clarification on areas permitted for servicing and loading areas.
LPP 3.10	Discretion to Modify Development Standards – Non Residential Development	Changing reference to Local Planning Scheme No. 3 to Town Planning Scheme No. 3 (TPS 3) as referenced in TPS 3 updated 27 June 2017.
LPP 4.1	Phoenix Business Park Design Guidelines	Changing reference to Local Planning Scheme No. 3 to Town Planning Scheme No. 3 (TPS 3) as referenced in TPS 3 updated 27 June 2017.
LPP 4.2	Cockburn Central North (Muriel Court) Structure Plan – Design Guidelines	Changing reference to Local Planning Scheme No. 3 to Town Planning Scheme No. 3 (TPS 3) as referenced in TPS 3 updated 27 June 2017.
LPP 4.3	Newmarket Precinct Design Guidelines	No change.



Ref No.	Name	Change Summary
LPP 4.4	Heritage Conservation Design Guidelines	Changing reference to Local Planning Scheme No. 3 to Town Planning Scheme No. 3 (TPS 3) as referenced in TPS 3 updated 27 June 2017.
LPP 4.5	Naval Base Holiday Park Heritage Area	Changing reference to Local Planning Scheme No. 3 to Town Planning Scheme No. 3 (TPS 3) as referenced in TPS 3 updated 27 June 2017.
LPP 4.6	Cockburn Coast Design Guidelines for Robb Jetty and Emplacement Precincts	Changing reference to Local Planning Scheme No. 3 to Town Planning Scheme No. 3 (TPS 3) as referenced in TPS 3 updated 27 June 2017.
LPP 4.7	Phoenix Activity Centre Design Guidelines	No change.
LPP 5.1	Public Open Space	No change.
LPP 5.2	Incorporating Natural Areas in Public Open Space and/or Drainage Areas	No change.
LPP 5.3	Control Measures for Protecting Water Resources in Receiving Environments	No change.
LPP 5.4	Location of High Voltage Overhead Power Lines & Microwave Towers	No change.
LPP 5.5	Local Development Plans	Changing reference to Local Planning Scheme No. 3 to Town Planning Scheme No. 3 (TPS 3) as referenced in TPS 3 updated 27 June 2017.
LPP 5.6	Vehicle Access	No change.
LPP 5.7	Uniform Fencing	Changing reference to Local Planning Scheme No. 3 to Town Planning Scheme No. 3 (TPS 3) as referenced in TPS 3 updated 27 June 2017.
LPP 5.8	Sea Containers	Changing reference to Local Planning Scheme No. 3 to Town Planning Scheme No. 3 (TPS 3) as referenced in TPS 3 updated 27 June 2017.
LPP 5.9	Renewable Energy Systems	No change.
LPP 5.11	Filling of Land	No change.



Ref No.	Name	Change Summary
LPP 5.12	Retaining Walls	No change.
LPP 5.13	Percent for Art	Changing reference to Local Planning Scheme No. 3 to Town Planning Scheme No. 3 (TPS 3) as referenced in TPS 3 updated 27 June 2017.
LPP 5.14	Cockburn Coast Percent for Art	Changing reference to Local Planning Scheme No. 3 to Town Planning Scheme No. 3 (TPS 3) as referenced in TPS 3 updated 27 June 2017.
LPP 5.15	Access Street – Road Reserve and Pavement Standards	No change.
LPP 5.16	Design Review Panel	Changing reference to Local Planning Scheme No. 3 to Town Planning Scheme No. 3 (TPS 3) as referenced in TPS 3 updated 27 June 2017.
LPP 5.17	Cockburn Central Percent for Art	Changing reference to Local Planning Scheme No. 3 to Town Planning Scheme No. 3 (TPS 3) as referenced in TPS 3 updated 27 June 2017.
LPP 5.18	Subdivision & Development - Street Trees	No change.
Position Statements		
PSPD4	Control of Smoke & Dust from Development Sites	This position statement to be deleted. The provisions are adequately covered by the Policy SPD7.
PSPD5	Copies of Approved Building Plans	No change.
PSPD6	Inspection of Buildings Under Construction	No change.
PSPD7	Jandakot Airport	No change.
PSPD11	Public Buildings	No change.
PSPD15	Design Guidelines for Cockburn Commercial Park	No change.
PSPD18	Design Guidelines for the Landcorp Portion of South Beach Development	No change.
PSPD20	Naming of Parks & Reserves	No change.



Ref No.	Name	Change Summary
PSPD21	Uninhabitable Premises	No change.
PSPD22	Fire Management Plans	No change.
PSPD23	Clause 32 Applications	No change.
PSPD24	Public Works and Development by Public Authorities	No change.
PSPD25	Response to Appeals	No change.
PSPD26	Retrospective Development Applications	No change.
PSPD27	Town Planning Infringement Notices	No change.
PSPD28	Licensed Premises	No change.
PSPD29	Development Compliance Process	No change.
PSPD30	Outstanding Development Conditions	No change.
Delegated Authority		
OLPD17	City of Cockburn - Town Planning Scheme 3 - Development Contributions Planning & Development Services	No change.
OLPD20	Approve or Refuse a Building Permit Planning & Development	No change.
OLPD21	Approve or Refuse a Demolition Permit Planning & Development	No change.
OLPD22	Approve or Refuse an Extension of Time for Building & Demolition Permits Planning & Development	No change.
OLPD23	Issue an Occupancy Permit or Building Approval Certificate Planning & Development	No change.
OLPD24	Make an Order for Building or Demolition Work Planning & Development	No change.



Ref No.	Name	Change Summary
OLPD25	Revoke Order for Building or Demolition Work Planning & Development	No change.
OLPD26	Approve or Refuse an Extension of Time for an Occupancy Permit & Building Approval Certificate Planning & Development	No change.
OLPD27	Building Act 2011 - Appoint Authorised Persons Planning & Development	No change.
OLPD28	Building Act 2011 - Legal Proceedings Planning & Development	No change.
OLPD29	Food Act 2008 - Prosecution Planning & Development	No change.
OLPD30	Food Act 2008 - Prohibition Orders Planning & Development	No change.
OLPD31	Food Act 2008 - Registration of Food Business Planning & Development	No change.
OLPD32	Food Act 2008 - Appointment of Authorised Persons & Designated Officers Planning & Development	No change.
OLPD33	Local Planning Scheme No. 3 – Development Control	Changing reference to Local Planning Scheme No. 3 to Town Planning Scheme No. 3 (TPS 3) as referenced in TPS 3 updated 27 June 2017.
OLPD34	Public Health Act 2016 – Appointment of Authorised Officers Planning & Development	No change.
LGAPD1	City of Cockburn (Local Government Act) Local Laws 2000 (As Amended) - Signs, Hoardings, Bill Posting Planning & Development	No change.
LGAPD4	Preparation of Business Plans for Disposal of Land Planning & Development	No change.



Ref No.	Name	Change Summary
SC38	Procurement Engineering & Works, Governance & Community Services, Executive Services, Finance & Corporate Services, Planning & Development	No change.
SPD7	Prevention of Sand Drift from Subdivision and Development Sites	No change.
Administrative Council Policies		
APD21	Pedestrian Access Way (PAW) Closure Planning & Development	No change.
APD29	Development Compliance Process	No change.
APD43	Outstanding Development Conditions	No change.
APD52	Appointment of Real Estate Agent to Sell Council Owned Property Planning & Development	No change.
APD54	Development Applications & Detailed Area Plans, Subdivisions, Appeals & Development Compliance Planning & Development	No change.
APD55	Structural Plans, Rezoning Applications Planning & Development	No change.
APD56	Building Permits / Strata Plans Planning & Development	No change.
APD57	Land Administration Act 1997 - Naming of Streets & Public Open Space Planning & Development	No change.
APD58	Large Public Events - Approval Planning & Development	No change.
APD59	Leasing of Council Controlled Land Planning & Development	No change.
APD60	Renewal of Leases and Licences for Council Owned or Controlled Property Planning & Development	No change.



Ref No.	Name	Change Summary
APD66	Food Act 2008 – Fee Exemption	No change.
APD74	Large Public Events	No change.
APD75	Naming of Streets & Public Open Space	No change.
APD85	Process for Leasing & Licensing - CoC Owned or Controlled Property for Recreational or Community Purposes	No change.
APD86	Leasing of Council Controlled Land	No change.
Strategic Policies		
SEW4	Bushland Conservation	No change.
SPD6	Health Act 1911 - Authorisation of Deputies	Minor change of title to be: SPD6 Health (Miscellaneous Provisions) Act 1911 – Authorisation of Deputies.
SPD8	Cockburn Sound Catchment	No change.
SPD2	Community Facilities Infrastructure Planning	No change.
SPD3	Native Fauna Protection (Now SEW5) (POL)	No change.

Strategic Plans/Policy Implications

City Growth

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

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

Budget/Financial Implications

N/A

Legal Implications

N/A

Community Consultation

Specific to the policies adopted under the Scheme, in accordance with Clause 5 of the Planning and Development (Local Planning Schemes) Regulations 2015, minor amendments are not required to be



advertised. Importantly the changes will not have a detrimental impact on the amenity of residents or the City.

Risk Management Implications

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

Advice to Proponent(s)/Submissioners

N/A

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

Nil.



POL	RESIDENTIAL DESIGN CODES ALTERNATIVE DEEMED TO COMPLY PROVISIONS	LPP 1.1
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POLICY CODE:	LPP 1.1
DIRECTORATE:	Planning and Development
BUSINESS UNIT:	Planning and Development
SERVICE UNIT:	Statutory Planning Services
RESPONSIBLE OFFICER:	Manager, Statutory Planning
FILE NO.:	182/001
DATE FIRST ADOPTED:	14 July 2005
DATE LAST REVIEWED:	8 June 2017
ATTACHMENTS:	N/A
DELEGATED AUTHORITY REF.:	OLPD33
VERSION NO.	11

Dates of Amendments / Reviews:		
DAPPS Meeting:	27 September 2012 31 January 2013 27 February 2014 26 February 2015 2 June 2015	27 August 2015 26 November 2015 26 May 2016 23 February 2017 18 May 2017
OCM:	13 October 2011 11 October 2012 11 February 2013 13 March 2014 12 March 2015	11 June 2015 10 September 2015 10 December 2015 9 June 2016 9 June 2016

BACKGROUND

The Residential Design Codes (R-Codes) is a Western Australian Planning Commission State Planning Policy, which was previously gazetted on 4 October 2002 and has recently been updated on 23 October 2015. The R-Codes provide a comprehensive basis for the control of residential development throughout Western Australia.

Application

This policy applies to all development to which the R-Codes apply and does not exempt compliance with other requirements of the R-Codes, the City of Cockburn Local Planning Scheme No. 3 (LPS 3), and other Council policies, Local Development Plans (LDP's) and / or the Building Codes of Australia.

PURPOSE

The purpose of this policy is to supplement the existing 'deemed to comply' and 'design principles' of the R-Codes with alternative standards that the City believes either meet the general objectives of the R-Codes or are warranted to address specific local objectives.

[1]



POL	RESIDENTIAL DESIGN CODES ALTERNATIVE DEEMED TO COMPLY PROVISIONS	LPP 1.1
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It is not the intention of this policy to replace or provide more onerous requirements than the existing R-Codes provisions. Therefore a development may be deemed compliant if it conforms to either the 'deemed to comply' provisions of the R-Codes, the 'design principles' of the R-Codes or the provisions of this Policy.

Implementation

1. Where a proposal meets the provisions of this policy, advertising to adjoining owners in relation to these provisions is not required.
2. Where a proposal for a single house or two grouped dwellings (including any outbuildings) meets the provisions of this policy, the proposal will be exempt from requiring planning approval.
3. Notwithstanding (2) above, where a proposal for a single house or two grouped dwellings is subject to an LDP, compliance with this policy will not result in the application being exempt from planning approval.
4. Where a proposal does not meet the provisions of this policy, the City will consider the proposal on its merits in accordance with the relevant 'design principles' of the R-Codes and having due regard to Clause 2.5 (Part 2) of the R-Codes.

POLICY

Provisions

5.1 Context		
Clause	Deemed to Comply	Alternative Provision
5.1.2 – Street Setback	C2.1 i – Buildings setback from the primary street boundary in accordance with Table 1.	<p>The minimum primary street setbacks for residential zoned properties may be:</p> <p>(a) R20 coded lots – 5m (b) R25 coded lots – 4m (c) R30-R40 coded lots – 3m</p> <p>Primary street setbacks may still be averaged as per Figures 2a and 2c of the R-Codes.</p> <p>The reduced minimum primary street setbacks above do not apply to garages and carports which shall be as per the R-Codes.</p> <p>The variation to the minimum setback allowed by Part 5.1.2 C2.1 ii of the R-Codes must be calculated based on the minimum specified by Table 1 of the R-Codes, not the reduced minimums identified above.</p>



POL	RESIDENTIAL DESIGN CODES ALTERNATIVE DEEMED TO COMPLY PROVISIONS	LPP 1.1
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		<p>Figure 2a – Measuring primary street setbacks (clause 5.1.2 C2.1iii)</p> <p>The diagram illustrates a lot with a house and a carport. A dashed line represents the 'street alignment'. A solid line represents the 'street'. A vertical line represents the 'side boundary'. The distance from the street alignment to the side boundary is labeled S3. The distance from the street to the primary street setback line is labeled S1. The distance between the primary street setback line and the side boundary is labeled S2. The area of the building forward of the primary street setback is labeled A1. The compensating open area behind the primary street setback is labeled A2. The maximum reduced primary street setback is labeled S4.</p> <p>For example for R20 coded lots:</p> <ul style="list-style-type: none"> S1 Primary street setback distance (5m) S2 Distance behind the primary street setback, equal to S1 (10m) S3 Side boundary setback (Table 2a and 2b) S4 Maximum reduced primary street setback (half of primary street setback distance designated in Table 1 (3m). A1 Area of building forward of primary street setback (forward of 5m). A2 Compensating open area behind primary street setback (between 5m and 10m)
	C2.2 – Buildings setback from the secondary street setback in accordance with Table 1 of the R-Codes	Flat roof patios and/or carports may be setback 0.5m from the secondary street boundary and pitched roof patios or carports may be setback 1m from the secondary street boundary in all density codes.
5.1.3 – Lot Boundary Setbacks	C3.1 – Buildings setback from lot boundaries in accordance with Table 1, Tables 2a and 2b (refer to figure Series 3 and 4).	Patios and carports setback 1m or less from the boundary (excluding street boundaries) are considered acceptable where the patio/carport is up to 3m in wall height and up to 15m in length on one boundary (exclusive of other boundary walls).
	C3.2 – Walls may be built up to a lot boundary behind the street setback specified in Table 1.	
	C3.2 ii – In areas coded R20 and R25, walls not higher than 3.5m with an average of 3m or less up to a maximum length of the greater of 9m or one third the length of the balance of the lot boundary behind the front setback, to one side boundary only.	The length of boundary wall can be split between more than one boundary.
	C3.2 iii – In areas coded R30 and higher, walls not higher	Walls not higher than 3.5m (no average required). The length of boundary wall can be split between

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POL	RESIDENTIAL DESIGN CODES ALTERNATIVE DEEMED TO COMPLY PROVISIONS	LPP 1.1
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	than 3.5m with an average of 3m for two-thirds the length of the balance of the lot boundary behind the front setback, to one side boundary only.	more than one boundary.
5.1.4 – Open Space	C4 – Open space provided in accordance with Table 1 (refer Figure Series 6).	The Open Space Minimum Total % of site requirement in Table 1 of the R-Codes may be reduced by up to 5% provided the minimum outdoor living area requirements relevant to that Density Code are met.
5.3 Site Planning and Design		
Clause	Deemed to Comply	Alternative Provision
5.3.1 – Outdoor Living Areas	<p>C1.1 – An outdoor living area to be provided:</p> <ul style="list-style-type: none"> • In accordance with Table 1; Behind the street setback area; • Directly accessible from a habitable room of the dwelling; • With a minimum length and width dimension of 4m; and • To have at least two-thirds of the required area without permanent roof cover. 	<ul style="list-style-type: none"> • Outdoor living areas are acceptable partially or entirely within the front setback area. • Outdoor living areas with permanent opaque roof cover up to one half of the required area are acceptable. • Outdoor living areas where the entire roof is translucent with cover up to two-thirds of the required area are acceptable.
5.4 Building Design		
Clause	Deemed to Comply	Alternative Provision
5.4.3 - Outbuildings	<p>C3 iii – Outbuildings that:</p> <ul style="list-style-type: none"> • Collectively do not exceed 60m² in area or 10 per cent in aggregate of the site area, whichever is the lesser. 	<p>Outbuildings that:</p> <ul style="list-style-type: none"> • Collectively do not exceed 100m² in area or 10 per cent in aggregate of the site area, whichever is the lesser;
	<p>C3 iv – Outbuildings that:</p> <ul style="list-style-type: none"> • Do not exceed a wall height of 2.4m. 	<p>Outbuildings that:</p> <ul style="list-style-type: none"> • Do not exceed a wall height of 3.0m.
	<p>C3 viii – Outbuildings that:</p> <ul style="list-style-type: none"> • comply with the setback requirements of Table 1, but in areas coded R15 or less, the rear setback requirement is determined by Tables 2a and 2b. 	<p><u>Outbuildings that:</u> <u>In addition to any dwelling boundary wall, an additional 4m of boundary wall is permitted for an outbuilding only providing:</u></p> <ol style="list-style-type: none"> <u>1) No other boundary wall exists on the lot for outbuilding/store purpose;</u> <u>2) Is setback 0.5m from the lot boundary; and</u> <u>3) Is no higher than 3m in wall height.</u> <p><u>In addition to the length of boundary wall permitted under Clause 5.1.3 an additional 4m of boundary wall is permitted exclusively to outbuilding walls with a setback of 0.5m from the lot boundary where the outbuilding is up to 3m in height.</u></p>

POL	RESIDENTIAL DESIGN CODES ALTERNATIVE DEEMED TO COMPLY PROVISIONS	LPP 1.1
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5.4.5 – Utilities and Facilities	C5.1 – An enclosed, lockable storage area, constructed in a design and material matching the dwelling where visible from the street, accessible from outside the dwelling, with a minimum dimension of 1.5m with an internal area of at least 4m ² , for each grouped or multiple dwellings(s).	Stores for grouped and multiple dwellings, where located within a garage may have a minimum dimension of 1m, subject to achieving a minimum total internal area of at least 4m ² .
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[5]



POL	RESIDENTIAL DESIGN GUIDELINES	LPP 1.2
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POLICY CODE:	LPP 1.2
DIRECTORATE:	Planning and Development
BUSINESS UNIT:	Planning and Development
SERVICE UNIT:	Statutory Planning Services
RESPONSIBLE OFFICER:	Manager, Statutory Planning
FILE NO.:	182/001
DATE FIRST ADOPTED:	8 April 2010
DATE LAST REVIEWED:	8 June 2017
ATTACHMENTS:	N/A
DELEGATED AUTHORITY REF.:	OLPD33
VERSION NO.	8

Dates of Amendments / Reviews:		
DAPPS Meeting:	27 September 2012 22 August 2013 2 June 2015 26 November 2015	26 May 2016 25 August 2016 24 November 2016 18 May 2017
OCM:	11 October 2012 12 September 2013 11 June 2015 10 December 2015	9 June 2016 8 September 2016 8 December 2016

BACKGROUND:

This policy aims to improve the design quality of medium to high density residential developments in the City of Cockburn.

PURPOSE:

Improving the design quality of development subject to the aims of this policy which are:

- Achieve better built form and aesthetics of buildings and streetscapes and the public spaces they define;
- Promote developments that will be a long term asset to the neighbourhood;
- Maximise amenity, safety and security.
- Encourage sustainable dwelling design;

APPLICATION

In the assessment of development applications, Clause 2.5.2 (Part 2) of the Residential Design Codes (R-Codes) requires the decision maker to have regard to:

- The City's Local Planning Scheme No. 3 (LPS3);

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- Any relevant objectives and provisions of the R-Codes;
- A provision of a local planning policy; and
- Orderly and proper planning.

Specifically to LPS 3, which provides for the application of this policy by stating:

When considering applications for development of grouped and/or multiple dwellings, the Council shall have due regard to Local Planning Policy 1.2 – Residential Design Guidelines. Where an application is not consistent with the provisions or objections of Local Planning Policy 1.2, Council may refuse the applications notwithstanding its level of compliance with the Residential Design Codes.

POLICY

- (1) This policy applies to all grouped dwellings; multiple dwellings; dwellings on lots with a frontage less than 10m wide; and single house developments on lots less than 260m² within the City of Cockburn. This policy does not apply to land which is subject to a Local Development Plan (LDP) adopted under LPS 3.
- (2) This policy does not exempt compliance with all other requirements of LPS 3, the R-Codes or other relevant City of Cockburn Policies and/or the Building Code of Australia/relevant Australian Standard(s).
- (3) Design quality statement

Development applications relating to three (3) or more grouped dwellings or any number of multiple dwellings, shall be accompanied by a Design Quality Statement, demonstrating the application addresses the following policies:

1. The Design Principles of the R-Codes where *Deemed to comply provisions* have not been met;
2. LPS3, and;
3. This policy – LPP1.2.

The statement shall be between 1 and no more than 5 pages (depending on the size and complexity of the proposal) and be accompanied with a plan illustrating the proposed development and the local contextual considerations including relationship to adjacent properties and interface with the street frontage (Site Context Plan). The aim of the design statement is to explain how design quality requirements of the abovementioned policies have been achieved. Appendix 2 provides example questions an applicant may consider.

- (4) Retained Dwellings

The following requirements apply to developments where landowners / applicants propose to retain existing dwellings as part of a subdivision or

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development of grouped or multiple dwellings on a site. In these cases, the existing dwelling must be of a standard capable of being upgraded as determined by the City of Cockburn, so that its appearance is not out of character with the new development. In this regard, upgrading may involve the following requirements where deemed applicable by the City of Cockburn:

1. Bagging or rendering external walls, replacing or professionally recoating non-masonry walls or professionally cleaning existing brickwork.
2. Replacing or professionally recoating faded or discoloured roof tiles or metal sheeting.
3. Replacing/repairing and painting gutters and downpipes.
4. Replacing/upgrading driveways which are un-drained and extensively cracked or in a state of disrepair.
5. Modifying, upgrading or replacing damaged or dilapidated windows and frames.
6. Where visible from the street or public domain - demolishing unauthorised or poorly maintained additions, flat roof carports/extensions, sleep outs and constructing quality replacement structures (if required) which match or complement the existing dwelling and new development.
7. Improvement of existing landscaping.
8. Replacement of substandard or asbestos fencing where visible from the street.

Where deemed appropriate the City will impose a planning condition requiring the upgrading of an existing dwelling to be retained, and will also recommend the inclusion of a subdivision condition to this effect. All works to be undertaken on the existing dwelling shall be completed prior to subdivision clearance or occupation of the new dwelling (whichever comes first).

(5) Garages and Minimum Lot Frontages

1. A single-storey dwelling with a double width garage or carport will generally not be supported on a lot with a frontage of less than 10 metres (at the boundary). Double width shall refer to an opening of 4.8m or greater capable of accommodating two vehicles side by side.

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(6) Vehicle Access & Parking

The design of car parking spaces and siting of crossovers are important to ensure safe and efficient traffic flows are maintained, and in promoting an attractive streetscape. In this regard, the following requirements apply:

1. No additional crossovers to lots abutting Regional Roads or major roads will generally be permitted, unless it can be demonstrated that the existing crossover cannot be utilised for the proposed development (In Australian Standard 1348: Roads and traffic engineering – Glossary of terms (2002), and the Austroads Glossary of Terms (Fifth Edition 2014) a major road is defined as “A road to which is assigned a permanent priority for traffic movement over that of other roads).
2. New grouped or multiple dwelling developments containing a shared/common property access way shall utilise that shared/common property access way for vehicle access without the need for an additional crossover(s) unless it can be clearly demonstrated to the satisfaction of the City that access from the shared/common property access way is not possible.
3. All new or modified crossovers should be at least 1 metre from an existing street tree. In cases where removal of an existing street tree is necessary, a replacement tree should be located and installed to the City’s satisfaction.
4. New carports and garages added to existing retained dwellings shall be designed to complement the style and finish of an existing dwelling. Matters to consider include materials, colour and roof pitch.
5. Garages and carports proposed to be located in front of an existing dwelling must allow at least one major opening (window) of the dwelling facing the primary street to enable adequate surveillance of the street.
6. In the case of three vacant strata lots or more (or one existing dwelling and two vacant strata lots) containing a shared/common property access way being created in the absence of built form, the access way shall be fully sealed and drained prior to subdivision clearance and bonding shall generally not be accepted. In this case, it is recommended that the treatment of the access way be constructed of asphalt or similar to avoid damage during dwelling construction.
- ~~7. Where the distance between a car space and street is more than 15m in length, the driveway shall be 4m in width to accommodate two-way access on the site, regardless if the existing house is being retained.~~

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78. Services such as water metres and power domes shall be annotated on the site plans and shall not impact access to rear dwellings.

(7) Corner Lots

To ensure development of corner lots contributes to the enhancement of existing streetscapes by improving passive surveillance, the following design guidelines apply for the development of corner lots:

1. One dwelling facing each street (where possible);
2. A proposed dwelling on the corner lot to be designed to address both primary and secondary streets;
3. Blank/solid fencing to the secondary street to be removed and replaced with open style fencing for no less than 50% of the boundary length;
4. Battleaxe subdivision designs on corner lots will generally not be supported (see diagram below);
5. Subdivision designs resulting in two long narrow lots with narrow frontages to the primary street will generally not be supported (see Figure 1).

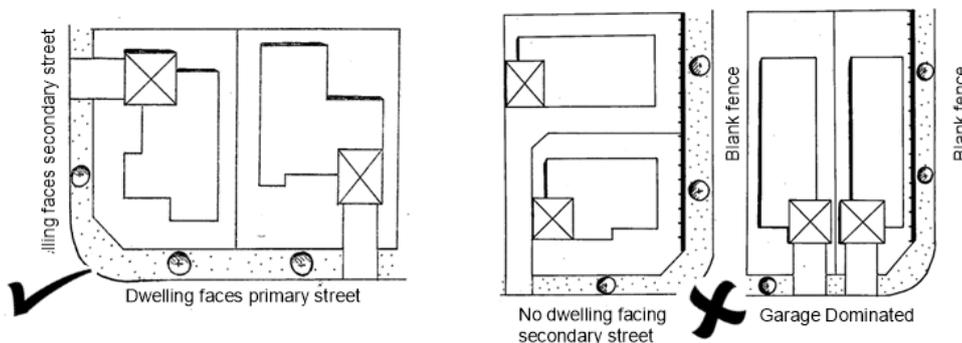


Figure 1. Corner Lots

(8) Sustainable Building Design for New Dwellings

1. Internal living areas and outdoor living areas should be located on the northern side of the dwelling to capture the benefits of passive solar design;
2. Windows and openings should be located facing the direction of prevailing breezes with openings located opposite each other to maximise air flow through the dwelling creating cross-ventilation;

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3. Windows on the east and west elevations should be minimised or appropriately shaded. Eaves or fixed awnings shall be used to shade all major openings on the northern, eastern and western sides of a dwelling.
4. Notwithstanding the requirements of the Building Codes of Australia, dark roof and wall colours will generally not be supported. Light coloured roof finishes ensure that heat is reflected and the internal temperature of the dwelling is reduced. (Please refer to the City's Preferred Building Colours and Materials Information Sheet.).

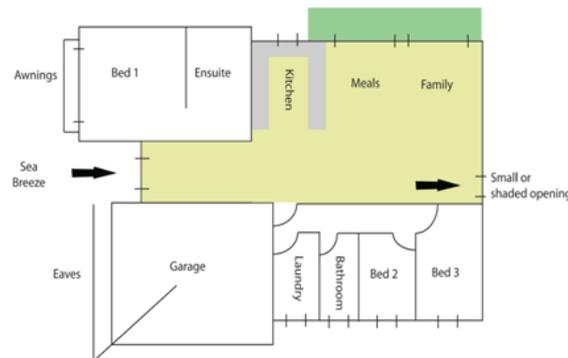


Figure 2. Sustainable House Layout

(9) Outdoor Living Areas

1. To assist with passive surveillance and bring activity to the street, outdoor living areas are encouraged in the front setback for all new dwellings and retained dwellings where the front of the dwelling faces north. Outdoor living areas proposed in the front setback area shall be fully developed including provision of a level area which is either paved and drained or turfed and shall be fenced in a manner compliant with the front fencing requirements of the R-Codes. As required by the R-Codes the outdoor living area shall be directly accessible from a habitable room. In this regard, a floor plan of the existing dwelling will be required to be submitted to demonstrate that this has been achieved.
2. For outdoor living areas proposed in the front setback, any roofing material must match the existing colour and material (where possible) of the respective dwelling;
3. Flat roof patios visible from the primary street will generally not be supported unless it can be clearly demonstrated to the satisfaction of the City that the patio complements the form and character of the dwelling to which it attached to and will not detract from the streetscape.

[6]

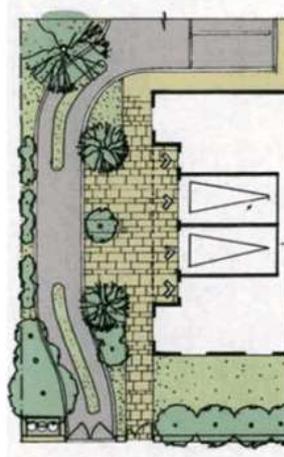
POL	RESIDENTIAL DESIGN GUIDELINES	LPP 1.2
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(10) Design of External Areas

1. Development Applications for 3 or more Grouped Dwellings or any number of Multiple Dwellings shall include a Landscape Plan. The Landscape Plan shall contain a Site Schedule and a Site Plan. See Appendix 3 for Landscape Plan requirements.
2. Multiple dwellings shall provide 10% of the total site area as *Garden Area**.
3. Grouped dwellings shall provide a minimum of 30% of the common property area as *Garden Area**.

**Garden Area means - An area of unpaved, free draining soil of a minimum dimension of 0.5m and a minimum area of 4m².*

Figure 3: Curved pavement and landscape planting to reduce visual impact of driveway.



(11) Trees

1. Removal of street trees located within verge areas is not permitted unless approved by the City. Where approval is given for the removal of an existing street tree a replacement tree should be located and installed to the City's satisfaction. To this regard, all matters in relation to street trees should be direct to the City's Parks Technical Officer.
2. Details of suitable species selection can be found at Appendix 4.
3. As per 10(1) above, development applications for 3 or more Grouped Dwellings or any number of Multiple Dwellings shall include a

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Landscape Plan containing a Site Schedule and Site Plan showing a street tree in the verge.

(12) Verge design

The City's *Residential Verge Development Guide* provides guidance when developing verge areas for grouped and multiple dwellings. Applications are encouraged to seek guidance from the City's Landscape Architect with any queries prior to submitting their development application. The guide can be viewed at:

www.cockburn.wa.gov.au/Council_Services/City_Development/Planning_Documents

(13) Lighting of shared or common areas

1. Bollard lighting shall be used to light shared/common access ways into developments proposing three or more dwellings (including the existing retained dwellings).
2. Light levels shall comply with the requirements of the relevant, current standards produced by Standards Australia for this purpose.
3. Lighting shall be automatically switched on by falling ambient light levels.
4. Details of the proposed bollard lights shall be listed in the Landscape Plan schedule.
5. Bollard lights shall be installed and operational prior to subdivision clearance.

(14) Fencing

1. With the exception of lots abutting major roads all secondary street fencing should be permeable above 1.2m for no less than 50% of the boundary length. Consideration should also be given to the provision of a gate and clearly defined path leading to the front door.

(15) Boundary Walls

1. Boundary walls for buildings and structures to public access ways, public open space, regional open space, reserves, wetlands and waterways will generally not be supported.

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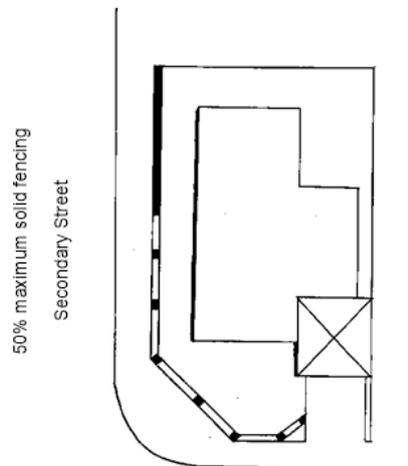


Figure 3. Fencing on corner lots

(16) Split Coded R30/40 Lots

Split coded residential lots which are located opposite or adjacent to Public Open Space (POS) may be developed up to the stated maximum R40 density, where development is consistent with the requirements of this policy and the following criteria:

1. At least one of the dwellings is two storey or incorporates a habitable mezzanine/loft (excluding bedrooms) in order to create variety in design and height and provide opportunity for surveillance of the POS;
2. New dwellings located on the front portion of a lot should have major windows fronting the street, and must not be orientated to solely face internal driveways (as shown in Figure 4).
3. Wherever possible rear dwellings should be designed so that significant sections of the front elevations can be seen from the street (i.e. major openings to internal living areas)(as shown in Figure 5);

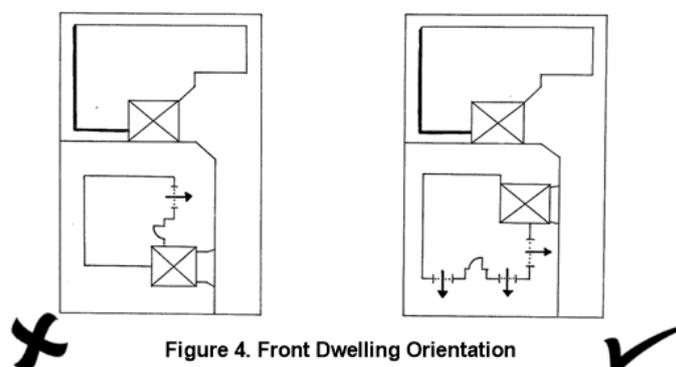


Figure 4. Front Dwelling Orientation

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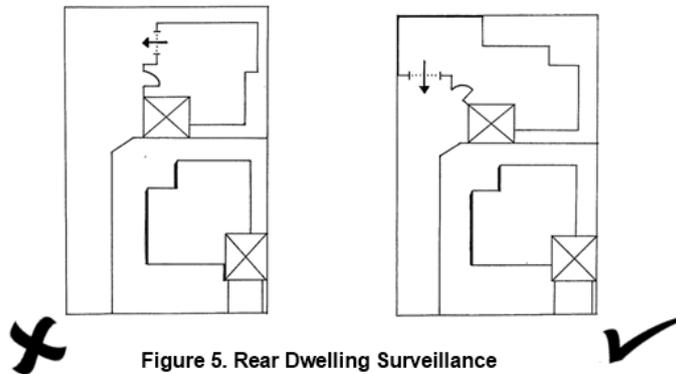


Figure 5. Rear Dwelling Surveillance

4. Provision of an outdoor living area within the front setback of an existing or proposed front dwelling which complies with the requirements of Section 8 of this Policy in order to promote surveillance of the POS;
5. Development on lots larger than 1500m² shall also demonstrate a suitable level of variety in design and height and promote surveillance of the POS.

(17) Split Coded R30/40/60 Lots

The purpose of the split coding R30/40/60 is to encourage improved development outcomes through:

1. The assembly of land parcels into larger development sites that can be developed in a more coordinated manner; and
2. Promotion of two storey construction for higher density developments so as to achieve an improved balance between open space and dwelling floorspace.
3. Split coded residential lots may be developed at R40 or R60, where development is consistent with the requirements of this policy and the following criteria:

R40 Development Criteria	R60 Development Criteria
<ol style="list-style-type: none"> 1. Dwellings/buildings fronting/adjacent to a public street are two storey. 2. Dwellings fronting a public street must address the primary street by way of design, fenestration, entry and must contain major opening(s) to a living area and/or master bedroom. 3. Development shall demonstrate a suitable level of variety in design, height 	<ol style="list-style-type: none"> 1. Development assembles more than one existing lot or the development site is over 2000m² in area. 2. The majority of buildings (50%) are two storeys or more. 3. Dwellings fronting a public street must address the primary street by way of design, fenestration, entry and must contain major opening(s) to a living area

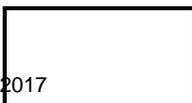


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R40 Development Criteria	R60 Development Criteria
and rooflines and promote surveillance of the street and private access way. 4. Development adjacent to POS must comply with the criteria set out in Clause 17.	and/or master bedroom. 4. Development shall demonstrate a suitable level of variety in design, height and rooflines and promote surveillance of the street and private access way. 5. Development adjacent to POS must comply with the criteria set out in Clause 17.

(18) Implementation of Split Codes

1. In the absence of built development, land within any of the split coded areas depicted on the Scheme Map will only be granted subdivision approval up to the identified base code – that being Residential R30.
2. Built development referred to in clause 18.1 includes development constructed to plate height which is in accordance with an approved Development Application.



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Appendix 1 - City of Cockburn LPS 3, extract for 'Convenience and Functionality'.

Convenience and Functionality

- (a) Every development shall be designed to ensure that it is convenient and functional for those who will use the development particularly in respect to –
- (i) the relationship of the development to the use and enjoyment of the adjoining lots;
 - (ii) the convenient location of public and resident facilities provided on the lot;
 - (iii) safety and amenity;
 - (iv) accessibility of driveways, footpaths, car parking bays, service bays and storage areas.
- (b) A development which requires planning approval under the Scheme, that complies with or may be approved under the provisions of the Residential Design Codes but cannot demonstrate convenience and functionality, will not be approved, unless the local government determines otherwise in any particular case.

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Appendix 2 – Example questions for consideration of a Design Quality Statement

1. Does the proposal look appropriate in its context? Does the development respond to the desirable elements of the area? Provide details.
2. Has the proposal considered the scale of surrounding development? In areas undergoing transition, does the bulk and scale of development consider any future aspirations of the locality? Provide details.
3. Is the built form appropriate for the site? For example how does the development interface with surrounding public domain areas including public open spaces, the street and does it provide a good level of internal amenity?
4. Does the proposal consider sustainable design solutions? Refer to Clause 8 of this policy. Provide details.
5. Does the proposed landscaping integrate with the built form and result in a good aesthetic quality for both occupants and the adjoining public domain? Provide details.
6. Has amenity been considered through appropriate room dimensions, access to sunlight, natural ventilation, private outdoor spaces, privacy etc? Provide details.
7. Does the proposal provide a good level of security both internally and in public areas? Provide details.
8. Has the development considered the localities social context and housing affordability? For example through the provision of a range of housing types? Provide details.
9. Does the proposals aesthetics contribute to the existing or desired future character of the area? Provide details.
10. What site constraints were considered and how did these inform the final design? Provide details.

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Appendix 3 – Landscape Plan Requirements

The Site Schedule shall include the following:

1. Applicant name, Lot and Deposited Plan Number and address;
2. Area in square meters of:
 - a. Lot;
 - b. Verge excluding 2m wide back of kerb footpath reserve, crossover and footpaths;
 - c. Impervious paving, includes areas beneath roofed structures (buildings and sheds), paving required for car parking bays, and vehicle access driveways (excludes paving proposed but not required for these specific purposes);
 - d. Area of impervious paving required other than that listed in c) above;
 - e. Area of unpaved, free draining soil.

The Landscape Plan is to be a dimensioned plan, drawn to scale, indicating the arrangement of the following:

1. The ground floor plan of dwellings and other roofed buildings proposed, including finished floor level, doors, dashed roof gutter line and window positions;
2. External paving and steps – extent of hard materials proposed;
3. Elevations of the finished ground level above Australian Height Datum (AHD) to describe:
 - a. Sudden changes in level
 - b. Highest and lowest points
 - c. Corners of areas of continuous paved or unpaved finish,
 - d. Method of draining all paved areas
4. Unroofed structures including but not limited to:
 - a. Retaining walls,
 - b. Swimming pools,
 - c. Fences and gates,
 - d. Light fittings,
5. Proposed planting, including:
 - a. Botanical and common species name,
 - b. Size of nursery stock to be used,
 - c. Anticipated mature height of species,
 - d. Numbers of plants of each species,
 - e. Methods of cultivating planting such as
 - i. type and depth of mulch
 - ii. details of tree staking, and
 - iii. method of irrigating the planting (source of water, is a reticulation system and controller proposed, source of water – nominated caretaker for site/common areas or separate supply points from each dwelling and so on).

[14]

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6. North point, bar scale and scale of drawing at a stated paper size (such as 1:100 Scale when printed on A3 sheet).



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Example landscape plan:



[16]



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Appendix 4 – Tree Species

<p>Zone 1: Coastal Front Line</p> <ul style="list-style-type: none"> • Agonis Flexuosa • Araucarcia heterophylla • Corymbia Ficifolia • Cupaniopsis anacardiodes • Callistemon Kings Park Special • Callistemon Viminalis • Erythrina Sykesii • Eucalyptus gomphcephala • Gleditsia tricanthos shademaster • Hibiscus Tilaceus Rubra • Melaleuca Quinquenervia • Olea Europa • Pyrus Cleveland Select • Ulmus parvifolia <p>Beneath Power Lines</p> <ul style="list-style-type: none"> • Agonis Flexuosa • Corymbia Ficifolia • Cupaniopsis anacardiodes • Callistemon Kings Park Special • Callistemon Viminalis • Gleditsia tricanthos shademaster • Hibiscus Tilaceus Rubra • Olea Europa • Melaleuca Quinquenervia • Ulmus parvifolia 	<p>Zone 2: Significant Verges, Median, Roundabout</p> <ul style="list-style-type: none"> • Araucarcia heterophylla • Erythrina Sykesii • Platanus acerfolia • Platanus insularis • Platanus orientalis • Fraxinus oxycarpa Raywood • Liquidamber styraciflua • Corymbia maculate • Ulmus parvifolia <p>Beneath Power Lines</p> <ul style="list-style-type: none"> • Ulmus parvifolia • Erythrina Sykesii 	<p>Zone 3 Ecological Corridors</p> <ul style="list-style-type: none"> • Agonis flexuosa • Angophora Costata • Araucaria heterophylla • Brachychiton Acerfolia • Callistemon viminalis • Callistemon 'KPS' • Corymbia ficifolia • Corymbia maculata • Erythrina x Sykesii • Eucalyptus gomphocephala • Eucalyptus leucoxyton 'Rosea' • Eucalyptus sideroxyton 'rosea' • Eucalyptus Torquata • Melaleuca quinquenervia <p>Beneath Power Lines</p> <ul style="list-style-type: none"> • Agonis flexuosa • Callistemon viminalis • Callistemon 'KPS' • Corymbia ficifolia • Eucalyptus leucoxyton 'Rosea' • Eucalyptus Torquata • Melaleuca quinquenervia
<p>Zone 4 Industrial Commercial</p> <ul style="list-style-type: none"> • Angophora Costata • Brachychiton Acerfolia • Brachychiton Populneus • Eucalyptus gomphocephala • Eucalyptus sideroxyton 'rosea' • Fraxinus oxycarpa Raywood • Gleditsia tricanthos inermis • Liquidamber styraciflua • Magnolia grandaflora • Olea europa • Platanus acerfolia • Platanus orientalis • Platanus insularis • Ulmus parvifolia <p>Beneath Power Lines</p> <ul style="list-style-type: none"> • Angophora Costata • Eucalyptus sideroxyton 'rosea' • Gleditsia tricanthos inermis • Olea europa • Ulmus parvifolia 	<p>Zone 5 Residential Large Verges</p> <ul style="list-style-type: none"> • Agonis flexuosa • Angophora Costata • Brachychiton Acerfolia • Eucalyptus leucoxyton 'Rosea' • Eucalyptus sideroxyton 'rosea' • Melaleuca quinquenervia • Bauhinia sp. • Fraxinus oxycarpa Raywood • Delonix regia • Gleditsia tricanthos inermis • Hibiscus tilaceus rubra • Jacaranda mimosifolia • Lagerstroemia sp. • Liquidamber styraciflua • Magnolia gradafloa • Platanus orientalis • Platanus insularis • Paulownia tomentsa • Prunus dulcis • Pyrus ussuriensis • Ulmus parvifolia <p>Beneath Power Lines</p> <ul style="list-style-type: none"> • Agonis Flexuosa • Eucalyptus leucoxyton 'Rosea' • Melaleuca quinquenervia • Delonix regia • Gleditsia tricanthos inermis • Hibiscus tilaceus rubra • Jacaranda mimosifolia • Ulmus parvifolia 	<p>Zone 6 Residential Narrow Verges</p> <ul style="list-style-type: none"> • Callistemon 'KPS' • Callistemon viminalis • Corymbia ficifolia • Eucalyptus Torquata • Lagerstroemia sp. • Sapium Sebiferum • Pyrus calleryana Cleveland select • Pyrus calleryana capital • Prunus cerasifera sp. • Olea europa <p>Beneath Power Lines</p> <ul style="list-style-type: none"> • Callistemon 'KPS' • Callistemon viminalis • Corymbia ficifolia • Eucalyptus Torquata • Lagerstroemia sp. • Sapium Sebiferum • Pyrus calleryana Cleveland select • Pyrus calleryana capital • Prunus cerasifera sp. • Olea europa

POL	COOGEE RESIDENTIAL HEIGHT REQUIREMENTS	LPP 1.7
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POLICY CODE:	LPP 1.7
DIRECTORATE:	Planning and Development
BUSINESS UNIT:	Planning and Development
SERVICE UNIT:	Statutory Planning Services
RESPONSIBLE OFFICER:	Manager, Statutory Planning
FILE NO.:	182/001
DATE FIRST ADOPTED:	14 August 2008
DATE LAST REVIEWED:	9 March 2017
ATTACHMENTS:	Yes
DELEGATED AUTHORITY REF.:	OLPD33
VERSION NO.	7

Dates of Amendments / Reviews:		
DAPPS Meeting:	27 September 2012 31 January 2013 27 February 2014 26 February 2015	26 November 2015 26 May 2016 23 February 2017
OCM:	11 October 2012 14 February 2013 13 March 2014	12 March 2015 10 December 2015 9 June 2016

BACKGROUND:

Applications proposing excessive heights for residential development in the suburb of Coogee have highlighted the need for a Local Planning Policy to control the amenity impacts associated with additional building height in this location.

PURPOSE:

The purpose of the policy is to limit the height of residential development in the suburb of Coogee as indicated on the attached plan.

POLICY:

1. Where a proposal for residential development meets the provisions of this policy, the proposal will be exempt from requiring planning approval.
2. Maximum building height of residential development shall be limited to:
 - (i) Top of external wall (roof above) - 7m
 - (ii) Top of external wall (concealed roof) – 8m
 - (iii) Top of pitched roof – 10m

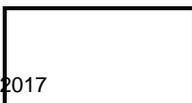
[1]



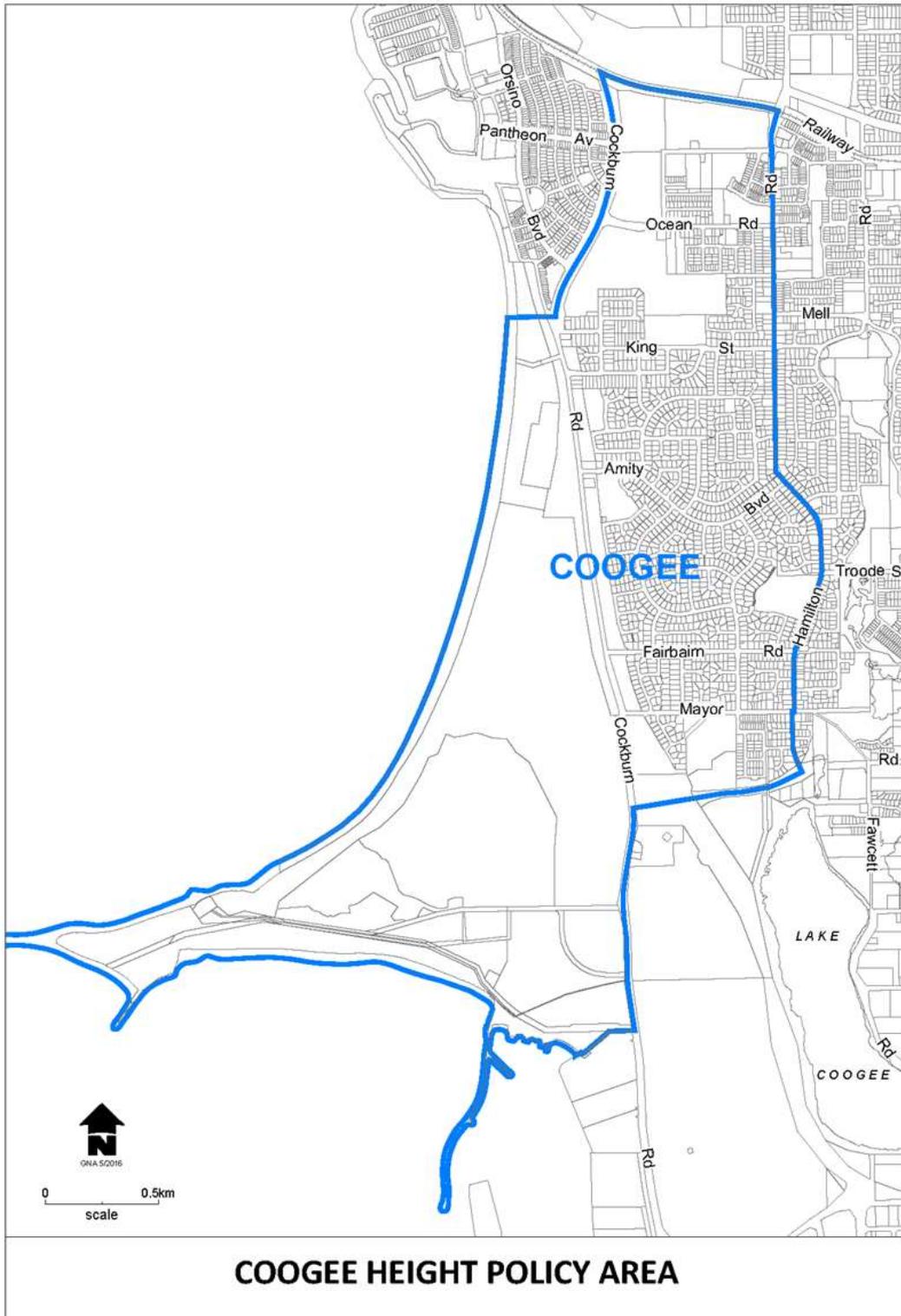
POL	COOGEE RESIDENTIAL HEIGHT REQUIREMENTS	LPP 1.7
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- | 32. Definitions including Height, Natural Ground Level and Wall shall be as per the Residential Design Codes of Western Australia (R-Codes).
- | 43. Proposals which exceed the above requirements are to be advertised for public comment.
- | 54. Where an objection is received that relates to building height and deemed a valid objection by the Manager Statutory Planning, the application will be referred to Council for determination. If there are no objections relating to height, determination will be made under delegated authority.

[2]



POL	COOGEE RESIDENTIAL HEIGHT REQUIREMENTS	LPP 1.7
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[3]



POL	OUTBUILDINGS	LPP 2.4
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POLICY CODE:	LPP 2.4
DIRECTORATE:	Planning and Development
BUSINESS UNIT:	Planning and Development
SERVICE UNIT:	Statutory Planning Services
RESPONSIBLE OFFICER:	Manager, Statutory Planning
FILE NO.:	182/001
DATE FIRST ADOPTED:	19 August 1997
DATE LAST REVIEWED:	9 March 2017
ATTACHMENTS:	N/A
DELEGATED AUTHORITY REF.:	OLPD33
VERSION NO.	7

Dates of Amendments / Reviews:		
DAPPS Meeting:	27 September 2012 22 August 2013 26 February 2015	2 June 2015 26 November 2015 23 February 2017
OCM:	13 October 2011 11 October 2012 12 September 2013	12 March 2015 11 June 2015 10 December 2015

BACKGROUND:

A consistent set of guidelines for the development of ~~sheds and other outbuildings~~ in outbuildings in the Rural, Rural Living and Resource zones is required, which is consistent with Local Town Planning Scheme No. 3 (TLPS 3) and takes into account local needs.

PURPOSE:

The policy is intended to provide uniform development requirements for outbuildings within the Rural, Rural Living and Resource zones, consistent with local needs.

POLICY:

Definition:

Outbuilding has the same meaning as in the Residential Design Codes of Western Australia (R-Codes).

A lean-to is defined as a roofed structure attached to an outbuilding that is completely unenclosed on all sides, except to the extent that it abuts the side or sides of the outbuilding.

POL	OUTBUILDINGS	LPP 2.4
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- (1) The combined floor area of existing and proposed outbuildings and the wall and ridge height of proposed outbuildings are not to exceed the following:

Zone	Maximum floor area of all outbuildings <u>and lean-to's</u> combined (m ²)	Maximum wall height of outbuildings <u>and lean-to's</u> (m)	Maximum ridge height of outbuildings <u>and lean-to's</u> (m)
Rural & Resource	300	5	7
Rural Living	200	4.5	6

- (2) Outbuildings and lean-to's are to be sited within a building envelope _____ prescribed for any lot.
- (3) Outbuildings and lean-to's are generally to be sited wholly behind the primary residence in all zones.
- (4) Subject to Clause 8 of this Policy outbuildings proposed in the Development zone where there is no structure plan will be assessed on their merits having regard to the future intent of the area. In any case, the development standards shall not exceed those for outbuildings in rural areas as shown in the table above.
- (5) Outbuildings are to be constructed of a non-reflective material and colour that matches the dwelling and/or harmonises with the surrounding environment and that does not detract from the visual amenity of the area.
- (6) Where a proposal does not comply with the prescriptive requirements of the above table but it can be demonstrated by the applicant to the satisfaction of Council offers that the application will not result in any negative impacts on the amenity of neighbouring properties or the area, the application may be approved by Council officers under delegation. All applications seeking a variation to the requirements of the above table shall be advertised to nearby landowners who in the opinion of Council officers may be affected by the proposal.
- Any subsequent actions as a result of refused applications are carried out in accordance with Council's Policy.
- (7) The floor area of any approved sea containers will contribute towards the combined maximum floor area of outbuildings contained in this Policy.
- (8) Planning applications for Outbuildings and lean-to's will not be supported in the absence of a dwelling on site. Applications may be supported where a dwelling is constructed to at least plate height level.

[2]



POL	SIGNS AND ADVERTISING	LPP 3.7
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POLICY CODE:	LPP 3.7
DIRECTORATE:	Planning and Development
BUSINESS UNIT:	Planning and Development
SERVICE UNIT:	Statutory Planning Services
RESPONSIBLE OFFICER:	Manager, Statutory Planning
FILE NO.:	182/001
DATE FIRST ADOPTED:	14 February 2013
DATE LAST REVIEWED:	8 June 2017
ATTACHMENTS:	N/A
DELEGATED AUTHORITY REF.:	OLPD33
VERSION NO.	7

Dates of Amendments / Reviews:		
DAPPS Meeting:	27 September 2012 31 January 2013 27 February 2014 26 February 2015	26 November 2015 23 February 2017 18 May 2017
OCM:	11 October 2012 12 September 2013 13 March 2014	12 March 2015 10 December 2015 9 March 2017

BACKGROUND

This policy should be read in conjunction with the City of Cockburn's Local Town Planning Scheme No. 3 (TLPS 3), any of the City's specific Design Guidelines and Signage Local Laws.

PURPOSE:

The purpose of this policy is to ensure that the display of signs and advertisements on properties does not adversely impact upon the amenity of the area while providing appropriate exposure of activities or services. The objectives of the policy are:

- (1) To ensure that signage and advertising does not detract from the streetscape or amenity of the area.
- (2) To avoid the proliferation of signage in commercial areas.
- (3) To avoid an abundance of signs on individual sites and buildings.
- (4) To ensure that signs only relate to the services and products on the site.
- (5) To encourage the rationalisation of advertising signs on individual premises.
- (6) To encourage the incorporation of advertising signs into the design consideration of buildings.

[1]

POL	SIGNS AND ADVERTISING	LPP 3.7
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POLICY

(1) Application

1. Where variations to the provisions of this policy are sought, the proposal shall be determined in accordance with the objectives of this policy (above) and the general development provisions of LPS 3 and may be subject to neighbour consultation.
2. Where a property is subject to specific Design Guidelines which contain provisions inconsistent with this policy, the Design Guidelines shall prevail.
3. Signs proposed on land reserved (partially or wholly) under the MRS shall be referred to the relevant Public Authority in accordance with the relevant WAPC Instrument of Delegation.
4. The maximum signage area contained in the policy refers to an aggregate of signage.

(2) General Development Provisions

1. *All Signs shall:*

- a) Not pose a threat to public safety or health.
- b) Only relate to services and products on the subject site.
- c) Not consist of inappropriate or offensive language or material.
- d) Not protrude over Council property, including footpaths (unless allowed under a verandah or attached to a fascia) or neighbour's property.

2. *Illuminated Signs shall:*

- a) Not cause a nuisance, by way of light spillage, to abutting sites.
- b) Not comprise flashing, intermittent or running lights.
- c) Not interfere with or be likely to be confused with, traffic control signals.
- d) Have a minimum clearance of 2.75m from finished ground level to the lowest part of the sign.
- e) Have any boxing or casing in which it is enclosed constructed of incombustible material.
- f) Have its electrical installation constructed and maintained to the satisfaction of Western Power Corporation or the appropriate electricity supply authority and in accordance with the S.A.A. Code 3000-1991.
- g) Be maintained to operate as an illuminated sign.
- h) Not have a light of such intensity as to cause annoyance to the public.

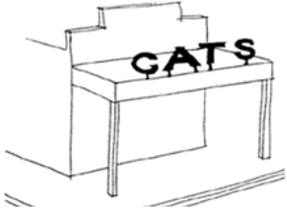
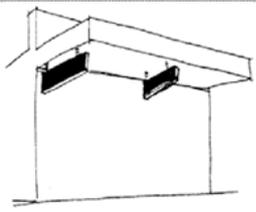
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POL	SIGNS AND ADVERTISING	LPP 3.7
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3. *Signs on Residential Properties (including Home Occupation) shall:*
- a) Not exceed 0.2m² in area and only for the purpose of identifying the name of the dwelling and/or nature of an approved home occupation operating from the dwelling.
 - b) Not exceed 0.5m in height where they are of a single line of letters fixed to the facade of a building.
4. *Signs on Heritage Buildings shall:*
- a) Contribute to the significance of a Heritage Place and existing signs should be retained and maintained.
 - b) Not dominate a Heritage Place. Instead, new signs should be placed where they would have traditionally been placed, and should be limited to a level consistent with traditional coverage.
 - c) Not be located where they would obscure or detract from a feature of the building.
 - d) Be located so as to ensure views to individually significant signs are maintained.
 - e) Not result in physical damage to any significant fabric. Signage should be readily removable, with careful consideration given in regards to the method of installation, in order to ensure that the original material can be reinstated.
 - f) If included on the State Heritage Register, be referred to the Heritage Council of Western Australia for comment.
 - g) Not require reproduction of historic advertising styles. Rather, respectful but clearly modern design is preferred for new signs.
 - h) Colours should be appropriate to the Heritage Place and in some instances which may require departure from standard company advertising colours.
5. *Temporary Signs (for events) shall:*
- a) Require planning approval if greater than 4m².
 - b) Not be exhibited more than 4 weeks prior to the event advertised and must be removed by the end of the day following the event.
 - c) Be located on the site of an event or the property of the organisation holding the event.
6. *Safety/Warning Signs shall*
- a) Not require planning approval if deemed necessary to comply with occupational, health and safety requirements.

POL	SIGNS AND ADVERTISING	LPP 3.7
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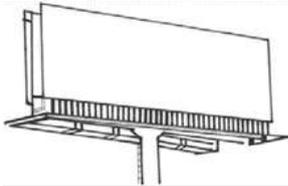
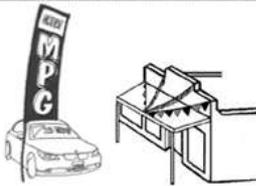
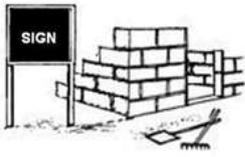
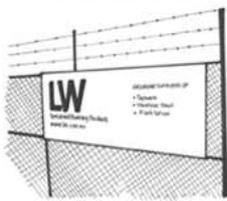
(3) Specific Sign Development Standards

	Sign Type	Definition	Standards
1.	3D Replica Model or Shape / Object 	A three dimensional replica object or shape used as an advertising device and designated to replicate or copy a real world object or shape. The replica may be freestanding or attached to a building or other sign.	a) Planning approval is required for all 3D replica model or shape/object signs. b) Maximum volume of 4m ³ . c) Maximum height of 3m. d) Must not be erected for more than 4 weeks in any 12 month period.
2.	Advisory Sign 	A sign erected on land which has been approved for subdivision, advertising the lots for sale.	a) Planning approval is required for all advisory signs greater than 6m ² . b) Erected at the ratio of 1m ² of area per hectare with no individual sign exceeding 20m ² . c) Shall be removed from the site within two years or when 80% of the lots in the subdivision have been sold, whichever comes first.
3.	Awning Sign (Above) 	A sign located above the outer fascia of a verandah, balcony or awning.	a) Planning approval is required for all awning signs (above). b) Lettering shall not exceed 1m in height. c) Maximum area of 6m ² .
4.	Awning Sign (Below) & Projecting Sign 	A sign fixed to or suspended from the underside of a verandah, balcony or awning.	a) Planning approval is required for awning signs (below) that propose a minimum headway of less than 2.75m and are 4m ² in area or greater.

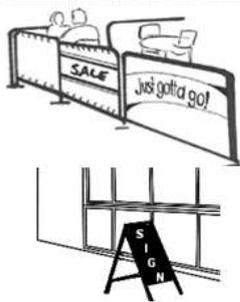
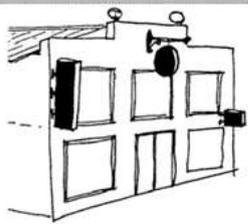
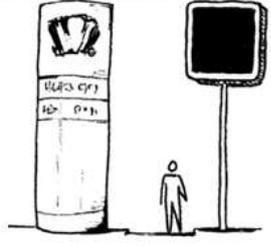
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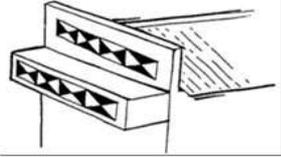
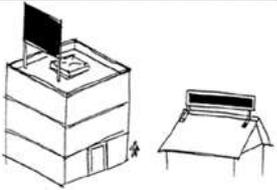
Sign Type	Definition	Standards
<p>5. Billboard Sign</p> 	<p>A sign fixed to a free-standing structure that is not a building and has one or more supports.</p>	<p>a) Planning approval is required for all billboard signs.</p> <p>b) Billboard signs are generally not supported unless the City deems that the sign has a public/community purpose.</p>
<p>6. Bunting / Flag / Tethered</p> 	<p>A single or group of flags or material that may be freestanding or attached to a rope or line stretched between two or more points.</p>	<p>a) Planning approval is required for all bunting, flags or tethered advertising signs.</p> <p>b) Bunting, flags and tethered signs are generally not supported unless the City deems the sign has a public/community purpose.</p>
<p>7. Construction Sign</p> 	<p>A sign which is displayed for the duration of the construction period which displays the project or contractors details relating to the site.</p>	<p>a) Planning approval is required for construction signs that exceed 6m² for single/grouped dwellings, 10m² for multiple dwellings, commercial and industrial development or 20m² for shopping centre development.</p> <p>b) Construction signs shall only be in place for the duration of construction/development works.</p>
<p>8. Fence Sign</p> 	<p>Any sign attached to a fence.</p>	<p>a) Planning approval is required for fence signs greater than 6m² per street frontage.</p> <p>b) Maximum of one sign per street frontage on any one lot.</p> <p>c) Not permitted on lots located on district distributor roads.</p>

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	Sign Type	Definition	Standards
9.	Ground Based Sign	A sign which is not attached or otherwise affixed to a building and no portion of which is higher than 1.2m above natural ground level.	<ul style="list-style-type: none"> a) Planning approval is required for ground based signs exceeding 4m². b) Maximum of one sign per tenancy on a lot unless incorporated in a barrier that distinguishes an outdoor dining area.
			
10.	Product Display Sign	An object which is displayed for the purposes of advertisement; or an advertisement sign which is attached to or placed on a vehicle (car, truck, boat, trailer, caravan, machinery, whether moveable or not).	<ul style="list-style-type: none"> a) Planning approval is required for all product display signs. b) Product display signs are generally not supported within the City unless the sign has a public/community purpose.
			
11.	Projecting Sign	A sign which projects more than 300mm from a wall of the building below the eaves or ceiling height.	<ul style="list-style-type: none"> a) Planning approval is required for projecting signs that propose a minimum headway of less than 2.75m and are 4m² or less. b) Shall not project more than 1m from the wall.
			
12.	Pylon Sign	A sign supported by one or more piers and not attached to a building.	<ul style="list-style-type: none"> a) Planning approval is required for all pylon signs greater than 3m in height or 4m². b) Maximum area of 20m² on any face. c) Maximum of one sign per street frontage. d) Setback at a minimum distance of its own overall height to street or right of way. e) Setback 6m from any other
			



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Sign Type	Definition	Standards
		sign erected on the same lot. f) Maximum height of 6m above natural ground level.
13. Real Estate Sign	A sign advertising the display, sale or lease of the property.	a) Planning approval required for real estate signs greater than 6m ² . b) Limited to one sign per lot.
		
14. Roof Sign	A sign which is affixed to the fascia or parapet, or forms part of a projection above the eaves of the building.	a) Planning approval is required for roof signs greater than 6m ² . b) Not be within 0.5m of either end of the external walls of the building. c) Not permitted if there is a roof sign (above) on the same lot. d) Complements the architectural style of the building.
		
15. Roof Sign (Above)	A sign erected on or attached to the roof of a building.	a) Planning approval is required for all roof signs. b) Not permitted if there is a roof sign on the same lot. c) Shall not project higher than 2m above the roof or 50% of the height of the building to which it is attached (whichever is higher).
		
16. Tower Sign	A sign affixed to, or placed on an open structural mast or tower.	a) Planning approval is required for all tower signs. b) Maximum height and width of the sign shall not exceed the height or width of the structure to which it is attached. c) Maximum area of 6m ² .
		

POL	SIGNS AND ADVERTISING	LPP 3.7
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Sign Type	Definition	Standards
<p>17. Variable Message Sign</p> 	<p>A sign which is permanent or portable and displays electronically generated variable messages.</p>	<ul style="list-style-type: none"> a) Planning approval is not required for public authorities to use variable message signs. b) Variable message signs are not supported within the City unless used by public authorities for public purposes. c) Planning approval is required for all Variable Message Signs that display Service Station fuel prices in a variable/LED Format. Advertised fuel prices are restricted to change only once in a 24 hour period.
<p>18. Wall Sign</p> 	<p>A sign which is affixed to the external part of a wall of the building but does not project above the lowest point of the eaves or ceiling of the building.</p>	<ul style="list-style-type: none"> a) Planning approval is required for wall signs greater than 6m². b) Shall not exceed 10% in area on any one wall. c) If the background colour of the sign matches the balance of the colour of the wall on which it is located, then the area of the sign shall be determined by measuring around the words of the sign. If the background colour of the sign does not match the balance of the colour of the wall on which it is located, the area of the sign is to be measured around the borders of the entire sign.
<p>19. Window Sign</p> 	<p>Sign which is affixed to either the interior or exterior of the glazed area of a window.</p>	<ul style="list-style-type: none"> a) Planning approval required for any window signs greater than 6m². b) Not to exceed more than 25% of the window. c) Lettering shall not exceed 1m in height.



POL	INDUSTRIAL DEVELOPMENT	LPP 3.9
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POLICY CODE:	LPP 3.9
DIRECTORATE:	Planning and Development
BUSINESS UNIT:	Planning and Development
SERVICE UNIT:	Statutory Planning Services
RESPONSIBLE OFFICER:	Manager, Statutory Planning
FILE NO.:	182/001
DATE FIRST ADOPTED:	14 February 2013
DATE LAST REVIEWED:	9 March 2017
ATTACHMENTS:	N/A
DELEGATED AUTHORITY REF.:	OLPD33
VERSION NO.	9

Dates of Amendments / Reviews:		
DAPPS Meeting:	27 September 2012 31 January 2013 22 August 2013 22 May 2014 28 August 2014	26 February 2015 2 June 2015 26 November 2015 26 May 2016 23 February 2017
OCM:	11 October 2012 14 February 2013 12 September 2013 11 September 2014	12 March 2015 11 June 2015 10 December 2015 9 June 2016

BACKGROUND:

This policy augments the existing provisions of the City of Cockburn's Local Planning Scheme No. 3 (LPS 3) relating to the development of industrial land. This policy also supersedes several industrial design guideline documents which applied to various specific areas within the City. It is the aim of this policy to deliver more consistent set of built form controls for development across the various industrial areas of the City.

PURPOSE:

The purpose of this policy is to provide guidance for the development of land in the City of Cockburn's industrial and mixed business zones in an endeavour to achieve coordinated, quality development outcomes.

POLICY:

(1) Scope

1. This policy applies to the development of all land within the following LPS 3 zones:
 - Industry;
 - Light and Service Industry;

[1]

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- Mixed Business; and
 - Development (where a structure plan indicates the use as Industry, Light and Service Industry, Mixed Business or similar).
2. This policy does not apply in the following instances:
- Where a Local Development Plan (LDP) has been adopted to guide the built form and where provisions of the LDP conflict with this policy.
 - Where there is a conflict between this policy and the 'Cockburn Commercial Park' and 'Phoenix Business Park' design Guidelines, those area specific design guidelines shall prevail over this policy. However any provision of this policy that may not be included in the area specific design guidelines shall still apply (for example the Vehicle Access and Parking provisions).

(2) Land Use

1. For speculative developments proposing more than one use within the same building, the building shall be provided with clear physical separation of the uses which may be achieved through a wall or other barrier to the satisfaction of the City. Delineation of uses on plan only with no physical separation will generally not be supported.
2. Changes of use to a use which is designated as a permitted (P) use of LPS 3 where car parking remains the same (or which results in a surplus) as what has been approved shall be exempt from requiring planning approval.

(3) Setbacks

1. The minimum primary street setback shall be 15m unless it can be clearly demonstrated that a reduced setback is consistent with the existing streetscape.
2. The minimum secondary street setback shall be 3m 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.
3. Where a lot has frontages to two streets (excluding the secondary street) then both setbacks shall be 15m.
4. Setbacks other than those to the street shall be in accordance with the Building Code of Australia.
5. The primary and secondary street setback areas shall not be used for any purpose other than vehicle access, car parking, loading or unloading of vehicles and landscaping.

[2]

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(4) Vehicle Access & Parking

1. Car Parking

- Car parking provision shall be in accordance with the minimum requirements of LPS 3; and
- Any industrial use class as contained in LPS 3, containing more than one tenancy or unit, shall, in addition to the LPS 3 minimum requirements, provide a minimum of 4 car parking bays per unit (For example a 300m² 'warehouse' shall provide 4 car parking bays).
- All parking calculations shall be rounded up to the nearest number on a per unit/tenancy basis.
- Tandem car parking bays shall generally not be supported unless they are in excess of the minimum parking bay requirements of LPS 3 and this policy.
- Car parking inside an existing building will generally not be supported unless they are in excess of the minimum parking bay requirements of LPS 3 and this policy. However, purpose-built undercover car parking will be considered.
- Car parking areas shall be designed and constructed in accordance with the most recent version of Australian Standard AS2890.1(as amended).

2. Bicycle Parking

- In addition to the requirements of LPS 3, bicycle parking facilities shall provide weather protection via an awning or similar and shall consist of rails, stands, locker or any other type of equipment designed for this purpose in accordance with Australian Standard AS2890.3-2015.

3. Service, Loading & Delivery Areas

- Delivery and/or loading bays may be considered inside a building adjacent to a suitable opening however this area shall be marked, signed, easily accessible and available in perpetuity for deliveries to the building or tenancy.
- ~~All servicing and loading areas shall be located behind the primary street setback and appropriately screened.~~

(5) End of Trip Facilities

1. All developments that are required to provide 5 or more bicycle parking bays in accordance with the minimum provisions of LPS 3 are required to provide End of Trip Facilities, which are to be designed in accordance with the following criteria:

- A minimum of one female shower and one male shower, located in separate change rooms or a minimum of two separate unisex shower and change rooms;
- Additional shower facilities to be provided at a rate of one female shower and one male shower for every additional 10 bicycle parking

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bays, to a maximum of five female and five male showers per development;

- The showers must dispense both hot and cold water;
- The end of trip facilities shall include non-slip surfaces, hooks and/or benches for peoples belongings, adequate lighting and ventilation;
- The end of trip facilities should be located as close as possible to the bicycle parking facilities;
- Secure change rooms capable of being locked; and
- A locker for every bicycle parking bay provided.

(6) Fencing

1. The minimum standard of fencing shall be black PVC coated chain/link mesh with black support posts and a height of 1.8m. Additional security may be provided through the provision of a maximum "3-barb" wire on top of chain/link mesh fence of equivalent. All gates, posts, and fittings shall be black galvanised steel.
2. Fencing which exceeds the minimum standard shall complement the building and landscaping design.

(7) Stormwater Management

1. Every development shall be designed to contain all stormwater on site.
2. Specific drainage requirements shall be in accordance with the Building Code of Australia.
3. Stormwater drainage plans shall be lodged up front at the planning application stage.

(8) Signage

1. The provision of all signage on site shall be in accordance with LPS 3 and the City's Signage Policy.
2. Any signage installed shall be an integral part of the building.
3. Painted on signs shall only be permitted where the signage does not dominate the building facade or detract from the streetscape.

(9) Retaining Walls

1. All retaining walls on site shall be constructed from cut, flush jointed limestone blocks or similar masonry material approved by the City.
2. Concrete post and panel retaining walls will generally not be permitted.

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(10) Built Form

1. Building Frontage and Entry

- All buildings shall be designed to address the primary and (if applicable) secondary street through use of openings and building materials.
- Large expanses of unrelieved sections of wall or roof where seen from the primary and (if applicable) secondary street, shall not be permitted.
- The main entrance to the building is on the front elevation or close to the front of the building and should be clearly visible, easily accessible and marked with signage.
- Entrances shall contain a covered portico, awning, canopy or verandah to further emphasize it and provide weather protection.

2. Roofs

- A parapet, creating a visual top to the building facade is to be provided where flat, skillion or similar roofs are proposed.

3. Materials, Colours and Finishes

- Broad facades are to be broken down into separate sections through different materials, colours and finishes to provide interest and enhance the streetscape.
- External boundary walls that are visible from the street shall be treated appropriately. This may be achieved through colour, score lines or similar. Where an adjoining site is vacant, the treatment shall be for at least half the length of the wall, measured from the portion of wall closest to the street.
- Any development proposal with a construction value exceeding \$500,000 shall include a set of coloured perspectives with the application.

4. Passive Solar Design

- The orientation of the building shall be designed to maximise north exposure where possible.
- East and west openings shall be minimised.
- North, east and west openings shall be provided with awnings or other similar shading device.
- The orientation and openings to the building shall maximise natural cross flow ventilation where possible.

(11) Landscaping

1. General

- A detailed landscape plan shall be submitted with a planning application.
- The area of landscaping to be provided shall be in accordance with the requirements of LPS 3.

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- All species shall be selected from the relevant City of Cockburn's Landscaping Species Lists.
- Trees shall be a minimum of 2m in height (approx. 45 litre pot size at time of planting).
- Landscaping proposals which seek a reduction in accordance with LPS 3 shall be required to include the verge landscaping in the landscape plan.

2. Verge Planting

- Verge trees shall be a minimum of 2m in height (approx.. 45 litre pot size at time of planting).
- The remainder of the verge may be either mulch with ground coverings or lawn.
- The verge shall be irrigated for two (2) years from the time that plantings are installed and maintained thereafter by the landowner/occupier adjacent to the verge.
- The verge shall not be used for car parking purposes unless approved by the City of Cockburn.

(12) Waste Management

1. Every proposal shall include internal or external bin storage provisions for each tenancy or an appropriate shared bin storage area for unit developments may be permitted.
2. Internal bin storage shall be adequately sized to contain all waste bins and consist of a concrete wash-down pad of at least 1m² graded to a 100mm diameter industrial floor waste with a hose cock, and connected to sewer.
3. External bin storage enclosures shall be adequately sized to contain all waste bins and be a minimum of 1.8m high, fitted with a gate and graded to a 100mm diameter industrial floor waste with a hose cock, and connected to sewer.
4. External bin storage enclosures shall be located behind the building alignment and be screened from view of the street.

(13) Staged Development

1. Future stages of any development shall be considered and included on the site plan along with any necessary expansion to vehicle parking.

(14) Future Road Networks

1. Proposals on land subject to a future road network shall ensure that provision of the future road network and vehicle access forms part of the proposal.

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2. Proposals on land which is required for a future road network shall ensure that road reserves are ceded as part of a development application or subdivision application, whichever comes first.
3. Proposals incorporating road networks or as otherwise determined by the City, shall demonstrate integration with adjoining development.

(15) Vehicle Crossovers

1. A limit of one (1) crossover for every 30m of lineal lot frontage shall apply with a maximum of two (2) crossovers for corner lots (For example lots less than 30m have one crossover, 30-60m may have two crossovers, 60-90 may have three crossovers etc).
2. Traffic movement to (access) and from (egress) a lot via one (1) crossover is to be facilitated by the effective movement of vehicles within a lot.
3. Crossover location and traffic movement within a lot is to occur in a manner that enables all vehicles to leave a lot in a forward manner. This includes larger vehicles, and can often be facilitated through the inclusion of a designated manoeuvring bay.
4. Lots with two (2) or more frontages can have an additional crossover i.e. on the secondary street, providing all other requirements of this Policy are satisfied. A crossover on a secondary street is to serve a specific function i.e. the servicing of a lot and/or improved traffic circulation.
5. All crossovers are to be separated from street intersections and crossovers on adjoining lots by the following distances:
 - Street intersection (exclusive of truncation):
 - 2m (minor road);
 - 3m (major road); and
 - Crossover on adjoining lot/s: 1.5m to side boundary i.e. 3m between crossovers.
6. Existing street trees are to be preserved wherever possible in determining the location of a crossover.
7. Redundant crossovers are to be removed and the verge/lot frontage made good to existing standard/s of the locality, or as otherwise specified by the City's Engineering Services.
8. The City encourages the use of shared crossovers for the purpose of facilitating access/egress across multiple lot frontages. In some instances, the City may require the establishment of shared crossovers. This requirement is usually associated with 'strip' industrial or commercial development. Access across the front of lots is facilitated through 'right of carriage way' (or similar) easements.

POL	INDUSTRIAL DEVELOPMENT	LPP 3.9
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9. In the event more than one (1) crossover is necessary to enable the specific use or development of a lot, the City may consider the appropriateness of such subject to the presentation of a submission in support of such. Depending on the nature of the proposal, the City may require written certification from a suitably qualified traffic engineer (or similar).
10. Certification will need to confirm what's proposed is necessary and appropriate in the context of the location. In this regard, it needs to be demonstrated that the provision of more than one (1) crossover will not adversely affect traffic flows in the adjoining street, or on an adjoining property/lot.

[8]





9.4 (2017/MINUTE NO 0006) PROPOSED NEW LOCAL PLANNING POLICY 'TELECOMMUNICATIONS INFRASTRUCTURE PLANNING'**Author(s)** D Di Renzo**Attachments** 1. Proposed new Draft Local Planning Policy (Proposed Structure Plans and Telecommunications Infrastructure)**RECOMMENDATION**

That Council:

- (1) adopt the draft Local Planning Policy (Structure Plans and Telecommunications Infrastructure) as shown in Attachment 1 pursuant to clause 3 of the Deemed Provisions;
- (2) advertise the draft Local Planning Policy (Structure Plans and Telecommunications Infrastructure) in accordance with the requirements of clause 4 of the Deemed Provisions.

COMMITTEE RECOMMENDATION

MOVED Cr C Reeve-Fowkes SECONDED Cr M Separovich

That the recommendation be adopted.

CARRIED 6/0**Background**

At the 12 October 2017 Ordinary Meeting of Council, under 'Matters to be noted for investigation without debate', Deputy Mayor Lee-Anne Smith requested that the following item be brought to a future Ordinary Council Meeting.

23.1 Provide a report that discusses how the City can facilitate the planning for future telecommunication towers throughout the City.

Adequate and reliable telecommunications are essential for all aspects of contemporary community life. Contact between emergency services and the community increasingly relies on the telecommunications networks.

There are two key areas of community concern in relation to telecommunications infrastructure – visual impact and health concerns.

With regard to possible health issues associated with exposure to electromagnetic emissions, telecommunications carriers must comply with the *Australian Communications and Media Authority (ACMA)*



Radiocommunications Licence Conditions (Apparatus Licence) Determination 2003. These standards incorporate substantial safety margins to address human health and safety matters; therefore it is not within the scope of the planning system to address health and safety matters relating to telecommunications infrastructure.

The focus of the planning framework is therefore on managing the visual impacts of telecommunications infrastructure, given that such infrastructure usually involves the development of land and/or alteration to the appearance of buildings or structures.

Submission

NA

Report

The purpose of this report is to address the matter raised by Councillor Lee-Anne Smith regarding how the City can facilitate planning for telecommunication infrastructure and structure planning, assist in the forward planning for telecommunications infrastructure, in order for this type of infrastructure to be considered at the earliest possible stage.

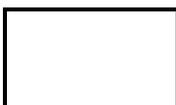
Legislative and Planning Framework

The *Commonwealth Telecommunications Act 1997* provides the regulatory framework for the Australian telecommunications industry. All telecommunications carriers and service providers must comply with the Act and its subordinate legislation.

Telecommunications carriers must comply with the Australian Communications and Media Authority (ACMA) Radiocommunications Licence Conditions (Apparatus Licence) Determination 2003. Australian Radiation Protection and Nuclear Safety Agency (“ARPANSA”) is the primary Commonwealth agency responsible for protecting the health and safety of people from the harmful effects of radiation.

Industry Code C564:2011 ‘Mobile Phone Base Station Deployment’ is made under Part 6 of the *Commonwealth Telecommunications Act 1997*. Upon registration, the Code becomes mandatory on all Carriers, and it applies to mobile phone carriers and some wireless broadband network carriers, including Telstra, Optus, Vodafone and Hutchison.

State Planning Policy 5.2 ‘Telecommunications Infrastructure’ (“SPP 5.2”) applies throughout Western Australia in respect to above and below ground telecommunications infrastructure, other than those facilities exempted under the *Commonwealth Telecommunications Act 1997*.



All other facilities constitute 'development' under the Planning and Development Act 2005 and development approval may be required from the relevant planning authority.

Due regard should be given to SPP 5.2 by State and local government planning decision-makers for:

- a) The preparation and assessment of local planning schemes and local planning policies;
- b) The preparation of local structure plans; and
- c) Development proposals for telecommunications infrastructure.

'Telecommunications Infrastructure' is a defined land use in the City of Cockburn Town Planning Scheme No. 3 and planning approval is required in all zones.

Structure Plans and Telecommunications Infrastructure

In considering future planning for telecommunications infrastructure it is not possible for the City to identify preferred sites across the City for the following reasons:

- The infrastructure is delivered by a number of different providers and the City is unable to assess the coverage, capacity and quality of telecommunications networks and future requirements to determine appropriate sites;
- Technological changes will continue to change the requirements for telecommunications infrastructure so there must be flexibility to facilitate this;
- The legislative and planning framework at a federal and state level provide for telecommunication providers to propose infrastructure that meets their requirements, with legislation to ensure there are no health impacts, and a planning framework to ensure visual impacts are mitigated;
- SPP 5.2 stipulates that telecommunications infrastructure is not to be designated as a 'use not permitted' (X) by the Scheme in any zone in the zoning table. This means that it would not be possible to create a planning framework whereby telecommunication infrastructure could only be considered on specific sites. The identification of preferred sites would not be binding and proposals on other sites would still need to be considered against the provisions of SPP 5.2.

For these reasons it is difficult for exact locations for future telecommunications infrastructure to be identified in structure plan areas; however it is acknowledged that this process could be better used to assist with the forward planning for such infrastructure.

The *Planning and Development (Local Planning Schemes) Regulations 2015* and the Western Australian Planning Commission ("WAPC")



Structure Plan Framework require Infrastructure/servicing plans or strategies to be submitted where appropriate as part of a proposed structure plan. However the scope and level of detail required is not specific, and accordingly the information included in structure plans varies and is often very general.

Clause 6.2 (a) of SPP 5.2 states that:

- a) *In the preparation and assessment of structure plans at the local level, consideration should be given to the need for telecommunications services in supporting documentation. Early consideration of wireless and mobile phone telecommunication system requirements allows for them to be incorporated into the design process and mitigate any potential visual impacts to the community.*

It is therefore recommended that a local planning policy be prepared to provide further details regarding the required information relating to the telecommunications infrastructure to be provided with structure plans. This will provide clarity for developers and the community regarding these requirements for the forward planning of telecommunications infrastructure, and will allow this matter to be considered at the earliest possible stage.

Historically structure plans have been referred to Telstra for comment during the advertising period, and recently the scope of these referrals has been expanded to include all telecommunications infrastructure providers, including Vodafone, Hutchison, and Optus.

However comments are received infrequently, and telecommunications infrastructure is often being proposed later in response to coverage needs, often when subdivision and development has commenced.

Pursuant to the Industry Code C564:2011 'Mobile Phone Base Station Deployment', the following general obligations are set out for telecommunications network forward planning:

3.1 Telecommunications Network Forward Planning

3.1.1 If requested by a Council, a Carrier must provide reasonable assistance to Council in the Council's forward planning for the deployment of Mobile Phone Radiocommunications Infrastructure.

3.1.2 Examples of the kind of assistance that Carriers may give to Councils include:

- a) *responding to reasonable requests for information that is to assist the Council to develop forward plans;*



- b) *providing the Council with the Carrier's plans concerning the deployment of Mobile Phone Radiocommunications Infrastructure;*
- c) *providing the Council with the Carrier's plans concerning service level targets for planned Mobile Phone Radiocommunications Infrastructure;*
- d) *providing the Council with an assessment of the opportunities for co-location of Mobile Phone Radiocommunications Infrastructure with the facilities of other Carriers; and*
- e) *engaging in discussions with other Carriers to explore opportunities for co-location and to investigate opportunities for the coordinated, strategic and efficient deployment of Mobile Phone Radiocommunications Infrastructure.*

It is therefore recommended that the City's referral letters specifically refer to these provisions of the Code, highlighting providers' obligations under the Code to assist Council.

Proposed Local Planning Policy – Structure Plans and Telecommunications Infrastructure

It is recommended that a draft local planning policy be adopted for the purposes of advertising that sets out the following key requirements:

All structure plans are to be submitted with information regarding telecommunications infrastructure, including the following:

- *Demonstrated consultation with all telecommunications infrastructure providers.*
- *Information for the subject area regarding telecommunications network coverage, capacity and quality, and the types of telecommunications infrastructure likely to be required.*
- *Details regarding the likely above ground telecommunications requirements for the subject area.*

This information will assist with the forward planning and identification of potential network needs. While it is unlikely that the exact location of telecommunications infrastructure can be identified at the structure planning stage, this information will assist in identifying the likelihood that telecommunications infrastructure may be required within a particular area.

It is also important to note that this information may become updated due to the following:

- Telecommunications infrastructure is very sensitive to changes in technology;
- Structure plans are valid for ten years, and requirements and regulations may change over time.



Development Applications for Telecommunications Infrastructure

SPP 5.2 aims to balance the need for effective telecommunications services and effective roll-out of networks, with the community interest in protecting the visual character of local areas. Using a set of land use planning policy measures, the policy provides clear guidance pertaining to the siting, location and design of telecommunications infrastructure.

Importantly, SPP 5.2 also clearly sets out the required information and details to be submitted with all development applications.

SPP 5.2 stipulates that setback distances for telecommunications infrastructure are not to be set out in local planning schemes or local planning policies to address health or safety standards for human exposure to electromagnetic emissions, based on ARPANSA's findings.

Council have previously rescinded a local planning policy for telecommunications infrastructure because it was predominately a duplication of the SPP, and the differences were contrary to the SPP's stipulation that buffer requirements are not appropriate.

It is therefore considered appropriate that SPP 5.2 is used to assess development applications for telecommunications infrastructure, and the proposed new local planning policy will focus on the process for forward planning for future telecommunications infrastructure, which is not specifically covered in detail by the SPP.

Conclusion

It is recommended that the draft Local Planning Policy included within Attachment 1 be adopted for the purposes of advertising.

Strategic Plans/Policy Implications

City Growth

Ensure planning facilitates a desirable living environment and meets growth targets

Community, Lifestyle & Security

Advocate for improvements to information technology infrastructure such as the NBN rollout

Economic, Social & Environmental Responsibility

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



Budget/Financial Implications

The local planning policy has been prepared by Strategic Planning Services, and community consultation will be undertaken within the Strategic Planning Services advertising budget.

Legal Implications

N/A

Community Consultation

If adopted by Council consultation will be undertaken in accordance with clause 4 of the *Planning and Development (Local Planning Schemes) Regulations 2015* for a period of 21 days. This will also include a notice published in the Cockburn Gazette and on the City's website. Government agencies and telecommunication infrastructure providers will also be consulted on the proposed local planning policy.

Risk Management Implications

The proposed local planning policy will strengthen requirements to address telecommunications infrastructure through the structure planning process.

Advice to Proponent(s)/Submissioners

N/A.

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

Nil.



POL	STRUCTURE PLANS & TELECOMMUNICATIONS INFRASTRUCTURE	
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POLICY CODE:	
DIRECTORATE:	Planning & Development
BUSINESS UNIT:	Planning & Development
SERVICE UNIT:	Strategic Planning Services
RESPONSIBLE OFFICER:	
FILE NO.:	082/001
DATE FIRST ADOPTED:	
DATE LAST REVIEWED:	
ATTACHMENTS:	
DELEGATED AUTHORITY REF.:	
VERSION NO.	1

Dates of Amendments / Reviews:	
DAPPS Meeting:	
OCM:	

BACKGROUND:

State Planning Policy 5.2 'Telecommunications Infrastructure' applies throughout Western Australia in respect to above and below ground telecommunications infrastructure, other than those facilities exempted under the *Commonwealth Telecommunications Act 1997*.

SPP 5.2 aims to balance the need for effective telecommunications services and effective roll-out of networks, with the community interest in protecting the visual character of local areas.

Clause 6.2 (a) of SPP 5.2 states that:

- a) *In the preparation and assessment of structure plans at the local level, consideration should be given to the need for telecommunications services in supporting documentation. Early consideration of wireless and mobile phone telecommunication system requirements allows for them to be incorporated into the design process and mitigate any potential visual impacts to the community.*

This policy sets out requirements to ensure the implementation of this requirement, and to ensure that the earliest consideration of telecommunications infrastructure occurs through the structure planning process to facilitate orderly and proper planning.

PURPOSE:

POL	STRUCTURE PLANS & TELECOMMUNICATIONS INFRASTRUCTURE	
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The purpose of this policy is to:

- (1) Ensure that telecommunications infrastructure requirements are considered at the earliest stages of planning.
- (2) Set out the information required to be provided with structure plans to address the forward planning for telecommunications infrastructure.

POLICY:

- (1) All structure plans are to be submitted with information regarding telecommunications infrastructure, including the following:
 - (a) Demonstrated consultation with all telecommunications infrastructure providers.
 - (b) Information for the subject area regarding telecommunications network coverage, capacity and quality, and the types of telecommunications infrastructure likely to be required.
 - (c) Details regarding the likely above ground telecommunications requirements for the subject area.
- (2) During the advertising period the City will refer structure plans to all telecommunications infrastructure providers seeking information regarding forward planning, which they are obliged to provide pursuant to the *C564:2011 Mobile Phone Base Station Deployment* made under Part 6 of the *Commonwealth Telecommunications Act*.

DRAFT



10. FINANCE & CORPORATE SERVICES DIVISION ISSUES

10.1 (2017/MINUTE NO 0007) PROPOSED AMENDMENTS TO POLICY SES3 'PROCUREMENT EVALUATIONS'

Author(s) A Natale

Attachments 1. Proposed amended Policy SES3 'Procurement Evaluations'

RECOMMENDATION

That Council adopt proposed amendments to Policy SES3 'Procurement Evaluations', as shown in the attachment to the Agenda.

COMMITTEE RECOMMENDATION

MOVED Deputy Mayor L Smith SECONDED Cr C Sands

That the recommendation be adopted.

CARRIED 6/0

Background

Policy SES3 'Procurement Evaluation' was last reviewed in November 2016. Following a number of external queries on the Procurement function, the Policy was rewritten to provide clarity on the conduct and establishment of evaluation panels to assist in the probity of procurement decisions.

Submission

N/A

Report

The key change to the Policy is to further clarify the parameters required to establish a Procurement Evaluation panel. The Policy has been updated to ensure panels are formed appropriately to cover all procurement processes incorporating tenders and all prequalified suppliers. The Policy reinforces the need for a robust evaluation process to ensure transparency, integrity and accountability is maintained for all stakeholders. The key additions and amendments are listed below:

- Introduce the principle of ethics and integrity;
- Define how homogenous good / services are handled in respect to setting qualitative and cost criteria;



- Set appropriate weightings for the evaluation criteria;
- Split and define the evaluation panel parameters, between public notice sourcing and non-public sourcing (pre-qualified suppliers), where regulatory exempt suppliers are included in the Policy;
- Introduce the requirement for panel members to be trained prior to participating in a panel;
- Clarify the reporting requirements for evaluations documentation;
- Clarification on the selection of a probity advisor; and
- Minor amendment to format and number sequences.

Strategic Plans/Policy Implications

Economic, Social & Environmental Responsibility

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

Leading & Listening

Deliver sustainable governance through transparent and robust policy and processes

Ensure sound long term financial management and deliver value for money

Budget/Financial Implications

N/A

Legal Implications

Local Government (Functions and General) Regulations 11A.

Community Consultation

N/A

Risk Management Implications

The Policy will mitigate the risk associated with external and internal stakeholders not understanding how decisions are formed within the procurement process. This Policy endeavour to minimise reputational loss and operational risks from complaints received from Suppliers, Contractors or third party providers where projects can be delayed, with resources diverted from more productive tasks.

Advice to Proponent(s)/Submissioners

N/A



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

Nil



POL	PROCUREMENT EVALUATIONS	SES3
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POLICY CODE:	SES3
DIRECTORATE:	Executive Support Department
BUSINESS UNIT:	Executive Support Department
SERVICE UNIT:	Executive Support Services
RESPONSIBLE OFFICER:	Chief Executive Officer
FILE NO.:	182/001
DATE FIRST ADOPTED:	24 August 1999
DATE LAST REVIEWED:	8 December 2016
ATTACHMENTS:	N/A
DELEGATED AUTHORITY REF.:	SES3
VERSION NO.	5

Dates of Amendments / Reviews:		
DAPPS Meeting:	31 January 2013 22 May 2014	25 February 2016 24 November 2016
OCM:	17 September 2002 14 February 2013	12 June 2014 10 March 2016

BACKGROUND:

Council is required to award (evaluate and issue) contracts for the provision of goods and services to the City in accordance with the requirements of the Local Government (Functions and General) Regulations 1996 and the City’s Procurement Policy (SC38), by either calling Public Notices, Tenders (RFT), Requests for Proposal (RFP), Expressions of Interest (EOI – a two stage tendering process); or by formal Requests for Quotation (RFQ – a selective sourcing process).

This policy ~~has been broadened to~~ outlines the delegated financial authority (DFA) requirements for awarding contracts (including the approval of purchase orders).
Evaluation panels are formed dependent on sourcing method and risk profile.

A Purchasing Policy (SC38) was adopted in May 2007 and this was revised and retitled to Sustainable Procurement Policy in April 2008 and modified to ‘Procurement’ in March 2014.

All values referred to in this Policy are exclusive of Goods and Services Tax (GST).

PURPOSE:

To provide direction to Council and its Officers (or Consultants acting on behalf of Council) in evaluating public notices, RFT, RFP, EOI or RFQ submissions in a methodical and consistent manner in order to demonstrate an accountable and equitable process of selecting the most advantageous outcome to Council.

Evaluations and recommendations are prepared to a consistent standard and in sufficient detail that allows for considered decisions to be made by Council or the

[1]



POL	PROCUREMENT EVALUATIONS	SES3
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Delegate(s). They are required to mitigate risk, promote transparency and fairness, report value for money objectives, consider sustainable outcomes, be compliant to relevant Legislation, Acts and the City Policies / Procedures and is will also facilitate any debriefing process.

POLICY:

(1) Ethics and Integrity

All employees of the City must demonstrate the utmost integrity and ethical decision making when evaluating sourcing documentations. To this effect, the City's Procurement Policy, Code of Conduct and Statement of Business Ethics must be observed at all times. The following principles must be observed and enforced in all stages of the procurement evaluation process:

— The relevant City officers within any evaluation panel are accountable to ensure value for money outcomes are realised;

- All sourcing evaluation activities must be fully documented in accordance with applicable Policies and Procedures;
- Any actual or perceived conflicts of interest encountered during the period of evaluation process are to be identified, disclosed and appropriately managed; and
- Any conflicts of interest of any kind must be declared in accordance with the City's Conflict of Interests Assessment Guide & Record Form and associated management procedure.

(21) Evaluation Criteria

The evaluation criteria must be established prior to engaging the supply market. —The evaluation and selection process including any reports and recommendations made to Council, or any decisions made under the Delegated Authority of Council shall be based on, and made in accordance with the following evaluation criteria:

24.1 Compliance Criteria

Non-weighted criteria that will result in the elimination of a submission or response and shall include:

- Compliance with the Specification;
- Compliance with the Conditions of Tendering or Responding; and
- Financial Risk Assessment Report - Major Projects / High risk contracts / Procurement expenditure over \$1,000,000.

Other compliance criteria shall be selected to reflect the importance of other compliance requirements and may include compliance with insurance requirements, occupational safety and health requirements etc. and shall be in accordance with the City's Procurement Procedures.

POL	PROCUREMENT EVALUATIONS	SES3
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24.2 Qualitative Criteria

Weighted criteria that shall include:

- Sustainability – to measure an organisations environmental, social and economic impact on the community. ~~This criteria~~This criterion can include environmental certification, certified product eco-labelling, Indigenous business engagement and disability employment inclusion.
- Other qualitative criteria may be selected to reflect the importance of other key requirements and including the homogenous (identical) composition of the goods and/or service; theseis may to include demonstrated relevant experience, key personnel skills and experience, financial capability and project methodology. For homogenous (identical) composition goods and/or services, these criteria are of lesser importance and are weighted appropriately. Examples of a homogenous products / service include the supply of energy and lease financing.

24.3 Price Criteria

Weighted criteria ~~that~~ are allocated based to on the commercial value and the homogenous (identical) composition of ~~the~~ goods and/or services being considered. This may include different cost methods, such as lump sum, whole of life, time & materials and a schedule of rates.

(32) Weightings

Weightings shall be allocated to price and qualitative evaluation criteria and shall be used in evaluating all formal market engagements. Weightings must be disclosed to potential suppliers as part of any formal ~~the~~ procurement process.

Price and Sustainability weightings shall be allocated in accordance to following table (unless approved otherwise by the Director Finance & Corporate Services):

Weightings	
Evaluation Criteria	Weighting
<u>Cost (Price)</u>	Up to <u>maximum of 50%</u> , <u>except for homogenous (identical) goods/services where there is no maximum</u>
Sustainability	Up to <u>maximum of 15%</u>

Evaluation criteria shall be allocated weightings to reflect their degree of importance in the evaluation / selection process and the allocated weightings together with price shall total 100%.

[3]



POL	PROCUREMENT EVALUATIONS	SES3
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(43) Canvassing

Canvassing of City of Cockburn Elected Members, Staff, Contractors or their representatives; will result in the elimination of that submission from the selection process. Tenderers/Respondents may only contact those Council staff or Consultant(s) nominated in the documentation for the purposes of obtaining further information required to assist with the preparation of their submission /response.

(54) Evaluation Panel

The City shall form an evaluation panel based on the sourcing method and the level of risk associated with the requirement. The size and composition of the panel will be dependent on the value and complexity of the expected contract value.

~~Evaluation s are to be carried out by a panels must that consisting of a minimum of three members and meets should include the following parametersrepresentation:~~

- ~~• Be A nominated Chaired by the person (usually contract owner / project lead or a senior staff member);~~
- ~~• Includes the officer who developed the scope / specification;~~
- ~~• A probity officer from Procurement Services (where deemed appropriate)~~
- ~~• Have a minimum of;~~

Public notice sourcing (tenders):

- ~~- three (3) Council **staff officers** or a minimum of two (2) Council **staff officers** and one (1) Consultant for public notice sourcing (tenders) where one (1) staff member must be independent (not connected to the same business unit),~~
- ~~- one (1) Senior Manager (SMT) or equivalent;~~

or

Non-public sourcing (pre-qualified suppliers)

- ~~- a minimum of (32) Council **staff officers** (including one independent member) for all City, WALGA or WA government contracted suppliers, or suppliers available through an exemption process or suppliers sourced through a non-public notice process.~~

~~• Includes the officer who developed the scope / specification;~~

- ~~• one (1) Strategic senior Mamanager (SMT) or equivalent (Director or SBMG) for public notice sourcing;~~
- ~~• An independent officer not connected to the same service or business unit~~
- ~~• A probity officer from Procurement Services (where deemed appropriate)~~

Evaluation panel members aremay be selected by the nominated Chairperson, after the Chairperson who is has been appointed selected in consultation with the contract owner and Procurement Servicesby senior

POL	PROCUREMENT EVALUATIONS	SES3
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management. ~~If required the Procurement Services Team will assist the chairperson to appoint the panel.~~

City officers are not permitted to be members of an Evaluation Panel until less they have completed, as a minimum, the procurement evaluation training provide by Procurement Services relevant to local government procurement.

Procurement Services will determine whether an independent Probity adviser role is required, engaged taking into account considering whether the Recommendation will be approved by Council or the procurement is complex, unusual in nature, or if the procurement is considered politically sensitive or subject to a high degree of public scrutiny.

(65) Evaluation Process

Procurement services will establish and administer the evaluation methodology to be used by evaluation panels. This will endeavour to identify the best value on offer to the City. The evaluation panel is duty bound to evaluate submissions with due care and knowledge and free of any conflict of interest that might undermine the fairness of the evaluation process.

The following evaluation methodology shall be used:

- a) Submissions are checked for completeness and compliance.
- b) Submissions are assessed against the evaluation criteria only.
- c) Each panel member shall independently assess submissions against the set criteria and submit their score to the Procurement representative ~~or the Chairperson if appropriate.~~
- d) The most suitable tenderers/respondents may be short listed, have referees contacted and may also be required to validate their tender/response, make a presentation, demonstrate the solution offered and/or open premises for inspection.
- e) A consensus review will be conducted onf the evaluation process results where and a meeting may be called to normalise scores. Once consensus is reached, Ccosts are determined then to added provide a to the final assessment and preferred ranking.
- f) All requests for clarification(s) shall be referred to the Procurement representative. Tenderers/Respondents are not to be contacted directly by any evaluation panel member. All clarifications shall be in writing and shall be sent to all submitters equally.
- e) Records created during the evaluation activity must be retained in compliance with the State Records Act 2000 (WA). As a minimum records include: Individual evaluation panel member scoresheets and final consensus scoring and rankings.

A contract may then be awarded to the Tenderer/Respondent whose submission is considered the most advantageous to the City; or in the case of

POL	PROCUREMENT EVALUATIONS	SES3
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EOI's, a RFT is issued to those deemed acceptable Tenderers. A contract is required where a formal sourcing process is conducted and where the service is either of an ongoing nature or of such nature that requires the formation of a contractual agreement. The formal contract document will be prepared by Procurement Services. For lower value or more simple purchases, a purchase order will be raised to cover the requirement.

(76) Clarifications

~~All requests for clarification (c) shall be referred to the Procurement representative. Tenderers/Respondents are not to be contacted directly by any evaluation panel member. All clarifications shall be in writing and shall be sent to all submitters equally.~~ Records created during the evaluation activity must be retained in compliance with the State Records Act 2000 (WA). As a minimum records include: Individual evaluation panel member scoresheets and final consensus scoring and rankings.

(87) Recommendations

Recommendations arising from formal market engagements to be approved by:

Total Contract Value (GST Exclusive)	To be Approved By
Non-Tenders	
Less than DFA	One(1) Director or Senior Strategic Business Unit Manager (SMT) (DFA for non-formal market engagement)
Tenders	
Less than \$325,000	Delegated Authority – One(1) Director and CEO
From \$325,001 to \$650,000	Delegated Authority – Two(2) Directors or One(1) Director and CEO
Greater than \$650,000.00	Council Meeting

Any Elected Member has the right to request that any tender or expression of interest or other formal market engagement be referred to Council for approval.

(98) Recommendation Format

A recommendation report to Council or a Delegated Authority shall be prepared in accordance with Position Statement PSES15 – Reports to Council or Delegated Authority - Tenders.

(9109) Requisition Authorisation

POL	PROCUREMENT EVALUATIONS	SES3
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Senior Strategic Business Unit Managers (SMT) or Directors are authorised to set the financial limit (DFA level) in which City officers can approve requisitions and commit budgeted expenditure. The DFA levels are held in the purchasing system to enable requisitions and purchase order amendments to be approved.

The standard Delegated Financial Authority is stated below;

DFA LEVEL	City of Cockburn Staff	AUTHORISATION LIMIT
		GST Exclusive
1	CEO	>\$325,000
2	Directors Only	>\$325,000
3	SMT/BMG Managers Only	\$325,000
4	Managers and Level 9 Officers	\$250,000
5	Level 7 to 8 Officers	\$100,000
6	Level 5 to 6 Officers	\$50,000
7	Level 4 Officers	\$10,000
Level 1 to 3 Officers and Procurement Officers Excluded		

All requisition approvals of goods and / or services must be in accordance with this policy and the Procurement Policy SC38. All City officers granted a DFA level must complete attend the a Procurement Induction and Purchasing Training before the authority is activated. Procurement Inductions must be refreshed every two years.

(10140) Purchasing Authorisation

The Director, Finance & Corporate Services must authorise the financial limit (Purchase DFA level) for authorised officers within the Procurement Team, allowing purchase orders to be released and a financial commitment made to the supplier.



10.2 (2017/MINUTE NO 0008) PROPOSED AMENDMENT TO POLICY SC38 'PROCUREMENT'

Author(s) A Natale

Attachments 1. Proposed amended Policy SC38 'Procurement'

RECOMMENDATION

That Council adopt proposed amendments to Policy SC38 'Procurement', as shown in the attachment to the Agenda.

COMMITTEE RECOMMENDATION

MOVED Cr C Reeve-Fowkes SECONDED Cr M Separovich

That the recommendation be adopted.

CARRIED 6/0

Background

Policy SC38 'Procurement' was last reviewed in August 2017. Following a number of external queries on Procurement activities, the Policy was refined and amended to provide clarity on purchasing thresholds and the use of pre-qualified suppliers.

Submission

N/A

Report

The key change to the Policy is to provide further clarity on the use of available suppliers to the City. The Policy has been updated to ensure pre-qualified suppliers have been defined to cover non-public sourcing procurement process. The Policy reinforces the need for the City to deliver value in an open and competitive way by utilising the best available sourcing method given the specific requirements of the City. The key additions and amendments are listed below:

- Define the comparison in public notice and selective sourcing in respect to available exemptions as per the regulations;
- Clarify the requirement for a Panel of Pre-qualified suppliers;
- Use of e-Quotes when purchasing from WALGA Panel pre-qualified suppliers;
- Introduce and encourage the notion of Local Buy for the City;
- Clarified the descriptions used within the purchasing table thresholds as noted in the guide;



- Define the use of proforma documents such as templates;
- Clarified the definition of a sole source supply; and
- Minor amendment to format and number sequences

Strategic Plans/Policy Implications

Economic, Social & Environmental Responsibility

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

Leading & Listening

Deliver sustainable governance through transparent and robust policy and processes.

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

Budget/Financial Implications

N/A

Legal Implications

Local Government (Functions and General) Regulations 11A

Community Consultation

N/A

Risk Management Implications

The Policy mitigates the City's supply risk by providing further definitions and information in working with different available sources of supply. This Policy endeavours to minimise reputational loss and operational risks by removing the possibility of potential complaints from Suppliers, Contractors or third party providers, where projects can be delayed, with resources diverted from more productive tasks.

Advice to Proponent(s)/Submissioners

N/A

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

Nil



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POLICY CODE:	SC38
DIRECTORATE:	All Divisions
BUSINESS UNIT:	Finance & Corporate Services
SERVICE UNIT:	Procurement Services
RESPONSIBLE OFFICER:	Strategic Procurement Manager
FILE NO.:	1820/001
DATE FIRST ADOPTED:	10 May 2007
DATE LAST REVIEWED:	14 September 2017
ATTACHMENTS:	N/A
DELEGATED AUTHORITY REF.:	SC38
VERSION NO.	9

Dates of Amendments / Reviews:		
DAPPS Meeting:	19 March 2008	27 February 2013
	22 March 2012	26 November 2015
	24 May 2012	24 November 2016
	23 May 2013	24 August 2017
	28 November 2013	
OCM:	10 April 2008	12 December 2013
	12 April 2012	13 March 2014
	14 June 2012	10 December 2015
	13 June 2013	8 December 2016

BACKGROUND:

Procurement Policy (SC38) was adopted in May 2007 and further revised in January 2014 to include the concept of strategic procurement. The Policy was further amended in November 2015 to incorporate recommendations made by the Local Government Steering Committee and the Corruption and Crime Commission. This Policy provides compliance with the Local Government Act, 1995 and the Local Government (Functions and General) Regulations, 1996 (as amended in March 2007 and September 2015).

PURPOSE:

To clearly state the City of Cockburn (the City) approach to the procurement of goods and/or services so as to ensure accountable procurement practices, that secure goods [and](#)/or services which meet applicable statutory obligations.

This Policy will apply to all procurement activity as well as the disposal/distribution of City assets undertaken by the City's officers, appointed representatives and where applicable contractors. The Policy is directed towards assigned employees responsible for the City's expenditure, supported by the procurement function of the City.

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POLICY:

The Policy is based on the following principles:

(1) Ethical Behaviour and Fair Dealing

All City employees must conduct all procurement activities and business relationships with honesty, integrity, fairness, diligence and a high degree of care, ensuring processes are appropriate and compliant. The City believes that an ethical and professional workplace reduces the risks associated with misconduct and corruption.

Procurement information, actions and behaviours must reinforce this principle throughout all phases of the procurement process. Process must be transparent and free from bias in favour of the public interest and any canvassing of the City's Elected Members or employees will disqualify suppliers/service providers from doing business with the City.

(2) Value for Money

Value for money allows the City to achieve the best possible outcome in all its dealings. Value is measured but not based on price alone, but includes non-cost factors that mitigate risk while enforcing the City's other principles.

City employees must assess whether (or not) the City has obtained the maximum benefit from the resources available to it. Value for money must incorporate quality, fair market price, fitness for purpose (specification), timeliness, safety, sustainability (social, environment and economic) consideration, whole of life cycle costing and relevant service benchmarks. Where a higher price is recommended – the demonstrable benefits must be recorded over the lower price and be commensurate with the effort of the activity and the level of associated risk.

(3) Openness and Effective Competition

Competition is encouraged through the administration of the procurement thresholds, in accordance with the City's other principles as well as the allowable exemptions granted by the Local Government (Functions General) Regulations 1966. Effective competition provides suppliers and service providers with an equitable access to procurement opportunities while maintaining transparency in all dealings.

The calling of quotations/tenders ensures that the City receives value for money and competitive pricing. In accordance with Clause 11A (3) of the Local Government (Functions and General) Regulations 1996 and the table (see guidance below), outlines the acceptable manner in which information is to be presented to the City. The level of competition will be dependent on the market strategy ([public notice or similar](#)) or ([selective sourcing as applied by the Regulatory exemptions](#)) imposed by the City requirements, in line with the Regulations.

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Unless otherwise approved (in writing) by the CEO or Directors, the City will maintain a principle period of three (3) years for all procurement of goods or services for the City.

Where it is considered beneficial, tenders may be called in lieu of seeking quotations for purchases under the expected threshold. Any such determination should be made after considering the benefits of undertaking a public tender in comparison to the costs, risks, timeliness, regulatory compliance requirements and also whether the purchasing requirement may be satisfied through pre-qualified suppliers from WALGA, CUA or the City's preferred supplier panel arrangements (where applicable). All practices undertaken by the City's employees will be guided by the corresponding procurement procedures.

Where a public notice (tender or similar) is utilised, a single contract or multiple supplier contracts may be executed based on the City's requirements as stipulated in the award, while enforcing the City's other principles.

The City may create and manage a panel of pre-qualified suppliers consistent with the Local Government (Functions and General) Regulations 1996. In accordance with Regulation 24AC of the Local Government (Functions and General) Regulations 1996, a panel of pre-qualified suppliers may be created where the City determines that there is or will be a continuing need for the particular goods or services to be supplied by pre-qualified suppliers. These suppliers are and managed on an annual basis in line with the regulations.

The CEO and Directors, at their discretion, may waive the requirements of this principle, providing that written, justifiable reasons for such waiver are provided.

(4) Sustainability and Procurement

The City will consider sustainability in all dealings to maximise the positive impact on environmental, social and economic outcomes within the community. The City encourages social procurement from organisations such as Aboriginal controlled businesses and social enterprises including Australian Disability Enterprises (ADE), but only in accordance with the other City Policies ~~and the determination of the~~ value for money principle. Local suppliers are encouraged by the City in line with the State Government Buy Local Policy, although with no price preference is applied.

The City will utilise selection criteria for sustainability with a weighting up to 15% for quotations and tenders. Application of this weighting will be subject to the procurement process being utilised and variation from the 15% threshold will be based on the level of relevance to the requirements in order to optimise the impact of sustainability in procurement. An independent review must be conducted by Procurement Services where a sole supplier is requested under this principle.

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(5) Records and Compliance Management

All procurement activity undertaken by the City must be in compliance with the minimum requirements of the Local Government Act 1995, State Records Act 2010 and the Competition and Consumer Act 2010. Exemptions to all (or part) of this Policy must be approved (in writing) by the CEO.

Public notices tenders or quotations are not required (regardless of the value of expenditure); if the purchase is under a Contract of WALGA, Commonwealth or State Department of Treasury and Finance, or purchased from a Regional Council, another Local Government, under auction which has been authorised by Council or for the purchase of fuel/lubrication or any other listed exclusions within the Local Government (Functions and General) Regulations (as amended). All procurement practises [related to these exemptions](#) shall ~~comply and~~ be consistent with the City's Policies, and Procedures [and dependent on the sourcing method and associated risk](#).

Records management is the responsibility of the officer who is undertaking the procurement action. All documents created and received during the procurement process shall be registered in the electronic document management system.

(6) Procurement Risk Management

All employees participating in the Procurement function will identify and mitigate risk within the entire contract and purchase process available to the City.

Procurement risk guidelines are to be appropriately applied to all procurement activities. These actions will be properly planned and carried out in a manner that protects the City's capability to prevent, withstand and recover from interruption to the supply of goods/services and works.

The City is committed to continuous improvement and will review the Procurement policy on a regular basis, to ensure it meet its purpose.

Category Management

The City recognises that in order to achieve sustainable value, appropriate relationships must be developed and maintained with existing and new suppliers. The City will identify key suppliers / service providers that best delivers its expectation and strategic/social outcomes to best effect.

Contracting/ Contractor Management

The City Officer responsible for contracts must take into account risk, complexity, consistency, urgency, and resources available to allow commitments and projects to be contracted in a timely and cost conscious manner.

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The City must ensure terms and conditions are settled in advance prior to any commitment being made with a supplier/service provider. No prior intention will be communicated to external parties. Contracts are executed in accordance to the guidance below and the Procurement procedures.

Contracts are to be proactively managed by the City Officer responsible for the delivery of the contracted goods/services or works to ensure the City receives Value for Money and enforce performance.

The City undertakes due diligence activities on all suppliers/service providers to ensure compliance to legislative and business requirements. The City requires all third parties to comply with the Business Ethics Statement, risk control measures and all applicable OH&S legislation and Safety procedures.

Where appropriate, City employees responsible for procurement expenditure should seek advice from Procurement Services prior to entering into a contract arrangement. Where the contractual arrangement is not in writing, written approval must be sought from the CEO. Approval shall be supported with legal advice.

Purchasing

Purchase Orders (PO) must be issued to suppliers prior to the supply of the goods and/or services. PO exemptions shall be in accordance with Procurement procedures and documentation.

While there is no hierarchy between the different contracted providers available to the City, employees are expected to select from these contracted suppliers/service providers unless substantiation is provided to Procurement Services.

Procurement Services will manage and operate procurement education and training program to enable the City's employee's to carry out their tasks in a competent and time efficient manner in supplying the procurement needs for the City.

Requisitions

The formulation of requisitions is based on "thought" and "planning" to assist quality decision making. This requires the development of an adequate specification/scope of works and an estimated cost of the activity. Approval of requisitions and order amendments are based on the delegated financial authority (DFA) as approved.

Deliveries/ Storage

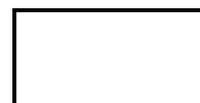
Time is of the essence for actions associated with the delivery and storage of all goods and services required for the City, in accordance with the procedures. The City Officer responsible for Procurement activities are

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accountable to collect and appropriately store the goods in accordance with the City's Policies and Procedures.

[6]



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PROCUREMENT GUIDELINES

December 2016



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1. INTRODUCTION:

The Procurement Policy articulates the approach in which goods and/or services are procured for the City. This guideline applies to all procurement as well as the disposal/distribution activity of the City assets undertaken by the City's elected members, Officers, Contractors (where applicable) or appointed representatives. The Policy and corresponding guidelines are supported by Procurement Services.

1.1 Responsibility

Requisitioner – an employee or authorised person of the City who requests goods and/or service through the City's electronic systems.

Appointed representatives/Contractor – a third party/agent of the City who is authorised via a Contract to act on the City's behalf in respect to an agreed scope, contract conditions and direction provided by an authorised employee.

Responsible Officer (contracts/procurement expenditure) – an employee, authorised person who has been nominated as the representative / Principal of a contract or is accountable for the expenditure within an approved budget. This role may be delegated as required.

Procurement Services – an employee or authorised person within the Procurement Services Team who is accountable for the procurement function and probity of the procurement processes.

Approvers – the CEO, Directors and any position role listed within the Delegated Authorities and the City other Policies, including SES3 – Procurement evaluation and authority limits.

2. PRINCIPLES

The Policy is based on the following principles:

- Ethical behaviour and fair dealing
- Value for money
- Openness and Effective Competition
- Sustainability and Procurement
- Records and Compliance Management
- Procurement Risk Management

2.1 Ethical Behaviour and Fair Dealing

The City believes that an ethical and professional workplace reduces the risks associated with misconduct and corruption. The following actions and behaviours must be observed and enforced through all phases of the procurement process to ensure fairness and equity for all parties:

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- any actual or perceived conflicts of interest are to be identified, disclosed and appropriately managed in favour of the public interest;
- procurement information shall be treated as commercial-in-confidence and shall not be released unless authorised by the supplier or relevant legislation;
- all processes, evaluations and decisions must be transparent, free from bias and fully documented in accordance with applicable policies and audit requirements; and
- any canvassing of the City's Elected Members or employees, contractors or the City representative shall disqualify those seeking to do business with the City.

2.2 Value for Money

City employees must assess whether or not the City has obtained the maximum benefit from the resources available to it. Value for money incorporates a mix of factors considering:

- quality, fair market price, fitness for purpose, timeliness, safety, whole of life cycle costing and relevant service benchmarks;
- the specification / scope of services is more important than obtaining the lowest price, when taking into account the City requirements. Where a higher price is recommended – the demonstrable benefits must be recorded over the lower price;
- the sustainability value (social, environment and economic benefit) received by the City;
- whether the procurement process will generate positive social outcomes (Social Procurement) in addition to the delivery of the goods and/or services.
- the effort to achieve value for money should be commensurate with the nature of the purchase and the level of associated risk; and
- aggregated expenditure will make efficient and effective use of public funds

2.3 Openness and Effective Competition

The calling of quotations/tenders ensures that the City receives value for money and competitive pricing. In accordance with Clause 11A (3) of the Local Government (Functions and General) Regulations 1996, the following table sets out the limits acceptable and the manner in which information is presented to the City. Potential Suppliers are to be treated impartially and consistently to ensure:

- all purchases should be sourced through a competitive process and recorded appropriately, either from the City's own procurement process or from an exempt organisation in line with Local Government (Functions General) Regulations 1996;
- the level of competition will be dependent on the market engagement strategy that best aligns to the City requirements. [This may include a public notice strategy \(tender or similar\) or a selective sourcing](#)

[3]

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strategy in the application of an exemption as detailed in the Local Government (Functions General) Regulations 1996 and in accordance with the City's other principles;

- purchasing tender exemptions are available through from the following organisation, noted as the City's pre-qualified suppliers, that include:
 - Western Australian Local Government Association (WALGA) Preferred Supplier Program;
 - State or Commonwealth Government Common Use Agreements, where local government use is permitted (CUA);
 - Registered on the WA Aboriginal Business Directory, as published by the Small Business Development Corporation;
 - Australian Disability Enterprise;
 - Other exclusions under Regulation 11.2 of the Regulations; and
 - Existing City of Cockburn contracted suppliers and/or existing Panel of Pre-qualified Suppliers;
 - When purchasing goods through pre-qualified WALGA panel contracts City officers must use 'e-Quotes' purchasing system (this is the current name of the WALGA system);
- the total value of a contract is extracted for the full period (excluding extension options) where the City will maintain a principal period of three (3) years for all procurement of goods or services. The period may be varied dependent on the extent to which it could reasonably be expected that the City will continue to purchase a particular category of goods and / or services;
- all purchasing under the tender threshold must utilise the applicable Request for Quotation (RFQ) process; and
- all goods and / or services will be procured to an agreed specifications / scope of services as required by the internal end user; and

Expected procurement value (Ex GST) or contract value – over full contract period (excluding options to extend)	Requirement
Up to \$1,000	One(1) verbal quotation (applicable to credit cards)
Up to \$1,999	One(1) verbal quotation (min); - for low risk activities; - commitment via a purchase order.
\$2,000 to \$9,999	One(1) informal written quotation (min) or; One(1) formal eProcurement quotations (min) - for low risk activities; - commitment via a purchase order.
\$10,000 to \$69,999	Two(2) <u>informal quotations (min) (low risk) (email); or</u> <u>Two(2) formal quotations (min) (medium/high risk) (RFQ templates - email); or</u>

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		<p>Two(2) formal eProcurement quotations (min) <u>(unless otherwise determined by an approved sourcing strategy (unless otherwise directed by the for all pre-qualified suppliers as listed aboveprocess))</u>;</p> <ul style="list-style-type: none"> - <u>based on low / medium risk activities</u>, (high risk activity must to be referred to Procurement Services for co-ordination. - <u>min quotations for exempt organisation will be dependent on the sourcing strategy and specification requirements</u>; - <u>formal quotations must comply with Policy - SES3 Procurement Evaluations; and)</u> - commitment <u>can be</u> via a purchase order or contract. <u>(Procurement Services)</u>
\$70,000 to \$149,999		<p><u>Three(3) formal quotations (min) (low risk) (RFQ templates - email); or</u></p> <p><u>Three(3) formal eProcurement quotations (min) (unless otherwise directed by the process); or</u></p> <p>Three(3) formal (min) (RFQ or similar) as coordinated by Procurement Services; <u>or</u></p> <p><u>Three(3) formal eProcurement quotations (min) (unless otherwise determined by an approved sourcing strategy for all pre-qualified suppliers as listed above);</u></p> <ul style="list-style-type: none"> - <u>based on medium / high risk activities must be referred to Procurement Services for co-ordination;</u> - <u>min quotations for exempt organisation will be dependent on the sourcing strategy and specification requirements</u>; - <u>formal quotations must comply with Policy - SES3 Procurement Evaluations; and</u> - commitment via a purchase order or contract. <u>(Procurement Services)</u>
\$150,000 and above		<p>Conduct a public process - Tender or similar as coordinated by Procurement Services, or</p> <p><u>Three(3) fFormal quotations process (min) (RFT / RFQ template / eProcurement or similar) (unless otherwise determined by anthe approved sourcing strategydirected by the process) as coordinated by Procurement Services, for all pre-qualified suppliers as listed abovefor tender exempt organisationsdefined in this policyisted above;</u></p> <ul style="list-style-type: none"> - <u>for all risk activities;</u> - <u>min quotations for exempt organisation will</u>

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	<p>be dependent on the sourcing strategy and specification requirements;</p> <ul style="list-style-type: none"> - complies with Policy - SES3 Procurement Evaluations; and - commitment via a contract. (Procurement Services)
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The use of the Corporate credit cards is limited to low risk purchases, up to a maximum of \$1000 in accordance with the Corporate Credit Card Policy. The limit does not apply to the Procurement Service Credit Card.

A formal quotation requires the City Officer to set minimum evaluation criteria and to evaluate submissions based on the threshold, risk profile and the system/process used to obtain the quotation.

Where it is considered beneficial, tenders may be called in lieu of seeking quotations for purchases under the [Tender \\$150,000](#) threshold. All practices undertaken by the City's employees will be guided by the corresponding procurement procedures [and should be made after considering the benefits of undertaking a public tender in comparison to the costs, risks, timeliness and regulatory compliance requirements.](#)

Where a public notice (tender or similar) is utilised, a single or multiple contracts may be executed based on the City requirements as stipulated in the award, while enforcing the City's other principles. This award must indicate the distribution of work based on the agreed specific allocation for the term of the contract. The distribution may be based on equitable, geographical or functional basis.

The City may ~~also~~ create and manage a ~~P~~panel of ~~P~~pre-qualified ~~S~~suppliers consistent with the Local Government (Functions and General) Regulations 1996. These suppliers are contracted on an annual basis in line with the regulations. [The panel of pre-qualified suppliers may be created where the City determines that there is or will be a continuing need for the particular goods or services to be supplied by pre-qualified suppliers.](#)

The CEO and Directors, at their discretion, may waive the requirements to obtain the number or nature of quotations set out above, providing that written, justifiable reasons for such waiver are provided by the officer responsible, and file noted by Procurement. Examples may include a bona fide sole supplier (as detailed under the Local Act and Local Government (Functions and General) Regulations or a declared emergency situation which threatens life, property or equipment.

2.4 Sustainability and Procurement

The City will utilise selection criteria for sustainability with a weighting up to 15% for quotations and tenders. Application of this weighting will be subject to the procurement process being utilised and variation from the

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15% threshold will be based on the level of relevance to the requirements in order to optimise the impact of sustainability in procurement. An independent review must be conducted by Procurement Services where a sole supplier is requested under this principle.

Practically, procurement will identify environment, social and economic concerns in considering:

- goods and services that conserve resources, save energy, minimise waste and/or contain recycled products and/or are environmentally sustainable;
- goods and services that have been determined as necessary;
- designs, technology and where appropriate use renewable energy or resources;
- effective process that considers sustainability through planning and verification of supplier claims regarding sustainability including the procurement process to generate positive social outcomes (Social Procurement); ~~and~~
- registered organisations such as Aboriginal controlled businesses, Australian Disability Enterprises (ADE) and other social enterprises, in line with the other principles and the Local Government (Functions General) Regulations 1996; ~~and~~
- As much as reasonably practicable, the City will look to explore the capability of local businesses, ensuring that its buying practices do not unfairly disadvantage local businesses and will engage with potential local suppliers through open communication channels.

2.5 Records and Compliance Management

Procurement undertaken by the City must be in compliance with the minimum requirements of all relevant regulatory authorities, including the Local Government Act 1995, State Records Act 2010 and the Competition and Consumer Act 2010. Exemption to all (or part) of this Policy must be approved (in writing) by the CEO. The City employee or Officer responsible for a procurement action must ensure:

- the City shall not enter two or more Contracts of a similar nature for the purpose of splitting the value of the Contracts to take the value of consideration below the threshold level specified in the Procurement Policy;
- all procurement practises shall comply with all Regulations and requirements consistent with the City's Policies and Procedures;
- documentation associated with tenders must be issued, completed, signed and forwarded to Procurement Services in accordance with the City Tendering Procedures; and
- ~~that~~ entering records remain the responsibility of the officer who is undertaking the procurement action. All documents created and received during the procurement process must be registered in the City electronic document management system.

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Public notices, tenders or quotations are not required (regardless of the value), if the purchase is under a contract of WALGA, Commonwealth or State Department of Treasury and Finance, or purchased from a Regional Council, another Local Government, under auction which has been authorised by Council or for the purchase of fuel/lubrication or any other listed exclusions within the Functions and General Regulations. This includes goods or services that are obtained through a person registered on the Aboriginal Business Directory WA for contracts worth \$250,000 or less, or direct from an Australian Disability Enterprise. Exemptions to all or part of this Policy must be approved by the CEO or Director.

The City has developed a number of proforma purchasing / sourcing template and forms which are located on the City's systems. Unless otherwise approved by Procurement Services, the use of these documents is in accordance with this Policy and mandated for City.

The City shall not enter into two or more contracts or multiple purchase orders transactions of a similar nature for the purpose of "splitting" the value of the purchase or contract to take the value of the consideration of the purchase below a particular quotation or tender threshold level.

The procurement of goods and/or services available from only one private sector source (manufacturer, supplier or agency) is only permitted without undertaking a competitive process (public Tender or RFQ processes) in circumstances where the City is satisfied that there is genuinely only one source of supply for those goods and/or services. The City must use its best endeavours to determine if the supplier is genuinely a sole source supplier by exploring if there are any alternative sources of supply and once determined, written confirmation must be kept on file for audit purposes.

The City acknowledges that the engagement of artists and performers is inherently an engagement of a sole source supplier and providing that the consideration for the engagement is or is expected to be worth less than the Tender threshold, the City may engage an artist or performer upon prior written agreement by the CEO or a Director.

2.6 Procurement Risk Management

Procurement risk guideline are to be appropriately applied to all stages of the procurement activity which will be properly planned and carried out in a manner that will protect the City's capability to prevent, withstand and recover from interruption to the supply of goods/services and works. Under this principle the following guidance are noted for the key procurement functions.

Category Management

- The City recognises that in order to achieve sustainable value, appropriate relationships must be developed and maintained with

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existing and new suppliers. It is important that the City identifies its key suppliers so that its efforts are focused to best effect. These areas may include; size of spend, criticality of goods/services, availability of substitutes, social outcomes to the community and market share.

- Categories are managed and linked to pre-arrange Contracts evaluated from project or aggregated procurement expenditure. These contracts enable different parts of the City to purchase goods and/or services more easily from a single supplier (or panel of suppliers) for the provision of specific goods and/or services for commonly used items/services for the City.
- Supplier/category performance should be periodically reviewed against performance measures to ensure that they are continuing to provide best value for money

Contracting / Contractor Management

- The City Officer responsible for contracts must take into account risk, complexity, consistency, urgency, and resources available to allow commitments and projects to be contracted in a timely and cost conscious manner.
- Employees must not give prior indication of the City intentions to external parties. This may compromise the process and increase the City risk unnecessarily.
- The City Officer may seek goods or services from a single City approved commercially assured contracted supplier where all other procurement principles are maintained.
- To protect the best interests of the City, terms and conditions must be settled in advance of any commitment being made with a supplier/service provider.
- Contracts drafted by suppliers/service providers should be avoided. The Officer responsible must ensure the Procurement Team has reviewed the document prior to execution.
- Contracts (template) shall be used with relevant clauses; ensuring security deposits where appropriate and refers specifications to relevant experts or reference to relevant Australian Standards (or equivalent).
- Contracts must have a contract expiry date and a total contract term, inclusive of all contract extension options, shall not exceed five (5) years.
- The City employees responsible for procurement expenditure should seek advice from Procurement Services— prior to entering into a contract.
- The City undertakes due diligence activities on all suppliers to ensure compliance to legislative and business requirements. The City requires all third parties to comply with the Business Ethics Statement, risk control measures and all applicable OH&S legislation and Safety procedures.
- Contracts shall be proactively managed by the City Officer responsible for the delivery of the contracted goods, services or works to ensure the City receives Value for Money and enforce performance.

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- Where contractual relationships are not in writing, written approval must be sought from the CEO. Approval shall be supported with legal advice as relevant.
- Procurement arrangements (Contracts) must be evaluated and authorised in accordance with Policy SES3, Procurement [Evaluation and authorisation limits](#). City approved standard contract terms can be approved by the relevant [Senior strategic Business unit](#) manager up to their delegated financial authority. Non-standard contract terms must be authorised (in writing) by a Director or the CEO.

Purchasing

- Procurement Services has the authority to manage, operate, train and assist City’s employees to enable them to carry out their tasks in a competent and time efficient manner and supply the procurement needs for the City.
- Purchase order data and format must be clear, factual and descriptive to ensure acceptance and payment for the good/service.
- Purchase Orders must be issued to suppliers prior to the supply of the goods and/or services. Exemptions are listed with Procurement Procedures.
- While there is no hierarchy between the different contracted suppliers/service providers available to the City, employees are expected to select from these contracted suppliers/service providers unless substantiation can be provided for the use of an alternate supplier.
- New suppliers/service providers must be evaluated against the City requirements prior to inclusion into the City financial systems. This process is managed by Procurement Services.
- Suppliers within the City’s electronic systems shall be inactivated in the event of no activity being recorded after a 18 month period.

Requisitions

- Requisitions are to be based on “thought” and “planning” to assist quality decision making. This requires the development of an adequate specification/scope of works and an estimated cost of the activity.
- Approval of requisitions and order amendments are based on the delegated financial authority (DFA) as set out in SES3 – Procurement evaluation and authority limits. Procurement Services facilitates the changes in this process.

Deliveries

- All deliveries are directed to the nominated delivery point for each site.
- [Storage](#) is limited within the City sites. All deliveries shall be collected within four (4) hours of being notified of the receipt from the assigned delivery point.

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- Procurement Services arranges receivable goods and the despatch of all Courier/transport services for the City.



11. ENGINEERING & WORKS DIVISION ISSUES

Nil



12. COMMUNITY SERVICES DIVISION ISSUES

12.1 (2017/MINUTE NO 0009) PROPOSED NEW POLICY ACS15 'COUNCIL SPONSORED COMPETITIONS'

Author(s) S Seymour-Eyles

Attachments 1. Proposed amended Policy ACS15 'Council Sponsored Competitions'

RECOMMENDATION

That Council adopt proposed amendments to Policy ACS15 'Council Sponsored Competitions' as attached to the Agenda.

COMMITTEE RECOMMENDATION

MOVED Cr C Reeve-Fowkes SECONDED Cr M Separovich

That the recommendation be adopted.

CARRIED 6/0

Background

This policy exists to ensure a consistent approach to the delivery of community wide competitions and to ensure that good governance is followed. There are two recommended minor amendments and one addition to further strengthen the policy.

Submission

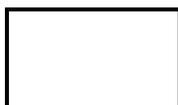
N/A

Report

The policy has been updated to state that all City run competition terms and conditions must include, how long the competition will run for including the closing date and time for entries.

The sentence around who is eligible to enter has been re-written but the meaning not changed.

Advice has been updated for staff to seek advice from the Department of Racing, Gaming, Liquor as to whether or not they require a permit to run 'games of chance' for winnings or money, such as bingo, or for running gaming activities for fundraising purposes.



Strategic Plans/Policy ImplicationsLeading & Listening

Deliver sustainable governance through transparent and robust policy and processes

Budget/Financial Implications

N/A

Legal Implications

N/A

Community Consultation

N/A

Risk Management Implications

The updating of this policy reduces the risk of non-compliance with Department of Gaming, Racing and Liquor.

If the policy is not updated it would present a minor risk to the organisation.

Advice to Proponent(s)/Submissioners

N/A

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

Nil



POL	COUNCIL SPONSORED COMMUNITY COMPETITIONS	ACS15
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POLICY CODE:	ACS15
DIRECTORATE:	Governance and Community Services
BUSINESS UNIT:	Corporate Communications
SERVICE UNIT:	Marketing and Media
RESPONSIBLE OFFICER:	Manager Corporate Communications
FILE NO.:	182/001
DATE FIRST ADOPTED:	9 March 2017
DATE LAST REVIEWED:	
ATTACHMENTS:	N/A
DELEGATED AUTHORITY REF.:	N/A
VERSION NO.	1

Dates of Amendments / Reviews:	
DAPPS Meeting:	23 February 2017
OCM:	

BACKGROUND:

The City runs external and internal competitions for education and engagement purposes.

There are different types of competitions including skills or merit based competitions, competitions with token prizes, some with larger prizes. There are competitions judged by panels and there are raffles and other draws.

These competitions require standard minimum terms and conditions around them to ensure good governance.

The families of Elected Members and many staff live in the City of Cockburn. In September 2016, 40.25% of employees including casuals, or 336 employees live in the City of Cockburn. Many of their children and partners are highly engaged with City services and events such as Libraries, Youth Centre, Environmental Services programs and the free community events the City runs. It is pertinent that there is a policy around staff and Elected Member participation in competitions

PURPOSE:

To ensure a consistent approach to the delivery of community wide competitions and to ensure good governance is followed.

POLICY:

(1) Definitions:

[1]

POL	COUNCIL SPONSORED COMMUNITY COMPETITIONS	ACS15
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1. Close family – spouse/partner, parents, children and grandchildren of staff or Elected Members.
 2. High value competitions – the prize money or value of the prize is greater than \$100 (see exceptions below).
- (2) This Policy takes a prudent but common sense approach.
1. It advocates that close family of staff and Elected Members are not penalised from entering competitions where there is no or little possibility of favouritism.
 2. It ensures that close family of staff and Elected Members do not participate in competitions where there is a possibility of favouritism or there are prizes of high value.
- (3) If there is an entry fee of more than 55c to enter the competition, a permit must be sought first from the Gaming and Wagering Commission:
www.rgl.wa.gov.au
- (4) Staff running competitions must write terms and conditions. This is a requirement of the Gaming and Wagering Commission Act 1987. The prescribed terms and conditions below include requirements of the Gaming and Wagering Commission Act 1987 and City specific requirements. This does not apply to prize draws or raffles drawn on the same day, when they are sold in front of an audience.
1. If the terms and conditions are not written on the competition documentation, it must be clear where to obtain a copy.
 2. The terms and conditions must include:
 - a. Who is eligible to enter including whether the competition is limited to residents of the City of Cockburn according to the service. In general competitions should be limited to City of Cockburn residents and ratepayers, but if a service has a customer base beyond the City of Cockburn, they may limit entry to competitions to members or customers.
 - b. how and where to enter;
 - c. who to contact for queries;
 - d. what the prizes are;
 - e. when and where the competition will be judged;
 - f. how it will be judged or the prize drawn;
 - g. where the winners names will be published and when and how winners will be notified;
 - h. what happens if the City is unable to contact the winner;
 - i. that the judges' decision is final;

[2]

POL	COUNCIL SPONSORED COMMUNITY COMPETITIONS	ACS15
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- j. who to contact for questions.
 - k. The terms and conditions will advise whether or not staff, Elected Members and their close family are allowed to enter the competition (see point 3 below).
 - l. A disclaimer to advise that the City will not be using the information the entrant provides for anything other than the competition. Otherwise the competition needs to clearly state what their contact details will be used for.
 - m. How long the competition will run for including the closing date and time for entries.
- (5) Judges, whether they are staff, Elected Member or a community member must declare a conflict of interest if they become aware that they are judging work of a close family member or family friend, where those people are permitted to enter.
- (6) Employees and their close family, Elected Members and their close family may not enter City of Cockburn (including Cockburn ARC) competitions. This applies to high profile, high value prize competitions such as and including Battle of the Bands and Cockburn's Got Talent. The following exceptions apply:
- (7) City staff and Elected Members may not take part in competitions run by Cockburn ARC. The exception is fun runs, charity events or similar as long as the entrant pays the entry fee. Families of City staff and Elected Members may take part in competitions if they are full fee paying members.
- (8) Photography and art competitions; and competitions run by Library Services: Where a separate category for staff, close family of staff and close family of Elected Members is created for these competitions, they may enter. The entry form must make provision for staff, Elected Members or their close family to identify themselves. If there is no stated provision for staff and Elected Members, they may not enter and the terms and conditions must state this.
- (9) Close family of staff and close family of Elected Members are permitted to enter skills or merit-based competitions that are judged on the day where there is a clear winner and only token prizes are given e.g. competitions held at the Youth Centre such as pool, board games, chess and sports.
- (10) Random draws such as raffles, where the winning ticket is drawn out of a container in front of an audience. Staff, Elected Members and their close families are permitted to enter.
- (11) Bibra Lake Fun Run. Staff, Elected Members and their close families are permitted to enter. The risk of anyone being able to cheat has been ascertained as negligible.

POL	COUNCIL SPONSORED COMMUNITY COMPETITIONS	ACS15
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- (12) Skate competitions include third party pro skater judges. Staff, Elected Members and their close families are permitted to enter.
- (13) Permits may be required if you run a 'game of chance' or gaming activities for fundraising purposes. According to the Department of Gaming, Racing, Liquor, a 'game of chance' is "the playing of a game of chance for winnings in money or money's worth, whether any person playing the game is at risk of losing any money or money's worth or not." A game of chance includes bingo. A game of chance does not include any athletic game or sport. Staff should contact the Department, Racing, Gaming, Liquor for clarification if they are running 'games of chance' or gaming activities for fundraising purposes to determine if they require a permit.
<http://www.rgl.wa.gov.au/gaming/gaming-in-wa/gaming-types>.



**12.2 (2017/MINUTE NO 0010) PROPOSED NEW POLICY ACS17
'MAJOR FUNDING PROPOSALS AND COMMITTED AND
CONTRACTUAL ARRANGEMENTS'**

Author(s) G Bowman
Attachments 1. Proposed new Policy ACS17 'Major Funding
Proposals and Committed and Contractual
Funding'

RECOMMENDATION

That Council adopt the proposed new Policy ACS17 'Major Funding Proposals and Committed and Contractual Arrangements' as shown in the report and attachment to the Agenda.

COMMITTEE RECOMMENDATION

MOVED Cr M Separovich SECONDED Cr C Reeve-Fowkes

That the recommendation be adopted.

CARRIED 5/1

Background

Each financial year, Council provides a budget for grants, donations, sponsorship and subsidies that is up to 2% of the Council's rates income (the Cockburn Community Fund).

Most of these funds are distributed to community groups, organisations and individuals through established grants, donations and sponsorship programs and application processes in accordance with Council Policy SC35.

There are also some donations made annually out of this budget that are deemed to be committed by legal agreements, such as leases, or by Council Decision.

Occasionally, the City receives new requests for funding that fall outside of the scope of the category rounds and other limitations.

Submission

N/A

Report

The purpose of the proposed new policy is to establish a process and assessment criteria for funding requests received that do not fit within



the established Council Policy SC35, which may include major or partnership funding proposals, or committed or contractual funding arrangements.

The proposed policy provides an outline of what should be included in a new request for major funding and committed and contractual arrangements.

It also includes a process for the proposal including an initial submission to the Grants and Research team for assessment, review by the Manager, Community Development for inclusion in the Grants and Donations Committee Agenda for consideration by the Committee, and a subsequent recommendation to Council for a decision.

Strategic Plans/Policy Implications

Community, Lifestyle & Security

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

Economic, Social & Environmental Responsibility

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

Leading & Listening

Deliver sustainable governance through transparent and robust policy and processes

Budget/Financial Implications

For 2017/18 the Grants and Donations Budget is \$1,322,750 and currently \$466,300 is allocated to a range of major funding and partnership proposals, and committed and contractual arrangements that have been committed by legal agreements, such as leases, or by prior Council Decision.

Legal Implications

N/A

Community Consultation

N/A



Risk Management Implications

The development of a new policy will provide a consistent assessment and review process for major funding proposals, and committed or contractual funding arrangements. If the recommendation to develop a new Policy is not supported there will continue to be no consistent decision making framework for major sponsorship, grants and donations requests, and committed or contractual funding arrangements to be considered by Council.

Advice to Proponent(s)/Submissioners

N/A

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

Nil



POL	MAJOR FUNDING PROPOSALS AND COMMITTED AND CONTRACTUAL FUNDING	ACS17
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POLICY CODE:	ACS17
DIRECTORATE:	Governance & Community Services
BUSINESS UNIT:	Community Development & Services
SERVICE UNIT:	Grants & Research
RESPONSIBLE OFFICER:	Manager, Community Development
FILE NO.:	162/003, 162/002; 082/001
DATE FIRST ADOPTED:	
DATE LAST REVIEWED:	
ATTACHMENTS:	N/A
DELEGATED AUTHORITY REF.:	N/A
VERSION NO.	1

Dates of Amendments / Reviews:	
DAPPS Meeting:	
OCM:	

BACKGROUND:

Each financial year, Council provides a budget for grants, donations and sponsorships that is up to 2% of the Council's rates income (the Cockburn Community Fund).

Most of these funds are distributed to community groups, organisations and individuals through established grants, donations and sponsorship programs and application processes in accordance with Council Policy SC35.

There are also some donations made annually out of this budget that are deemed to be committed by legal agreements, such as leases, or by Council Decision.

Occasionally, the City receives new requests for funding that fall outside of the scope of the category rounds and other limitations.

PURPOSE:

To establish a process and assessment criteria for funding requests received that do not fit within the established Council Policy SC35, which may include major or partnership funding proposals, or committed or contractual funding arrangements.

POLICY:

Any new requests for funding from the grants, donations and sponsorship budget that do not fit within the established Council Policy SC35, however align with the overall

POL	MAJOR FUNDING PROPOSALS AND COMMITTED AND CONTRACTUAL FUNDING	ACS17
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objectives of the one of the funding categories described in the policy, must follow the process below for consideration.

A proposal for funding must be submitted to the City which outlines:

1. How it meets the objectives of one of the funding categories of the Cockburn Community Fund (grant, donation or sponsorship) and a statement addressing the eligibility, selection and evaluation criteria of the category.
2. The justification for the funding request and why it cannot be accommodated within the established programs and processes outlined in Council Policy SC35.
3. The amount of funding requested.
4. The proposed term of funding or partnership.
5. Key terms and conditions.
6. Proposed outputs, outcomes or benefits of the proposed funding arrangement to the Cockburn community, and how these will be evaluated.
7. Any contractual considerations.

The proposal must be submitted to the City's Grants & Research service unit for initial assessment at least one month prior to the next scheduled Grants and Donations Committee Meeting.

The Manager, Community Development will review the proposal and provide a report with a recommendation to the Grants and Donations Committee for consideration at its next meeting. The Manager, Community Development may exclude a proposal from being considered by the Committee if it does not provide adequate information or does not meet the objectives of one of the funding categories.

The Grants and Donations Committee will make their recommendation for consideration by Council.

12.3 (2017/MINUTE NO 0011) PROPOSED AMENDMENTS TO POLICY SC35 'GRANTS, DONATIONS & SPONSORSHIPS - COMMUNITY ORGANISATIONS & INDIVIDUALS' AND ASSOCIATED DELEGATED AUTHORITY ACS2 'APPLICATIONS FOR GRANT AND INDIVIDUAL SPONSORSHIP FUNDED PROJECTS'

Author(s)	G Bowman
Attachments	<ol style="list-style-type: none">1. Proposed amended Policy SC35 'Grants, Donations & Sponsorships - Community Organisations & Individuals'2. Proposed amended Delegated Authority ACS2 'Applications for Grant and Individual Sponsorship Funded Projects'

RECOMMENDATION

That Council adopt proposed amendments to Policy SC35 'Grants, Donations & Sponsorships – Community Organisations & Individuals' and associated Delegated Authority ACS2 'Applications for Grant and Individual Sponsorship Funded Projects' as shown in the report and attachment to the Agenda.

COMMITTEE RECOMMENDATION

MOVED Deputy Mayor L Smith SECONDED Cr M Separovich

That the recommendation be adopted.

CARRIED 6/0

Background

The City has been providing Cultural Grants to encourage local arts and cultural activity within the City for the past 20 years.

The Cultural Development Coordinator has recently reviewed the Cultural Grants program, and relevant section of the policy, and has proposed changes to the criteria for clarity, consistency, and to incorporate opportunities for individual applicants within the program. These opportunities include allowing artists the opportunity to participate in artist in residency or story/research programs within the local community, or allowing local artists who may have been offered residencies intrastate, interstate or overseas the opportunity to showcase Cockburn further afield.



Other than the Cultural Grants section, there are also some minor changes to the wording of the policy background, and clarifying information for eligibility criteria for applicants for Group Sponsorship.

Submission

N/A

Report

The proposed changes to the Policy and Delegated Authority are listed in the table below for consideration of Council.

<u>Delegation/Policy</u>	<u>Proposed Amendments</u>	<u>Reason</u>
Policy SC35 'Grants, Donations & Sponsorships- Community Organisations and Individuals'	<p><u>Policy Background:</u> Delete first sentence 'Council has limited the total amount allocated in grants, donations, sponsorships to up to 2% of the Council's rates income' and replace with 'Council provides up to 2% of the rates income annually to a budget for grants, donations, sponsorships and subsidies'.</p> <p>Change of wording to 'community groups, organisations and individuals', and include 'activities and' in second paragraph.</p>	<p>This has a more positive start to the policy mentioning what Council provides rather than what it 'limits'. It also mentions the subsidies that come out of this budget.</p> <p>This wording change is for consistency throughout the policy, and addition of 'activities' describes more accurately what some of the grants applicants provide rather than just services.</p>
Policy SC35 'Grants, Donations & Sponsorships- Community Organisations and Individuals' and Delegated Authority ACS2 'Applications for Grant and Individual Sponsorship Funded Projects' (<i>same changes to both</i>)	<p><u>Changes to Section (2) Cultural Grants:</u> 1(a) Eligibility Criteria Add to original statement 'or organisations who will be working with a majority of Cockburn residents and can show considerable community support for the program/project.'</p>	<p>Wording to clarify that outside providers will be considered but they need to provide proof of Cockburn commitment.</p>



Delegation/Policy	Proposed Amendments	Reason
documents)	Deleted 1(b) 'Organisations must represent one or more of the diverse cultural groups in the City of Cockburn'	This statement doesn't represent what the grants are trying to achieve moving forward and is restrictive.
	Insert new statement 1(b) 'Individual applicants may be considered if they are residents of the City of Cockburn and/or: (i) they are invited by the community and can demonstrate a high level of community support for 'Artist in the Community' or 'Telling Community Stories' programs; or (ii) individuals who have been selected as an 'Artist in the Community' outside of Cockburn may be considered on presentation of supporting documentation.'	To allow artists the opportunity to (i) participate in artist in residency or story/research programs within the local community. (ii) allow local artists who may have been offered residencies intrastate, interstate or overseas the opportunity to showcase Cockburn further afield.
	Insert new 1(c) 'Schools and other educational institutions in accordance with Council Policy ACS7.'	Wording to clarify that only schools located in the district are eligible and must fit within the policy guidelines.
	2(a) Selection Criteria Add 'effectively' to end of sentence. Delete 'it has' after demonstrate.	To clarify financial ability of applicant. Grammatical change.
	Delete 2(c) Schools and other educational institutions in accordance with Council Policy ACS7.	Moved from Section 2 Selection Criteria to Section 1 Eligibility for consistency.
	Add new statements 2 c,d,e,f as follows: 2(c) Program/project	Moved this statement from Section 3. Evaluation Criteria for



Delegation/Policy	Proposed Amendments	Reason
	<p>needs to represent the residents of Cockburn or embody one or more of the diverse art and cultural interests of the City of Cockburn through one of the following areas</p> <ul style="list-style-type: none"> (i) Artist in the Community Programs (ii) Celebrating Community Program (iii) Creative Community Program (iv) Telling Community Stories Program <p>2(d) Applicants who are able to contribute toward the activity in cash or in-kind will be considered favourably, as will those who source funding from other sources.</p> <p>2(e) Funding will not be for personal items such as individual costumes, food, consumables or catering costs.</p> <p>2(f) Program/project does not duplicate an activity already available in the local area.</p> <p>Evaluation Criteria for Project or Activity Delete statement 3(a)</p> <p>Insert new statement 3(a) Can demonstrate how program or project outcomes will be of benefit to the local community and/or City of Cockburn generally.</p>	<p>project or activity' to Section 2 Selection Criteria and added the word 'art' after diverse. Added four areas in which applicants can focus their application on.</p> <p>The City does not fund 100% of a project and applicants are expected to contribute to the project either financially, in-kind or a combination of both.</p> <p>Funding is not for personal items or catering costs.</p> <p>Program/project is not going to affect programs and projects already operating.</p> <p>Moved to Section 2 Selection Criteria for consistency with addition of four program areas.</p> <p>Asks applicant to demonstrate benefit of their program/project to community and Cockburn.</p>



Delegation/Policy	Proposed Amendments	Reason
	<p>Delete statement 3(b) 'demonstrates a high level of community support.' and replace with new statement 3(a) as above.</p> <p>Insert new Statement 3(b) Programs/projects should</p> <p>(i) Develop and nurture the skill base of the local community;</p> <p>(ii) Develop and nurture the skill base of individual artists (all art forms);</p> <p>(iii) Express local culture and identity;</p> <p>Insert new 3(c) 'Applicants will have a demonstrated ability to manage their affairs effectively.'</p> <p>Insert new 3(d) 'Will not require commitment to ongoing funding from Council.'</p>	<p>Community benefit is captured in new statement 3(a).</p> <p>Asks applicant to demonstrate how their program/project benefits the community through transfer of new skills to the community and also what the applicant will gain from the experience.</p> <p>Allow evaluators to see through financial records and other means within the application to demonstrate the applicant's ability manage proposed project.</p> <p>Council does not fund 'ongoing' projects.</p>
Policy SC35 'Grants, Donations & Sponsorships- Community Organisations and Individuals'	<p><u>Section (5) Sponsorship:</u></p> <p>Changes to 1(a) to wording from 'Group Applicants' to 'Applicants are eligible for Group Sponsorship'. Add 'Community' in front of grants paragraphs. Add 'Private organisations are also eligible to apply for Group Sponsorship.'</p>	<p>These changes are for clarity around eligibility, so rather than saying 'Group applicants', saying 'applicants for Group Sponsorship' and can include private organisations, as long as they meet the other eligibility, selection and evaluation criteria in the Community Grants section (in addition to the brand exposure and public recognition</p>



Delegation/Policy	Proposed Amendments	Reason
		benefits).

Strategic Plans/Policy Implications

Community, Lifestyle & Security

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

Economic, Social & Environmental Responsibility

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

Leading & Listening

Deliver sustainable governance through transparent and robust policy and processes

Budget/Financial Implications

In 2017-2018 there is \$1,322,750 in the Grants and Donations budget for distribution to community groups, organisations and individuals through a wide range of grants, donations, sponsorships and subsidies. There is currently an allocation of \$28,000 for Cultural Grants, which is the category that is being reviewed. These grants are decided by delegated authority. There is currently an allocation of \$90,000 for Sponsorship for Groups, which are recommended by the Grants and Donations Committee and approved by Council.

Legal Implications

N/A

Community Consultation

N/A

Risk Management Implications

If the officer's recommended changes to the Policy are not adopted regarding the Cultural Grants area, there is a risk that the Cultural Grants criteria will not meet contemporary artist's needs, or be appropriate for diverse local art and cultural programs and projects.



Advice to Proponent(s)/Submissioners

N/A

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

Nil



POL	GRANTS, DONATIONS & SPONSORSHIPS – COMMUNITY ORGANISATIONS & INDIVIDUALS	SC35
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POLICY CODE:	SC35
DIRECTORATE:	Governance & Community Services
BUSINESS UNIT:	Community Development & Services
SERVICE UNIT:	Grants & Research
RESPONSIBLE OFFICER:	Manager, Community Development
FILE NO.:	182/001
DATE FIRST ADOPTED:	11 August 2005
DATE LAST REVIEWED:	14 September 2017
ATTACHMENTS:	N/A
DELEGATED AUTHORITY REF.:	ACS2
VERSION NO.	6

Dates of Amendments / Reviews:		
DAPPS Meeting:	27 July 2005 22 March 2012 22 August 2013	28 November 2013 23 February 2017 24 August 2017
OCM:	11 August 2005 12 April 2012 12 September 2013	12 December 2013 9 March 2017

BACKGROUND:

Council provides up to 2% of the rates income annually to a budget for grants, donations, sponsorships and subsidies. ~~Council has limited the total amount allocated in grants, donations and sponsorships to up to 2% of the Council's rates income.~~ To ensure that these funds are distributed in a rational way, eligibility, selection and evaluation criteria are required for the assessment and prioritisation of applications to be funded.

The funds allocated to local community groups, organisations, ~~groups~~ and individuals are to assist in the provision of the activities and services they provide.

PURPOSE:

To establish eligibility, selection and evaluation criteria for the allocation of grants, donations and sponsorships to community groups, organisations and individuals for funds included on Council's budget.

The policy guides how Council responds to requests for financial assistance in line with the City's Strategic Community Plan and aims to optimise the use of Council funds to support community groups, organisations and individuals to deliver social, environmental and economic benefits.

POLICY:

[1]

POL	GRANTS, DONATIONS & SPONSORSHIPS – COMMUNITY ORGANISATIONS & INDIVIDUALS	SC35
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The following eligibility, selection and evaluation criteria are established for the assessment and prioritisation of applications received for financial assistance from community groups, organisations and individuals.

An applicant may only successfully apply for and receive one Small Event Sponsorship and one other request from any other funding category (Grant, Donation or Sponsorship) per financial year. Applicants that have been successful in previous years are eligible to apply provided all previous funding has been satisfactorily acquitted.

(1) Community Grants:

1. Eligibility Criteria:

- (a) Organisations based within the City of Cockburn or whom primarily service residents and/or the interests of the City are eligible to apply for funds.
- (b) Applications from not-for-profit organisations including sporting, welfare, educational, arts/cultural, youth, seniors, children, ethnic and related groups are eligible to apply.

2. Selection Criteria:

- (a) Primarily serve residents of the City.
- (b) Is an established and incorporated not-for-profit organisation (or auspiced by an incorporated not-for-profit organisation) and can demonstrate a high level of community support.
- (c) Can demonstrate it is financially sound or key personnel have demonstrated ability to manage the proposal for which funds are being sought.
- (d) Must hold public liability insurance to a value as agreed with the City.

3. Evaluation Criteria for Project or Activity:

- (a) Can demonstrate how project or activity outcomes will be of benefit to the local community and/or City of Cockburn generally.
- (b) Meets an identified need.

[2]

POL	GRANTS, DONATIONS & SPONSORSHIPS – COMMUNITY ORGANISATIONS & INDIVIDUALS	SC35
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- (c) Applicants have a demonstrated ability to manage their affairs effectively.
- (d) Will not require commitment to ongoing funding from Council.
- (e) Applications from Schools and other educational institutions must be in accordance with Council policy ACS7.
- (f) Applications from organisations that can demonstrate a financial or in kind contribution to the project will be considered favourable.
- (g) Project does not duplicate an activity already available in the local area.

4. Funding Rounds:

- (a) Applications are invited twice per year, closing on 31 March and 30 September.

5. Grant Limitations:

- (a) The maximum grant available to any one group or organisation in the Community Grants category will not exceed \$15,000.
- (b) There are caps of:
 - (i) \$2,500 for equipment (equipment must not be for personal use, be accessible for community or member use, and be durable – must last over 12 months).
 - (ii) \$2,000 for annual community events e.g. Christmas Carols (also applies under Small Events Sponsorship).
 - (iii) \$1,000 for costs associated with incorporation of a new organisation (N.B. Residents associations can access funds under LGACS7 for these purposes, so these grants are intended for community groups that are not residents associations).
- (c) Grants will not be provided for consumables or personal items unless the applicant can demonstrate that the general community will benefit from their provision.

6. Elected Members are to be informed of the outcome of applications for Community Grants.

(2) Cultural Grants:

1. Eligibility Criteria:

[3]

POL	GRANTS, DONATIONS & SPONSORSHIPS – COMMUNITY ORGANISATIONS & INDIVIDUALS	SC35
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- (a) Organisations based within the City of Cockburn and primarily serve the residents of the City of Cockburn ~~o-r~~ organisations who will be working with a majority of Cockburn residents through the life of the project and can show considerable community support for the program/project.
- ~~(b) Organisations must represent one or more of the diverse cultural groups in the City of Cockburn.~~
- ~~(b) Individual applicants may be considered if they are residents of the City of Cockburn and/or:~~
 - ~~(i) they are invited by the community and can demonstrate a high level of community support for 'Artist in the Community' or 'Telling Community Stories' programs; or~~
 - ~~(ii) individuals who have been selected as an 'Artist in the Community' outside of Cockburn may be considered on presentation of supporting documentation.'~~
- ~~(c) Schools and other educational institutions in accordance with Council policy ACS7.~~

2. Selection Criteria:

- (a) Can demonstrate ~~it has~~ the ability to manage financial affairs effectively.-
- (b) Priority will be given to applicants who haven't previously been funded.
- ~~(c) Program/project needs to represent the residents of Cockburn or embody one or more of the diverse art and cultural interests of the City of Cockburn through one of the following areas:~~
 - ~~(i) Artist in the Community Programs~~
 - ~~(ii) Celebrating Community Program~~
 - ~~(iii) Creative Community Program~~
 - ~~(iv) Telling Community Stories Program~~Applications from Schools and other educational institutions must be in accordance with Council policy ACS7.
- ~~(d) Applicants who are able to contribute toward the activity in cash or in-kind will be considered favourably, as will those who source funding from other sources.~~
- ~~(e) Funding will not be for personal items such as costumes, food consumables or catering costs.~~

POL	GRANTS, DONATIONS & SPONSORSHIPS – COMMUNITY ORGANISATIONS & INDIVIDUALS	SC35
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(f) Program/Project does not duplicate an activity already available in the local area.

3. Evaluation Criteria for Project or Activity:

(a) (a) Can demonstrate how program/project outcomes will be of benefit to the local community and/or City of Cockburn generally.

(b) Programs/Projects should:

(i) Develop and nurture the skill base of the local community;

(ii) Develop and nurture the skill base of individual artists (all art forms);

(iii) Express local culture and identity;

Project or Activity needs to represent the residents of Cockburn or embody one or more of the diverse cultural interests of the City of Cockburn.

(b) Demonstrates a high level of community support.

(c) Applicants have a demonstrated ability to manage their affairs effectively.

(d) Will not require commitment to ongoing funding from Council.

4. Funding Rounds:

(a) Applications are invited twice per year, closing on 31 March and 30 September.

5. Grant Limitations:

(a) The maximum grant available to any one group or organisation in the Cultural Grants category will not exceed \$4,000.

6. Elected Members are to be informed of the outcome of the applications for Cultural Grants.

(3) Sustainability Grants:

1. Eligibility Criteria:

(a) The following groups who are based in the City of Cockburn and/or provide services primarily within Cockburn are eligible to apply for funds:

POL	GRANTS, DONATIONS & SPONSORSHIPS – COMMUNITY ORGANISATIONS & INDIVIDUALS	SC35
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- (i) Community Groups
- (ii) Not-for-profit Organisations
- (iii) Collective Households (>2)
- (iv) Small Businesses (<20)
- (v) Schools

2. Evaluation Criteria for Project or Activity:

(a) Project or activity must relate to one or more of the below themes:

- (i) Giving Back
- (ii) Protecting our Future
- (iii) Strong Communities
- (iv) Water, Energy and Waste
- (iv) TravelSmart
- (v) Healthy Lifestyles

(b) Applications from organisations that can demonstrate a financial or in kind contribution to the project will be considered favourable.

3. Funding Rounds:

(a) Applications are invited annually, closing on 31 March each year.

4. Grant Limitations:

(a) The maximum grant available to any one group or organisation in the Sustainability Grants category will not exceed \$4,000.

(4) Small Events Sponsorship:

1. Eligibility Criteria:

(a) Organisations based within the City of Cockburn or whom primarily service residents and/or the interests of the City are eligible to apply for funds.

(b) Applications from not-for-profit organisations including sporting, welfare, educational, arts/cultural, youth, seniors, children, ethnic and related groups are eligible to apply.

2. Selection Criteria:

(a) Primarily serve residents of the City.

[6]

POL	GRANTS, DONATIONS & SPONSORSHIPS – COMMUNITY ORGANISATIONS & INDIVIDUALS	SC35
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(b) Is an established and incorporated not-for-profit organisation (or auspiced by an incorporated not-for-profit organisation) and can demonstrate a high level of community support.

(c) Can demonstrate it is financially sound or key personnel have demonstrated ability to manage the proposal for which funds are being sought.

3. Evaluation Criteria for Project or Activity:

(a) Project or activity will be of benefit to the local community and/or City of Cockburn generally.

(b) Project meets an identified need.

(c) Applicants have a demonstrated ability to manage their affairs effectively.

(d) Project will not require commitment to ongoing funding from Council.

(e) Applications from Schools and other educational institutions must be in accordance with Council policy ACS7.

(f) Applications from organisations that can demonstrate a financial or in kind contribution to the project will be considered favourable, as will those who source funding from other sources.

(g) Project does not duplicate an activity already available in the local area.

4. Funding Rounds:

(a) Applications will be invited year-round, assessed and notified within a month.

5. Funding Limitations:

(a) The maximum funding available to any one group or organisation in the Small Events Sponsorship category will not exceed \$2,000.

(b) Only one successful application in this category per financial year per organisation.

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(c) Funding will not be provided retrospectively for events that have already occurred, or due to occur within two months' of the application's lodgement.

(d) Funds will not be provided for consumables or personal items unless the applicant can demonstrate that the general community will benefit from their provision.

6. Elected Members are to be informed of the outcome of the applications for Small Events Sponsorship.

(5) Donations:

1. Eligibility Criteria:

(a) Eligible applicants include benevolent organisations and services. This does not include sports clubs, residents associations or other special interest groups.

2. Selection Criteria:

(a) Primarily serve residents of the City.

(b) Is an established and incorporated not-for-profit organisation (or auspiced by an incorporated not-for-profit organisation) and can demonstrate a high level of community support.

(c) Can demonstrate it is financially sound or key personnel have demonstrated ability to manage the proposal for which funds are being sought. For requests over \$5,000, a copy of the most recent, audited financial statement must be provided with the application.

3. Evaluation Criteria:

(a) A Donation is a contribution of money towards a groups day-to-day running costs.

(b) A Donation is not for a specific project or activity.

4. Funding Rounds:

(a) Applications are invited twice per year, closing on 31 March and 30 September.

5. Donation Limitations:

[8]

POL	GRANTS, DONATIONS & SPONSORSHIPS – COMMUNITY ORGANISATIONS & INDIVIDUALS	SC35
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- (a) The maximum donation available to any one group or organisation will not exceed \$25,000.

(5) Sponsorships:

1. Eligibility Criteria for Group [Sponsorship applicants](#):

- (a) ~~Group Applicants~~ are eligible [for Group Sponsorship](#) if their project or activity provides brand exposure and public recognition benefits to the City of Cockburn and meets the eligibility, selection and evaluation criteria outlined in the [Community Grants](#) paragraphs 1, 2 and 3. [Private organisations are also eligible to apply for Group Sponsorship.](#)
- (b) In addition to satisfying paragraph 1(a) above, Sporting Teams/Clubs can only apply if they are:
- (i) representing at a National or International level event at which they have been selected based on their endeavours in their chosen activity; or
 - (ii) hosting a sporting event or activity in the City of Cockburn that is of State, National or International significance that will add value to the City of Cockburn.

2. Eligibility Criteria for Individuals:

- (a) Individual applicants are eligible if they are residents of the City of Cockburn and they can demonstrate a high level of community support.
- (b) Individuals attending a significant event or activity at a National or International level at which he or she has been selected on the basis of their individual endeavours in their chosen activity. (Individuals must supply supporting documentation from the relevant governing association of the activity).
- (c) Individuals attending or completing a significant activity that benefits the community.
- (d) Applications are invited from all ages for a range of projects, events or activities including sporting, welfare, education and arts/cultural, unless eligible to apply for funding through the City's Junior Sports Travel Assistance Program, or Youth Art Scholarship Program.

3. Evaluation Criteria for Individuals Activity/Event:

POL	GRANTS, DONATIONS & SPONSORSHIPS – COMMUNITY ORGANISATIONS & INDIVIDUALS	SC35
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- (a) Event/Activity will be of long-term benefit to the local community and/or the City of Cockburn generally.
- (b) Event/Activity will provide brand exposure and public recognition benefits to the City of Cockburn.
- (c) Event/Activity will increase awareness and raise the profile of the City of Cockburn, in line with its desired image.
- (d) Applicants who are able to contribute toward the activity in cash or in kind will be considered favourably, as will those who source funding from other sources.
- (e) Funding will not be for personal items such as uniforms, food consumables or catering costs.

4. Funding Rounds:

- (a) Applications for Group Sponsorships are invited twice per year, closing on 31 March and 30 September.
- (b) Applications for Individual Sponsorships are invited year round.

5. Sponsorship Limitations:

- (a) The maximum sponsorship available to any one group or organisation will not exceed \$20,000.
- (b) The maximum sponsorship available to any one individual will not exceed \$2,000.
- (c) The successful request for sponsorship in any year does not imply any ongoing commitment of the same or similar contribution in following years.

DA	APPLICATIONS FOR GRANT AND INDIVIDUAL SPONSORSHIP FUNDED PROJECTS	ACS2
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DELEGATED AUTHORITY CODE:	ACS2
DIRECTORATE:	Governance & Community Services
BUSINESS UNIT:	Community Development & Services
SERVICE UNIT:	Grants & Research
RESPONSIBLE OFFICER:	Manager, Community Development
FILE NO.:	086/003
DATE FIRST ADOPTED:	1997
DATE LAST REVIEWED:	14 September 2017
POLICY REF.:	SC35
VERSION NO.	6

Dates of Amendments / Reviews:		
DAPPS Meeting:	24 May 2012	25 August 2016
	22 August 2013	23 February 2017
	28 August 2014	24 August 2017
OCM:	9 April 2009	11 September 2014
	14 June 2012	8 September 2016
	12 September 2013	9 March 2017

FUNCTION DELEGATED:

The authority to evaluate and prioritise funding submissions and to allocate funds to projects, events or activities that best meet the Grants, Small Events or Individual Sponsorships Program Criteria.

CONDITIONS/GUIDELINES:

The following criteria are to be used to prioritise the projects to be funded or considered for funding under the below Council funded programs:-

(1) Community Grants:

1. Eligibility Criteria:
 - (a) Organisations based within the City of Cockburn or whom primarily service residents and/or the interests of the City are eligible to apply for funds.
 - (b) Applications from not-for-profit organisations including sporting, welfare, educational, arts/cultural, youth, seniors, children, ethnic and related groups are eligible to apply.
2. Selection Criteria:
 - (a) Primarily serve residents of the City.

[1]

DA	APPLICATIONS FOR GRANT AND INDIVIDUAL SPONSORSHIP FUNDED PROJECTS	ACS2
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- (b) Is an established and incorporated not-for-profit organisation (or auspiced by an incorporated not-for-profit organisation) and can demonstrate a high level of community support.
- (c) Can demonstrate it is financially sound or key personnel have demonstrated ability to manage the proposal for which funds are being sought.
- (d) Must hold public liability insurance to a value as agreed with the City.

3. Evaluation Criteria for Project or Activity:

- (a) Can demonstrate how project or activity outcomes will be of benefit to the local community and/or City of Cockburn generally.
- (b) Meets an identified need.
- (c) Applicants have a demonstrated ability to manage their affairs effectively.
- (d) Will not require commitment to ongoing funding from Council.
- (e) Applications from Schools and other educational institutions must be in accordance with Council policy ACS7.
- (f) Applications from organisations that can demonstrate a financial or in kind contribution to the project will be considered favourable.
- (g) Project does not duplicate an activity already available in the local area.

4. Funding Rounds:

- (a) Applications are invited twice per year, closing on 31 March and 30 September.

5. Grant Limitations:

- (a) The maximum grant available to any one group or organisation in the Community Grants category will not exceed \$15,000.
- (b) There are caps of:

[2]



DA	APPLICATIONS FOR GRANT AND INDIVIDUAL SPONSORSHIP FUNDED PROJECTS	ACS2
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- (i) \$2,500 for equipment (equipment must not be for personal use, be accessible for community or member use, and be durable – must last over 12 months).
 - (ii) \$2,000 for annual community events e.g. Christmas Carols (also applies under Small Events Sponsorship).
 - (iii) \$1,000 for costs associated with incorporation of a new organisation (N.B. Residents Associations can access funds under LGACS7 for these purposes, so these grants are intended for community groups that are not residents associations).
- (c) Grants will not be provided for consumables or personal items unless the applicant can demonstrate that the general community will benefit from their provision.
6. Elected Members are to be informed of the outcome of the applications for Community Grants.

(2) Cultural Grants:

1. Eligibility Criteria:

- (a) Organisations based within the City of Cockburn and primarily serve the residents of the City of Cockburn. o-r organisations who will be working with a majority of Cockburn residents through the life of the project and can show considerable community support for the program/project.
- ~~(b) Organisations must represent one or more of the diverse cultural groups in the City of Cockburn.~~
- (b) Individual applicants may be considered if they are residents of the City of Cockburn and/or:
 - (i) they are invited by the community and can demonstrate a high level of community support for 'Artist in the Community' or 'Telling Community Stories' programs; or
 - (ii) individuals who have been selected as an 'Artist in the Community' outside of Cockburn may be considered on presentation of supporting documentation.'
- (c) Schools and other educational institutions in accordance with Council policy ACS7.

2. Selection Criteria:

- (a) Can demonstrate ~~it has~~ the ability to manage financial affairs effectively.

[3]

DA	APPLICATIONS FOR GRANT AND INDIVIDUAL SPONSORSHIP FUNDED PROJECTS	ACS2
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(b) Priority will be given to applicants who haven't previously been funded.

(c) Program/project needs to represent the residents of Cockburn or embody one or more of the diverse art and cultural interests of the City of Cockburn through one of the following areas:

(i) Artist in the Community Programs

(ii) Celebrating Community Program

(iii) Creative Community Program

(iv) Telling Community Stories Program

~~Applications from Schools and other educational institutions must be in accordance with Council policy ACS7.~~

(d) Applicants who are able to contribute toward the activity in cash or in-kind will be considered favourably, as will those who source funding from other sources.

(e) Funding will not be for personal items such as costumes, food consumables or catering costs.

(f) Program/Project does not duplicate an activity already available in the local area.

3. Evaluation Criteria for Project or Activity:

(a) (a) Can demonstrate how program/project outcomes will be of benefit to the local community and/or City of Cockburn generally.

(b) Programs/Projects should:

(i) Develop and nurture the skill base of the local community;

(ii) Develop and nurture the skill base of individual artists (all art forms);

(iii) Express local culture and identity;

~~Project or Activity needs to represent the residents of Cockburn or embody one or more of the diverse cultural interests of the City of Cockburn.~~

(b) Demonstrates a high level of community support.

(c) Applicants have a demonstrated ability to manage their affairs effectively.

(d) Will not require commitment to ongoing funding from Council.

4. Funding Rounds:

[4]

DA	APPLICATIONS FOR GRANT AND INDIVIDUAL SPONSORSHIP FUNDED PROJECTS	ACS2
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Applications are invited twice per year, closing on 31 March and 30 September.

5. Grant Limitations:

The maximum grant available to any one group or organisation in the Cultural Grants category will not exceed \$4,000.

6. Elected Members are to be informed of the outcome of the applications for Cultural Grants.

(3) Sustainability Grants:

1. Eligibility Criteria:

(a) The following groups who are based in the City of Cockburn and/or provide services primarily within Cockburn are eligible to apply for funds:

- (i) Community Groups
- (ii) Not-for-profit Organisations
- (iii) Collective Households (>2)
- (iv) Small Businesses (<20)
- (v) Schools

2. Evaluation Criteria for Project or Activity:

(a) Project or activity must relate to one or more of the below themes:

- (i) Giving Back
- (ii) Protecting our Future
- (iii) Strong Communities
- (iv) Water, Energy and Waste
- (v) TravelSmart
- (vi) Healthy Lifestyles

(b) Applications from organisations that can demonstrate a financial or in kind contribution to the project will be considered favourable.

3. Funding Rounds:

Applications are invited annually, closing on 31 March each year.

DA	APPLICATIONS FOR GRANT AND INDIVIDUAL SPONSORSHIP FUNDED PROJECTS	ACS2
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4. Grant Limitations:

The maximum grant available to any one group or organisation in the Sustainability Grants category will not exceed \$4,000.

(4) Small Events Sponsorship:

1. Eligibility Criteria:

- (a) Organisations based within the City of Cockburn or whom primarily service residents and/or the interests of the City are eligible to apply for funds.
- (b) Applications from not-for-profit organisations including sporting, welfare, educational, arts/cultural, youth, seniors, children, ethnic and related groups are eligible to apply.

2. Selection Criteria:

- (a) Primarily serve residents of the City.
- (b) Is an established and incorporated not-for-profit organisation (or auspiced by an incorporated not-for-profit organisation) and can demonstrate a high level of community support.
- (c) Can demonstrate it is financially sound or key personnel have demonstrated ability to manage the proposal for which funds are being sought.

3. Evaluation Criteria for Project or Activity:

- (a) Project or activity will be of benefit to the local community and/or City of Cockburn generally.
- (b) Project meets an identified need.
- (c) Applicants have a demonstrated ability to manage their affairs effectively.
- (d) Project will not require commitment to ongoing funding from Council.
- (e) Applications from Schools and other educational institutions must be in accordance with Council policy ACS7.

[6]

DA	APPLICATIONS FOR GRANT AND INDIVIDUAL SPONSORSHIP FUNDED PROJECTS	ACS2
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- (f) Applications from organisations that can demonstrate a financial or in kind contribution to the project will be considered favourable, as will those who source funding from other sources.
- (g) Project does not duplicate an activity already available in the local area.

4. Funding Rounds:

Applications will be invited year-round, assessed and notified within a month.

5. Funding Limitations:

- (a) The maximum funding available to any one group or organisation in the Small Events Sponsorship category will not exceed \$2,000.
- (b) Only one successful application in this category per financial year per organisation.
- (c) Funding will not be provided retrospectively for events that have already occurred, or due to occur within two months' of the application's lodgement.
- (d) Funds will not be provided for consumables or personal items unless the applicant can demonstrate that the general community will benefit from their provision.

6. Elected Members are to be informed of the outcome of the applications for Small Events Sponsorship.

(5) Sponsorship Program (Individuals):

1. Eligibility Criteria:

- (a) Individual applicants are eligible if they are residents of the City of Cockburn and they can demonstrate a high level of community support.
- (b) Individuals attending a significant event or activity at a National or International level at which he or she has been selected on the basis of their individual endeavours in their chosen activity. (Individuals must supply supporting documentation from the relevant governing association of the activity).
- (c) Individuals attending or completing a significant activity that benefits the community.

[7]

DA	APPLICATIONS FOR GRANT AND INDIVIDUAL SPONSORSHIP FUNDED PROJECTS	ACS2
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- (d) Applications are invited from all ages for a range of projects, events or activities including sporting, welfare, education and arts/cultural, unless eligible to apply for funding through the City's Junior Sports Travel Assistance Program, or Youth Art Scholarship Program.

2. Evaluation Criteria for Activity and/or Event:

- (a) Event/Activity will be of long-term benefit to the local community and/or the City of Cockburn generally.
- (b) Event/Activity will provide brand exposure and public recognition benefits to the City of Cockburn.
- (c) Event/Activity will increase awareness and raise the profile of the City of Cockburn, in line with its desired image.
- (d) Applicants who are able to contribute toward the activity in cash or in kind will be considered favourably, as will those who source funding from other sources.
- (e) Funding will not be for personal items such as uniforms, food consumables or catering costs.

3. Funding Rounds:

Applications are invited year round.

4. Sponsorship Limitations:

- (a) The maximum sponsorship available to any one individual will not exceed \$2,000.
- (b) The successful request for sponsorship in any year does not imply any ongoing commitment of the same or similar contribution in following years.

- (6) All transactions utilising this delegation are to be recorded in the Recording of Delegated Decisions Register by the officer responsible for initiating the action taken, or by another officer under the direction of the initiating officer.

AUTONOMY OF DISCRETION:

As provided in Conditions above.

LEGISLATIVE REQUIREMENTS/COUNCIL POLICY:

[8]

DA	APPLICATIONS FOR GRANT AND INDIVIDUAL SPONSORSHIP FUNDED PROJECTS	ACS2
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Council Policy SC35 "Grants, Donations and Sponsorships – Community Organisations & Individuals" refers.

DELEGATE:

Chief Executive Officer

Note: Chief Executive Officer will sub-delegate this authority to:-

SUB-DELEGATE/S:

Manager, Community Development

Community Development Co-ordinator (Item 4 – Small Events Sponsorship only)

13. EXECUTIVE DIVISION ISSUES

13.1 (2017/MINUTE NO 0012) PROPOSED AMENDMENT TO POLICY AES6 "ATTENDANCE AT CONFERENCES AND SEMINARS"

Author(s) D Green

Attachments 1. Proposed amended Policy AES6 "Attendance at Conferences and Seminars"

RECOMMENDATION

That Council adopt proposed amendments to Policy AES6 "Attendance at Conferences and Seminars" as shown in the attachment.

COMMITTEE RECOMMENDATION

MOVED Cr C Reeve-Fowkes SECONDED Cr C Sands

That Council adopt the recommendation subject to the following amendments:

- (1) amend Clause (8) under Policy by deleting the words 'the Elected Members' Portal and in the Elected Members Newsletter' and replacing it with 'Cockburn Hub'; and
- (2) amend Clause (10) under Policy by deleting the words 'or otherwise by cash or cheque, as appropriate.

CARRIED 6/0

Reason for Decision

As the Elected Members' Portal was replaced with Cockburn Hub, all information for Elected Members is now published in Cockburn Hub.

Elected Members receive all payments via electronic transfer and therefore the Policy has been amended by reflect the appropriate method being used.

Background

Council allocates funds to elected members following each biennial electoral cycle for the purpose of attending selected conferences and seminars associated with their local government role and responsibilities. This has traditionally been on the basis of attending one major conference each year per councillor and two for the Mayor, with the annual budget allocation totalling \$66,000. This pool of funding



is administratively allocated to each elected member and reconciled at the conclusion of each electoral cycle, after which the unspent accumulation of funds is transferred back to the Municipal Fund and a new allocation equivalent of one year's funding provided to each elected member. This process is not accurately reflected in the current Policy and it is therefore recommended that the Policy be amended to clarify the current practice.

Submission

N/A

Report

There is currently some doubt about the intent of the Clause (1) of the Policy, which indicates that Council will fund the relevant costs for members in attending conferences and seminars associated with their local government role and responsibilities. This cost equates to \$6,000 per annum for each councillor and \$12,000 per annum for the Mayor, cumulative for a maximum of two years allowance, enabling each councillor to potentially carry forward a total of \$6,000 from year one to year two to be added to the year two allocation, resulting in a maximum cumulative allowance of \$12,000. When this principle is applied to the Mayor, the total accumulated amount potentially becomes \$24,000. The Policy then limits this amount to those ceiling sums.

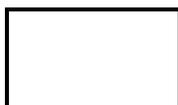
While not specified in the current Policy, the administrative process which applies following each election (i.e. every two years) is to return the unspent allocations of each member and apply a new annual allowance equivalent to one year's funding.

Technically, this is in conflict with the Policy which provides for returned members to continue accumulating unspent funds following the election, once re-elected to office. The practice currently in place does not align with this process, as all members are equally reallocated a sum equal to one year's allowance, following each election, on the basis that all members are afforded the same opportunities, following the election of each new Council.

Accordingly, it is recommended that the Policy be amended to reflect the practice which has informally existed since the administrative process of annual allocations was implemented.

In addition, it is recommended that the annual allowance be increased to \$7,000 per councillor and \$14,000 for the Mayor. This adjustment (\$10,000 for 2017/18) can be included as part of the mid - year Budget review to be presented for Council endorsement in early 2018.

In addition, it is recommended that the annual allowance be increased to \$7,000 per Councillor and \$14,000 for the Mayor. This adjustment



will be included as part of the mid-year Budget review to be presented for Council endorsement in early 2018.

Strategic Plans/Policy Implications

Policy AES6 “Attendance at Conferences and Seminars” refers.

Leading & Listening

Deliver sustainable governance through transparent and robust policy and processes

Ensure sound long term financial management and deliver value for money

Budget/Financial Implications

An annual allocation of \$66,000 is provided in the City’s Municipal Budget to provide for elected members to attend conferences and seminars associated with their role.

Legal Implications

N/A

Community Consultation

N/A

Risk Management Implications

A “Moderate” level of “Financial” and “Brand/ Reputation” risk is associated with this item.

Advice to Proponent(s)/Submissioners

N/A

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

Nil



POL	ATTENDANCE AT CONFERENCES AND SEMINARS	AES6
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POLICY CODE:	AES6
DIRECTORATE:	Executive Support Department
BUSINESS UNIT:	Executive Support Department
SERVICE UNIT:	Executive Support Services
RESPONSIBLE OFFICER:	Chief Executive Officer
FILE NO.:	182/001
DATE FIRST ADOPTED:	15 April 1997
DATE LAST REVIEWED:	9 June 2016
ATTACHMENTS:	N/A
DELEGATED AUTHORITY REF.:	AES6
VERSION NO.	6

Dates of Amendments / Reviews:		
DAPPS Meeting:	31 January 2013 22 August 2013 27 February 2014	25 February 2016 26 May 2016
OCM:	10 May 2007 14 February 2013 12 September 2013	13 March 2014 10 March 2016

BACKGROUND:

Council has traditionally supported the attendance of Councillors and nominated staff to attend Conferences and seminars on topics of interest and applicable to the City of Cockburn.

PURPOSE:

To ensure a procedure is in place for the expeditious nomination of Council delegates to Conferences and seminars, and to ensure the prescription of allowable expenses as required under the provisions of the Local Government Act, 1995 (Sec. 5.98(2)).

POLICY:

- (1) Elected Members will receive an Annual Conference allocation for the purpose of attending Conferences and Seminars relevant to their role as an Elected Member. This will be administratively equally allocated to each Elected Member as part of the overall budget allocation except for the Mayor's allocation which will allow for attendance at two interstate conferences and will operate from November to October, in line with local government elections. Residual funds for individual Elected Members from year one will carry over each year to a maximum of two years allowance, after which all unspent funds will be returned to the Municipal Fund at the completion of their four year term

[1]

POL	ATTENDANCE AT CONFERENCES AND SEMINARS	AES6
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when a fresh allocation will be made to Elected Members following the elections. ~~Should an Elected Member be returned to his or her position as a result of the elections, they will be eligible to carry forward unspent monies to a maximum of 2 years allocations.~~

- (2) Elected Members may attend several conferences or seminars per expense period (November to October), within the parameters established by this Policy.
- (3) Multiple Elected Members may attend a particular conference or seminar at the same time, provided that such attendance does not unduly interfere with the business of Council (i.e. conflicts with a Council or Committee Meeting which would potentially be affected by the lack of a quorum).
- (4) All Elected Members are to be advised of interstate or overseas conferences authorised by the Chief Executive Officer for attendance by an Elected Member in accordance with this Policy immediately on the granting of such approval.
- (5) The cost of training that is specifically arranged for attendance by all Elected Members, (eg teambuilding) shall be paid from a separate allocation for the purpose and not considered as part of and debited to the individual Elected Members allocation referred to in this policy.
- (6)
 1. An Elected Member may agree to meet the costs and forfeit same from their own annual conference allocation, of sending another Elected Member to a conference, where that member has insufficient funds remaining in their allocation.
 2. In such cases, the Elected Member agreeing to meet those costs, shall provide the CEO with a written statement to that effect, signed by both Elected Members and authorising the CEO to initiate necessary arrangements and debit the authorising members allocation.
 3. Initiation of the necessary arrangements to allow the Elected Member to attend a conference under the above circumstances, will only proceed if there is sufficient funds remaining in the overall Council Budget for Elected Members conferences.
- (7) The Chief Executive Officer may endorse the recommendation of Directors in respect of staff attendance at Conferences, subject to associated expenditure being contained within the relevant year's Budget allowance.
- (8) A list of Conferences will be available on the Elected Members' Portal and in the Elected Members Newsletter for attendance by Elected Members, relevant to their role. Should any Elected Member wish to attend a Conference not listed but is relevant to their role, the Elected Member is to advise the Chief Executive Officer, in writing.

[2]

POL	ATTENDANCE AT CONFERENCES AND SEMINARS	AES6
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- (9) The Chief Executive Officer is authorised to register the Elected Members at the relevant Conference, subject to associated expenditure being contained within the relevant Member's Budget allowance.
- (10) An appropriate officer will be responsible for ensuring all delegates registered by that officer are supplied with a prescribed form for the purpose of claiming reimbursement of permissible expenses under this Policy. The form is to be completed and forwarded, together with the accompanying tax receipts, to the Chief Executive Officer for authorisation. Once the necessary documentation is received, the Chief Executive Officer will arrange for the approved reimbursement amount to be credited, by electronic means, to the delegate's nominated bank account at the earliest opportunity, or otherwise by cash or cheque, as appropriate.
- (11) Expenses to be met by Council for Elected Members and staff are:-
1. Interstate and Overseas Conference
 - Economy return air fare (allowing flexibility for delegates preferred travel arrangements)
 - Business Class travel for flights longer than six hours duration leaving Australia.
 - Registration Fees (including conference dinner and official delegate tours)
 - Accommodation costs
 - All reasonable expenses for example, meals and refreshments, laundry and dry cleaning and all cab fares relative to the business of the Conference. Payment of all reasonable permissible expenses as stipulated in this Policy can be made by cash personal debit or credit card and will be reimbursed to the delegate by Council, except where a corporate credit card has been issued, upon the presentation of relevant tax receipts.
 2. State Conference
 - Registration Fees (including conference dinner and official delegate tours)
 - Accommodation costs
 - All reasonable expenses for example meals and refreshments, laundry and dry cleaning and all cab fares relative to the business of the Conference. Payment of all reasonable permissible expenses as stipulated in this Policy can be made by cash personal debit or credit card and will be reimbursed to the delegate by Council, except where a corporate credit card has been issued, upon the presentation of relevant tax receipts.
 - Economy return airfare (allowing flexibility for delegates preferred travel arrangements).

[3]

POL	ATTENDANCE AT CONFERENCES AND SEMINARS	AES6
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3. Conference expenses for accompanying Partner
- Conference or main function meal .
 - No other associated expenses, unless by specific resolution of Council.
- (12) Once approval is given for an Elected / staff member to attend a conference in accordance with this Policy, an appointed Officer will co-ordinate all registration travel and/or accommodation arrangements, with these expenses being prepaid by a corporate credit card where possible. Elected Members may choose to make their own arrangements for accommodation paying for such expenses and making a claim for reimbursement on presentation of tax receipts.
- (13) The Officer will contact the Elected / staff member concerned to determine what arrangements need to be made regarding registration, travel and accommodation and make the necessary bookings and deliver tickets to the person travelling.
- (14) On any occasion when a Council delegate is unable to attend a Conference, the Chief Executive Officer be delegated the authority to substitute another Elected Member delegate, following consultation with the Mayor, and;
- (15) All airline tickets purchased to transport delegates to and from Conferences are insured through the related Council held insurance policy to enable the ticket purchase price to be refunded in the event of a delegated being unable to use the ticket.
- (16) Delegates attending all conferences and seminars authorised by the Chief Executive Officer are insured under Council's relevant travel insurance for travel to and from the conference (from home or office).

[4]

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

Nil

15. MATTERS TO BE NOTED FOR INVESTIGATION, WITHOUT DEBATE

Nil

16. CONFIDENTIAL BUSINESS

Nil

17. CLOSURE OF MEETING

The meeting closed at 6:55 pm.



15. PLANNING & DEVELOPMENT DIVISION ISSUES

15.1 PROPOSED MODIFICATIONS TO LOCAL DEVELOPMENT PLAN (COCKBURN CENTRAL WEST) - VARIOUS LOTS - COCKBURN CENTRAL

Author(s)	A Lefort
Attachments	1. Cockburn Central West Revised Local Development Plan ↓
Location	Various Lots (bounded by Midgegooroo Avenue, North Lake Road, Poletti Road and Beeliar Drive)
Owner	Various
Applicant	N/A
Application Reference	LDP16/06

RECOMMENDATION

That Council:

- (1) approve modifications to the revised Cockburn Central West Local Development Plan as contained in the attached document in accordance with Clause 52 of the *Planning and Development (Local Planning Schemes) Regulations 2015*; and
- (2) notify all landowners in the area subject to the Local Development Plan, of Council's decision.

Background

Council approved the current Local Development Plan (LDP) for the Cockburn Central West precinct (bounded by Midgegooroo Avenue, North Lake Road, Poletti Road and Beeliar Drive) at its ordinary meeting held on 26 February 2016. The LDP, which was originally submitted by Landcorp, incorporates Design Guidelines that guide the built form in the area.

The first two residential and mixed use developments in the area which have both been approved by the Joint Development Assessment Panel since the LDP was approved, were assessed by City Officers against the provisions of the LDP. During this process, several provisions were identified that require modification to avoid unintended consequences and provide clarity. Therefore Council is being requested to approve several minor modifications to the document.

Submission

N/A

Report

Proposed Modifications

The proposed modifications to the LDP are discussed as follows:

Clause 6.9.2 – Vehicle Parking

It is proposed to amend car parking for residential dwellings in Table 8 of the LDP to accord with the State Government's Design WA draft Apartment Design Policy as per the following:

Development Control	Existing Requirements	Proposed Requirements
Residential Dwelling Minimum (Studio, 1 or 2 bedroom)	0 bays/dwelling	Studio/1 Bedroom – 0.75 bays/dwelling 2+ Bedroom - 1 bay/dwelling
Residential Dwelling Maximum (Studio, 1 or 2 bedroom)	2 bays/dwelling	Not to exceed double the minimums.
Residential Dwelling Minimum (3 + bedrooms)	1 bay/dwelling	1 bay/dwelling (<u>No change</u>)
Residential Dwelling Maximum (3 + bedrooms)	2 bays/dwelling	2 bays/dwelling (<u>No change</u>)
Visitor Car Parking	10% required bays (on-street parking adjacent to the frontage can be used towards visitor parking)	1 bay/4 dwellings up to 12 dwellings 1 bay/8 dwellings for 13 th dwelling and above

The current requirements allow for studio, one and two bedroom dwellings to provide zero car parking bays, allowing a development to be constructed with zero resident car parking bays. As the number of visitor parking bays is based directly on the required resident parking bays it would also allow zero visitor parking bays. This would result in an apartment development with no car parking bays. Whilst this is very unlikely based on market conditions and acceptance, the above ratios have created an unintended consequence where zero on-site visitor

bays are provided regardless of the number of studio, one or two bedroom dwellings are proposed. This is likely to result in all visitors to the apartments using the on-street bays provided within the precinct. This is undesirable as it would leave less bays available for others visiting the precinct who may be attending future commercial tenancies, businesses, Cockburn ARC, parks and ovals. There is also a desire to provide consistency for residential apartment parking amongst other similar areas in the metropolitan area.

It is also proposed to include a requirement for bicycle parking facilities for residential apartment buildings as per the draft Design WA Apartment Design Policy as the current document inadvertently omits this, therefore deflecting back to the City's Local Planning Scheme No.3 which requires less bicycle parking spaces as per the following:

Development Control	Existing Requirement	Proposed Requirement
Resident Bicycle Parking Spaces	1 space/4 units (LPS 3)	Secure Undercover 0.5 spaces/dwelling
Visitor Bicycle Parking Spaces	1 space/16 units (LPS 3)	1 space/10 dwellings

The increased number of bicycle spaces in relation to LPS 3 is warranted given the location and preference to support non-car based transport options in this area and to off-set the reduced number of car parking bays in the area.

Clause 7.7.1 – Communal Outdoor Areas

It is proposed to amend the requirements for Communal Outdoor Areas to accord with the requirements for Communal Open Space as outlined in the Design WA draft Apartment Design Policy. The proposed changes are:

Development Control	Existing Requirements	Proposed Requirements
Title	Section is described as 'Communal Outdoor Living Areas'	Rename to 'Communal Open Space'
Communal Open Space Requirement	A minimum of 20% of the site area for open space (does not specify)	Up to 10 dwellings – no requirement 11-20 dwellings – 10%

Development Control	Existing Requirements	Proposed Requirements
	communal)	site area 21-30 dwellings – 15% site area 31+ dwellings – 20% site area

During assessment of the first two planning applications in the area for residential development, it became apparent that the current wording which refers to 'open space' caused confusion for the applicant in that it does not use the word 'communal'. This is important because ordinarily, open space can include any area not covered by a building whereas communal open space consists of usable areas for residents to enjoy and opportunities for landscaping. It was also evident that it would be appropriate for some smaller scale proposals to provide less than 20% of the area for this purpose which also accords with the requirements of Design WA.

Consultation

In accordance with Clause 50 (2) of the *Planning and Development (Local Planning Schemes) Regulations 2015*, the modifications to the LDP were advertised to the landowners within the LDP area. There are currently only three landowners including Landcorp (majority landowner) and two other private entities who own four other lots. No objections to the proposed modifications were submitted by any of the landowners.

Conclusion

The proposed modifications to the subject LDP should be supported for the following reasons:

- The proposed changes are aligned with the State Government's draft Design WA Apartment Design Guide;
- The proposed changes to visitor car parking and bicycle parking will result in a sufficient level of visitor parking and bicycle parking associated with residential development rather than the current provision which may result in a deficit;
- The proposed changes will provide clarity around the provision of communal open space for residential development which will assist designers and the City.

Strategic Plans/Policy ImplicationsCity Growth

Ensure planning facilitates a desirable living environment and meets growth targets

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

Moving Around

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

Improve parking facilities, especially close to public transport links and the city centre

Budget/Financial Implications

N/A

Legal Implications

N/A

Community Consultation

See consultation section of the report above.

Risk Management Implications

Should Council not approve the modifications, there is a risk that a reduced number of residential visitor car parking bays may be constructed in the Cockburn Central West area which may place additional pressure on existing on-street parking bays constructed as part of the subdivisional works. There is no identifiable risk to Council in approving the modifications.

Advice to Proponent(s)/Submissioners

N/A

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

Nil

CockburnCentral
WEST
AT THE TOWN CENTRE



Artist impression for illustrative purposes only.

DRAFT REVISED NOVEMBER 2017
APPROVED DOCUMENT
ORDINARY COUNCIL MEETING 10 DECEMBER 2015

26 FEBRUARY 2016



LANDCORP

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1. INTRODUCTION

1.1 Vision and Objectives

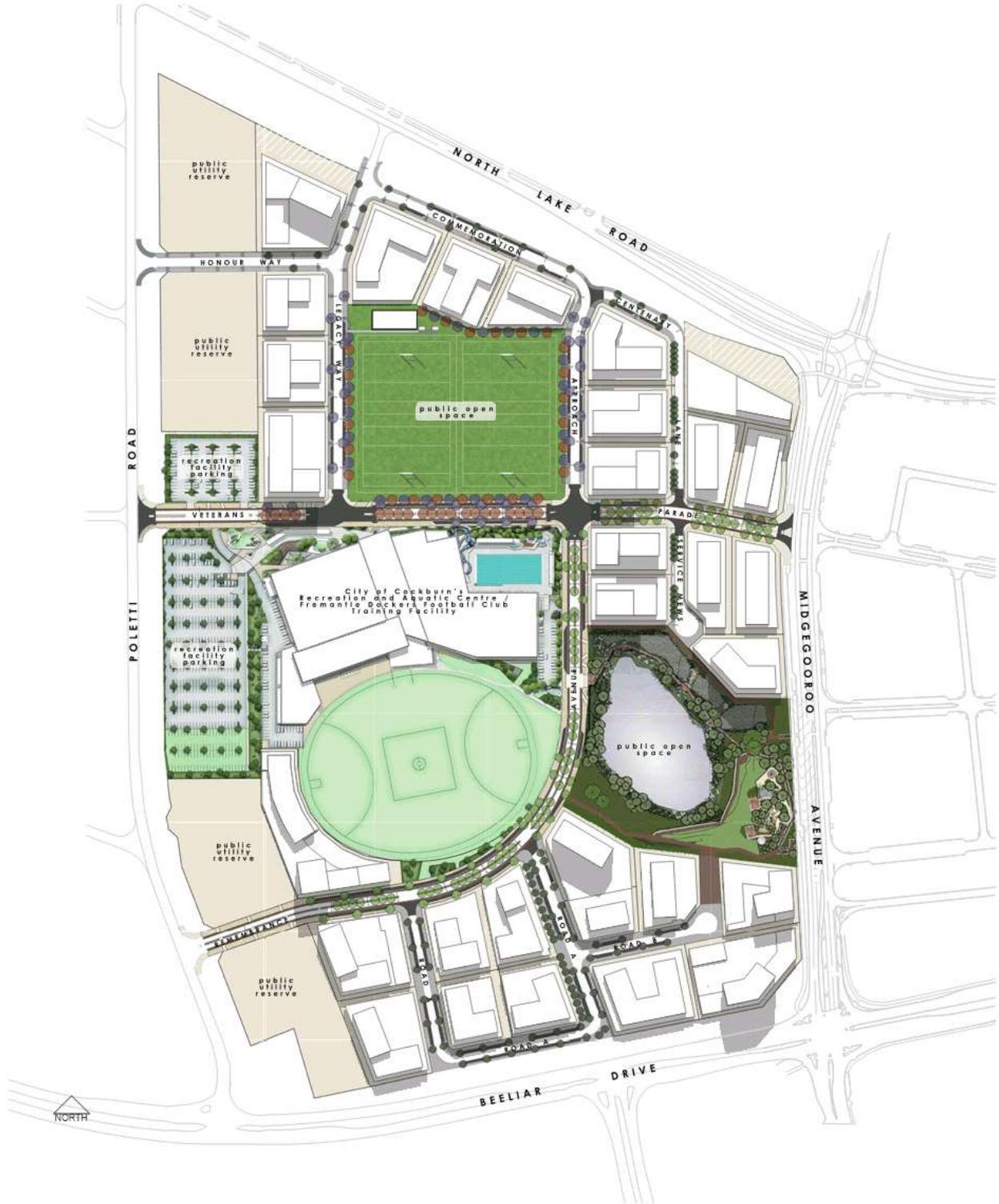
“Cockburn Central West will be an innovative mixed use development integrating regional recreational aspirations into the existing landform and surrounds, whilst extending the urban fabric of the highly successful Cockburn Central Town Centre.”



Artist impression for illustrative purposes only



Master Plan with Indicative Building Layout



1. INTRODUCTION

This project vision is underpinned by the following overarching objectives for the site. These key objectives inform all design objectives and development criteria within these guidelines.

1.2 Community

- Achieve a liveable and interactive urban development through specific built form responses to unique recreational elements.
- Enhance community activity through integrated land use opportunities.
- Emphasise the open space elements as key features of the precinct through appropriately oriented developments that assist in framing the three key open spaces.
- Provide strong connections to the surrounding community infrastructure, local amenity and transport alternatives.

1.3 Design

- Establish an architectural response that is compatible with the local character of the neighbouring Cockburn Central Town Centre.
- Maximise comfort, appeal and safety of the pedestrian environment through appropriate detailing of ground floor building interfaces.
- Provide a range of typologies that deliver functional, sustainable, lively, integrated and attractive buildings.
- Ensure buildings exhibit design excellence at public/private interfaces.

1.4 Economic

- Strengthen the Activity Centres role as the primary location in Cockburn for the location of strategic and knowledge intensive businesses. This is likely to be achieved through the provision of quality public spaces and diverse office space options.
- Optimise economic opportunities by promoting flexible ground floor built form that can accommodate residential and alternative uses such as retail and commercial.
- Achieve high levels of dwelling diversity and affordability initiatives appropriate to the location and future housing needs.

1.5 Environment

- Enrich the environmental qualities and character of the locality through appropriate building interfaces.
- Maximise the environmental amenity for all residents through considered position of outdoor spaces for visual links to the wider green network.
- Establish opportunities for green corridors that promote deep soil planting and local micro climate benefits.
- Promote high performance buildings that demonstrate excellence in environmentally sustainable design.

2. STRUCTURE AND PURPOSE

2.1 Purpose

These Design Guidelines apply to all private land development within the Cockburn Central West precinct. The Design Guidelines will ensure that developments enhance the proposed character of the area whilst encouraging developments that are innovative in addressing climate responsive design.

Specifically, the Design Guidelines promote:

- High quality public realm engagement;
- Building design excellence;
- Sustainable development; and
- Resident liveability.

The Design Guidelines have been adopted as a Local Development Plan by the City of Cockburn to guide development within the Cockburn Central West precinct of Cockburn Central.

2.2 Structure

The Design Guidelines are structured in three parts to assist proponents in preparing their designs and applications.

Part 1

Introduction, process, existing conditions and context.

These outline the overarching vision, design principles, assessment process and contextual elements which will form the basis for development proposals.

Part 2

Design Guidelines - General Provisions.

These contain key design requirements that are applicable to all development and lots within Cockburn Central West. These are arranged into the following four elements:

1. Urban Design
2. Built Form Design
3. Environmentally Sustainable Development
4. Landscape Design

For each element, objectives, development controls and design guidance are outlined to describe each design issue.

Objectives

The Objectives outline the design intent underpinning the mandatory development controls and explain the desired outcome. These objectives need to be met for all development proposals.

Development Controls

The Development Controls provide the minimum requirements that shall be met for all development proposals. These controls address most of the objectives, but proposals shall ensure that all of the objectives are addressed.

In order to encourage innovation, applicants are also provided the opportunity to meet or exceed the vision/objectives through alternative solutions, to the satisfaction of the Design Review Panel (DRP).

Design Guidance

The Design Guidance section recommends some additional measures by which a proposal can achieve a higher level of sustainable design, community interaction and/or architectural character.

Part 3

Design Guidelines - Site Specific Provisions.

These articulate the mandatory controls and details particular to individual lots or groups of lots - 'sites'.

2. STRUCTURE AND PURPOSE

2.3 Discretionary Clause

An important provision within the Design Guidelines is the opportunity for applicants to secure the vision for Cockburn Central West through performance based applications.

Alternative design solutions may be considered at the sole discretion of the DRP where it is sufficiently demonstrated that:

- The proposal will comply with the overall vision, objectives and principles of the Design Guidelines.
- There is sufficient justification and particular circumstances which necessitate a variation to the guidelines development controls.

Compliance with the mandatory development controls criteria does not guarantee endorsement. The DRP may refuse endorsement of a proposal that is not considered to be in keeping with the objectives of the Design Guidelines.

Each development proposal will be assessed on an individual basis, and the endorsement of an alternative solution shall not be construed as creating a precedent for determining other developments.

Variations to the Design Guidelines mandatory development controls criteria will only be granted where such exemptions deliver built form design and sustainability excellence.

2.4 Relationship to Other Planning Instruments

These Design Guidelines are adopted as a Local Development Plan under the provisions of the Planning and Development Regulations 2015 (Schedule 2, Part 6).

These Design Guidelines shall be read in conjunction with the Scheme, the Cockburn Central West Local Structure Plan (LSP) and any relevant Local Planning Policy.

Residential density codes have not been allocated and will not apply within the Cockburn Central West Precinct. Accordingly, land use and development will be guided by the Design Guidelines and the provisions of the Residential Design Codes do not apply.

2.5 Land Use

Cockburn Central West will provide opportunities for retail, office, commercial and residential activity to achieve a vibrant and active destination.

It is envisaged the predominant development form will be medium and high density residential dwellings, however ground floor non-residential land use is mandated at key locations and encouraged in other supporting locations. The specific locations, objectives and development controls are detailed at section 6.3 of these Design Guidelines.

As with any mixed use development, buildings will develop and mature over time and commercial/ retail use will establish as demand requires. In the interim, other uses such as residential will be acceptable in the encouraged locations, on the basis that buildings are adaptable and flexible in design to accommodate change to non-residential land use on the ground floor when demand requires.

Land Use Permissibility - Statutory

The design guidelines are to be viewed in the context of the Scheme and Cockburn Central West LSP, which regulate land use permissibility applicable to the subject land.

Land use permissibility shall be in accordance with the Site Specific Building Requirements. Where there is an inconsistency between the land use permissibility outlined within the Design Guidelines and the land use permissibility specified in the Scheme/ Local Structure Plan, the land use permissibility specified in the Scheme/Local Structure Plan shall prevail to the extent of the inconsistency.



3. APPROVAL PROCESS

The process for a development application relating to all development is summarised below. Minor modifications or changes of use for existing buildings are not subject to this approval process.

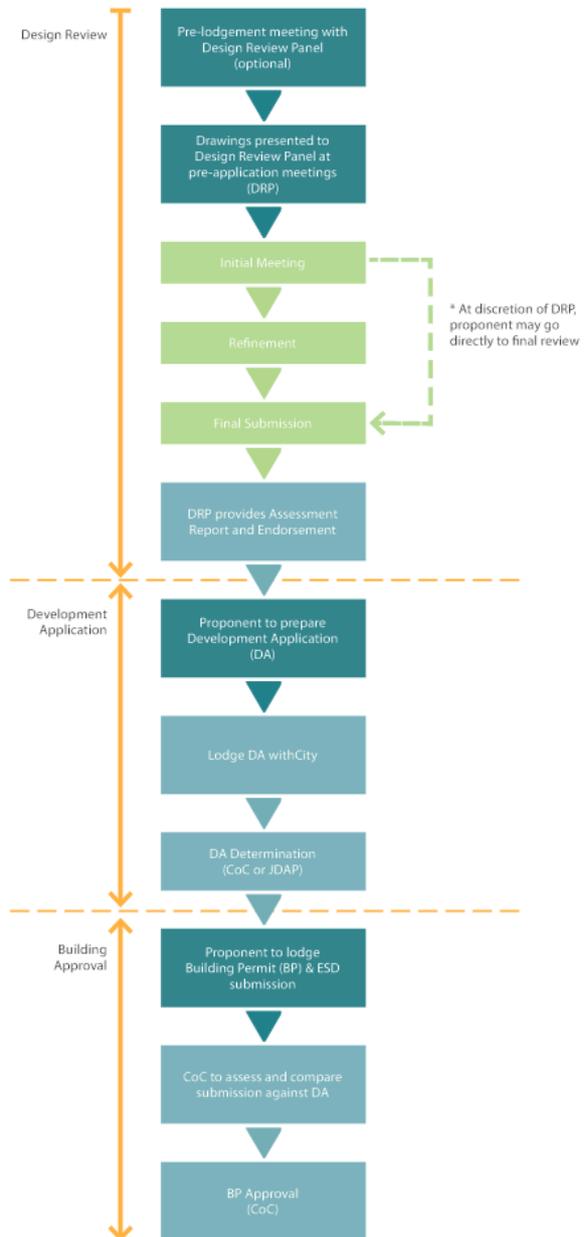
Design Review – Pre Development Application

- Prior to lodgement of a Development Application, pre-application design review meetings are required involving the Design Review Panel (DRP). A minimum of 3 pre-application meetings are required.
- Following initial design review and plan development, the final meeting with the DRP should include a final detailed drawing package in accordance with Application Form 1 requirements.
- After the successful completion of the final design review meeting, The DRP will provide a written response either endorsing the development plans for lodgement with the City or seeking additional information or modifications for further consideration by the DRP.
- When the above steps are complete, a Development Application can be made to the City of Cockburn.
- The DRP has the authority to provide endorsement for any variations to the requirements of the Design Guidelines.
- Variations to the requirements of the Design Guidelines will only be granted where such exemptions deliver built form design and sustainability excellence whilst still meeting the Cockburn Central West vision and objectives.

Development Application Submission

- The applicant lodges a Development Application (DA) with the City of Cockburn with the accompanying DRP final report including LandCorp endorsement.
- The DA is assessed by the City of Cockburn (or Development Assessment Panel, if applicable) in the usual manner.

The following diagram outlines the approval process required prior to any development commencing.



4. CLIMATE

4.1 Climatic Zone

**ZONE 5: WARM TEMPERATE
HOT SUMMER - COOL WINTER
AS/NZS 3500 DG**

Design objectives and controls for development within this climatic zone ensure a high level of environmentally sustainable development (ESD) can be achieved. ESD encompasses environmental, social and economic aspects of a development. ESD objectives and development controls are detailed at section 8.

4.2 Local Conditions

Cockburn Central West has a temperate climate, with mild winters and hot dry summers. The summer months from December to February have an average temperature of 30 degrees Celsius during the day and 18 degrees Celsius at night but can rise to and above 44 degrees at the height of summer. The area experiences a very low rate of humidity.

The warm summer days are cooled down in the afternoon with strong sea breezes that blows in from the ocean replacing the hot air trapped above the Perth Metropolitan Area and the Darling Ranges.

The winter months from June to August are mild, with average temperatures of 18 degrees C during the day, and 9 degrees C at night. The wettest month of the year is July, and the average yearly rainfall is around 700mm.

Nights are considered comfortable most of the year, therefore night ventilation and air-purging can be used effectively to help maintain comfortable internal temperatures. From June through to September, night time temperatures may often fall below the comfort limit.

Wind patterns vary from the coast to the inland; in general the winds follow the typical west coast trend of easterlies in the morning and westerlies in the afternoon. In the summer this wind pattern is much more pronounced in particular for coastal areas. Strong afternoon south-westerly breezes typically 20-30 km/h buffet the coastal region and can be used to cool the interiors and assist night purging. In winter the pattern is less predictable mainly because the variations in land temperatures are less extreme, leading to the winter afternoon wind patterns being variable.



5. EXISTING CONTEXT

5.1 Site Context and Analysis

Cockburn Central West's location within the Core Area of Cockburn's largest activity centre ensures the precinct has an important role to play in the provision of a mix of complimentary land uses including employment, residential development, and community and recreation services.

The precinct is strategically located adjacent to Gateways Shopping City, the Cockburn Train Station and the Cockburn Town Centre.



Figure 5.1 Site Context



5. EXISTING CONTEXT

5.2 Topography and Soil Condition

The site's level changes across its extent and generally falls from 36m AHD in the south-west to 25m AHD in the north-east.

For lots that are adjacent to Midgegooroo Avenue and Beeliar Drive, there are level differences at some interface locations that will require special design consideration.

The ground water table is known to be high in the low lying areas (north-western extent) and will be a key consideration for basement development within buildings in these areas.

The site is generally underlain by a soil profile consisting of Bassendean sands. Such ground conditions are considered to not impose significant geotechnical constraints on potential developments.

5.3 Influential Site Features and the Natural Environment

The site contains a wetland that is valuable from an environmental and aesthetic point of view, providing immediate character and amenity to the development.

The western portion of the site comprises existing 330kV overhead powerlines contained within a public utility reserve. In order to maximise the use of this land, provision has been made for short term parking integrated with landscaping within the easement to support the Integrated Facility.

An existing high pressure gas main is located along North Lake Road, which requires appropriate building responses as detailed in the Site Specific Building Requirements (section 10).

The adjacent Cockburn Central Town Centre building development along Midgegooroo Avenue establishes a context for built form massing and height along this important interface with Cockburn Central West.

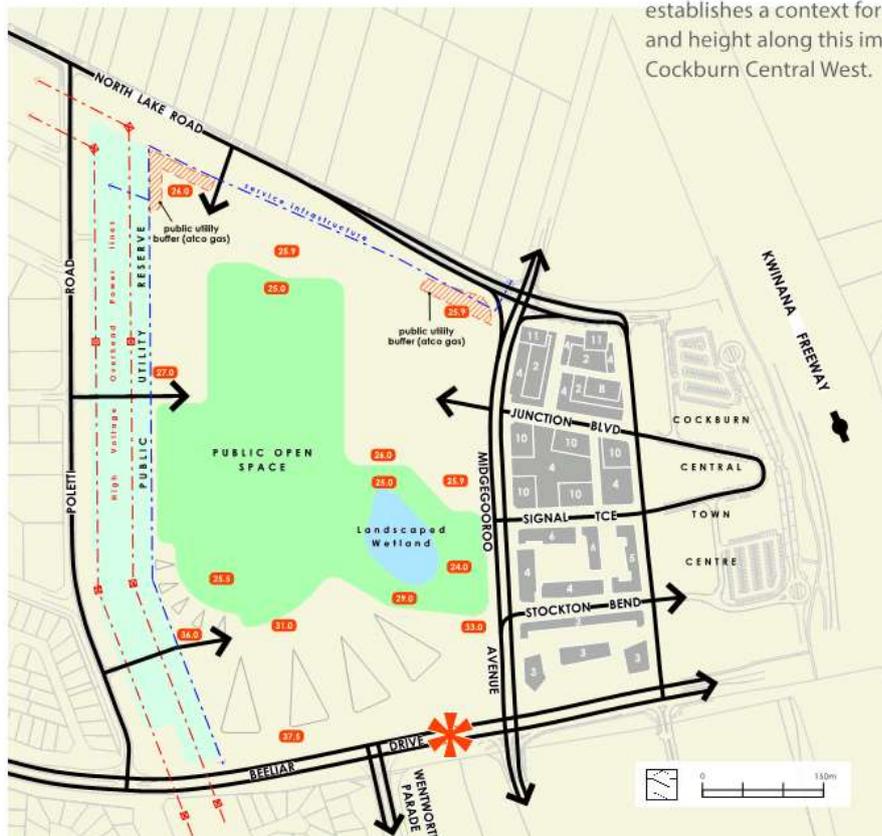


Figure 5.3 Site Considerations

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- 26.9 Approximate finished lot level (metres AHD)
- Adjacent apartment development with building heights indicated
- ✱ Possible future grade separated pedestrian connection (this infrastructure is not included as part of the Cockburn Central West project and is not the responsibility of Landcorp or lot developer).
- ▽ Landform Slope



Part 2

General Provisions

6. URBAN DESIGN

6.1 Preface

Cockburn Central West's defining features of passive and active recreation, community and sport facilities offer exceptional amenity and activity for development to respond and contribute to.

Excellent connectivity is provided by way of the proposed road and footpath network in and around the precinct - of particular importance is the connection east towards the Town Centre and south towards Gateways Shopping Centre and the community facilities south of Beelias Drive.

6.2 Desired Character

To achieve the vision for Cockburn Central West requires a strong commitment to design excellence in the built form.

Buildings will be visually interesting from well considered use of materials and textures, colour and the articulation of building form and mass.

High quality buildings with architectural and landscape features will reinforce the character of the public domain and contribute to the creation of public spaces that are enduring, beautiful and comfortable.

The development will deliver a cohesive extension of the Town Centre with well designed, appropriately scaled and articulated buildings.





6. URBAN DESIGN

Urban Design Rationale Diagrams:



Figure a Public Domain Network

Public open spaces and key streetscapes define a priority network of public spaces that require appropriate building design response correlated to the adjacent public realm.

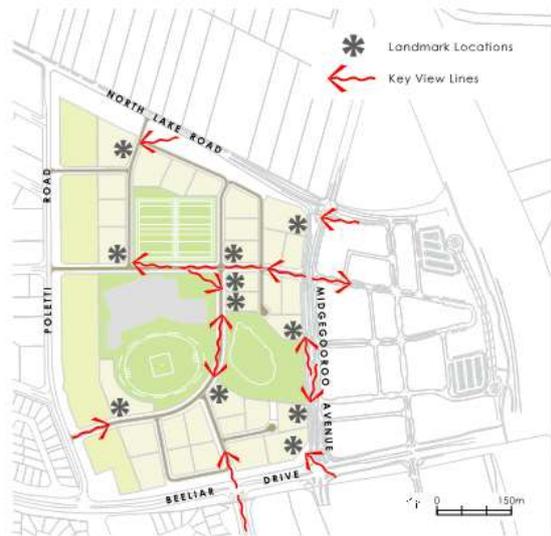


Figure b Key View Lines and Landmark Sites

Landmark building locations respond to priority viewlines and public vistas. They maximise legibility around visual linkages by creating a quality pedestrian scale experience.



Figure c Key Bicycle Connections

Recreation focus of the Integrated Facility supported through robust cycle connections to this destination location. Building access, lighting and interaction with the street should enhance cycle functionality.



Figure d Key Pedestrian Connections

The permeable network connects key Cockburn Central features with safe, direct and interesting pedestrian experiences. These key alignments enhance retail landuse diversity opportunities.

6. URBAN DESIGN

6.3 Diversity & Ground Floor Adaptability

Objectives:

Provide a variety of dwelling sizes, types and price points to cater for a wide range of household types and income levels to achieve equitable housing access and support the future needs of the community.

Supply flexible apartment configurations to support diverse households and adaptability for future stages of life, including single person households, families, multi-generational families and group households.

Family friendly apartment living is encouraged to achieve a diverse residential population and a range of built form outcomes.

Achieve longevity and flexibility in the performance of buildings by ensuring ground floor uses can adapt and transition over time.

To promote lots fronting key pedestrian routes and prominent corner sites as appropriate places for ground level activation via retail and commercial opportunities. For example active ground floor frontages (such as cafes, restaurants, offices and small scale shops) are desired along Veteran Avenue given the route is an important connector between the train station and the Integrated Recreational Facility.

Development Controls:

- Adaptable buildings shall have a minimum ground floor to first floor ceiling height of 4.1m in their residential form. This is intended to achieve a 3.5m clearance height when converted to non-residential uses.
- For adaptable buildings, floating floors may be included for interim residential use where ground level separation is desirable to the public realm. This can be removed when floor space is adapted to non-residential tenancies.
- To achieve diversity in unit size and affordability, residential development shall provide a minimum of 20% one bedroom dwellings and 40% two bedroom dwellings in any one development. A balance of three bedroom units is also strongly encouraged to ensure a diverse range of apartment sizes across the Activity Centre Core Area. Development applications shall be supported with a short written statement advising how the proposed development is contributing to the objective of diverse dwelling sizes. Information regarding current dwelling yields, including mix within the Activity Centre Core Area is available from the City upon request.

- Non-residential ground floor development shall be provided where mandated on the Site Specific Building Requirements (section 10).
- Residential ground floor dwellings shall be adaptable to commercial/retail where nominated as 'non-residential land use encouraged' within the Site Specific Building Requirements (section 10).
- Where residential use is to occur at the ground floor in areas nominated as 'non-residential land use encouraged', street elevations shall be designed in the first place as commercial/retail type frontages rather than domestic in scale and design aesthetic.

Design Guidance:

- Dual key apartment design is one method of achieving a range of apartment types and sizes, including family households, whilst maintaining a flexible apartment configuration.

Performance based bonus criteria:

- Where a development provides an integrated component of non-residential development or adaptable building design at the ground floor level within a building, a nil building setback to the street/lot boundary is permitted.



Figure 6.3 Key non-residential locations

6. URBAN DESIGN

6.4 Place Legibility

Objectives:

Maximise legibility and visual linkages with engaging lines of sight between activity points, the open space and recreation facility and Cockburn Central Town Centre.

Enhance amenity and views along key linkages by providing buildings of landmark quality as view terminators and wayfinders.

Address and activate street corners and to create landmarks that assist in defining local character, helping people to navigate easily through the space.

Development Controls:

- Development shall respond to key vistas and public open space through the positioning, orientation and massing of buildings, landmark and landscape elements.
- New developments shall integrate with existing Cockburn Central Town Centre development linkages and viewlines.
- Buildings on corners must address both frontages to the street and/or public space and include strong architectural expression.
- For Landmark Building locations, design excellence is required in the form of articulation of the building design, proportion, quality, scale, massing and detailing.



Indicative building model illustrating opportunities for landmark building responses

6.5 Public Domain Interface

Objectives:

To contribute to the activation and vitality of the public realm.

Establish interesting, attractive, safe streets and public spaces for residents, workers, commuters and visitors.

Buildings shall enhance the hierarchical system of landscaped streets and public spaces that give expression and character to the public domain.

Ensure building design and retail areas facilitate the creation of street level activity and visual connections between internal areas of buildings and the external public realm.

Maximise views across public spaces from residences.

Ensure that development interfaces appropriately with the variety of landscape conditions for public open space adjacent private development sites, refer Figure 6.5.1.

Development Controls:

- Pedestrian access to public open space from adjacent lots shall be provided and integrated into site planning (excluding lots 118, 119 and 120 adjacent to playing fields).
- Developments on corner lots shall address both the primary and secondary streets and/or public realm and include strong architectural expression.
- Where Pedestrian Access Ways are located, buildings shall achieve appropriate surveillance of these spaces.
- Blank walls, vehicle access and building services (e.g. bin store, booster hydrant) shall not exceed 20% of the total lot frontage to the public realm, except for developments on corners where no blank walls will be permitted.
- Ensure a fine grain design for the ground plane to promote a sense of layering, texture and visual interest to enhance depth and character of building facades.

6. URBAN DESIGN

6.5.1 Public Spaces

1 - Integrated Recreation and Community Facility
Combined aquatic and recreation facility, plaza and building forecourt with public seating, pedestrian paths and parking access. This facility is a pivotal space that surrounding buildings will need to respond to in their design and surveillance.

2 - The Oval
A grassed open space to be used for football training and public use as active and passive open space. Adjoining buildings will provide appropriate frontage, orientation and passive surveillance to this space and may include direct pedestrian access.

3 - Playing Fields
Active recreational space for playing and watching team sports and otherwise will be available for passive public use. Adjoining buildings will provide appropriate frontage, orientation and passive surveillance to this space and shall consider overshadowing effect.

4 - Clubrooms
Planned future clubrooms and seating will ultimately be integrated into this space. Adjoining buildings shall consider appropriate interface to this space.

5 - Wetland Park
A unique natural asset with passive recreation and high visual amenity benefits for residents via appropriate building orientation.

6 - Boardwalk Promenade
A formalised pedestrian link around the Wetland Park with an associated hardstand shared path to provide access to adjacent building developments. Adjoining buildings will provide appropriate frontage, orientation and passive surveillance to this space and may include direct pedestrian access.

7 - Naturescaped Playground
A natural themed playground experience adjacent the wetland setting providing active recreational experiences for neighbourhood children.

8 - Wetland Link
A sloping pedestrian link that provides public access between proposed development and the public wetland open space. No vehicle use permitted. Adjoining buildings will provide appropriate frontage and passive surveillance to this space and shall accord with gradients. Direct pedestrian access from buildings is suitable.

9 - Centenary Mews and Service Mews
Pedestrian focussed shared spaces with flush kerbs and trafficable paving. Dense tree planting, parking embayments and pedestrian areas will enhance amenity of these Mews encouraging pedestrian movement to Wetland Park. Adjoining buildings will provide passive surveillance and pedestrian activation to these spaces.

10 - Wentworth Parade Link

This road link contains an intimate arborway providing a pivotal pedestrian link between Cockburn Central West and Wentworth Parade development. Adjoining buildings will provide appropriate frontage, orientation and passive surveillance to this space. Vehicle driveway locations and quantity shall minimise disruption to this pedestrian link.



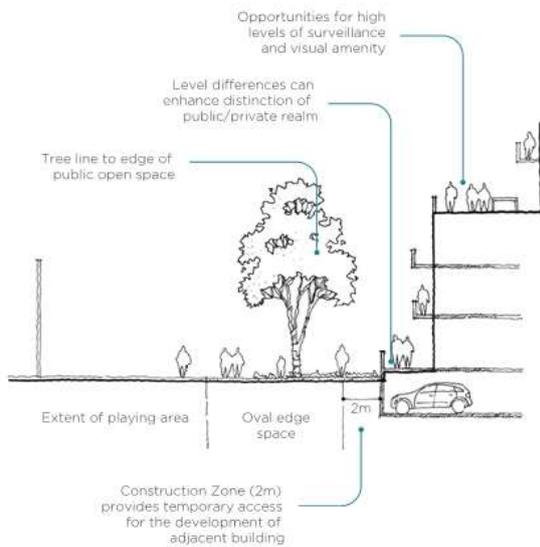
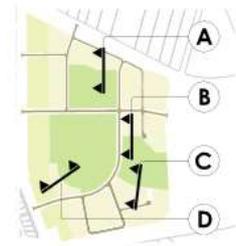
Figure 6.5.1 Location key to public spaces within Cockburn Central West.



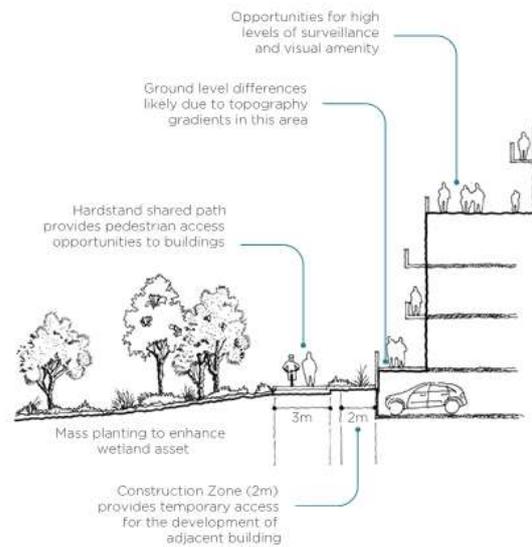
6. URBAN DESIGN

6.5.2 Public Domain Interface Principles

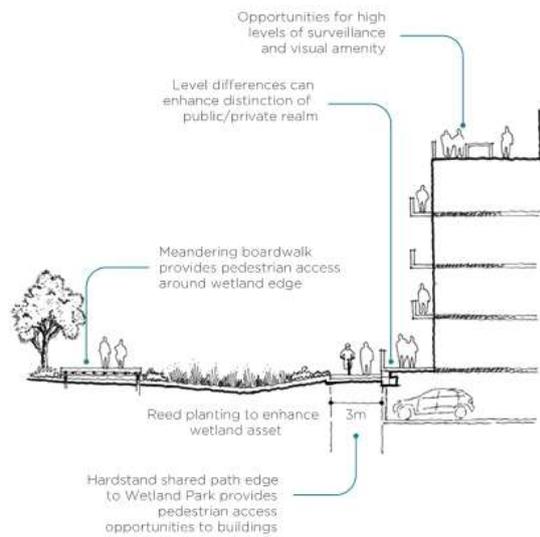
The sections illustrated here are indicative only and demonstrate the proposed public domain outcomes in four key locations and the objectives to achieve appropriate development interfaces.



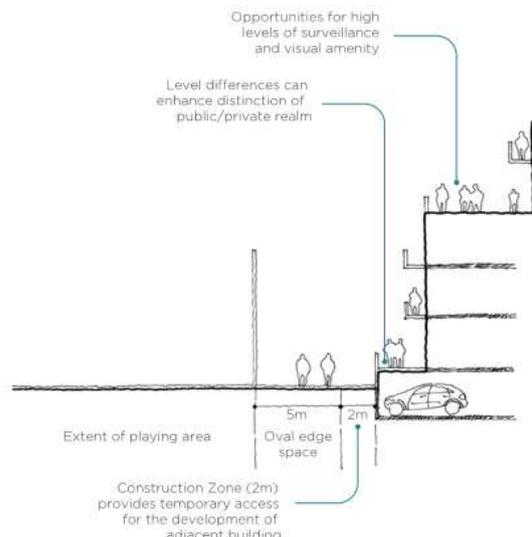
Section A - Playing Fields



Section C - Wetland Park



Section B - Boardwalk Promenade



Section D - The Oval



6. URBAN DESIGN

6.6 Development Context

Objectives:

Development should improve, acknowledge and be responsive to surrounding development. This should include private viewlines through to the public domain and appropriate consideration of adjacent site viewlines where applicable.

Create a considered and thoughtful approach to individual development which clearly acknowledges its context, fully contributing to an integrated development precinct.

Development Controls:

- a. Design of individual sites must be responsive to neighbouring sites, the existing context and the public realm and provide a positive contribution to the project area as a whole.



Indicative building model illustrating development viewlines and building breaks



Building edges interacting with adjacent public realm

6.7 Public Art

Objectives:

Foster a strong sense of character and identity within Cockburn Central West.

Ensure public art is an early consideration of the development proposal and displays excellence in design, whether integrated into the building or stand alone installations.

Enhance and expand the quality of the built environment and public facilities and improve the amenity and accessibility of public spaces.

Development Controls:

- a. Public art elements shall involve a professional artist and shall be submitted for the approval of the DRP with application for Design Guideline endorsement.
- b. All development proposals shall accord with City of Cockburn Local Planning Policy LPP5.13 requirements and eligibility details.

Design Guidance:

- a. Public art should be integrated into construction projects from their inception and not as an 'add on' after the building has been designed or constructed.



Public art can be integral to the building and interactive

6. URBAN DESIGN

6.8 Safety and Surveillance

Objectives:

Encourage opportunities for casual surveillance from buildings into the public realm that are sympathetic to the desired character for the area.

Maintain a clear but integrated distinction between the public and private realm.

Development Controls:

- a. The size and position of windows from habitable rooms, balcony openings, hospitality and commercial areas shall be designed to promote natural surveillance of the public realm.
- b. Developments are to incorporate design principles of Crime Prevention Through Environmental Design (CPTED).
- c. Developments should be designed to engage with and activate the public realm, particularly at ground level.
- d. Proposed pedestrian access ways shall provide adequate lighting and natural surveillance to meet the CPTED guidelines for safety.
- e. Proposed pedestrian access ways shall provide adequate lighting and natural surveillance to meet the CPTED guidelines for safety.



Well positioned balconies and windows to maximise surveillance

6.9 Access and Parking

Objectives:

Enable convenient, efficient and safe vehicle access and egress within a functional and attractive landscape.

Ensure crossovers and parking areas do not visually dominate a site.

Promote a fair balance between pedestrian, cyclists and vehicle movement.

Ensure that on-site vehicle parking and access are appropriately located to minimise adverse visual impact on the streetscape.

Provide sufficient car parking for the development.

Ensure visitor parking is accessible at all times and located outside any security barrier.



Discrete vehicle entries designed to minimise view from the street

6. URBAN DESIGN

6.9.1 Access

Development Controls:

- a. Crossovers shall not interfere with existing or proposed street trees, or the levels of pavement.
- b. Crossovers should be constructed from a material consistent with the design treatment of the streetscapes and generally respond to the materiality of the verge hard-scaping, either as constructed or proposed. Asphalt crossovers are not permitted.
- c. Paving to vehicle access ways shall be of an equivalent quality to paving used within public realm, while meeting the requirements of heavy vehicles.
- d. Footpaths shall be maintained as the priority movement, with crossovers and car park entries terminating at the footpath. Where vehicle crossovers are agreed with the DRP and cross a key pedestrian route, appropriate measures to promote pedestrian safety shall be included to minimise conflict between pedestrians and vehicle traffic.
- e. Car park entries shall be positioned to minimise visual impact from the public realm and located away from main pedestrian entries. Vehicular access is preferable from a laneway, where possible. Refer Site Specific Building Requirements (section 10).
- f. Car park entries and crossovers shall comply with the Australian Standards.
- g. Car park entries, service areas and bin refuse collection points shall be integrated into the development of each lot and screened from view.
- h. For all proposed commercial or retail tenancies, a Servicing Management Strategy is to be prepared in conjunction with City of Cockburn.

Design Guidance:

- a. Wherever possible, buildings should be constructed up to and above a vehicle accessway.
- b. Street trees shall not be removed or damaged. If street trees are required to be removed for construction purposes, written permission is first required from the City. If permission is granted then the same size tree is to be provided as a replacement.



Undercroft parking to the rear of a site not visible from the street.



6. URBAN DESIGN

6.9.2 Vehicle Parking

Development Controls:

- a. Any above grade parking adjacent to priority streets and public realm areas shall be sleeved with habitable/active uses (residential, retail or commercial).
- b. Basement or concealed decked parking shall not be visible from the street or public realm and shall be screened by innovative wall detailing, patterning and vegetation to diversify the building design.
- c. Basement level parking development is limited to a maximum height of 1.2m above ground level where the property interfaces with the public realm.
- d. Parking bay(s) shall comply with the Australian Standards.
- e. The maximum width of car parking and basement access shall be 6.5m and shall not be co-located.
- f. Ground floor parking shall not be proposed within the front setback area.
- g. Lighting design for parking outcomes shall consider light spill and amenity for apartments (on-site and adjacent developments).
- h. Any open air parking outcomes shall minimise adverse visual impacts for overlooking residents, which should include screening such as shade structures.

VEHICLE PARKING RATIOS

Car parking shall be provided in accordance with the Cockburn Central West LSP and the City of Cockburn Town Planning Scheme, where applicable (refer to Table 8 below for the Structure Plan provisions). The following vehicle parking rates are to be used as a guide and where justified may be varied by Council in accordance with the Scheme.

- Bicycle parking ratio: for retail/office and mixed use - 1 space per 100 m² NLA.
- Residential bicycle parking spaces - 0.5 spaces/10 dwelling (secure undercover).
- Residential visitor bicycle parking spaces - 1 space/10 dwellings.
- Motorcycle parking ratio: 5% of total number of car parking bays (additional).
- Adaptable dwellings (where residential dwellings have been designed for conversion to commercial tenancies or vice versa): Car parking ratio as per residential parking standards. No further bays will be required at time of conversion from residential to commercial.

VEHICLE PARKING IN COCKBURN CENTRAL WEST	
Use Class	Minimum and Maximum Number of Car Parking Bays
Residential Dwelling Minimum (Studio, 1 or 2 bedroom)	Studio/1 Bedroom – 0.75 bays 2+ Bedroom - 1 bay/dwelling
Residential Dwelling Maximum (Studio, 1 or 2 bedroom)	Not to exceed double the minimums
Residential Dwelling Minimum (3 + bedrooms)	1 bay/dwelling
Residential Dwelling Maximum (3 + bedrooms)	2 bays/dwelling
Residential Visitor Car Parking	1 bay/4 dwellings up to 12 dwellings 1 bay/8 dwellings for 13 th dwelling and above
Retail (where the built form does not facilitate an easy transition to 'Office' use)	4 bays per 100m ² GFA
Office (where the built form does not facilitate an easy transition to 'Retail' use)	2.5 bays per 100m ² GFA
Mixed Use (where the built form facilitates alternative opportunities to 'Office' and 'Retail' uses)	3 bays per 100m ² GFA

6. URBAN DESIGN

6.10 Signage (Commercial Development Only)

Objectives:

To ensure signage is high quality, well designed and integrated with the building fabric.

Balance the commercial and way finding needs of tenants and visitors whilst maintaining visual quality and legibility of the public realm.

Development Controls:

- a. Signage shall be located on a maximum of one wall for each commercial tenancy within a building, except where a tenancy or building has more than one street frontage.
- b. Pole or pylon signs and illuminated roof signs are prohibited.
- c. All signage must meet criteria noted in current Local Planning Scheme and relevant local planning policy by laws (including the City of Cockburn's Signage Local Planning Policy) and have an approved signage design as part of the Development Application prior to placement of any signage or advertising on commercial development.



Example of street signage integrated with building design



7. BUILT FORM DESIGN

7.1 Building Envelopes

A building envelope describes the outer limits for any construction on a site. It is not an indication of the final building form, mass or scale, merely it provides a set of limits to be defined in relationship to certain characteristics of a site (topography) or to control fundamental environmental access (solar access, views).

Building envelopes have been carefully crafted for most of the development sites at Cockburn Central West. The objective is to enhance the public open space and streetscape, protect solar access and views whilst ensuring optimal outcomes for all residents and users.

Based upon these building envelopes a series of controls have been established to describe and provide quantitative criteria to proponents in order to assist them in meeting the Development Controls. The building envelopes are presented at the Site Specific Building Requirements (section 10).

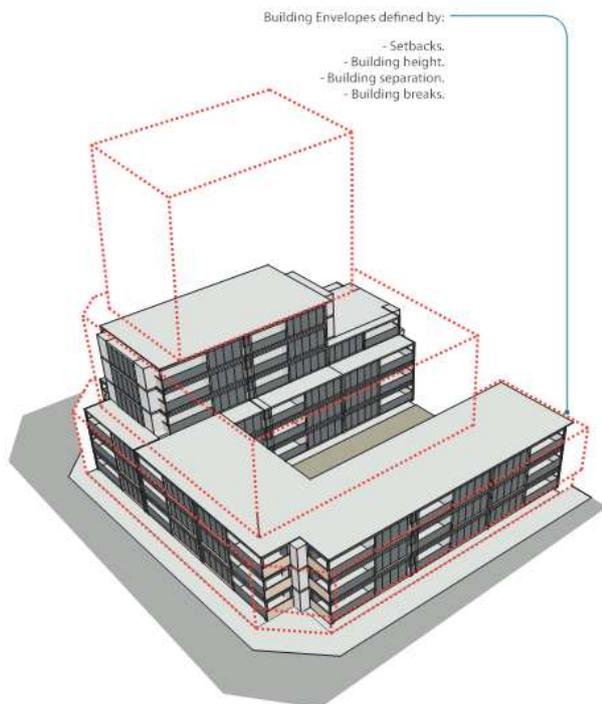


Figure 7.1 Indicative Building Detail shown only

7.2 Primary Building Controls

Objectives:

To ensure future development responds to the desired bulk, scale and character of Cockburn Central West.

To allow for each building to have adequate access to daylight and natural ventilation as well as visual and acoustic privacy.

To create streetscapes and public open space edges with a building scale in keeping with the desired character for each area.

Building types and layouts are oriented to respond to the streetscape and individual site promoting amenity and urban form character within the development and for neighbouring properties.

Innovative and aspiring building design is encouraged to explore alternative methods to satisfy the podium and tower street setback objectives.

To allow each building the opportunity to have a visual connection with public open space areas from the communal open space area(s).



7. BUILT FORM DESIGN

7.2.1 Site Planning, Orientation and Setbacks

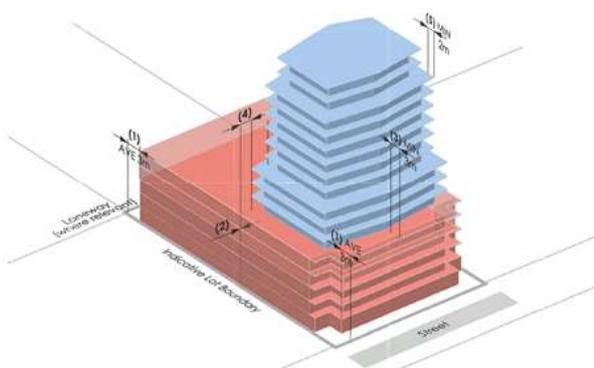
Objectives

Building orientation must consider the site, the street and neighbouring buildings to maximise residential amenity, including urban form to the street, solar access and visual privacy.

Development Controls:

- a. All street setbacks where not specified in the site specific building requirements shall meet an average of 3m, with a minimum setback of 1.5m, measured from the lot boundary.
- b. Development above podium height (3-5 storeys) shall set back a minimum of 3 metres from the street building edge, except locations where an alternative setback is set in the Site Specific Building Requirements (section 10).
- c. A minimum open space of 20% of the lot shall be required (excluding balconies and driveways).
- d. Development shall comply with Figure 7.2.1 for street, laneway, rear and public open space setbacks.

- e. Minimum side and rear setback distances for podium elements of the buildings shall be:
 - 6m between walls with major openings/ balconies
 - 4.5m between walls with major openings/ balconies and walls with no major openings
 - 3m between walls with no major openings
 - 0m for party walls, parking structures or walls with no openings
- f. Balconies shall be located entirely within the lot boundary.



* Top two levels of all buildings in excess of 8 storeys.

Ref	Building Setbacks	
(1)	Podium (to street/laneway lot boundary)	3m average; no maximum
(2)	Podium (to side/rear lot boundary)	Minimum 0m; No maximum, subject to building configuration
(3)	Tower (to street podium building edge)	Minimum 3m; no maximum
(4)	Tower (to side/rear building edge)	Refer Tower Setbacks Detail (7.2.1.1)
(5)	Building Top* (to tower edge)	Minimum 2m; no maximum

Figure 7.2.1 - Building Setbacks Illustration and Table



7. BUILT FORM DESIGN

7.2.1.1 Tower Setbacks

Development Controls:

- a. Minimum side and rear boundary setback distances for buildings above the podium shall be determined by conditions detailed at Figure 7.2.1.1.

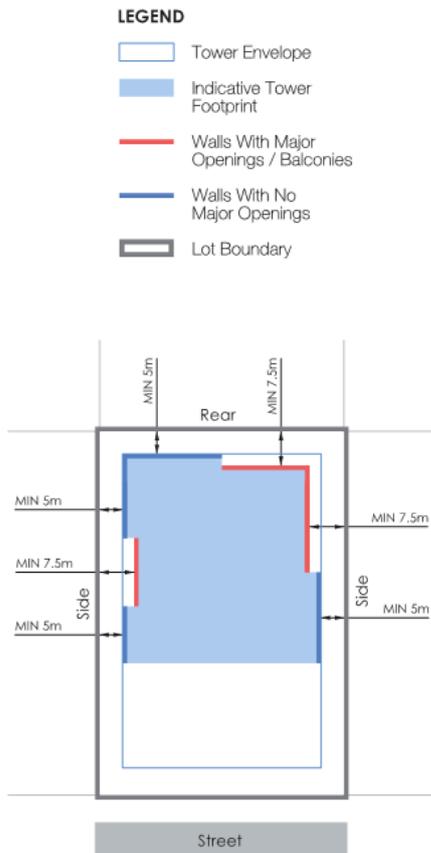


Figure 7.2.1.1: Tower setbacks to side and rear boundaries illustration

7.2.2 Building Separation

Objectives:

Ensure that new development is scaled to support the desired future character with appropriate massing and spaces between buildings.

Assist in providing residential amenity including visual and acoustic privacy, natural ventilation, sunlight and daylight access and outlook.

Provide suitable areas for communal open spaces, deep soil zones and landscaping.

Development Controls:

- a. Minimum separation distances between podium elements of the buildings shall be:
 - 12m between walls with major openings/ balconies
 - 9m between walls with major openings/ balconies and walls with no major openings
 - 6m between walls with no major openings
- b. Minimum tower separation distances are detailed at Figure 7.2.2 and are to be set back from each other as though there were a boundary between them.
- c. Facade building breaks are required in key locations as noted on the Site Specific Building Requirements (section 10).
- d. Building separation is measured from the outer face of building envelopes (including balconies).

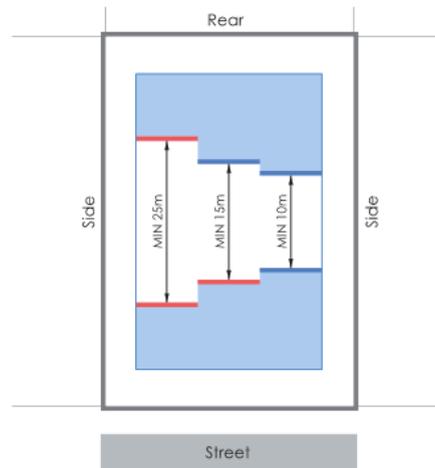


Figure 7.2.2: Building separation illustration



7. BUILT FORM DESIGN

7.2.2.1 Tower Building Envelopes

Objectives:

To ensure an appropriate scale of development relative to the streetscape, public and private spaces.

Ensure that proposed buildings bulk and height achieve the desired urban form where there is no plot ratio requirement and building height of an estimated 17 storeys is achievable.

Development Controls:

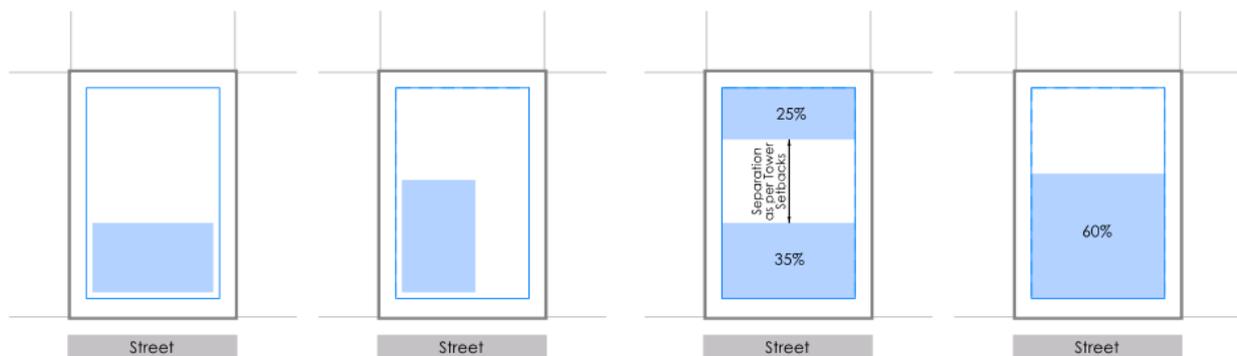
- a. Tower building envelopes are determined by applicable setbacks to site boundary and/or podium building edge (refer 7.2.1).
- b. For developments of 8 storeys or below, there is the flexibility to incorporate more than one tower. The maximum combined tower floorplate is equivalent to 60% of the tower envelope.
- c. For all building heights of 9 storeys and above: development sites shall be restricted to 1 tower element only per 2500m² of lot site area.
E.g.If 3 lots were amalgamated by landowners, and the total land area was less than 1.0ha, then there is the potential that 3 towers may be achievable.

- d. For developments of 9 storeys and above, the tower element is restricted to the maximum dimensions of 900m² maximum (approximately 45m x 20m).
- e. For developments that abut the northern boundary of POS, the shorter side of the tower dimension shall orient to the POS.

Note: A storey is defined as a complete horizontal section of a building (continuous or practically continuous). Dimensions outlined at section 7.2.4.

LEGEND

- Tower Envelope
- Indicative Tower Footprint
- Lot Boundary



Tower coverage examples within building envelope for 9 storeys and above

Tower coverage examples within building envelope for 8 storeys and below

Figure 7.2.2.1 Building Tower Illustrations



7. BUILT FORM DESIGN

7.2.3 Height

Objectives

To optimise density without compromise to urban and architectural quality.

To ensure building heights are within the limitations set by the Jandakot Airport flight path contours.

Development Controls:

- All development shall be a minimum of three storeys along street frontages except where noted on Site Specific Building Requirements.
- Building Height may be reduced to two storeys to allow for attached grouped dwellings, providing the extent of grouped dwellings does not exceed 30% of the developable land area within any parcel of land.
- All multiple dwelling development shall include a podium with a height minimum of 3 storeys and a maximum of 5 storeys.
- Maximum building height will be guided by limitations imposed by the Jandakot Airport flight path contours and where noted on Site Specific Building Requirements (section 10).
- Refer to the below website for additional information:

www.jandakotairport.com.au/images/files/ControlledActivity/Jandakot-OLS.pdf

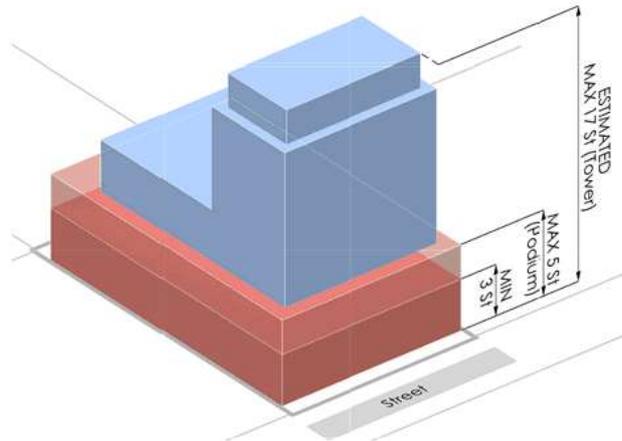


Figure 7.2.3 Building Heights Illustration



Indicative building model illustrating desirable articulation in height.

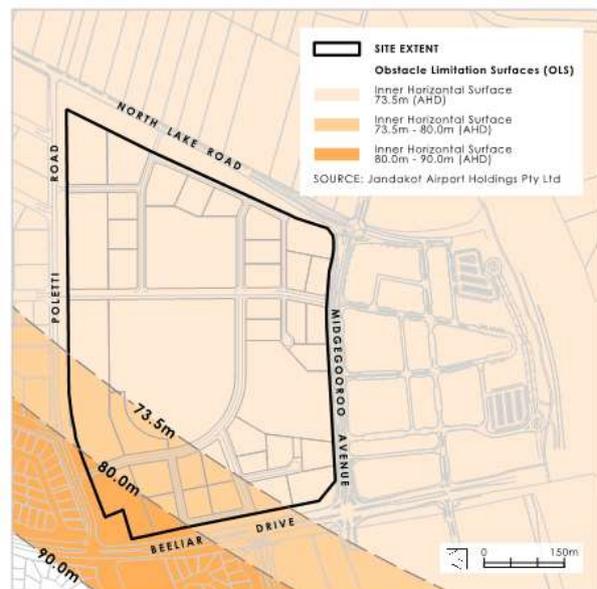


Figure 7.2.3.1 Obstacle Limitation Surfaces (OLS)

7. BUILT FORM DESIGN

7.2.4 Floor Levels

Objectives:

Where level changes occur on sites, ensure floor levels and entrances to buildings appropriately interface with the ground plane.

Ensure that all buildings create an inclusive and accessible environment for all people and achieve their intended function.

Development Controls:

- Floor to floor heights on the ground floor retail and commercial tenancies shall be a minimum of 3.5m, except for food and beverage tenancies which shall be minimum of 4.0m. This may only be varied to meet site specific level constraints at discretion of DRP.
- For commercial tenancies, changes in internal floor levels shall be a maximum of 1.2m (parallel with the street). Where larger internal level changes are needed, they shall occur at least 5m back from the building edge.
- To provide direct access to ground floor active use premises (at point of access), finished floor levels are to correspond to the adjacent footpath for universal access.
- Residential developments shall have minimum floor to ceiling height of 2.7m to habitable rooms.
- Residential ground floors shall not be more than 0.9m above natural ground level at any point.



There is the potential for alternative methods to satisfy street character and front setbacks.

7.3 Architectural Character

Objectives:

To provide a contemporary architectural response with active edges at ground level and articulated facades above.

To encourage innovative and imaginative developments that promote a cohesive urban form and reinforce the public streets and spaces, in particular the recreational elements.

To provide variety, articulation and high quality built form outcomes that enhance the visual amenity of the development.

Development Controls:

- Long street facades shall contain building breaks at a maximum of every 40m.
- Continuous horizontal and vertical elements shall be broken into smaller components through architectural features, materials, textures and building breaks.
- Street level awnings with a minimum width of 2.0m must be provided to ground floor commercial/retail developments.
- Street level awning structures shall be a minimum 2.7m and maximum 3.5m above the footpath.



Example of shading devices promoting building character through articulation and material variety.



7. BUILT FORM DESIGN

7.3.1 Facades

Objectives:

Provide buildings with appropriate composition and response to their location.

Ensure the facade responds to the buildings use, pedestrian realm activity and environmental conditions.

Development Controls:

- a. The character and composition of the building elevations shall respond to the specified edge conditions within the precinct (Figure 7.3.1).
- b. Four distinct elevation types shall be reflected as indicated in Figure 7.3.2.
- c. The appropriate facade treatments shall:

- Achieve enclosure and privacy from westerly sun, powerlines, and road noise and create a formal urban edge.
- - - Achieve a sense of privacy and protection from road noise without dominating the adjacent public realm and development.
- - - Take advantage of the internal views of the open space, create a sense of ownership and achieve surveillance.
- Additional screening may be required for protection from westerly sun and wind patterns. Facades should maintain their internal views of the open space to create a sense of ownership and achieve surveillance.



Figure 7.3.1: Edge Conditions



Figure 7.3.2: Facade Treatments

7. BUILT FORM DESIGN

7.4 Materials and Colours

Objectives:

Convey a contemporary and high quality urban aesthetic.

Development Controls:

- Developments shall incorporate a variety of materials such as rendered masonry, face brick, stone, steel, glazing and cladding materials, to achieve a contemporary urban aesthetic.
- Consideration of thermal and general environmental performance shall be demonstrated in the selection of materials and colours.
- Each application for planning approval is to be accompanied with details on proposed materials and colours, together with sample swatches.

7.5 Building Entrances

Objectives:

To provide entrances that read intuitively as the public interface of a building and describe the particular use or activity to which the entrance leads.

Development Controls:

- Pedestrian entrances shall be clearly defined and separate from vehicle access.
- Commercial and residential entries shall be separate and well defined.
- Entries for the ground floor level and upper level areas shall be designed separate.
- Building entrances shall be designed and located to be highly visible, sheltered, well lit spaces that optimise the safety and convenience of residents and visitors.
- Building entrances shall be designed to assist with interest and fine grain at the ground level.
- Where long ramps are required to any public street frontage, they should be provided wholly or partially within the building rather than externally to reduce their visual impact and assist in achieving a strong built edge to the street boundary.



Variety of building design elements and materials add visual interest



Example of a clearly defined pedestrian entry



7. BUILT FORM DESIGN

7.6 Roof Forms

Objectives:

To integrate the design of the roof into the overall façade, building composition and desired development context.

To consider relationships between adjacent buildings and across the Town Centre precinct.

To ensure the roof area does not negatively impact on the views from adjacent dwellings.

Development Controls:

- a. Design consideration shall be given to the view of the roof, roof plant equipment and cantilevered elements (e.g. awnings) from adjacent streets, taller buildings and the greater public realm (including ovals and parklands).
- b. Illuminated signage is not permitted as part of the roof design.
- c. Details of air conditioning and roof plant equipment to be discussed at design review stage.



Examples of contemporary roof forms

7.7 Outdoor Space

Objectives:

To contribute to the sense of safety and liveliness of the street and adjacent public open space.

To achieve a unique building character and resident experience by ensuring developments have strong visual connections with the three key public spaces.

To provide residents with high amenity passive and active outdoor recreational opportunities within their development.

To provide an appropriate balance between the requirement for privacy and views towards the public realm and considering the privacy of adjacent dwellings.

To ensure that balconies, terraces, roof gardens and other outdoor spaces are an integrated component of the development and contribute to the form, articulation and identity of buildings.

To ensure private open space is commensurate in size and composition to the dwelling.

To ensure the design of communal outdoor areas considers building bulk and privacy to adjoining private open spaces and habitable room windows (in compliance with the overlooking requirements of these Design Guidelines).

To ensure communal outdoor areas provide for a range of spaces for different groups of people to gather within.

To consider the provision of communal outdoor spaces for workers within non-residential buildings.

7. BUILT FORM DESIGN

7.7.1 Communal Open Space

Development Controls:

- a. Passive solar access to usable outdoor areas shall be optimised.
- b. Where lots directly abut public open space, communal open space location shall be prioritised to be accessible from, or provide a direct visual connection to these areas.
- c. Minimum communal open space requirement:
 - Up to 10 dwellings - no requirement
 - 11 to 20 dwellings - 10% site area
 - 21 to 30 dwellings - 15% site area
 - 31+ dwellings - 20% site area
- d. Where communal open space cannot be provided on the ground level, it should be provided on a podium or roof.

7.7.2 Private Outdoor Living Areas

Objectives:

All residential units to have access to functional and usable private open space that is suitable for the purposes of relaxation and entertaining and is commensurate in size and composition to the dwelling.

Where unique development constraints or

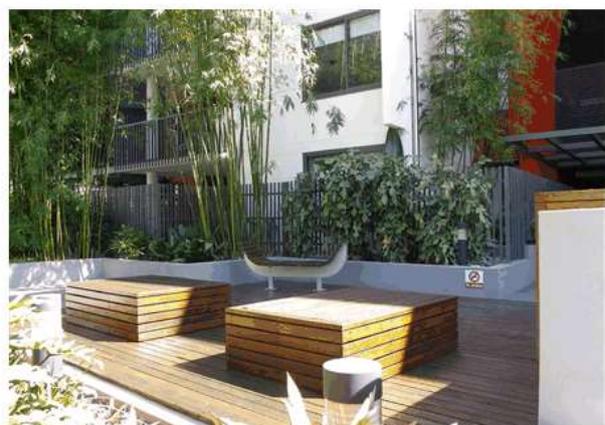


Example of communal open space benefits to development amenity

competing development controls inhibit delivery of balconies, alternative performance based solutions may be considered by the DRP.

Development Controls:

- a. All apartments shall be provided with at least one balcony or equivalent accessed directly from a habitable room with a minimum area of 10m² and a minimum dimension of 2.5m. Studio apartments 40m² and smaller may have a Juliette balcony (full height opening windows with a balustrade).
- b. Balconies, terraces, or courtyards are to be provided for all dwellings fronting the public realm.
- c. Balcony balustrades shall be visually permeable to 50% of the area.
- d. All ground level dwellings shall have an outdoor living area relative to the size of dwelling, directly accessible from an internal living space:
 - <80sqm dwelling = 12sqm min. outdoor space
 - 80–120sqm dwelling = 16sqm min. outdoor space
 - >120sqm dwelling = 20sqm min. outdoor space
- e. Overlooking between balconies and adjoining residences shall be carefully considered and privacy screening provided where necessary.
- f. A balcony that is fully enclosed by operable louvers, sliding panels or bi-fold doors and has a hard floor surface continuous with the internal area can be included as private open space.



Example of ground level courtyard opportunities



7. BUILT FORM DESIGN

7.8 Building Services

Objectives:

To ensure services are well integrated and have minimal visual impact from the public realm.

To provide efficient and effective building servicing while minimising visual and acoustic impact.

7.8.1 Waste Management

Development Controls:

- a. An integrated Waste Management Strategy shall be prepared in consultation with the City of Cockburn.
- b. Waste storage facilities shall be designed to allow collection of waste from within the site or a strategy for transfer of waste developed within the waste management strategy.
- c. Waste collection areas shall be located and designed so they are not visible from the public realm and screened from view.
- d. Waste collection areas shall be located behind the primary building line, incorporated into the building with a quality material, compatible with the building design.

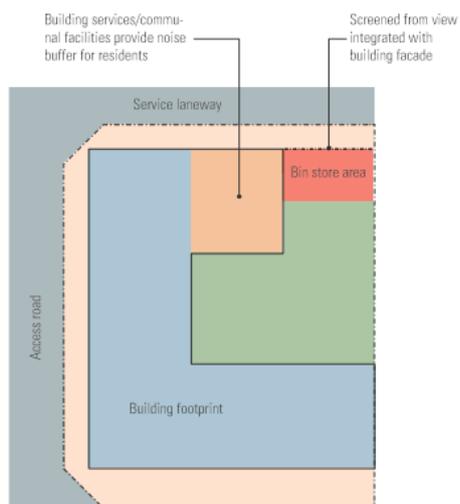


Figure 7.8.1 Integrated Design Illustration

- e. Bin storage areas shall be located to minimise the impact on adjoining residences and screened from public view.

7.8.2 Drying Areas

Development Controls:

- a. A naturally ventilated drying cupboard/ area shall be provided to each dwelling. This may be within a secondary balcony if provided.
- b. Any drying area shall be screened from view but well ventilated.

7.8.3 Storage

Objectives:

To ensure apartments are provided with adequate and well designed storage.

Development Controls:

- a. Adequate storage for non-residential functions shall be incorporated into the building design.
- b. Storage not located in apartments shall be conveniently located, accessible and nominated for individual apartments.
- c. Storage areas shall be a minimum of 4m² per dwelling.
- d. A minimum of 50% of the required storage may be located within the apartment.
- e. Storage areas at the rear of parking bays must not impede parking access and should contain a roller or sliding door.

7. BUILT FORM DESIGN

7.8.4 Mechanical Services

Development Controls:

- a. Piped and wired services including conduit shall be concealed from view or integrated into the building design.
- b. Building services, including air conditioning units, satellite dishes and other plant equipment shall be screened from view or not be visible from the public realm and minimise acoustic or other impacts.
- c. Building services, including air conditioning units and condensers, shall not be located on balconies or viewed from the public or private realm, unless screened from view in such a way as to be integrated into the building form.
- d. Meter boxes and letter boxes shall be contained within development lots, screened and integrated into the overall development.
- e. Car park venting/service lids and other utility infrastructure or equipments shall not be visible from the adjacent public or private realm and shall be appropriately screened to ensure they do not detract from the visual quality of the development.
- f. Plant, service equipment and lift overruns shall not be visible from the public realm and must not be visible above the roof line of building with street facing elevations.

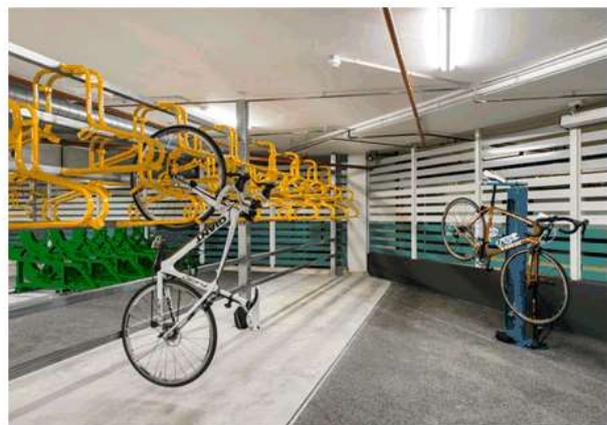


Example of screened building services for protection of amenity for communal open space

7.8.5 End of Trip Facilities

Development Controls:

- a. For commercial and retail development with floorspace greater than 500m² NLA but less than 2000m² NLA, there shall be an allocation of one unisex shower or 1 male/1 female shower.
- b. For commercial and retail development with NLA floorspace greater than 2000m² NLA, there shall be an additional allocation of one unisex shower or 1 male/1 female shower per 2000m² thereafter.
- c. For all commercial and retail development, there shall be an allocation of one locker per bicycle storage space.
- d. All end of trip facilities shall be designed with convenience and safety in mind.



Example of end of trip facilities.

7. BUILT FORM DESIGN

7.9 Fencing and Balustrades

Objectives:

To ensure design and materials/finish complements and is consistent with the building design.

To ensure fencing and balustrades contribute positively to the quality of the area and enable surveillance of footpaths or other public areas.

Promote fencing of a minimum height suitable to its intended function (e.g. security; safety; screening).

To ensure balustrades and fencing are appropriately selected in response to the design of the internal front setback. Both surveillance to the street and some level of privacy for the space will need to be demonstrated.

Development Controls:

- Front fences, balustrades and gates addressing streets shall be at least 60% visually permeable by area, no more than 1.2 m high and uniform in design.
- All fencing, balustrades and gates addressing POS shall be at least 60% visually permeable by area and no more than 1.5 m high.
- Front fencing and balustrades shall be designed to complement the built form design.
- Colorbond and super six style fencing is not permitted.
- Closable louvre-style fins are not permitted for fencing abutting the street or public realm at ground level.

Design Guidance:

- Fences should be specifically designed to integrate with the development to which they belong and enhance the adjacent public realm.
- Where the finished floor level is raised above the adjacent public realm, additional design and landscape treatments may be required to soften the boundary treatment to the public realm.
- The design of front setbacks (including the fencing and balustrades) needs to consider the privacy of residents to ensure residents are not reverting to the use of temporary fencing to provide privacy. Layering of these front spaces is promoted (e.g. through the use of more than one design element, such as semi-permeable openings, landscaped setback, change in level).
- Front fences, balustrades and gates should be truncated or reduced to no higher than 0.75m within 1.5m of where these structures adjoin vehicle access points where a driveway meets a public street and where two streets intersect.



Visually permeable fencing to POS interfaces



Fencing materials that are harmonious with the building design

8. ENVIRONMENTALLY SUSTAINABLE DEVELOPMENT

8.1 Climate Responsive Design

Objectives:

To provide high performance buildings that minimise energy use, conserve water, reduce waste and maximise comfort for occupants.

To ensure indoor and outdoor living areas have adequate access to sun during winter and effective shading in summer.

To ensure buildings operate at a high level of efficiency with dwellings each benefiting from a reduction in mechanical cooling and heating costs.

8.1.1 Solar Design

Objectives:

Ensure that the built form is conceived in a way that allows good solar access to the public realm and adjacent buildings, whilst achieving comfortable internal and external environments for its occupants.

Incorporate passive solar design principles to optimise solar gain in winter and protection from heat gain in summer.

Building designs shall consider alternative opportunities for sunlight access to south facing apartments to limit impact to residents.

Development Controls:

- Minimum 70% of all residential apartments shall receive 2 hours direct sunlight to major living areas between 9am and 3pm mid-winter.
- Shadow studies are required on buildings over 10m in height.
- It is desirable for at least 70% of dwellings in multi-residential developments to have outdoor areas that benefit from a northerly aspect.
- A Site Plan shall be prepared to demonstrate solar design outcome for the DRP assessment.

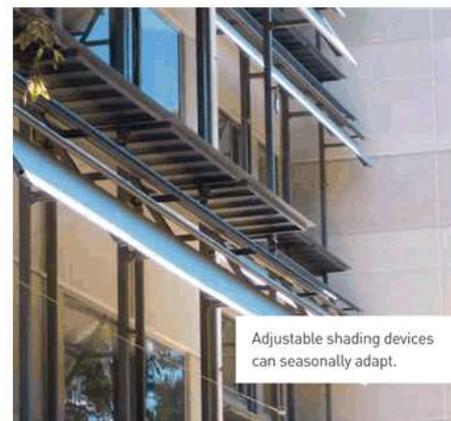
8.1.2 Shading

Development Controls:

- Openings not shaded by appropriate eave overhangs shall be shaded with an appropriate shading device e.g. awning, louvre that enable winter sun penetration while keeping out summer sun.
- Glazing to habitable rooms facing east and west shall have vertical protection, such as louvered solar-shutters, blinds or screening devices.
- West-facing outdoor living areas shall be provided with shading devices to provide sun control.



Solar shading devices provide an opportunity to enhance the character of the building.



Adjustable shading devices can seasonally adapt.

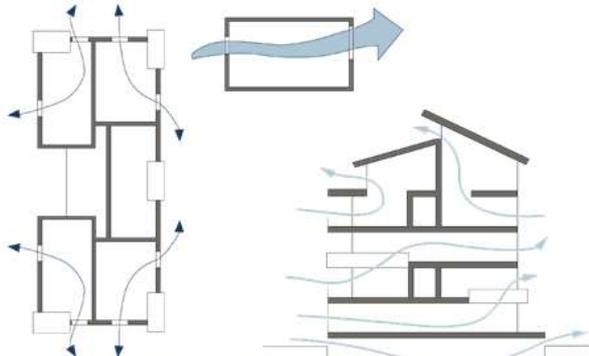


8. ENVIRONMENTALLY SUSTAINABLE DEVELOPMENT

8.1.3 Ventilation

Development Controls:

- a. Maximise natural ventilation potential by orienting buildings and their openings to maximise air intake from the “windward” side of the building and by providing air outlets on the “leeward” side of the building.
- b. Use a range of appropriate apartment depths to ensure natural ventilation.
- c. Residential dwellings shall be designed to maximise cross ventilation by providing direct breeze paths for cooling and air circulation.
- d. A minimum of 60% of apartments shall be naturally cross ventilated. Some discretion may be permitted to apartments where a carpark is required to be sleeved by the building adjacent public realm.
- e. Glazing systems shall be installed with draught seals/weather stripping.



Ventilation can be achieved in combination with solar shading designs

8.2 Energy Efficiency

Objectives:

To provide high performance dwellings that minimises energy use and maximise the comfort for occupants

Development Controls:

(Required at Building Permit stage)

- a. The overall building shall achieve at least an average 5 Star NatHERS rating.
- b. Air-conditioning systems and other energy efficient appliances shall be minimum 5 star energy rating and sized appropriately for the space.
- c. A demonstrated highly energy efficient hot water system shall be installed (e.g. gas or solar boosted gas - centralised or local).

Design Guidance:

- a. Developer to consider producing a “Building/ Dwelling Management Manual”, or similar user-friendly document, to assist occupants to understand the intended performance of the building and specific operational requirements.
- b. Northern oriented solar collection panels are encouraged on roof areas for hot water heating and electricity generation.



Devices that enhance a building's energy efficiency can also provide a strong architectural identity

8. ENVIRONMENTALLY SUSTAINABLE DEVELOPMENT

8.3 Water Efficiency

Objectives:

To reduce running costs and ensure more sustainable water use into the future.

8.3.1 Plumbing Fixtures

Development Controls:

- Tapware and showers should exceed National Construction Code requirements for WELS star ratings by one star per fixture.

Design Guidance:

- Other water saving strategies should be investigated, such as provision for rainwater collection and reuse on site.

8.3.2 Stormwater Management

Development Controls:

- All 1:100 year stormwater volumes shall be contained within the development site for multiple residential and mixed use developments.
- In accordance with AS/NZS 3500.3.

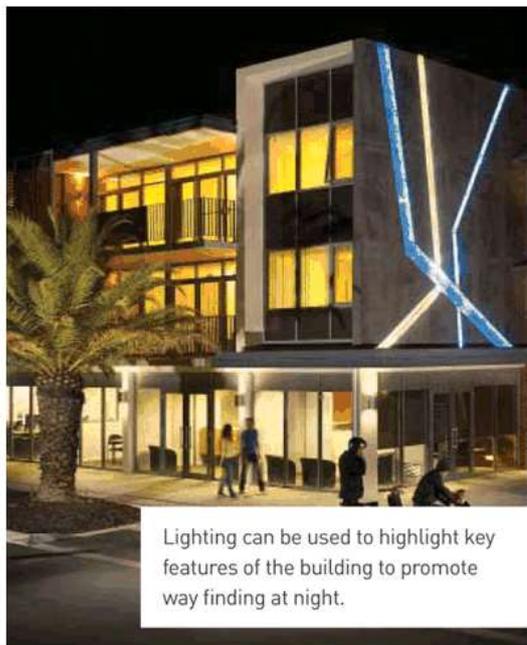
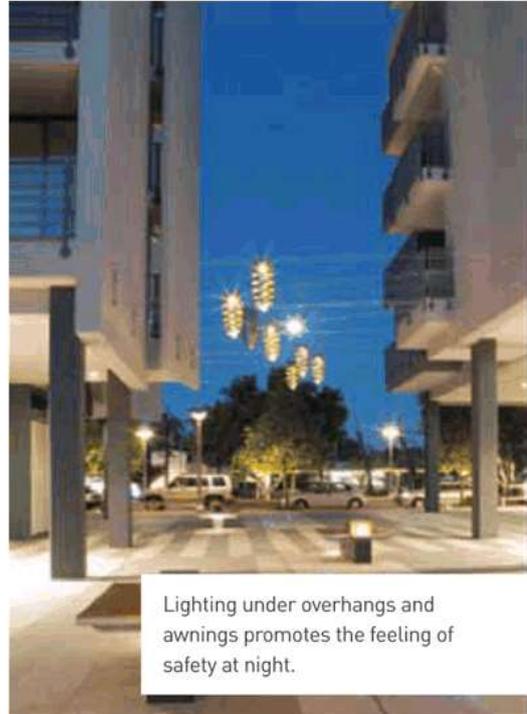
8.4 Lighting

Objectives:

Provide appropriate levels of lighting for both the private and public realm for safety, security and aesthetic appeal.

Development Controls:

- Lighting shall be provided under awnings to illuminate the footpath below.
- All outdoor lighting shall be directed downwards with no light spill above the horizontal plane.
- Front outdoor/security lights shall be operated via a timed motion sensor with manual over-ride.
- Rear outdoor areas adjacent to laneways shall be well lit and incorporate motion activated light fittings.





8. ENVIRONMENTALLY SUSTAINABLE DEVELOPMENT

8.5 Acoustics

Objectives:

To ensure that the noise challenges associated with mixed use precincts and buildings are mitigated to safeguard occupant amenity.

8.5.1 Landuse Generated Noise

Development Controls:

- a. Prior to submission of a Development Application an acoustic assessment shall be prepared in accordance with City of Cockburn Noise Attenuation Local Planning Policy requirements for all development proposals within Cockburn Central West.

8.5.2 Road Noise

Development Controls:

- a. Prior to submission of a Development Application an acoustic assessment shall be prepared in accordance with City of Cockburn Local Planning Policy LPP1.12 requirements for buildings on lots affected by noise from Beeliar Drive, Midgegooroo Avenue and North Lake Road as identified in Herring Storer's Acoustic Assessment (November 2014).



Mixed landuse generated noise considerations



Adjacent recreational generated noise considerations for residents

9. LANDSCAPE DESIGN

Objectives:

To create an attractive landscape environment that is complementary to the wider precinct while allowing for variation between developments.

To ensure that the built form integrates with the surrounding urban context, streets, parks and neighbouring properties.

To create attractive private realm areas that are respectful of adjacent public realm, including public open space, public accessway or streetscapes, and present a landscape character cohesive with the wider precinct aesthetic.

Achieve inviting and comfortable external environments that are well connected to the built form.

Creation of a landscape that enhances the biodiversity and habitat values of the precinct.

Use native flowering species as part of introduced landscapes to provide food and habitat opportunities for birds and insects.

To improve residential amenity, local microclimate and promote management of water and air quality through the growth of healthy trees in deep root zones on development sites.



Example of deep root zone benefits

9.1 Deep Root Zones

Development Controls:

- For development incorporating residential landuse at the ground floor, a minimum 25% of the sites open space requirement shall be provided as deep root zone.
- A deep root zone shall not be covered by buildings or structures within a development. They can be co-located with communal open space but exclude all impervious surfaces.
- Deep root zones shall be located to allow for the mature development of trees with large canopies.
- Weed potential plants shall be avoided.
- The use of tree species which encourage foraging and roosting by birds is encouraged.
- Where the deep root zone controls are not achievable on a site due to the location or building typology, acceptable stormwater management shall be achieved and alternate forms of planting provided such as on structure.
- Species selection to be of an appropriate scale to the building.

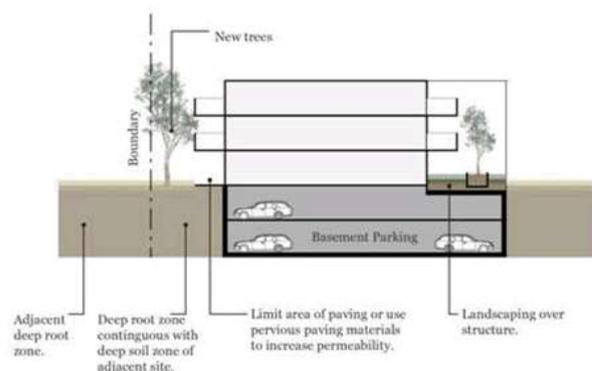


Figure 9.1 Example of deep root zone in section



9. LANDSCAPE DESIGN

9.2 Hardscaping

Development Controls:

- a. Hard stand areas shall be designed so that heat retention and re-radiation is minimised so the increase in ambient air temperature around buildings is contained.
- b. Minimise the extent of paving, or use permeable paving, to increase stormwater permeability.
- c. Vehicular surfaces, pedestrian entries, external foyer spaces and ground floor setback areas which are accessible to the public shall be treated with materials and colours sympathetic to those used in the adjacent public realm. This may include, but not limited to, paving, edging, walling, balustrades, handrails, steps, fencing, plant species, furniture, lighting and signage.
- d. Publicly-accessible areas shall be designed to suit individuals requiring universal access (IRUA).
- e. Damage to public realm works shall be rectified by the developer at the developer's expense to match pre-existing works.

Design Guidance

- a. Any general waste collection space to accommodate various bins for recyclable waste and other materials, or as required by the City of Cockburn, should be considered as part of any overall landscape plan.

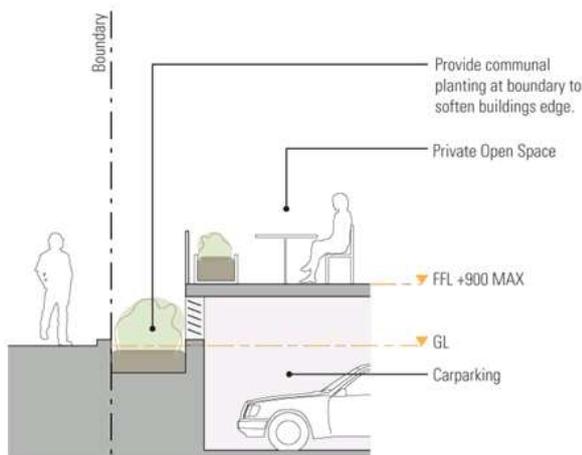


Figure 9.2 Example of landscaping used to mitigate raised building interface to street



Example of tree planting opportunities in front setback and benefits to streetscape amenity

9. LANDSCAPE DESIGN

9.3 Softscaping

Development Controls:

- a. A landscape concept design is required at design review meeting with the DRP.
 - b. A landscaping plan shall be submitted detailing plant types, number, irrigation and mulch type for Building Permit.
 - c. Landscaping will be designed with a view to CPTED principles and allow development to take advantage of views over open space while assisting with creation of an attractive urban edge with landscaping on verge and near-verge areas to soften the appearance of buildings and provide shading.
 - d. At least 50% of the proposed plants shall be Western Australian native species.
 - e. Use of predominantly low understorey shrub and groundcover species of less than 1 metre mature height.
 - f. Use of single-trunk tree species with a mature canopy starting point higher than 2.5 metres, where pedestrian access and uninterrupted sightlines are required.
 - g. Planting areas should be designed for full coverage.
 - h. Species selection and planting themes shall respond to local conditions and relate to the character, scale and proportions of the streetscape and built form.
- i. Avoid the use of continuous lengths of blank walls on sites where outdoor space (private or communal) is raised over 0.5m above street level (or open space) by placing planting to soften the edges and reduce their apparent scale.



Reduced street setbacks still offer landscaped potential



Planting at the building's ground level enhances the interface with the public realm

9. LANDSCAPE DESIGN

9.4 Water Efficiency and Maintenance

Development Controls:

- a. An irrigation plan shall be included as part of the Landscape Plan for Building Approval.
- b. The use of water efficient irrigation shall be installed for all garden beds.
- c. Private water bores are not permitted.
- d. Spray irrigation may be used on turf areas only.
- e. An automatic irrigation system including a rain sensor shall be installed that adheres to current Water Corporation water usage standards and restrictions.
- f. Developments shall allow water to permeate the ground surface by maximising permeable ground surface treatment such as gravel, crushed stone, permeable paving or pavers on a sand base.

9.5 Construction Zone

Development Controls:

- a. A 'construction zone' of 2.0m width has been allowed for in the design of the public open space areas. This zone is available for temporary use by the building developer to facilitate the building construction process. At the end of the construction process, the land owner will be responsible for landscape construction within the construction zone.
- b. Final landscaping of the construction zone shall be completed to the satisfaction of the City of Cockburn.
- c. Locations and extent of Construction Zone are detailed on the Site Specific Building Requirements (section 10).



Hard and soft landscaping can provide water efficient outcomes



Part 3

Site Specific Provisions



10. SITE SPECIFIC BUILDING REQUIREMENTS

The site specific building requirements contain controls and details particular to individual lots or groups of lots – ‘sites’.

These sites have been configured to consider development outcomes with the possible amalgamation by landowners in the future.



Site Location Key



10. SITE SPECIFIC BUILDING REQUIREMENTS

* to be read in conjunction with relevant General Provisions.

SITE 1

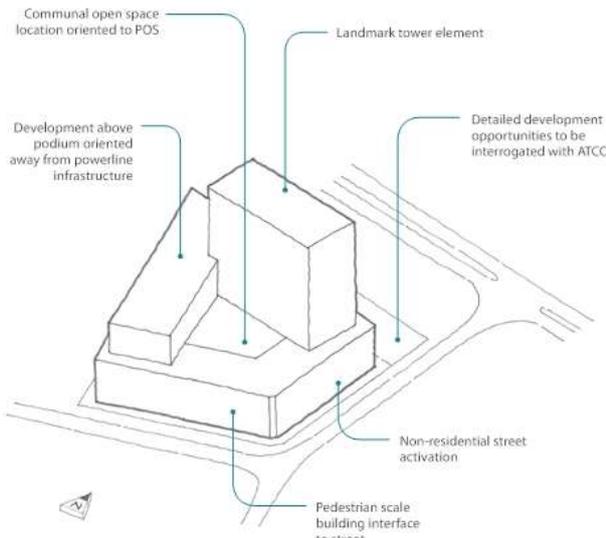


Key Controls	Location	Requirement
Setbacks		
Basement:	All boundaries:	Nil permitted
Ground Floor – podium* (measured from lot boundary)	North Lake Road:	3.0m minimum/no maximum ¹
	Honour Way:	3.0m average/no maximum
	Legacy Way:	Nil minimum/3.0m maximum - where retail landuse
Above podium: (measured from building edge)	Public Utility Reserve:	Nil permitted/no maximum ²
	All roads:	3.0m minimum/no maximum
Top two storeys: (for buildings in excess of 8 storeys – measured from building edge)	Public Utility Reserve:	Nil permitted/no maximum ²
	All roads:	2.0m minimum/no maximum
Building Height	Legacy Way:	3 storey/5 storey height maximum where communal open space zone located
Noise Attenuation	Lots adjacent North Lake Road may be affected by noise. Development applications must be accompanied by an acoustic report addressing all relevant requirements.	
Service Infrastructure	¹ Development setback subject to ATCO guidelines requirements for any works within 15m of the High Pressure Gas Main. Developers should satisfy themselves of detailed requirements.	
	² Development setback subject to infrastructure specific requirements. Developers should satisfy themselves of detailed requirements.	



Site Diagram

* Refer to performance based bonus criteria outlined at section 6.3.



Indicative Principles Diagram

- LEGEND**
- Building Zones**
- Public Open Space Interface Treatment Requirements (refer sections 6.5, 7.2, 7.3, 7.7 & 7.9)
 - Minimum 4 storeys (no max)
 - Landmark Building (specific corner design requirements; refer 6.5)
 - Priority Facade - Building Orientation
 - Communal Private Open Space Priority Zone (located on podium)
 - Preferred (Priority) location for building height over 5 storeys
 - View corridor/building break requirement at ground level
 - Construction Zone
 - Public Utility Buffer -15m (ATCO Gas)
 - Service Infrastructure (approx. alignment)
- Landuse**
- Mandatory Non-Residential Landuse - Ground Floor
 - Non-Residential Landuses Encouraged - Ground Floor
- Movement**
- No Vehicle Access Permitted
 - Vehicle Access Permitted where the access point is not dominant within the building facade

Site Diagram Legend



10. SITE SPECIFIC BUILDING REQUIREMENTS

* to be read in conjunction with relevant General Provisions.

SITE 2



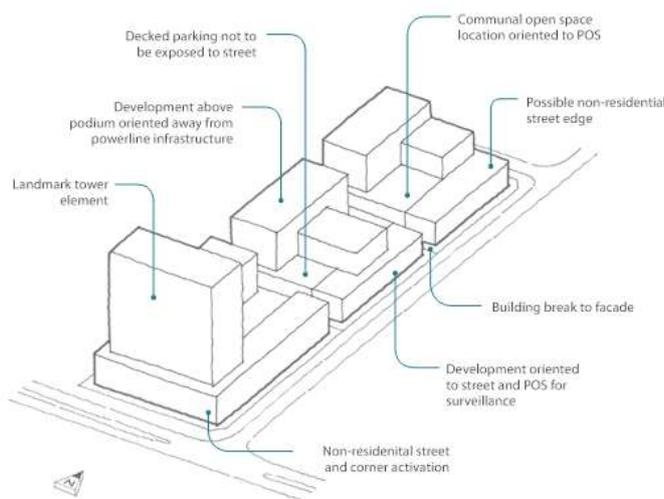
Location:

Key Controls	Location	Requirement
Setbacks		
Basement:	All boundaries:	Nil permitted
Ground Floor – podium*: (measured from lot boundary)	Honour Way, Legacy Way and Veterans Parade:	3.0m average/no maximum
	Legacy Way and Veterans Parade:	Nil minimum/3.0m maximum – where adaptable building design criteria met
	Public Utility Reserve:	Nil permitted/no maximum ¹
Above podium: (measured from building edge)	All roads:	3.0m minimum/no maximum
	Public Utility Reserve:	Nil permitted/no maximum ¹
Top two storeys: (for buildings in excess of 8 storeys – measured from building edge)	All roads:	2.0m minimum/no maximum
	Public Utility Reserve:	Nil permitted/no maximum ¹
Building Height	Legacy Way:	3 storey/5 storey height maximum where communal open space zone located
	Legacy Way/Veterans Parade corner:	4 storey minimum building height required within 20.0m of corner lot truncation
Building Break	The building design shall include a minimum of one physical break to the podium facade at boundary indicated.	
Service Infrastructure	¹ Development setback subject to infrastructure specific requirements. Developers should satisfy themselves of detailed requirements.	

* Refer to performance based bonus criteria outlined at section 6.3.



Site Diagram



Indicative Principles Diagram

LEGEND

Building Zones

- Public Open Space Interface Treatment Requirements (refer sections 6.5, 7.2, 7.3, 7.7 & 7.9)
- Minimum 4 storeys (no max)
- Landmark Building (specific corner design requirements, refer 6.5)
- Priority Facade - Building Orientation
- Communal Private Open Space Priority Zone (located on podium)
- Preferred (Priority) location for building height over 5 storeys
- View corridor/building break requirement at ground level
- Construction Zone
- Public Utility Buffer -15m (ATCO Gas)
- Service Infrastructure (approx. alignment)

Landuse

- Mandatory Non-Residential Landuse - Ground Floor
- Non-Residential Landuses Encouraged - Ground Floor

Movement

- No Vehicle Access Permitted
- Vehicle Access Permitted where the access point is not dominant within the building facade

Site Diagram Legend



10. SITE SPECIFIC BUILDING REQUIREMENTS

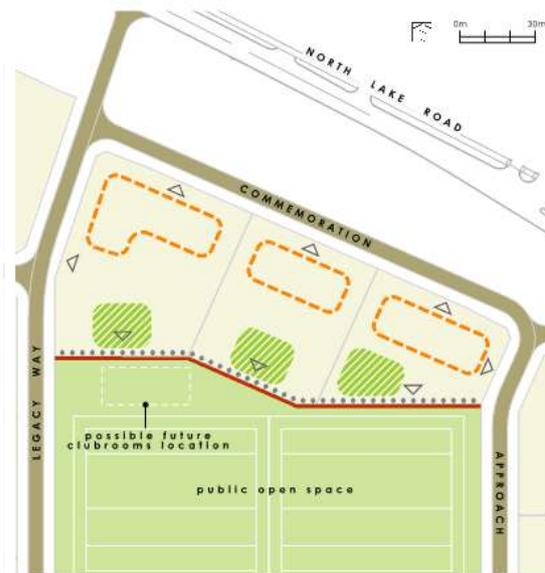
* to be read in conjunction with relevant General Provisions.

SITE 3

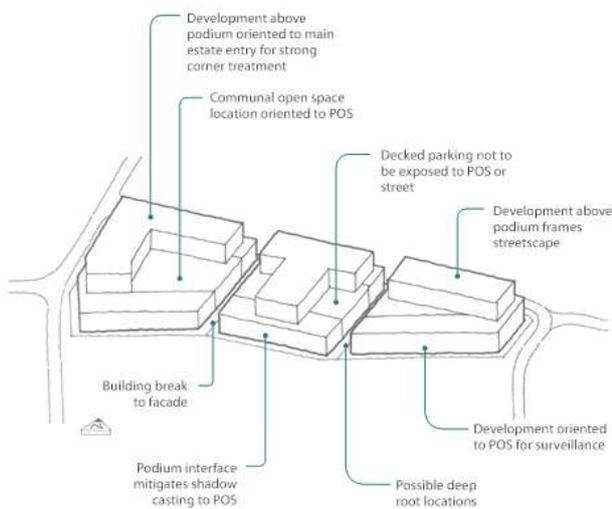


Key Controls	Location	Requirement
Setbacks		
Basement:	All boundaries:	Nil permitted
Ground Floor – podium*: (measured from lot boundary)	All roads:	3.0m average/no maximum
	Public Open Space frontage:	3.0m minimum/no maximum
Above podium: (measured from building edge)	All roads:	3.0m minimum/no maximum
	Public Open Space frontage:	Determined subject to overshadowing considerations
Top two storeys: (for buildings in excess of 8 storeys – measured from building edge)	All roads:	2.0m minimum/no maximum
	Public Open Space frontage:	2.0m minimum/no maximum
Building Height	Public Open Space frontage:	3 storey/5 storey height maximum where communal open space zone located
		Building tower element restrictions apply – refer general provisions
Noise Attenuation	Lots adjacent North Lake Road may be affected by noise. Development applications must be accompanied by an acoustic report addressing all relevant requirements.	

* Refer to performance based bonus criteria outlined at section 6.3.



Site Diagram



Indicative Principles Diagram

- LEGEND**
- Building Zones**
- Public Open Space Interface Treatment Requirements (refer sections 6.5, 7.2, 7.3, 7.7 & 7.9)
 - Minimum 4 storeys (no max)
 - Landmark Building (specific corner design requirements; refer 6.5)
 - Priority Facade - Building Orientation
 - Communal Private Open Space Priority Zone (located on podium)
 - Preferred (Priority) location for building height over 5 storeys
 - View corridor/building break requirement at ground level
 - Construction Zone
 - Public Utility Buffer -15m (ATCO Gas)
 - Service Infrastructure (approx. alignment)
- Landuse**
- Mandatory Non-Residential Landuse - Ground Floor
 - Non-Residential Landuses Encouraged - Ground Floor
- Movement**
- No Vehicle Access Permitted
 - Vehicle Access Permitted where the access point is not dominant within the building facade

Site Diagram Legend

COCKBURN CENTRAL WEST
DESIGN GUIDELINES

10. SITE SPECIFIC BUILDING REQUIREMENTS

* to be read in conjunction with relevant General Provisions.

SITE 4



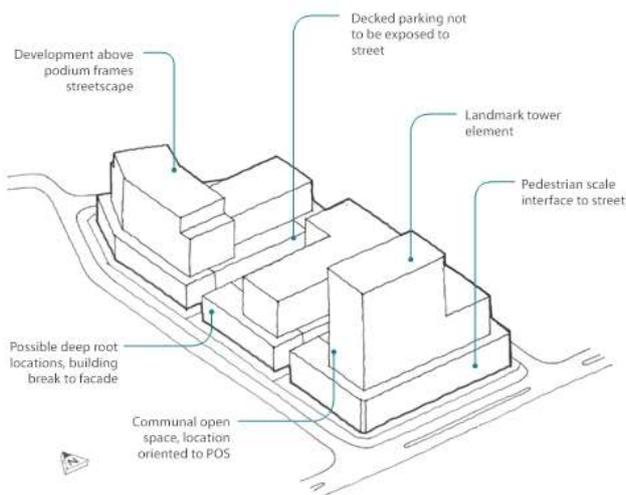
Location:

Key Controls	Location	Requirement
Setbacks		
Basement:	All boundaries:	Nil permitted
Ground Floor – podium*: (measured from lot boundary)	All roads and laneways:	3.0m average/no maximum
	Commemoration Approach and Veterans Parade:	Nil minimum/3.0m maximum – where adaptable building design criteria met
Above podium: (measured from building edge)	All roads:	3.0m minimum/no maximum
Top two storeys: (for buildings in excess of 8 storeys – measured from building edge)	All roads:	2.0m minimum/no maximum
Building Break	The building design shall include a minimum of one physical break to the podium facade at boundary indicated.	
Building Height	Commemoration Approach:	3 storey/5 storey height maximum where communal open space zone located
	Commemoration Approach/Veterans Parade corner:	4 storey minimum building height required within 20.0m of corner lot truncation
Noise Attenuation	Lots adjacent North Lake Road or located in close proximity to the aquatic facility may be affected by noise. Development applications must be accompanied by an acoustic report addressing all relevant requirements.	

* Refer to performance based bonus criteria outlined at section 6.3.



Site Diagram



Indicative Principles Diagram

LEGEND

Building Zones

- Public Open Space Interface Treatment Requirements (refer sections 6.5, 7.2, 7.3, 7.7 & 7.9)
- Minimum 4 storeys (no max)
- Landmark Building (specific corner design requirements, refer 6.5)
- Priority Facade - Building Orientation
- Communal Private Open Space Priority Zone (located on podium)
- Preferred (Priority) location for building height over 5 storeys
- View corridor/building break requirement at ground level
- Construction Zone
- Public Utility Buffer -15m (ATCO Gas)
- Service Infrastructure (approx. alignment)

Landuse

- Mandatory Non-Residential Landuse - Ground Floor
- Non-Residential Landuses Encouraged - Ground Floor

Movement

- No Vehicle Access Permitted
- Vehicle Access Permitted where the access point is not dominant within the building facade

Site Diagram Legend



10. SITE SPECIFIC BUILDING REQUIREMENTS

* to be read in conjunction with relevant General Provisions.

SITE 5

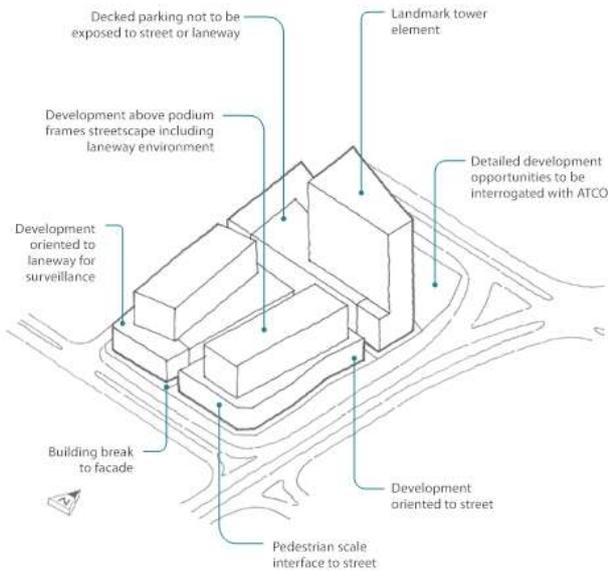


Key Controls	Location	Requirement
Setbacks		
Basement:	All boundaries:	Nil permitted
Ground Floor - podium*: (measured from lot boundary)	North Lake Road	3.0m minimum/no maximum - measured from infrastructure alignment ¹
	All remaining roads	3.0m average/no maximum
Above podium: (measured from building edge)	All roads:	3.0m minimum/no maximum
Top two storeys: (for buildings in excess of 8 storeys - measured from building edge)	All roads:	2.0m minimum/no maximum
Noise Attenuation	Lots adjacent North Lake Road and Midgegooroo Avenue may be affected by noise. Development applications must be accompanied by an acoustic report addressing all relevant requirements.	
Service Infrastructure	¹ Development setback subject to ATCO guidelines requirements for any works within 15m of the High Pressure Gas Main. Developers should satisfy themselves of detailed requirements.	

* Refer to performance based bonus criteria outlined at section 6.3.



Site Diagram



Indicative Principles Diagram

LEGEND

Building Zones

- Public Open Space Interface Treatment Requirements (refer sections 6.5, 7.2, 7.3, 7.7 & 7.9)
- Minimum 4 storeys (no max)
- Landmark Building (specific corner design requirements; refer 6.5)
- Priority Facade - Building Orientation
- Communal Private Open Space Priority Zone (located on podium)
- Preferred (Priority) location for building height over 5 storeys
- View corridor/building break requirement at ground level
- Construction Zone
- Public Utility Buffer -15m (ATCO Gas)
- Service Infrastructure (approx. alignment)

Landuse

- Mandatory Non-Residential Landuse - Ground Floor
- Non-Residential Landuses Encouraged - Ground Floor

Movement

- No Vehicle Access Permitted
- Vehicle Access Permitted where the access point is not dominant within the building facade

Site Diagram Legend

COCKBURN CENTRAL WEST DESIGN GUIDELINES

10. SITE SPECIFIC BUILDING REQUIREMENTS

* to be read in conjunction with relevant General Provisions.

SITE 6



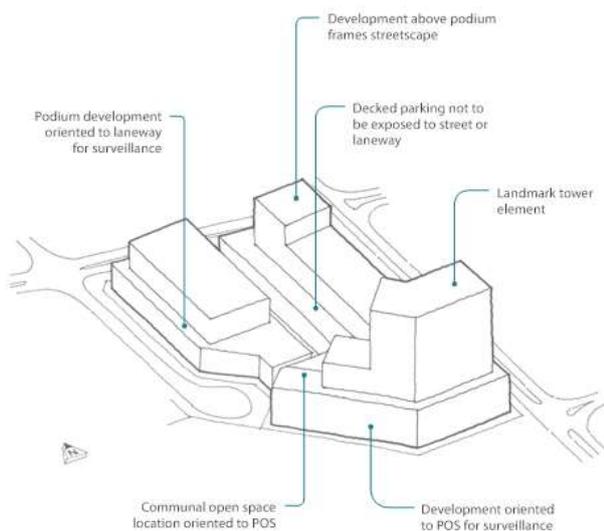
Location:

Key Controls	Location	Requirement
Setbacks		
Basement:	All boundaries:	Nil permitted
Ground Floor – podium*: (measured from lot boundary)	All roads:	3.0m average/no maximum
	Public Open Space frontage:	3.0m minimum/no maximum
Above podium: (measured from building edge)	All roads:	3.0m minimum/no maximum
	Public Open Space frontage:	Determined subject to overshadowing considerations
Top two storeys: (for buildings in excess of 8 storeys – measured from building edge)	All roads:	2.0m minimum/no maximum
	Public Open Space frontage:	2.0m minimum/no maximum
Building Height	Public Open Space frontage:	Building tower element restrictions apply – refer general provisions
Noise Attenuation	Lots adjacent Midgegooroo Avenue may be affected by noise. Development applications must be accompanied by an acoustic report addressing all relevant requirements.	

* Refer to performance based bonus criteria outlined at section 6.3.



Site Diagram



Indicative Principles Diagram

LEGEND

Building Zones

- Public Open Space Interface Treatment Requirements (refer sections 6.5, 7.2, 7.3, 7.7 & 7.9)
- 4s Minimum 4 storeys (no max)
- * Landmark Building (specific corner design requirements, refer 6.5)
- ▽ Priority Facade - Building Orientation
- Communal Private Open Space Priority Zone (located on podium)
- Preferred (Priority) location for building height over 5 storeys
- View corridor/building break requirement at ground level
- Construction Zone
- Public Utility Buffer -15m (ATCO Gas)
- Service Infrastructure (approx. alignment)

Landuse

- Mandatory Non-Residential Landuse - Ground Floor
- Non-Residential Landuses Encouraged - Ground Floor

Movement

- No Vehicle Access Permitted
- Vehicle Access Permitted where the access point is not dominant within the building facade

Site Diagram Legend

COCKBURN CENTRAL WEST DESIGN GUIDELINES

10. SITE SPECIFIC BUILDING REQUIREMENTS

* to be read in conjunction with relevant General Provisions.

SITE 7

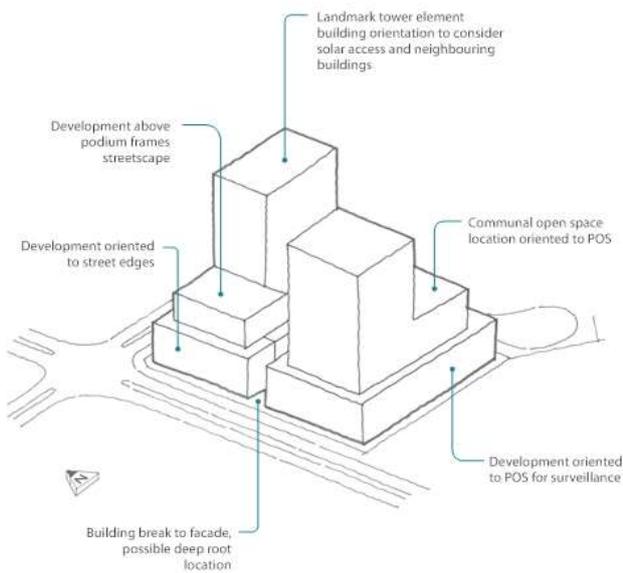


Key Controls	Location	Requirement
Setbacks		
Basement:	All boundaries:	Nil permitted
Ground Floor – podium*: (measured from lot boundary)	All roads and laneways:	3.0m average/no maximum
	Remembrance Avenue and Veterans Parade:	Nil minimum/3.0m maximum – where adaptable building design criteria met
	Public Open Space frontage:	3.0m minimum/no maximum
Above podium: (measured from building edge)	All roads:	3.0m minimum/no maximum
	Public Open Space frontage:	Determined subject to overshadowing considerations
Top two storeys: (for buildings in excess of 8 storeys – measured from building edge)	All roads:	2.0m minimum/no maximum
	Public Open Space frontage:	2.0m minimum/no maximum
Building Break	The building design shall include a minimum of one physical break to the podium facade at boundary indicated.	
Building Height	Remembrance Avenue/Veterans Parade corner:	4 storey minimum building height required within 20.0m of corner lot truncation
	Public Open Space frontage:	Building tower element restrictions apply – refer general provisions
Noise Attenuation	Lots in close proximity to the aquatic facility may be affected by noise. Development applications must be accompanied by an acoustic report addressing all relevant requirements.	

* Refer to performance based bonus criteria outlined at section 6.3.



Site Diagram



Indicative Principles Diagram

- LEGEND**
- Building Zones**
- Public Open Space Interface Treatment Requirements (refer sections 6.5, 7.2, 7.3, 7.7 & 7.9)
 - Minimum 4 storeys (no max)
 - Landmark Building (specific corner design requirements; refer 6.5)
 - Priority Facade - Building Orientation
 - Communal Private Open Space Priority Zone (located on podium)
 - Preferred (Priority) location for building height over 5 storeys
 - View corridor/building break requirement at ground level
 - Construction Zone
 - Public Utility Buffer -15m (ATCO Gas)
 - Service Infrastructure (approx. alignment)
- Landuse**
- Mandatory Non-Residential Landuse - Ground Floor
 - Non-Residential Landuses Encouraged - Ground Floor
- Movement**
- No Vehicle Access Permitted
 - Vehicle Access Permitted where the access point is not dominant within the building facade

Site Diagram Legend



10. SITE SPECIFIC BUILDING REQUIREMENTS

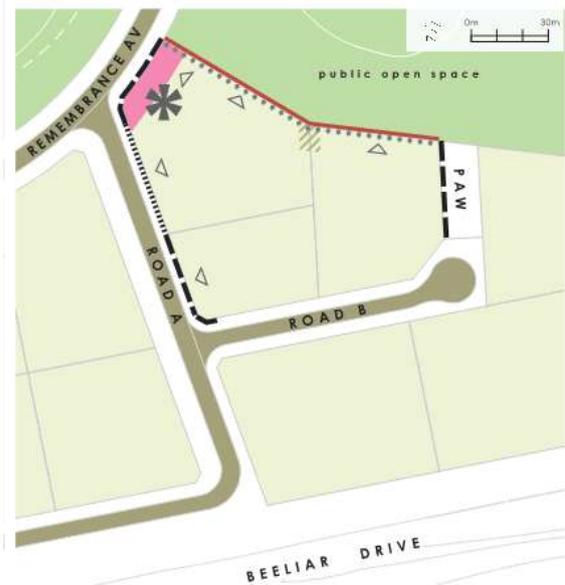
* to be read in conjunction with relevant General Provisions.

SITE 8

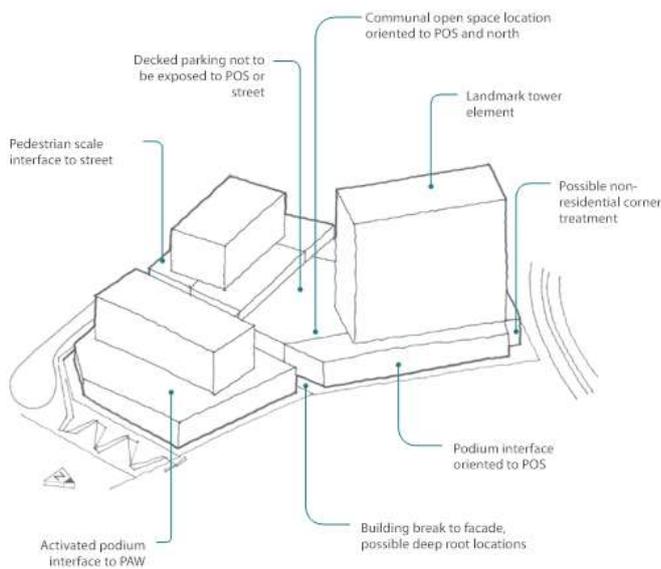
Location:

Key Controls	Location	Requirement
Setbacks		
Basement:	All boundaries:	Nil permitted
Ground Floor – podium*: (measured from lot boundary)	All roads and PAW:	3.0m average/no maximum
	Remembrance Avenue and Road A:	Nil minimum/3.0m maximum – where adaptable building design criteria met
	Public Open Space frontage:	3.0m minimum/no maximum
Above podium: (measured from building edge)	All roads and PAW:	3.0m minimum/no maximum
	Public Open Space frontage:	3.0m minimum/no maximum
Top two storeys: (for buildings in excess of 8 storeys – measured from building edge)	All roads and PAW:	2.0m minimum/no maximum
	Public Open Space frontage:	2.0m minimum/no maximum
Building Break	The building design shall include a minimum of one physical break to the podium facade at boundary indicated.	
Building Height	Public Open Space frontage:	Building tower element restrictions apply – refer general provisions.

* Refer to performance based bonus criteria outlined at section 6.3.



Site Diagram



Indicative Principles Diagram

LEGEND

Building Zones

- Public Open Space Interface Treatment Requirements (refer sections 6.5, 7.2, 7.3, 7.7 & 7.9)
- Minimum 4 storeys (no max)
- Landmark Building (specific corner design requirements, refer 6.5)
- Priority Facade - Building Orientation
- Communal Private Open Space Priority Zone (located on podium)
- Preferred (Priority) location for building height over 5 storeys
- View corridor/building break requirement at ground level
- Construction Zone
- Public Utility Buffer -15m (ATCO Gas)
- Service Infrastructure (approx. alignment)

Landuse

- Mandatory Non-Residential Landuse - Ground Floor
- Non-Residential Landuses Encouraged - Ground Floor

Movement

- No Vehicle Access Permitted
- Vehicle Access Permitted where the access point is not dominant within the building facade

Site Diagram Legend



10. SITE SPECIFIC BUILDING REQUIREMENTS

* to be read in conjunction with relevant General Provisions.

SITE 9

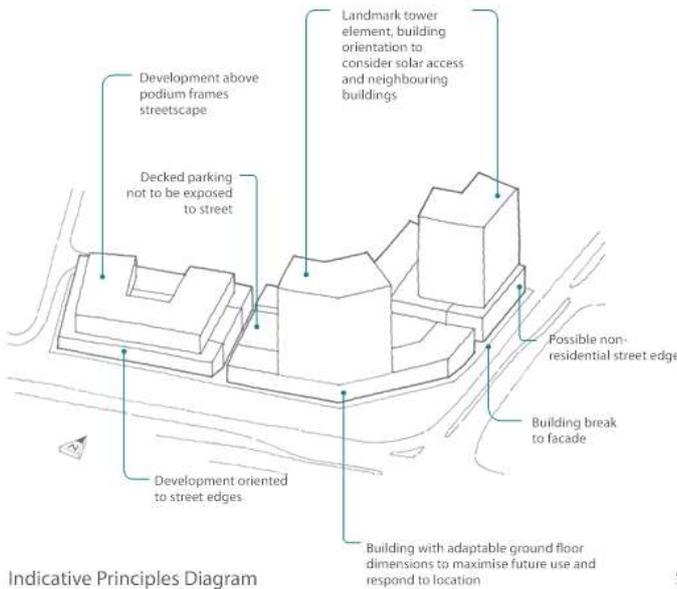


Key Controls	Location	Requirement
Setbacks		
Basement:	All boundaries:	Nil permitted
Ground Floor – podium*: (measured from lot boundary)	All roads and PAW:	3.0m average/no maximum
	Midgegooroo Avenue and Beelihar Drive:	Nil minimum/3.0m maximum – where adaptable building design criteria met
	Public Open Space frontage:	3.0m minimum/no maximum
Above podium: (measured from building edge)	All roads and PAW:	3.0m minimum/no maximum
	Public Open Space frontage:	3.0m minimum/no maximum
Top two storeys: (for buildings in excess of 8 storeys – measured from building edge)	All roads and PAW:	2.0m minimum/no maximum
	Public Open Space frontage:	2.0m minimum/no maximum
Building Height	Public Open Space frontage:	Building tower element restrictions apply – refer general provisions.
Noise Attenuation	Lots adjacent Midgegooroo Avenue and Beelihar Drive may be affected by noise. Development applications must be accompanied by an acoustic report addressing all relevant requirements.	

* Refer to performance based bonus criteria outlined at section 6.3.



Site Diagram



Indicative Principles Diagram

- LEGEND**
- Building Zones**
- Public Open Space Interface Treatment Requirements (refer sections 6.5, 7.2, 7.3, 7.7 & 7.9)
 - Minimum 4 storeys (no max)
 - Landmark Building (specific corner design requirements; refer 6.5)
 - Priority Facade - Building Orientation
 - Communal Private Open Space Priority Zone (located on podium)
 - Preferred (Priority) location for building height over 5 storeys
 - View corridor/building break requirement at ground level
 - Construction Zone
 - Public Utility Buffer -15m (ATCO Gas)
 - Service Infrastructure (approx. alignment)
- Landuse**
- Mandatory Non-Residential Landuse - Ground Floor
 - Non-Residential Landuses Encouraged - Ground Floor
- Movement**
- No Vehicle Access Permitted
 - Vehicle Access Permitted where the access point is not dominant within the building facade

Site Diagram Legend



10. SITE SPECIFIC BUILDING REQUIREMENTS

* to be read in conjunction with relevant General Provisions.

SITE 10

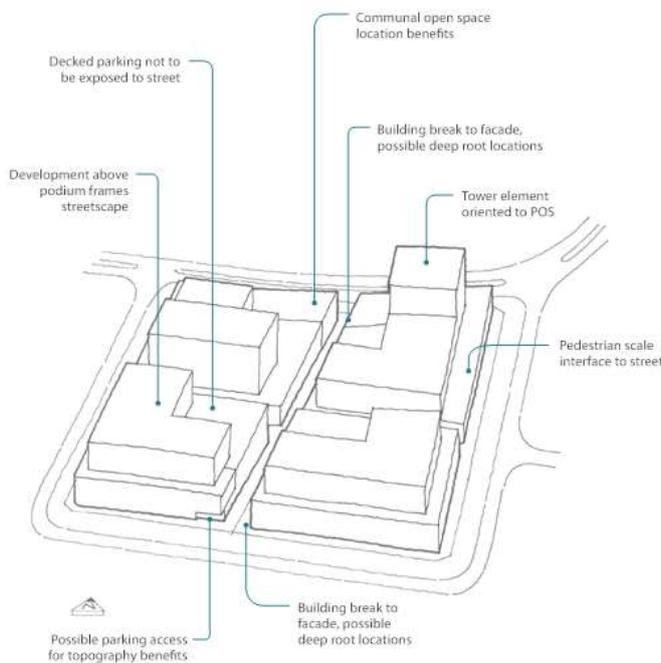
Location:

Key Controls	Location	Requirement
Setbacks		
Basement:	All boundaries:	Nil permitted
Ground Floor – podium*: (measured from lot boundary)	All roads	3.0m average/no maximum
Above podium: (measured from building edge)	All roads:	3.0m minimum/no maximum
Top two storeys: (for buildings in excess of 8 storeys – measured from building edge)	All roads:	2.0m minimum/no maximum
Building Break	The building design shall include a minimum of one physical break to the podium facade at boundary indicated.	
Noise Attenuation	Lots adjacent Beelihar Drive may be affected by noise. Development applications must be accompanied by an acoustic report addressing all relevant requirements.	

* Refer to performance based bonus criteria outlined at section 6.3.



Site Diagram



Indicative Principles Diagram

LEGEND

Building Zones

- Public Open Space Interface Treatment Requirements (refer sections 6.5, 7.2, 7.3, 7.7 & 7.9)
- Minimum 4 storeys (no max)
- Landmark Building (specific corner design requirements, refer 6.5)
- Priority Facade - Building Orientation
- Communal Private Open Space Priority Zone (located on podium)
- Preferred (Priority) location for building height over 5 storeys
- View corridor/building break requirement at ground level
- Construction Zone
- Public Utility Buffer -15m (ATCO Gas)
- Service Infrastructure (approx. alignment)

Landuse

- Mandatory Non-Residential Landuse - Ground Floor
- Non-Residential Landuses Encouraged - Ground Floor

Movement

- No Vehicle Access Permitted
- Vehicle Access Permitted where the access point is not dominant within the building facade

Site Diagram Legend



10. SITE SPECIFIC BUILDING REQUIREMENTS

* to be read in conjunction with relevant General Provisions.

SITE 11

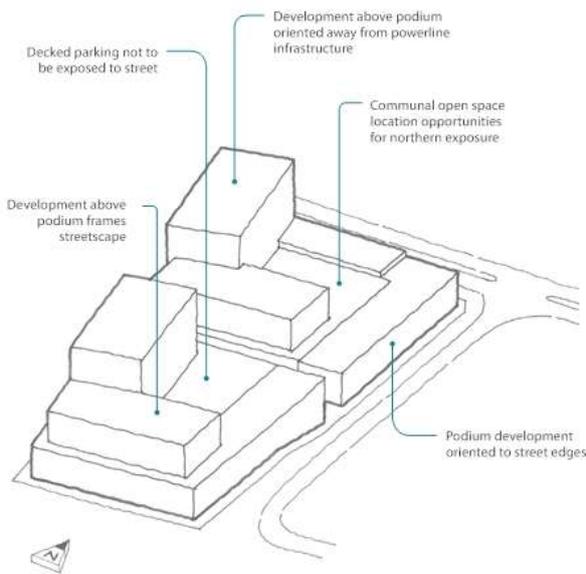


Key Controls	Location	Requirement
Setbacks		
Basement:	All boundaries:	Nil permitted
Ground Floor – podium*: (measured from lot boundary)	All roads:	3.0m average/no maximum
	Public Utility Reserve:	Nil permitted/no maximum ¹
Above podium: (measured from building edge)	All roads:	3.0m minimum/no maximum
	Public Utility Reserve:	Nil permitted/no maximum ¹
Top two storeys: (for buildings in excess of 8 storeys – measured from building edge)	All roads:	2.0m minimum/no maximum
	Public Utility Reserve:	Nil permitted/no maximum ¹
Service Infrastructure	¹ Development setback subject to infrastructure specific requirements. Developers should satisfy themselves of detailed requirements.	
Noise Attenuation	Lots adjacent Beelias Drive may be affected by noise. Development applications must be accompanied by an acoustic report addressing all relevant requirements.	

* Refer to performance based bonus criteria outlined at section 6.3.



Site Diagram



Indicative Principles Diagram

LEGEND

Building Zones

- Public Open Space Interface Treatment Requirements (refer sections 6.5, 7.2, 7.3, 7.7 & 7.9)
- Minimum 4 storeys (no max)
- Landmark Building (specific corner design requirements; refer 6.5)
- Priority Facade - Building Orientation
- Communal Private Open Space Priority Zone (located on podium)
- Preferred (Priority) location for building height over 5 storeys
- View corridor/building break requirement at ground level
- Construction Zone
- Public Utility Buffer -15m (ATCO Gas)
- Service Infrastructure (approx. alignment)

Landuse

- Mandatory Non-Residential Landuse - Ground Floor
- Non-Residential Landuses Encouraged - Ground Floor

Movement

- No Vehicle Access Permitted
- Vehicle Access Permitted where the access point is not dominant within the building facade

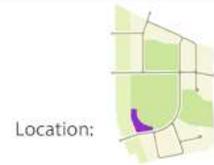
Site Diagram Legend

COCKBURN CENTRAL WEST
DESIGN GUIDELINES

10. SITE SPECIFIC BUILDING REQUIREMENTS

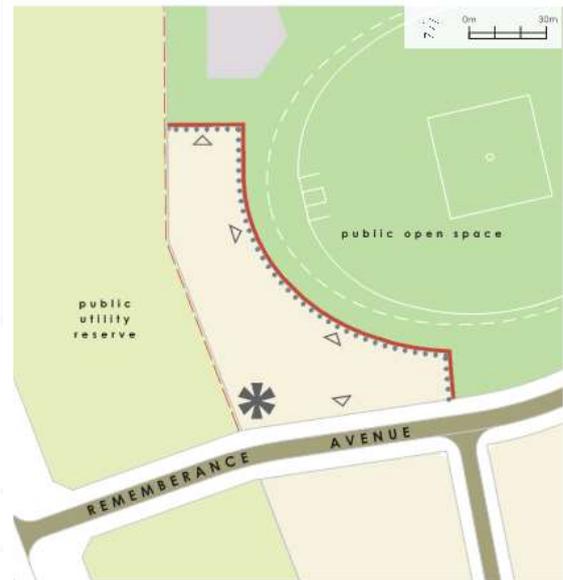
* to be read in conjunction with relevant General Provisions.

SITE 12

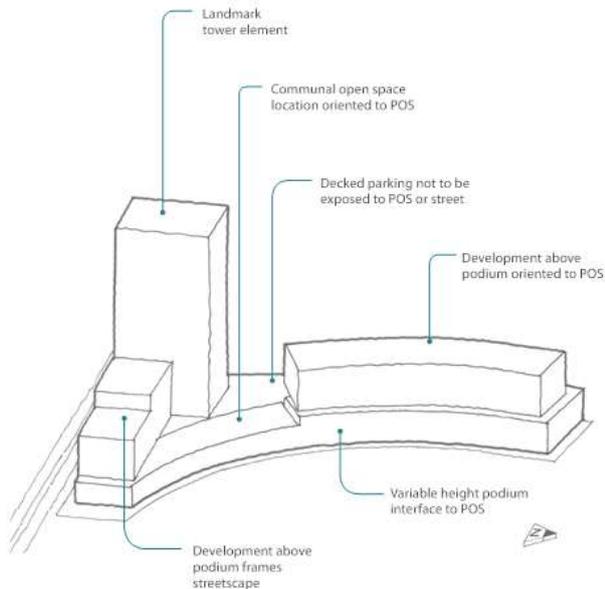


Key Controls	Location	Requirement
Setbacks		
Basement:	All boundaries:	Nil permitted
	All roads:	3.0m average/no maximum
Ground Floor – podium*: (measured from lot boundary)	Public Utility Reserve:	Nil permitted/no maximum
	Public Open Space frontage:	3.0m minimum/no maximum
Above podium: (measured from building edge)	All roads:	3.0m minimum/no maximum
	Public Utility Reserve:	Nil permitted/no maximum
	Public Open Space frontage:	3.0m minimum/no maximum
Top two storeys: (for buildings in excess of 8 storeys – measured from building edge)	All roads:	2.0m minimum/no maximum
	Public Utility Reserve:	Nil permitted/no maximum
	Public Open Space frontage:	2.0m minimum/no maximum
Service Infrastructure	Development setback subject to infrastructure specific requirements. Developers should satisfy themselves of detailed requirements.	
Building Height	Public Open Space frontage:	Building tower element restrictions apply – refer general provisions.

* Refer to performance based bonus criteria outlined at section 6.3.



Site Diagram



Indicative Principles Diagram

LEGEND

Building Zones

- Public Open Space Interface Treatment Requirements (refer sections 6.5, 7.2, 7.3, 7.7 & 7.9)
- 4s Minimum 4 storeys (no max)
- ✱ Landmark Building (specific corner design requirements, refer 6.5)
- ▽ Priority Facade - Building Orientation
- ▨ Communal Private Open Space Priority Zone (located on podium)
- ▨ Preferred (Priority) location for building height over 5 storeys
- ▨ View corridor/building break requirement at ground level
- ▨ Construction Zone
- ▨ Public Utility Buffer -15m (ATCO Gas)
- ← Service Infrastructure (approx. alignment)

Landuse

- Mandatory Non-Residential Landuse - Ground Floor
- Non-Residential Landuses Encouraged - Ground Floor

Movement

- No Vehicle Access Permitted
- Vehicle Access Permitted where the access point is not dominant within the building facade

Site Diagram Legend



APPLICATION FORM 1

DESIGN ENDORSEMENT

SITE AND OWNERS DETAILS

Lot Number:	
Street Name:	
Owners Name/s:	
Contact Address	
Owners Phone:	
Owners Email:	

APPLICANTS DETAILS (if not owner)

Business Name:	
Applicant's Name:	
Applicant's Address:	
Applicant's Phone	
Applicant's Email	

SUBMISSION REQUIREMENTS (please tick)

1. Two sets of drawings.	<input type="checkbox"/>
2. A completed Development Controls checklist is attached.	<input type="checkbox"/>

SUBMITTED DRAWINGS (please tick)

Site Plan	<input type="checkbox"/>
Floor Plan of each level	<input type="checkbox"/>
Roof Plan	<input type="checkbox"/>
Coloured Elevations	<input type="checkbox"/>
Building sections	<input type="checkbox"/>
Solar Access Diagrams	<input type="checkbox"/>
Colour scheme and material selection	<input type="checkbox"/>
Landscape Plan	<input type="checkbox"/>
Others: (specify)	<input type="checkbox"/>
Development Application Report Outline	<input type="checkbox"/>

Note: Drawings to be numbered and dated.

DESIGN REVIEW PANEL STAMP

--

CERTIFIER'S AUTHORISATION

We declare that this proposal, as outlined on the documentation listed above, satisfactory complies with Cockburn Central West Design Guidelines.

Signature of assessor:	
Name of assessor:	
Date of assessment:	



APPENDIX A

DEVELOPMENT CONTROLS CHECKLIST

MARK Y (YES) N (NO) OR N/A (NOT APPLICABLE) IN THE DTC (DEEMED TO COMPLY) COLUMN ACCORDING TO WHETHER YOUR PROPOSAL COMPLIES WITH THE ASSOCIATED CHECKLIST ITEMS. IF PROPONENT BELIEVES THE RELEVANT DEVELOPMENT CONTROLS CAN BE MET IN AN ALTERNATIVE WAY, MARK THE P (PERFORMANCE) COLUMN AND ATTACH RELEVANT JUSTIFICATION WHEN A PERFORMANCE SOLUTION IS SOUGHT.

		DTC	P
6.0	URBAN DESIGN		
6.3	Diversity & Ground Floor Adaptability		
a	Adaptable buildings shall have a minimum ground floor to first floor ceiling height of 4.1m in their residential form. This is intended to achieve a 3.5m clearance height when converted to non-residential uses.		
b	For adaptable buildings, floating floors may be included for interim residential use where ground level separation is desirable to the public realm. This can be removed when floor space is adapted to non-residential tenancies.		
c	To achieve diversity in unit size and affordability, residential development shall provide a minimum of 20% one bedroom dwellings and 40% two bedroom dwellings in any one development. A balance of three bedroom units is also strongly encouraged to ensure a diverse range of apartment sizes across the Activity Centre Core Area. Development applications shall be supported with a short written statement advising how the proposed development is contributing to the objective of diverse dwelling sizes. Information regarding current dwelling yields, including mix within the Activity Centre Core Area is available from the City upon request.		
d	Non-residential ground floor development shall be provided where mandated on the Site Specific Building Requirements (section 10).		
e	Residential ground floor dwellings shall be adaptable to commercial/retail where nominated as 'non-residential land use encouraged' within the Site Specific Building Requirements (section 10).		
f	Where residential use is to occur at the ground floor in areas nominated as 'non-residential land use encouraged', street elevations shall be designed in the first place as commercial/retail type frontages rather than domestic in scale and design aesthetic.		
6.4	Place Legibility		
a	Development shall respond to key vistas and public open space through the positioning, orientation and massing of buildings, landmark and landscape elements.		
b	New developments shall integrate with existing Cockburn Central Town Centre development linkages and viewlines.		
c	Buildings on corners must address both frontages to the street and/or public space and include strong architectural expression.		
d	For Landmark Building locations, design excellence is required in the form of articulation of the building design, proportion, quality, scale, massing and detailing.		
6.5	Public Domain Interface		
a	Pedestrian access to public open space from adjacent lots shall be provided and integrated into site planning (excluding lots 118, 119 and 120 adjacent to playing fields).		
b	Developments on corner lots shall address both the primary and secondary streets and/or public realm and include strong architectural expression.		
c	Where Pedestrian Access Ways are located, buildings shall achieve appropriate surveillance of these spaces.		
d	Blank walls, vehicle access and building services (e.g. bin store, booster hydrant) shall not exceed 20% of the total lot frontage to the public realm, except for developments on corners where no blank walls will be permitted.		



		DTC	P
e	Ensure a fine grain design for the ground plane to promote a sense of layering, texture and visual interest to enhance depth and character of building facades.		
6.6	Development Context		
a	Design of individual sites must be responsive to neighbouring sites, the existing context and the public realm and provide a positive contribution to the project area as a whole.		
6.7	Public Art		
a	Public art elements shall involve a professional artist and shall be submitted for the approval of the DRP with application for Design Guideline endorsement.		
b	All development proposals shall accord with City of Cockburn Local Planning Policy APD80 requirements and eligibility details.		
6.8	Safety and Surveillance		
a	The size and position of windows from habitable rooms, balcony openings, hospitality and commercial areas shall be designed to promote natural surveillance of the public realm.		
b	Developments are to incorporate design principles of Crime Prevention Through Environmental Design (CPTED).		
c	Developments should be designed to engage with and activate the public realm, particularly at ground level.		
d	Proposed pedestrian access ways shall provide adequate lighting and natural surveillance to meet the CPTED guidelines for safety.		
e	Proposed pedestrian access ways shall provide adequate lighting and natural surveillance to meet the CPTED guidelines for safety.		
6.9	Access and Parking		
6.9.1	Access		
a	Crossovers shall not interfere with existing or proposed street trees, or the levels of pavement.		
b	Crossovers should be constructed from a material consistent with the design treatment of the streetscapes and generally respond to the materiality of the verge hard-scaping, either as constructed or proposed. Asphalt crossovers are not permitted.		
c	Paving to vehicle access ways shall be of an equivalent quality to paving used within public realm, while meeting the requirements of heavy vehicles.		
d	Footpaths shall be maintained as the priority movement, with crossovers and car park entries terminating at the footpath. Where vehicle crossovers are agreed with the DRP and cross a key pedestrian route, appropriate measures to promote pedestrian safety shall be included to minimise conflict between pedestrians and vehicle traffic.		
e	Car park entries shall be positioned to minimise visual impact from the public realm and located away from main pedestrian entries. Vehicular access is preferable from a laneway, where possible. Refer Site Specific Building Requirements (section 10).		
f	Car park entries and crossovers shall comply with the Australian Standards.		
g	Car park entries, service areas and bin refuse collection points shall be integrated into the development of each lot and screened from view.		
h	For all proposed commercial or retail tenancies, a Servicing Management Strategy is to be prepared in conjunction with City of Cockburn.		
6.9.2	Vehicle Parking		
a	Any above grade parking adjacent priority streets and public realm areas shall be sleeved with habitable/active uses (residential, retail or commercial).		
b	Basement or concealed decked parking shall not be visible from the street or public realm and shall be screened by innovative wall detailing, patterning and vegetation to diversify the building design.		
c	Basement level parking development is limited to a maximum height of 1.2m above ground level where the property interfaces with the public realm.		



		DTC	P
d	Parking bay(s) shall comply with the Australian Standards.		
e	The maximum width of car parking and basement access shall be 6.5m and shall not be co-located.		
f	Ground floor parking shall not be proposed within the front setback area.		
g	Lighting design for parking outcomes shall consider light spill and amenity for apartments (on-site and adjacent developments).		
h	Any open air parking outcomes shall minimise adverse visual impacts for overlooking residents, which should include screening such as shade structures.		
6.10	Signage (Commercial Development Only)		
a	Signage shall be located on a maximum of one wall for each commercial tenancy within a building, except where a tenancy or building has more than one street frontage.		
b	Pole or pylon signs and illuminated roof signs are prohibited.		
c	All signage must meet criteria noted in current Local Planning Scheme and relevant local planning policy by laws (including the City of Cockburn's Signage Local Planning Policy) and have an approved signage design as part of the Development Application prior to placement of any signage or advertising on commercial development.		
7.0	BUILT FORM DESIGN		
7.2	Primary Building Controls		
7.2.1	Site Planning, Orientation and Setbacks		
a	All street setbacks where not specified in the site specific building requirements shall meet an average of 3m, with a minimum setback of 1.5m, measured from the lot boundary.		
b	Development above podium height (3-5 storeys) shall set back a minimum of 3 metres from the street building edge, except locations where an alternative setback is set in the Site Specific Building Requirements (section 10).		
c	A minimum open space of 20% of the lot shall be required (excluding balconies and driveways).		
d	Development shall comply with Figure 7.2.1 for street, laneway, rear and public open space setbacks.		
e	Minimum side and rear setback distances for podium elements of the buildings shall be:		
f	- 6m between walls with major openings/balconies		
g	- 4.5m between walls with major openings/balconies and walls with no major openings		
h	- 3m between walls with no major openings		
i	- 0m for party walls, parking structures or walls with no openings		
j	Balconies shall be located entirely within the lot boundary.		
7.2.1.1	Tower Setbacks		
a	Minimum side and rear boundary setback distances for buildings above the podium shall be determined by conditions detailed at Figure 7.2.1.1.		
7.2.2	Building Separation		
a	Minimum separation distances between podium elements of the buildings shall be:		
	- 12m between walls with major openings/balconies		
	- 9m between walls with major openings/balconies and walls with no major openings		
	- 6m between walls with no major openings		
b	Minimum tower separation distances are detailed at Figure 7.2.2 and are to be set back from each other as though there were a boundary between them.		
c	Facade building breaks are required in key locations as noted on the Site Specific Building Requirements (section 10).		



		DTC	P
d	Building separation is measured from the outer face of building envelopes (including balconies).		
7.2.2.1	Tower Building Envelopes		
a	Tower building envelopes are determined by applicable setbacks to site boundary and/or podium building edge (refer 7.2.1).		
b	For developments of 8 storeys or below, there is the flexibility to incorporate more than one tower. The maximum combined tower floorplate is equivalent to 60% of the tower envelope.		
c	For all building heights of 9 storeys and above: development sites shall be restricted to 1 tower element only per 2500m ² of lot site area. E.g.: If 3 lots were amalgamated by landowners, and the total land area was less than 1.0ha, then there is the potential that 3 towers may be achievable.		
d	For developments of 9 storeys and above, the tower element is restricted to the maximum dimensions of 900m ² maximum (approximately 45m x 20m). For developments that abut the northern boundary of POS, the shorter side of the tower dimension shall orient to the POS.		
7.2.3	Height		
a	All development shall be a minimum of three storeys along street frontages except where noted on Site Specific Building Requirements.		
b	Building Height may be reduced to two storeys to allow for attached grouped dwellings, providing the extent of grouped dwellings does not exceed 30% of the developable land area within any parcel of land.		
c	All multiple dwelling development shall include a podium with a height minimum of 3 storeys and a maximum of 5 storeys.		
d	Maximum building height will be guided by limitations imposed by the Jandakot Airport flight path contours and where noted on Site Specific Building Requirements (section 10).		
e	Refer to the below website for additional information:		
f	www.jandakotairport.com.au/images/files/ControlledActivity/Jandakot-OLS.pdf		
7.2.4	Floor Levels		
a	Floor to floor heights on the ground floor retail and commercial tenancies shall be a minimum of 3.5m, except for food and beverage tenancies which shall be minimum of 4.0m. This may only be varied to meet site specific level constraints at discretion of DRP.		
b	For commercial tenancies, changes in internal floor levels shall be a maximum of 1.2m (parallel with the street). Where larger internal level changes are needed, they shall occur at least 5m back from the building edge.		
c	To provide direct access to ground floor active use premises (at point of access), finished floor levels are to correspond to the adjacent footpath for universal access.		
d	Residential developments shall have minimum floor to ceiling height of 2.7m to habitable rooms.		
e	Residential ground floors shall not be more than 0.9m above natural ground level at any point.		
7.3	Architectural Character		
a	Long street facades shall contain building breaks at a maximum of every 40m.		
b	Continuous horizontal and vertical elements shall be broken into smaller components through architectural features, materials, textures and building breaks.		
c	Street level awnings with a minimum width of 2.0m must be provided to ground floor commercial/retail developments.		
d	Street level awning structures shall be a minimum 2.7m and maximum 3.5m above the footpath.		



		DTC	P
7.3.1	Facades		
a	The character and composition of the building elevations shall respond to the specified edge conditions within the precinct (Figure 7.3.1).		
b	Four distinct elevation types shall be reflected as indicated in Figure 7.3.2.		
c	The appropriate facade treatments shall: <ul style="list-style-type: none"> - Achieve enclosure and privacy from westerly sun, powerlines, and road noise and create a formal urban edge. - Achieve a sense of privacy and protection from road noise without dominating the adjacent public realm and development. - Take advantage of the internal views of the open space, create a sense of ownership and achieve surveillance. - Additional screening may be required for protection from westerly sun and wind patterns. Facades should maintain their internal views of the open space to create a sense of ownership and achieve surveillance. 		
7.4	Materials and Colours		
a	Developments shall incorporate a variety of materials such as rendered masonry, face brick, stone, steel, glazing and cladding materials, to achieve a contemporary urban aesthetic.		
b	Consideration of thermal and general environmental performance shall be demonstrated in the selection of materials and colours.		
c	Each application for planning approval is to be accompanied with details on proposed materials and colours, together with sample swatches.		
7.5	Building Entrances		
a	Pedestrian entrances shall be clearly defined and separate from vehicle access.		
b	Commercial and residential entries shall be separate and well defined.		
c	Entries for the ground floor level and upper level areas shall be designed separate.		
d	Building entrances shall be designed and located to be highly visible, sheltered, well lit spaces that optimise the safety and convenience of residents and visitors.		
e	Building entrances shall be designed to assist with interest and fine grain at the ground level.		
f	Where long ramps are required to any public street frontage, they should be provided wholly or partially within the building rather than externally to reduce their visual impact and assist in achieving a strong built edge to the street boundary.		
7.6	Roof Forms		
a	Design consideration shall be given to the view of the roof, roof plant equipment and cantilevered elements (e.g. awnings) from adjacent streets, taller buildings and the greater public realm (including ovals and parklands).		
b	Illuminated signage is not permitted as part of the roof design.		
c	Details of air conditioning and roof plant equipment to be discussed at design review stage.		
7.7	Outdoor Space		
7.7.1	Communal Outdoor Areas		
a	Passive solar access to usable outdoor areas shall be optimised.		
b	Where lots directly abut public open space, communal open space location shall be prioritised to be accessible from, or provide a direct visual connection to these areas.		
c	A minimum open space of 20% of the lot area shall be required (excluding balconies and driveways).		
d	Where communal open space cannot be provided on the ground level, it should be provided on a podium or roof.		

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7.7.2	Private Outdoor Living Areas		
a	All apartments shall be provided with at least one balcony or equivalent accessed directly from a habitable room with a minimum area of 10m ² and a minimum dimension of 2.5m. Studio apartments 40m ² and smaller may have a Juliette balcony (full height opening windows with a balustrade).		
b	Balconies, terraces, or courtyards are to be provided for all dwellings fronting the public realm.		
c	Balcony balustrades shall be visually permeable to 50% of the area.		
d	All ground level dwellings shall have an outdoor living area relative to the size of dwelling, directly accessible from an internal living space:		
	- <80sqm dwelling = 12sqm min. outdoor space		
	- 80–120sqm dwelling = 16sqm min. outdoor space		
	- >120sqm dwelling = 20sqm min. outdoor space		
e	Overlooking between balconies and adjoining residences shall be carefully considered and privacy screening provided where necessary.		
f	A balcony that is fully enclosed by operable louvers, sliding panels or bi-fold doors and has a hard floor surface continuous with the internal area can be included as private open space.		
7.8	Building Services		
7.8.1	Waste Management		
a	An integrated Waste Management Strategy shall be prepared in consultation with City of Cockburn.		
b	Waste storage facilities shall be designed to allow collection of waste from within the site or a strategy for transfer of waste developed within the waste management strategy.		
c	Waste collection areas shall be located and designed so they are not visible from the public realm and screened from view.		
d	Waste collection areas shall be located behind the primary building line, incorporated into the building with a quality material, compatible with the building design.		
e	Bin storage areas shall be located to minimise the impact on adjoining residences and screened from public view.		
7.8.2	Drying Areas		
a	A naturally ventilated drying cupboard/area shall be provided to each dwelling. This may be within a secondary balcony if provided.		
b	Any drying area shall be screened from view but well ventilated.		
7.8.3	Storage		
a	Adequate storage for non-residential functions shall be incorporated into the building design.		
b	Storage not located in apartments shall be conveniently located, accessible and nominated for individual apartments.		
c	Storage areas shall be a minimum of 4m ² per dwelling.		
d	A minimum of 50% of the required storage shall be located within the apartment.		
e	Storage areas at the rear of parking bays must not impede parking access and should contain a roller or sliding door.		
7.8.4	Mechanical Services		
a	Piped and wired services including conduit shall be concealed from view or integrated into the building design.		
b	Building services, including air conditioning units, satellite dishes and other plant equipment shall be screened from view or not be visible from the public realm and minimise acoustic or other impacts.		



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c	Building services, including air conditioning units and condensers, shall not be located on balconies or viewed from the public or private realm, unless screened from view in such a way as to be integrated into the building form.		
d	Meter boxes and letter boxes shall be contained within development lots, screened and integrated into the overall development.		
e	Car park venting/service lids and other utility infrastructure or equipments shall not be visible from the adjacent public or private realm and shall be appropriately screened to ensure they do not detract from the visual quality of the development.		
f	Plant, service equipment and lift overruns shall not be visible from the public realm and must not be visible above the roof line of building with street facing elevations.		
7.8.5	End of Trip Facilities		
a	For commercial and retail development with floorspace greater than 500m ² NLA but less than 2000m ² NLA, there shall be an allocation of one unisex shower or 1 male/1 female shower.		
b	For commercial and retail development with NLA floorspace greater than 2000m ² NLA, there shall be an additional allocation of one unisex shower or 1 male/1 female shower per 2000m ² thereafter.		
c	For all commercial and retail development, there shall be an allocation of one locker per bicycle storage space.		
d	All end of trip facilities shall be designed with convenience and safety in mind.		
7.9	Fencing and Balustrades		
a	Front fences, balustrades and gates addressing streets shall be at least 60% visually permeable by area, no more than 1.2 m high and uniform in design.		
b	All fencing, balustrades and gates addressing POS shall be at least 60% visually permeable by area and no more than 1.5 m high.		
c	Front fencing and balustrades shall be designed to complement the built form design.		
d	Colorbond and super six style fencing is not permitted.		
e	Closable louvre-style fins are not permitted for fencing abutting the street or public realm at ground level.		
8.0	ENVIRONMENTALLY SUSTAINABLE DEVELOPMENT		
8.1	Climate Responsive Design		
8.1.1	Solar Design		
a	Minimum 70% of all residential apartments shall receive 2 hours direct sunlight to major living areas between 9am and 3pm mid-winter.		
b	Shadow studies are required on buildings over 10m in height.		
c	It is desirable for at least 70% of dwellings in multi-residential developments to have outdoor areas that benefit from a northerly aspect.		
d	A Site Plan shall be prepared to demonstrate solar design outcome for the DRP assessment.		
8.1.2	Shading		
a	Openings not shaded by appropriate eave overhangs shall be shaded with an appropriate shading device e.g. awning, louvre that enable winter sun penetration while keeping out summer sun.		
b	Glazing to habitable rooms facing east and west shall have vertical protection, such as louvered solar-shutters, blinds or screening devices.		
c	West-facing outdoor living areas shall be provided with shading devices to provide sun control.		

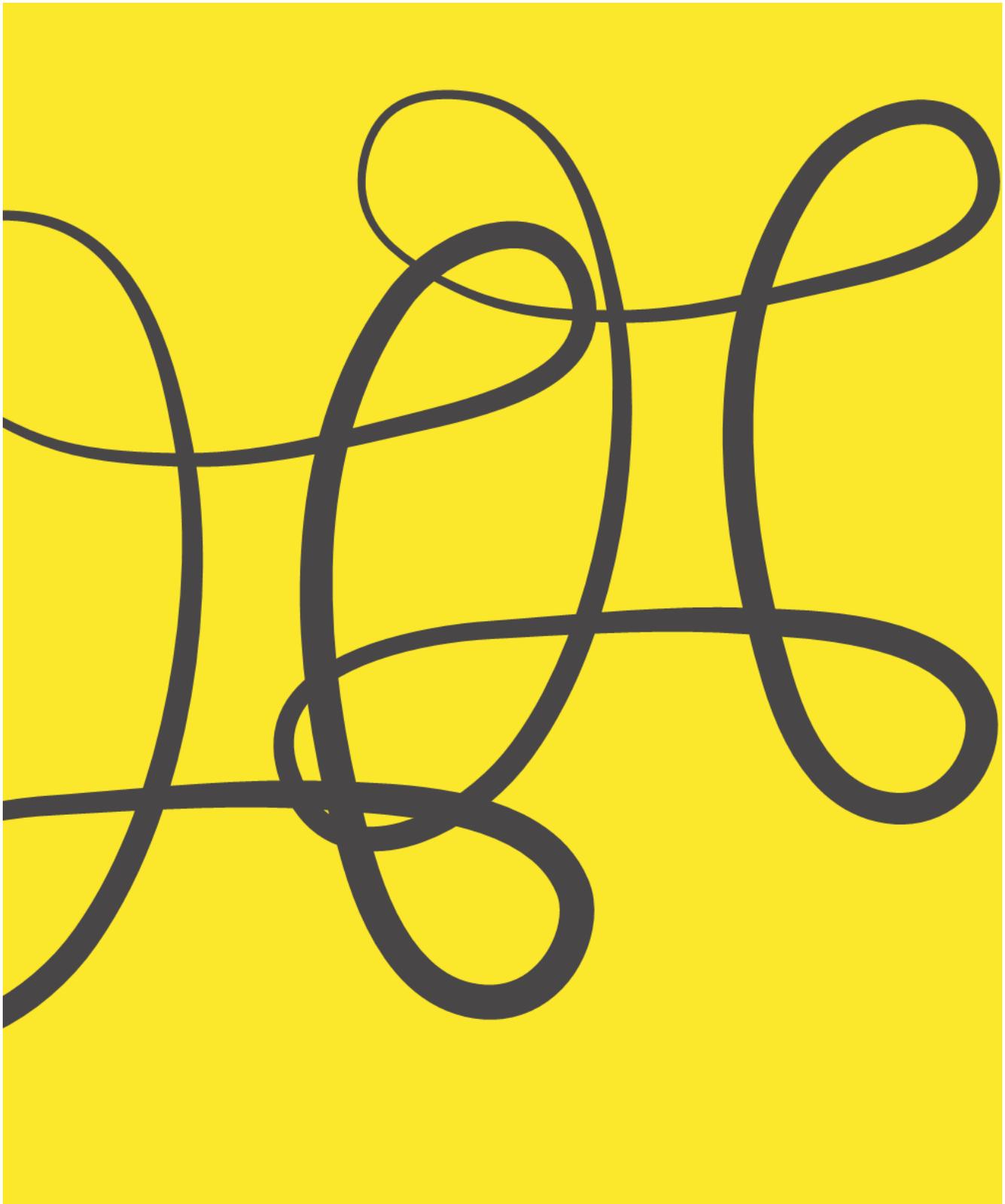


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8.1.3	Ventilation		
a	Maximise natural ventilation potential by orienting buildings and their openings to maximise air intake from the "windward" side of the building and by providing air outlets on the "leeward" side of the building.		
b	Use a range of appropriate apartment depths to ensure natural ventilation.		
c	Residential dwellings shall be designed to maximise cross ventilation by providing direct breeze paths for cooling and air circulation.		
d	A minimum of 60% of apartments shall be naturally cross ventilated. Some discretion may be permitted to apartments where a carpark is required to be sleeved by the building adjacent public realm.		
e	Glazing systems shall be installed with draught seals/weather stripping.		
8.2	Energy Efficiency		
	(Required at Building Permit stage)		
a	The overall building shall achieve at least an average 5 Star NatHERS rating.		
b	Air-conditioning systems and other energy efficient appliances shall be minimum 5 star energy rating and sized appropriately for the space.		
c	A demonstrated highly energy efficient hot water system shall be installed (e.g. gas or solar boosted gas - centralised or local).		
8.3	Water Efficiency		
8.3.1	Plumbing Fixtures		
a	Tapware and showers should exceed National Construction Code requirements for WELS star ratings by one star per fixture.		
8.3.2	Stormwater Management		
a	All 1:100 year stormwater volumes shall be contained within the development site for multiple residential and mixed use developments.		
b	In accordance with AS/NZS 3500.3.		
8.4	Lighting		
a	Lighting shall be provided under awnings to illuminate the footpath below.		
b	All outdoor lighting shall be directed downwards with no light spill above the horizontal plane.		
c	Front outdoor/security lights shall be operated via a timed motion sensor with manual over-ride.		
d	Rear outdoor areas adjacent to laneways shall be well lit and incorporate motion activated light fittings.		
8.5	Acoustics		
8.5.1	Landuse Generated Noise		
a	Prior to submission of a Development Application an acoustic assessment shall be prepared in accordance with City of Cockburn Noise Attenuation Local Planning Policy requirements for all development proposals within Cockburn Central West.		
8.5.2	Road Noise		
a	Prior to submission of a Development Application an acoustic assessment shall be prepared in accordance with City of Cockburn Local Planning Policy APD83 requirements for buildings on lots affected by noise from Beeliar Drive, Midgegooroo Avenue and North Lake Road as identified in Herring Storer's Acoustic Assessment (November 2014).		

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9.0	LANDSCAPE DESIGN		
9.1	Deep Root Zones		
a	For development incorporating residential landuse at the ground floor, a minimum 25% of the sites open space requirement shall be provided as deep root zone.		
b	A deep root zone shall not be covered by buildings or structures within a development. They can be co-located with communal open space but exclude all impervious surfaces.		
c	Deep root zones shall be located to allow for the mature development of trees with large canopies.		
d	Weed potential plants shall be avoided.		
e	The use of tree species which encourage foraging and roosting by birds is encouraged.		
f	Where the deep root zone controls are not achievable on a site due to the location or building typology, acceptable stormwater management shall be achieved and alternate forms of planting provided such as on structure.		
g	Species selection to be of an appropriate scale to the building.		
9.2	Hardscaping		
a	Hard stand areas shall be designed so that heat retention and re-radiation is minimised so the increase in ambient air temperature around buildings is contained.		
b	Minimise the extent of paving, or use permeable paving, to increase stormwater permeability.		
c	Vehicular surfaces, pedestrian entries, external foyer spaces and ground floor setback areas which are accessible to the public shall be treated with materials and colours sympathetic to those used in the adjacent public realm. This may include, but not limited to, paving, edging, walling, balustrades, handrails, steps, fencing, plant species, furniture, lighting and signage.		
d	Publicly-accessible areas shall be designed to suit individuals requiring universal access (IRUA).		
e	Damage to public realm works shall be rectified by the developer at the developer's expense to match pre-existing works.		
9.3	Softscaping		
a	A landscape concept design is required at design review meeting with the DRP.		
b	A landscaping plan shall be submitted detailing plant types, number, irrigation and mulch type for Building Permit.		
c	Landscaping will be designed with a view to CPTED principles and allow development to take advantage of views over open space while assisting with creation of an attractive urban edge with landscaping on verge and near-verge areas to soften the appearance of buildings and provide shading.		
d	At least 50% of the proposed plants shall be Western Australian native species.		
e	Use of predominantly low understorey shrub and groundcover species of less than 1 metre mature height.		
f	Use of single-trunk tree species with a mature canopy starting point higher than 2.5 metres where pedestrian access and uninterrupted sightlines are required.		
g	Planting areas should be designed for full coverage.		
h	Species selection and planting themes shall respond to local conditions and relate to the character, scale and proportions of the streetscape and built form.		
i	Avoid the use of continuous lengths of blank walls on sites where outdoor space (private or communal) is raised over 0.5m above street level (or open space) by placing planting to soften the edges and reduce their apparent scale.		
9.4	Water Efficiency and Maintenance		
a	An irrigation plan shall be included as part of the Landscape Plan for Building Approval.		
b	The use of water efficient irrigation shall be installed for all garden beds.		



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c	Private water bores are not permitted.		
d	Spray irrigation may be used on turf areas only.		
e	An automatic irrigation system including a rain sensor shall be installed that adheres to current Water Corporation water usage standards and restrictions.		
f	Developments shall allow water to permeate the ground surface by maximising permeable ground surface treatment such as gravel, crushed stone, permeable paving or pavers on a sand base.		
g	Maintain landscape areas to a high level of presentation consistent with the overall character of the streetscape and precinct.		
h	All vegetation shall be maintained so as not to obstruct pedestrian and vehicular access or sightlines.		
9.5	Construction Zone		
a	A 'construction zone' of 2.0m width has been allowed for in the design of the public open space areas. This zone is available for temporary use by the building developer to facilitate the building construction process. At the end of the construction process, the land owner will be responsible for landscape construction within the construction zone.		
b	Final landscaping of the construction zone shall be completed to the satisfaction of the City of Cockburn.		
c	Locations and extent of Construction Zone are detailed on the Site Specific Building Requirements (section 10).		



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15.2 PLANNING APPLICATION - GENERAL INDUSTRY (LICENSED) - ADDITIONS TO EXISTING PREMISES - NO. 203 (LOT 186) ACOURT ROAD, JANDAKOT

Author(s)	D Bothwell
Attachments	1. Location Plan ↓ 2. Site Plan ↓ 3. DA Plans ↓ 4. Timeline of Approvals ↓ 5. Schedule of Submissions ↓
Location	No. 203 Acourt Road, Jandakot
Owner	A. Richards Pty Ltd
Applicant	Geoff Richards
Application Reference	DA16/0334

RECOMMENDATION

That Council:

- (1) refuse to grant planning approval for General Industry (Licensed) – Additions to Existing Premises at No. 203 (Lot 186) Acourt Road, Jandakot, in accordance with the attached plans for the following reasons:

Reasons

1. The proposal is inconsistent with Clause 3.9.3 of the City of Cockburn's Town Planning Scheme No. 3 relating to extensions and changes to a non-conforming use in that the proposal is not closer to the intended purpose of the zone than the existing non-conforming use.
2. The proposal is incompatible with the surrounding area which does not constitute orderly and proper planning and is therefore inconsistent with the aims of the City's Town Scheme No. 3.
3. The proposal if approved would result in an increase to the size, scale and intensity of industrial uses occurring on the site which is undesirable as it is likely to detract from the amenity of the area and nearby residents.

- (2) Notifies the applicant and those who made a submission of Council's decision.

Background

The subject site is located on the southern side of Acourt Road in Jandakot and is 41.5 hectares in area. The site contains a number of existing buildings (including warehouses, offices, storage and other buildings and structures) and outdoor hardstand areas which are used for an existing composting and soil blending business (Richgro).

The first development approved on site was in 1986 which consisted of several sheds for the mixing and storage of soils, staff amenities and site control. Then, between 1987 and 2009 various other buildings associated with composting and soil blending were approved and constructed. The most recent development application was for a closed system liquid composting facility which was approved by Council at its meeting held on 8 November 2012. This development is discussed further in this report. A more detailed timeline/history of development applications approved by the City on the subject site has been provided as an attachment to this report.

There are also the following current development applications which are being presented to Council for determination at the 14 December 2017 OCM:

- DA17/0181 – Retrospective Agriculture Intensive (Orchard), Industry General (Licenced) (AD Plant and Compost Manufacturing Bio Filter) and Modification to Hours of Operation;
- DA17/0357 – Retrospective Existing Water Catchment Dam;
- DA17/0462 – Proposed Water Catchment Dam; and
- DA17/0474 – Retrospective Office and Amenities Building.

City Officers are of the view that each of the current development applications associated with the subject site should be considered by Council at the same Council meeting for clarity.

This proposal has been referred to Council for determination as staff do not have delegation to determine the application.

Submission

N/A

Report

Proposal

This proposal is for three new buildings totalling 4,860m² of floor space which are additional to existing general industry (licensed) use, specifically comprising:

- Proposed Shed 1 – A 900m² (30m x 30m) building with a wall height of approximately 6.0m and ridge height of approximately 9.0m. The purpose of Shed 1 is for the screening of fine plastics from green bin waste. A machine within the proposed building screens fine plastics from the green waste. This use is not associated with the existing composting and soil blending facility.
- Proposed Shed 2 – A 1,980m² (66m x 30m) building with a wall height of approximately 6.0m and ridge height of approximately 9.0m. The purpose of this building is for the processing (screening and milling) of activated carbon. Activated carbon is a by-product of mineral sands and is used as a soil additive, drinking water purifier and used in the production of gold. The mineral sand used to make the activated carbon comes to site from Capel and Bullsbrook via a vacuum sealed cement tanker.
- Proposed Shed 3 – A 1,980m² (66m x 30m) building with a wall height of approximately 6.0m and a ridge height of approximately 9.0m. This shed is proposed to be where the finished product (activated carbon) is stored ready for shipping, mainly to the eastern states and overseas.

The proposed hours of operation for Activated Carbon Technologies are as follows:

- Day Shift – 6:00am – 14:00pm;
- Evening Shift – 14:00pm to 10.30pm; and
- Over Night Shift – 10:00pm to 6:00am.

It is noted that the processing of activated carbon is currently operating (without planning approval from the City) on the subject site in a 1,998m² shed adjacent to the south-eastern boundary of the site running parallel to Fraser Road. The use is not associated with the existing non-conforming use of composting and is operated by a separate company (Activated Carbon Technologies Pty Ltd) who lease the land from the landowner(s). The applicant has advised that Activated Carbon Technologies has outgrown the shed in which they are currently operating and there are safety issues caused by the forklifts operating around the shed due to the relatively tight and restricted nature of the size and location of the existing shed. As such, Activated Carbon Technologies are seeking to relocate to the two new bigger sheds as described above.

It is to be further noted that on 10 October 2017, the City received a Development Application for a proposed activated carbon processing facility at No. 39 (Lot 162) Sparks Road, Henderson with the proponent

being Activated Carbon Technologies Pty Ltd. The application is currently under assessment and is yet to be determined.

Neighbour Consultation

The application has been the subject of public consultation and was advertised, with 135 letters sent to residents in Merritt Loop Jandakot and the Kennel zone to the north of the site in Canning Vale in a 3 week advertising process in collaboration with the City of Canning.

A total of 21 submissions and a petition (containing 40 signatures) were received with the issues raised summarised below:

- Concerns over odour;
- Concerns over dust;
- Concerns over noise;
- Concerns over traffic;
- Concerns over visual impact; and
- Concerns over potential groundwater impacts.

A full schedule of submissions received during the consultation period has been provided as an attachment to this report.

The concerns expressed during the advertising period are addressed in further detail in the *Planning Considerations* section of this report below. It is important to separate the concerns in relation to the existing on-site operations, and those associated with the three proposed sheds and their associated land use activities.

It should be noted that in addition to the advertising letters sent to landowners, the City arranged an on-site meeting which was held on Saturday 3 September 2016. The meeting was attended by the City's Officers, several Elected Members and concerned local residents in the area (who were notified in writing). Richgro's Managing Director (Geoff Richards) and Tim Richards hosted the meeting to discuss the proposal and address a number of issues raised associated with the existing and proposed land use activities. Approximately 30 residents attended the meeting which went for over two hours in a question and answer format.

On 28 March 2017, the City held an information session in which all matters associated with the Richgro site were discussed. In attendance at the meeting were representatives from Richgro and their technical consultants, members of the local community from both Jandakot and Canning Vale through a Resident Action Group, Elected Members and staff from the City. As an outcome of this information session, a list of actions was created. All of these actions were subsequently undertaken and followed through by the City's staff as agreed and all of the

information was relayed back to the resident group and Elected Members.

Consultation with other Agencies or Consultants

The application was referred to the following external agencies/organisations as required:

- Department of Water (now known as the Department of Water and Environmental Regulation);
- Department of Environment Regulation (now known as the Department of Water and Environmental Regulation);
- Department of Planning (now known as the Department of Planning, Lands and Heritage); and
- City of Canning.

Department of Water (DoW)

The DoW provided no objection to the proposal. This position was taken after officers from the DoW and the City conducted an extensive site visit with the applicant to understand exactly what is proposed on-site. The DoW commented in their referral response:

“The Department recognises that the proposed warehouses are for activities within the existing Department of Environment and Regulation License and that there are no new risks to water quality associated with these activities, particularly as operations are undertaken within an enclosed warehouse on impervious flooring. The proposed improvements on site from storm water management as expected to reduce risks to water quality”

Department of Environment Regulation (DER)

Richgro is currently licensed under Part V Division 3 of the *Environmental Protection Act 1986*. The facility meets the following prescribed premises categories as defined in the *Environmental Protection Regulations 1987*:

- Category 61 – Liquid waste facility – authorised throughput of 25, 000 tonnes per annual period;
- Category 61A – Solid waste facility – authorised throughput of 25, 000 per annual period; and
- Category 67A – Compost manufacturing and soil blending – authorised throughput of 50,000 tonnes per annual period.

The DER advised that the proposed buildings for the processing and storage of activated carbon and the screening of green waste, as well as the potential throughput increase, may need to be included on the licence by way of a licence amendment. It has been advised that the

applicant should apply directly to the DER in this regard. The DER is currently finalising their licence amendment for the site which the DER has advised will be formally granted in the first week of January 2018. Within the amended licence for the site will be several additional controls for the licenced activities on the site as well as a number of actions to be undertaken.

City of Canning (Canning)

The application was referred to the City of Canning (Canning) for comment due to the proximity of the site to the Kennel zone area in Canning Vale in Canning which is directly north of the subject site. The Kennel zone area includes properties on Crufts Way, Battersea Road and the northern side of Acourt Road in Canning Vale containing residential dwellings. Canning identified dust and odour as the material planning considerations, given the potential impacts on a person's health and on the amenity of the locality. Accordingly, Canning in their formal response to the City suggested that the application be supported subject to the following conditions:

- “(i) Dust Management Plan, prepared by a suitably qualified environmental consultant, demonstrating that the proposal will not result in dust emissions adversely impacting the residential areas nearby.*
- (ii) Odour Impact assessment, prepared by a suitable qualified odour emissions adversely impacting the residential areas nearby.”*

Canning advised in their response that there was insufficient detail in the application in relation to any odour equipment forming part of the new sheds. Canning commented that odour has a greater risk of potential impact and as such outlined the methodology to be included in the Odour Impact Assessment.

Planning Framework

Zoning and Use

The subject site is zoned 'Rural – Water Protection' under the Metropolitan Scheme (MRS) and 'Resource' under Town Planning Scheme No.3 (TPS 3). The objective of this zone in TPS 3 is:

‘to provide for the protection of the Perth Metropolitan underground water resource in accordance with the requirements of State Planning Policy No. 6 published by the Western Australian Planning Commission on 12 June 1998’.

It should be noted that that above State Planning policy was been superseded by State Planning Policy 2.3 'Jandakot Groundwater Protection Policy' (SPP 2.3). Whilst the existing composting business is an incompatible land use in the area, it was established prior to the gazettal of SPP 6 and as such Richgro has non-conforming use rights in accordance with Clause 3.9 of TPS 3.

TPS 3 – Clause 3.9 – Extensions and changes to a non-conforming use

Clause 3.9.1 of TPS 3 contains the following provisions regarding extensions and changes to non-conforming uses.

'A person must not –

- (a) Alter or extend a non-conforming use;*
- (b) Erect, alter or extend a building used in conjunction with or in furtherance of a non-conforming use; or*
- (c) Change the use of land from a non-conforming use to another non-conforming use.*

Without having first applied for and obtained planning approval under the Scheme.'

The existing production of activated carbon currently occurring on site commenced operating after the introduction of the State Planning Policy and constitutes an alteration to the existing non-conforming use (composting facility) which requires planning approval (the subject of this application).

Clause 3.9.3 of TPS 3 contains the following provision:

*'Where an application is for a change of use from an existing non-conforming use to another non-conforming use, the local government **is not to grant its planning approval** unless the proposed use is less detrimental to the amenity of the locality than the existing non-conforming use and is, in the opinion of the local government, closer to the intended purpose of the zone.'*

With regards to the above provision, for the Council to approve the change of one non-conforming use to another as proposed, it must be satisfied that the use will be less detrimental to the amenity of the locality and closer to the intended purpose of the zone.

State Planning Policy 2.3

The 'Resource' zoning of the property is due to the land being above the Jandakot Groundwater Mound and it is subject to the provisions of State Planning Policy 2.3 – *Jandakot Groundwater Protection*. The purpose of the policy is to protect the Jandakot Groundwater Protection area from development and land uses that may have a detrimental impact on the water resource. The objectives of this policy are:

- *To ensure that all development and changes to land use within the policy area are compatible with maximising the long-term protection and management of groundwater, in particular for public drinking water supply;*
- *To protect groundwater quality and quantity in the policy area in order to maintain the ecological integrity of important wetlands that are hydraulically connected to that groundwater, including wetlands outside the policy area;*
- *To prevent, minimise, and manage in defined locations development and land uses that may result in contamination of groundwater; and*
- *To maintain or increase natural vegetation cover over the policy area.*

The subject land falls within the Priority 2 (P2) area (Rural-Water Protection zone of Metropolitan Region Scheme). The acceptability of land uses in the Rural-Water Protection zone is based on the objective of risk minimisation and is outlined in the Department of Water's Water Quality Protection Note. 25 (Land Use Compatibility Tables for Public Drinking Water Source Areas). Only low risk development is supported in this area subject to appropriate conditions which is why the resource zones of Jandakot, Banjup and Treeby are dominated mostly by single 'rural residential' dwellings which cause minimal impact to the ground water resource. The use of industry – general which incorporates the uses of the processing and storage of activated carbon and the screening of fine plastics from green waste are classified as incompatible in the P2 area, meaning that they should not be supported.

Car Parking

The car parking rate contained in TPS 3 for industrial uses is 1 car bay/50m² of gross lettable area (GLA). Based on an additional 4,860m² GLA this generates the need for an additional 98 car bays. The proposal does not include any additional car parking bays. The applicant has advised that the proposed additional buildings will not generate the need for any additional staff to be working from the site, as existing staff will be reallocated across the site. Council is therefore being asked to support a substantial variation to the car parking requirements of TPS 3. Given most of the floor space in each shed will be dedicated to machinery and storage, it is considered reasonable that such a proposal will not generate demand for additional car parking and requiring additional car bays to be constructed on-site which are unlikely to be used would be wasteful. It should be noted that there are no existing car parking issues on-site and the area is substantial with an

abundance of area available should additional car bays be required by the business.

Planning Considerations

Land Use

The processing and storage of activate carbon and the screening of green waste are both classified as 'Industry General' uses and may be argued to be less detrimental to the amenity of the locality than the composting facility. However, the new activities are not being proposed to replace existing composting activities, they are proposed in addition to existing industrial activities. The introduction of additional industrial activities on site will result in an overall increase to the scale and intensity of industrial operations on site. Additional activities will generate additional traffic movements from trucks and tankers, additional noise (even if the noise complies with noise regulations) and buildings and activities moving closer to and encroaching on the residential dwellings to the west on Merrit Loop. Therefore approval of these new industrial activities will not be less detrimental to the amenity of the locality and should be avoided. In addition, the objective of the resource zone is associated with protection of underground water resource in accordance with SPP 2.3. The proposal is clearly inconsistent with the provisions of SPP 2.3 and is therefore not closer to the intended zone.

Based on the above, it is clear that the proposed industrial uses of activated carbon processing, storage and green waste screening are inconsistent with Clause 3.9.3 of TPS 3 and are clearly incompatible with the zone.

Odour

During consultation, there was significant concern expressed about the closed system liquid composting facility approved by Council at its ordinary meeting held on 8 November 2012. The local residents were aggrieved by the odour from the liquefied digestate used in the facility and the fact that the 2012 proposal was not advertised to nearby residents for comment. However, the impacts in terms of odour associated with the existing operations do not relate to the building additions proposed as part of this application and are being dealt with separately to this proposal.

In terms of the proposed buildings, it is important to note that activated carbon is odourless. This would ensure that there will not be any odour associated with proposed sheds 2 and 3. The potential for odour from proposed shed 1 is minimal as the activities for the screening of green waste would be fully enclosed within the proposed building. However, the applicant did not submit an odour impact assessment prepared by a

suitably qualified odour impact consultant demonstrating that the proposal will not result in odour emissions adversely impacting the nearby residents. In the absence of this report, the City is not fully satisfied that there will be no undue impacts in terms of undue impacts on surrounding residents in terms of odour from shed 1.

Dust

At the site meeting on 3 September 2016, health concerns were raised about dust particles from the existing unapproved activated carbon processing blowing across the site to nearby residential properties. Following on from the Information Session on 28 March 2017 the City undertook dust testing for the presence of activated carbon and organic materials at nearby residential properties. The results of the dust testing which was sent to the Residents Group and the Elected Members concluded that there was nothing that was considered harmful to the Health of nearby residents from the 6 samples taken. The majority of the Dust was derived from sand and the carbon levels were not unusually high and within average levels for the Perth region.

Noise

The submissions revealed that some local residents experience undue impacts in terms of noise generated from the existing facility. These include reversing beepers, fork lift operations, other equipment and the noise generated from trucks coming and going from the site. A Noise Monitoring Assessment was submitted for the site with subsequent development applications for the site on 8 November 2017. Based on the report provided however, the City has found it difficult to provide comment on the potential cumulative effect of the noises associated with the different uses on-site, as the noise assessment does not describe the cumulative effect of the different uses or activities on-site. It is also to be noted that the noise assessment does not address noise from the proposed uses of Activated Carbon Technologies sheds or green waste screening shed with the noise monitoring for the noise associated with existing activities only.

Although transport noise is exempt from the Environmental Protection (Noise) Regulations 1997, the City has to consider the noise generated from Truck movements to and from the site as an amenity impact. With the proposed 24 hour of operations requested considered to be significant. The monitored background noise levels at 6:00am in the morning as proposed is around 40dB, with the report indicating that the noise level for a truck departing the site to have a noise level of 55dB which is well over the monitored background noise of 40dB.

Traffic

Concerns were raised about the negative impact of traffic from the existing land use as well as the potential for increased traffic generation as a result of this proposal. At the 3 September 2016 site meeting, some concerns were raised about the current number of trucks entering and exiting the site as well as the observation that trucks had been parking within the Acourt Road reserve creating potential hazards to others using the local roads.

The applicant has indicated that the proposed buildings associated with this application will generate one additional truck entering and exiting the site per day for the purpose of Activated Carbon. Although one additional truck movement may be viewed as minor in relation to the scale of the overall operation, it is considered the cumulative effect of all traffic movement to and from the site must be considered. The additional truck movement for the use of activated carbon combined with truck movements for the screening of fine plastics from green waste in addition to the existing traffic movements associated with the site is significant. It is to be noted that the applicant did not submit a Traffic Impact Assessment with the application and without this information, the City could not be certain that there would be no undue impact associated with traffic from the proposed activities. Overall, an expansion of the facility to accommodate new industrial uses which are in addition to the non-conforming use rights, will inevitably generate more traffic movements which is undesirable for the amenity of residents in the area which is not zoned for industrial purposes.

Visual Amenity

Concerns were expressed during consultation that some adjoining landowners in Merritt Loop can now see more structures on site than when they moved into the area several years ago. The structures that they can currently see are likely to be the closed system liquid composting facility approved by Council in 2012 or other structures existing on the property and does not relate to the application proposed. However, approval of the three new sheds would result in new buildings being constructed closer to the residential dwellings on Merritt Loop with the closest building envelope being approximately 140m from the most western shed. Expansion of operations closer to residential dwellings is undesirable in this zone and would not constitute orderly and proper planning.

Ground Water

Concerns were expressed during consultation in relation to potential contamination of the Jandakot Groundwater mound. As mentioned in the *Consultation with other Agencies or Consultants* section of the report above, officers from the DoW have undertaken an extensive site visit in relation to the proposed buildings and have not objected to the

proposal and do not consider that the proposal is likely to impact on the underground water mound.

Conclusion

It is recognised that Richgro enjoy non-conforming use rights over the site to accommodate their soil blending and composting business activities, the majority of which were approved before the land was zoned 'Resource'. However, the three proposed additional buildings and their associated activities for the processing and storage of activated carbon and screening of plastics from green waste represent an expansion to current non-conforming industrial uses occurring on-site. Additional buildings and investment into the site for industrial purposes will result in an intensification of use on the site and an increase in scale of activities and will have a detrimental impact on the amenity of the area, particularly in relation to noise and traffic and encroachment of buildings and activities closer to existing residential dwellings. Approval of the proposal would be inconsistent with the City's TPS 3 and would not represent orderly and proper planning.

It is therefore recommended that Council refuse the application.

Strategic Plans/Policy Implications

Economic, Social & Environmental Responsibility

Sustainably manage our environment by protecting, managing and enhancing our unique natural resources and minimising risks to human health.

Budget/Financial Implications

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

Legal Implications

N/A

Community Consultation

Community consultation has occurred in relation to this proposal. See Neighbour Consultation section of the report above.

Risk Management Implications

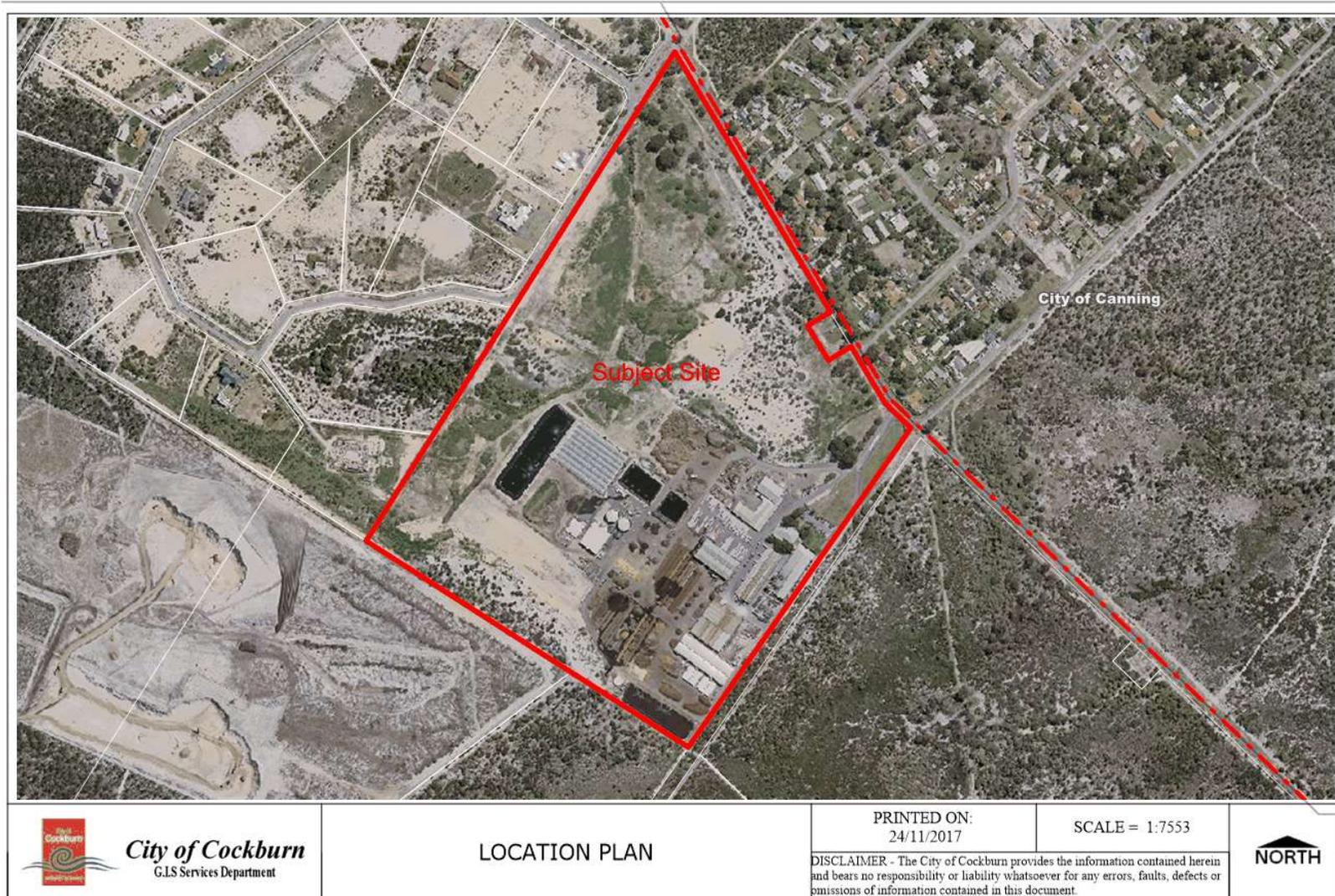
There is a risk that if Council approve this proposal that it will result in a detrimental impact on the amenity of the area and nearby residents which would be undesirable. Should the applicant lodge a review of the decision with the State Administration Tribunal, there may be costs involved in defending the decision, particularly if legal Counsel is engaged.

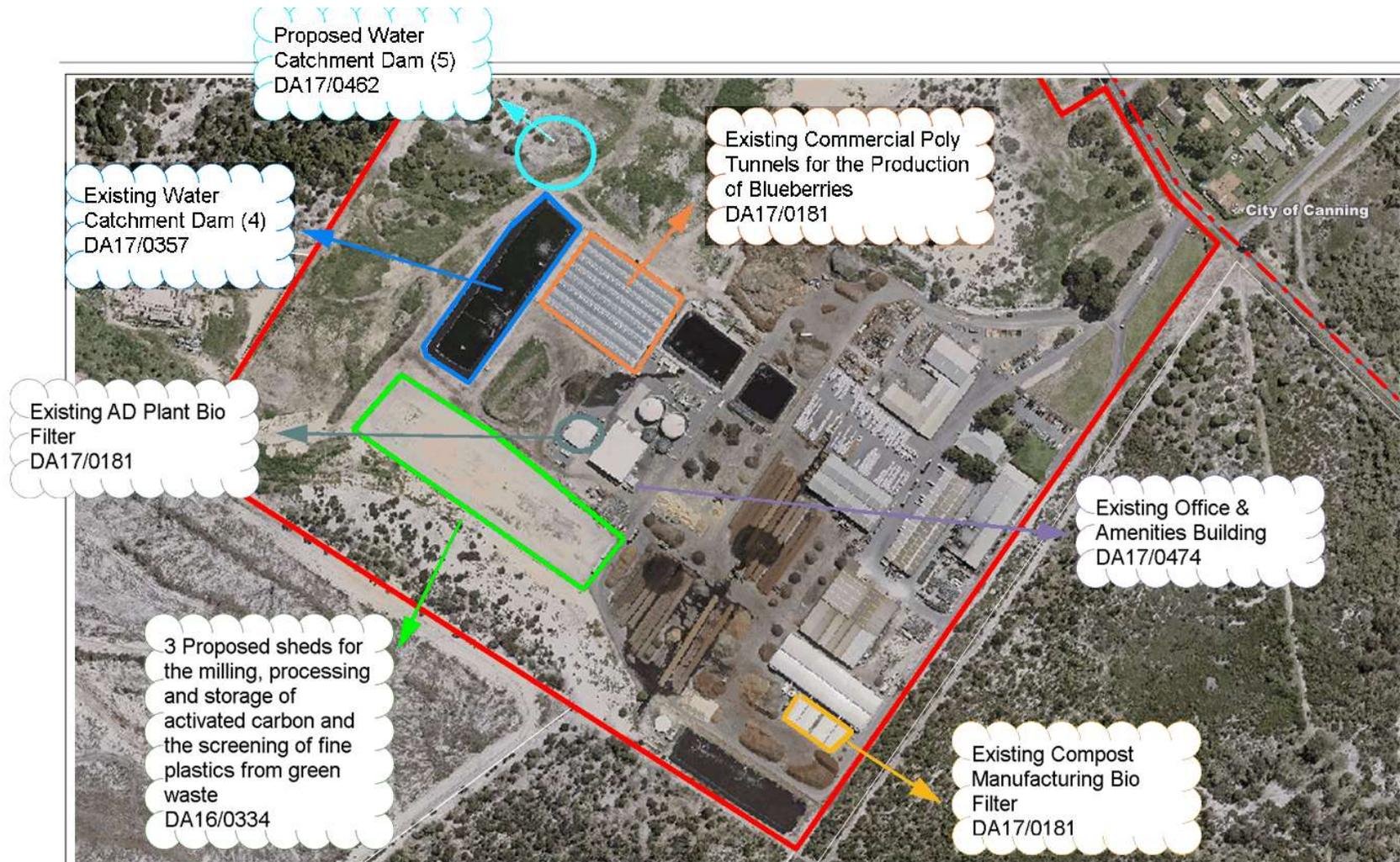
Advice to Proponent(s)/Submissioners

The Proponent(s) and those who lodged a submission on the proposal have been advised that this matter is to be considered at the 14 December 2017 Ordinary Council Meeting.

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

Nil



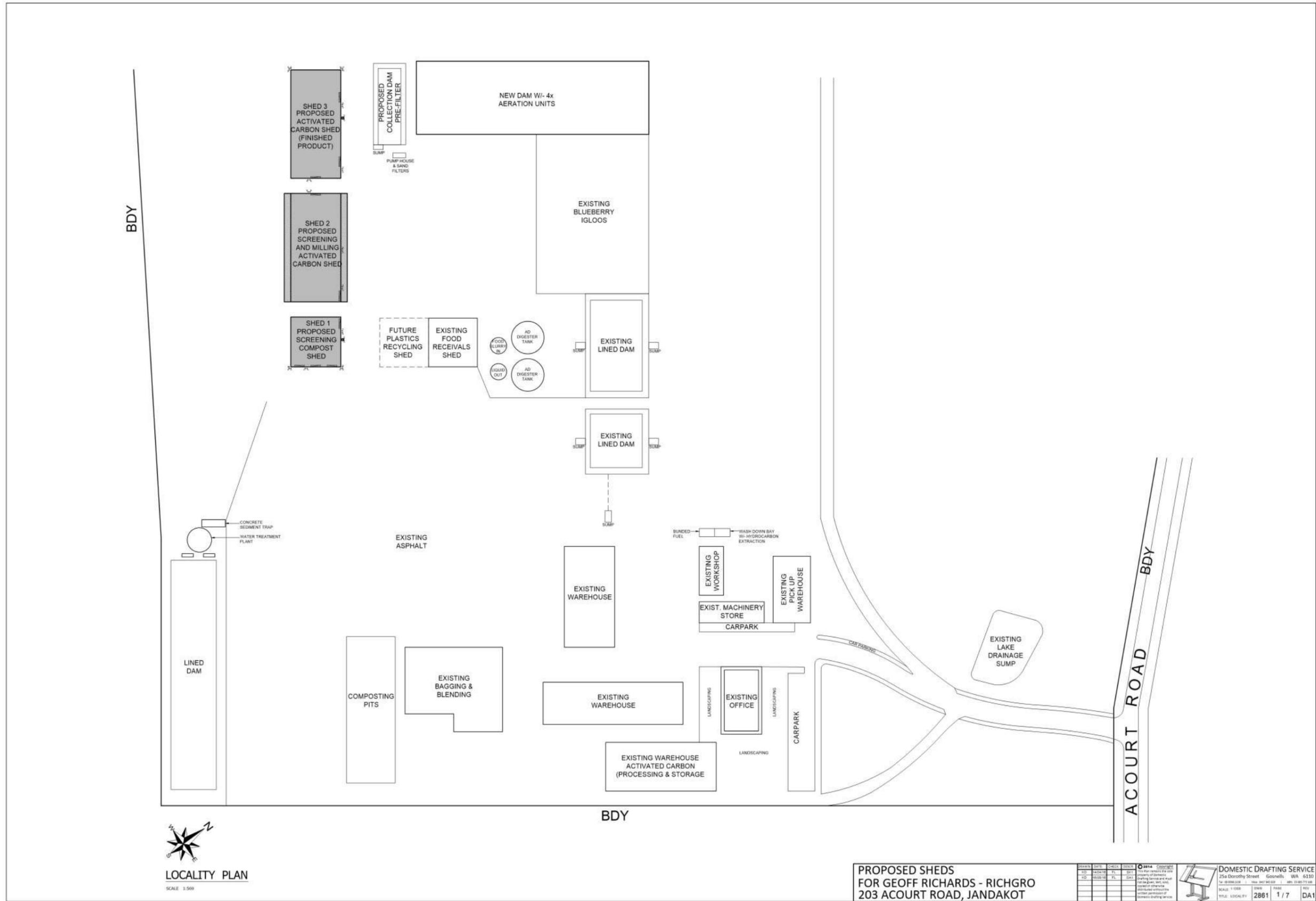


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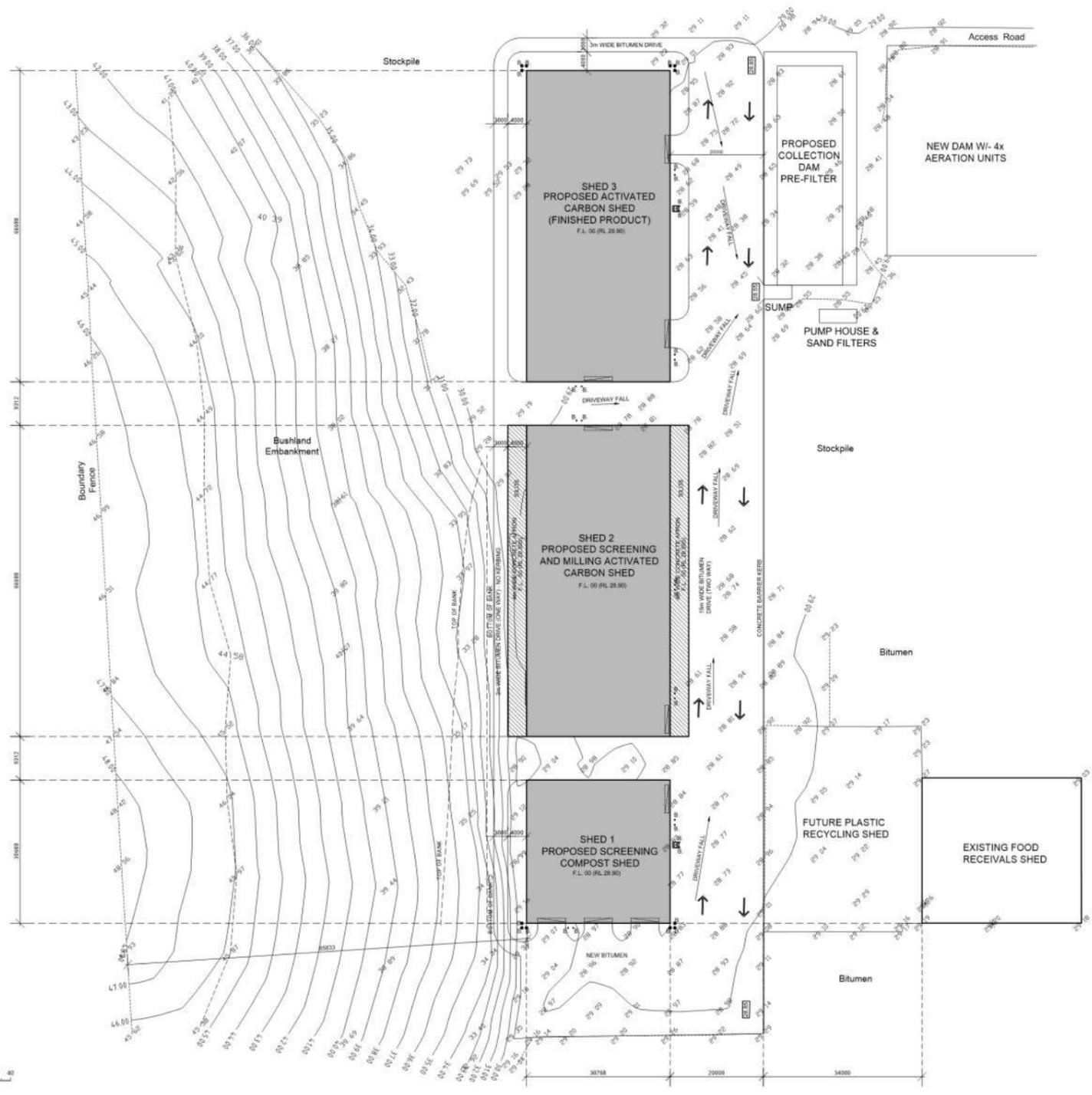


LOCALITY PLAN
SCALE 1:500

PROPOSED SHEDS
FOR GEOFF RICHARDS - RICHGRO
203 A COURT ROAD, JANDAKOT

NO.	DATE	CHECKED	BY	REVISIONS
1	14/12/2017			
2				
3				
4				
5				

DOMESTIC DRAFTING SERVICE
25a Dorothy Street Gosnells WA 6150
Tel: 08 9488 2228 Fax: 08 947 90338 Mob: 08 9488 77338
SCALE: 1:500 DRAWN: J. RICHARDS
TITLE: LOCALITY 2861 1 / 7 DA1

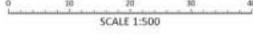


SITE PLAN

SCALE 1:500

LEGEND

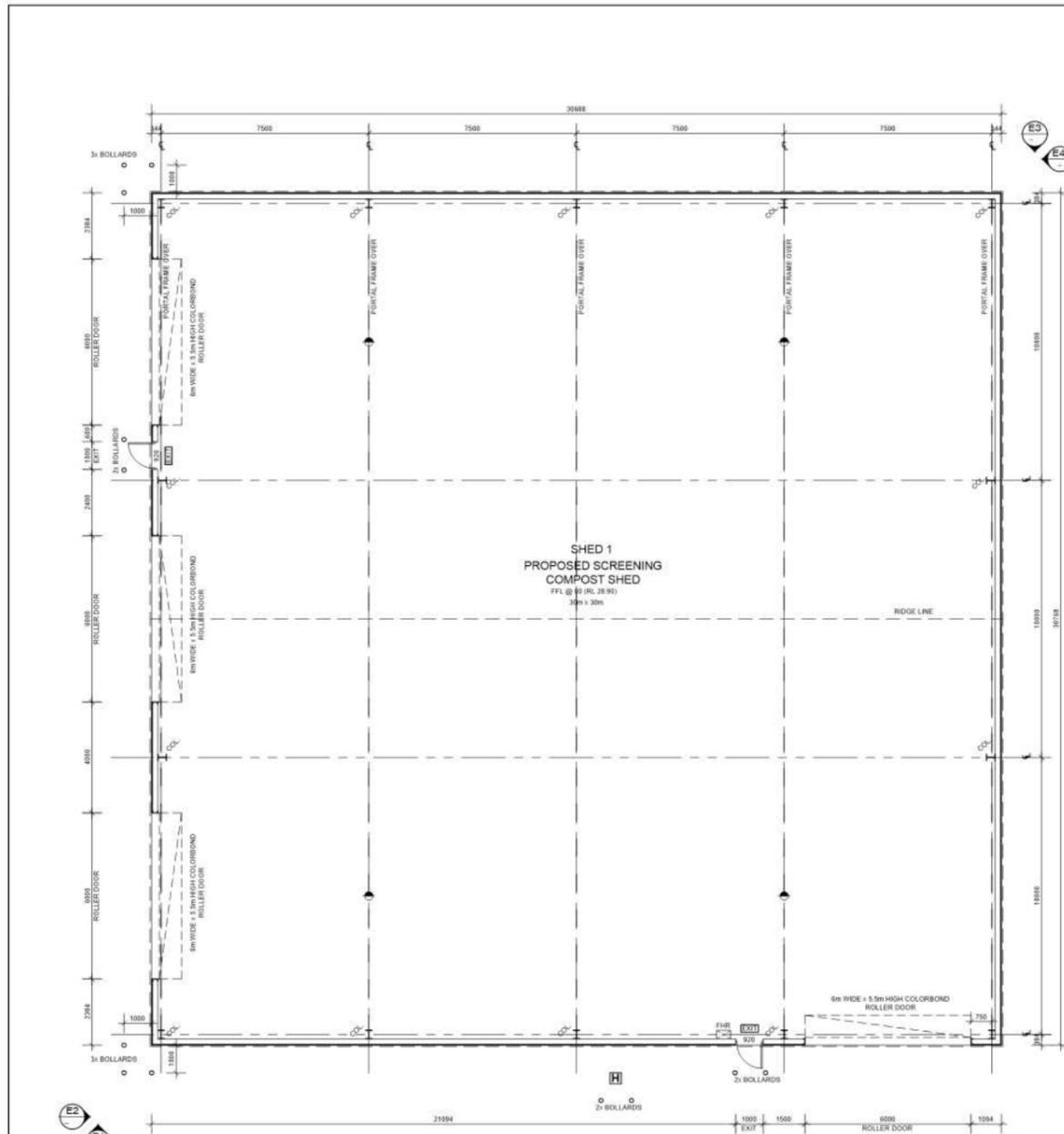
- Floor Level
- + Nat. Surface Pt
- Building Line
- - - - Fence
- - - - Parking
- - - - Top Of Bank
- - - - Bottom of Bank
- - - - Track
- - - - Edge of Bitumen
- - - - Conc. Kerb
- B
- Hydrant



**PROPOSED SHEDS
FOR GEOFF RICHARDS - RICHGRO
203 ACOURT ROAD, JANDAKOT**

DATE	BY	CHECKED	REVISION
2017	DA1		
2017	DA1		
2017	DA1		

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 25a Dorothy Street Gosnells WA 6110
 Tel: 08 9396 2238 Fax: 08 9397 9633 Mob: 08 9397 7733
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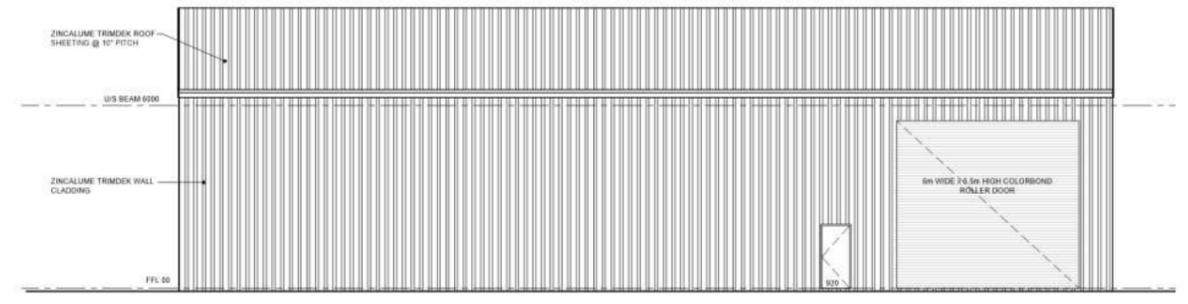
SHED 1 FLOOR PLAN

SCALE 1:100

NOTE:
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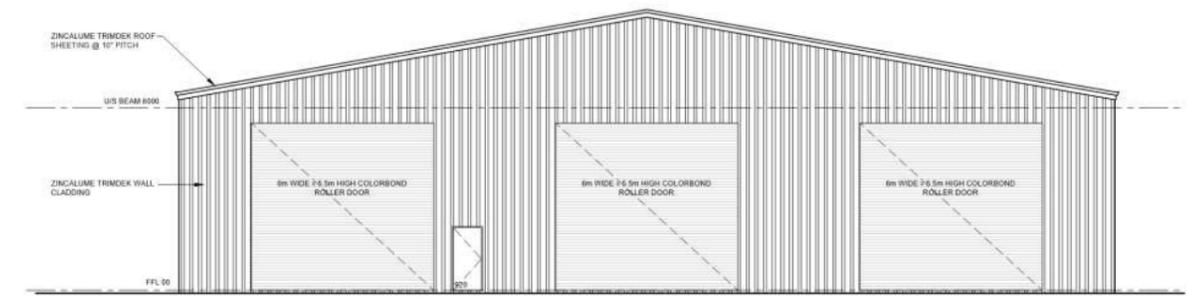
NOTE#1
REFER TO STRUCTURAL ENGINEER'S DRAWINGS FOR STEELWORK, CONCRETE SLAB AND FOOTING AND HOLDING DOWN DETAILS

- LEGEND:**
- FIRE HYDRANT INSTALLED IN ACCORDANCE WITH NCC PART E1.3 & AS 2451.1
 - BOLLARDS TO BE INSTALLED IN ACCORDANCE WITH NCC VOL. 1 PART D2.26
 - 36m FIRE HOSE REEL TO BE INSTALLED IN ACCORDANCE WITH NCC PART E1.4 & AS 2441
 - EXIT SIGNS TO BE INSTALLED IN ACCORDANCE WITH NCC PART E4.5
 - EMERGENCY LIGHTING TO BE INSTALLED IN ACCORDANCE WITH NCC PART E4.2 & AS 2293.1



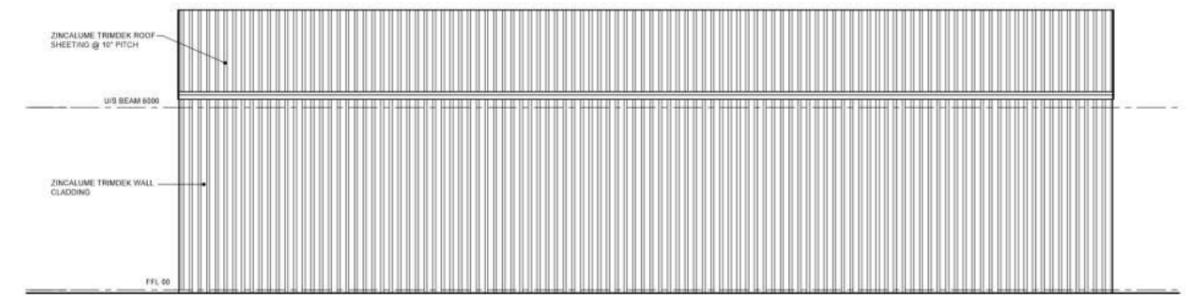
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SCALE 1:100



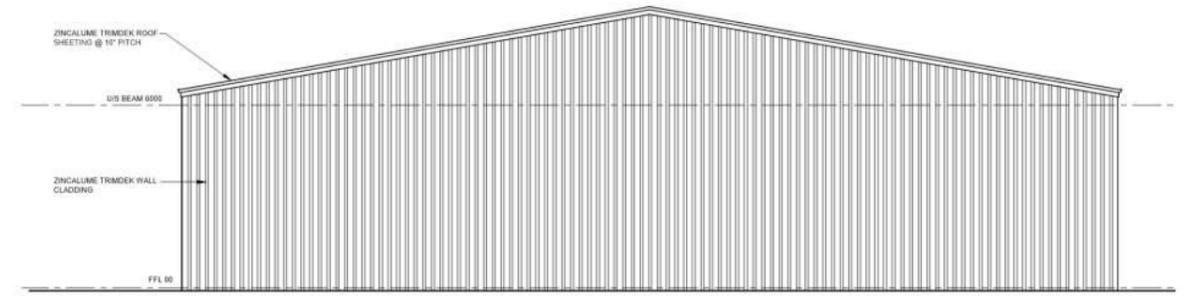
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SCALE 1:100



E3 SHED 1 ELEVATION

SCALE 1:100



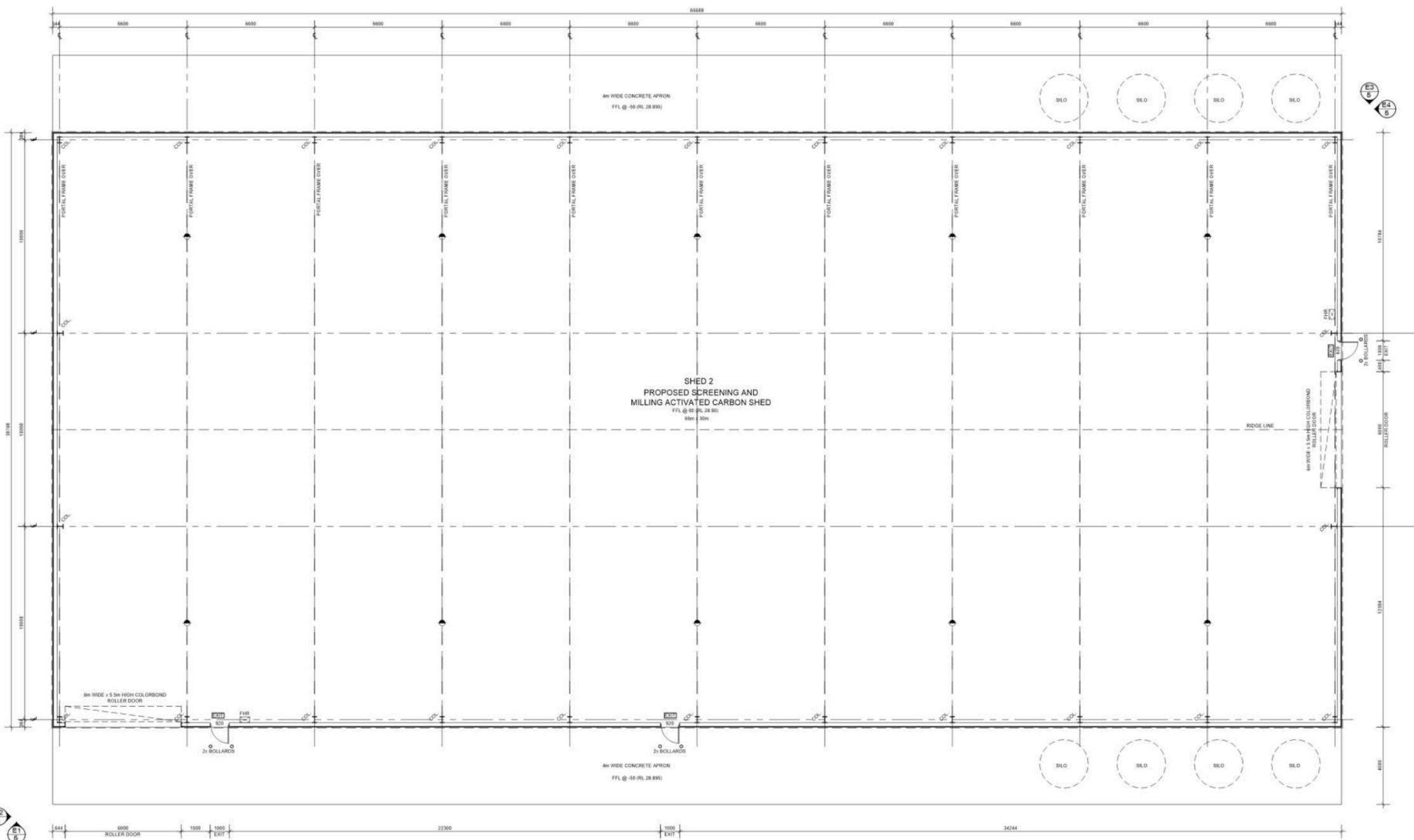
E4 SHED 1 ELEVATION

SCALE 1:100

PROPOSED SHEDS
FOR GEOFF RICHARDS - RICHGRO
203 ACOURT ROAD, JANDAKOT

DATE	BY	CHECKED	REVISION
14/12/2017	DR	DR	1

DOMESTIC DRAFTING SERVICE
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SCALE: 2861 3 / 7 DA1



SHED 2 FLOOR PLAN

SCALE: 1:100

NOTE:
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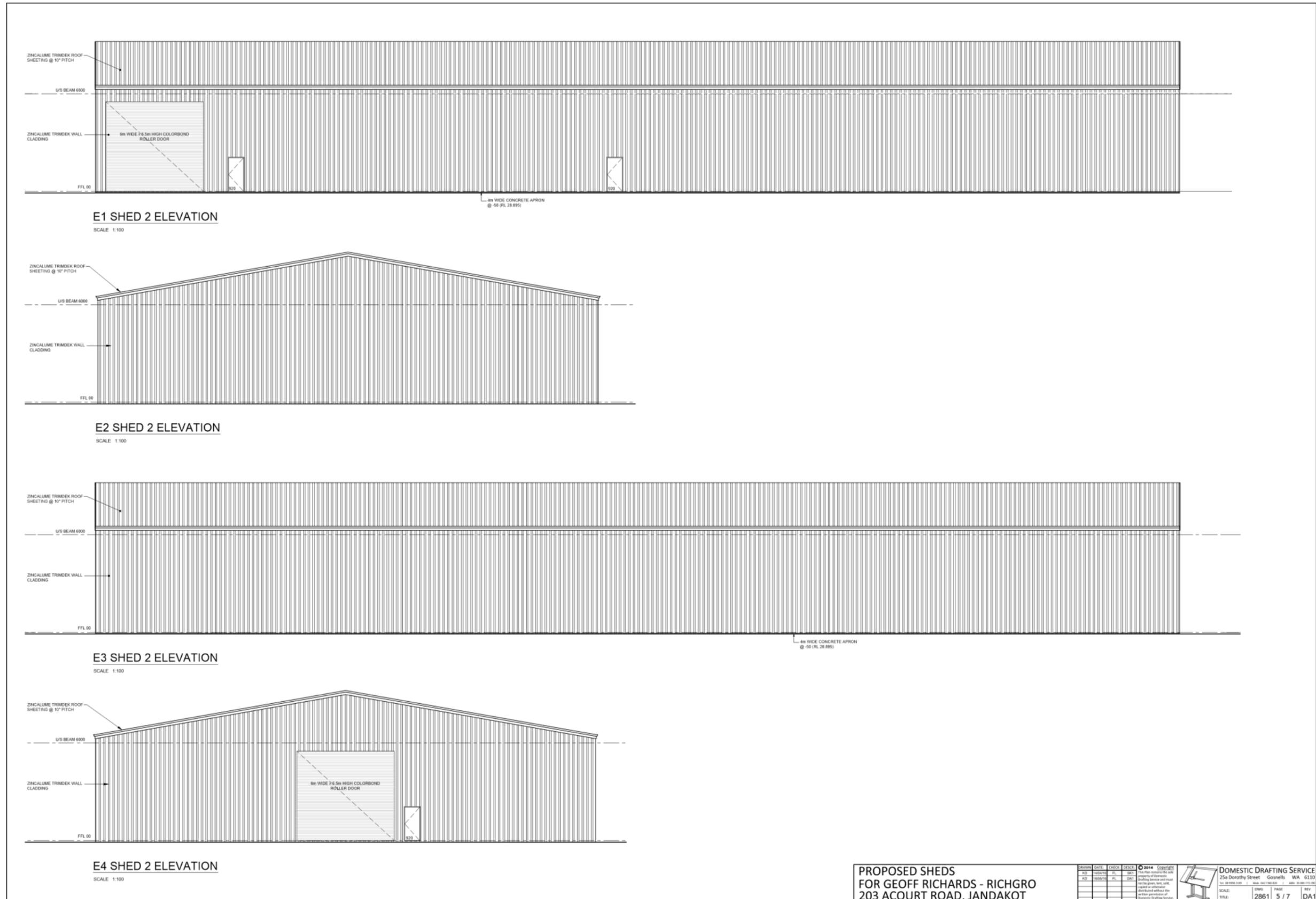
NOTE#1
REFER TO STRUCTURAL ENGINEERS DRAWINGS FOR STEELWORK, CONCRETE SLAB AND FOOTING AND HOLDING DOWN DETAILS

- LEGEND:**
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 - ROLLARDS TO BE INSTALLED IN ACCORDANCE W/ NCC VOL 1 PART D2.29
 - 30m FIRE HOSE REEL TO BE INSTALLED IN ACCORDANCE W/ NCC PART E1.4 & AS 2444
 - EXIT SIGNS TO BE INSTALLED IN ACCORDANCE W/ NCC PART E4.5
 - EMERGENCY LIGHTING TO BE INSTALLED IN ACCORDANCE W/ NCC PART E4.2 & AS 2283.1

**PROPOSED SHEDS
FOR GEOFF RICHARDS - RICHGRO
203 ACOURT ROAD, JANDAKOT**

DRAWN	DATE	CHECK	DATE
NR	2017/10	PL	2017
NR	2017/10	PL	2017

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25a Dorothy Street Gosnell WA 6110
Tel: 08 9399 1234 Fax: 081 740 000 Mob: 08 9399 2233
SCALE: 2861 4 / 7 DA1



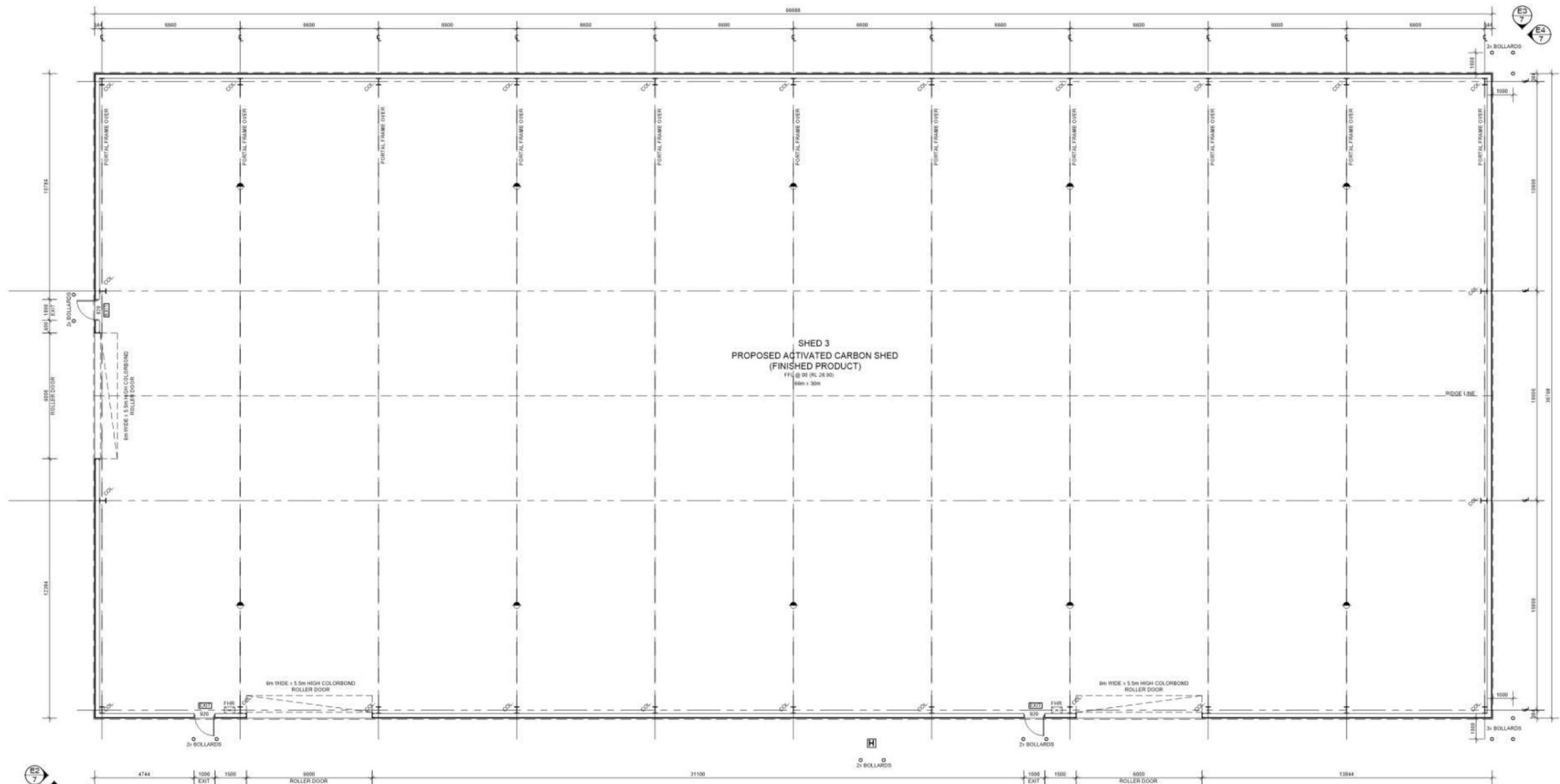
PROPOSED SHEDS
FOR GEOFF RICHARDS - RICHGRO
203 ACOURT ROAD, JANDAKOT

NO.	DATE	CHECK	DESCR.
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102	14/12/17	PL	DR
103	14/12/17	PL	DR

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SHED 3
 PROPOSED ACTIVATED CARBON SHED
 (FINISHED PRODUCT)
 FFL @ RL 26.90
 8m x 30m

SHED 3 FLOOR PLAN

SCALE: 1:100

NOTE:
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NOTE#1
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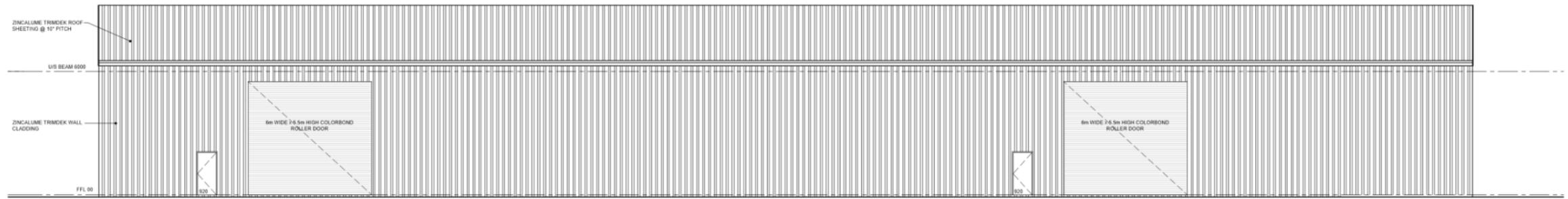
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	EXIT SIGNS TO BE INSTALLED IN ACCORDANCE WITH NCC PART E4.5
	EMERGENCY LIGHTING TO BE INSTALLED IN ACCORDANCE WITH NCC PART E4.2 & AS 2283.1

**PROPOSED SHEDS
 FOR GEOFF RICHARDS - RICHGRO
 203 ACOURT ROAD, JANDAKOT**

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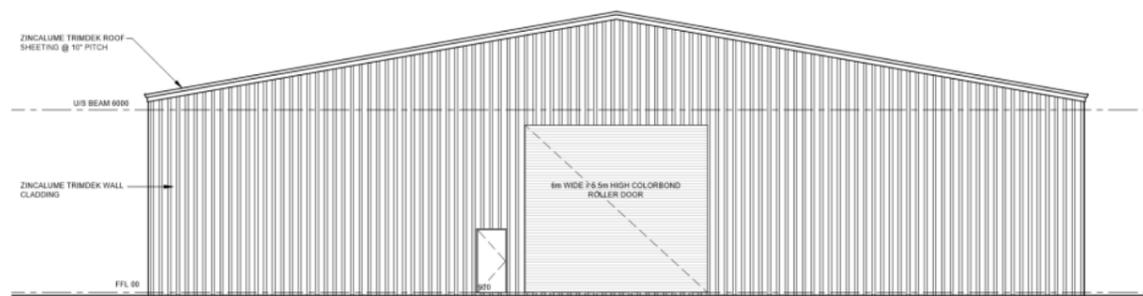
DOMESTIC DRAFTING SERVICE
 25a Dorothy Street Gosnell WA 6110
 Tel: 08 9399 1234 Fax: 08 9399 1235
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SCALE: 2861 6 / 7 DA1



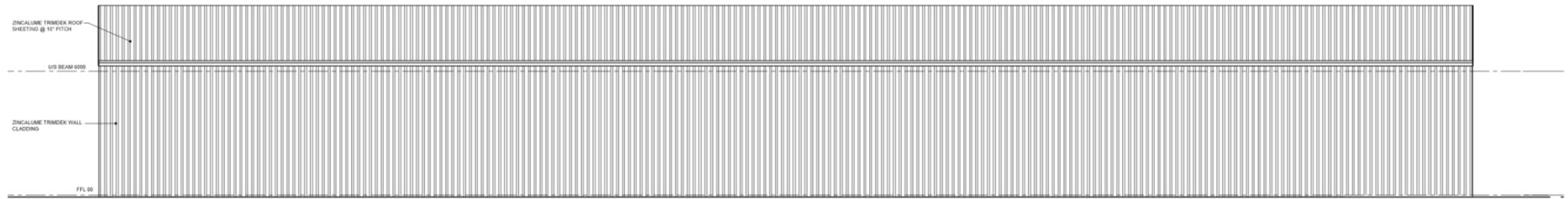
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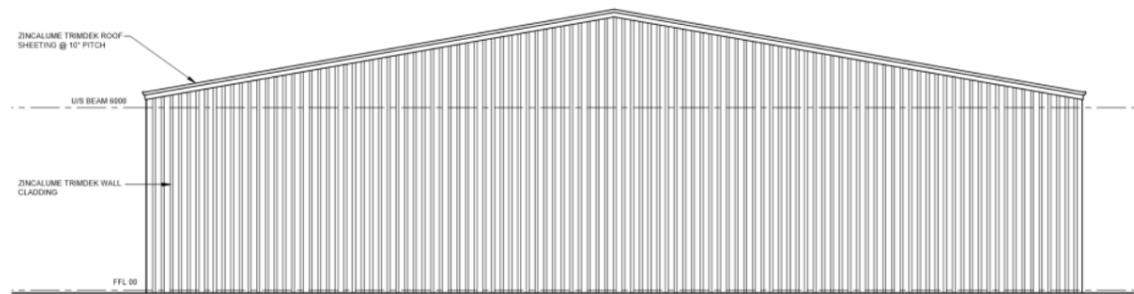
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SCALE: 1:100



E3 SHED 3 ELEVATION

SCALE: 1:100



E4 SHED 3 ELEVATION

SCALE: 1:100

**PROPOSED SHEDS
FOR GEOFF RICHARDS - RICHGRO
203 ACOURT ROAD, JANDAKOT**

NO.	DATE	CHECK	DESCR.
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102	14/12/2017	PL	DR
103	14/12/2017	PL	DR

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Tel: 08 9399 1334 Fax: 08 9399 1335
SCALE: 2861 7 / 7 DA1

Richgro Development Approval Timeline**OCM 14/12/2017**

- **13 May 1986**
Planning approval issued by the State Planning Commission for a Limestone Entrance Road and construction of two sheds for the mixing and storing of soil.
- **11 July 1986**
Planning approval issued by the City of Cockburn for sheds for storage and mixing of soil, amenities for staff and a site control building.
- **17 October 1986**
Planning Approval issued for an amendment to the DA for a revised site access road and to the site control building.
- **10 February 1987**
Planning Approval issued by the City of Cockburn for an Addition of a silo to the existing shed.
- **14 April 1987**
Planning Approval issued by the City of Cockburn for a manure storage shed.
- **4 April 1989**
Planning Approval issued by the City of Cockburn for a steel frame, steel pad addition and near buildings.
- **30 October 1991**
Planning Approval issued for sand excavation/extraction – The approval does not extend to the storage and processing of materials, manures and waste.
- **6 November 1996**
Planning Approval issued by the City of Cockburn for three additional sheds to be used for manure storage and soil blending.
- **10 November 1998**
Planning Approval issued by the City of Cockburn for two additional storage sheds. Only one of the sheds from the 6 November 1996 approval were constructed so this approval was for the remaining two sheds which were not previously constructed.
- **27 November 1998**

Planning Approval issued by the City of Cockburn for two storage sheds, hardstand area and detention basins.

- **24 June 2002**
Planning Approval issued by the City for a storage pond.
- **19 November 2002**
Planning Approval issued by the City of Cockburn for additional Warehouse Sheds, Office and Hardstand area. The sheds were required to be used for storage and production purposes associated with soil blending.
- **22 April 2009**
Planning Approval issued by the City of Cockburn for an Enclosed Composting Structure. The intention was to bring all composting activities under cover. A condition was imposed noting that the approved development was not to result in increases in production for the existing land use.
- **16 November 2012**
Planning Approval issued by the City of Cockburn for a General Industry (Licenced) Closed System Liquid Composting Facility. The application notes that the proposal does not result in any expansion of existing composting facilities.

File Ref: DA16/0334

SCHEDULE OF SUBMISSIONS**3 Sheds for the milling, processing and storage of activated carbon and the screening of fine plastics from green waste**

NO.	NAME/ADDRESS	SUBMISSION
1	Jaya & Suresh Nair 190 Merrit Loop JANDAKOT WA 6164	OBJECTION <ul style="list-style-type: none"> - Concern over odour - Concern over liquid composting - Concern over increase in machinery and trucks - Concern over dust
2	Matt Sparkman 193 Merrit Loop JANDAKOT WA 6164	OBJECTION <ul style="list-style-type: none"> - Concern over odour and dust - Concern over health of children in the area
3	Mrs Gail A Skeggs 261 Acourt Road JANDAKOT WA 6164	OBJECTION <ul style="list-style-type: none"> - Concern over odour - Concern over health of residents in the area - Concern over noise from machinery - Concern over increase in trucks
5	Michael Edwards (Name & address to be withheld from Council) 259 Acourt Road CANNING VALE WA 6155	OBJECTION <ul style="list-style-type: none"> - Concern over existing development on the site approved by Council - Concern over odour - Concern over noise - Concern over environmental factors - Concern over fire safety issues
6	Eddy & Rene Tassone 37 Merrit Loop JANADAKOT WA 6164	OBJECTION No comments provided, PDF attached of Hair Analysis
7	J & HA Gadellaa 126 Merrit Loop	OBJECTION

NO.	NAME/ADDRESS	SUBMISSION
	JANDAKOT WA 6155	<ul style="list-style-type: none"> - Concern over dust, odour and health of children in the area - Concern over noise - Concern over effect on the groundwater and environment - Hilary Gadella submitted separate petition from residents of Merrit Loop and surrounding area in separate submission - Hilary Gadella submitted separate submission through the Banjup Residents Group
8	Matthew Roberts 123 Merrit Loop JANDAKOT WA 6164	<p>OBJECTION</p> <ul style="list-style-type: none"> - Concern over traffic - Concern over noise - Concern over odour
9	Mr P M Ryan 33 Crufts Way CANNING VALE WA 6155	<p>OBJECTION</p> <ul style="list-style-type: none"> - Concern over odour - Concern over dust - Concern over noise - Concern over the words..”..aiming to contain...” - Concern over traffic
10	John & Caroline Bawdon 263 Acourt Road CANNING VALE 6155	<p>OBJECTION</p> <ul style="list-style-type: none"> - Concern over odour - Concern over noise
11	Hilary Saunders & Family 75 Merrit Loop JANDAKOT WA 6164	<p>OBJECTION</p> <ul style="list-style-type: none"> - Concern over noise, odour, air pollution, visual pollution - Concern over increase in activities - Concern over decrease in property value
12	Serene Ng May Ting & Kwan Yew Beng 34 Sovereign Avenue WILLETTON WA 6155	<p>OBJECTION</p> <ul style="list-style-type: none"> - Concern over health and pollution
13	Jianchu Zhang 88 Merrit Loop	<p>OBJECTION</p>

NO.	NAME/ADDRESS	SUBMISSION
	JANDAKOT WA 6164	<ul style="list-style-type: none"> - Concern regarding water protection area - Concern regarding proximity to residential area - Concern over odour
14	Philip & Caren Carle 40 Battersea Road CANNING VALE WA 6164	<p>OBJECTION</p> <ul style="list-style-type: none"> - Concern over odour - Concern over dust - Concern over noise
15	John & Anna Mitchell 265 Acourt Road CANNING VALE WA 6155	<p>OBJECTION</p> <ul style="list-style-type: none"> - Concern over odour
16	Mrs Dolores Marshall 168 Merrit Loop JANDAKOT WA 6164	<p>OBJECTION</p> <ul style="list-style-type: none"> - Concern over odour
17	Mrs Shirley Briggs 2 Fraser Road CANNING VALE WA 6155	<p>OBJECTION</p> <ul style="list-style-type: none"> - Concern over odour - Concer over traffic issues - Concern over ground water mound - Concern over pollution - Concern over noise - Concern over Health issues - Concern over Dams on-site - Concern over previous development
18	Brett and Erika Wallington 11 Cessna Drive JANDAKOT WA 6164	<p>OBJECTION</p> <ul style="list-style-type: none"> - Concern over odour and noise
19	Colin & Kimberley Chinnery 5 Crufts Way CANNING VALE WA 6155	<p>OBJECTION</p> <ul style="list-style-type: none"> - Question where plastic waste will be stored post sorting - Question if it is a 24 hour operation - Question if there will be undue dirt impacts - Question setback from Acourt Road

NO.	NAME/ADDRESS	SUBMISSION
20	Shirley & Colin Chinnery 29 Ballersea Road CANNING VALE WA 6155	OBJECTION <ul style="list-style-type: none"> - Question where waste will be stored - Concern over plastic waste post sorting - Concern over access issues - Concern over odour and noise - Question if it is a 24 hour operation - Concern over dust issues
21	Jin Hoo Jin & Huong Ling Ding 12 Highland Rise PIARA WATERS WA 6112	OBJECTION No comments provided

**15.3 PLANNING APPLICATION - GENERAL INDUSTRY (LICENSED) -
PROPOSED WATER CATCHMENT DAM - NO. 203 (LOT 186)
ACOURT ROAD, JANDAKOT**

Author(s)	D Bothwell
Attachments	1. Location Plan ↓ 2. Site Plan ↓ 3. DA Plans ↓ 4. Timeline of Approvals ↓ 5. Schedule of Submissions ↓
Location	No. 203 Acourt Road, Jandakot
Owner	A. Richards Pty Ltd
Applicant	Geoff Richards
Application Reference	DA17/0462

RECOMMENDATION

That Council

- (1) refuse to grant planning approval for General Industry (Licensed) – Proposed Water Catchment Dam at No. 203 (Lot 186) Acourt Road, Jandakot, for the following reasons:

Reasons

1. The proposal is inconsistent with Clause 3.9.3 of the City of Cockburn's Town Planning Scheme No. 3 relating to extensions and changes to a non-conforming use in that the proposal is not closer to the intended purpose of the zone than the existing non-conforming use.
 2. The proposal is incompatible with the surrounding area which does not constitute orderly and proper planning and is therefore inconsistent with the aims of the City's Town Scheme No. 3.
 3. The proposal if approved would result in an increase to the size, scale and intensity of industrial uses occurring on the site which is undesirable as it is likely to detract from the amenity of the area and nearby residents.
- (2) Notifies the applicant and those who made a submission of Council's decision.

Background

The subject site is located on the southern side of Acourt Road in Jandakot and is 41.5 hectares in area. The site contains a number of existing buildings (including warehouses, offices, storage and other buildings and structures) and outdoor hardstand areas which are used for an existing composting and soil blending business (Richgro).

The first development approved on site was in 1986 which consisted of several sheds for the mixing and storage of soils, staff amenities and site control. Then, between 1987 and 2009 various other buildings associated with composting and soil blending were approved and constructed. The most recent development application was for a closed system liquid composting facility which was approved by Council at its meeting held on 8 November 2012. A more detailed timeline/history of development applications approved by the City on the subject site has been provided as an attachment to this report.

There are also the following current development applications which are being presented to Council for determination at the 14 December 2017 OCM:

- DA17/0181 – Retrospective Agriculture Intensive (Orchard), Industry General (Licenced) (AD Plant and Compost Manufacturing Bio Filter) and Modification to Hours of Operation;
- DA16/0334 – Proposed Additions to Existing Premises;
- DA17/0357 – Retrospective Existing Water Catchment Dam;
- DA17/0474 – Retrospective Office and Amenities Building.

City Officers are of the view that each of the current development applications associated with the subject site should be considered by Council at the same Council meeting for clarity.

This proposal has been referred to Council for determination as staff do not have delegation to determine the application.

Submission

N/A

Report

Proposal

The water catchment dam (shown as Dam 5 on the site plan) is proposed to be constructed on an area of 3,500m² and contain geomembrane lining to retain water within a constructed bunded wall. The dam is proposed to be constructed at a height of approximately 1.0m to 2.4m above the surrounding ground level. The top of the bank

is proposed to be 2.0m wide. The dam is proposed to have a total depth of approximately 6.0m with up to 5.0m below ground level. The Dam lining is proposed to consist of geotextile to walls and 1.5mm HDPE Liner to contain 1.9m high dam mesh fencing.

In summary the Dam is proposed to have the following characteristics and dimensions:

- 68.5m in width;
- 69.0m in length;
- Supporting wall height 1.0m to 2.4m above surrounding ground level;
- 2m wide bank surrounding the water catchment area of the dam; and
- Permanent structure built above the natural contours of the ground.

The proposed Dam 5 is proposed to be located immediately to the north/east of existing Dam 4. The applicant has provided the following information in relation to the intended use of the proposed dam;

“The additional Dam 5 is proposed to increase the water containment on the site. This catchment Dam will be designed to link the catchment of storm water from the currently submitted Development Application DA16/0334 for 3 warehouse sheds.”

Essentially, the proposed dam is only required if new buildings are approved and constructed.

Neighbour Consultation

The application has been the subject of public consultation and was advertised, with 135 letters sent to residents in Merritt Loop Jandakot and the Kennel zone to the north of the site in Canning Vale in a 3 week advertising process in collaboration with the City of Canning.

A total of 13 submissions were received with the issues raised summarised below:

- Concerns over odour;
- Concern over increased mosquito activity;
- Concerns over potential groundwater impacts;
- Concern over potential environmental impacts; and
- Concern over visual impact.

A full schedule of submissions received during comment period has been provided as an attachment to this report. It is to be noted that the applications for both the subject DA for Dam 5 (DA17/0462) and the application for Retrospective Office and Amenities Building (DA17/0474) were advertised together with the same letter sent to the public and placed on the City's website.

The concerns expressed during the advertising period are addressed in further detail in the *Planning Considerations* section of this report below. It is important to separate the concerns in relation to the existing on-site operations, and those associated with the proposed dam.

It should be noted that in addition to the advertising letters sent to landowners, the City arranged an on-site meeting which was held on Saturday 3 September 2016. The meeting was attended by the City's Officers, several Elected Members and concerned local residents in the area (who were notified in writing). Richgro's Managing Director (Geoff Richards) and Tim Richards hosted the meeting to discuss the proposal and address a number of issues raised associated with the existing and proposed land use activities. Approximately 30 residents attended the meeting which went for over two hours in a question and answer format.

On 28 March 2017, the City held an information session in which all matters associated with the Richgro site were discussed. In attendance at the meeting were representatives from Richgro and their technical consultants, members of the local community from both Jandakot and Canning Vale through a Resident Action Group, Elected Members and staff from the City. As an outcome of this information session, a list of actions was created. All of these actions were subsequently undertaken and followed through by the City's staff as agreed and all of the information was relayed back to the resident group and Elected Members.

Consultation with other Agencies or Consultants

The application was referred to the following external agencies/organisations as required:

- Department of Water (now known as the Department of Water and Environmental Regulation);
- Department of Environment Regulation (now known as the Department of Water and Environmental Regulation);
- Department of Planning (now known as the Department of Planning, Lands and Heritage); &
- City of Canning.

Department of Water (DoW)

The Department advised that the site is currently licensed under Part V of the Environmental Protection 1986 and accordingly they have no objection to the application as any further risk of contamination presented by this use will be managed through this legislation.

Department of Environment Regulation

The application was referred to DER as required. Richgro are currently licensed under Part V Division 3 of the *Environmental Protection Act 1986*. The DER commented that Dam 5 appeared to be consistent with the design and containment specifications as the existing ponds on-site, used to manage leachate emissions from their licensed activities.

The DER commented that the proposed dam is immediately adjacent to an area mapped as having a high to moderate risk of acid sulphate soils within 3m of the natural soil surface. It was further commented that the proposed construction of the dam is likely to intersect groundwater. The DER advised that if the City was inclined to approve the application that a condition should be applied relating to acid sulphate soils.

City of Canning

The application was referred to the City of Canning for comment due to the proximity of the site to the Kennel zone area in Canning Vale directly to the north of the site which is within Canning. The Kennel zone area includes properties on streets including Crufts Way, Battersea Road and the northern side of Acourt Road in Canning Vale.

Canning raised concerns regarding the odour and noise emissions from the premises. Canning advised that subject to compliance with DWER requirements, measures should be taken to ensure odours from the subject site do not impact on the adjacent and surrounding properties. Canning commented that the area should be assessed as a noise sensitive area with further clarification required from DWER.

Planning Framework

Zoning and Use

The zoning of the property under Town Planning Scheme No.3 (TPS 3) is 'Resource', with the objective of this zone

'to provide for the protection of the Perth Metropolitan underground water resource in accordance with the requirements of State Planning Policy No. 6 published by the Western Australian Planning Commission on 12 June 1998'.

It should be noted that that above State Planning policy was been superseded by State Planning Policy 2.3 'Jandakot Groundwater

Protection Policy' (SPP 2.3). Whilst the existing composting business is an incompatible land use in the area, it was established prior to the gazettal of SPP 6 and as such Richgro has non-conforming use rights in accordance with Clause 3.9 of TPS 3.

TPS 3 – Clause 3.9 – Extensions and changes to a non-conforming use

Clause 3.9.1 of TPS 3 contains the following provisions regarding extensions and changes to non-conforming uses.

'A person must not –

- (a) Alter or extend a non-conforming use;*
- (b) Erect, alter or extend a building used in conjunction with or in furtherance of a non-conforming use; or*
- (c) Change the use of land from a non-conforming use to another non-conforming use.*

Without having first applied for and obtained planning approval under the Scheme.'

The proposed dam constitutes an alteration to the existing non-conforming use (composting facility) which requires planning approval (the subject of this application).

State Planning Policy 2.3

The 'Resource' zoning of the property is due to the land being above the Jandakot Groundwater Mound and it is subject to the provisions of State Planning Policy 2.3 – *Jandakot Groundwater Protection*. The purpose of the policy is to protect the Jandakot Groundwater Protection area from development and land uses that may have a detrimental impact on the water resource. The objectives of this policy are:

- To ensure that all development and changes to land use within the policy area are compatible with maximising the long-term protection and management of groundwater, in particular for public drinking water supply;*
- To protect groundwater quality and quantity in the policy area in order to maintain the ecological integrity of important wetlands that are hydraulically connected to that groundwater, including wetlands outside the policy area;*
- To prevent, minimise, and manage in defined locations development and land uses that may result in contamination of groundwater; and*
- To maintain or increase natural vegetation cover over the policy area.*

The subject land falls within the Priority 2 (P2) area (Rural-Water Protection zone of Metropolitan Region Scheme). The acceptability of land uses in the Rural-Water Protection zone is based on the objective of risk minimisation and is outlined in the Department of Water's Water Quality Protection Note. 25 (Land Use Compatibility Tables for Public Drinking Water Source Areas). Only low risk development is supported in this area subject to appropriate conditions which is why the resource zones of Jandakot, Banjup and Treeby are dominated mostly by single 'rural residential' dwellings which cause minimal impact to the ground water resource.

Planning Considerations

Land Use

The use of a water catchment dam could potentially be seen as less detrimental to the amenity of the locality. The applicant has indicated that the purpose of the dam is to link the catchment of storm water from the proposed Development Application (DA16/0334) for the 3 sheds. The proposed Dam is therefore linked to the expansion and intensification of industrial activities on site with the proposal for 3 sheds for the milling, processing and storage of activated carbon and the screening of fine plastics from green waste. If approved, the activities or uses being undertaken proposed to be undertaken in the 3 sheds could potentially result in undue impacts in terms of increased traffic movements in and out of the site. It difficult to argue that the dam will be less detrimental to the amenity of the locality as it is linked to the intensification or expansion of a non-conforming use and therefore the proposal is considered to be inconsistent with Clause 4.9.3 of TPS 3.

Odour

It has not been indicated by the applicant in their submission if the dam is proposed to be aerated, a process which ameliorates any odour from the dam/pond. The proposed dam does not appear to play a critical role in reducing odours on the site which is the case for existing dam 4 (the subject of a separate application). Refusing dam 4 according to the DWER would have a significant impact on the immediate locality in relation to odour with dam 4 enabling cleaner water to be applied to the open windrows associated with the existing composting use.

The dam is associated with activities and land uses three proposed new sheds (the subject of a separate application to be determined by Council) and represents an expansion or intensification of an existing non-conforming use which is generally not supported. However, should Council consider approval of this proposal, a condition should be imposed requiring aeration of the dam to avoid potential odour issues.

Environmental/Jandakot Groundwater Mound

The concerns that the dam could cause adverse environmental issues for the site have been considered and investigated by the City. The applicant has advised that the dam lining consists of geotextile to walls and 1.5mm high density (HDPE) liner to the dam. After conducting research on the material used to line the dam it is apparent that the HDPE liners are used globally as best practice in the construction of dams/ponds of this nature. HDPE are reported to have excellent longevity are UV and chemical resistant. Given the above, the City as well as the DWER are confident that there is no risk associated with the leakage of the subject dam into the groundwater mound

Mosquitos

In the submissions received, there were various concerns about the potential for increased mosquito activity as a result of the dam. As mentioned in the *Odour* section of this report, the applicant has not indicated in their DA submission if the dam is proposed to be aerated or not. Existing Dam 4 which is sought for retrospective approval at OCM 14 December 2017 is aerated with oxygen injected into the dam preventing the process of anaerobic digestions occurring in the Dam water which is the process which creates undue odour and attracts mosquitos. The City's Environmental Health Service who have completed an inspection of the site in relation to mosquitos have advised that the aeration of the existing dams is critical in keeping away mosquitos activity associated with the dams. Should Council resolve to approve this application, a condition should be imposed for the proposed dam to be aerated at all times to the satisfaction of the City.

Conclusion

The proposed water catchment dam is associated with the activities and land uses proposed in the three new sheds which is currently unapproved by the City and represents an expansion or intensification of an existing non-conforming use. Although Richgro has non-conforming use rights for some industrial activities, approval of industrial development (or development that supports industrial development) has the potential to detract from the amenity of the area and negatively impact nearby residents. Continual expansion of industrial and those activities proposed to support them (such as the proposed dam) on this site in this location should not be supported. It is therefore recommended that the proposal be refused.

Strategic Plans/Policy Implications

Economic, Social & Environmental Responsibility

Sustainably manage our environment by protecting, managing and enhancing our unique natural resources and minimising risks to human health.

Budget/Financial Implications

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

Legal Implications

N/A

Community Consultation

Community consultation has occurred in relation to this proposal. See Neighbour Consultation section of the report above.

Risk Management Implications

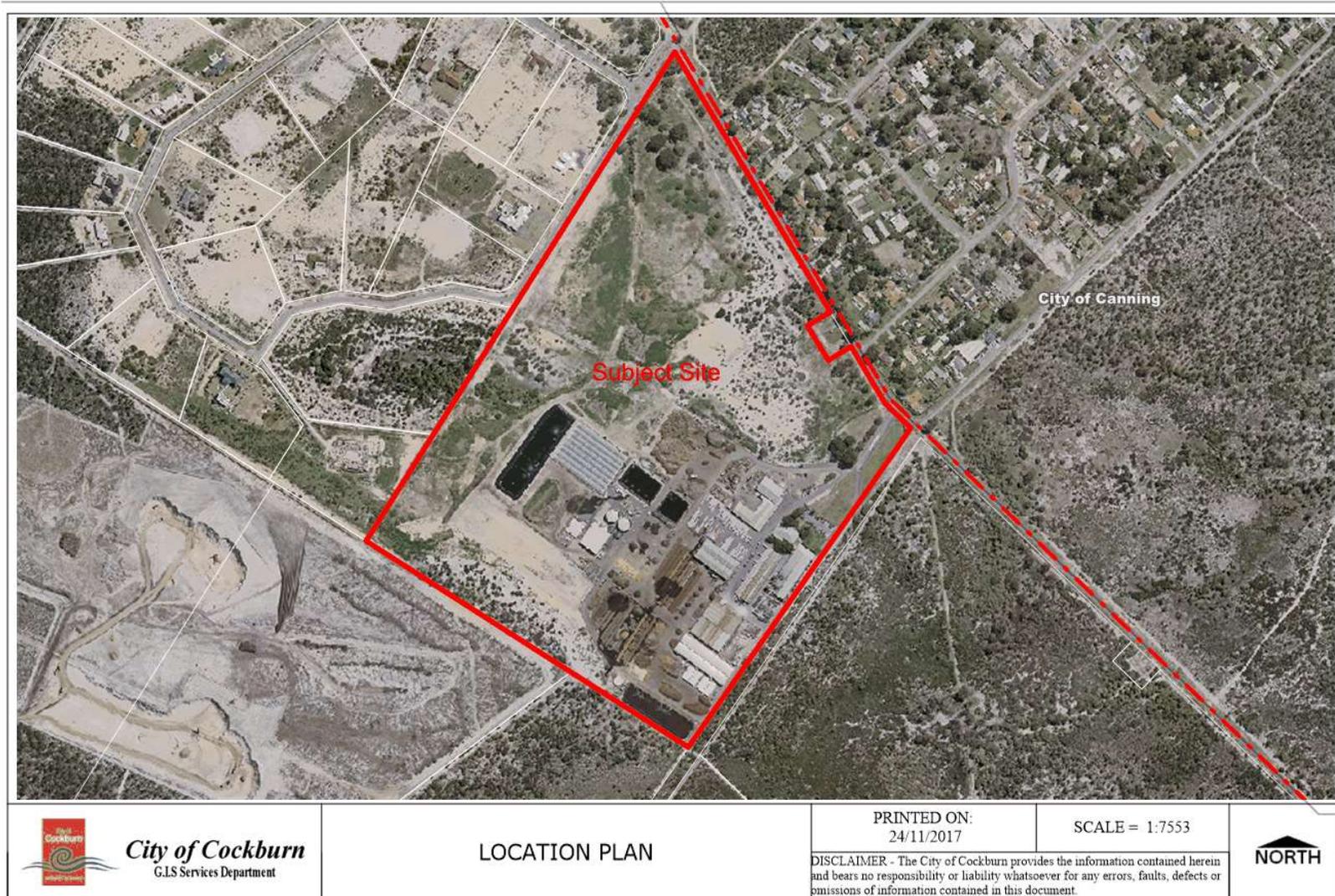
There is a risk that if Council approve this proposal that it will result in a detrimental impact on the amenity of the area and nearby residents which would be undesirable. Should the applicant lodge a review of the decision with the State Administration Tribunal, there may be costs involved in defending the decision, particularly if legal Counsel is engaged.

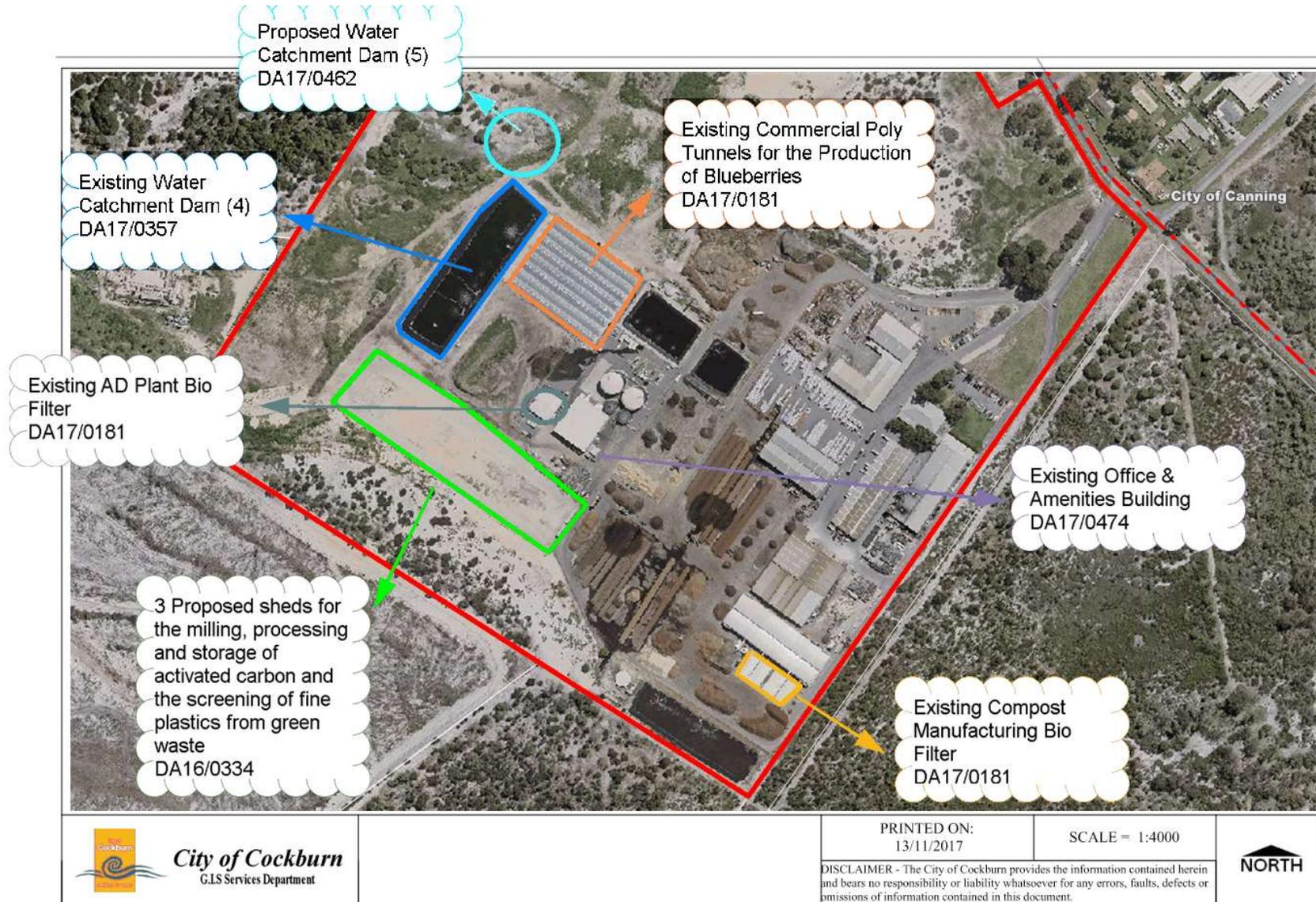
Advice to Proponent(s)/Submissioners

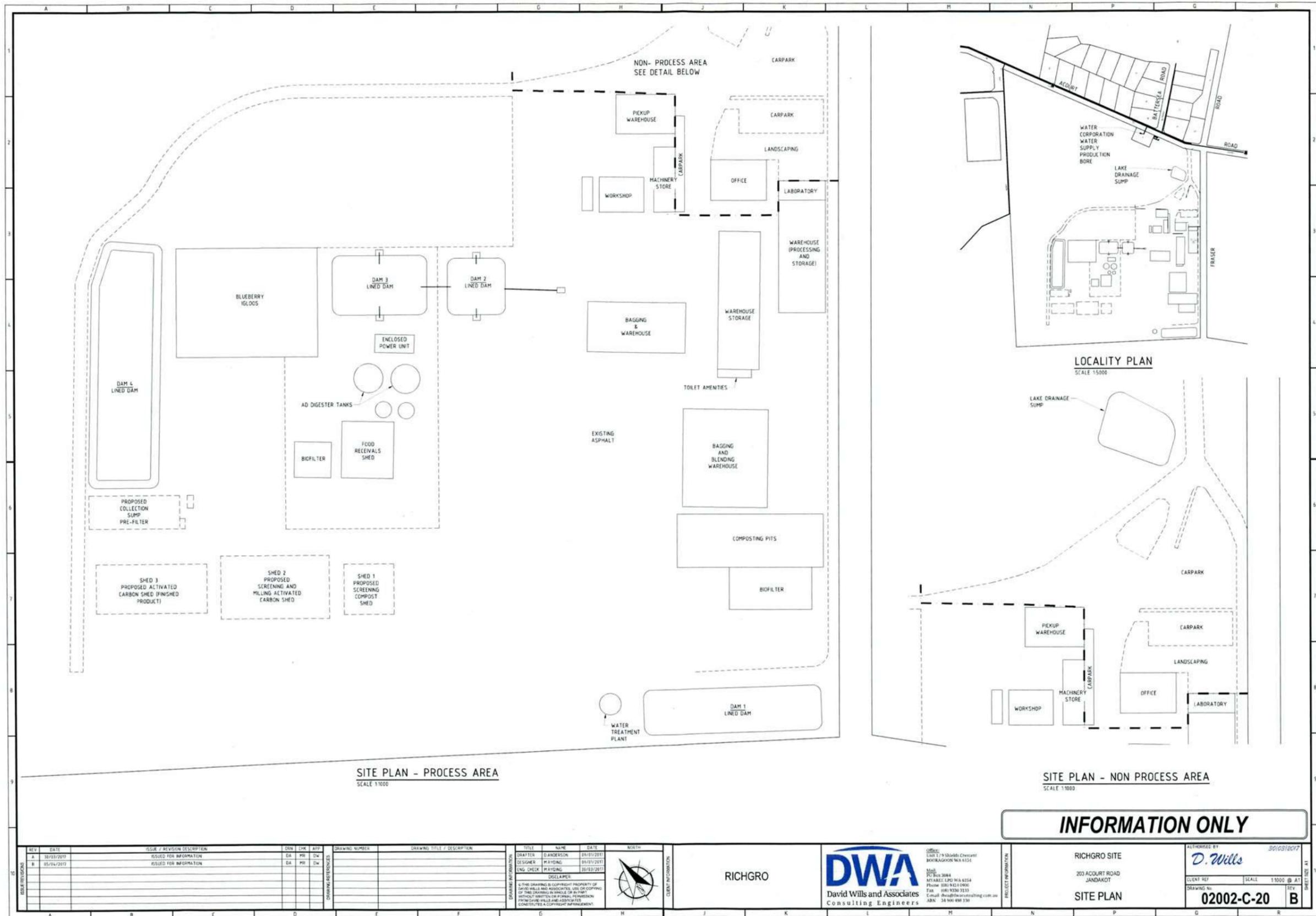
The Proponent(s) and those who lodged a submission on the proposal have been advised that this matter is to be considered at the 14 December 2017 Ordinary Council Meeting.

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

Nil







REV	DATE	ISSUE / REVISION DESCRIPTION	DNW	DRW	APP
A	30/03/2017	ISSUED FOR INFORMATION	DA	PP	DW
B	05/04/2017	ISSUED FOR INFORMATION	DA	PP	DW

DRAWING NUMBER	DRAWING TITLE / DESCRIPTION

TITLE	NAME	DATE
DRAWN	D. ANDERSON	28/01/2017
DESIGNED	P. YONG	28/01/2017
ENG. CHECK	P. YONG	28/01/2017

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RICHGRO

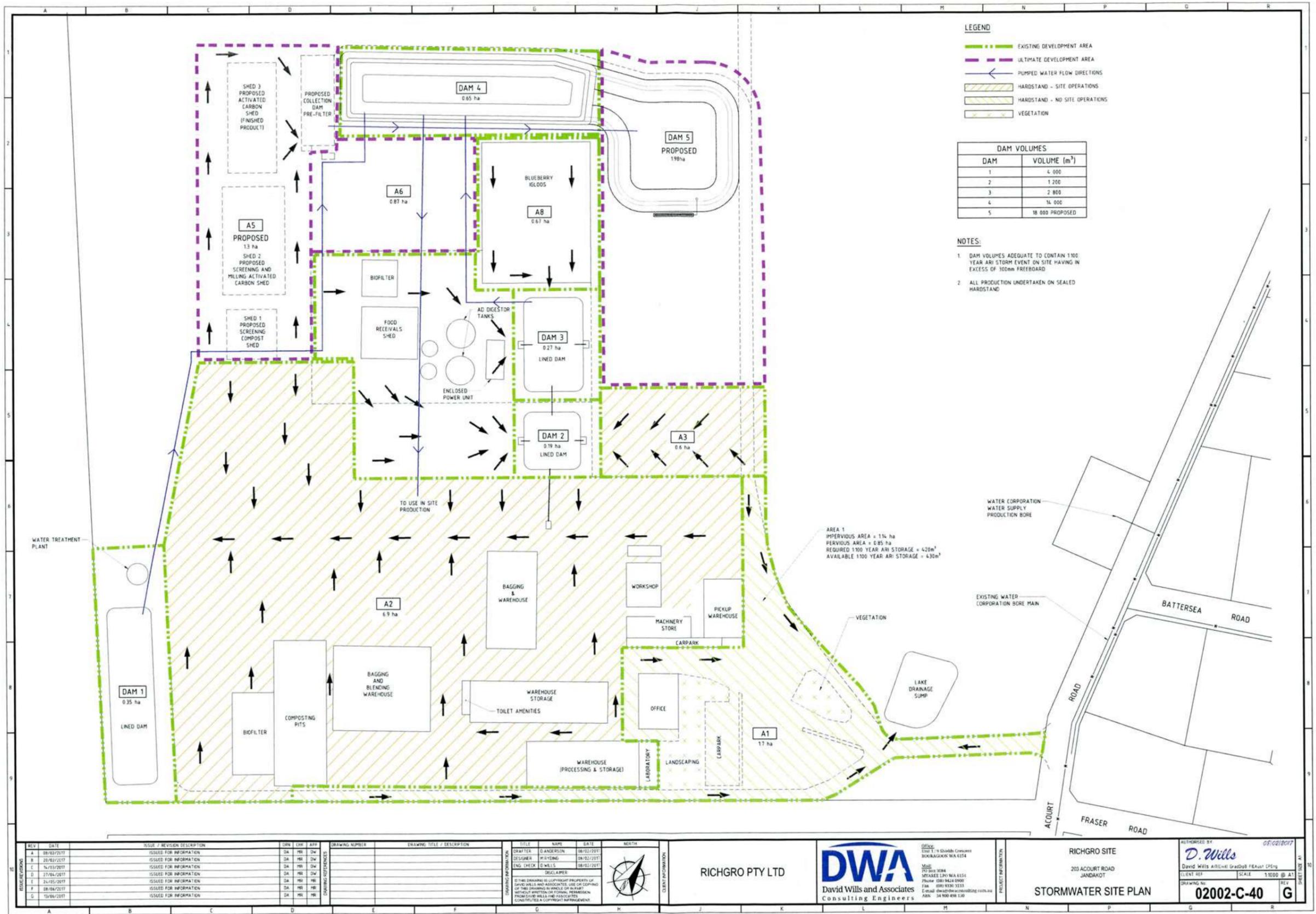
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INFORMATION ONLY

RICHGRO SITE
 203 ACOURT ROAD
 JANDAKOT
 SITE PLAN

AUTHORIZED BY	30/03/2017
<i>D. Wills</i>	
CLIENT REF	SCALE 1:1000 @ A1
DRAWING NO.	REV
02002-C-20	B



LEGEND

- EXISTING DEVELOPMENT AREA
- ULTIMATE DEVELOPMENT AREA
- PUMPED WATER FLOW DIRECTIONS
- HARDSTAND - SITE OPERATIONS
- HARDSTAND - NO SITE OPERATIONS
- VEGETATION

DAM VOLUMES

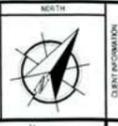
DAM	VOLUME (m ³)
1	4 000
2	1 200
3	2 800
4	16 000
5	18 000 PROPOSED

- NOTES:**
- DAM VOLUMES ADEQUATE TO CONTAIN 100 YEAR ARI STORM EVENT ON SITE HAVING IN EXCESS OF 300mm FREEBOARD
 - ALL PRODUCTION UNDERTAKEN ON SEALED HARDSTAND

REV	DATE	ISSUE / REVISION DESCRIPTION	DRN	APP
A	08/09/2017	ISSUED FOR INFORMATION	DA	DW
B	20/01/2017	ISSUED FOR INFORMATION	DA	DW
C	14/03/2017	ISSUED FOR INFORMATION	DA	DW
D	27/04/2017	ISSUED FOR INFORMATION	DA	DW
E	24/05/2017	ISSUED FOR INFORMATION	DA	DW
F	08/06/2017	ISSUED FOR INFORMATION	DA	DW
G	15/06/2017	ISSUED FOR INFORMATION	DA	DW

DRAWING NUMBER	DRAWING TITLE / DESCRIPTION

TITLE	NAME	DATE	MARK
DRAWN	D. ANDERSON	08/02/2017	
DESIGNED	P. YONG	08/02/2017	
ENG. CHECK	E. WILLS	08/02/2017	



RICHGRO PTY LTD

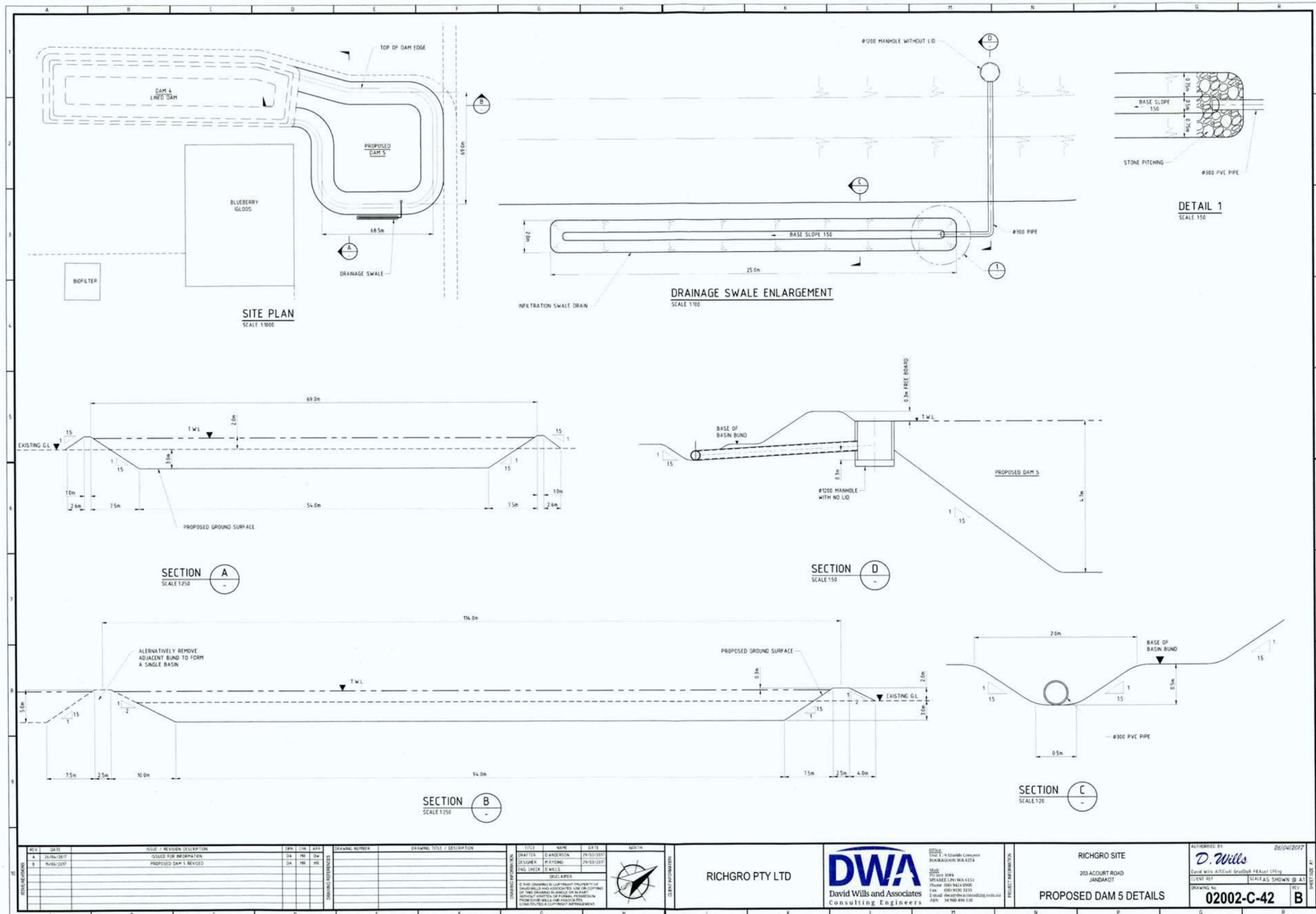
DWA
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08 9428 3019
08 9428 3020

RICHGRO SITE
203 ACOURT ROAD
JANDAKOT
STORMWATER SITE PLAN

AUTHORISED BY: *D. Wills*
David Wills (A1)(C4) GradEng (PE) Eng
CLIENT REF: SCALE: 1:1000 @ A1
DRAWING NO: **02002-C-40**
REV: **G**



REV	DATE	ISSUE / REVISION DESCRIPTION	DRN	CHK	APP	DRAWING NUMBER	DRAWING TITLE / DESCRIPTION	TITLE	NAME	DATE	NO. 10
1	24/04/2017	ISSUED FOR INFORMATION	DA	HS	DW			DRAFTER	D. ANDERSON	29/03/2017	
2	19/06/2017	PROPOSED DAM 5 REVISED	DA	HS	PD			DESIGNER	M. RYLAND	29/03/2017	
								ENG. CHECKER	E. WILLS		

DWA David Wills and Associates Consulting Engineers	RICHGRO PTY LTD	RICHGRO SITE 203 ACOURT ROAD JANDAKOT PROPOSED DAM 5 DETAILS	AUTHORIZED BY <i>D. Wills</i> David Wills ATTORNEYS General & A&P CLIENT REF: SCA153 SHOWN @ A1 DRAWING No: 02002-C-42 REV: B
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Figure 1: Site Map showing Zones 1 to 5

Dam #5 is located at the edge of Zone 4

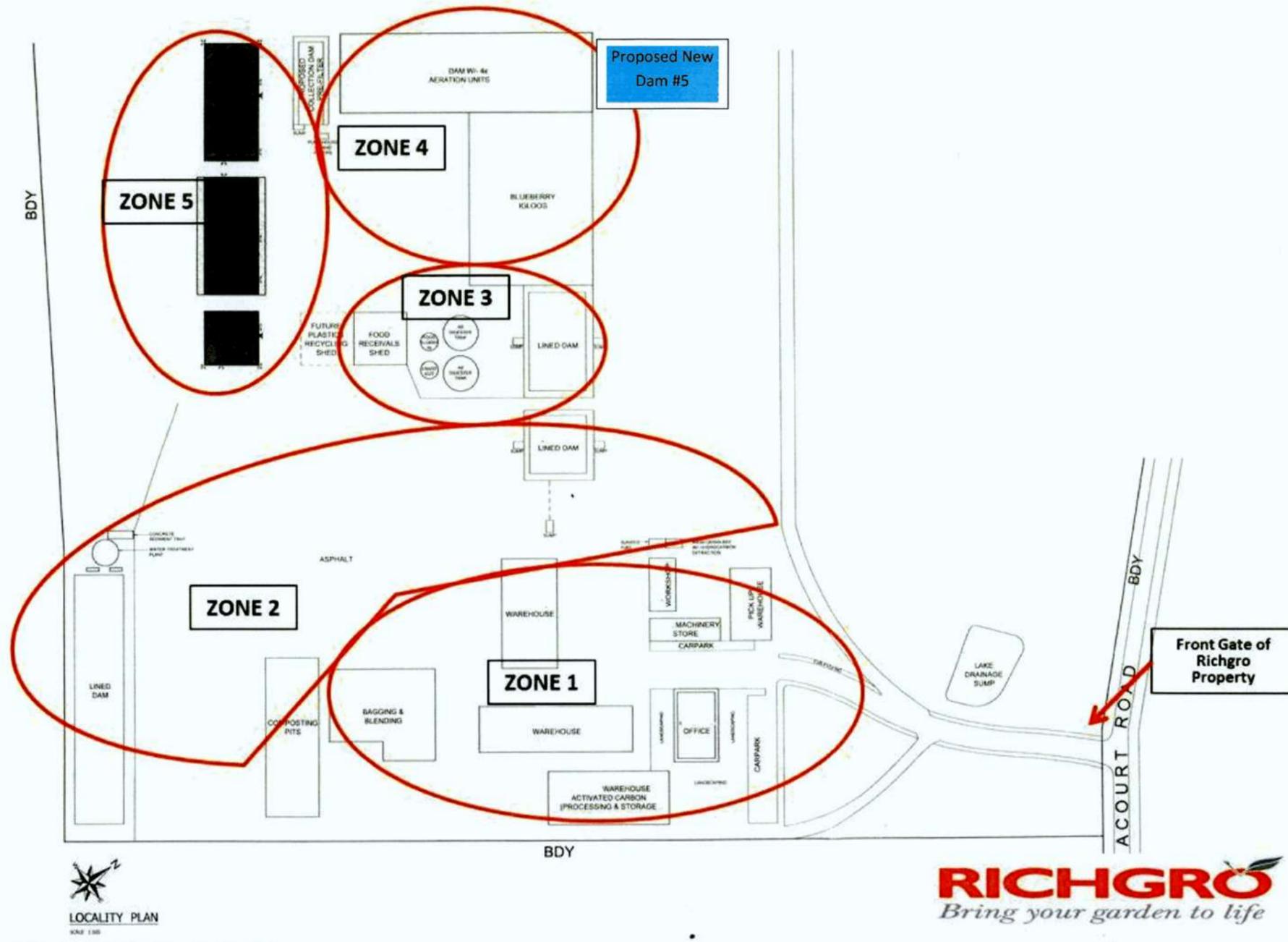
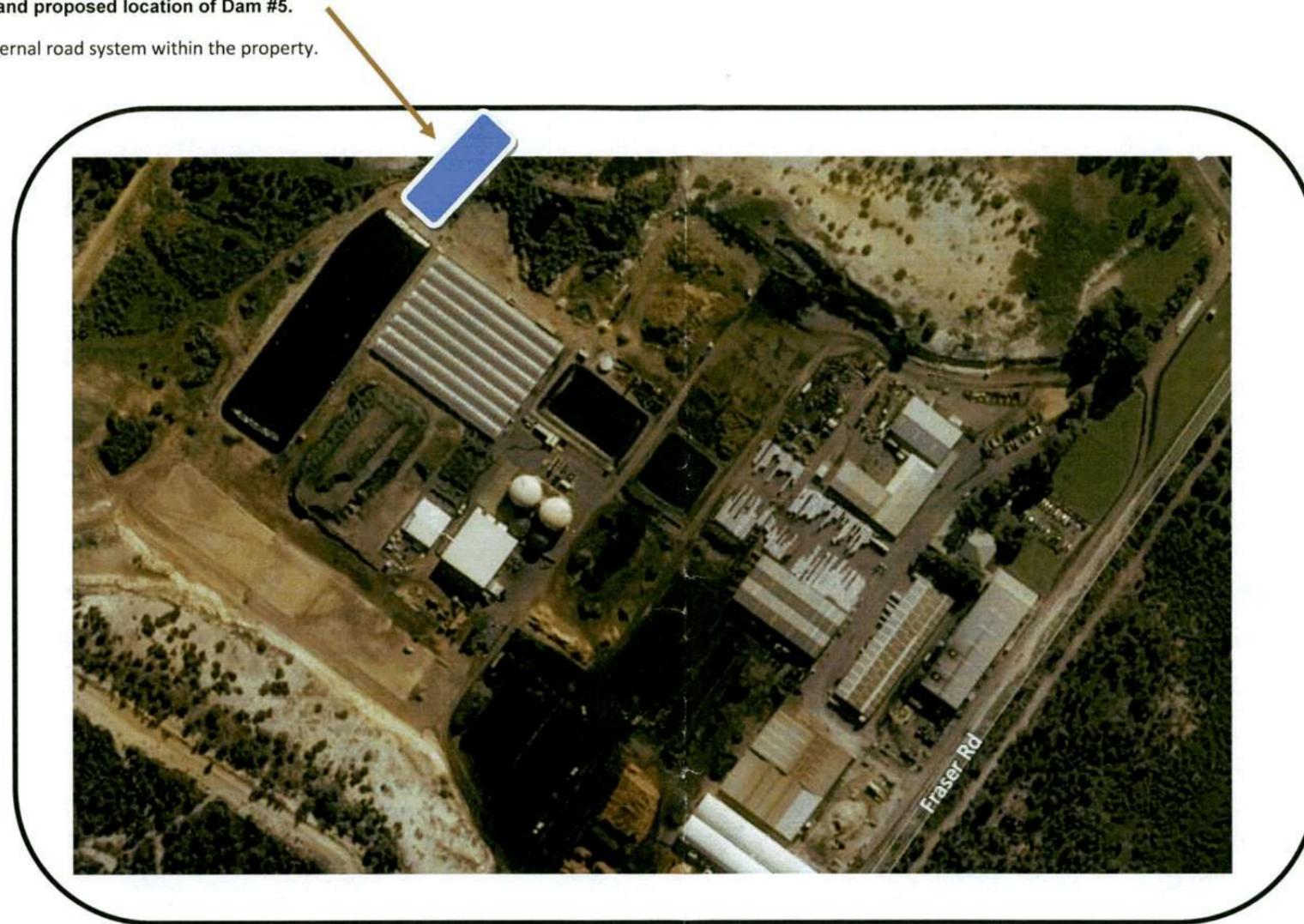


Figure 2: Aerial View of Property and proposed location of Dam #5.

Dam #5 will be contoured to the internal road system within the property.



Richgro Development Approval Timeline**OCM 14/12/2017**

- **13 May 1986**
Planning approval issued by the State Planning Commission for a Limestone Entrance Road and construction of two sheds for the mixing and storing of soil.
- **11 July 1986**
Planning approval issued by the City of Cockburn for sheds for storage and mixing of soil, amenities for staff and a site control building.
- **17 October 1986**
Planning Approval issued for an amendment to the DA for a revised site access road and to the site control building.
- **10 February 1987**
Planning Approval issued by the City of Cockburn for an Addition of a silo to the existing shed.
- **14 April 1987**
Planning Approval issued by the City of Cockburn for a manure storage shed.
- **4 April 1989**
Planning Approval issued by the City of Cockburn for a steel frame, steel pad addition and near buildings.
- **30 October 1991**
Planning Approval issued for sand excavation/extraction – The approval does not extend to the storage and processing of materials, manures and waste.
- **6 November 1996**
Planning Approval issued by the City of Cockburn for three additional sheds to be used for manure storage and soil blending.
- **10 November 1998**
Planning Approval issued by the City of Cockburn for two additional storage sheds. Only one of the sheds from the 6 November 1996 approval were constructed so this approval was for the remaining two sheds which were not previously constructed.
- **27 November 1998**

Planning Approval issued by the City of Cockburn for two storage sheds, hardstand area and detention basins.

- **24 June 2002**
Planning Approval issued by the City for a storage pond.
- **19 November 2002**
Planning Approval issued by the City of Cockburn for additional Warehouse Sheds, Office and Hardstand area. The sheds were required to be used for storage and production purposes associated with soil blending.
- **22 April 2009**
Planning Approval issued by the City of Cockburn for an Enclosed Composting Structure. The intention was to bring all composting activities under cover. A condition was imposed noting that the approved development was not to result in increases in production for the existing land use.
- **16 November 2012**
Planning Approval issued by the City of Cockburn for a General Industry (Licenced) Closed System Liquid Composting Facility. The application notes that the proposal does not result in any expansion of existing composting facilities.

File Ref: DA17/0462 & DA17/0474

SCHEDULE OF SUBMISSIONS**Proposed Development Applications – Water Catchment Dam & Office and Amenities Buildings**

NO.	NAME/ADDRESS	SUBMISSION
1	Jaya & Suresh Nair 190 Merrit Loop JANDAKOT WA 6164	OBJECTION <ul style="list-style-type: none"> - Dams are collecting run off from all the water from 6.5ha of hardstand used for open windrow composting, food waste handling, traffic and machinery operating premises - The sediments, dust, leachates from windrow, oil and grease from vehicles and machinery collected in those 5 huge dams will be a hazard - Summer months will get the levels low resulting in concentrated effluent, ideal for odour and mosquito problems - Clarification if they will use bore water to fill those dams in summer to fill those dams in summer is required - A total water management plan including quantity and quality management, inflow/outflow quantities is required - The waste from the toilet/shower should be treated using “Filtrex” type of wastewater treatment systems as required for the houses in Merrit Loop. - This was required for Merrit Loop as they are on the groundwater mound and due to sandy soils in that area. It applies to Richgro site as well
2	Matt Sparkman 193 Merrit Loop JANDAKOT WA 6164	OBJECTION <ul style="list-style-type: none"> - More stench, more mosquitos, more chances of polluting ground water mound - When this does happen Cockburn will be accountable
3	Marcel Seale 5 Shipton Place WILLETTON WA	OBJECTION <ul style="list-style-type: none"> - What guarantees are there in place to prevent overflow from the dams flowing into our property - Are the basins adequate to contain 1:100 year storm event - What steps do Richgro have in place to prevent Mosquitos from breeding within the dam - Richgro already has 3 dams on site. They have retrospectively requested approval for Dam 4. Why the need for Dam 5? - Do not want to look at a 2m high earth bank in front of my property. Bad enough there is one from Dam 4.

NO.	NAME/ADDRESS	SUBMISSION
4	Mr & Mars Carter 142 Merrit Loop JANDAKOT WA 6164	OBJECTION <ul style="list-style-type: none"> - Dam will increase in flies and mosquitos in the area – no information on how they are going to control or manage potential of this - No evidence of storage capacity – no specifics in relation to maintenance of dam or why yet another dam is requested - Potential risk of leakage & contamination - Why are they requesting the new building now if they knew there was potential of such an expansion - Consideration for increased traffic flow for employees – why do they need a shower? - This is expansion of a business not a residential dwelling
5	Dale Panzich 17 Cessna Drive JANDAKOT WA 6164	OBJECTION <ul style="list-style-type: none"> - If this goes ahead all houses in and around will be subjected to shocking smells and micro bacteria in air (easterly winds) as smells shocking in summer
6	J & D Hiscott 20 Candeloro Road CANNING VALE WA 6155	OBJECTION <ul style="list-style-type: none"> - Who wants this Industry on their door step do you?
7	Deidre Gillian Munyard 134 Merrit Loop JANDAKOT WA 6164	OBJECTION <ul style="list-style-type: none"> - Risk of contamination to Jandakot groundwater mound due to distance between water table and base of proposed dam (inadequate) and risk of liner leakage - Proposal should not be considered prior to outcome of current retrospective applications
8	J & HA Gadellaa 126 Merrit Loop JANDAKOT WA 6155	OBJECTION <ul style="list-style-type: none"> - Why another Dam? They already have 4 Dams with a total area of 57600m³ holding 57800000 litres – with size of Dam 5 that will be a massive water holding - What guarantee that the dam lining won't break - Impact on Safety of residents - Impact on wildlife - Have the DER approved these Dams? - Do the Dams have a pump house and filter? Concern over mosquitos - Why a transportable? What method of sewerage waste disposal? - What guarantee can the City give local ratepayers that there lifestyle and health will not be affected

NO.	NAME/ADDRESS	SUBMISSION
		<ul style="list-style-type: none"> - Its amazing what businesses can get away with
9	David & Dolores Marshall 168 Merrit Loop JANDAKOT WA 6164	<p>OBJECTION</p> <ul style="list-style-type: none"> - Airborne contaminants already emanate from the Richgro plant resulting in the staining of the roof tiles of our property - Contaminates also stain windows and door handles at our property – contractor cleaning charges in future will be passed on to Richgro for settlement - Proposed expansion of Richgro poses a serious risk to health given the nature of the products - Likely to affect the community and new school in Treeby
10	Mrs Shirley Briggs 2 Fraser Road CANNING VALE WA 6155	<p>OBJECTION</p> <ul style="list-style-type: none"> - Concern over volume of water and contamination of the Dams - Concern over Ross River Virus and mosquitos - Concern over no secure fencing around dam - No information about who will be responsible for monitoring the dams the DER or Council? - No information about what happens in the Dam lining leaks - What happens if Richgro sell or relocate? - No information as to why Dam is required - City of Cockburn Council have a duty of care to its residents in their Health and Safety - Every Councilor voting on Dam should consider how they would feel if they lived close to Richgro - Ground water is a precious resource - Cleaning of the Dams is impossible - Office & amenities building is going to be a permanent building with office, 3 toilets a shower and kitchen amenities - No reference to waste water and sewerage - Nearby residents had to use Filtrex Units System Richgro should be made to do the same - Is the amenities building going to be connected to mains water supply? - What is the exact location of the building – not clearly marked on map
11	Jandokot Airport John Fraser Managing Director 16 Eagle Drive JANDAKOT WA 6164	<p>COMMENT</p> <ul style="list-style-type: none"> - The requirement to formalise and implement wildlife hazard management procedures should be conditioned in future development approvals - JAH happy to provide ongoing guidance and assistance to both CoC and Richgro on the above

NO.	NAME/ADDRESS	SUBMISSION
12	Mal Dobson 139 Jandakot Road JANDAKOT WA 6164	OBJECTION <ul style="list-style-type: none">- Already similar services that exist on-site- The facility should not be allowed to exist or expand as it sits above the P1 & P2 water table for Jandakot Groundwater Mound- Do not want any facility that will compromise the water mound
13	City of Canning Shakeel Maqbool Senior Planning Officer Locked Bag 8 WELSHPOOL WA 6986	COMMENT <ul style="list-style-type: none">- The City of Canning raises concerns regarding the odour and noise emissions from the premises- Subject to compliance with DWER requirements, measures should be taken to ensure odours from the subject site do not impact on the adjacent and surrounding properties- The area should be assessed as a noise sensitive area with further clarification required from DWER

**15.4 PLANNING APPLICATION - GENERAL INDUSTRY (LICENCED) -
EXISTING WATER CATCHMENT DAM - NO. 203 (LOT 186)
ACOURT ROAD, JANDAKOT**

Author(s)	D Bothwell
Attachments	1. Location Plan ↓ 2. Site Plan ↓ 3. DA Plans ↓ 4. Timeline of Approvals ↓ 5. Schedule of Submissions ↓
Location	No. 203 Acourt Road, Jandakot
Owner	A. Richards Pty Ltd
Applicant	Geoff Richards
Application Reference	DA17/0357

RECOMMENDATION

That Council:

- (1) grant a retrospective planning approval for General Industry (Licensed) – Water Catchment Dam at 203 (Lot 186) Acourt Road Jandakot, in accordance with the attached plans and subject to the following conditions and advice notes:

Conditions

1. All stormwater being contained and disposed of on-site to the satisfaction of the City.
2. If an odour detected at adjacent premises is deemed to be offensive by the City, then any process, equipment and/or activities that are causing the odour shall be stopped until the process, equipment and or activity has been altered to prevent odours to the satisfaction of the City.
3. The aeration system for Dam 4 is to operate 24 hours a day, 7 days a week.
4. Prior to the issue of a BAC Certificate, a Mosquito Management Plan is to be prepared and submitted for approval by the City of Cockburn's Manager, Health Service to ensure that the potential for mosquito breeding to occur in association with the development is managed, with the satisfactory arrangements having been made for the implementation of the approved plan.
5. The wash down of plant, vehicles or equipment shall be

carried out over a wash down pad with waste water treated to remove solids and hydrocarbons prior to discharge to the environment.

6. The proposal shall not be located within 1.2 metres of any septic tank or apparatus for the treatment of sewage or within 1.8 metres of any onsite waste water disposal system.

Advice Notes

1. This is a Planning Approval only and does not remove the responsibility of the applicant/owner to comply with all relevant building, health and engineering requirements of the City, or with any requirements of the City of Cockburn Town Planning Scheme No. 3. Prior to commencement of any works associated with the development, a building permit is required.
 2. The property is not connected to mains sewerage. Therefore an application to install an onsite effluent disposal system shall be lodged with the City's Health Service PRIOR to the submission of the Building Permit Application for the application being lodged with the City.
 3. Further to Condition 5 above, an 'Application to Install Apparatus for Wash-down Bay' shall be submitted to the City, together with building plans prior to the issue of a Building Permit. The Application shall be accompanied by detailed plans, the appropriate fee and specifications demonstrating to the satisfaction of the City that the Apparatus meets criteria drawn from Table 1 entitled Mechanical Equipment Washdown - WQPN68 in the Department of Water publication "Indicative Wastewater Discharge Criteria". The facility should include a bunded area, draining to a petrol and oil arrestor system which is protected by a roof and a spray barrier.
- (2) notify the applicant and those who made a submission of Council's decision.

Background

The subject site is located on the southern side of Acourt Road in Jandakot and is 41.5 hectares in area. The site contains a number of existing buildings (including warehouses, offices, storage and other

buildings and structures) and outdoor hardstand areas which are used for an existing composting and soil blending business (Richgro).

The first development approved on site was in 1986 which consisted of several sheds for the mixing and storage of soils, staff amenities and site control. Then, between 1987 and 2009 various other buildings associated with composting and soil blending were approved and constructed. The most recent development application was for a closed system liquid composting facility which was approved by Council at its meeting held on 8 November 2012. This development is discussed further in this report. A more detailed timeline/history of development applications approved by the City on the subject site has been provided as an attachment to this report.

There are also the following current development applications which are being presented to Council for determination at the 14 December 2017 OCM:

- DA17/0181 – Retrospective Agriculture Intensive (Orchard), Industry General (Licenced) (AD Plant and Compost Manufacturing Bio Filter) and Modification to Hours of Operation;
- DA16/0334 – Proposed Additions to Existing Premises;
- DA17/0462 – Proposed Water Catchment Dam; and
- DA17/0474 – Retrospective Office and Amenities Building.

City Officers are of the view that each of the current development applications associated with the subject site should be considered by Council at the same Council meeting for clarity.

This proposal has been referred to Council for determination as staff do not have delegation to determine the application.

Submission

N/A

Report

Proposal

The proposal is for a retrospective approval for a water catchment dam (shown as Dam 4 on the site plan) that was constructed without planning approval in early 2016. The existing dam is the largest dam on the subject property situated approximately 116m from the north-west boundary and 160m from the south-west boundary of the site. The applicant has advised that the dam has been designed so that excess water (including rain water) flows into the dam from existing dams (Dam 1, Dam 2 & Dam 3). These dams are then connected to Dam 4 to

maintain an effective operating level within Dams 1, 2 and 3. The subject Dam has the following characteristics:

- 6000m² in area;
- 40m wide;
- 150m in length;
- Lined;
- Supporting wall height 1.0m to 2.4m above surrounding ground level;
- 2.0m wide bank surrounding the water catchment area of the Dam; and
- Permanent structure built above natural contours of the ground.

Neighbour Consultation

The application has been the subject of public consultation and was advertised, with 135 letters sent to residents in Merritt Loop Jandakot and the Kennel zone to the north of the site in Canning Vale in a 3 week advertising process in collaboration with the City of Canning.

A total of 12 submissions were received with the issues raised summarised below:

- Concerns over odour;
- Concerns over environmental issues;
- Concerns over mosquitos; and
- Concerns over potential groundwater impacts.

A full schedule of submissions received during comment period has been provided as an attachment to this report.

The concerns expressed during the advertising period are discussed in further detail in the *Planning Considerations* section of this report below.

Consultation with other Agencies or Consultants

The application was referred to the following external agencies/organisations as required:

- Department of Water (now known as the Department of Water and Environmental Regulation);

- Department of Environment Regulation (now known as the Department of Water and Environmental Regulation);
- Department of Planning (now known as the Department of Planning, Lands and Heritage); and
- City of Canning.

The Department of Water (DoW) provided no objection to the proposal. This position was taken after officers from the DoW and the City conducted an extensive site visit with the applicant to understand exactly what is proposed on-site. The DoW commented in their referral response:

“The site is currently licensed under Part V of the Environmental Protection Act 1986. Accordingly the Department has no objection to this retrospective application as any further risk of contamination presented by this land use will be managed through this legislation.”

The application was referred to DER as required. Richgro are currently licensed under Part V Division 3 of the *Environmental Protection Act 1986*. The facility meets the following prescribed premises categories as defined in the Environmental Protection Regulations 1987:

- Category 61 – Liquid waste facility – authorised throughput of 25, 000 tonnes per annual period;
- Category 61A – Solid waste facility – authorised throughput of 25, 000 per annual period; and
- Category 67A – Compost manufacturing and soil blending – authorised throughput of 50,000 tonnes per annual period.

In relation to the retrospective dam, the DWER provided the following advice:

The application was referred to DER as required. Richgro are currently licensed under Part V Division 3 of the *Environmental Protection Act 1986*. The facility meets the following prescribed premises categories as defined in the Environmental Protection Regulations 1987:

“As advised in the DER correspondence dated 11 May 2017 (Ref CEO1197/17) the Department has received a number of complaints for the premises, primarily related to odour emissions and is undertaking a whole-of-site licence review. The review is still in progress, however it will include an assessment on the suitability of this pond for its intended use and it is anticipated that the amended licence that will be granted as a result of the review will authorise the use of this pond”

The DER is currently finalising their licence amendment for the site which the DER has advised will be formally granted in the first week of

January 2018. Within the amended licence for the site will be several additional controls for the licenced activities on the site as well as a number of actions to be undertaken.

City of Canning

The application was referred to the City of Canning (Canning) for comment due to the proximity of the site to the Kennel zone area in Canning Vale directly to the north of the site which is within Canning. The Kennel zone area includes properties on streets including Crufts Way, Battersea Road and the northern side of Acourt Road in Canning Vale. The comments from Canning are summarised as follows:

- There is potential for odour emissions from the water, and aeration of the water;
- Water comes from the processing area, along with rainwater and if aerated or sprayed into the air there is potential for the odour to be experienced; and
- We would expect any potential for odour emissions to be addressed by the applicant and appropriately assessed.

Planning Framework

Zoning and Use

The zoning of the property under Town Planning Scheme No.3 (TPS 3) is 'Resource', with the objective of this zone

'to provide for the protection of the Perth Metropolitan underground water resource in accordance with the requirements of State Planning Policy No. 6 published by the Western Australian Planning Commission on 12 June 1998'.

It should be noted that that above State Planning policy was been superseded by State Planning Policy 2.3 'Jandakot Groundwater Protection Policy' (SPP 2.3). Whilst the existing composting business is an incompatible land use in the area, it was established prior to the gazettal of SPP 6 and as such Richgro has non-conforming use rights in accordance with Clause 3.9 of TPS 3.

TPS 3 – Clause 3.9 – Extensions and changes to a non-conforming use

Clause 3.9.1 of TPS 3 contains the following provisions regarding extensions and changes to non-conforming uses.

'A person must not –

- Alter or extend a non-conforming use;*
- Erect, alter or extend a building used in conjunction with or in furtherance of a non-conforming use; or*

(c) *Change the use of land from a non-conforming use to another non-conforming use. Without having first applied for and obtained planning approval under the Scheme.'*

The existing dam constitutes an alteration to the existing non-conforming use (composting facility) which requires planning approval (the subject of this application).

State Planning Policy 2.3

The 'Resource' zoning of the property is due to the land being above the Jandakot Groundwater Mound and it is subject to the provisions of State Planning Policy 2.3 – *Jandakot Groundwater Protection*. The purpose of the policy is to protect the Jandakot Groundwater Protection area from development and land uses that may have a detrimental impact on the water resource. The objectives of this policy are:

- *To ensure that all development and changes to land use within the policy area are compatible with maximising the long-term protection and management of groundwater, in particular for public drinking water supply;*
- *To protect groundwater quality and quantity in the policy area in order to maintain the ecological integrity of important wetlands that are hydraulically connected to that groundwater, including wetlands outside the policy area;*
- *To prevent, minimise, and manage in defined locations development and land uses that may result in contamination of groundwater; and*
- *To maintain or increase natural vegetation cover over the policy area.*

The subject land falls within the Priority 2 (P2) area (Rural-Water Protection zone of Metropolitan Region Scheme). The acceptability of land uses in the Rural-Water Protection zone is based on the objective of risk minimisation and is outlined in the Department of Water's Water Quality Protection Note. 25 (Land Use Compatibility Tables for Public Drinking Water Source Areas). Only low risk development is supported in this area subject to appropriate conditions which is why the resource zones of Jandakot, Banjup and Treeby are dominated mostly by single 'rural residential' dwellings which cause minimal impact to the ground water resource.

Planning Considerations

Land Use

The use of the existing water catchment dam (4) on the subject site can be argued to be less detrimental to the amenity of the locality. The reason for this is that the operator is putting cleaner water on the open windrows for the existing composting business meaning that there is less potential impact in terms of odour on surrounding residents than the existing non-conforming use of composting. It is also noted that the existing water catchment dam will not result in any adverse impacts in terms of increased traffic or noise.

Odour

The dam is aerated meaning oxygen is injected into the dam preventing the process of anaerobic digestion occurring in the water which is the process which creates offensive odour. The DWER have advised that the subject existing dam plays a role in reducing odours on the site and is effectively enabling cleaner water to be applied to the open windrows of the existing composting activities. The DWER has advised that removing the Dam would have significant undue impacts on the existing licenced and approved activities and land uses on the site. It could result in more odour coming from the site which would be undesirable.

The comments received from the City of Canning in relation to the potential for the dam to omit odours have also been investigated. The form of aeration which is so important in eliminating any adverse odours from the dam does not involve the spraying of water into the air. Rather, air is injected into the water of the dam without the need to spray the water.

Environmental/Jandakot Groundwater Mound

The concerns that the dam could cause adverse environmental issues for the site have been considered and investigated by the City. The applicant has advised that the dam lining consists of geotextile to walls and 1.5mm high density (HDPE) liner to the dam. After conducting research on the material used to line the dam it is apparent that the HDPE liners are used globally as best practice in the construction of dams/ponds of this nature. HDPE liners are reported to have excellent longevity and are UV and chemical resistant. Given the above, the City as well as the DWER are confident that there is no risk associated with the leakage of the subject dam into the groundwater mound

Fencing

There was also some concern for animals and the lack of fencing around the subject dam. The applicant has advised that a 1.9m high fence surrounds the Dam to mitigate ingress from native and/or feral fauna.

Mosquitos

There was some concern expressed about for potential for increased mosquito activity on the site. The City's Environmental Health Services has conducted an inspection of the site in relation to this issue and have advised that there were no mosquitos associated with the dam as the dam is aerated. It has been advised that the aeration is critical in keeping away any mosquito activity associated with the dam. As such, if Council resolve to approve this application, a condition should be imposed for the dam to continue to be aerated to the satisfaction of the City.

Conclusion

The retrospective water catchment dam supports the existing non-conforming industrial uses occurring on-site. It is consistent with the planning framework in that it does not cause a detrimental impact on the amenity of the area or nearby residents and results in a reduction of offensive odour from the existing composting activities. Importantly, the dam is currently, and if approved will remain aerated constantly to the satisfaction of the City which helps to eliminate odour and mosquitos. The materials used for the lining of the Dam are considered to be sound with no risk to the groundwater mound. It is therefore recommended that the existing dam (4) be retrospectively approved subject to conditions.

Strategic Plans/Policy Implications

Economic, Social & Environmental Responsibility

Sustainably manage our environment by protecting, managing and enhancing our unique natural resources and minimising risks to human health.

Budget/Financial Implications

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

Legal Implications

N/A

Community Consultation

Community consultation has occurred in relation to this proposal. See Neighbour Consultation section of the report above.

Risk Management Implications

Should Council refuse the proposal, the existing dam would be required to be removed which may result in undue odour coming from the site which would be detrimental to the amenity of the area and neighbours. Should the applicant lodge a review of the decision with the State Administration Tribunal, there may be costs involved in defending the decision, particularly if legal Counsel is engaged. The risks of Council approving the proposal are minimal.

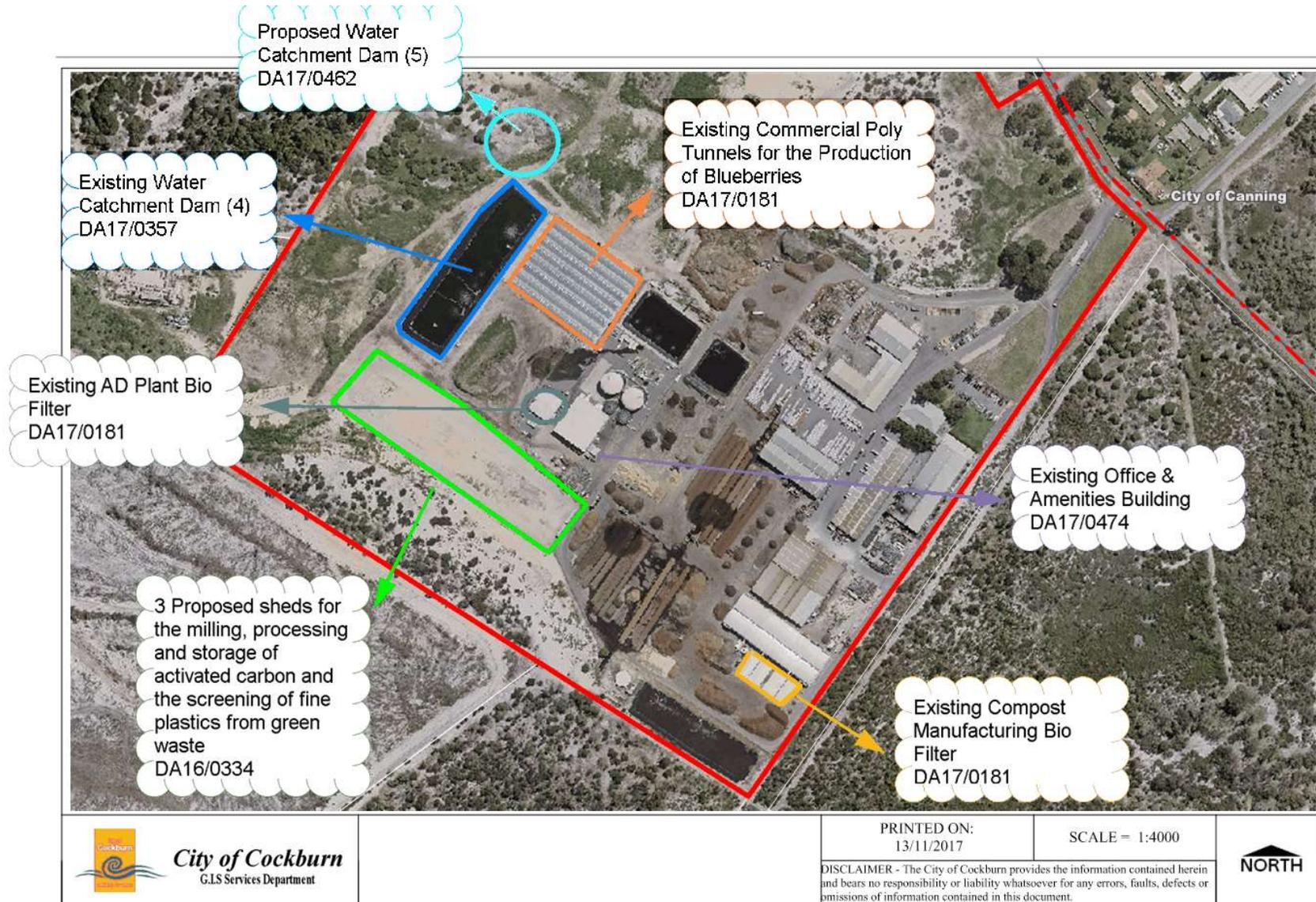
Advice to Proponent(s)/Submissioners

The Proponent(s) and those who lodged a submission on the proposal have been advised that this matter is to be considered at the 14 December 2017 Ordinary Council Meeting.

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

Nil



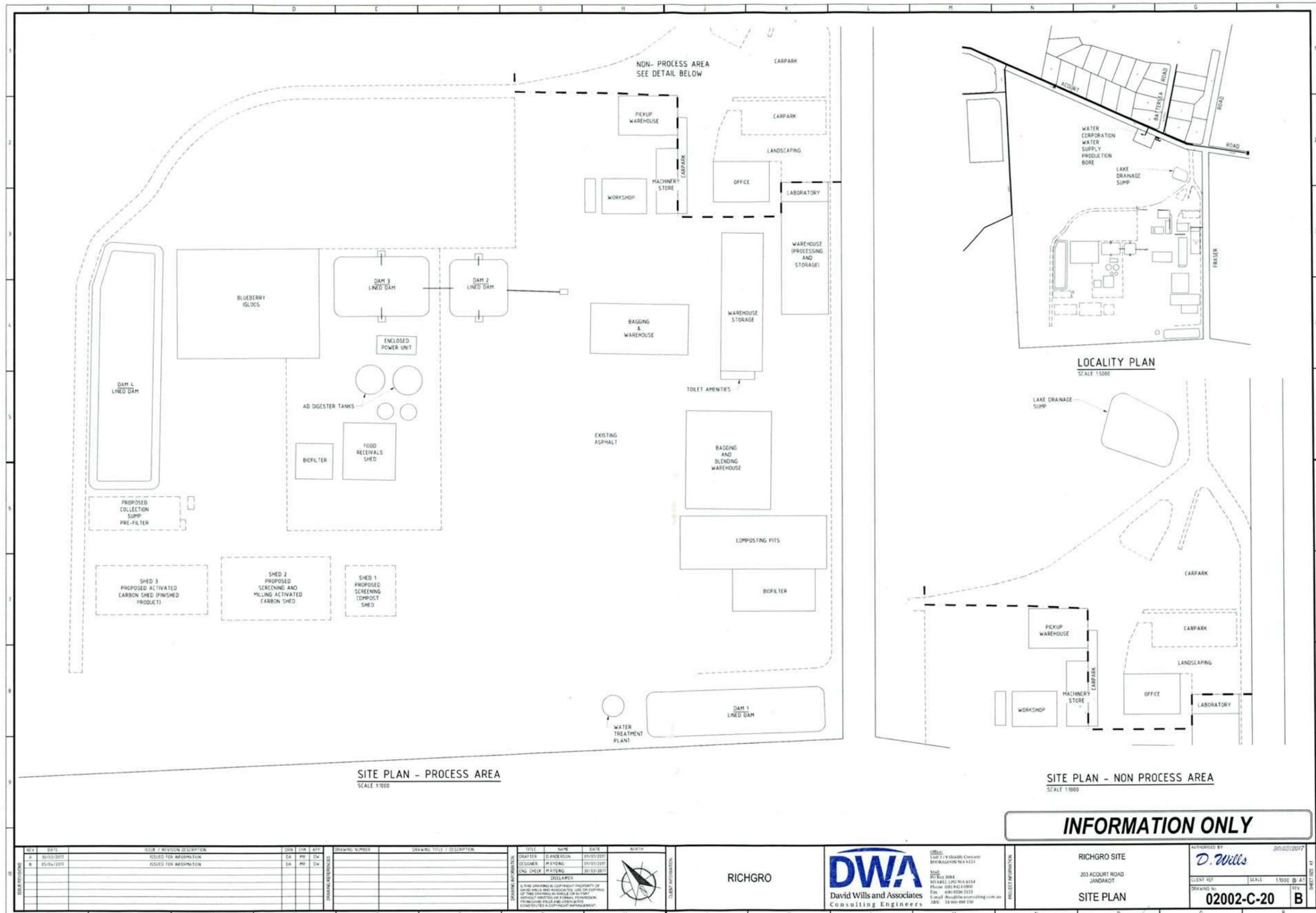




Richgro Property - Lot 186 (No.203) Acourt Road, Jandakot, WA
Certificate of Title Volume 1645 Folio 965 Plan 109038

Richgro Site Maps





INFORMATION ONLY

REV	DATE	ISSUE / REVISION DESCRIPTION	DN	CHK	APP	DRAWING NUMBER	DRAWING TITLE / DESCRIPTION
A	10/13/2011	ISSUED FOR INFORMATION	DA	PH	DW		
B	15/04/2011	ISSUED FOR INFORMATION	DA	PH	DW		

DESIGNER	D. ANDERSON	DATE	01/01/2011
DESIGNER	M. YOUNG	DATE	01/01/2011
ENG. CHECK	M. YOUNG	DATE	30/11/2011

CLIENT INFORMATION	RICHGRO
PROJECT INFORMATION	RICHGRO SITE 203 ACQUIT ROAD JANDAKOT SITE PLAN

ISSUED BY	30/03/2017
CLIENT REF	SCALE 1:1000
DRAWING NO.	02002-C-20
REV	B

Figure 1: Site Map showing Zones 1 to 5

Dam 4 is located in Zone 4

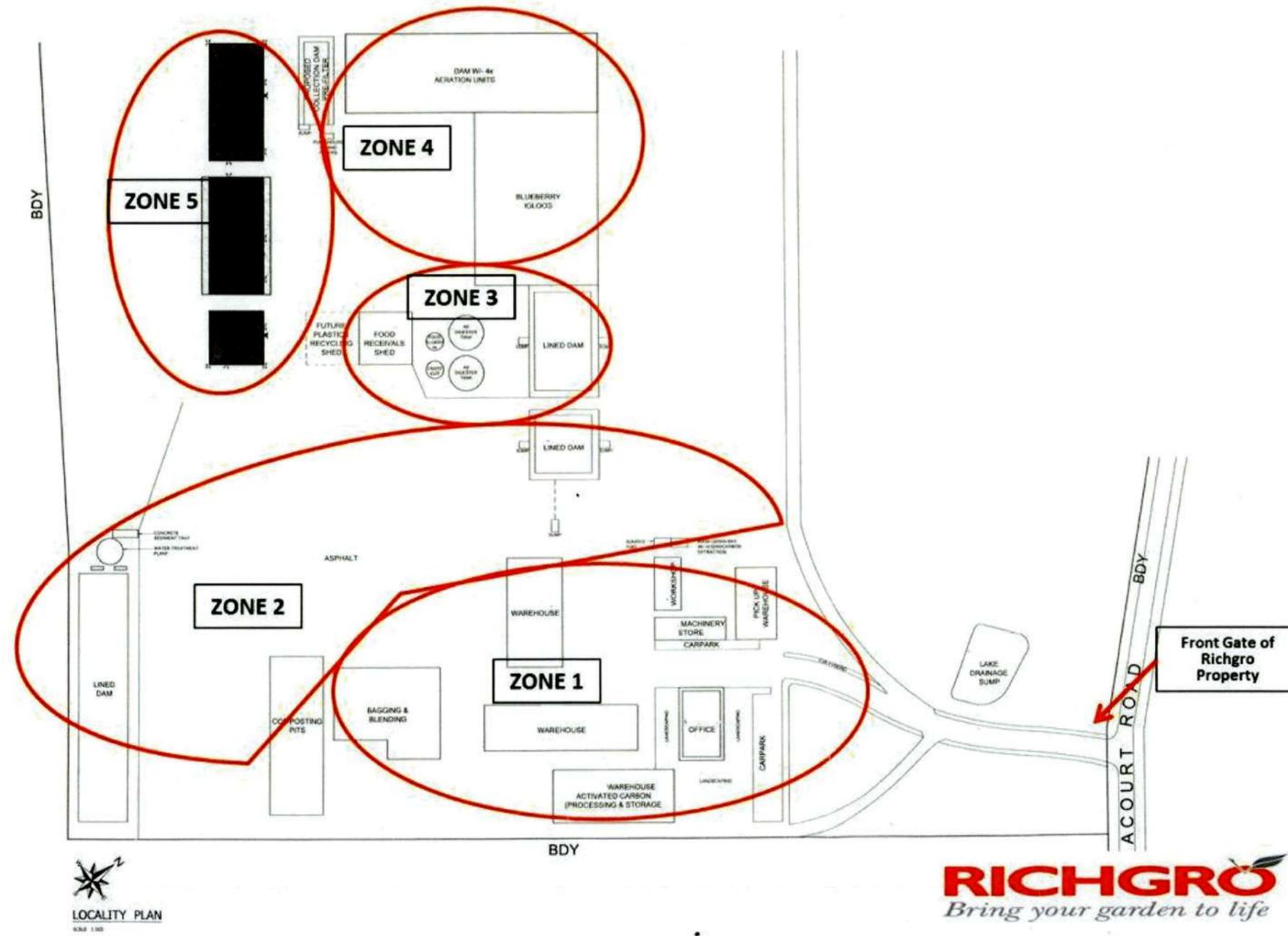
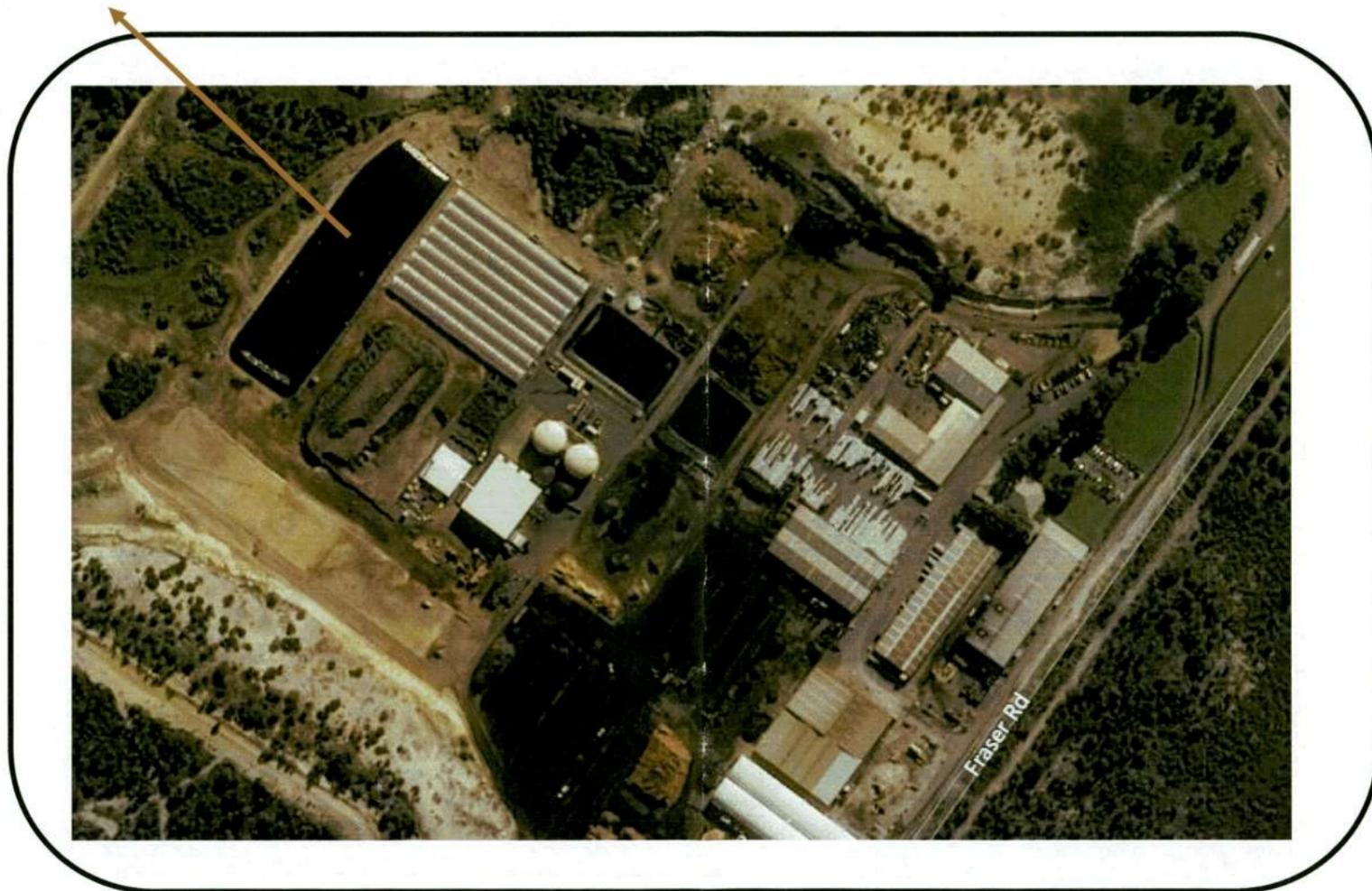


Figure 2: Aerial View of Property and Dam 4 location.



Richgro Development Approval Timeline**OCM 14/12/2017**

- **13 May 1986**
Planning approval issued by the State Planning Commission for a Limestone Entrance Road and construction of two sheds for the mixing and storing of soil.
- **11 July 1986**
Planning approval issued by the City of Cockburn for sheds for storage and mixing of soil, amenities for staff and a site control building.
- **17 October 1986**
Planning Approval issued for an amendment to the DA for a revised site access road and to the site control building.
- **10 February 1987**
Planning Approval issued by the City of Cockburn for an Addition of a silo to the existing shed.
- **14 April 1987**
Planning Approval issued by the City of Cockburn for a manure storage shed.
- **4 April 1989**
Planning Approval issued by the City of Cockburn for a steel frame, steel pad addition and near buildings.
- **30 October 1991**
Planning Approval issued for sand excavation/extraction – The approval does not extend to the storage and processing of materials, manures and waste.
- **6 November 1996**
Planning Approval issued by the City of Cockburn for three additional sheds to be used for manure storage and soil blending.
- **10 November 1998**
Planning Approval issued by the City of Cockburn for two additional storage sheds. Only one of the sheds from the 6 November 1996 approval were constructed so this approval was for the remaining two sheds which were not previously constructed.
- **27 November 1998**

Planning Approval issued by the City of Cockburn for two storage sheds, hardstand area and detention basins.

- **24 June 2002**
Planning Approval issued by the City for a storage pond.

- **19 November 2002**
Planning Approval issued by the City of Cockburn for additional Warehouse Sheds, Office and Hardstand area. The sheds were required to be used for storage and production purposes associated with soil blending.

- **22 April 2009**
Planning Approval issued by the City of Cockburn for an Enclosed Composting Structure. The intention was to bring all composting activities under cover. A condition was imposed noting that the approved development was not to result in increases in production for the existing land use.

- **16 November 2012**
Planning Approval issued by the City of Cockburn for a General Industry (Licenced) Closed System Liquid Composting Facility. The application notes that the proposal does not result in any expansion of existing composting facilities.

File Ref: DA17/0357

SCHEDULE OF SUBMISSIONS**Retrospective Development Application – Dam 4**

NO.	NAME/ADDRESS	SUBMISSION
1	Jaya & Suresh Nair 190 Merrit Loop JANDAKOT WA 6164	OBJECTION <ul style="list-style-type: none"> - Believe there will be environmental issues having several large wastewater holding dams on site in relation to groundwater contamination and sprinklers spreading odour and pathogens through aerosols - Would like to understand the management plan in case of an emergency from leakage or large biodigestors, digestate flowing onto those dams causing serious risk to environment and nearby residents
2	Matt Sparkman 193 Merrit Loop JANDAKOT WA 6164	OBJECTION <ul style="list-style-type: none"> - The have continually done whatever they like and then apply for permission for more structures - Concern over ground water contamination from Dams
3	C D Elpitelli 135 Jandakot Road JANDAKOT WA 6164	OBJECTION <ul style="list-style-type: none"> - On Environmental ground the AD Plant, Composting, Carbons ect should be rejected, the plant is over the Jandakot water mount - The Catchment area is polluted with all sorts of waste/contaminants coming into the plant and traffic - Suggest the Dams are not built to required standard, do not contain a secondary HDPE liner - Concern should be how much higher is the bottom of Dam than the water table - Richgro know the rules they are making a mockery of the system
4	Gillian Munyard 134 Merrit Loop JANDAKOT WA 6164	OBJECTION <ul style="list-style-type: none"> - Potential environmental contamination to ground water in event of a spill/leak - Should be required to submit planning applications before they construct - Dam to be constructed to same regulations that apply to residential landowners -
5	Jandokot Airport John Fraser Managing Director	COMMENT <ul style="list-style-type: none"> - The requirement to formalise and implement wildlife hazard management procedures should be

NO.	NAME/ADDRESS	SUBMISSION
	16 Eagle Drive JANDAKOT WA 6164	conditioned in future development approvals. - JAH happy to provide ongoing guidance and assistance to both CoC and Richgro on the above.
6	Mal Dobson 139 Jandakot Road JANDAKOT WA 6164	OBJECTION - Incompatible use over Water Mound - Organisation should be fined heavily without Council or Engineering considerations
7	City of Canning Clint Burdett Executive Manager Healthy Canning Locked Bag 8 WELSHPOOL WA 6986	COMMENT - The City of Canning would expect that any potential odour emission to be addressed by the applicant and appropriately assessed.
8	Dale Panzich 17 Cessna Drive JANDAKOT WA 6164	OBJECTION - Had enough of the smell every summer from the easterly - Looks like another Cockburn Cement
9	T Maher & P E Calvert- Maher 31 Battersea Road CANNING VALE WA 6155	OBJECTION - Dam has no aeration plan has it been a breeding ground for mosquitos? - Could not see any bracing on the fencing making it a permanent structure - At 1.9m it looks high enough but the mesh looks large enough to allow small animals though - Last year there was a dead Kangaroo in a Dam - As always Richgro is reactive not proactive
10	Patricia Dewar 11 Pine Drive Altona Meadows VIC 3028	SUPPORT
11	Lesley & Dan Gardner 25 Crufts Way CANNING VALE WA 6155	OBJECTION No comments
12	Shirley Briggs 22 Fraser Road CANNING VALE 6155	OBJECTION - Dam not DER approved - Application should be denied due to it being installed prior to land use and DER approval

NO.	NAME/ADDRESS	SUBMISSION
		<ul style="list-style-type: none">- No secure fencing around complete perimeter causing a safety issue for children and animals- Another odour source- Another mosquito source- No confirmation that aerators have been installed- No water filter installed- No pumping station confirmed- Concern over size of the Dam- Richgro have had no regard to the City's regulation- The City is showing disregard for duty of care to residents- Elected members have shown a lack of interest in what is occurring at Richgro

15.5 PLANNING APPLICATION - GENERAL INDUSTRY (LICENSED) - EXISTING DEMOUNTABLE OFFICE AND AMENITIES BUILDINGS - NO. 203 (LOT 186) ACOURT ROAD, JANDAKOT

Author(s)	D Bothwell
Attachments	1. Location Plan ↓ 2. Site Plan ↓ 3. DA Plans ↓ 4. Timeline of Approvals ↓ 5. Schedule of Submissions ↓
Location	No. 203 (Lot 186) Acourt Road, Jandakot
Owner	A.Richards Pty Ltd
Applicant	Geoff Richards
Application Reference	DA17/0474

RECOMMENDATION

That Council:

- (1) grant retrospective planning approval for General Industry (Licensed) – Existing Office and Amenities Building at 203 (Lot 186) Acourt Road Jandakot, in accordance with the attached plans and subject to the following conditions and advice notes:

Conditions

1. The proposal shall not be located within 1.2 metres of any septic tank or apparatus for the treatment of sewerage or within 1.8 metres of any on-site waste water disposal system.
2. All stormwater being contained and disposed of on-site to the satisfaction of the City.
3. The wash down of plant, vehicles or equipment shall be carried out over a wash down pad with waste water treated to remove solids and hydrocarbons prior to discharge to the environment.

Advice Notes

1. This is a Planning Approval only and does not remove the responsibility of the applicant/owner to comply with all relevant building, health and engineering requirements of the City, or with any requirements of the City of Cockburn Town Planning Scheme No. 3. Prior to commencement of any works associated with the development, a building permit is required.

2. In regards to Condition 2, the City requires the on-site storage capacity be designed to contain a 1 in 20 year storm of five minute duration. This is based on the requirements to contain surface water by Building Codes of Australia.
 3. Further to Condition 3 above, an 'Application to Install Apparatus for Wash-down Bay' shall be submitted to the City, together with building plans prior to the issue of a Building Permit. The Application shall be accompanied by detailed plans, the appropriate fee and specifications demonstrating to the satisfaction of the City that the Apparatus meets criteria drawn from Table 1 entitled Mechanical Equipment Washdown - WQPN68 in the Department of Water publication "Indicative Wastewater Discharge Criteria". The facility should include a bunded area, draining to a petrol and oil arrestor system which is protected by a roof and a spray barrier.
 4. The property is not connected to mains sewerage. Therefore an application to install an onsite effluent disposal system shall be lodged with the City's Health Service prior to the submission of the Building Permit Application for the application being lodged with the City.
- (2) notify the applicant and those who made a submission of Council's decision.

Background

The subject site is located on the southern side of Acourt Road in Jandakot and is 41.5 hectares in area. The site contains a number of existing buildings (including warehouses, offices, storage and other buildings and structures) and outdoor hardstand areas which are used for an existing composting and soil blending business (Richgro).

The first development approved on site was in 1986 which consisted of several sheds for the mixing and storage of soils, staff amenities and site control. Then, between 1987 and 2009 various other buildings associated with composting and soil blending were approved and constructed. The most recent development application was for a closed system liquid composting facility which was approved by Council at its meeting held on 8 November 2012. This development is discussed further in this report. A more detailed timeline/history of development applications approved by the City on the subject site has been provided as an attachment to this report.

There are also the following current development applications which are being presented to Council for determination at the 14 December 2017 OCM:

- DA17/0181 – Retrospective Agriculture Intensive (Orchard), Industry General (Licenced) (AD Plant and Compost Manufacturing Bio Filter) and Modification to Hours of Operation;
- DA16/0334 – Proposed Additions to Existing Premises;
- DA17/0357 – Retrospective Existing Water Catchment Dam; and
- DA17/0462 – Proposed Water Catchment Dam.

City Officers are of the view that each of the current development applications associated with the subject site should be considered by Council at the same Council meeting for clarity.

This proposal has been referred to Council for determination as staff do not have delegation to determine the application.

Submission

N/A

Report

Proposal

The application is for retrospective approval of an existing demountable office and amenities buildings which are associated with the Anaerobic Digestate (AD) Plant approved by Council in 2012. The transportable buildings occupy an area of approximately 110m² and comprise:

- Office – 18m²;
- Kitchen Amenities – 18m²; and
- Ablution Amenities (2 male WC's, 1 female WC, 1 unisex shower) – 10m².

The applicant has advised that the transportable buildings which have been constructed by FABCO and ALCO are proposed to be a permanent fixture for use by the AD Plant team members and workers from the commercial poly tunnels for the production of blueberries.

Neighbour Consultation

The application has been the subject of public consultation and was advertised, with 135 letters sent to residents in Merritt Loop Jandakot and the Kennel zone to the north of the site in Canning Vale in a 3 week advertising process in collaboration with the City of Canning.

The application was advertised in conjunction with the application for the proposed Dam 5 (DA17/0474) with a total of 13 submissions received. Within these submissions however, the majority related to the proposed Dam with a minority of the comments relation to the office and amenities buildings. The comments received in relation to the office and amenities buildings are summarised below:

- Comment that waste from toilet/shower should be treated using “Filtrex” type of wastewater treatment systems as required for the houses in Merrit Loop;
- Questioning the method of sewerage waste disposal; and
- Questioning why the workers need a shower.

A full schedule of submissions received during comment period has been provided as an attachment to this report.

The concerns expressed during the advertising period are discussed in further detail in the *Planning Considerations* section of this report below. It is important to separate the concerns in relation to the existing on-site operations, and those associated specifically with the office and amenities buildings.

It should be noted that in addition to the advertising letters sent to landowners, the City arranged an on-site meeting which was held on Saturday 3 September 2016. The meeting was attended by the City’s Officers, several Elected Members and concerned local residents in the area (who were notified in writing). Richgro’s Managing Director (Geoff Richards) and Tim Richards hosted the meeting to discuss the proposal and address a number of issues raised associated with the existing and proposed land use activities. Approximately 30 residents attended the meeting which went for over two hours in a question and answer format.

On 28 March 2017, the City held an information session in which all matters associated with the Richgro site were discussed. In attendance at the meeting were representatives from Richgro and their technical consultants, members of the local community from both Jandakot and Canning Vale through a Resident Action Group, Elected Members and staff from the City. As an outcome of this information session, a list of actions was created. All of these actions were subsequently undertaken and followed through by the City’s staff as agreed and all of the information was relayed back to the resident group and Elected Members.

Consultation with other Agencies or Consultants

The application was referred to the following external agencies/organisations as required:

- Department of Water (now known as the Department of Water and Environmental Regulation);
- Department of Environment Regulation (now known as the Department of Water and Environmental Regulation);
- Department of Planning (now known as the Department of Planning, Lands and Heritage); &
- City of Canning.

Consultation with other Agencies or Consultants

The application was referred to the following external agencies/organisations as required:

- Department of Water (now known as the Department of Water and Environmental Regulation);
- Department of Environmental Regulation (now known as the Department of Water and Environmental Regulation);
- Department of Planning (now known as the Department of Planning, Lands and Heritage); &
- City of Canning.

Department of Water (DoW)

The application was referred to the DoW as required. However, they were not in a position to provide formal comment on the proposal as they required additional information in relation to the type of wastewater treatment/effluent disposal system that the building had and this information was not provided to the DoW or the City.

Department of Environment Regulation (DER)

The DER advised that the application for the transportable office/amenities buildings is not a prescribed activity or related to a prescribed activity and is not regulated by DWER as such the DWER did not have any comment on the proposal.

City of Canning

The application was referred to the City of Canning along with the application for Dam 5 (DA17/0462) for comment, with no comment received relating to the office and amenities buildings.

Planning Framework

Zoning and Use

The subject site is zoned 'Rural – Water Protection' under the Metropolitan Scheme (MRS) and 'Resource' under Town Planning Scheme No.3 (TPS 3). The objective of this zone in TPS 3 is:

'to provide for the protection of the Perth Metropolitan underground water resource in accordance with the requirements of State Planning Policy No. 6 published by the Western Australian Planning Commission on 12 June 1998'.

It should be noted that that above policy has been superseded by State Planning Policy 2.3 'Jandakot Groundwater Protection Policy' (SPP 2.3). Whilst the existing composting business is an incompatible land use in the area, it was established prior to the gazettal of SPP 6 and as such Richgro has non-conforming use rights in accordance with Clause 3.9 of TPS 3.

Clause 3.9 – Extensions and changes to a non-conforming use

Clause 3.9.1 of TPS 3 contains the following provisions regarding extensions and changes to non-conforming uses.

'A person must not –

- (a) Alter or extend a non-conforming use;*
- (b) Erect, alter or extend a building used in conjunction with or in furtherance of a non-conforming use; or*
- (c) Change the use of land from a non-conforming use to another non-conforming use.*

Without having first applied for and obtained planning approval under the Scheme.'

The existing office and amenity buildings that have been constructed on site constitute an alteration to the existing non-conforming use (composting facility) which requires planning approval.

Clause 3.9.3 of TPS 3 contains the following provision:

*'Where an application is for a change of use from an existing non-conforming use to another non-conforming use, the local government **is not to grant its planning approval** unless the proposed use is less detrimental to the amenity of the locality than the existing non-conforming use and is, in the opinion of the local government, closer to the intended purpose of the zone.'*

With regards to the above provision, for the Council to approve the change to a new non-conforming use as proposed, it must be satisfied that the uses will be less detrimental to the amenity of the locality and closer to the intended purpose of the zone.

State Planning Policy 2.3

The subject property falls within a 'Resource' zone meaning that the land site over the Jandakot Groundwater Mound and is subject to the provisions of State Planning Policy 2.3 – *Jandakot Groundwater Protection*. The purpose of the policy is to protect the Jandakot Groundwater Protection area from development and land uses that may have a detrimental impact on the water resource. The objectives of this policy are as follows:

- *To ensure that all development and changes to land use within the policy area are compatible with maximising the long-term protection and management of groundwater, in particular for public drinking water supply;*
- *To protect groundwater quality and quantity in the policy area in order to maintain the ecological integrity of important wetlands that are hydraulically connected to that groundwater, including wetlands outside the policy area;*
- *To prevent, minimise, and manage in defined locations development and land uses that may result in contamination of groundwater; and*
- *To maintain or increase natural vegetation cover over the policy area.*

The subject land falls within the P2 area (Rural-Water Protection zone of Metropolitan Region Scheme). The acceptability of land uses in the Rural-Water Protection zone is based on the objective of risk minimisation. Only low risk development is supported in this area subject to appropriate conditions. The closest use contained in the land use/activity table of SPP 2.3 is that of a Toilet block/change rooms which is classified as a compatible use in the P2 area subject to conditions.

Car Parking

The car parking rate contained in TPS 3 for the use of "Office" is 1 car bay/50m² of gross lettable area (GLA). Based on an additional 110m² GLA proposed to be occupied by the office and amenities building, this would generate the need for an additional 3 car bays. The proposal does not include any additional car parking bays. The proposed office and amenities buildings will not generate the need for any additional staff to be working from the site, as they will be used existing staff of the AD Plant approved by Council in 2012. It should be noted that there are no existing car parking issues on-site.

Planning Considerations

Wastewater Disposal

Given the proposal sits over the ground water protection mound as is the case for the Merrit Loop dwellings, the same nutrient retentive waste water treatment system will be required for the office and amenities building. In relation to this, an advice note has been recommended for an application to install an on-site effluent disposal system to be submitted to the City for approval prior to the issue of a BAC certificate.

Amenity

The existing office and amenity buildings are mostly associated with the existing approved AD plant. The buildings are relatively small and do not negatively impact the amenity of the area or provide any visual amenity issues for nearby residents.

Conclusion

The retrospective office and amenities buildings do not have an undue impact on the amenity of the locality or surrounding residences. The purpose of the office and amenities buildings is to accommodate workers of the approved AD Plant and it does not represent an unreasonable increase to the scale and/or intensity of activities on site. It therefore recommended that the retrospective office and amenities buildings be approved subject to conditions.

Strategic Plans/Policy Implications

Economic, Social & Environmental Responsibility

Increase local employment and career opportunities across a range of different employment areas.

Budget/Financial Implications

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

Legal Implications

N/A

Community Consultation

Community consultation has occurred in relation to this proposal. See Neighbour Consultation section of the report above.

Risk Management Implications

Should Council refuse the proposal, the existing office and amenities buildings would be required to be removed which could cause some inconvenience to existing on-site staff. Should the applicant lodge a review of the decision with the State Administration Tribunal, there may be costs involved in defending the decision, particularly if legal Counsel is engaged. The risks of Council approving the proposal are minimal.

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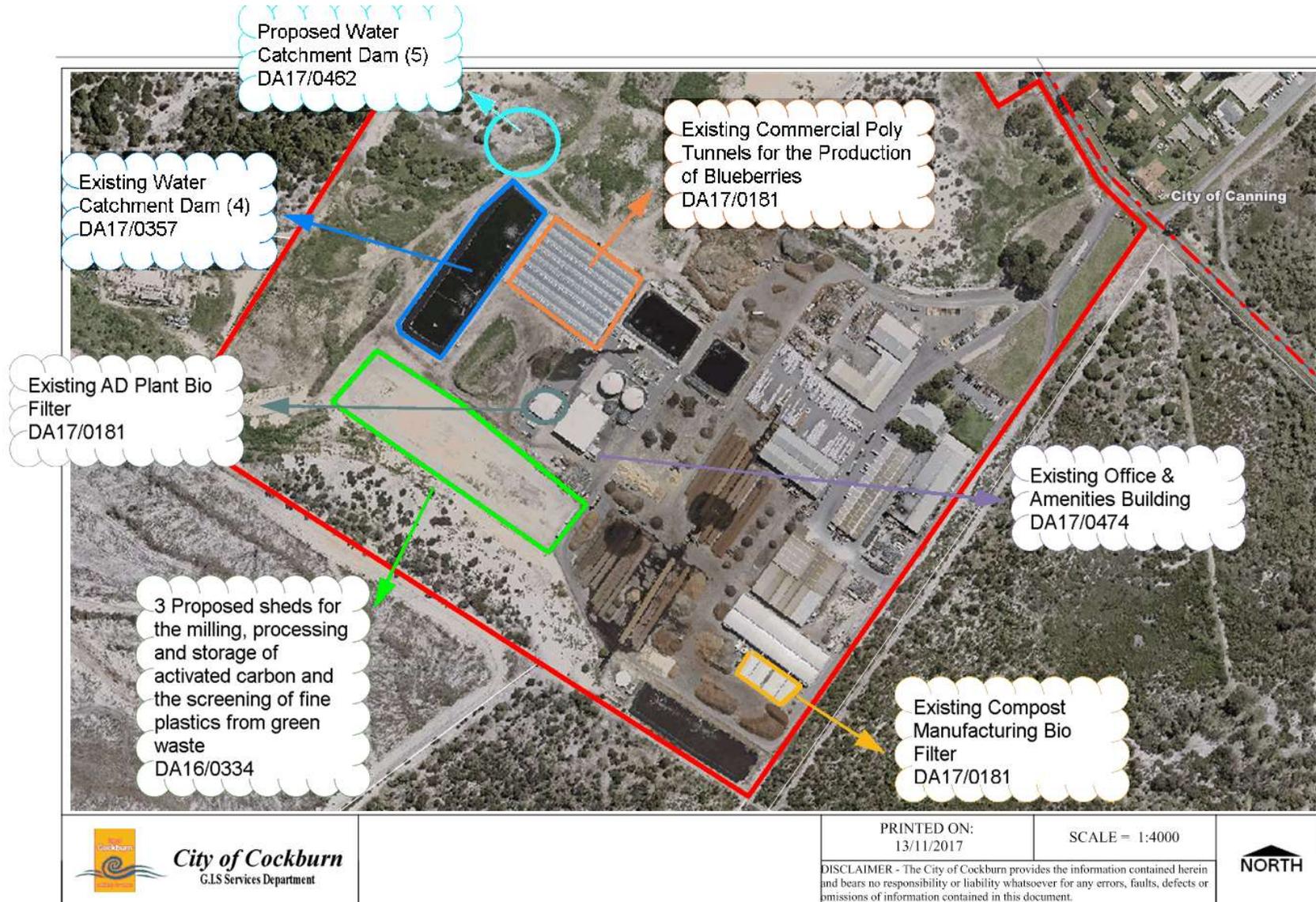
Advice to Proponent(s)/Submissioners

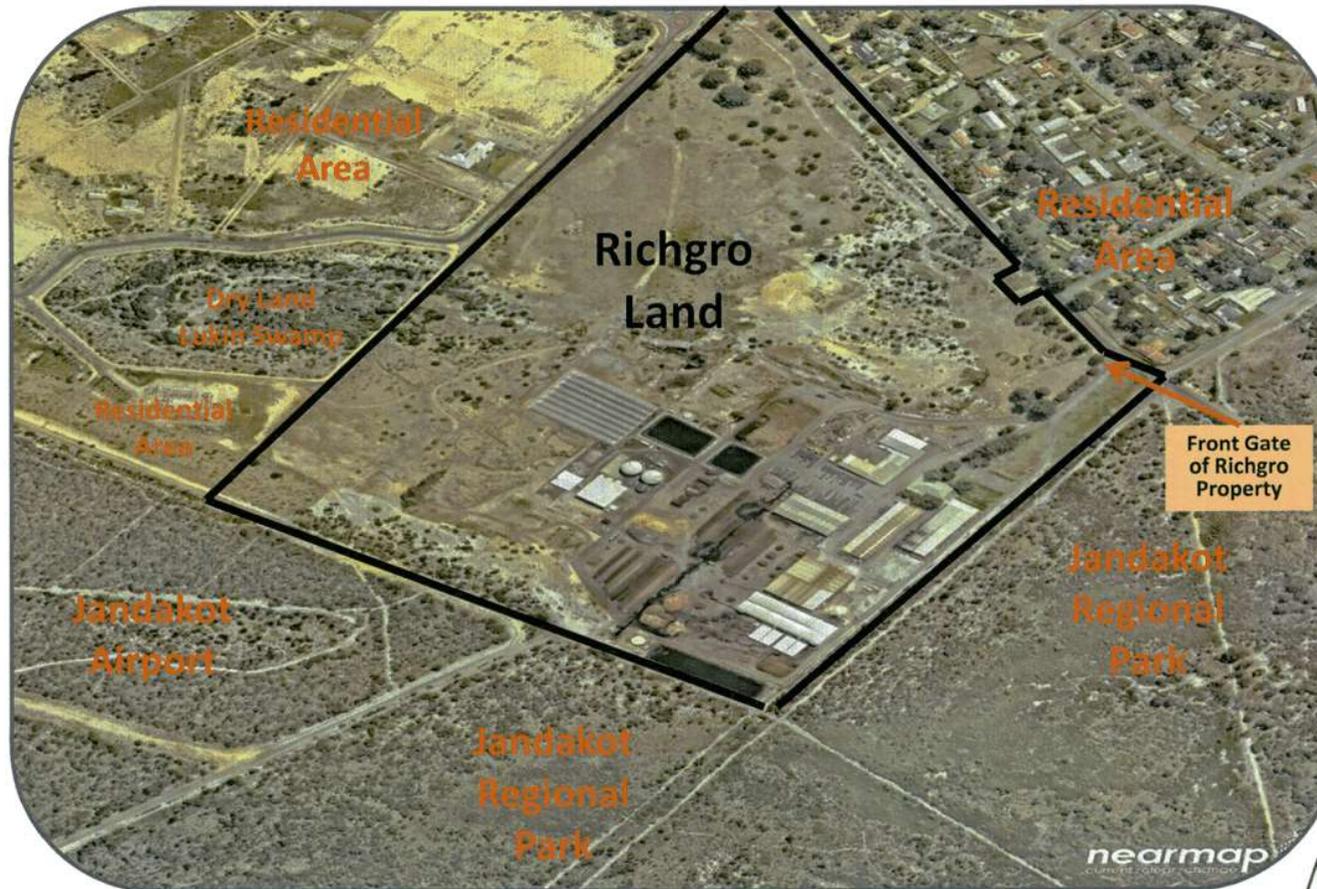
The Proponent(s) and those who lodged a submission on the proposal have been advised that this matter is to be considered at the 14 December 2017 Ordinary Council Meeting.

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

Nil



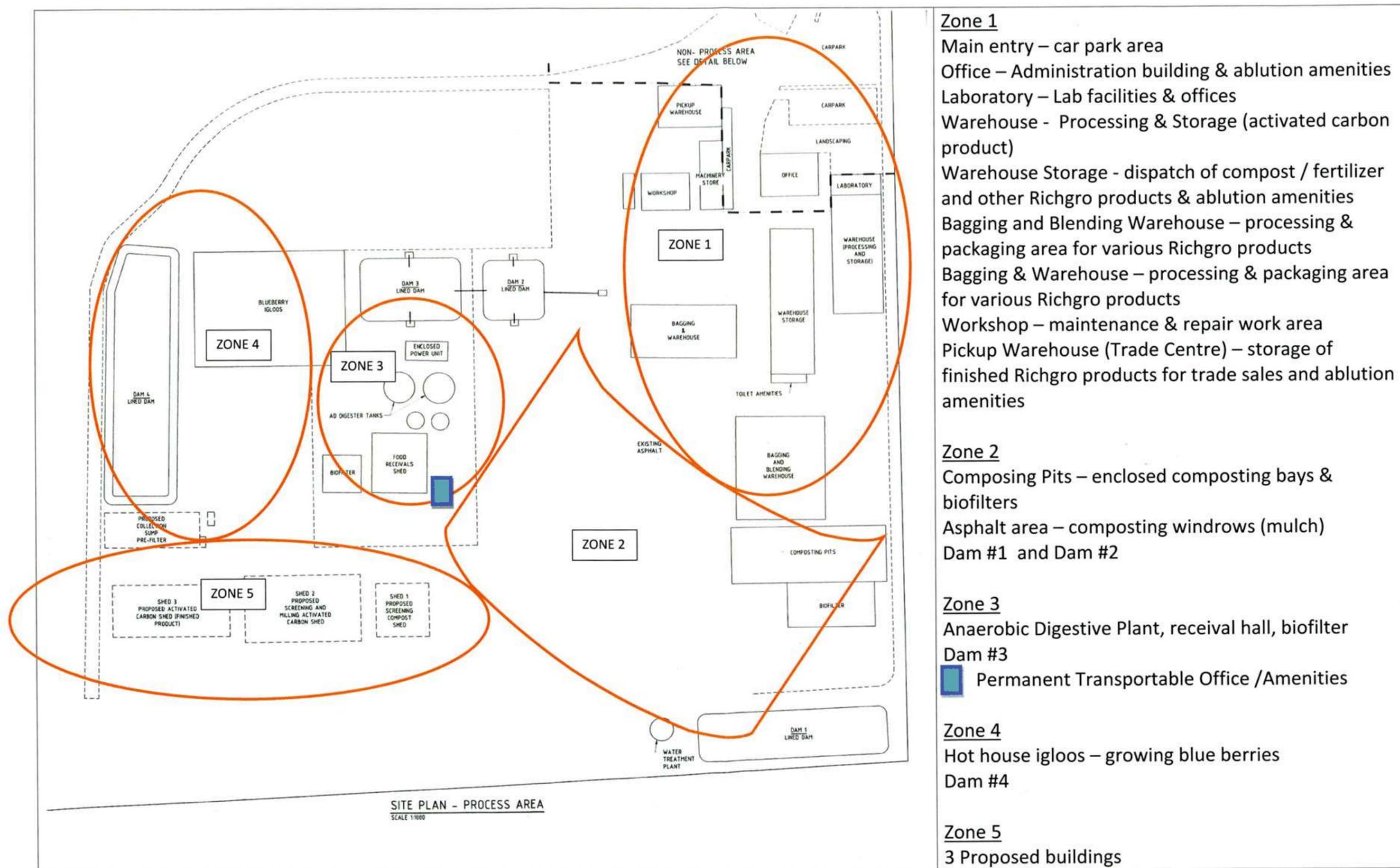




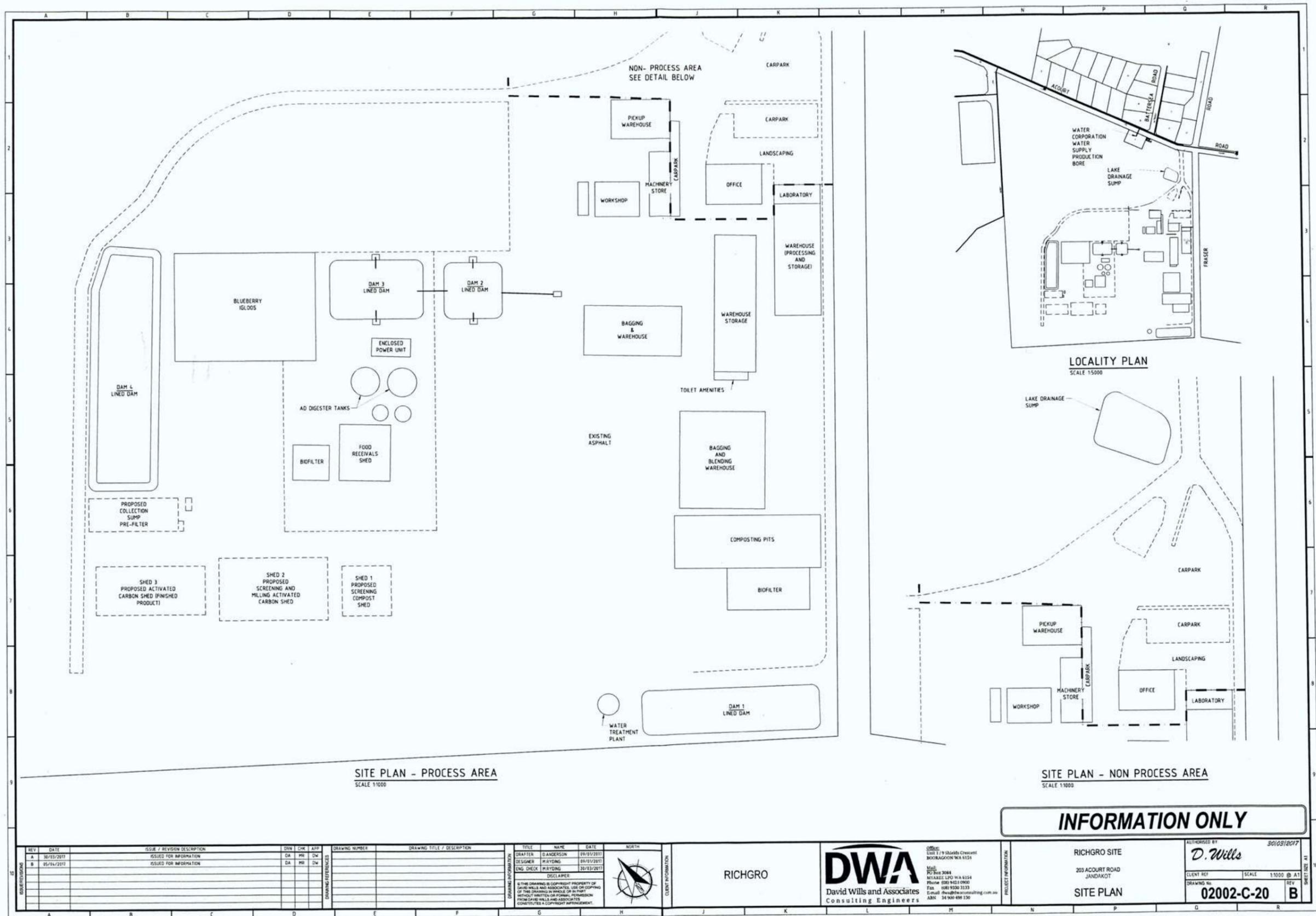
**Richgro Property - Lot 186 (No.203) Acourt Road, Jandakot, WA
Certificate of Title Volume 1645 Folio 965 Plan 109038**

Richgro Site Maps





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REV	DATE	ISSUE / REVISION DESCRIPTION	DRN	CHK	APP	DRAWING NUMBER	DRAWING TITLE / DESCRIPTION
A	18/03/2017	ISSUED FOR INFORMATION	DA	MS	DW		
B	05/04/2017	ISSUED FOR INFORMATION	DA	MS	DW		

TITLE	NAME	DATE	WORTH
DRAWN	D. ANDERSON	09/01/2017	
DESIGNED	M. RYDING	09/01/2017	
ENG. CHECK	M. RYDING	20/03/2017	

RICHGRO

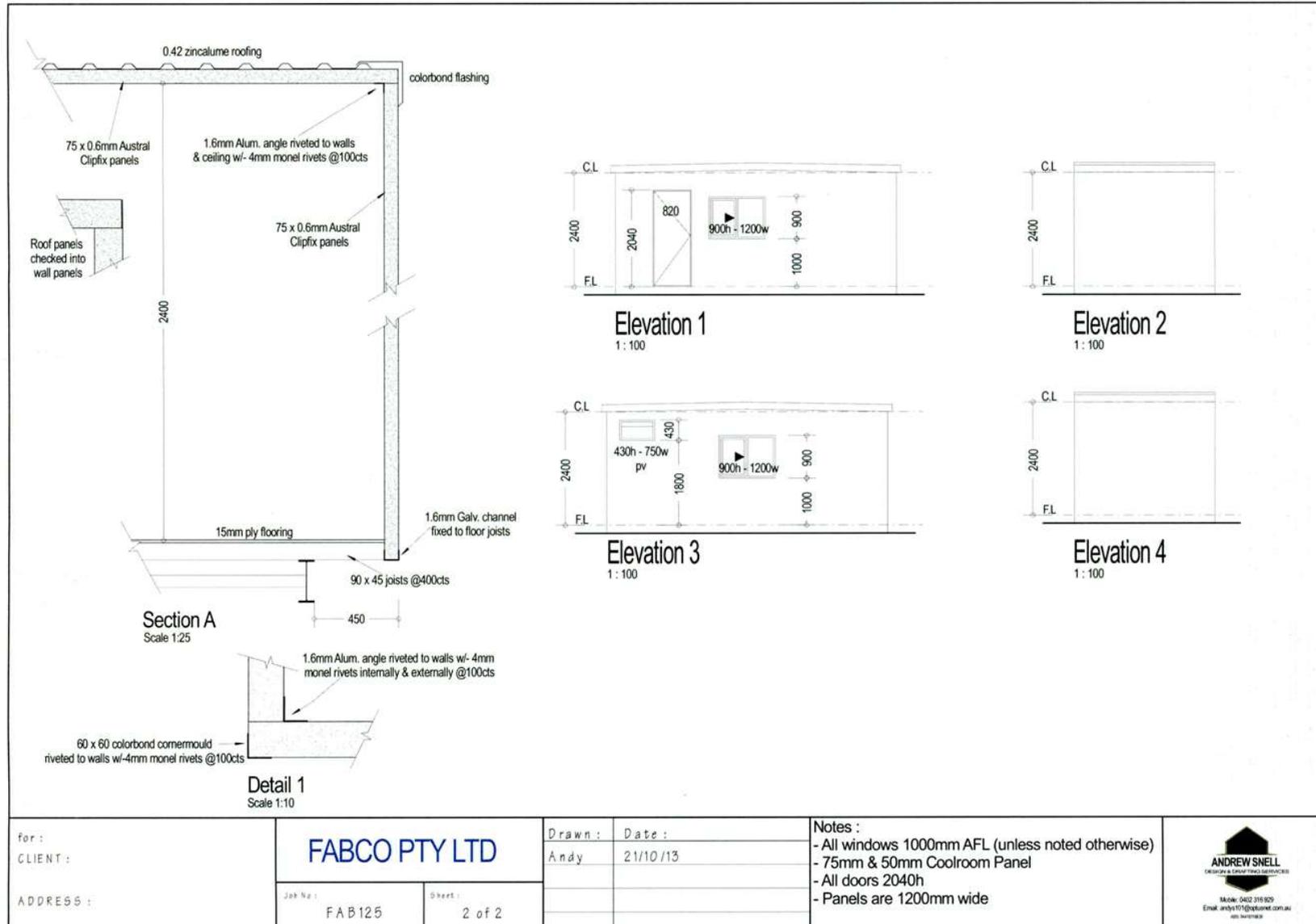
DWA
David Wills and Associates
Consulting Engineers

Office: Unit 7 / 9 Shields Crescent, BOORAGOON WA 6555
Mail: PO Box 3084, MEARKE LPO WA 8224
Phone: (08) 9252 0900
Fax: (08) 9252 3133
E-mail: dw@dwac.com.au
ABN: 34 900 498 130

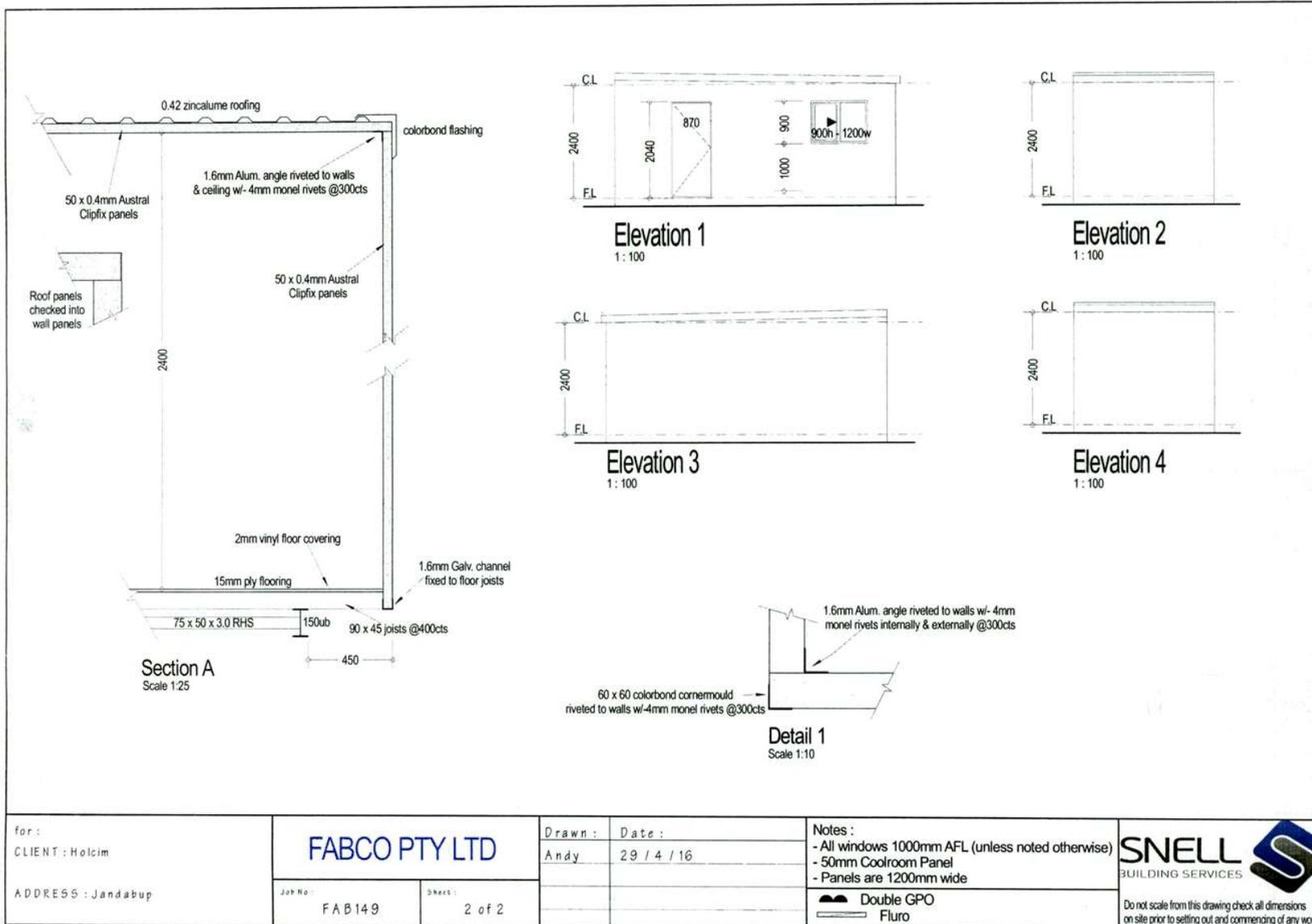
INFORMATION ONLY

RICHGRO SITE
203 ACOURT ROAD
JANDAKOT
SITE PLAN

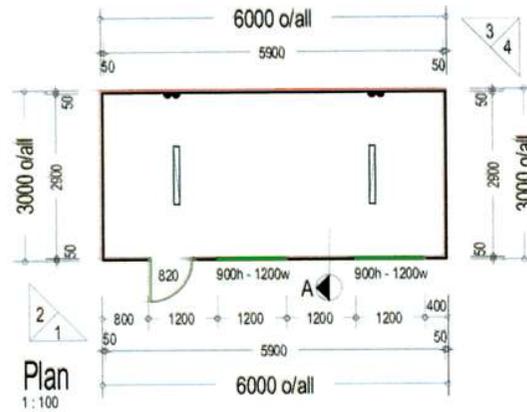
ALLIANCE BY: *D. Wills* 30/03/2017
CLIENT REF: SCALE: 1:5000 @ A1
DRAWING NO: **02002-C-20** REV: **B**



Document Set ID: 6450545
Version: 1, Version Date: 05/07/2017



Document Set ID: 6450545
Version: 1, Version Date: 05/07/2017



Do not scale from this drawing check all dimensions on site prior to setting out and commencing of any work

for CLIENT :		Drawn :	Date :	Notes : - All windows 1000mm AFL (unless noted otherwise) - 50mm Coolroom Panel - Panels are 1200mm wide Double GPO Fluro	
ADDRESS :		Andy	24 / 6 / 10		
	Job No: FAB 61	Sheet: 1 of 2			

PDF created with pdf-factory trial version www.pdfactory.com

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Version: 1, Version Date: 05/07/2017

Richgro Development Approval Timeline**OCM 14/12/2017**

- **13 May 1986**
Planning approval issued by the State Planning Commission for a Limestone Entrance Road and construction of two sheds for the mixing and storing of soil.
- **11 July 1986**
Planning approval issued by the City of Cockburn for sheds for storage and mixing of soil, amenities for staff and a site control building.
- **17 October 1986**
Planning Approval issued for an amendment to the DA for a revised site access road and to the site control building.
- **10 February 1987**
Planning Approval issued by the City of Cockburn for an Addition of a silo to the existing shed.
- **14 April 1987**
Planning Approval issued by the City of Cockburn for a manure storage shed.
- **4 April 1989**
Planning Approval issued by the City of Cockburn for a steel frame, steel pad addition and near buildings.
- **30 October 1991**
Planning Approval issued for sand excavation/extraction – The approval does not extend to the storage and processing of materials, manures and waste.
- **6 November 1996**
Planning Approval issued by the City of Cockburn for three additional sheds to be used for manure storage and soil blending.
- **10 November 1998**
Planning Approval issued by the City of Cockburn for two additional storage sheds. Only one of the sheds from the 6 November 1996 approval were constructed so this approval was for the remaining two sheds which were not previously constructed.
- **27 November 1998**

Planning Approval issued by the City of Cockburn for two storage sheds, hardstand area and detention basins.

- **24 June 2002**
Planning Approval issued by the City for a storage pond.

- **19 November 2002**
Planning Approval issued by the City of Cockburn for additional Warehouse Sheds, Office and Hardstand area. The sheds were required to be used for storage and production purposes associated with soil blending.

- **22 April 2009**
Planning Approval issued by the City of Cockburn for an Enclosed Composting Structure. The intention was to bring all composting activities under cover. A condition was imposed noting that the approved development was not to result in increases in production for the existing land use.

- **16 November 2012**
Planning Approval issued by the City of Cockburn for a General Industry (Licenced) Closed System Liquid Composting Facility. The application notes that the proposal does not result in any expansion of existing composting facilities.

File Ref: DA17/0462 & DA17/0474

SCHEDULE OF SUBMISSIONS**Proposed Development Applications – Water Catchment Dam & Office and Amenities Buildings**

NO.	NAME/ADDRESS	SUBMISSION
1	Jaya & Suresh Nair 190 Merrit Loop JANDAKOT WA 6164	OBJECTION <ul style="list-style-type: none"> - Dams are collecting run off from all the water from 6.5ha of hardstand used for open windrow composting, food waste handling, traffic and machinery operating premises - The sediments, dust, leachates from windrow, oil and grease from vehicles and machinery collected in those 5 huge dams will be a hazard - Summer months will get the levels low resulting in concentrated effluent, ideal for odour and mosquito problems - Clarification if they will use bore water to fill those dams in summer to fill those dams in summer is required - A total water management plan including quantity and quality management, inflow/outflow quantities is required - The waste from the toilet/shower should be treated using "Filtrex" type of wastewater treatment systems as required for the houses in Merrit Loop. - This was required for Merrit Loop as they are on the groundwater mound and due to sandy soils in that area. It applies to Richgro site as well
2	Matt Sparkman 193 Merrit Loop JANDAKOT WA 6164	OBJECTION <ul style="list-style-type: none"> - More stench, more mosquitos, more chances of polluting ground water mound - When this does happen Cockburn will be accountable
3	Marcel Seale 5 Shipton Place WILLETTON WA	OBJECTION <ul style="list-style-type: none"> - What guarantees are there in place to prevent overflow from the dams flowing into our property - Are the basins adequate to contain 1:100 year storm event - What steps do Richgro have in place to prevent Mosquitos from breeding within the dam - Richgro already has 3 dams on site. They have retrospectively requested approval for Dam 4. Why the need for Dam 5? - Do not want to look at a 2m high earth bank in front of my property. Bad enough there is one from Dam 4.

NO.	NAME/ADDRESS	SUBMISSION
4	Mr & Mars Carter 142 Merrit Loop JANDAKOT WA 6164	OBJECTION <ul style="list-style-type: none"> - Dam will increase in flies and mosquitos in the area – no information on how they are going to control or manage potential of this - No evidence of storage capacity – no specifics in relation to maintenance of dam or why yet another dam is requested - Potential risk of leakage & contamination - Why are they requesting the new building now if they knew there was potential of such an expansion - Consideration for increased traffic flow for employees – why do they need a shower? - This is expansion of a business not a residential dwelling
5	Dale Panzich 17 Cessna Drive JANDAKOT WA 6164	OBJECTION <ul style="list-style-type: none"> - If this goes ahead all houses in and around will be subjected to shocking smells and micro bacteria in air (easterly winds) as smells shocking in summer
6	J & D Hiscott 20 Candeloro Road CANNING VALE WA 6155	OBJECTION <ul style="list-style-type: none"> - Who wants this Industry on their door step do you?
7	Deidre Gillian Munyard 134 Merrit Loop JANDAKOT WA 6164	OBJECTION <ul style="list-style-type: none"> - Risk of contamination to Jandakot groundwater mound due to distance between water table and base of proposed dam (inadequate) and risk of liner leakage - Proposal should not be considered prior to outcome of current retrospective applications
8	J & HA Gadellaa 126 Merrit Loop JANDAKOT WA 6155	OBJECTION <ul style="list-style-type: none"> - Why another Dam? They already have 4 Dams with a total area of 57600m³ holding 57800000 litres – with size of Dam 5 that will be a massive water holding - What guarantee that the dam lining won't break - Impact on Safety of residents - Impact on wildlife - Have the DER approved these Dams? - Do the Dams have a pump house and filter? Concern over mosquitos - Why a transportable? What method of sewerage waste disposal? - What guarantee can the City give local ratepayers that there lifestyle and health will not be affected

NO.	NAME/ADDRESS	SUBMISSION
		<ul style="list-style-type: none"> - Its amazing what businesses can get away with
9	David & Dolores Marshall 168 Merrit Loop JANDAKOT WA 6164	<p>OBJECTION</p> <ul style="list-style-type: none"> - Airborne contaminants already emanate from the Richgro plant resulting in the staining of the roof tiles of our property - Contaminates also stain windows and door handles at our property – contractor cleaning charges in future will be passed on to Richgro for settlement - Proposed expansion of Richgro poses a serious risk to health given the nature of the products - Likely to affect the community and new school in Treeby
10	Mrs Shirley Briggs 2 Fraser Road CANNING VALE WA 6155	<p>OBJECTION</p> <ul style="list-style-type: none"> - Concern over volume of water and contamination of the Dams - Concern over Ross River Virus and mosquitos - Concern over no secure fencing around dam - No information about who will be responsible for monitoring the dams the DER or Council? - No information about what happens in the Dam lining leaks - What happens if Richgro sell or relocate? - No information as to why Dam is required - City of Cockburn Council have a duty of care to its residents in their Health and Safety - Every Councilor voting on Dam should consider how they would feel if they lived close to Richgro - Ground water is a precious resource - Cleaning of the Dams is impossible - Office & amenities building is going to be a permanent building with office, 3 toilets a shower and kitchen amenities - No reference to waste water and sewerage - Nearby residents had to use Filtrex Units System Richgro should be made to do the same - Is the amenities building going to be connected to mains water supply? - What is the exact location of the building – not clearly marked on map
11	Jandokot Airport John Fraser Managing Director 16 Eagle Drive JANDAKOT WA 6164	<p>COMMENT</p> <ul style="list-style-type: none"> - The requirement to formalise and implement wildlife hazard management procedures should be conditioned in future development approvals - JAH happy to provide ongoing guidance and assistance to both CoC and Richgro on the above

NO.	NAME/ADDRESS	SUBMISSION
12	Mal Dobson 139 Jandakot Road JANDAKOT WA 6164	OBJECTION <ul style="list-style-type: none">- Already similar services that exist on-site- The facility should not be allowed to exist or expand as it sits above the P1 & P2 water table for Jandakot Groundwater Mound- Do not want any facility that will compromise the water mound
13	City of Canning Shakeel Maqbool Senior Planning Officer Locked Bag 8 WELSHPOOL WA 6986	COMMENT <ul style="list-style-type: none">- The City of Canning raises concerns regarding the odour and noise emissions from the premises- Subject to compliance with DWER requirements, measures should be taken to ensure odours from the subject site do not impact on the adjacent and surrounding properties- The area should be assessed as a noise sensitive area with further clarification required from DWER

15.6 PLANNING APPLICATION - EXISTING AGRICULTURE INTENSIVE (ORCHARD), MODIFICATIONS TO INDUSTRY GENERAL (LICENCED) (AD PLANT & COMPOST MANUFACTURING BIO FILTERS) AND MODIFICATION TO HOURS OF OPERATION - NO. 203 (LOT 186) ACOURT ROAD, JANDAKOT

Author(s)	D Bothwell
Attachments	1. Location Plan ↓ 2. Site Plan ↓ 3. DA Plan ↓ 4. Timeline of Approvals ↓ 5. Schedule of Submissions ↓
Location	No. 203 (Lot: 186) Acourt Road, Jandakot
Owner	A.Richards Pty Ltd
Applicant	Geoff Richards
Application Reference	DA17/0181

RECOMMENDATION

That Council

- (1) grant retrospective planning approval for Agriculture Intensive (Orchard), Modifications to Industry General (Licenced) (AD Plant and Compost Manufacturing Bio Filters) and Modification to Hours of Operation at 203 (Lot 186) Acourt Road Jandakot, in accordance with the attached plans and subject to the following conditions and advice notes:

Conditions

1. The hours of operation for all activities other than the Anaerobic Digestate Plant Bio Filter and Compost Manufacturing Bio Filter operations, are limited to 7:00am to 7:00pm Monday to Saturday, and not at all on Sundays and Public Holidays.
2. The Anaerobic Digestate Plant Bio Filter and Compost Manufacturing Bio Filter are permitted to operate 24 hours a day, seven days a week.
3. If an odour detected at an adjacent premises is deemed to be offensive by the City, then any process, equipment and/or activities that are causing the odour shall be stopped until the process, equipment and or activity has been altered to prevent odours to the satisfaction of the City.

4. The wash down of plant, vehicles or equipment shall be carried out over a wash down pad with waste water treated to remove solids and hydrocarbons prior to discharge to the environment.
5. The proposal shall not be located within 1.2 metres of any septic tank or apparatus for the treatment of sewage or within 1.8 metres of any onsite waste water disposal system.
6. All stormwater being contained and disposed of on-site to the satisfaction of the City.
7. The Laboratory Services existing on-site do not form part of this approval and require a separate retrospective development application to be submitted to and assessed by the City.
8. The Anaerobic Digestate shall be applied to greenwaste or similar pre-composted materials within the composting shed, and not externally in the yard.
9. Compost shall not be transferred from the composting shed to the yard if it has a strong offensive odour that may be detectable at the property boundary.
10. Deliveries of manures and any other material that has a strong offensive odour shall not be permitted to offload on-site.
11. Manures shall be bagged within an enclosed shed.
12. Dams and sumps shall be checked weekly for mosquito larvae and if found then the larvae shall be exterminated within 24 hours.
13. The throughputs for the site including solid and liquid wastes are limited to the following volumes:

Solid Waste

- Green waste – 20, 000 tonnes/annual period
- Sawdust – 20, 000 tonnes/annual period
- Pine bark - 15, 000 tonnes/annual period
- Cow, Sheep and Chicken manure – combined limit of 10, 000 tonnes/annual period
- Grain and solid food wastes – combined limit of 10, 000 tonnes/annual period

Liquid Waste

- Waste water from animal processing facilities, waste from grease traps limited to milk solids and food and beverage processing wastes – combined limit of 25, 000 tonnes/annual period.

Advice Notes

- (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, or with any requirements of the City of Cockburn Town Planning Scheme No. 3. Prior to commencement of any works associated with the development, a building permit is required.
- (b) Further to Condition 4 above, an 'Application to Install Apparatus for Wash-down Bay' shall be submitted to the City, together with building plans prior to the issue of a BAC Certificate. The application shall be accompanied by detailed plans, the appropriate fee and specifications demonstrating to the satisfaction of the City that the Apparatus meets criteria drawn from Table 1 entitled Mechanical Equipment Washdown - WQPN68 in the Department of Water publication "Indicative Wastewater Discharge Criteria". The facility should include a bunded area, draining to a petrol and oil arrestor system which is protected by a roof and a spray barrier.
- (c) The property is not connected to mains sewerage. Therefore an application to install an onsite effluent disposal system shall be lodged with the City's Health Service PRIOR to the submission of a BAC Certificate for the premises being lodged with the City.
- (d) The development is to comply with the noise pollution provisions of the Environmental Protection Act 1986, and more particularly with the requirements of the Environmental Protection (Noise) Regulations 1997 (as amended).
- (e) With regards to Condition 6, all stormwater drainage shall be designed in accordance with Australian Standard AS3500.

Background

The subject site is located on the southern side of Acourt Road in Jandakot and is 41.5 hectares in area. The site contains a number of existing buildings (including warehouses, offices, storage and other buildings and structures) and outdoor hardstand areas which are used for an existing composting and soil blending business (Richgro).

The first development approved on site was in 1986 which consisted of several sheds for the mixing and storage of soils, staff amenities and site control. Then, between 1987 and 2009 various other buildings associated with composting and soil blending were approved and constructed. The most recent development application was for a closed system liquid composting facility which was approved by Council at its meeting held on 8 November 2012. This development is discussed further in this report. A more detailed timeline/history of development applications approved by the City on the subject site has been provided as an attachment to this report.

A significant number of complaints from nearby residents can be linked to noise from a large number of trucks and delivery vehicles especially early in the mornings. It is extremely likely that the number of vehicles is directly related to the gradual transformation of the site over the past 20 years into a substantial distribution centre for Richgro products. The original planning approvals were for a composting and soil blending business. Over several years subsequent approvals were granted for warehouses but at no stage has approval been granted for a major distribution centre for several hundreds of horticultural based products (pesticides, additives, garden tools and the like). Clearly, the trucks transporting materials associated with compost and garden soils have been supplemented with large numbers of trucks and vehicles collecting and delivering this range of Richgro products. While the use of warehouse permits this activity, the scale at the distribution centre and the impact of the number of trucks and vehicles on the amenity of the area must be taken into account when considering the subject applications.

There are also the following current development applications which are being presented to Council for determination at the 14 December 2017 OCM:

- DA16/0334 – Proposed Additions to Existing Premises;
- DA17/0357– Retrospective Existing Water Catchment Dam;
- DA17/0462 – Proposed Water Catchment Dam; and
- DA17/0474 – Retrospective Office and Amenities Building.

City Officers are of the view that each of the current development applications associated with the subject site should be considered by Council at the same Council meeting for clarity.

This proposal has been referred to Council for determination as staff do not have delegation to determine the application.

Submission

N/A

Report

Proposal

This application seeks retrospective approval for the following development that is currently occurring on site without planning approval:

Agriculture Intensive (Orchard)

- Commenced in February 2014;
- Eight Commercial Poly Tunnels with a footprint of 6120m²;
- Each tunnel is 765m² (8.5m width x 4.2m height x 90m length);
- The tunnels house potted blueberry plants with a drip irrigation system;
- The tunnels are covered using polythene cover and on the sides have shade net with the polythene cover having a thickness of 150mu to 200mu; and
- The tunnels are enclosed by an 8ft high mesh fence to mitigate ingress from native and/or feral fauna.

Anaerobic Digestion Plant Bio filters

- The structure was constructed in May 2014;
- The biofilter structure has a building footprint of 400m² with two limestone bays measuring 20m x 10m and a maximum height of 4m;
- The biofilter is used as part of the anaerobic digestion plant as a technique to capture and biologically degrade materials and treat odours;
- Removable structure that consists of limestone blocks stacked up to 4 units high to contain light weight spongolite material which is placed inside the mass of the limestone retaining wall;
- The bacterial growing on the spongolite surface removes odours;
- An inbuilt irrigation system has been constructed;
- The structure is located on sealed bitumen; and

- The structure is covered by a metal fabricated roof covered in heavy duty tarpaulin fabric to form a canopy.

Compost Manufacture Bio filters

- The structure was constructed in July 2012;
- The biofilter structure has a building footprint of 800m² with four limestone bays measuring 20m x 10m and a maximum height of 3m;
- The biofilter is used as part of the compost manufacturing process as a technique to capture and biologically degrade materials and treat odours;
- Removable structure that consists of limestone blocks stacked up 4 units high to contain light weight spongolite material which is placed inside the mass of the limestone retaining wall;
- The bacterial growing on the spongolite surface removes odours;
- An inbuilt irrigation system has been constructed;
- The structure is located on sealed bitumen; and
- The structure is covered by a metal fabricated roof covered in heavy duty tarpaulin fabric to form a canopy.

Modification to Approved Hours of Operation

The City's planning approval dated 17 October 1986 stipulates that the permitted hours of operation on the site are from 7:00am to 6:00pm Monday to Saturday.

Richgro are now seeking approval to change the approved hours of operation to the following;

- Compost manufacturing and soil blending - 6:00am – 6:00pm;
- Blueberry production – 6:00am – 6:00pm;
- Laboratory Services – 6:00am – 6:00pm;
- Office administration – 7:00am – 6:00pm;
- Production of soil and composting products and Warehouse – 7:00am – 3:30pm (Feb – Aug) & 6am – 5:00pm (Sept – Jan);
- Production of soil and composting products – 6:00am – 6:00pm (year round) & 6pm – 2:00am (Sept – Jan);

- Loading of bulk organic soils for State Government Contracts – Prior to 6:00am (Occasional 3-4 times per year); and
- AD Plant – 6:00am – 6:00pm.

The principle reason given for the request to commence numerous operations at 6:00am is due to the impact of the heat on staff in summer. This is not considered to be adequate justification for the early start noting that the quieter night time permitted noise levels in WA finish at 7:00am.

Neighbour Consultation

The application has been the subject of public consultation and was advertised, with 135 letters sent to residents in Merritt Loop Jandakot and the Kennel zone to the north of the site in Canning Vale in a 3 week advertising process in collaboration with the City of Canning.

A total of 24 submissions were received with the issues raised summarised below:

- Concerns over odour;
- Concerns over noise;
- Concerns over traffic; and
- Concerns over potential groundwater impacts.

A full schedule of submissions received during the consultation period has been provided as an attachment to this report. The concerns expressed during the advertising period are addressed in further detail in the *Planning Considerations* section of this report below.

It should be noted that in addition to the advertising letters sent to landowners, the City arranged an on-site meeting which was held on Saturday 3 September 2016. The meeting was attended by the City's Officers, several Elected Members and concerned local residents in the area (who were notified in writing). Richgro's Managing Director (Geoff Richards) and Tim Richards hosted the meeting to discuss the proposal and address a number of issues raised associated with the existing and proposed land use activities. Approximately 30 residents attended the meeting which went for over two hours in a question and answer format.

On 28 March 2017, the City held an information session in which all matters associated with the Richgro site were discussed. In attendance at the meeting were representatives from Richgro and their technical consultants, members of the local community from both Jandakot and Canning Vale through a Resident Action Group, Elected Members and staff from the City. As an outcome of this information session, a list of actions was created. All of these actions were subsequently undertaken

and followed through by the City's staff as agreed and all of the information was relayed back to the resident group and Elected Members.

Consultation with other Agencies or Consultants

The application was referred to the following external agencies/organisations as required:

- Department of Water (now known as the Department of Water and Environmental Regulation);
- Department of Environment Regulation (now known as the Department of Water and Environmental Regulation);
- Department of Planning (now known as the Department of Planning, Lands and Heritage); and
- City of Canning - due to the proximity of the site to the Kennel zone area in Canning Vale in CoC which is directly north of the subject site. The Kennel zone area includes properties on Crufts Way, Battersea Road and the northern side of Acourt Road in Canning Vale containing residential dwellings.

Use/Activity	Agriculture Intensive (Orchard)	Biofilters	Hours of Operation
Department of Water	Fruit growing/plant production is a compatible use in a P2 area. It should be noted that pesticides should be applied in accordance with best management practices outlined in DoW's Water Quality Protection Note 65: <i>Toxic hazardous substances</i> .	No objection as any further risk of contamination presented from this land use will be managed by the DWER.	No Comment.
Department of Environment	No comment as the use is not associated with a prescribed activity and will not be regulated by the DWER.	All existing bio filters are licenced by DWER. A licence amendment application was received by	DWER is considering the acceptability of noise emissions and their compliance

		DWER on 25 November 2016 to include the AD plant infrastructure and operations onto the licence. The bio filters assist in reducing odour emissions from the AD plant. The ongoing operation of the AD plant, including bio filters, is currently being assessed by DWER as part of a whole of site risk-based licence review.	with the Noise Regulations during both day-time and night-time hours as part of the licence review. The DWER will seek to impose regulatory controls to ensure risks to public health and the environment remain acceptable. The hours of operation may impact on noise emission which will be regulated by the DWER in terms of emissions management.
City of Canning	Concerned about potential odour sources/emissions from the blueberry shed/operation which may adversely impact nearby residents.	Concerned about efficient functioning of biofilters to ensure that odour does not adversely impact nearby residents	Concerned about noise from Loading after 6:00pm.

In addition, the City of Canning also expressed concerns about dust emissions from the site and the need for this to be addressed via a management plan.

Planning Framework

Zoning and Use

The subject site is zoned 'Rural – Water Protection' under the Metropolitan Scheme (MRS) and 'Resource' under Town Planning Scheme No.3 (TPS 3). The objective of this zone in TPS 3 is:

'to provide for the protection of the Perth Metropolitan underground water resource in accordance with the requirements of State Planning Policy No. 6 published by the Western Australian Planning Commission on 12 June 1998'.

It should be noted that that above State Planning policy was been superseded by State Planning Policy 2.3 'Jandakot Groundwater Protection Policy' (SPP 2.3). Whilst the existing composting business is an incompatible land use in the area, it was established prior to the gazettal of SPP 6 and as such Richgro has non-conforming use rights in accordance with Clause 3.9 of TPS 3.

TPS 3 – Clause 3.9 – Extensions and changes to a non-conforming use

Clause 3.9.1 of TPS 3 contains the following provisions regarding extensions and changes to non-conforming uses.

'A person must not –

- (a) Alter or extend a non-conforming use;*
- (b) Erect, alter or extend a building used in conjunction with or in furtherance of a non-conforming use; or*
- (c) Change the use of land from a non-conforming use to another non-conforming use.*

Without having first applied for and obtained planning approval under the Scheme.'

Installation of the biofilters and modifications to the approved operating hours represent an alteration to the existing non-conforming use (composting facility) which therefore requires planning approval (the subject of this application).

The use of the site for Agriculture Intensive (Orchard) represents a new use that can be considered for approval on site under the current planning framework. According to the Department of Water's 'Water quality protection note no. 25' the Agriculture Intensive use is compatible in P2 areas subject to conditions.

State Planning Policy 2.3

The 'Resource' zoning of the property is due to the land being above the Jandakot Groundwater Mound and it is subject to the provisions of State Planning Policy 2.3 – *Jandakot Groundwater Protection*. The purpose of the policy is to protect the Jandakot Groundwater Protection area from development and land uses that may have a detrimental impact on the water resource. The objectives of this policy are:

- *To ensure that all development and changes to land use within the policy area are compatible with maximising the long-term protection and management of groundwater, in particular for public drinking water supply;*
- *To protect groundwater quality and quantity in the policy area in order to maintain the ecological integrity of important wetlands that are hydraulically connected to that groundwater, including wetlands outside the policy area;*
- *To prevent, minimise, and manage in defined locations development and land uses that may result in contamination of groundwater; and*
- *To maintain or increase natural vegetation cover over the policy area.*

The subject land falls within the Priority 2 (P2) area (Rural-Water Protection zone of Metropolitan Region Scheme). The acceptability of land uses in the Rural-Water Protection zone is based on the objective of risk minimisation and is outlined in the Department of Water's Water Quality Protection Note. 25 (Land Use Compatibility Tables for Public Drinking Water Source Areas). Only low risk development is supported in this area subject to appropriate conditions which is why the resource zones of Jandakot, Banjup and Treeby are dominated mostly by single 'rural residential' dwellings which cause minimal impact to the ground water resource.

Planning Considerations

Land Use

The AD plant and compost manufacturing biofilters are both associated with the existing approved 'Industry General (Licenced)' uses and ameliorate odour from those uses. If Council refused to grant approval for the biofilters, it is very likely that offensive odour from the site would worsen.

Under the land use or activity table for public drinking water source areas, the use of Agriculture Intensive (Orchard – fruit growing), is compatible subject to conditions in a P2 area. Therefore, the production of blueberries is a compatible stand-alone land use on the site. Given that the applicant has noted that excess heat generated from the AD Plant is channelled and piped into the poly tunnels, the use would be less detrimental to the amenity of the locality with the excess heat from the approved and licenced AD Plant being effectively used and ameliorated.

Odour

During consultation, there was significant concern expressed about the closed system liquid composting facility approved by Council in 2012. The local residents were aggrieved by the odour from the liquefied digestate used in the facility and the fact that the 2012 proposal was not advertised to nearby residents for comment. It is noted that Richgro have been required by DWER to cease applying the liquefied digestate on the open windrows. It is understood that the application of the liquefied digestate on the windrows was causing offensive odour and the City and the DWER were experiencing a considerable number of complaints from nearby residents. Since this activity stopped in approximately June 2017, the City has not received any odour complaints from nearby residents.

As mentioned above, the biofilters assist in reducing or eliminating the odours caused by the existing approved and licenced land uses of Compost Manufacturing and the AD Plant. If Council was to refuse retrospective approval of the biofilters, it is likely odour would worsen.

It should be noted that the commercial poly tunnels for the production of blueberries has no odour emissions.

Noise

On 8 November 2017, the City received a Noise Monitoring Assessment undertaken for existing uses occurring on the site. Based on the report provided, the City found it difficult to provide comment on the potential cumulative effect of the noises associated with the different uses on-site, as the noise assessment does not describe the cumulative effect of the different uses or activities on-site.

Critically, the noise assessment did not indicate what machinery was in use at which times for comparison to noise levels at the monitoring locations at the times that the various activities were being conducted. The supporting information for the DA's indicates that the Grinder/Shredder will be non-compliant in Location A but not in Location B, but the noise levels were not provided and the noise report does not describe if the material being shredded at each location was the same.

Although transport noise is exempt from the *Environmental Protection (Noise) Regulations 1997*, the City has to consider the noise generated from Truck movements to and from the site as an amenity impact. With the proposed hours of operation requested predominately commencing at 6:00am in the morning, the amenity impact of this in terms of noise from trucks entering and exiting the site prior to 7:00am is considered to be significant. The monitored background noise levels at 6:00am in the morning is around 40dB, with the report indicating that the noise level for a truck departing the site to have a noise levels of 55dB which is well over the monitored background noise of 40dB.

The concerns raised during consultation regarding noise are valid. It is clear that as the scale and intensity of the facility has grown so have the hours of operation. Increased hours of operation have the potential for significant amenity impacts causing more traffic and noise from the site outside normal business hours. The impacts remain an important concern for residents. Should Council support this application, it is recommended that the hours of operation for the majority of the facility be limited to between 7:00am - 7:00pm Monday to Saturday and not at all on Sundays and Public Holidays. This provides one additional hour in the evening from the originally approved hours of operation. However the biofilters should still be able to operate 24 hours per day for odour amelioration purposes.

Traffic

On 10 November 2017, a report prepared by an external consultant was submitted to the City on behalf of the applicant. The purpose/intent of the Report was to provide information on site activities and hours of operation, provide environmental assessments particular to the respective DA's and to respond to any queries from the City.

The report outlines the existing and proposed traffic movements to and from the subject site and has been categorised in relation to the operational area of the site as follows:

Operational Area	Description	Time of Day
Traffic In		
Compost manufacturing and soil blending	Raw material for organic blending (sawdust, pine bark, fertiliser gypsum etc.), green waste deliveries. Vehicle type will vary from ute and trailer, 3-8 tonne trucks, compactors	Between 6:00am and 17:00pm
Bulk soils	Raw material for organic blending (sawdust etc.), bulk deliveries from Amazon Soils site	No information provided
AD Plant	20 tonne tanker	No information provided between 6:00am and 17:00pm 1 between 7:00-10:00pm
	Food and beverage waste	2-4 between

	delivered via tanker, compactor trucks, tail lift skips and palletised packaged products and 1000l bulk liquids. Milk delivery 3 times a week	6:00am – 7:00am Between 6:00 and 6:30am
Trade centre/warehouse	Delivery of various raw ingredients for fertilizer mixes	Between 7:00am and 17:00pm
Workshop/lab /office	Delivery of parts, soil samples, mail, courier deliveries	Between 7:00am and 17:00pm
Activated Carbon Technologies	Tautliners raw material	Between 6:00am and 16:00pm
Traffic Out		
Compost manufacturing and soil blending	Palletised products onto various size trucks from 2 tonne to 40 tonne (B Doubles)	Between 6:00am and 17:00pm
Bulk soils	Bulk loaded product onto various	No information provided
AD Plant	20 tonne tanker containing digestate by-product Empty palletised 1000l containers	Between 6:00am and 17:00pm Between 7:00am and 17:00pm
Trade centre	Customers with trailers/utes – increase small commercial traffic during the period Sept – Jan Sea container	Between 7:00am and 17:00pm Between 7:00am – 17:00pm
Blueberry Production	Product to market during season	During Spring between 7:00am and 17:00pm
Activated Carbon Technologies	Tautliners Waste disposal trucks	Between 6:00am and 16:00pm Between 6:00am and 16:00pm

As demonstrated in the above table, it is apparent that the cumulative impact from all truck deliveries for various purposes from 6:00am would be significant on the surrounding and nearby residents. The increased traffic movements and associated noise from the site outside of normal operating hours is considered to have a negative impact on the amenity of local residents.

The above mentioned hours of operation and traffic movements will result (and have resulted in) activities/land uses on-site which are more detrimental to the amenity of the locality. The reason for the early morning start of operations at 6:00am rather than 7:00am due to the heat in summer is not justifiable or accepted in this location.

Ground Water

Some concern was raised in relation to the contamination of the Jandakot Groundwater mound. As mentioned in the *Consultation with other Agencies or Consultants* section of the report above, officers from the DoW have undertaken an extensive site visit in relation to the proposed buildings and have not objected to the proposal and do not consider that the proposal is likely to impact on the underground water mound.

The Environmental Impacts Report submitted to the City on 10 November 2017 outlines that the poly tunnels are constructed on a sealed bitumen pad covered with gravel. The sealed pad has been designed with a 2% fall whereby runoff from the irrigation of the blueberry plants flows to and is captured in Pond 3. This information combined support from the DoW was sufficient in satisfying the City's offices that the production of blueberries will not have any adverse impact on the Jandakot Groundwater protection mound.

Laboratory Services

The Environmental Impacts report indicates that laboratory services (without planning approval) are being conducted from the site involving the following activities:

- Sample analysis and testing services for products produced from compost manufacturing and soli blending;
- Selected organics soils products are tested for relevant Australian Standards accreditation parameters;
- The laboratory is accredited under NATA as an accredited testing laboratory; and
- Tests for external samples of soil and water are provided to external horticultural bodies.

The laboratory services are not included in this application and will be subject to a separate retrospective planning application. The City would need to assess exactly what is occurring in relation to the laboratory services and would need to ensure that environmentally hazardous or toxic chemicals are not discharged to the on-site septic system and removed from the premises for disposal off-site at an approved liquid waste treatment and disposal facility.

It would also need to be demonstrated that the laboratory services are ancillary to the approved non-conforming use of Soil Blending and Composting and not used as an independent laboratory servicing external businesses which the Richgro website may suggest.

Conclusion

It is recognised that Richgro enjoy non-conforming use rights over the site to accommodate their soil blending and composting business activities, the majority of which were approved before the land was zoned 'Resource'.

The Compost Manufacturing biofilter and the AD Plant biofilter are necessary to eliminate odours associated with approved and licenced activities. Use of a portion of the site for Agriculture Intensive (Orchard) purpose for the production of blueberries is capable of approval under the planning framework and is not associated with the existing approved non-conforming uses. The use is not considered to negatively impact the amenity of neighbours or the area and has off-site impacts limited to traffic movements which are insignificant compared to the rest of the activities on-site. The modification to the existing approved hours of operation being sought is not supported because of adverse amenity impacts in terms of noise and traffic on the surrounding residences. Approval of this element of the proposal would be inconsistent with the City's TPS 3 and would not represent orderly and proper planning.

The proposals for the Commercial Poly Tunnels for the Production of Blueberries, AD Plant Bio Filter and Compost Manufacturing Bio Filter are therefore recommended for approval subject to conditions with the proposed modification to the hours of operation not supported.

Strategic Plans/Policy Implications

Economic, Social & Environmental Responsibility

Sustainably manage our environment by protecting, managing and enhancing our unique natural resources and minimising risks to human health.

Budget/Financial Implications

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

Legal Implications

N/A

Community Consultation

Community consultation has occurred in relation to this proposal. See Neighbour Consultation section of the report above.

Risk Management Implications

There is a risk that if Council do not grant retrospective approval for the biofilters that odour from the site would worsen which would impact negatively on the amenity of nearby residents. There is also a risk that if Council approve the increased hours of operation that the noise and traffic impacts would also impact negatively on nearby residents.

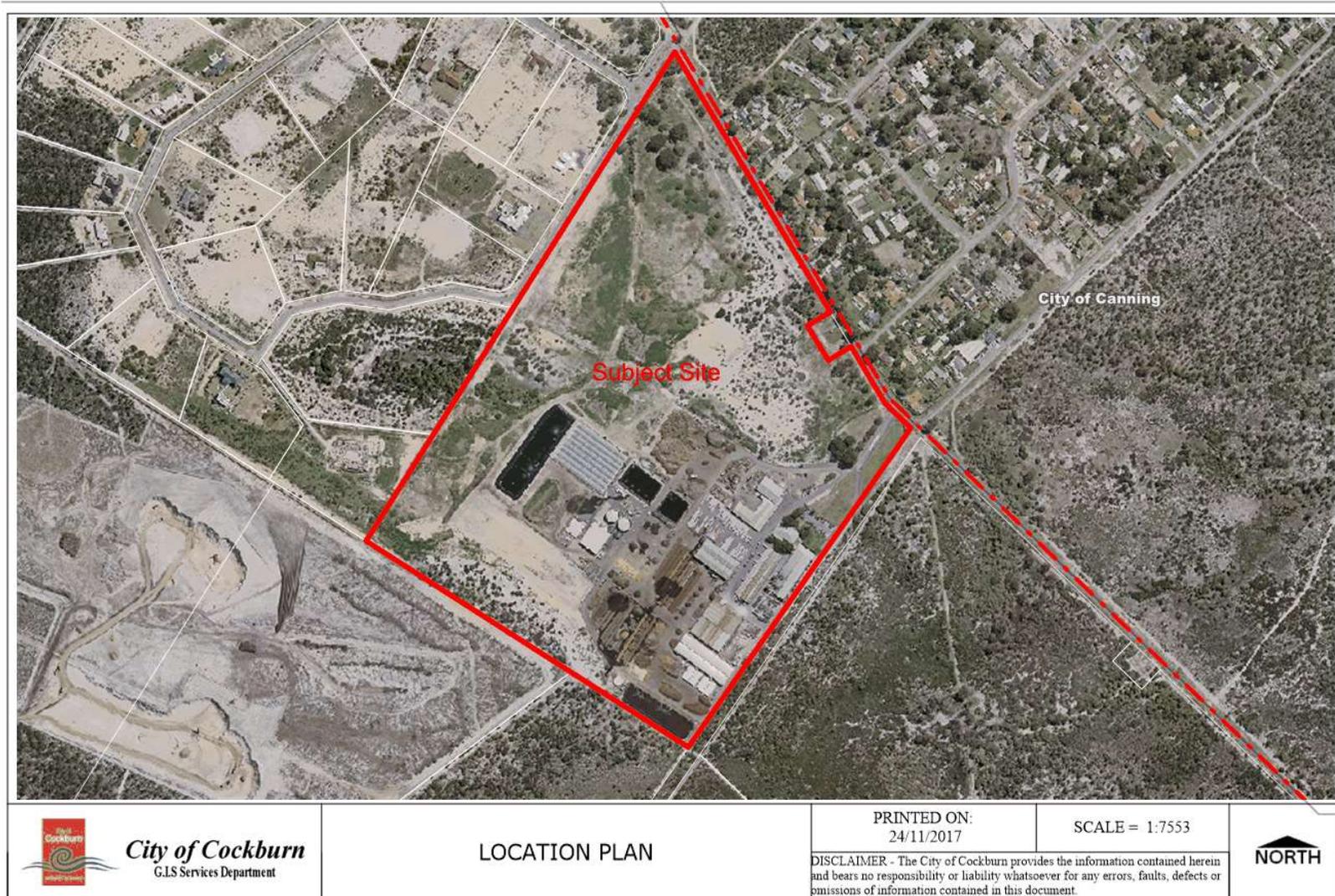
Should the applicant lodge a review of the decision with the State Administration Tribunal, there may be costs involved in defending the decision, particularly if legal Counsel is engaged.

Advice to Proponent(s)/Submissioners

The Proponent(s) and those who lodged a submission on the proposal have been advised that this matter is to be considered at the 14 December 2017 Ordinary Council Meeting.

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

Nil



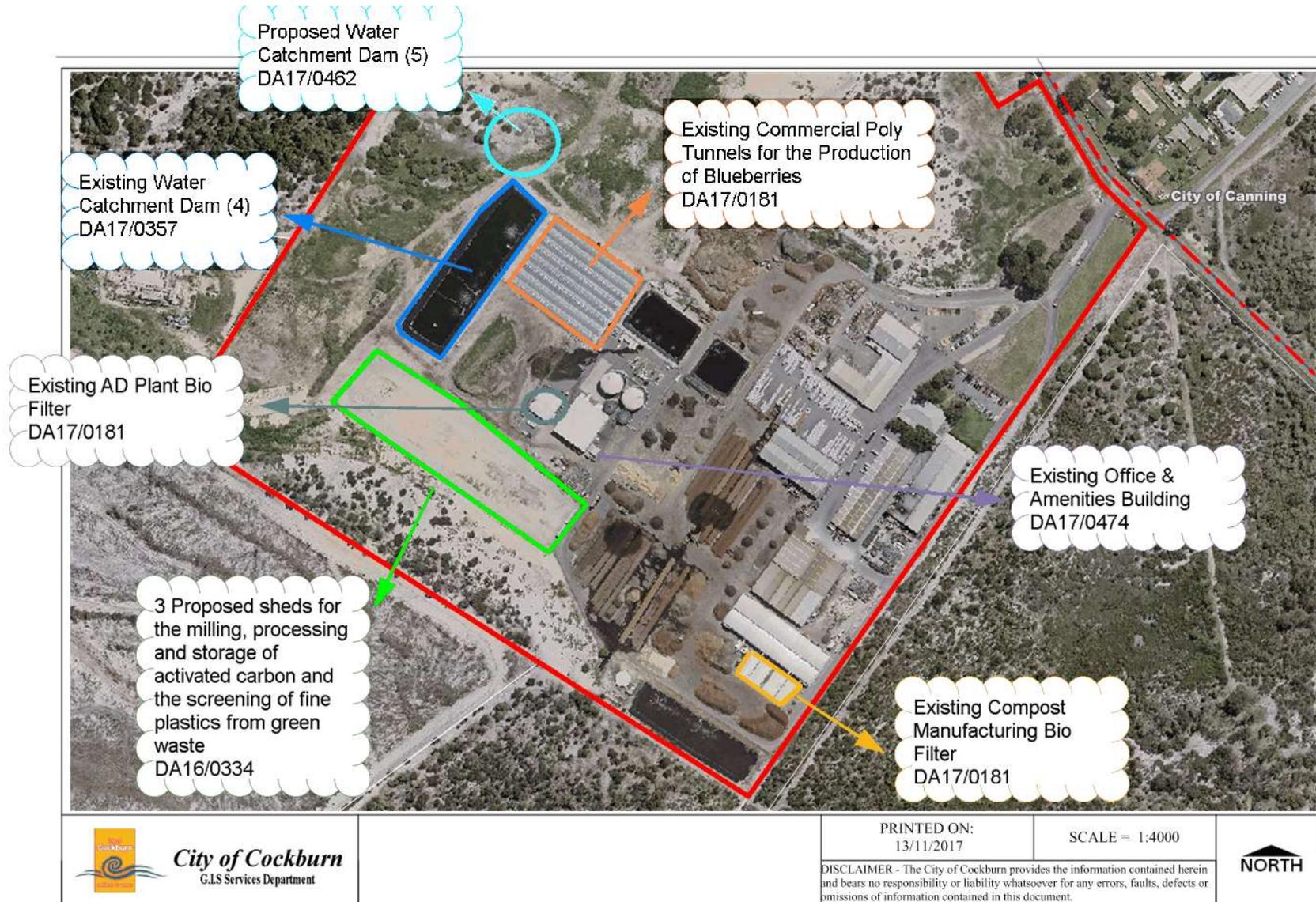


Figure 1: Site Plan

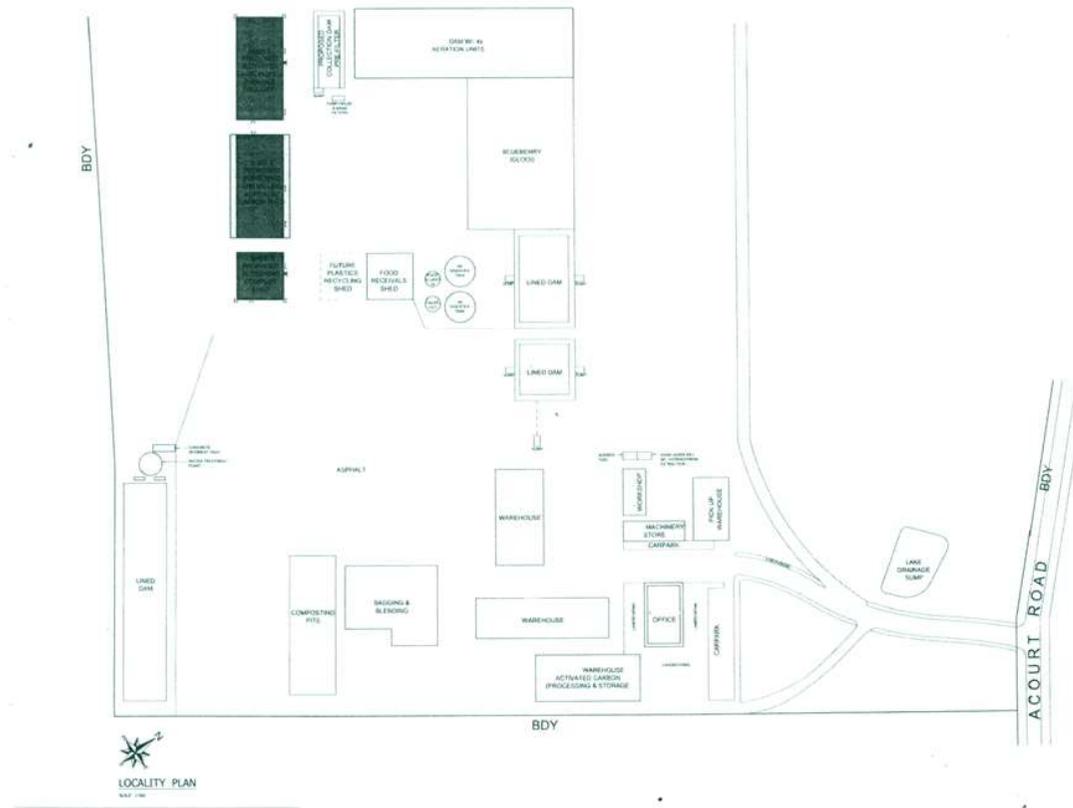


Figure 2: Site Map showing Zones 1 to 5

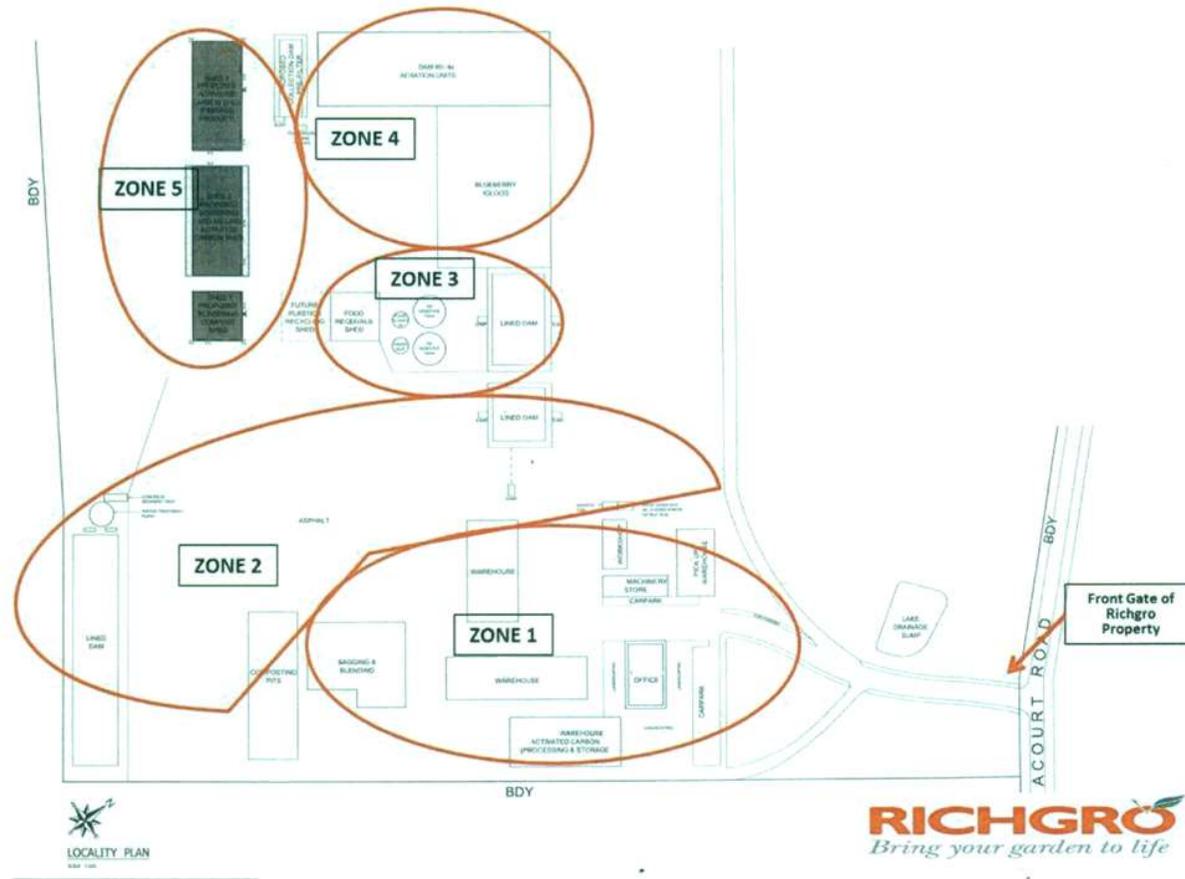
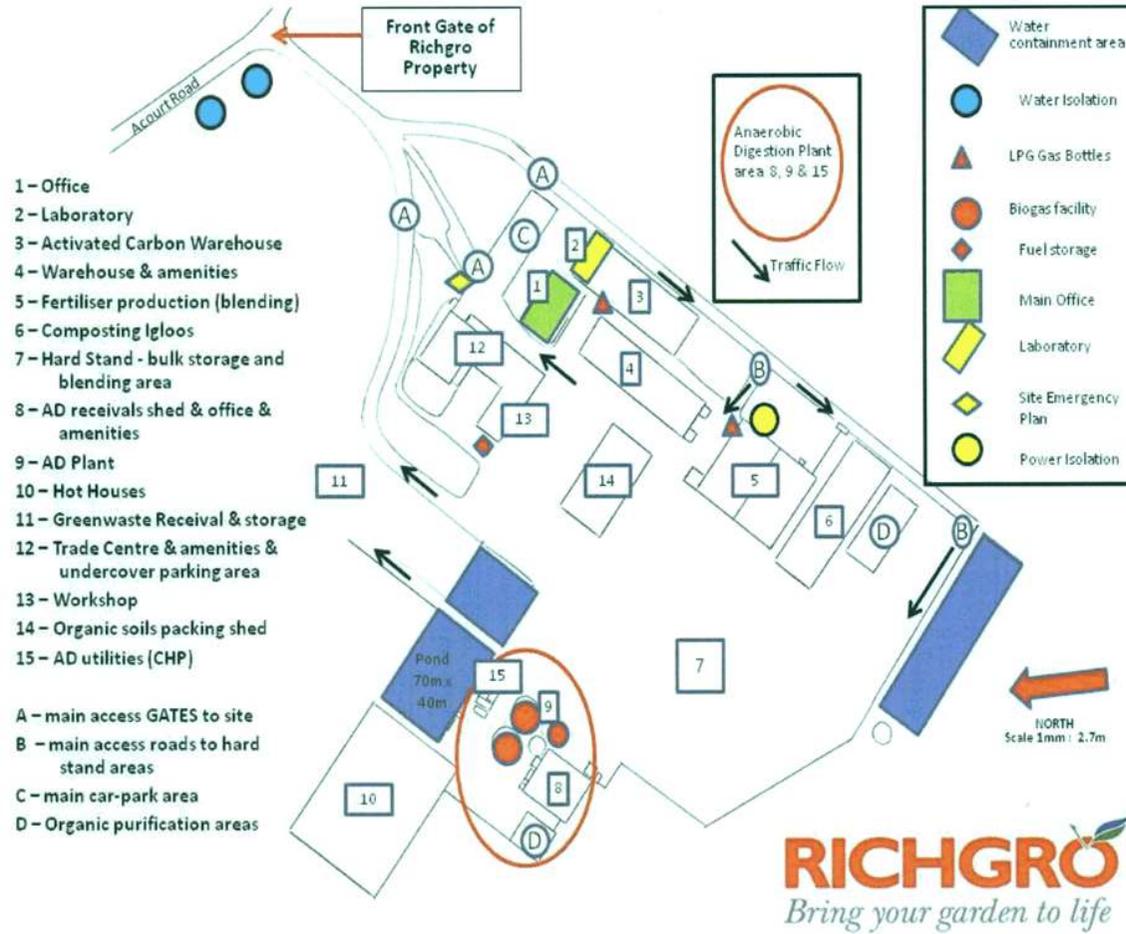


Figure 3: Site Plan - Facilities and Building Uses



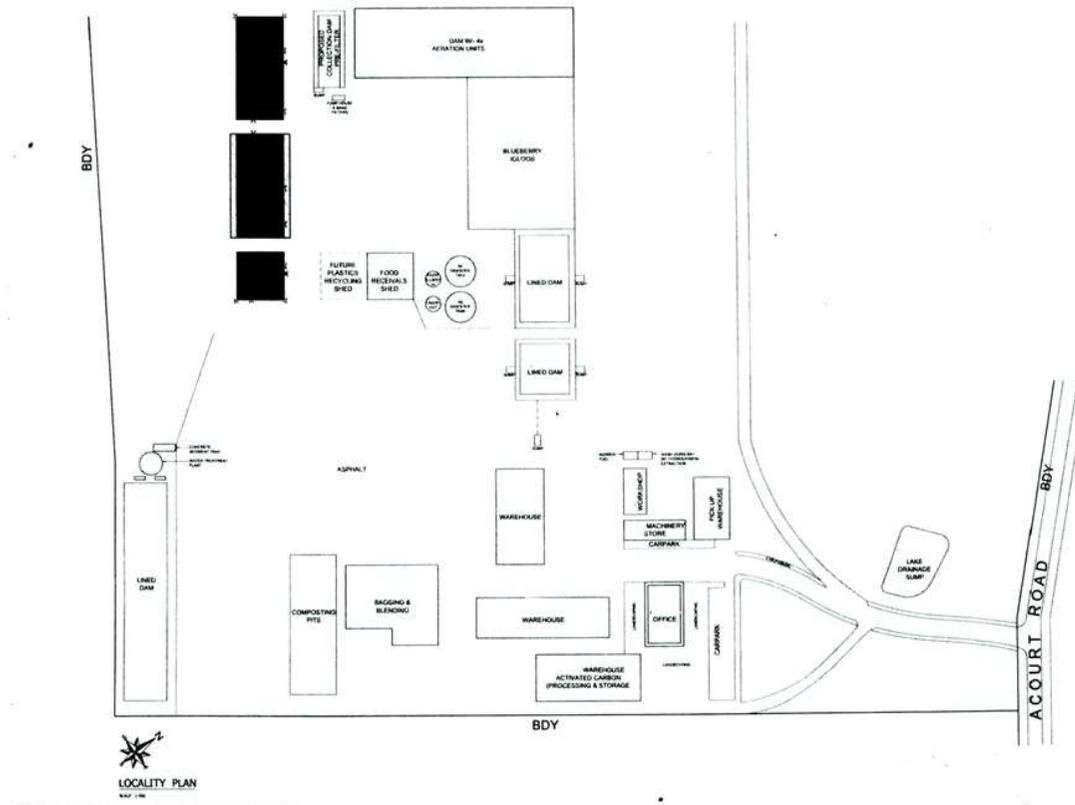


Richgro Property - Lot 186 (No.203) Acourt Road, Jandakot, WA
Certificate of Title Volume 1645 Folio 965 Plan 109038

Richgro Site Maps

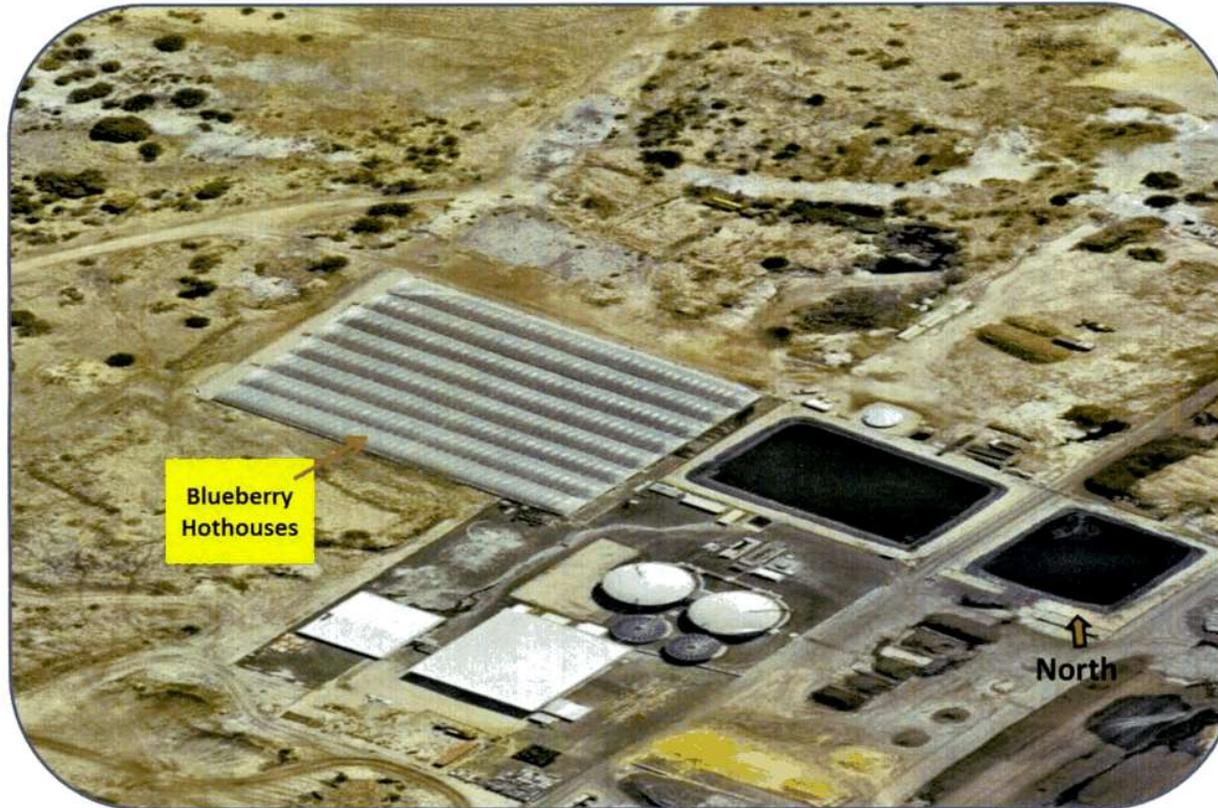


Figure 1: Site Plan



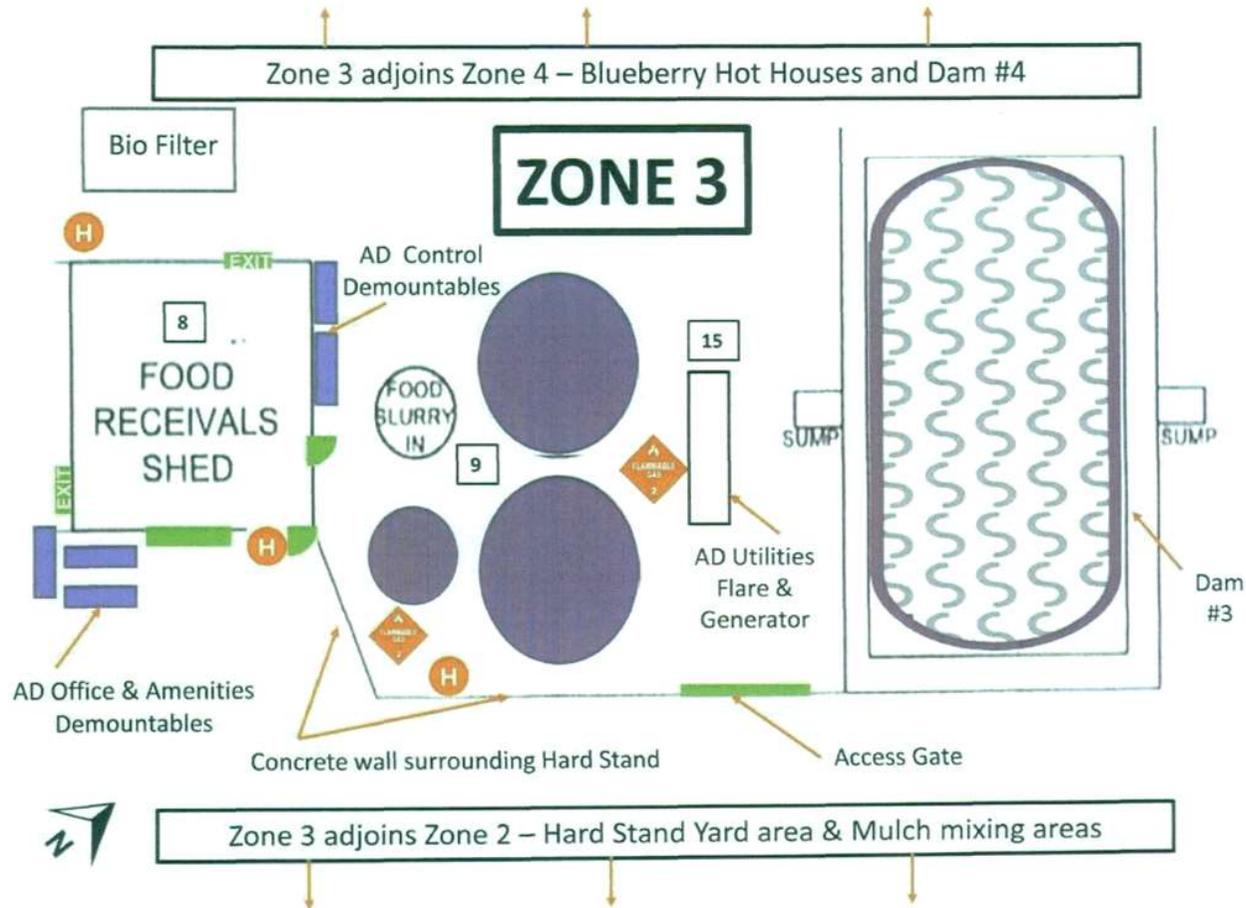
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Version: 1, Version Date: 17/03/2017

Figure 4: Site Map – Blueberry Hothouses



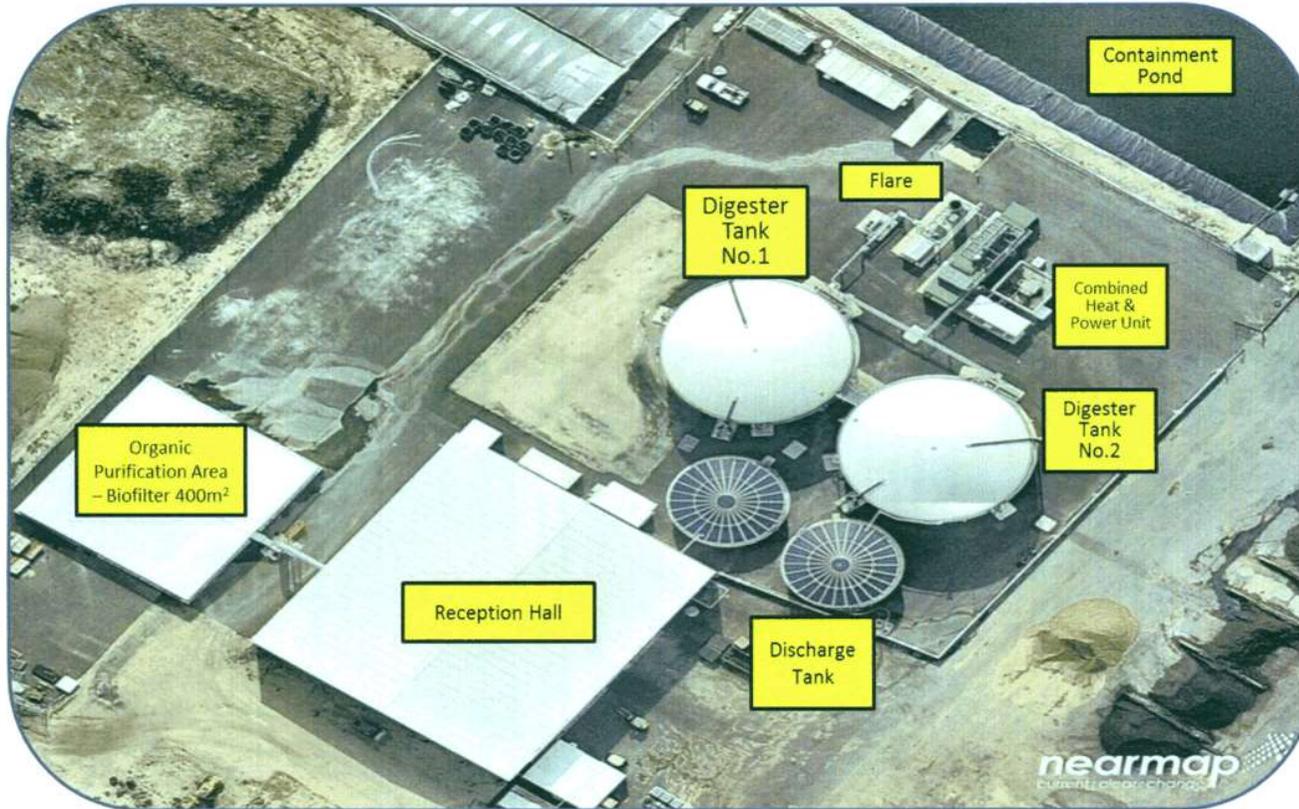
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Version: 1, Version Date: 17/03/2017

Figure 2: Site Plan - Zone 3 - AD Plant



Document Set ID: 5653370
Version: 1, Version Date: 17/03/2017

Figure 3: Site Map - AD Plant



Document Set ID: 5653370
Version: 1, Version Date: 17/03/2017

BUILD MATERIALS

WALL : LIMESTONE BLOCK 1000x350x350

INTERNAL POSTS : 80mm

ROOF STRUCTURE : 50mm x 3mm TUBE

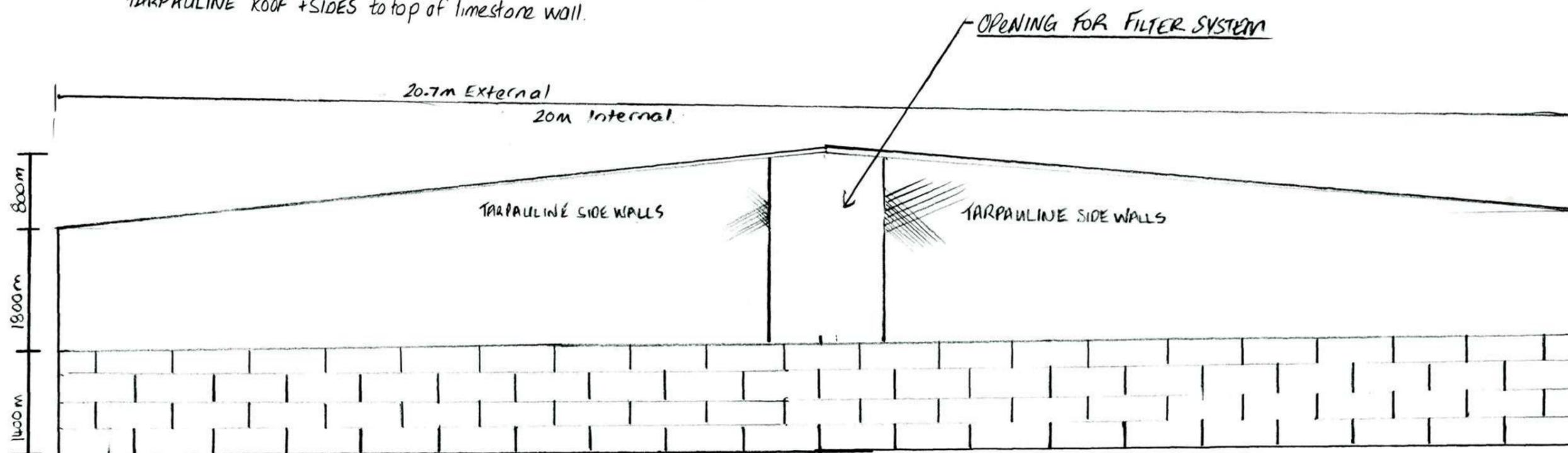
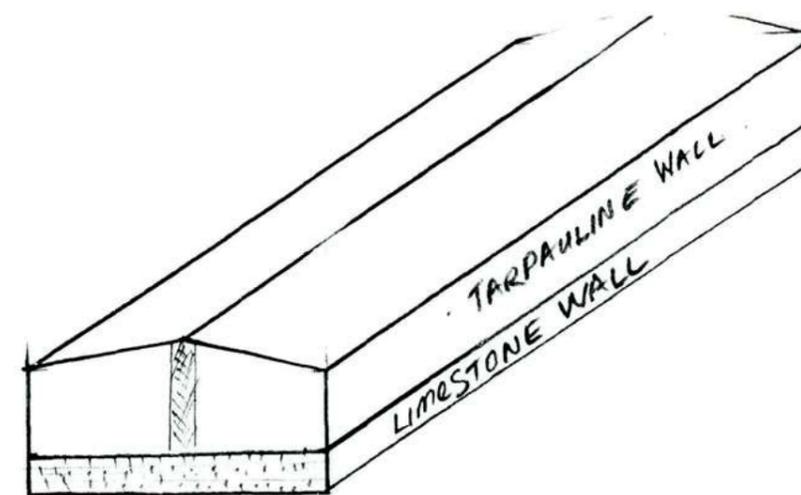
ROOF SLATES : 25mm x 3mm TUBE

GALVANISED STEEL TUBE

TARPAULINE ROOF + SIDES to top of limestone wall.

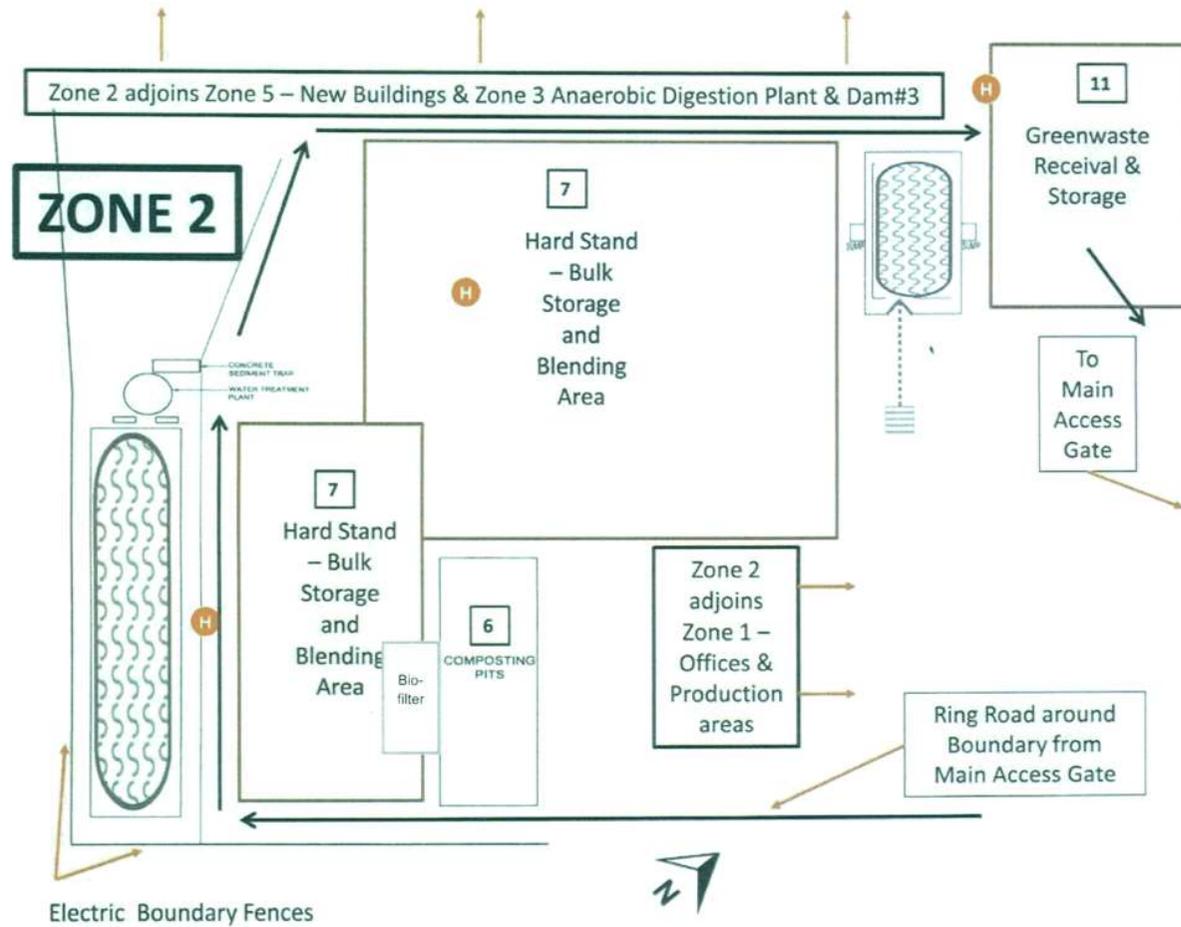
FABRICATED STRUCTURE

21 Posts 5metre Centres



Internal BAYS $20m \times 10m$
 Wall 350 wide
 Overall : $L=20.700m$ $W=10.700m$
RCH GRO BIO-FILTER AO Plant
 DESIGN SPECIFIC '2014'

Figure 2: Site Plan – Zone 2 – Compost Manufacture



Document Set ID: 5653966
Version: 1, Version Date: 17/03/2017

Figure 3: Site Map – Compost Manufacture



Document Set ID: 5653966
Version: 1, Version Date: 17/03/2017

BUILD MATERIALS - SINGLE BAY

WALL : LIMESTONE BLOCKS 1000x350x350mm

INTERNAL L:20m W:10m

EXTERNAL L:20.7m W:10.7m

TARPAULINE - FREE STANDING

INTERNAL POSTS : 80mm

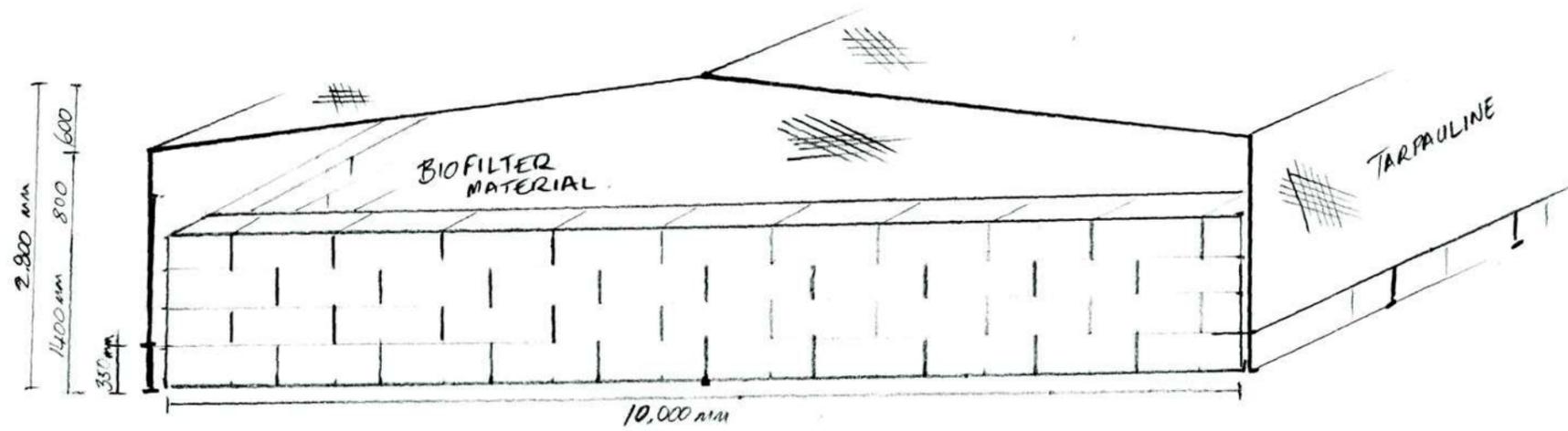
ROOF STRUCTURE : 50mm x 3mm TUBE

ROOF SLATES : 25mm x 3mm TUBE

GALVANISED STEEL TUBE

TARPAULINE COVERS ENTIRE BAY

TWO BAYS JOIN AT ROOF LINE GUTTER



20mm = 1. metre

BIOFILTER - COMPOSTING

RICHGRD "2014"

FOUR BAYS (SIDE BY SIDE)

TARPAULINE COVERS FREE STANDING

Richgro Development Approval Timeline**OCM 14/12/2017**

- **13 May 1986**
Planning approval issued by the State Planning Commission for a Limestone Entrance Road and construction of two sheds for the mixing and storing of soil.
- **11 July 1986**
Planning approval issued by the City of Cockburn for sheds for storage and mixing of soil, amenities for staff and a site control building.
- **17 October 1986**
Planning Approval issued for an amendment to the DA for a revised site access road and to the site control building.
- **10 February 1987**
Planning Approval issued by the City of Cockburn for an Addition of a silo to the existing shed.
- **14 April 1987**
Planning Approval issued by the City of Cockburn for a manure storage shed.
- **4 April 1989**
Planning Approval issued by the City of Cockburn for a steel frame, steel pad addition and near buildings.
- **30 October 1991**
Planning Approval issued for sand excavation/extraction – The approval does not extend to the storage and processing of materials, manures and waste.
- **6 November 1996**
Planning Approval issued by the City of Cockburn for three additional sheds to be used for manure storage and soil blending.
- **10 November 1998**
Planning Approval issued by the City of Cockburn for two additional storage sheds. Only one of the sheds from the 6 November 1996 approval were constructed so this approval was for the remaining two sheds which were not previously constructed.
- **27 November 1998**

Planning Approval issued by the City of Cockburn for two storage sheds, hardstand area and detention basins.

- **24 June 2002**
Planning Approval issued by the City for a storage pond.

- **19 November 2002**
Planning Approval issued by the City of Cockburn for additional Warehouse Sheds, Office and Hardstand area. The sheds were required to be used for storage and production purposes associated with soil blending.

- **22 April 2009**
Planning Approval issued by the City of Cockburn for an Enclosed Composting Structure. The intention was to bring all composting activities under cover. A condition was imposed noting that the approved development was not to result in increases in production for the existing land use.

- **16 November 2012**
Planning Approval issued by the City of Cockburn for a General Industry (Licenced) Closed System Liquid Composting Facility. The application notes that the proposal does not result in any expansion of existing composting facilities.

File Ref: DA17/0357

SCHEDULE OF SUBMISSIONS**Retrospective Development Application – Dam 4**

NO.	NAME/ADDRESS	SUBMISSION	COUNCIL'S RECOMMENDATION
1	Jaya & Suresh Nair 190 Merrit Loop JANDAKOT WA 6164	OBJECTION <ul style="list-style-type: none"> - Believe there will be environmental issues having several large wastewater holding dams on site in relation to groundwater contamination and sprinklers spreading odour and pathogens through aerosols - Would like to understand the management plan in case of an emergency from leakage or large biodigestors, digestate flowing onto those dams causing serious risk to environment and nearby residents 	Noted.
2	Matt Sparkman 193 Merrit Loop JANDAKOT WA 6164	OBJECTION <ul style="list-style-type: none"> - The have continually done whatever they like and then apply for permission for more structures - Concern over ground water contamination from Dams 	Noted.
3	C D Elpitelli 135 Jandakot Road JANDAKOT WA 6164	OBJECTION <ul style="list-style-type: none"> - On Environmental ground the AD Plant, Composting, Carbons ect should be rejected, the plant is over the Jandakot water mount - The Catchment area is polluted with all sorts of waste/contaminants coming into the plant and traffic - Suggest the Dams are not built to required standard, do not contain a secondary HDPE liner - Concern should be how much higher is the bottom of Dam than the water table - Richgro know the rules they are making a mockery of the system 	Noted.
4	Gillian Munyard	OBJECTION	

NO.	NAME/ADDRESS	SUBMISSION	COUNCIL'S RECOMMENDATION
	134 Merrit Loop JANDAKOT WA 6164	<ul style="list-style-type: none"> - Potential environmental contamination to ground water in event of a spill/leak - Should be required to submit planning applications before they construct - Dam to be constructed to same regulations that apply to residential landowners - 	
5	Jandokot Airport John Fraser Managing Director 16 Eagle Drive JANDAKOT WA 6164	<p>COMMENT</p> <ul style="list-style-type: none"> - The requirement to formalise and implement wildlife hazard management procedures should be conditioned in future development approvals. - JAH happy to provide ongoing guidance and assistance to both CoC and Richgro on the above. 	Noted.
6	Mal Dobson 139 Jandakot Road JANDAKOT WA 6164	<p>OBJECTION</p> <ul style="list-style-type: none"> - Incompatible use over Water Mound - Organisation should be fined heavily without Council or Engineering considerations 	Noted.
7	City of Canning Clint Burdett Executive Manager Healthy Canning Locked Bag 8 WELSHPOOL WA 6986	<p>COMMENT</p> <ul style="list-style-type: none"> - The City of Canning would expect that any potential odour emission to be addressed by the applicant and appropriately assessed. 	Noted.
8	Dale Panzich 17 Cessna Drive JANDAKOT WA 6164	<p>OBJECTION</p> <ul style="list-style-type: none"> - Had enough of the smell every summer from the easterly - Looks like another Cockburn Cement 	Noted.
9	T Maher & P E Calvert- Maher 31 Battersea Road	<p>OBJECTION</p> <ul style="list-style-type: none"> - Dam has no aeration plan has it been a breeding ground 	Noted

NO.	NAME/ADDRESS	SUBMISSION	COUNCIL'S RECOMMENDATION
	CANNING VALE WA 6155	for mosquitos? - Could not see any bracing on the fencing making it a permanent structure - At 1.9m it looks high enough but the mesh looks large enough to allow small animals though - Last year there was a dead Kangaroo in a Dam - As always Richgro is reactive not proactive	
10	Patricia Dewar 11 Pine Drive Altona Meadows VIC 3028	SUPPORT	Noted.
11	Lesley & Dan Gardner 25 Crufts Way CANNING VALE WA 6155	OBJECTION No comments	Noted.
12	Shirley Briggs 22 Fraser Road CANNING VALE 6155	OBJECTION - Dam not DER approved - Application should be denied due to it being installed prior to land use and DER approval - No secure fencing around complete perimeter causing a safety issue for children and animals - Another odour source - Another mosquito source - No confirmation that aerators have been installed - No water filter installed - No pumping station confirmed - Concern over size of the Dam - Richgro have had no regard to the City's regulation - The City is showing disregard for duty of care to residents - Elected members have shown a lack of interest in what is occurring at Richgro	Noted.

15.7 PROPOSED STRUCTURE PLAN - LOTS 97-102 WATSON ROAD, BEELIAR

Author(s)	T Van der Linde
Attachments	<ol style="list-style-type: none">1. Structure Plan Map ↓2. Location Plan ↓3. Concept Subdivision Plan ↓4. Schedule of Submissions ↓

RECOMMENDATION

That Council

- (1) adopt the Schedule of Submissions prepared in respect of the Proposed Structure Plan.
- (2) in pursuance of deemed provision 20 of City of Cockburn Town Planning Scheme No. 3 (“Scheme”), recommend to the Western Australian Planning Commission (“Commission”) the proposed Structure Plan for Lots 97-102 Watson Road be approved subject to the following modifications:
 1. Part One, section 4 to include the requirement for a combined Local Water Management Strategy (“LWMS”) and Urban Water Management Plan (“UWMP”) to be prepared as a condition of subdivision approval.
 2. Part One, section 4 to include an additional requirement for a temporary fence to be constructed on the western boundary of the subject site to the satisfaction of the City of Cockburn in order to reduce potential spray drift from the market garden at Lot 65 View Street until such time as the market garden ceases to operate.
 3. Part One, section 4.7 be amended to refer to the 12.5m road reserve along the northern boundary.
- (3) advise the landowners within the Structure Plan area and those who made a submission of Council’s recommendation accordingly.

Background

The proposed Structure Plan was received on 1 September 2017. The application was prepared by Veris on behalf of the landowner, Wayne Radonich. The proposed Structure Plan relates to Lots 97-102 Watson Road, Beeliar (“subject site”). See Attachment 1 – Structure Plan Map.

Lots 97-101 are each 4,047m² while Lot 102 is 4,072m², resulting in a total site area of 2.43ha. The entire subject site is vacant of all development.

The subject site is located on the corner of Watson Road and East Churchill Avenue in Beeliar. Stock Road is located 250m west, and Beeliar Drive is located 600m north (Attachment 2 – Location Plan).

The proposed Structure Plan has been advertised for comment, and the purpose of this report is to make a recommendation on the Structure Plan to the Commission, in light of the advertising that has taken place.

Submission

N/A.

Report

Planning Background

The subject site is zoned 'Urban' under the Metropolitan Region Scheme ("MRS") and 'Development' under the local Scheme. The subject site is located within Development Area 4 ("DA4") and Development Contribution Areas 13 ("DCA13") and 4 ("DCA4").

Pursuant to Clause 5.2.2.1 of the Scheme, *"The development of land within a Development Area is to comply with Table 9 [of the Scheme]"*.

Clause 5.2.1 of the Scheme specifies; *"Table 9 describes the Development Areas in detail and sets out the specific purposes and requirements that apply to the Development Areas"*.

Under Clause 5.2.2.2 of the Scheme, *"The subdivision and development of land within a Development Area is to generally be in accordance with any structure plan that applies to the land."*

On the above basis the specific provisions within Table 9 DA 4 of the Scheme are as follows:

"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."

Regulation 27(1) of the Deemed Provisions, to which the Scheme refers, is provided as follows:

"A decision-maker for an application for development approval or subdivision approval in an area that is covered by a structure plan that has been approved by the Commission is to have due

regard to, but is not bound by, the structure plan when deciding the application.”

Pursuant to the above Scheme provisions and the *Planning and Development (Local Planning Scheme) Regulations 2015* (“Regulations”), the applicant has submitted a Structure Plan proposal for assessment. This includes relevant technical reports and addendums/ appendices to help inform the proposed Structure Plan.

This report aims to summarise the outcome of that assessment pursuant to the legislative requirements of the Regulations and the Scheme.

Residential Density

The Structure Plan proposes to zone the subject site Residential at an R25 coding with two north-south and two east-west aligned Local Road reserves providing access and movement through the site. A 2,938m² area of Public Open Space (“POS”) is provided at the north-east of the site.

Directions 2031 and Beyond (“Directions 2031”) and Liveable Neighbourhoods (“LN”) promote 15 dwellings per hectare, as the standard density for new greenfield development in urban areas, and an overall target of 47% of all new dwellings as infill development. This percentage equates to 154,000 of the required 328,000 dwellings future dwellings for Perth forecast growth to 2031, being located within existing zoned areas. Perth and Peel@3.5million reinforces these density targets and promotes urban consolidation and diversity in housing density.

The proposed Structure Plan facilitates infill development at an appropriate density that meets the 15 dwellings per hectare target of Directions 2031 and LN. Furthermore, the R25 density also responds to the context of the site and the existing zonings and codings of land surrounding the subject site as further discussed below.

Land to the east of the subject site has been developed for residential land use at an R20 coding.

Land to the north of the subject site is also zoned Development and is being progressively developed for residential land use under the guidance of approved Structure Plans, designating residential codings of R20-R80 over the land.

Land immediately south of the subject site is zoned Rural Living under the Scheme and Rural under the MRS. This land is in close proximity to the Hope Valley-Wattleup Redevelopment Area (Latitude 32) and the proposed Western Trade Coast Buffer associated with Latitude 32, meaning the land is unlikely to be rezoned for Urban development in

the short to medium term due to the close proximity of significant industrial development and operations.

The proposed R25 coding at the subject site responds appropriately to the Rural Living zoned land to south, acting as a transition between the rural land and R40 development north of the subject site.

The R25 coding also provides an appropriate interface with the existing R20 development on the east side of Watson Road, facilitating a relatively consistent built form and streetscape due to a similar lot size between the two densities, and thus minimising the impact of future development at the subject site on existing residents.

The proposed R25 coding also further adds to the diversity of residential density in the locality, offering a variety of lot and dwelling sizes in the locality to accommodate different household types and income levels.

Concept Plan

The proposed Structure Plan is required to demonstrate integration with surrounding lots specifically in terms of road connections and coordination of POS. Structure Plans have been approved over Lot 95 and previous Lot 94 Watson Road to the north of the site, while Lot 96 Watson Road, immediately adjacent north of the subject site has not yet been structure planned.

The proposed Structure Plan includes a Concept Subdivision Plan illustrating how future roads are to be integrated and connected with existing road reserves to the north, and also provides a conceptual design over Lot 96 (see Attachment 3).

Furthermore, land to the east of the subject site is zoned Development and has not been structure planned. Many of these lots are of similar size to those within the subject site and contain single residential dwellings. These are some of the final Development zoned lots still to be structure planned between Watson and Stock Road.

The Concept Subdivision Plan illustrates road connections through the subject site which could be extended to service future residential lots immediately west to create an efficient street network and logical residential blocks.

Thus, the proposed Structure Plan appropriately considers the surrounding context and future development and demonstrates that the Structure Plan design can be integrated and coordinated with existing and future structure planning to the north and west.

East-west aligned road

As stated above, Lot 96, immediately north of the subject site containing an existing dwelling, has not yet been structure planned and thus is not likely to be developed for several years.

The driveway servicing the dwelling at Lot 96 is located approximately 3.5m from the northern boundary of the subject site, where an east-west road intersecting with Watson Road is proposed. The majority of the road reserve (12.5m) is proposed to be located within the subject site, while the remainder of the northern verge (2.5m) is to be located on Lot 96 when a Structure Plan is prepared for this lot.

The proximity of the Lot 96 driveway to the proposed east-west road intersection with Watson Road poses a safety risk as vehicles parked in the Lot 96 driveway will impede the vision of vehicles attempting to turn out of the proposed east-west road onto Watson Road.

The close proximity of the road carriageway to the northern boundary of the subject site also does not provide enough space for a truncation to Watson Road to be constructed without impeding on the neighbouring property, further hindering safe turning movements and sight lines.

In the interest of safety, until such a time as Lot 96 is developed to remove the existing residence and the driveway and provide the 2.5m of road reserve and associated truncation to Watson Road, the City cannot allow vehicle movement through this intersection with Watson Road. For this reason, the City has required temporary bollards to be located at the intersection with Watson Road which has been illustrated on the Structure Plan and referred to within Part One of the Structure Plan. However, the reference to the width of the proposed road within the subject site (13.5m) is incorrect and thus the recommended modification (2)2 above is to amend this to 12.5m.

The temporary restriction on movement through this intersection is not anticipated to significantly impact traffic flows into and out of the subject site due to the relatively small volume of traffic expected to be generated by the future dwellings. The alternative access to the subject site is located approximately 110m south and is adequate to service the proposed lots.

Proximity to Market Garden

The subject site is located directly east of a small-scale market garden located at Lot 65 View Street. The market garden covers an area of approximately 2,800m². Due to the small scale of the market garden, it is not anticipated to have significant impact on future residents at the subject site.

Notwithstanding, the Structure Plan has addressed the potential conflict by providing a 13.5m road reserve on the western boundary of the subject site, acting as a buffer between the existing market garden and proposed residential zoned land. Furthermore, the applicant is proposing to construct a fence on the western boundary of the subject site to intercept spray drift from the market garden operation. Modification (2)2 above recommends this requirement to be included with Part One of the Structure Plan.

A notification on the title of all lots within 300m of the market garden is also required to ensure future residents are aware of the potential impacts from the market garden.

The Department of Health submission on the proposal expresses potential concern about the proximity of the market garden to future residences at the subject site. However, it is considered the above mitigation measures are sufficient to enable residential development at the subject site, particularly due the market garden being small scale and a non-conforming use meaning it is not permitted to increase in size. Residential development can be achieve is carefully planned, and the correct mitigation measures put in place. This Proposed Structure Plan achieves this.

Proximity to Stock Road

Main Roads have requested preparation of an acoustic assessment to support the Structure Plan prior to approval by the Commission due to the location of the subject land within 300m of Stock Road. The Department of Transport have advised that they concur with this advice.

However, the City has reviewed the proposal and does not consider an acoustic assessment necessary. This is due to a number of factors, not just the distance of the land from Stock Road on which Main Road's advice is based. The City has undertaken a screening assessment of the area including other acoustic reports prepared for structure plans and developments in the locality, of the same distance to Stock Road and similar topography. This includes the acoustic report prepared for the recently approved Lots 75-81 Prizmic Street and 84-90 Watson Road Structure Plan approximately 200m north of the subject site.

These acoustic reports include technical investigations based on not only distance to major transport corridors, but topography and the impact of existing development which reduces noise impacts from nearby noise sources. Based on these acoustic reports and the similarities with the subject land, it is clear that the levels of noise affecting the subject land would not warrant the requirement for an acoustic report to be prepared.

Water Management

Due to previous drainage catchment planning undertaken in the area identifying the Radonich Park drainage catchment which includes the subject site, the Department of Water have advised that preparation of a combined LWMS and UWMP as a condition of subdivision is sufficient to address drainage requirements.

The applicant has provided sufficient information within the Structure Plan to demonstrate how drainage will be appropriately dealt with.

The requirement to prepare a combined LWMS and UMWP at subdivision stage is to be included with Part One of the Structure Plan as required by recommendation (2)1 above.

Thus, it is recommended that the Structure Plan be approved subject to the modifications listed above since it provides an appropriate planning structure over the subject site and an opportunity to increase housing options for residents within the City of Cockburn while contributing to State density targets.

Strategic Plans/Policy Implications

City Growth

Ensure planning facilitates a desirable living environment and meets growth targets

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

Budget/Financial Implications

The required fee was calculated on receipt of the proposed Structure Plan and has been paid by the proponent. There are no other direct financial implications associated with the proposed Structure Plan.

Legal Implications

Clause 20 (1) of the *Planning and Development (Local Planning Schemes) Regulations 2015* requires the City to prepare a report on the proposed structure plan and provide it to the Commission no later than 60 days following advertising.

Community Consultation

The Structure Plan was advertised for 28 days from 24 October 2017 until 21 November 2017 in accordance with statutory timeframes.

Twelve submissions were received, eight from government agencies and four from landowners.

None of the government agencies objected to the proposal, though Main Roads, Department of Health, Department of Water and Department of Transport provided comments and suggested modifications prior to endorsement of the Structure Plan. These comments have been addressed in the preceding report.

Of the four landowners, three supported the Structure Plan and one objected to the Structure Plan on the grounds that it does not consider future development of lots immediately west of the Structure Plan area and how these are to be connected to services, particularly sewer. However, the Structure Plan appropriately considers how development over surrounding lots would be coordinated in terms of road connections, residential street blocks and POS, which is illustrated in the Subdivision Concept Plan provided with the Structure Plan.

The Structure Plan has demonstrated that future lots within the Structure Plan area can be appropriately serviced and does not further inhibit or negatively impact the connection of lots to the west (outside of the Structure Plan area) to sewer. Connection to sewer of lots outside of the Structure Plan area is the responsibility of the developer of these lots.

Further analysis of the submissions has been undertaken within the attached Schedule of Submissions (Attachment 4).

Risk Management Implications

If the Structure Plan is not supported, there will be no planning structure over the subject site to guide future subdivision and development. The subject site is in a strategic location, close to major transport routes, Beeliam Village and South Coogee Primary School, 6km west of Cockburn Central, 1.2km south of Cockburn Commercial Park offering a wide range of employment opportunities, and 300m south of Radonich Park. The proposed residential density meets the dwelling targets specified within Liveable Neighbourhoods and Perth and Peel @ 3.5million.

Thus, if the Structure Plan is not adopted, there will be a missed opportunity to develop this land for residential dwellings to assist in meeting density targets and capitalise on the strategic location of the subject site.

Advice to Proponent(s)/Submissioners

The Proponent(s) and those who lodged a submission on the proposal have been advised that this matter is to be considered at the 14 December 2017 Ordinary Council Meeting.

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

Nil.





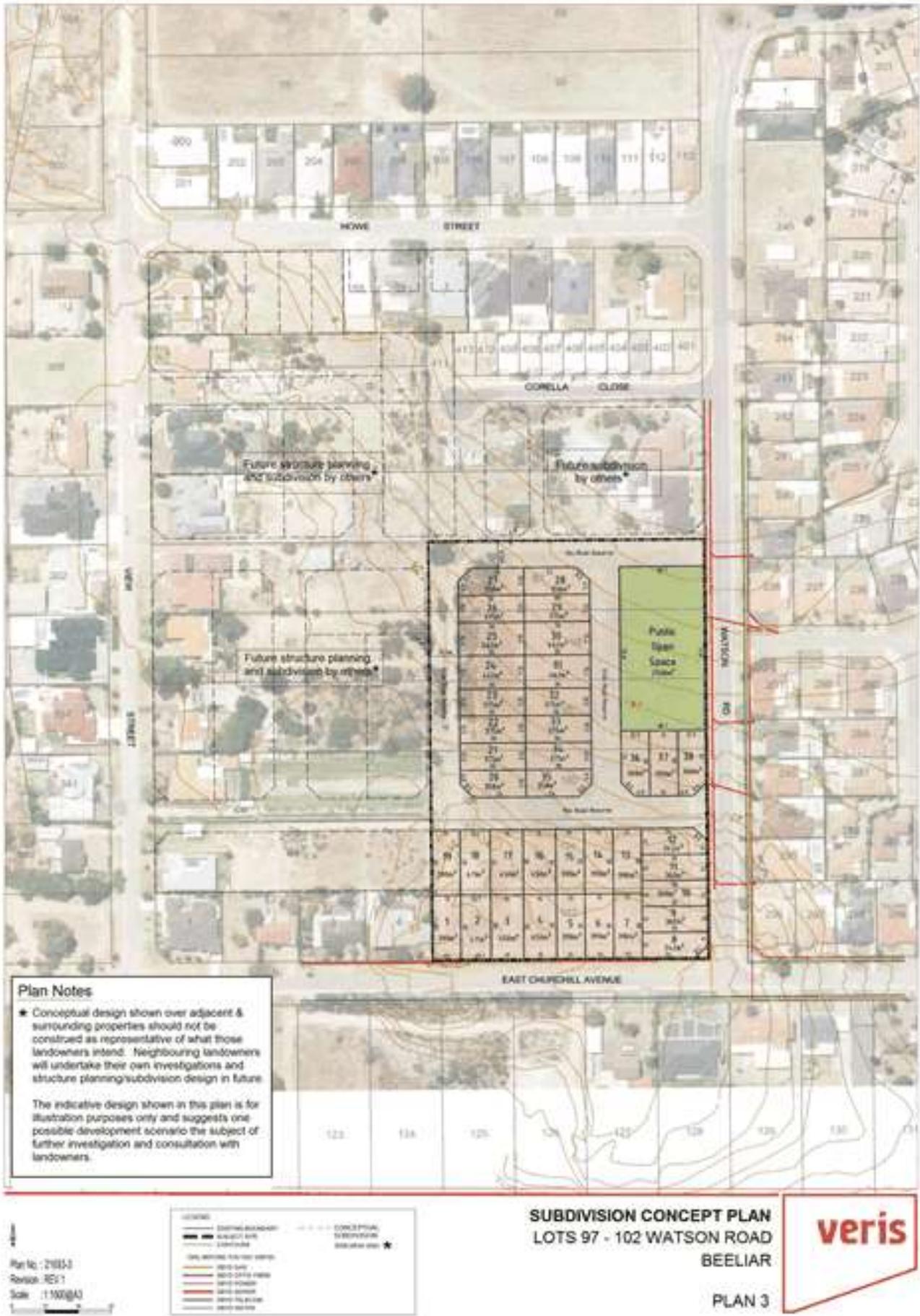
Location Plan (subject land outlined in red)

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SCALE = 1:6500



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- File No. 110/178

SCHEDULE OF SUBMISSIONS
PROPOSED STRUCTURE PLAN – LOTS 97-102 WATSON ROAD, BEELIAR

NO.	NAME/ADDRESS	SUBMISSION	RECOMMENDATION
1	Western Power GPO Box L921 PERTH WA 6842	Thank you for submitting your due diligence request to Western Power in relation to your proposed work. Your proposal is being reviewed, and we will contact you directly for more information if required.	<ul style="list-style-type: none"> • Noted. No further correspondence was received and thus it is assumed there is no objection to the proposal.
2	Water Corporation PO Box 100 LEEDERVILLE WA 6902	The Water Corporation has prepared schematic water and wastewater infrastructure planning for this area based on the zonings in the City's TPS and the dwelling yields and land uses indicated in adopted structure plans. The Corporation's planning provides a guide to the developer's consulting engineers. This planning can be adapted, modified and staged in consultation with the Corporation's Land Servicing Branch at the subdivision stage.	<ul style="list-style-type: none"> • Noted. This information has been made available to the applicant via this attachment to the Council Report.
3	WA Gas Networks (ATCO Australia) PO Box 3006 SUCCESS WA 6964	<ul style="list-style-type: none"> • We wish to advise that ATCO Gas Australia (ATCO Gas) has Medium Pressure (DN100PVC MP 70kPa) gas mains and gas infrastructure in the immediate vicinity of the identified Lots within the road reserves of East Churchill Avenue and Watson Road. • • ATCO Gas has no objection to the proposed Structure Plan. • • ATCO Gas recommends early consultation during the developer's preliminary design stage for gas availability, cost estimates if required and potential network design. 	<ul style="list-style-type: none"> • Noted. This information has been made available to the applicant via this attachment to the Council Report.
4	Landowner	<ul style="list-style-type: none"> • SUPPORT • I am happy to see house build around the area. Make it useful 	<ul style="list-style-type: none"> • Noted.
5	Main Roads WA PO Box 6202 EAST PERTH WA 6892	<ul style="list-style-type: none"> • Main Roads has now had the opportunity to review the information provided and would like to offer the following comment: <ul style="list-style-type: none"> • The proposed structure plan is located within 300 metres of a major transport corridor. <ul style="list-style-type: none"> • Therefore, in accordance with Part 4 of the implementation guidelines for State Planning Policy 5. 4 Road and Rail Transport Noise an acoustic assessment is required to be undertaken to determine if any noise amelioration is required. • This information should be requested and sent to Main Roads for 	<ul style="list-style-type: none"> • Not supported. The City's acoustic officer has undertaken a screening assessment of the area including other acoustic reports prepared for structure plans and developments in the locality, of the same distance to Stock Road. These acoustic reports include technical investigations based on not only distance to major transport corridors, but topography and the impact of existing development which may reduce noise impacts from nearby noise sources. Based on these acoustic reports and the similarities with the subject land, it is

NO.	NAME/ADDRESS	SUBMISSION	RECOMMENDATION
		review prior to endorsement of the structure plan by the Western Australian Planning Commission.	clear that the levels of noise affecting the subject land would not warrant the requirement for an acoustic report to be prepared.
6	Department of Health PO Box 8172 Perth BC WA 6849	<ul style="list-style-type: none"> • Thank you for your letter of 23 October 2017 requesting comment from the Department of Health (DOH) on the above proposal. The DOH provides the following comment: • • The Structure Plan is to require that all developments be required to connect to scheme water and reticulated sewerage as required by the Government Sewerage Policy - Perth Metropolitan Region. • • There may be a concern about existing and potential agricultural activities on surrounding land and the possible resultant spray drift from chemical applications, The structure Plan should acknowledge and incorporate the DOH's Guidelines for the Separation of Agricultural and Residential Land Use as a means to help avoid conflict and potential adverse health effects and nuisance impacts from chemical use, dust and other rural and horticultural pursuits. • • A copy is attached and it may be accessed from the Public Health website: • http://ww2.health.wa.gov.au/Articles/F_I/Guidelines-for-separation-of-agricultural-and-residential-land-uses. 	<ul style="list-style-type: none"> • • • • • The applicant has been advised of this requirement via this attachment to the Council report. • • • Due to the small scale of the market gardening operation to the west of the subject land, it is not anticipated to have significant impact on future residents at the subject land. Notwithstanding, the Structure Plan has addressed the potential conflict of land uses by providing a 13.5m road reserve on the western boundary of the subject land, acting as a buffer between the existing market garden and proposed residential zoned land. Furthermore, the applicant is proposing to construct a fence on the western boundary of the subject site to intercept spray drift from the market garden operation. A notification on the title of all lots within 300m of the market garden is also required to ensure future residents are aware of the potential impacts from the market garden. These measures are considered sufficient to enable residential development at the subject site, particularly due the market garden being small scale and being a non-conforming use meaning it is not permitted to increase in size.
7	Landowner	<ul style="list-style-type: none"> • SUPPORT 	<ul style="list-style-type: none"> • Noted.
8	Landowner	<ul style="list-style-type: none"> • SUPPORT • As my property backs onto the proposed structure plan- Lots 97-102 Watson Road, myself and my neighbours, who's properties also share the same boundary and are also in the same frame of mind, have been waiting for this proposal to go ahead. We have looked into this scenario in the past years for us to develop and subdivide , but without the proposed lots on Watson road going ahead ,it was not a viable option. 	<ul style="list-style-type: none"> • Noted. The decision over which lots a Structure Plan is prepared is the prerogative of the applicant. The City has contacted the applicant of the Structure Plan who has advised that their client is not willing to incorporate additional lots into the Structure Plan proposal. The City cannot force this to occur. The Structure Plan has appropriately demonstrated how

NO.	NAME/ADDRESS	SUBMISSION	RECOMMENDATION
		<p>I ask if there is a logical and amicable procedure where we can be a part of this plan and have our properties included in this proposed plan. For future road works and utilities in place, it would make sense to come to an agreement.</p> <ul style="list-style-type: none"> Please take time to consider this and do not hesitate to contact myself at any point 	<p>future development at the site could be incorporated with future development of lots to the east of the site. These lots would be required to prepare a separate Structure Plan proposal to facilitate subdivision and development of their land.</p>
9	<p>Department of Water and Environment Regulation</p> <p>PO Box 332 MANDURAH WA 6210</p>	<ul style="list-style-type: none"> The Department of Water and Environmental Regulation (DWER) has reviewed the application and provides the following advice. LWMS Urban Water Management Consistent with Better Urban Water Management (BUWM) (WAPC, 2008) and policy measures outlined in State Planning Policy 2.9, Water Resources, the proposed Structure Plan should be supported by a Local Water Management Strategy (LWMS) prior to final approval of the Structure Plan. However, in this instance the Department is satisfied that a combined Local Water Management Strategy/Urban Water Management Plan can be completed at the subdivision stage. Accordingly, the DWER has no objections to this proposed Structure Plan proceeding. Water Resource Advice The Department of Water has recently merged with the Department of Environment Regulation and Office of the Environmental Protection Authority to create the new agency Department of Water and Environmental Regulation. The former agencies are in the process of amalgamating their functions. Until this fully occurs, please note that the advice in this correspondence pertains only to water resource matters previously dealt with by the Department of Water. 	<ul style="list-style-type: none"> Noted. A combined LWMS/UWMP is to be a requirement of subdivision within Part One of the Structure Plan in accordance with recommendation (2)1 of the Council report.
10	<p>Department of Education 151 Royal Street EAST PERTH WA 6004</p>	<ul style="list-style-type: none"> The Department has reviewed the document and wishes to advise that it has no objection to the proposal. 	<ul style="list-style-type: none"> Noted.
11	<p>Department of Transport GPO Box C102 PERTH WA 6839</p>	<p>The Department of Transport (DoT) notes Main Roads WA (MRWA) response letter dated 7 November 2017 and concur with the comments provided.</p>	<ul style="list-style-type: none"> Not supported. See response to submission 5 above (Main Roads).

NO.	NAME/ADDRESS	SUBMISSION	RECOMMENDATION
		Thank you for the opportunity to comment on the proposal.	
12	Brian and Kaye Hobson 42 View Street BEELIAR WA 6164	<ul style="list-style-type: none"> • OBJECT • • This objection is not against development, but the proposed Structure Plan, which does not consider how it will fit in with Lots 64, 65 and 66. • • Sewer connection for these lots would need to go to the west under Stock Rd, making development of these lots not financially viable. • • Consult a contour map and Water Corp sewer design flow plan. 	<ul style="list-style-type: none"> • Not supported. The Structure Plan appropriately considers how development over surrounding lots would be coordinated in terms of road connections and POS, including Lots 64-66 View Street. The Subdivision Concept Plan provided with the Structure Plan appropriately illustrates how road connections and residential street blocks could be coordinated within the entire cell between Watson Road, View Street, Howe Street and East Churchill Avenue and link in with the Structure Plan area. • • The Structure Plan has demonstrated that future lots at the subject land can be appropriately serviced, and is not required to demonstrate how future development outside of the Structure Plan area will be serviced. The Structure Plan does not inhibit further or negatively impact the connection of Lots 64-66 to sewer. Connection to sewer of Lots 64-66 is the responsibility of the developer of these lots.

15.8 PROPOSED TEMPORARY DRIVE-IN CINEMA, MARKET AND MOTOR VEHICLE WASH (HAND CAR WASH) - 5 (LOT 5) SIGNAL TERRACE, COCKBURN CENTRAL

Author(s)	D Jansen Van Rensburg
Attachments	1. Location Plan ↓ 2. Site Plan - Drive In ↓ 3. Site Plan - Perspective ↓
Location	5 (Lot 5) Signal Terrace, Cockburn Central
Owner	Frasers Property Australia
Applicant	Assisting Your Life to Achieve (AYLA Inc.)
Application Reference	DA17/0646

RECOMMENDATION

That Council

- (1) refuse the application for a temporary Drive-In Cinema, Market and Motor Vehicle Wash (Hand Car Wash) at 5 (Lot 5) Signal Terrace, Cockburn Central, for the following reasons:

Reasons

1. The proposal is inconsistent with the aims of the City of Cockburn's Town Planning Scheme No.3 in that it is likely to detract from the amenity of nearby residents and the area, particularly in relation to noise and dust generated.
 2. The proposed use of the site for a drive-in cinema is inconsistent with the intent of the Cockburn Central Town Centre Local Structure Plan and is inconsistent with vision for the Town Centre as outlined in the Cockburn Central Town Centre Local Development Plan.
- (2) notify the applicant and those who made a submission of Council's decision.

Background

The subject site is located within the Cockburn Central Town Centre which is a Transit Oriented Development (TOD), adjacent to the Cockburn Central Rail Station. The subject site is bounded by Junction Boulevard to the north, Sleeper Lane to the east, Signal Terrace to the south and Midgegooroo Avenue to the west. The site abuts residential apartment and mixed use development to the east and south, vacant lots for future development to the north and the Cockburn Central West

precinct to the west. The site is vacant and there is a fall across the site of approximately 3m from east to west.

A Mixed Use development (87 Multiple Dwellings & 3 Commercial Tenancies – Stage 1) was approved for the site on 27 November 2015. The approval however has recently expired as works did not commence within the two year approval period.

Submission

N/A

Report

Proposal

The owner of the subject property (Frasers Property Australia) proposes to lease the subject site for a temporary period to the applicant (AYLA Inc.), which is a not-for-profit charity organisation based in Cockburn. It is expected that the site will eventually be developed for its ultimate purpose which would be similar to other residential, commercial and mixed use buildings in the Cockburn Central Town Centre.

The applicant is seeking temporary planning approval (12 months) for the following uses:

Temporary Drive-in Cinema

- Hours of 7:00pm and 10:30pm every Wednesday to Sunday, during the school holiday period only and Thursday to Sunday when school commences.
- Accommodate a maximum of 103 customer vehicles.
- Customer to tune vehicle radio for sound (no external speakers).
- A 3-2-1 engineered stack of 40ft sea containers are to be used for the cinema viewing screen on the eastern portion of the site.
- Vehicular entry to the site is proposed via the existing crossover on Junction Boulevard.

Market

- Market days between the hours of 6:00am and 11:00am on Sundays and 6:00pm to 10:30pm once a month on Saturdays (alternating with the drive-in cinema use on Saturday nights).
- No specific information on the number of stalls has been provided.

Hand Car Wash

- Hand car wash during day time hours.

- No further information is available on the car wash and exactly what it will entail, including but not limited to vehicle access and parking arrangements, hours of operation, access to water, maximum number of cars and car washers and the maximum time that each car will stay on the site or the exact location of this activity on the site.

Crushed limestone is proposed to be used to cover the surface of the site and the existing temporary fencing around the site is proposed to be retained. The application was also accompanied by an acoustic report and traffic impact statement.

Despite several meetings and extensive communication between the applicant and City staff, limited information has been provided regarding the scale, nature and numbers involved with the proposed land uses. The applicant advised that the additional information required is unable to be provided until Council approves the application and provided the following justification:

“The team at AYL A Inc. would like to still see if this will be approved by council at the meeting next month. We understand that we would need to provide additional reports and we have followed up in these companies and have been given quotes of how much this will be.

We understand that this is a big project AYL A Inc. we have networked with all the relevant companies that are willing to support us to make this come together , in saying that we would like to see if this is approved and then work with the council and all existing stakeholders to then release a date of opening next year.

If we are successful in our application all the trading hours will be the same as we have highlighted in our application, the only thing that will change is the official opening date that will depend on services that can complete the construction and also what AYL A Inc. and the council will decide will work best.

If we are unsuccessful then we haven't wasted these companies times and resources.

I understand that Fraser property will be supplying the event management report for the site including all the uses if successful in our application.”

The City understands that as a temporary use and given the applicant is not undertaking the use for profit, that they do not want to expend funds on technical reports and information if approval is not going to be issued. However this makes assessment of the proposal difficult.

Consultation

The application was advertised to approximately 600 adjoining and nearby landowners and residents in the Cockburn Central Town Centre and a total of 19 submissions were received. 18 of the submissions objected to one or more aspects of the proposal.

Initially, the proposed drive-in cinema was advertised to operate between 7:00pm and 10:30pm every Thursday and Friday night, and every other Saturday (fortnightly). Also, initially the market days were proposed to occur fortnightly on every other Saturday (alternating with the drive-in cinema use on Saturday nights) and were advertised as such. Subsequently, the applicant revised the operating hours of the drive-in cinema to Wednesday to Sunday, between the school holiday period only and when school commences one additional night a week (Saturday) to screen. Market days were reduced from fortnightly on Saturdays to now being one Saturday per month (alternating with the drive-in cinema use on Saturday nights).

Although the above changes to the times represent an overall increase in the number of days for the operation of the drive-in cinema, the general principle of matters to consider remain the same.

The objections to the proposal are summarised as follows:

Land use

- Concerns that the 'Market' is an inappropriate use for the location as it contravenes the principles of orderly and proper planning and will detrimentally impact on Cockburn Gateway by attracting focus away from the centre which forms the primary retail anchor within the broader Cockburn Secondary Centre under State Planning Policy 4.2 (SPP4.2). In this respect, it is considered that a 'Supermarket' performs a similar retail function to a 'Market', where the focus is on the sale of grocery type goods. Table 9 of LPS3 states that the scale of retail development in this precinct is to be less than 1,100sqm. The subject site is approximately 1ha (10,000sqm) in area and there has been no detail provided in terms of the actual scale of the 'Market' component of the development.
- Concerns that the proposal does not support surrounding businesses and therefore the outdoor cinema should be restricted to the sale of popcorn and drinks (no food).

Noise

- Concerns that the proposal will have severe impact on quality of life of residents in the area in terms of engine noise, people noise, cinema noise.
- The Acoustic report states that operational hours will not exceed 10:00pm, whilst the proposal states 10:30pm with vehicles leaving the area at a time when most people are asleep or are preparing to sleep. The Acoustic report also states that the night

time sound will be non-compliant for certain locations. The Acoustic report concludes that noise compliance can be met when doors and windows are closed whilst many people prefer to have windows open in the evening. Many people work long hours and use Sundays as days of rest, therefore having Sunday markets starting at 6:00am directly across apartment windows is unacceptable and will contravene the EPR (Noise) Regulations.

Light

- Concerns about the amount of light from car headlights relating to the drive-in cinema.

Location

- Concerns that the proposal is too close to apartment blocks.

Traffic and Car Parking

- Increased traffic in the area will cause an increased safety risk for pedestrians crossing the streets.
- Area is over congested as it is and this will increase the problem.
- Existing businesses already struggle for customer parking.

Other

- Concerns about increased crime from the proposal.
- Concerns about negative impacts on property values.

Planning Framework

Zoning

The subject site is zoned 'Urban' under the *Metropolitan Region Scheme* (MRS) and 'Regional Centre' under the City of Cockburn Town Planning Scheme No. 3 (TPS3). The site is included within 'Development Area 23' (DA23) of TPS3 which includes specific provisions including a requirement for the preparation and adoption of a local structure plan to guide development. In this regard, the site is covered by the Cockburn Central Local Structure Plan (the LSP), and the Cockburn Central Town Centre Design Guidelines (DGs) which include provisions relating to land use permissibility. It should be noted that the proposal is not consistent with the DGs in relation to built form as the DGs provide for permanent built form outcomes.

The Market and Motor Vehicle Wash land uses are permitted ('P') uses under TPS 3 which are defined as follows:

- **Market:** *'means premises used for the display and sale of goods from stalls by independent vendors'.*
- **Motor Vehicle Wash:** *'means premises where the primary use is the washing of motor vehicles'.*

Whilst there is a definition in TPS3 for a cinema/theatre (which is a permitted use in a regional centre), it is not considered that this incorporates a drive-in cinema which has different characteristics and impacts than a conventional cinema inside a building. The drive-in cinema is therefore an unlisted use which is not permitted unless the proposal has been advertised and discretion used to grant approval.

The DA23 provisions in TPS3 include a restriction regarding maximum floorspace of a supermarket or market as per the following:

'Supermarkets will not be permitted within the Town Centre; for the purpose of this clause supermarkets are defined as self-service retail stores or markets with a sales area of 1,100 square metres (NLA) or greater, the main function of which is to sell a variety of ordinary fresh and/or packaged food and grocery items.'

The provision was included in the scheme to ensure that the Gateways site remained the prominent site for supermarket-type shopping. The proposed pop-up temporary markets would not provide the same offering and are expected to provide a range of stalls not just food. In this regard, the proposal does not contravene the 1,100m² floor space restriction in DA23.

Planning Considerations

Land Use

The proposed land uses are not what is envisaged for this part of the Cockburn Central Town Centre and ultimately the site will be developed with a residential or mixed use residential and commercial building. The vision for the Town Centre is for a vibrant, active, transit-oriented pedestrian based place. From a strategic perspective, temporary activation of the subject site through 'pop-up' uses has some merit. However the type of 'pop-up' uses and how they contribute to the overall Town Centre is an important consideration. 'Pop up' markets may be an appropriate use consistent with a town centre that would activate the space for existing residents and visitors. The use is pedestrian based and may draw people to other commercial uses in the town centre and those using the rail station.

A drive-in cinema on the other hand is purely vehicle based encouraging more vehicles into the town centre (not pedestrians), does not cater to existing town centre residents and will not encourage people to leave their car to patronise and activate the rest of the Town Centre. The use can only accommodate those in vehicles so rail passengers and other pedestrians would not be easily accommodated. This is also similar to the car wash which encourages vehicles into the town centre rather than pedestrians.

The fact that the proposal is temporary is significant but in any case should not be the only consideration guiding the decision as to whether or not to grant planning approval.

Noise

It has been established that the proposal, if approved cannot comply with the assigned noise levels under the *Environmental Protection (Noise) Regulations 1997*. It is not a planning requirement that the proposal comply with the Noise Regulations however the impact of noise on adjacent and nearby residents is an important consideration. Most of the noise from the proposal will be from vehicles entering and exiting the site before and after the cinema screenings, there will also be noise from 6:00am on market days from setting up of market stalls etc. Other sources of noise include radio noise from patrons visiting the drive-in cinema, and noise from mechanical services.

The City's Health Services have advised that the level of community support is insufficient to support providing the applicant permission to breach the assigned noise levels under the Noise Regulations.

Dust

The use of crushed limestone as a surface treatment for the site as proposed is unsuitable due to the potential to create dust which is likely to impact on the amenity of residents. Ideally, the site would be sealed with bitumen however the City understands this is likely to be cost prohibitive due to the temporary nature of the proposal.

Wastewater Disposal

The applicant has not provided details relating to onsite waste water disposal for the proposed car wash, and how waste water from car washing would need to be disposed of through the sewer and not enter the stormwater system. Should Council consider approval of this use, then a condition could be imposed requiring this to occur.

Lighting

Lighting from car headlights leaving the drive-in cinema is unlikely to impact detrimentally on adjoining residents as the ground floor of the site to the south consists of retail shop fronts and the site to the east is a service lane with car parking at ground level. However, as other forms of lighting will be required in and around the site in association with the activities proposed to occur at night, the applicant has not demonstrated how this outdoor lighting will be installed and maintained in accordance with Australian Standard AS 4282 - 1997 "Control of the Obtrusive Effects of Outdoor Lighting". Potential light spill from the proposal therefore remains a concern.

Car Parking

The City's TPS 3 requires parking to be provided at 1 bay per 20m² for markets and 1 bay for every wash bay for motor vehicle wash. Due to the lack of details in the application relating to the markets and hand car wash in terms of numbers and how it will operate, an assessment of car parking for the market use cannot reasonably be undertaken. It is therefore unknown as to whether parking for customers is proposed to be made available on the site or whether parking is to be contained only on the surrounding streets. The Traffic Impact Statement (TIS) provided as part of the application assumed a number of 58 stalls to demonstrate how the parking might work if provided on-site. Assuming an average occupancy rate of 1.5 bays per stall the TIS estimates that this would result in an optimal parking allocation of 87 bays for 58 market stalls and 118 bays for customers. The TIS further anticipates that once the market begins trading, the market operators will monitor the number of market stalls and average number of bays required for each stall and adjust the parking allocation as required. This scenario is not ideal as there is no guarantee that the market operators will make these adjustments voluntarily.

TPS 3 does not prescribe a parking ratio for a drive-in cinema, but the concept entails on-site parking for customers enabling them to sit inside their vehicles whilst viewing the movies - the applicant proposes 103 bays will be provided on-site for this purpose. The car parking for this use is acceptable.

Traffic and Access

The Traffic Impact Statement (TIS) submitted as part of the application has been reviewed by the City. The traffic analysis undertaken in the aforementioned report concludes that the traffic generation of the proposed development is minimal (less than 100vph on any lane) and as such would have insignificant impact on the surrounding road network. The City's Traffic Engineers advised that if approval is granted, the applicant will be required to confirm that the queuing capacity can be increased on-site to avoid queueing back onto the road. A queuing capacity of 5 vehicles is adopted and whilst the City agrees with the

general approach (of using Poisson's probability distribution), the arrival profile is likely to be more extensive 15-30mins prior to the start of movies, and hence there is an increased probability of queueing back onto Junction Boulevard.

Other

Matters such as increased crime, anti-social behaviour and impact of the proposal on property values were raised as concerns but are not planning related

Conclusion

Activation of the subject site with a temporary or 'pop-up' use in the interim period until it is developed for its ultimate purpose has some merit and can in many cases provide a community benefit. However the type of temporary uses should enhance the area, add to the sense of place, enhance amenity for town centre residents, capitalise on the adjacent rail station patronage and not detract from the amenity of adjoining and nearby residents and the place itself. A temporary market that is well planned, timed and executed and sensitive to residents could potentially achieve this function. However a drive-in cinema providing a destination for private vehicles in the middle of a transit-oriented development is unlikely to provide the type of activation that would enhance the town centre or contribute to a sense of place, or even complement existing town centre businesses. It is more likely that the introduction of a large number of private vehicles onto a site treated only with compacted limestone will generate noise and dust for residents, which is undesirable.

The proposal is therefore recommended for refusal based on the following key reasons:

- The proposal, whilst temporary in nature, if approved is likely to negatively impact on the amenity of the area in relation to noise and dust.
- The proposal, particularly the drive-in cinema component is unlikely to provide any positive contribution to the Cockburn Central Town Centre in relation to a sense of place and does not complement surrounding residential and commercial uses.
- The proposal, specifically the drive-in cinema and hand car wash components would create a destination for private vehicles and would be inappropriately located within a transit-oriented town centre which is based around public transport patronage and associated uses.

Strategic Plans/Policy ImplicationsCity Growth

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

Community, Lifestyle & Security

Foster a greater sense of community identity by developing Cockburn Central as our regional centre whilst ensuring that there are sufficient local facilities throughout our community.

Budget/Financial Implications

N/A

Legal Implications

N/A

Community Consultation

Refer to the consultation section of this report

Risk Management Implications

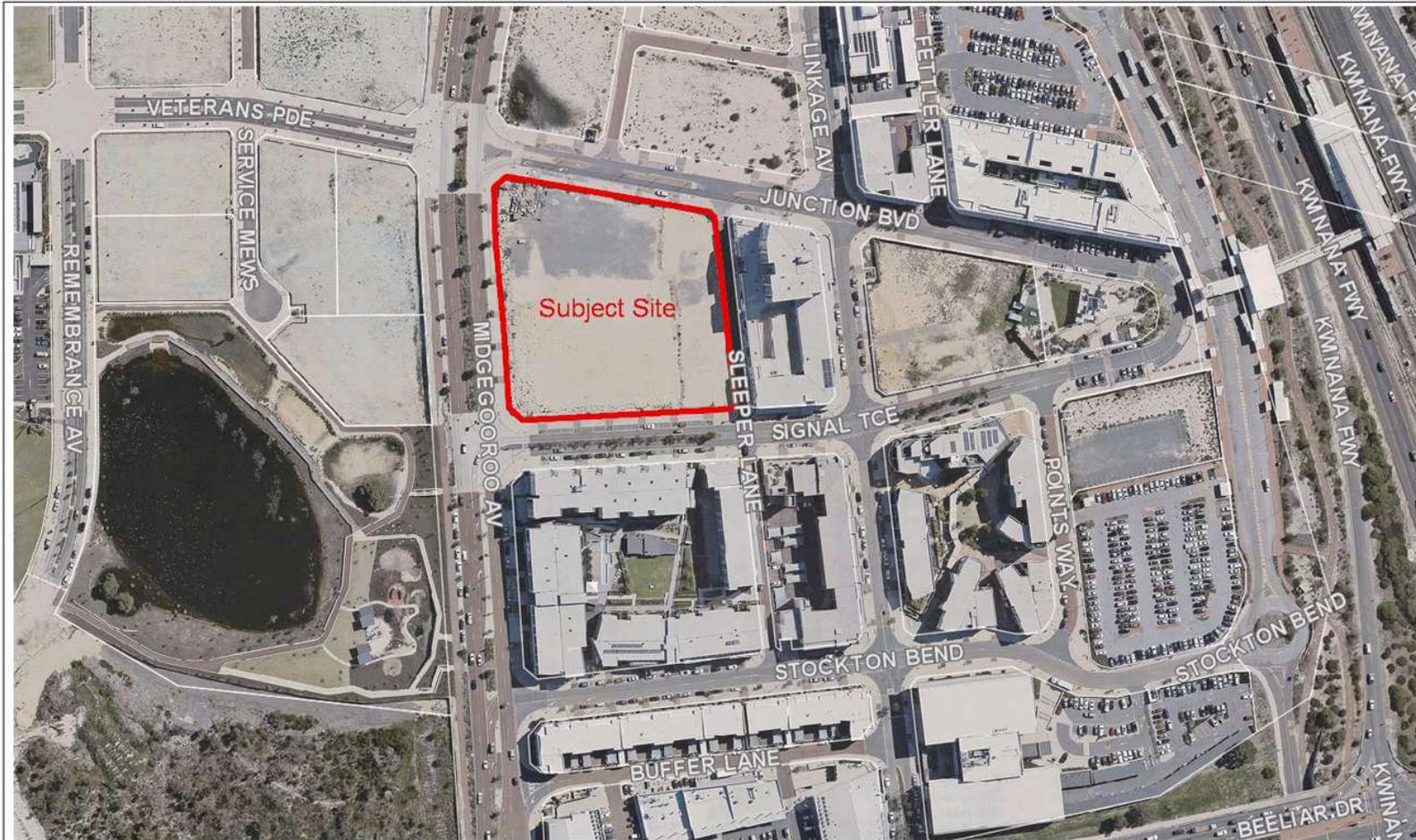
Should Council resolve to refuse the application, there is a right of review by the State Administrative Tribunal under Part 14 of the Planning and Development Act 2005 that will incur costs by the City.

Advice to Proponent(s)/Submissioners

The Proponent(s) and those who lodged a submission on the proposal have been advised that this matter is to be considered at the 14 December 2017 Ordinary Council Meeting.

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

Nil



 <p>City of Cockburn G.I.S Services Department</p>	<p>LOCATION PLAN</p>	<p>PRINTED ON: 24/11/2017</p>	<p>SCALE = 1:2500</p>	 <p>NORTH</p>
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DISCLAIMER - The City of Cockburn provides the information contained herein and bears no responsibility or liability whatsoever for any errors, faults, defects or omissions of information contained in this document.



LOCATION SKETCH
NOT TO SCALE



Linestyle Legend

	Cadastral Boundary
	Easement
	Edge of Kerb/Footpath
	Top of Bank
	Bottom of Bank
	Edge of Concrete
	Fence
	Gate
	Edge of Brick Paving
	Edge of Garden Bed
	Road Centreline
	Line Marking 1m by 1m
	Line Marking 3m by 1m
	Sewer Pipe
	Water Pipe

Symbol Legend

	Arrow Left
	Large Sign Poles
	Communication Pit
	Electrical Light Pole
	Electrical Cable Pit
	Hydrant Ground
	Natural Surface
	Power Dome
	Sign (one pole)
	Road Level
	Tree
	Water Valve

33c Easement - Electricity Network Corporation

Control Point Schedule

Point	Easting	Northing	Elevation	Code
9500	53531.357	244296.949	25.95	R/set in Manhole
9503	53537.289	244154.587	28.08	R/set in Path
9505	53645.162	244140.093	29.24	R/set in Path

Scale @A3 1:250



LOT 5 COCKBURN CENTRAL DRIVE IN.dwg

REV	DATE	BY	REVISIONS
1.0	22.07.2017	KV	Issued for Information

- Notes:
1. Boundary re-constructed from Cadastral Connections.
 2. Heights established from on Site TBM's via Traverse (JBA SURVEYS).
 3. Dimensions, Areas and Offsets subject to re-establishment survey.
 4. Sewer & Water information plotted from Dial Before You Dig sheets only.
 5. Drive in layout added. See attached document "Drive in Site Details"



CLIENT:



JOB NO: 00104	TITLE: DRIVE IN LAYOUT	DATUM: N
PROJECT: LOT 5 ON DP77232 SIGNAL TERRACE COCKBURN CENTRAL, WA, 6164 C/T 2812-283		VERT: AHD
		HORIZ: PCG94
		SCALE: 1:250
		DWG NO: 00104-F01
		SHEET NO: 1 OF 1
		DATE: 1.0



AYLA Inc. DRIVE IN



Document Set ID: 6585410
Version: 1, Version Date: 21/08/2017

15.9 METROPOLITAN REGION SCHEME AMENDMENT NO. 1330/57 - 'PUBLIC PURPOSES - HIGH SCHOOL' (HAMILTON SENIOR HIGH SCHOOL SITE) TO 'URBAN'

Author(s)	D Di Renzo
Attachments	1. MRS Amendment No. 1330/57 ↓
Location	Lot 850 Purvis Street, Hamilton Hill (Crown Reserve 37938)
Owner	Crown (vested in Department of Education)
Applicant	NA
Application Reference	108/001

RECOMMENDATION

That Council

- (1) make a submission to the Western Australian Planning Commission ("WAPC") on MRS Amendment 1330/57 as follows:
 - (a) support Metropolitan Region Scheme Amendment No. 1330/57 subject to consideration being given to also transferring 'Planning Control Area No. 120', and the portion of 'Primary Regional Road' reservation surplus to road requirement to the 'Urban ' zone to enable comprehensive planning of this precinct to occur; and
 - (b) Advise the WAPC that the City of Cockburn does not support the option of a concurrent rezoning of the land under section 126(3) of the Planning and Development Act 2005, as a separate local planning scheme amendment will be required to introduce the necessary Development Area and associated provisions to guide structure planning.

Background

In December 2014 the Minister for Education announced that the Hamilton High School would close towards the end of 2017, and be integrated with a redeveloped South Fremantle Senior High School. These two schools will be amalgamated in 2018 to form the new Fremantle College (to be constructed on the South Fremantle Senior High School site).

The Department of Education advised that anticipated growth and redevelopment in the Fremantle/Cockburn area has been fully assessed in the planning for the amalgamation of secondary schools. If further capacity is required in the longer term as a result of greater than anticipated population growth in the catchment, the Fremantle Campus site will be able to accommodate the additional demand.

The Western Australian Planning Commission ("WAPC") has now resolved to amend the Metropolitan Region Scheme ("MRS") in accordance with the provisions of the *Planning and Development Act 2005* to transfer approximately 11.9 ha of the Hamilton Senior High School site from the 'Public Purposes – High School' reservation to 'Urban' zone.

This zone will allow an amendment to the City's Town Planning Scheme No. 3 and a Structure Plan to be prepared for the site to guide future subdivision and development of the land.

The WAPC has recently commenced advertising of the proposed MRS amendment. Submissions are due by 19 January 2018, and as a directly affected agency it is necessary that the City of Cockburn makes submission on the amendment.

Submission

N/A

Report

The purpose of this report is for Council to consider making a submission on the proposed MRS Amendment to transfer the Hamilton Senior High School site from the 'Public Purposes – High School' reservation to 'Urban' zone (Attachment 1).

It is considered that 'Urban' is the appropriate MRS zoning for the subject land to ultimately facilitate residential development and supporting mixed use development through a future structure plan.

The boundary of the proposed MRS Amendment however excludes the 'Planning Control Area No. 120 Roe 8 – Stock Road to Kwinana Freeway', which is a portion of land reserved 'Public Purposes – High School' in the south eastern corner of the site adjacent to Stock Road and the Roe Highway Reserve (shown hatched in the figure below).



The Planning Control Area was put in place to protect land that may be required for the future Roe Highway Stage 8 extension between Stock Road and Karel Avenue until it may be reserved for regional roads purposes in the Metropolitan Region Scheme.

Given that the extension of Roe Highway is not proceeding it is considered to be an appropriate time to include this area within the proposed MRS amendment to be zoned 'Urban'.

In addition to this area, it is considered that a larger area into the junction of Forrest and Stock Road (currently Primary Regional Road Reserve) should also be included in the proposed Amendment to 'Urban' (Area 1). This will enable the comprehensive planning for this area to occur as part of the structure planning for the Hamilton Senior High School site, and to secure the protection of this bushland for the future.

This occurred previously on the south eastern side of Stock Road and Forrest Road, Bibra Lake in approximately 2000, when the Primary Regional Road Reservation was rationalised and transferred to the 'Urban' zone to facilitate residential development (see Area 2).

Therefore in order to ensure that comprehensive planning for this precinct can occur, it is recommended that the proposed 'Urban' zoning of the subject land be supported subject to consideration being given to the inclusion of 'Planning Control Area No. 120', and the portion of the 'Primary Regional Road' reservation that is surplus to road requirements.

Town Planning Scheme Implications

Under section 126(3) of the *Planning and Development Act 2005* the City of Cockburn has the option of requesting the WAPC to concurrently rezone land being zoned 'Urban' under the MRS to a 'Development' zone or similar in the Local Planning Scheme.

The City does not support the concurrent rezoning of land under Town Planning Scheme No. 3, because the intent is to rezone this land to 'Development' zone, and to also include it within a 'Development Area', and a 'Developer Contribution Area'.

The 'Development Area' provisions for the area are critical and will underpin the 'Development' zoning for the area by setting out more detailed guidance on the development of a structure plan (included within Table 9 of the Scheme).

Conclusion

It is recommended that Council make a submission on proposed MRS Amendment No. 1330/57 to the WAPC as per the content of this report.

Strategic Plans/Policy Implications

City Growth

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

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

Moving Around

Continue advocacy for a better solution to regional freight movement.

Economic, Social & Environmental Responsibility

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

Budget/Financial Implications

Nil

Legal Implications

N/A

Community Consultation

Submissions on the MRS Amendment are due to the WAPC by 19 January 2017.

The City of Cockburn will undertake community consultation on all future amendments to TPS3 in accordance *Planning and Development (Local Planning Schemes) Regulations 2015*.

Risk Management Implications

If Council decide not to make a submission on the MRS Amendment it would be likely to proceed as proposed.

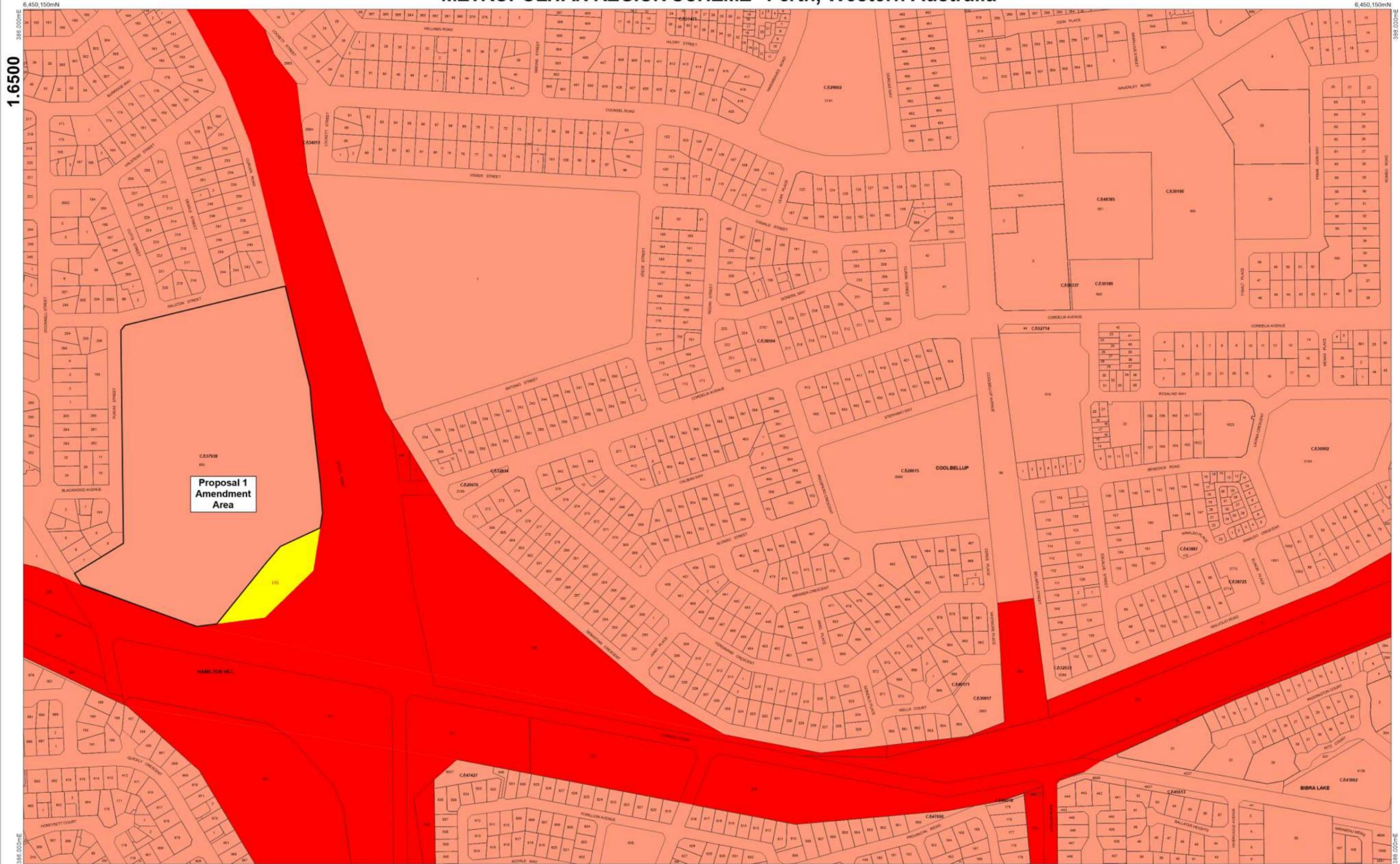
Advice to Proponent(s)/Submissioners

N/A

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

Nil

METROPOLITAN REGION SCHEME - Perth, Western Australia



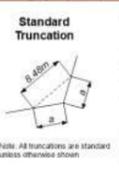
Proposal 1 Amendment Area



Important notes
 Environmental condition areas are not shown on these maps, refer to the MRS Tool for details of environmental conditions. Redevelopment scheme areas are shown on these maps, although they are not within the jurisdiction of the Western Australian Planning Commission. Refer to the relevant redevelopment authority's scheme and maps for details.
 For Port Kennedy locality refer to the Port Kennedy Development Agreement Act 1992.
Technical notes
 Horizontal datum - Geocentric datum of Australia 1994
 Grid base - Map Grid of Australia
 Projection - Transverse Mercator, graphically projected in zone 50

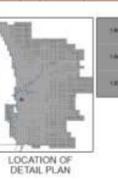
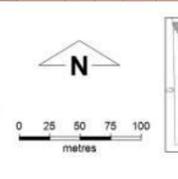
Data Sources
 Cadastral data from the Western Australian Land Information Authority Spatial Cadastral Database (SCDB) - permission no. 11 802-2015-1
 Topographic features derived from StreetSmart Street Directory 2013
Production notes
 Published by the Department of Planning, Lands and Heritage, Gordon Stephenson House, 140 William Street, Perth, WA 6000
 The scheme is not intended to indicate the land use allocation under any local government provision.
 © State of Western Australia. This map may not be reproduced wholly or in part without the written permission of the Department.
 Website - www.planning.wa.gov.au - to access electronic copies of the MRS
 Email - spatialdata@planning.wa.gov.au for digital data or for written permission.

Metropolitan Region Scheme Legend			
Scheme boundary	Parks and recreation	Public purposes - general use below	Urban
Water catchments	Civic and cultural	High school	Urban detached
Restricted public access	Walkways	Technical school	Central city area
Railways	Roads	Car park	Industrial
Port installations	Primary regional roads	University	Special industrial
State forests	Other regional roads	Commonwealth Government	Rural
		State Energy Commission	
		Special uses	
		Water Authority of WA	
		Other	
			Rural - water protection
			Private recreation
			Bath for use areas
			Redevelopment schemes
			Redevelopment schemed areas



Western Australian Planning Commission
 This is to certify that plan no. 1.6500 was approved by resolution at a meeting held on **23 August 2017**
 Minute no. WAPC / 258.12.1
 Signed: *[Signature]*
 Effective: RS_Date

Geospatial Research and Modelling Certification
 Manager: T Servais
 Geospatial Officer: J Ballarotta
 Examined: A Power



DETAIL PLAN No. 1.6500
 File: 83362/23/0605P V
 Plan: MRS Sheet 19
 Ref no: 2923.v1
 Amendment No: 1330 /57
 Amendment Plan: 3.2706

15.10 SALE OF LOT 241 IMLAH COURT, JANDAKOT

Author(s)	L Gatt
Attachments	<ol style="list-style-type: none">1. Proposed Design For Imlah Court Jandakot ↓2. The Proposed Layout for the Building on Lot 241. ↓3. Location and Cul-de-sac Heads Imlah Court Jandakot ↓

RECOMMENDATION

That Council

- (1) accept the offer from the Leeming Gospel Trust for Lot 241 Imlah Court, Jandakot for \$900,000 plus GST; and
- (2) accept the offer from the Leeming Gospel Trust to enter into a license agreement for the use of the unused road reserve on the north side of the lot (east of the newly constructed cul-de-sac head) for a period of 20 years at a peppercorn rental.

Background

The City purchased the former Lot 24 Imlah Court, Jandakot from Main Roads WA in 2005. A house was located on the property which was rented out for several years until the house was vacated and demolished in 2016. The house was in a poor condition and the cost to return it to a lettable standard was not viable.

Lot 24 was adjoined to the west by former Lot 646 (Reserve 43679) Imlah Court (Lot 646), which was an unused (redundant and filled in) drainage reserve. Lot 646 was purchased from the Crown in 2017 and amalgamated with Lot 24. The amalgamation created a 2,575m² freehold lot, being Lot 241 Imlah Court.

A 100m² portion of unused road reserve abuts Lot 241, west of the new cul-de-sac head recently built by the City. This is proposed to be licensed for a peppercorn rental to the proposed purchaser of Lot 241 to be used as car parking.

It is recommended Council accept the offer to purchase and enter in to the licence agreement.

Submission

N/A

Report

An offer has been made by Leeming Gospel Trust to purchase Lot 241 Imlah Court for \$900,000 ex GST. The offer includes the use of the unused (redundant) road reserve west of the recently built cul-de-sac head for car parking at a peppercorn rental.

The City's Licensed Valuer has advised that the offer of \$900,000 plus GST represents market value at today's date and is a good offer in the current market. The purchaser intends to construct a place of worship on Lot 241, and utilise the unused road reserve land for car parking.

The new place of worship will be designed to resemble a single story residential building with a pitched roof constructed of either brick and tile or brick and colourbond. Attachment 1 is a sketch of a place of worship in Canning Vale of a similar design and Attachment 2 details the proposed layout for the building on Lot 241.

The remaining land of Lot 241 land will be used for car parking, and landscaped appropriately, to complement the development. The unused road reserve land will be grassed and fully reticulated.

The purchaser recognises that planning approval from the City will be required for the place of public worship. This will need to deal with all the relevant issues including noise, traffic and amenity. The applicant has advised that they are confident that they can satisfactorily address these issues. In terms of noise, they have advised that any noise generated by the use will be equivalent to that associated with any normal residential activity and would be insignificant due to:

- Limited use
- Minimal traffic involved
- The site design, layout and landscaping
- No loud music
- No external speakers or radios
- No hiring of the hall

The future application for development approval will need to deal with all these issues, and be assessed according to the planning framework.

The purchaser currently has a place of worship at 4 Bibra Drive (corner Parkway Road), Bibra Lake. The building at 4 Bibra Drive has also been constructed to resemble a residential house. The City's Health Department conduct annual inspections of this facility and have never received any complaints regarding noise.

The current attendances at 4 Bibra Drive are approximately:

- 40-45 on the Sunday morning and Monday evening; and

- 130 for the twice per month Gospel preaching.

As mentioned, Imlah Court has recently been divided by a cul-de-sac head at the southern end of the north south leg and at the western end of the east west leg as shown in the attached sketch at Attachment 3. Lot 241 is located in the western corner and is adjacent to the Kwinana Freeway. It is zoned Residential, where a Place of Public Worship is a use which can be considered for approval.

Conditions such as planning approval and council consent form part of the offer. The City will require a formal Contract of Sale to be prepared to formalise the conditions and timeframes to be finalised prior to settlement. Both parties will pay their own legal costs for the preparation of the Contract of Sale.

Given the location of the Lot 241, and based on the comments provided by the City's Valuer, it is recommended that Council accept the offer from the Leeming Gospel Trust for \$900,000 plus GST and the offer for the use of the unused road reserve under a license arrangement for 20 years for a peppercorn rental.

Strategic Plans/Policy Implications

Community, Lifestyle & Security

Provide for community facilities and infrastructure in a planned and sustainable manner.

Economic, Social & Environmental Responsibility

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

Leading & Listening

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

Budget/Financial Implications

The income from the sale of the land of \$900,000 ex GST is to be transferred to the Land Development and Investment Reserve CW 1611.

The City to pay their portion of the legal costs for the preparation of the Contract of Sale, which is estimated at \$2,000.

Legal Implications

The disposal of land in this instance is exempt from the advertising requirement of Section 3.58 of the *Local Government Act 1995* as the prospective purchaser is a religious organisation.

Community Consultation

N/A

Risk Management Implications

The City's Valuer has advised that the offer is a good offer in the current economic climate and the City would risk not being able to realise a similar offer amount if it did not proceed with this transaction. The planning issues will be addressed by the future and separate development application stage.

Advice to Proponent(s)/Submissioner

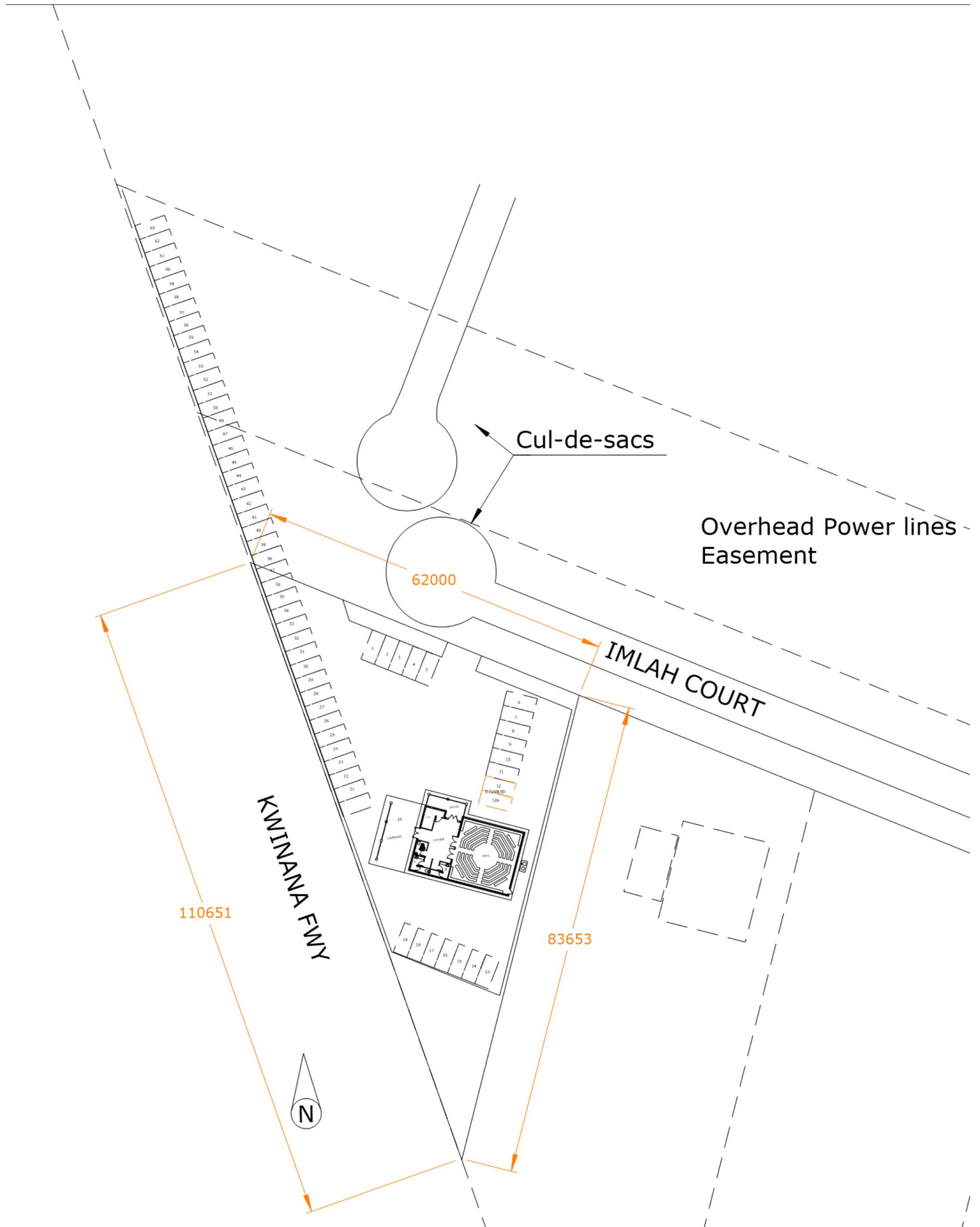
N/A

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

Nil



The design for Imlah Court Jandakot will be similar to the current Canning Vale facility pictured above.



LEEMING GOSPEL TRUST	PROPOSED MEETING HALL LOCATED: IMLAH COURT JANDAKOT	DATE: 15/11/2017 DRAWN: P G C	DRAWING N ^o LGT- IC - 007
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15.11 STATE HERITAGE REGISTER LISTING - CONSIDERATION OF PROPOSED AMENDMENT TO CURTILAGE OF ROBB JETTY CHIMNEY TO INCLUDE ROBB JETTY RUINS

Author(s)	D Di Renzo
Attachments	1. Proposed curtilage expansion for Robb Jetty ↓ 2. Proposed State Register Listing ↓ 3. City of Cockburn proposed listing Magazine Jetty ↓
Location	CY O'Connor Beach
Owner	State of WA (Management Order to City of Cockburn); Landcorp
Applicant	NA
Application Reference	102/002

RECOMMENDATION

That Council

- (1) advise the Heritage Council of Western Australia that the proposed amendment to the State Register of Heritage Places interim entry for *P3211 Robb Jetty Chimney (fmr)* is unable to be supported for the following reasons:
 1. The condition and integrity of Robb Jetty is very low because of its ruinous state, and this renders the level of cultural heritage significance to a similarly very low level;
 2. The condition of Robb Jetty means that it has low representative value, with structural features mostly obscured and demolished;
 3. Robb Jetty has low historical value for its association with the technical development of timber jetties because of its very low condition and because it is not intact and mostly obscured;
 4. The Robb Jetty Abattoir as a whole has been demolished which means there is a lack of spatial connection between the jetty and chimney, and the integrity of the place is considered to be low.
 5. Robb Jetty is included on the City of Cockburn Local Government Inventory (Management Category B) and Heritage List which is considered to appropriately reflect the heritage significance of the place and will ensure that consideration is given to its heritage values.

- (2) request that the Office of Heritage expedite consideration of the amendment to the curtilage of the *P4626 Woodman Point Munitions Magazines (fmr)* to include the Magazine Jetty.

Background

The Heritage Council of Western Australia recently considered the current interim entry for *Robb Jetty Chimney* on the State Register of Heritage Places and resolved that consideration should be given to amending the curtilage of the place to include the remnants of the original Robb Jetty, with which it was associated.

They have sought the City's written comments on the proposed amendment of the interim Register entry for Robb Jetty Chimney to become Robb Jetty (ruin) and Abattoir Chimney (fmr), Coogee.

The Robb Jetty (remains) are located off C Y O'Connor beach, approximately 550 metres north of the South Fremantle Power Station site. Submerged piles extend from the foreshore out into the Ocean for a distance of approximately 280m.

Robb Jetty was constructed circa 1877, and it was a notable landmark at Cockburn Sound until it was burnt and dismantled in 1975. A number of timber piles remain visible depending on tide conditions.

The Robb Jetty ruins are included on the City of Cockburn Local Government Inventory and Heritage List as a 'Management Category B' place.

Submission

N/A

Report

The purpose of this report is for Council to consider making a submission on the proposed amendment to the interim State Register of Heritage Places entry for *Robb Jetty Chimney* to include the Robb Jetty remains. Attachment 1 shows the proposed amended curtilage.

Proposed Listing

The proposed 'Statement of Significance' is included at Attachment 2, and a summary of the specific references to Robb Jetty in the draft amended documentation are as follows:

Aesthetic Value

Robb Jetty (ruin), in particular the submerged section, forms the base for a thriving marine landscape that has developed around the remnant timber piles.

Robb Jetty (ruin), while no longer intact, is associated with the technical development of timber jetties and brick industrial chimney structures in the 19th and 20th centuries.

Scientific Value

Robb Jetty (ruin), in particular the submerged section has the potential, through archaeological methods, to provide information on the development and use of jetties in the 19th and 20th centuries.

Robb Jetty (ruin) and Abattoir Chimney (fmr), Coogee, has some rarity as examples of timber jetties and industrial brick chimneys.

Representativeness

Robb Jetty (ruin) demonstrates some of the structural characteristics of a timber jetty, with some features obscured and some demolished. This remnant structure is considered to have low representative value as an example of it this structure.

It is not considered that the documentation provided by the Heritage Council provides a strong enough case for inclusion of the Robb Jetty on the State Register of Heritage Places.

While the jetty ruins do have an association with the Robb Jetty Chimney, it is not considered that the stated cultural heritage significance is strong enough to warrant expansion of the curtilage of the current Robb Jetty Abattoir Chimney, particularly given its ruin like condition. In this regard it is noted that the Office of Heritage state that it is desirable that places on the Register have at least reasonable levels of condition and integrity to ensure the State Register remains credible. This test is not considered to have been met by this proposal.

It has not been adequately demonstrated that the Robb Jetty (ruins) meet the criteria for inclusion on the State Register of Heritage Places, primarily because:

- The condition and integrity of the jetty are considered to be very low because of its ruinous state, and this has a significant negative impact on the level of cultural heritage significance;
- The very low condition of the jetty means that it has low representative value, with structural features obscured and mostly demolished;

- The jetty has low historical value for its association with the technical development of timber jetties because of this and because it is not intact;
- The abattoir as a whole has been demolished which means there is a lack of spatial connection between the jetty and chimney, and the integrity of the place is considered to be low.

The inclusion of Robb Jetty (ruins) on the City of Cockburn Local Government Inventory and Heritage List (Management Category B) is considered to instead appropriately protect and reflect the cultural heritage significance of the place, recognising its condition and integrity. This will ensure that appropriate consideration is always given to the heritage values of the Robb Jetty ruins.

It is therefore recommended that Council advise the Heritage Council of WA that in this case they do not support the amendment to the interim entry in the State Register for Robb Jetty Chimney to include the Robb Jetty ruin, as it does not appear to meet the test set for such entry.

Magazine Jetty

This report also provides an opportunity to seek Heritage Council support for the Magazine Jetty at Woodman Point, to be considered for entry on the State List. This is explained following:

The Magazine Jetty is considered to be more significant than Robb Jetty ruin primarily because of its strong landmark quality, contributing to the community's sense of place and history; and the fact that it forms part of a visible and intact precinct and still has a spatial relationship to other remaining elements of the former Explosives Reserve.

Council at its meeting held on 10 April 2014 resolved to nominate Magazine Jetty for inclusion on the State Register of Heritage Places.

The City subsequently nominated the Magazine Jetty for inclusion on the State Register, as set out in Attachment 3 (extract from nomination).

The nomination was considered by the Heritage Council's Register Committee at their meeting on 29 August 2014.

The Committee resolved to defer a decision on this place until an assessment of Magazine Jetty could be considered as part of an expanded curtilage for the adjacent place on the State Register of Heritage Places, *P4626 Woodman Point Munitions Magazines (fmr)*.

The Office of Heritage advised that they would be undertaking an assessment of the proposed expanded place in the near future, however to date this has not been considered further. A further resolution of Council may assist in re-energising attention to this issue.

It is considered that Magazine Jetty has State significance because of its central role in the Western Australian explosives trade over a period of around 50 years. This commenced in the early 1900s to serve the needs of the goldfields, where the Woodman Point Explosives Reserve was the largest of its kind in the Commonwealth. This role continued during World War II where it was used to transport explosives to the Woodman Point Munitions Magazines which supported the Welshpool Munitions Depot.

Magazine Jetty is an important part of the story of the transportation of explosives to the former Explosives Reserve and the *Woodman Point Munitions Magazines (fmr)*, which are of State significance, as recognised by their inclusion on the State Register. It is noted that the jetty is acknowledged in the assessment documentation of *Woodman Point Munitions Magazines (fmr)* as part of its landmark quality (aesthetic value); being a remaining munitions storage related structure, in conjunction with the barrier berms and the remnant railway sidings.

The original map of Explosives Reserve 8907 dated 1904 (Figure 1 of Attachment 3), showing the jetty, rail lines and magazines demonstrates how integral the jetty was to the establishment and function of the reserve. The formal layout of the larger precinct of explosive magazine storage and transportation at Woodman Point is still intact today, with the jetty as a central feature. Protection of the jetty is therefore considered imperative to ensure interpretation of the former Explosives Reserve and *Woodman Point Munitions Magazines (fmr)* into the future, demonstrating how the majority of explosives arrived at the reserve.

Subsequent to the closure of the Explosives Depot in 1984 the jetty has become a highly valued and accessible recreational fishing, swimming, snorkelling, and scuba diving location. It is the focal point of the reserve, and a landmark on the coast that contributes to the community's sense of place, having a high level of social value. It is also rare as the only known extant munitions jetty in Western Australia, and one of the last remaining substantial ocean jetties in the Perth metropolitan area.

While the Magazine Jetty does not have a high level of authenticity because much of the fabric is not in its original state, the presence of the jetty in its original location, and its association with the former Explosives Reserve and the *Woodman Point Munitions Magazines (fmr)* make it a significant part of the story of explosives handling in the precinct.

The jetty has been modified numerous times over a period of 110 years; however its physical structure demonstrates an evolution of use from a magazine receiving jetty to a recreational jetty. These changes have been harmonious with the original design.

Some elements of Magazine Jetty are in deteriorating condition, however long term viability of its retention in its original location is considered feasible (albeit with significant works), thus the integrity of the identified values is considered to be high. Magazine Jetty is considered to be important to the integrity of the *Woodman Point Munitions Magazines (fmr)*.

It is therefore recommended that Council request the Heritage Council expedite consideration of the amendment to the curtilage of the *Woodman Point Munitions Magazines (fmr)* to include the Magazine Jetty.

Strategic Plans/Policy Implications

Community, Lifestyle & Security

Create and maintain recreational, social and sports facilities and regional open space.

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

Economic, Social & Environmental Responsibility

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

Budget/Financial Implications

Nil.

Legal Implications

N/A

Community Consultation

If the amendment to the interim listing of Robb Jetty Chimney progresses, then the next step will be for Robb Jetty (ruin) and Abattoir Chimney (fmr), Coogee to be considered for permanent entry in the State Register. In that case, the City would again be invited to comment, and community consultation would occur in relation to the proposed listing.

Risk Management Implications

If Robb Jetty were to be included on the State Register of heritage places this would require referral to the Office of Heritage prior to

substantial works/modifications being undertaken. General maintenance, such as replacing materials 'like for like' can be undertaken without referral to the Office of Heritage.

Advice to Proponent(s)/Submissioners

N/A

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

Nil.



**DOCUMENTATION OF PLACES
FOR ENTRY IN THE
REGISTER OF HERITAGE PLACES**

1. DATA BASE No. 3211
2. **NAME** Robb Jetty (ruin) and Abattoir Chimney (fmr), Coogee
(c.1877, 1910, c.1919, 1936, 1938, 1970, c.1977, 1995)
FORMER NAME (or OTHER NAMES)
3. **LOCATION** 82 Bennett Avenue, Coogee
4. **DESCRIPTION OF PLACE INCLUDED IN THIS ENTRY**
 1. Portion of Lot 108 on Diagram 94368 being part of the land in Certificate of Title Volume 2125 Folio 982;
 2. Portion of Lot 1957 on Deposited Plan 240202 being part of the land in Crown Land Title Volume 3139 Folio 29 and being part of Reserve 24787;
 3. Portion of Lot 314 on Deposited Plan 49599 being part of the land in Crown Land Title Volume 3141 Folio 235; portion of seabed;

together as shown in HC Curtilage Map P3211-1
5. **LOCAL GOVERNMENT AREA** City of Cockburn
6. **CURRENT OWNER**
 1. WA Land Authority (LandCorp);
 2. State of Western Australia (Responsible Agency: Department of Lands; Management Order: City of Cockburn);
 3. State of Western Australia
7. **HERITAGE LISTINGS**

• Register of Heritage Places:	Interim	14/05/1996
• National Trust Classification:		-----
• Town Planning Scheme:		-----
• Municipal Inventory:		-----
• Register of the National Estate:		-----
8. **ORDERS UNDER SECTION 38 OR 59 OF THE ACT**

9. **HERITAGE AGREEMENT**

10. **STATEMENT OF SIGNIFICANCE**
Robb Jetty (ruin) and Abattoir Chimney (fmr), Coogee consisting of the Abattoir Chimney (fmr), a brick chimney built c.1919, and the only extant structure from the abattoir demolished in 1995; and Robb Jetty (ruin), the subsurface and

Register of Heritage Places **Robb Jetty (ruin) and Abattoir Chimney (fmr), Coogee** 1
Place Assessed April 1996
Documentation amended: August 2015

underwater remnants of the timber jetty established in c.1877 that was demolished c.1975, has cultural heritage significance for the following reasons:

Robb Jetty Chimney is the only remnant of a substantial pre-World War II abattoir;

the place is a rare remnant of a substantial meat processing complex that reflects the development of the northern meat industry from the 1870s, the international meat trade after 1920 and the closure of the complex in response to the live export trade in the 1990s;

the place is a rare example of a State Trading Concern associated with the provision and export of meat, in response to World War II; and,

the Abattoir Chimney (fmr) demonstrates a landmark quality as a prominent tower structure set into a flat coastal plain, and the submerged section of the Robb Jetty (ruin), similarly demonstrates a landmark quality as the base of a nearshore marine ecosystem utilised as a diver training site.

Non-structural modern debris found in the vicinity of the submerged section of the Robb Jetty (ruin) is of little significance.

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11. ASSESSMENT OF CULTURAL HERITAGE SIGNIFICANCE

The criteria adopted by the Heritage Council in November 1996 have been used to determine the cultural heritage significance of the place.

PRINCIPAL AUSTRALIAN HISTORIC THEME(S)

3.5.3	Developing primary production
3.8	Moving goods and people
3.12	Feeding people
5.1	Working in harsh conditions

HERITAGE COUNCIL OF WESTERN AUSTRALIA THEME(S)

101	Immigration, emigration and refugees
106	Workers (including Aboriginal, convict)
108	Government Policy
310	Manufacturing and processing

11.1 AESTHETIC VALUE*

Robb Jetty Abattoir Chimney (fmr) has a landmark quality set in the low, open vista of the coastal area. (Criterion 1.3)

Robb Jetty (ruin), in particular the submerged section, forms the base for a thriving marine landscape that has developed around the remnant timber piles. (Criterion 1.3)

11.2 HISTORIC VALUE

Robb Jetty (ruin) and Abattoir Chimney (fmr), Coogee demonstrates the development of State Trading Concerns, both in the early disagreements regarding government enterprise and the way in which the state government responded to the World War II. (Criterion 2.2)

Robb Jetty (ruin) and Abattoir Chimney (fmr), Coogee demonstrates the development of the meat industry in the state, including the economic link with the northern half of the state in the 1870s, the growth of international trade after 1920 and the impact of the live export trade in the 1990s. (Criterion 2.2)

Robb Jetty (ruin) and Abattoir Chimney (fmr), Coogee demonstrates the development of the area south of Fremantle as an industrial estate from the 1870s, which lasted until the redevelopment of the area in the 1980s. (Criterion 2.2)

Robb Jetty (ruin), while no longer intact, is associated with the technical development of timber jetties and brick industrial chimney structures in the 19th and 20th centuries. (Criterion 2.4)

* For consistency, all references to architectural style are taken from Apperly, R., Irving, R., Reynolds, P. *A Pictorial Guide to Identifying Australian Architecture. Styles and Terms from 1788 to the Present*, Angus and Robertson, North Ryde, 1989.

For consistency, all references to garden and landscape types and styles are taken from Ramsay, J. *Parks, Gardens and Special Trees: A Classification and Assessment Method for the Register of the National Estate*, Australian Government Publishing Service, Canberra, 1991, with additional reference to Richards, O. *Theoretical Framework for Designed Landscapes in WA*, unpublished report, 1997.

Register of Heritage Places **Robb Jetty (ruin) and Abattoir Chimney (fmr), Coogee** **3**
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11. 3. SCIENTIFIC VALUE

Robb Jetty (ruin), in particular the submerged section has the potential, through archaeological methods, to provide information on the development and use of jetties in the 19th and 20th centuries. (Criterion 3.1)

11. 4. SOCIAL VALUE

Robb Jetty (ruin) and Abattoir Chimney (fmr), Coogee provided employment to generations of families from a variety of backgrounds, and is still valued by former employees. (Criterion 4.1)

The Abattoir Chimney (fmr), is still a recognised landmark that contributes to the local community's sense of place. (Criterion 4.2)

12. DEGREE OF SIGNIFICANCE**12. 1. RARITY**

Robb Jetty Chimney is the only substantial remnant of a pre-World War II abattoir (Criterion 5.1);

Robb Jetty (ruin) and Abattoir Chimney (fmr), Coogee, is a rare remnant of a substantial meat processing complex. (Criterion 5.1)

Robb Jetty (ruin) and Abattoir Chimney (fmr), Coogee, has some rarity as examples of timber jetties and industrial brick chimneys. (Criterion 5.1)

Robb Jetty (ruin) and Abattoir Chimney (fmr), Coogee, is a rare example of a State Trading Concern concerned with the provision and export of meat, and is particularly rare as an example of a government-backed private business that was transferred to government ownership. (Criterion 5.2)

12. 2 REPRESENTATIVENESS

Robb Jetty Abattoir Chimney (fmr) demonstrates the structural characteristics of industrial brick chimneys and has representative value as an example of this structure. (Criterion 6.1)

Robb Jetty (ruin) demonstrates some of the structural characteristics of a timber jetty, with some features obscured and some demolished. This remnant structure is considered to have low representative value as an example of it this structure. (Criterion 6.1)

12. 3 CONDITION

The Abattoir Chimney (fmr) is in good condition. The structure is stable and has been maintained.

The Robb Jetty (ruin) remnant is in a poor but stable condition. The marine environment has caused some degradation of the structure but has also covered over the remnant structure in marine concretion.

12. 4 INTEGRITY

The Abattoir Chimney (fmr) has a low degree of integrity and is unlikely to be reused for its original purpose.

The Robb Jetty (ruin) remnant has a low integrity as it is in a ruinous state.

Given that the abattoir as a whole has been demolished, the integrity of *Robb Jetty (ruin) and Abattoir Chimney (fmr), Coogee*, is considered to be low.

12.5 AUTHENTICITY

The Abattoir Chimney (fmr) has a moderate high integrity, with the remaining fabric largely unmodified save for safety and maintenance.

The Robb Jetty (ruin) remnant has a high integrity as it does not appear to have been artificially modified since its demolition.

The *Robb Jetty (ruin) and Abattoir Chimney (fmr), Coogee*, is considered to be high overall.

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ASSESSMENT OF CULTURAL HERITAGE SIGNIFICANCE – MAGAZINE JETTY

The City of Cockburn has used the criteria adopted by the Heritage Council in November 1996 to outline what is considered to be the cultural heritage significance of the place, and the identified values.

HERITAGE COUNCIL OF WESTERN AUSTRALIA THEME(S)

Transport and communications

201 River and sea transport

202 Rail and light rail transport

Occupations

303 Mining (including mineral processing)

Outside influences

501 World wars and other wars

NATURE OF SIGNIFICANCE

Aesthetic value

Magazine Jetty has aesthetic significance as a landmark in the area, contributing to the community's sense of place and history. (Criterion 1.1).

Magazine Jetty has landmark quality owing to its relationship with *Woodman Point Munitions Magazines (fmr)* and the remaining munitions storage structures and barrier berms. (Criterion 1.4).

Historic value

Magazine Jetty has historical significance in relation to the Department of Mines programme of storing and inspecting explosive materials for use in the mining industry. *Magazine Jetty* is located adjacent to a reserve utilised by the Department of Minerals and Energy since 1904 as a facility for the storage of mining industry explosives, containing the *Woodman Point Munitions Magazines (fmr)*, barrier berms, and the remnants of the narrow-gauge railway sidings which serviced the entire explosives reserve. (Criterion 2.1).

Magazine Jetty has historical significance as part of the larger precinct of explosive magazine storage and transportation at Woodman Point. (Criterion 2.2).

Magazine Jetty, in combination with the remnants of the barrier berms and railway sidings from the original explosives reserve, creates a distinctive landscape which strongly reflects the explosives storage history of the locality. (Criterion 2.2).

Magazine Jetty played a significant role in the military defence operations of Western Australia during World War II by transporting ammunition supplies. (Criterion 2.2).

Scientific value

Magazine Jetty, in conjunction with the former Explosives Reserve as a whole, has significance as an educational reference to the manner in which explosive materials were required to be transported and stored. (Criterion 3.1).

Social value

Magazine Jetty is highly valued by the local community for recreational fishing, snorkelling, scuba diving and swimming. It has significant value as a part of the broader recreational value of the Woodman Point Reserve which provides for a range of active and passive recreational pursuits. (Criterion 4.2).

Magazine Jetty has high social value as one of the last remaining substantial ocean jetties in the Perth metropolitan area. (Criterion 4.2).

DEGREE OF SIGNIFICANCE**Rarity and Representativeness**

In conjunction with the former Explosives Reserve, *Magazine Jetty* is significant in demonstrating the design characteristics and operations of an early-twentieth century explosives-handling precinct. (Criterion 5.2 and 6.2).

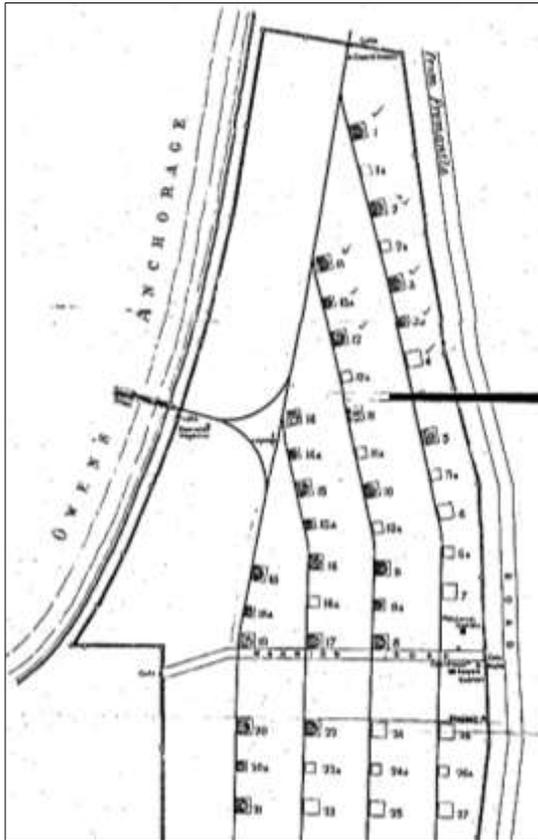
Magazine Jetty is rare as the last known extant munitions jetty in Western Australia, and one of the last substantial ocean jetties in the Perth metropolitan area. (Criterion 5.1 and 5.2).

Condition, Integrity and Authenticity

While *Magazine Jetty* does not have a high level of authenticity because much of the fabric is not in its original state, the presence of the jetty in its original location, and its association with the former Explosives Reserve and the *Woodman Point Munitions Magazines (fmr)* make it a significant part of the story of explosives handling in the precinct. *Woodman Point Munitions Magazines (fmr)*. *Magazine Jetty* is considered to be important to the integrity of the *Woodman Point Munitions Magazines (fmr)*.

The jetty has been modified numerous times over a period of 110 years; however its physical structure demonstrates an evolution of use from a magazine receiving jetty to a recreational jetty. These changes have been harmonious with the original design.

Some elements of *Magazine Jetty* are in deteriorating condition, however long term viability of its retention in its original location is considered feasible (albeit with significant works), thus the integrity of the identified values is considered to be high.



1904 Map of Reserve 8907 (Explosives Reserve)



1953 Aerial Photo



1965 Aerial Photo



2014 Aerial Photo

Figure 1: The Explosives Reserve (fmr) from 1904-2014 with railway sidings and barrier beams, and the Jetty as the focal point (Source: Landgate 1953, 1965, 2014)

15.12 PROPOSED COUNCIL POSITION STATEMENT - LIMITING THE NUMBER OF BOTTLE SHOPS IN COCKBURN

Author(s)	N Jones
Attachments	1. Position Statement PSPD28 'Licensed Premises' ↓ 2. Local Planning Policy LLP3.6 'Licensed Premises' ↓ 3. List of licensed premises ↓

RECOMMENDATION

That Council

- (1) adopts the position that the community of Cockburn considers that local shopping centres are adequately serviced with a maximum of two bottle shops and any additional bottle shops should not be supported in or adjacent to local shopping centres, including South Lake and Beeliar Village;
- (2) advise the Director of Liquor Licensing of Council's position;
- (3) advise Aldi that the City does not support the sale of liquor at the supermarket in the Beeliar Village local shopping centre as it considers that the centre and the surrounding community is adequately serviced by the existing liquor outlets in the area; and
- (4) considers revisions to Position Statement PSPD28 Licensed Premises to reflect (1) at the next DAPPS meeting.

Background

The number of bottle shops in Cockburn has increased significantly since 2000 and there are concerns in the community that increased availability of alcohol is potentially detrimental to public health. The City has the opportunity to form an opinion aimed at setting a maximum number of bottle shops in Cockburn and to fulfil its role under the Liquor Act by advising the Director of Liquor Licensing (DLL) of this opinion. Officer's assessment is that we have reached a limit, and a potential application by Aldi to sell liquor from a new supermarket in Beeliar will exceed the limit in one of the City's 25 small local shopping centres and is not in the public interest. The term "bottle shop" refers to a liquor outlet that sells packaged liquor for consumption off the premises.

Submission

N/A

Report

The Liquor Act specifically mentions three entities that have opinions which are embedded in the process of determining if a liquor licence is in the public interest. These entities are the Police, Executive Director Public Health and the Local Government. The opinion of the Local Government is seen to be a key representation of the community. This is only an opinion about public interest and is not a decision by the City that can be appealed. The opinion would need to be formed by Council and would be provided to the Director of Liquor Licencing. The City would then refer to this overall opinion when lodging objections or interventions against any third bottle shop in local shopping centres. It follows that the Director of Liquor Licensing in determining if an application is in the public interest is likely to give significant weight to the fact that the City formed this opinion and advised key stakeholders at this early stage. The opinion is that “the community of Cockburn considers that local shopping centres are adequately serviced with a maximum of two bottle shops and any additional bottle shops should not be supported in or adjacent to local shopping centres, including South Lake and Beeliar”.

The number of liquor outlets in the City has grown significantly over the past 17 years from about 30 in 2000 to about 50 in early 2011, to about 80 in 2017 plus 3 additional licences pending approval. The City’s population has grown by about 50,000 over the past 17 years (from 70,000 to 112,000). This represents an increase of about 45% whereas the number of liquor outlets including those currently proposed will have increased by about 48% (from 30 to 82). Assuming a population of about 112,000 this represents one accessible liquor outlet (total 63) to each 1,777 residents (not including wholesalers, producers and function centres). This figure does not take into account liquor outlets in neighbouring suburbs including Fremantle where there are a large number of such outlets.

Assuming that pending licences are approved, the comparable numbers for 2011 and 2017 are:-

	2011	2017
Bars/Taverns	11	9
Clubs	16	19
Restaurants	2	15
Bottleshops	12	20
Small bars	2	1
Wholesaler	6	12
Function Centres	3	5
Producer		1

Total 41 82

The attached Table (Attachment 3) shows the detailed description of licensed premises in Cockburn. There has been a significant increase in Restaurant licences mainly in our service areas e.g. Gateways, Coogee, Beeliar, Spearwood. The number of bottle shops has almost doubled from 12 to 20.

Since the adoption of the City's Planning Policy (Attachment 2) and Position Statement (Attachment 1) in 2012, the City's officers have rigorously assessed all applications for liquor outlets at both the planning and liquor licencing stage. Proponents have been advised that liquor outlets near to schools and similar sensitive premises are unlikely to be supported. The City has not adopted an approach aimed at discouraging new liquor outlets. There is an expectation that the number of liquor outlets will increase as the new suburbs are developed and also as higher density accommodation is introduced into some of the established suburbs.

In addition to the suburban bottle shops there are also a number of large destination type big box bottle shops in Cockburn including Coles First Choice Liquor on North Lake Road and Liquor Shed in Jandakot Airport which is one of the largest bottle shops in the Southern Hemisphere, plus a currently proposed Woolworths Dan Murphy's east of the freeway near Solomon Road, Jandakot.

The number of bottle shops in the City has increased from 9 in 2000, 12 in 2011 to 20 in 2017. The number continues to grow at a rate that is of concern to many in the community and from a public health perspective it could be argued that we are reaching a point where on behalf of the community the City should declare that the density of bottle shops is adequate and should not be increased. This is a difficult position because bottle shops are popular to many residents and a poll would probably result in more people for than against the provision of another bottle shop in a particular suburb. This is a scenario where Elected Members have the responsibility to consider the overall health of the community rather than popular opinion. Valid concerns relate to negative impacts on the community including anti-social behaviour, and the rising cost of alcohol related diseases and injuries.

Importantly a very similar position is under consideration by the officers of the City of Mandurah who are proposing a comparable approach to oppose applications for additional bottle shops based upon the table below that shows a high ratio of bottle shops to population.

Local Government	Population (2016)	Packaged Liquor Outlets	Ratio Outlets per person
Wanneroo	188,212	32	5,882

Joondalup	154,445	31	4,982
Rockingham	125,114	23	5,440
Cockburn	104,473	21	4,974
Mandurah	80,813	19	4,253

In his speech in 2006 (see below) which introduced the creation of the public interest test, Mark McGowan MLA spoke against the proliferation of liquor outlets, however it is difficult to argue that there has not been a proliferation of bottle shops in Cockburn and throughout Perth.

During the Second Reading Speech which accompanied the introduction of the Liquor and Gaming Legislation Amendment Act 2006 (see Parliamentary Debates, WA Parliament, vol 409, p 6342) the then Minister for Racing and Gaming, the Hon. Mark McGowan, stated:

“A key reform is the creation of the public interest test Under the public interest test, all applicants will be required to demonstrate that the application is in the public interest and the licensing authority will be required to consider the application based on the positive and negative social, economic and health impacts of the community It should be noted, however, that the government does not consider the proliferation of liquor outlets to be in the public interest and proliferation is not an outcome that would be supported by the public interest test. ”

There is an argument to suggest that the local community is adequately serviced by the presence of two bottle shops in small local shopping centres. Whereby two bottle shops provide local residents with ample access to alcohol and provides competition to keep prices low or reasonable. It may acceptable for District Shopping Centres such as Gateway and Phoenix to have up to a maximum of five bottle shops given that they serve a considerably larger catchment.

It is acceptable for almost all of the City's (about) 25 local shopping centres to have one or two bottle shops. The number of bottle shops here is not based upon any established measure of outlet density because no such measure exists, but it is appropriate and timely for the City to set a maximum and to publish this limit. Otherwise there is no limit and no control over the number of bottle shops per capita in Cockburn. Currently only two of the existing 25 local shopping centres have two bottle shops (Beeliar and South Lake).

In these circumstances inevitably there will be an application for a third bottle shop and this is likely to involve a proposal by Aldi to sell liquor from the supermarket under construction next to the proposed Vale Tavern at the Beeliar Shopping Centre. This is a local shopping centre

and once the drive-through bottle shop at the new tavern opens there will be two bottle shops which is considered to be adequate. It is proposed that the City will consider lodging objections with DLL where more than two bottle shops are proposed. At the same time the City will consider refusing Planning Applications for these bottle shops. It should be noted that there are already four Aldi Supermarkets in Cockburn and three of them will be approved to sell liquor because they are either in regional shopping centres or it is a second bottle shop in local shopping centre.

The following extract about harm from alcohol is taken from the original report to Council introducing the Planning Policy – Liquor Licenced Premises in 2012.

Alcohol and young people

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

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

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

Alcohol and young people - Australian Guidelines Report

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

Between 1993 and 2001:

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

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

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

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

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

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

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

risky (Toumbourou et al 2004) patterns of alcohol use in young adulthood (Australian Institute of Family Studies, 2004).

Updated information on alcohol consumption obtained from the WA Department of Health (DoH) and the Foundation for Alcohol Research (FARE) is provided below:-

The Annual Alcohol Poll 2017 completed by Foundation for Alcohol Research (FARE) assesses Australian attitudes towards a range of alcohol related matters. The following are some key data that relate to liquor stores:

1. 78% people believe that Australia has a problem with excessive drinking or alcohol abuse
2. People are most worried about alcohol-related road traffic accidents (78%), violence (76%) and child abuse and neglect (71%)
3. The majority of Australians (92%) think that there is a link between alcohol and family and domestic violence. And 80% of these people think that governments should be doing more to address the role alcohol plays in family and domestic violence

The Department of Health provided the following relevant research:

Packaged liquor

- A recent publication by Livingston found the availability of packaged liquor was positively associated with a number of harm indicators, including rates of assault, domestic violence, chronic disease and heavy episodic drinking.
- Various other studies have found that the availability of packaged liquor is associated with increased rates of a range of harm which occur away from the licensed premises, including assaultive violence, child maltreatment, vehicle accidents and injuries amongst young adults
- A study on the relationship between different types of licensed premises and various indicators of alcohol-related harm across local areas of Western Australia showed that per capita packaged liquor sales were closely and positively related to levels of assaults, road crashes, breath alcohol levels of drink drivers and alcohol-attributable hospitalisations. Therefore, the greater the per capita alcohol sales made, the greater levels of alcohol-related harm.

Outlet density

- Australian and international evidence indicates that alcohol outlet density is associated with community-level alcohol consumption and levels of alcohol-related harm
- A study showed that for each additional liquor licence within a neighbourhood there are subsequent increases in harm. For example, a study of Western Australian adults found that for each additional liquor store present within the neighbourhood (i.e., within 1.6km of home), the mean number of standard drinks of alcohol consumed/drinking day increased by 1% and the mean number of days of alcohol consumption increased by 6%.

Proximity to services

- An Australian study by Livingston et al., states that, 'some studies have suggested that socially marginalised drinkers are more likely to be influenced by changes in alcohol availability than other drinkers. This implies that changes to outlet density could markedly affect the consumption and long-term health problems of some population subgroups'.
- Additionally, there is research which demonstrates that people with a history of harmful alcohol use often face difficulty in maintaining housing and employment security, in addition to experiencing poor health outcomes and a lack of emotional and social support
- Research shows that regular exposure to alcohol advertising influences factors that put young people at greater risk of alcohol-related harm (including early initiation of alcohol use and risky drinking behaviours)
- Additionally, a high frequency of exposure to alcohol advertising by young people can send a message that alcohol is not risky for young people as it becomes a normal part of their external environment, which can in turn foster a favourable attitude to alcohol, impacting on future intentions and behaviour.

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

Strategic Plans/Policy Implications

Community, Lifestyle & Security

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

Budget/Financial Implications

N/A

Legal Implications

N/A

Community Consultation

As a requirement under the Liquor Control Act any proposal for a new liquor licence is required to be advertised for public comment.

Risk Management Implications

The risk is that if the City does not form the opinion that no more than two bottle shops are acceptable in local shopping centres before an application is received and possibly approved by the DLL, then it will be very difficult for the City to oppose applications for the third bottle shop at other local shopping centres. The outcome here would be that the Council would have little control over the number of bottle shops in Cockburn in the future. Ultimately the risk is that accessibility to alcohol in Cockburn is increased to a level that is likely to be detrimental to public health.

Advice to Proponent(s)/Submissioners

N/A

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

Nil.

POS	LICENSED PREMISES	PSPD28
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POSITION STATEMENT:	PSPD28
DIRECTORATE:	Planning & Development
BUSINESS UNIT:	Environmental Health Services Statutory Planning Services
SERVICE UNIT:	Environmental Health Services Statutory Planning Services
RESPONSIBLE OFFICER:	Manager, Environmental Health
FILE NO.:	086/002
DATE FIRST ADOPTED:	9 August 2012
DATE LAST REVIEWED:	10 December 2015
ATTACHMENTS:	N/A
VERSION NO.	3

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

BACKGROUND:

Local Government has a specific role, as identified in the Liquor Control Act 1988. This role needs to be acknowledged and actioned by the City therefore there is a need for the City to establish a position in relation to Liquor Licence Applications, made under the Liquor Control Act 1998.

PURPOSE:

To provide guidance to the City when determining applications for liquor licensed premises.

POSITION:

- (1) The proponent may be required to submit a Public Interest Assessment Report (PIAR) prior to determination of any planning application for licensed premises, in order for the City to assess the potential impact of the proposed licensed premises.
- (2) The proponent, when submitting an application for planning approval for a bottle shop, shall be required to provide evidence that the catchment area for the proposed licensed premises is not already adequately serviced with existing bottle shops.

POS	LICENSED PREMISES	PSPD28
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- (3) The City shall not support applications for licensed premises located within close proximity to existing or approved educational establishments, places of public worship or community/recreational facilities (particularly youth orientated community facilities). A specific separation distance is not specified as it would be dependent upon the location/orientation of the educational establishment, place of public worship or community/recreational facility and the proposed licensed premises.
- (4) The City shall support applications for small bar licences in commercial zoned areas and will provide assistance to the applicant in establishing that the application is in the public interest, where it is supported by the Council and the local community.
- (5) In relation to each new or amended liquor licence the City shall lodge an intervention (in the form of a report) before the liquor licensing authority for the purpose of indicating the City's opinion on the application.
- (6) In relation to a liquor licence application that is not supported by the City and the community, the City will lodge an objection before the liquor licensing authority.

Delegations

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

Definitions

1. Licensed premises – all premises requiring or having a liquor licence.
2. Bottle shops – premises having a liquor licence to sell packaged liquor for consumption off the premises.
3. Small bar licence – premises having a liquor licence for the sale and supply of liquor for consumption on the premises only and with a maximum capacity of no more that 120 people at any one time.
4. Public Interest Assessment Report – as defined in the Liquor Control Act, 1988 (as amended).

POL	LICENSED PREMISES (LIQUOR)	LPP 3.6
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POLICY CODE:	LPP 3.6
DIRECTORATE:	Planning and Development
BUSINESS UNIT:	Statutory Planning Services / Environmental Health Services
SERVICE UNIT:	Statutory Planning Services
RESPONSIBLE OFFICER:	Manager Statutory Planning
FILE NO.:	182/001
DATE FIRST ADOPTED:	14 February 2013
DATE LAST REVIEWED:	9 March 2017
ATTACHMENTS:	N/A
DELEGATED AUTHORITY REF.:	OLPD33
VERSION NO.	7

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

BACKGROUND:

The Western Australian Health Department and the Liquor Licensing Court have expressed the view that the impact of licensed premises, that serve to increase the availability of liquor, can contribute to alcohol related harm in the community. The Drug and Alcohol Office advises that research suggests that alcohol availability has the potential to contribute to harm in the community. The City does not currently take the issue of whether there is a public impact into consideration when determining planning applications for liquor licensed premises.

PURPOSE:

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

POLICY:

This policy arises from the provisions of the City’s Local planning Scheme No. 3 (LPS 3) where the aims of LPS 3 are to ensure development complies with accepted standards and practices for public amenity and convenience. And also to ensure that

POL	LICENSED PREMISES (LIQUOR)	LPP 3.6
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the quality of life enjoyed by the City's inhabitants is not jeopardised by poor planning, unacceptable development and incompatible use of land. Inappropriate distribution and function of liquor licensed premises is considered to have a significant potential to conflict with these town planning objectives.

- (1) Council will take into consideration the public interest when assessing applications for planning approvals for liquor licensed premises. In this respect the potential for adverse public impact is to be considered alongside other matters such as community and economic development.
- (2) The City may require a Public Interest Assessment Report (PIAR) to be submitted prior to determination of any planning application for liquor licensed premises, in order to inform the community about how the proposal will be in the interest of the community.
- (3) Operational procedures will be prepared and contained within the Statutory Planning Department's procedure manual for the assessment of liquor licensed premises applications.
- (4) Higher profile Liquor Licences will be advertised to enable the City to consult with the owners/occupiers of nearby premises. Advertising/consultation will involve a letter drop to all premises within 200m of the proposed licenced premises. High profile licenced premises include Hotels, Taverns, Nightclubs and bottle shops.

				pre 2000	pre 2011	post 2011	proposed
Atwell Cellars	Stargate Shopping Centre 129 Lydon Boulevard	ATWELL	BS		X	X	
BWS - Beer Wine Spirits Harvest Lakes	80 Lyon Rd	ATWELL	BS			X	
Sorano Restaurant	Shop 8, Harvest Lakes Village Centre 80 Lyon Rd	ATWELL	R			X	
Aubin Grove Liquor	5 Talisker Gte	AUBIN GROVE	BS			X	
Upside Wines	13 Belmore Bend	AUBIN GROVE	W			X	
Cellarbrations at Beeliar	28 Lakefront Avenue	BEELIAR	BS		X	X	
Liquorland Beeliar	Tenancy 3, Beeliar Village Durnin Ave	BEELIAR	BS			X	
Chilli Valley	Shop 9 Beeliar Village Durnin Ave	BEELIAR	R			X	
The Vale Bar & Brasserie	9003L Beeliar Drive	BEELIAR	T				X
Port City Vintners	19 Drosera Loop	BEELIAR	W		X	X	
Bibra Food & Liquor	Bibra Food & Liquor Shop 7 134 Parkway Road	BIBRA LAKE	BS	X	X	X	
Yangebup Knights Baseball Club Inc	Meller Park Hope Road	BIBRA LAKE	CR	X	X	X	
Adventureworld	179 Progress Drive	BIBRA LAKE	SF	X	X	X	
Cockburn Ice Arena	401 Progress Drive	BIBRA LAKE	SF			X	
Off the Vine Distributors	Unit 10, 8 Aspiration Circuit	BIBRA LAKE	W			X	
SM Palermo Investments	Unit 7/8 Cascara Way	BIBRA LAKE	W		X	X	
Austrend Foods	35 Clark Court BIBRA	BIBRA LAKE	W			X	
Sea Dragon Marine	Unit 1/3 Lerista Court	BIBRA LAKE	W			X	
Allstates Marine and Food Service	71 Cocos Drive	BIBRA LAKE	W			X	
First Choice Liquor Superstore	810 North Lake Road	COCKBURN CENTRAL	BS	X	X	X	
Portuguese Cultural and Welfare Centre Inc	12 Poletti Road	COCKBURN CENTRAL	CR	X	X	X	
Majestic India	Unit 3/19 Junction Boulevard	COCKBURN CENTRAL	R			X	
Cafe Royal	Unit 1 & 2 19 Junction Boulevard	COCKBURN CENTRAL	R			X	
Blondie's Sports Bar	Units 134 & 135/ 2, Signal Terrace	COCKBURN CENTRAL	SB				X
Last Drop Beeliar	Lot 6 Hammond Road	COCKBURN CENTRAL	T			X	
Latitude 34 Wine Co	Unit 5/28 Hammond Road	COCKBURN CENTRAL	W			X	
Epicure Sales and Marketing	1/19 Blackly Row	COCKBURN CENTRAL	W		X	X	
Chiantis Distributors	U2/447 Yangebup Rd	COCKBURN CENTRAL	W		X	X	
Jervoise Bay Sailing Club Inc	Woodman Point	COOGEE	CR	X	X	X	
Coogee Beach Surf Lifesaving Club Inc	20 Poore Grove	COOGEE	CR			X	
BWS - Beer Wine Spirits	64 Coolbellup Avenue	COOLBELLUP	BS	X	X	X	
Coolbellup Sporting Assn Inc	Prospero Cres	COOLBELLUP	CR	X	X	X	
Liquorland Hamilton Hill	95 Forrest Road	HAMILTON HILL	BS	X	X	X	
Cellarbrations at Hamilton Hill	Shop 20 Hamilton Hill Shopping Centre 43-57 Rockingham Road	HAMILTON HILL	BS		X	X	
WA Portuguese Club Inc	2 Strang Street	HAMILTON HILL	C	X	X	X	
City of Cockburn RSL Sub Branch Social Club Inc	73 Frederick Rd	HAMILTON HILL	C	X	X	X	
Cockburn Basketball Association Inc	Wally Hagan Basketball Stadium Lot 4381, Starling Street	HAMILTON HILL	CR	X	X	X	
Cockburn Cricket Club Inc	Rockingham Road	HAMILTON HILL	CR	X	X	X	
Cockburn Football Club (S.N.F.L.)	11L Lucius Road	HAMILTON HILL	CR	X	X	X	
Phoenix Lacrosse Club (Inc.)	Goodchild Reserve Clubrooms 30 Plantagenet Crescent	HAMILTON HILL	CR			X	
La Scala Function Centre	51 Rockingham Rd	HAMILTON HILL	SF	X	X	X	
Hamilton Tavern	330 Carrington Street	HAMILTON HILL	T	X	X	X	
The Quarie Bar & Brasserie	2 Macquarie Bvd	HAMMOND PARK	T			X	

Tiger Kart Club Inc	Gemma Road	HENDERSON	CR	X	X	X		
Ship & Dock Inn	81 Quill Way	HENDERSON	T	X	X	X		
Liquor Store	8/628 Karel Ave	JANDAKOT	BS			X		
Francesco's Cafe	630 Karel Avenue Jandakot Airport	JANDAKOT	R			X		
The Iris Bar and Restaurant	10 (Lot 509) Dean Road	JANDAKOT	SF		X	X		
Spud Shed	630 Karel Avenue	JANDAKOT	W			X		
Cockburn Power Boats Assn Inc	37 Jervoise Bay Cove	MUNSTER	C	X	X	X		
La Mint Cafe	4 McGrath Rd	MUNSTER	R		X	X		
La Mint Events and Catering	4 McGrath Rd	MUNSTER	SF		X	X		
BWS - Beer Wine Spirits Port Coogee	Port Coogee Village Shopping Centre Cnr Orsino Bvd & Calypso Pde	NORTH COOGEE	BS			X		
Bistro 21	21 Ocean Drive	NORTH COOGEE	R			X		
Caffissimo Port Coogee	Shop T1 Port Coogee Village Shopping Centre 42 Orsino Boulevard	NORTH COOGEE	R			X		
Spanish Club W.A. Inc	CNR FARRINGTON AND BAKER RD	NORTH LAKE	C	X	X	X		
Liquorland The Lakes	The Lakes Shopping Centre North Road	SOUTH LAKE	BS	X	X	X		
ALDI South Lake Liquor Store	Lakes Shopping Centre 620 North Lake Road	SOUTH LAKE	BS			X		
Cockburn Lakes Amateur Football Club Inc	Anning Park 1 Thomas Street	SOUTH LAKE	CR	X	X	X		
Berrigans By The Lakes	Lot 758 Berrigan Drive	SOUTH LAKE	T	X	X	X		
Cockburn Liquor & Food Centre	333 Rockingham Road	SPEARWOOD	BS	X	X	X		
BWS - Beer Wine Spirits	254 Rockingham Road	SPEARWOOD	BS	X	X	X		
Liquorland Spearwood	Cnr Phoenix and Rockingham Roads	SPEARWOOD	BS	X	X	X		
Cockburn Bowling & Recreational Club Inc	ROCKINGHAM RD	SPEARWOOD	C	X	X	X		
Spearwood Dalmatinac Club Inc	LOT 2 AZELIA ROAD	SPEARWOOD	C	X	X	X		
Cockburn City Soccer Club Inc	BEALE PARK HAMILTON RD	SPEARWOOD	CR	X	X	X		
Innate Brewers	Unit 23, 83 Mell Road	SPEARWOOD	P			X		
Eatalian Spearwood	Shop 4/ 218 Rockingham Road	SPEARWOOD	R	X	X	X		
Tickety-Boo Coogee	Unit 2/180 Hamilton Road	SPEARWOOD	R			X		
Spearwood Tavern	SHOP 5 432 ROCKINGHAM RD	SPEARWOOD	T	X	X	X		
BWS - Beer Wine Spirits	Store No 101 Cockburn Gateway Shopping City 816 Beeliar Drive	SUCCESS	BS		X	X		
Coles Liquorland	816 Beeliar Drive	SUCCESS	BS				X	
Leeming Rugby Union Football Club Inc	Lot 3000 Hammond Rd South	SUCCESS	CR		X	X		
Guzman y Gomez	Tenancy R6 Cockburn Gateway Shopping Ce 816 Beeliar Drive	SUCCESS	R			X		
Grill'd Cockburn	Shop R4 Cockburn Gateway Shopping City 816 Beeliar	SUCCESS	R			X		
Lone Star Rib House - Cockburn	Shop R - 007 816 Beeliar Drive	SUCCESS	R			X		
Dragon Palace	Shop R-001 Cockburn Gateway Shopping City 816 Beeliar Dr	SUCCESS	R			X		
Nando's Cockburn Gateway	Tenancy R8 Cockburn Gateway Shopping City 816 Beeliar Dr	SUCCESS	R			X		
The Gate Bar & Bistro	816 Beeliar Drive	SUCCESS	T		X	X		
Ten Mile Well	1048 ROCKINGHAM ROAD	WATTLEUP	T	X	X	X		
Cellarbrations at Yangebup	Lot 50 Yangebup Road	YANGEBUP	BS	X	X	X		
Choice Wine Imports	U 12 27 Erceg Rd	YANGEBUP	W		X	X		
BS - Bottleshop	T - Tavern	C - Club	CR - Club Restricted	SF - Special Facility	SB - Small Bar	P - Producer	R - Restaurant	W - Wholesaler

15.13 DEDICATION AS ROAD RESERVE - LAND PARCELS SHOWN AS SHADED OR STIPPLED ON MAIN ROADS PLANS 1660-026-2,1660-027-1 AND 1660-025-2 ARMADALE ROAD, TREEBY AND BANJUP - OWNER DEPARTMENT OF LANDS AND VARIOUS FREEHOLD LOTS

Author(s) K Sim

Attachments 1. Main Roads Plans 1660-026-2,1660-027-1 and 1660-025-2 [↓](#)

RECOMMENDATION

That Council, subject to acquisition of the land by Main Roads WA:

- (1) request that the Minister for Lands dedicate land parcels shown shaded and stippled on Main Roads Plans 1660-026-2,1660-027-1 and 1660-025-2 as road reserve following transfer of these parcels to Main Roads pursuant to Section 56(1) of the Land Administration Act 1997; and
- (2) indemnify the Minister for Lands against costs incurred in considering and granting the request in (1) above.

Background

Council at its meeting held on 12 October 2017 resolved to agree to the following excisions and dedications of land as road under Section 56 of the Land Administration Act 1997, subject to certain aspects being address. Council's decision was as follows:

That Council:

- (1) *agrees to the excision of the portion of Reserve 8129 shown bordered yellow on Main Roads Western Australia's Drawing Number 1660-025-2, subject to Main Roads WA designing in some additional short term parking off Warton Road, in the vicinity of the southern boundary of the Fremantle Pistol Club lease, to provide parking for visitors who may wish to visit and reflect on the War Memorial;*
- (2) *agrees to the excision of portion of Reserve 1820 shown bordered yellow on Main Roads Western Australia's Drawing 1660-026-2*
- (3) *agrees to the dedication of the land (portion of City owned Lot 24 Armadale Road) shown shaded and stippled on Main Roads Western Australia's Drawing Number 1660-*

027-1, subject to Main Roads undertaking a drainage study to demonstrate that the drainage function and utility of the drain on this portion of land will be maintained, and that any associated use of the drain for drainage by MRWA clearly demonstrates that the drain is capable of such use; and

- (4) *notes that compensation to the City will be determined through the normal processes of the Land Administration Act 1997.*

Main Roads acknowledge this decision, and are actively working with the City to address the aspects contained in the resolution.

Since this time, Main Roads has fully determined the land requirements and seeks a further resolution of Council to address all the land, once acquired by Main Roads, becoming road reserve. This is the purpose of this report, to ensure the land required for the road project can be vested as road reserve once acquired by Main Roads.

Submission

Main Road of Western Australia were advised of the October 2017 Council Resolution and has subsequently asked that the resolution be reframed. They were concerned that the resolution would not be acceptable to the Department of Planning Lands and Heritage (Lands Division) or Landgate. The new resolution seeks to address the request of Main Roads, and to enable the ultimate vesting as road reserve the land portions once acquired by Main Roads.

Report

Land shown on the Main Roads Plans as shaded or stippled comprises both portions of Crown Land Reserves and also freehold land. The land required as road widening and being portion of a Crown land reserve will be excised from the crown reserve. This action is undertaken by the Lands Division of the Department of Planning, Lands and Heritage.

The Land Administration Act 1997 requires that the road portion be dedicated pursuant to Section 56 of the Land Administration Act 1997. The land required for road widening and being portion of a freehold lot needs to be acquired from the owner possibly by compulsory acquisition. Plan 1660-027-1 includes a portion of Council owned freehold Lot 24 which is proposed to be used for drainage of the new Armadale road when a 1 in 5 year rainfall event occurs. Unfortunately this sump is likely to disrupt the Atwell main drain. Main Roads have assured City officers that an engineering solution will be found to overcome this impediment. On completion of any freehold acquisition the road widening portion also needs to be dedicated pursuant to

Section 56 of the Land Administration Act 1997. The Act stipulates that this action can only be initiated by the Local Government Authority.

The Department Lands have advised that a road dedication request pursuant to Section 56 of the Land Administration Act 1997 requires a Council resolution that includes an indemnification to the Minister for Lands against costs incurred in considering and granting the request.

Following Council's resolution, the request will be forwarded to the Department of Planning Lands and Heritage with an instruction that until Main Roads control the road widening land the dedication is not to proceed. This will ensure the outstanding issues as identified in Council's October resolution are address.

Strategic Plans/Policy Implications

Moving Around

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

Improve connectivity of transport infrastructure.

Budget/Financial Implications

N/A

Legal Implications

Provisions of the Land Administration Act 1997.

Community Consultation

N/A

Risk Management Implications

There appears to be minimal risk to the City in requesting dedication of the land as road reserve. The project to upgrade Armadale Road is being undertaken by Main Roads who have considerable experience in such projects.

The risk to the City, if the Council decision is to defer or not support the recommendation, is that Main Roads may be delayed in awarding contracts for the road construction.

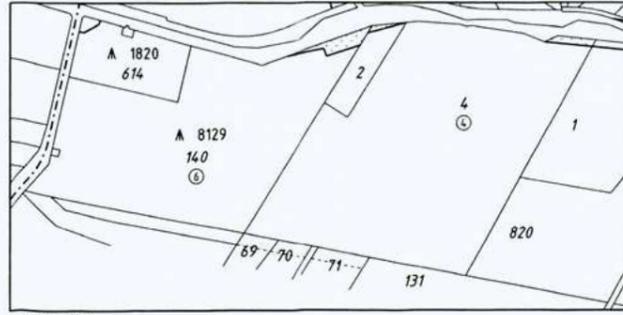
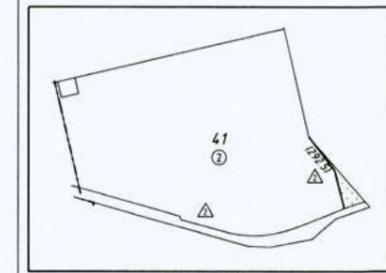
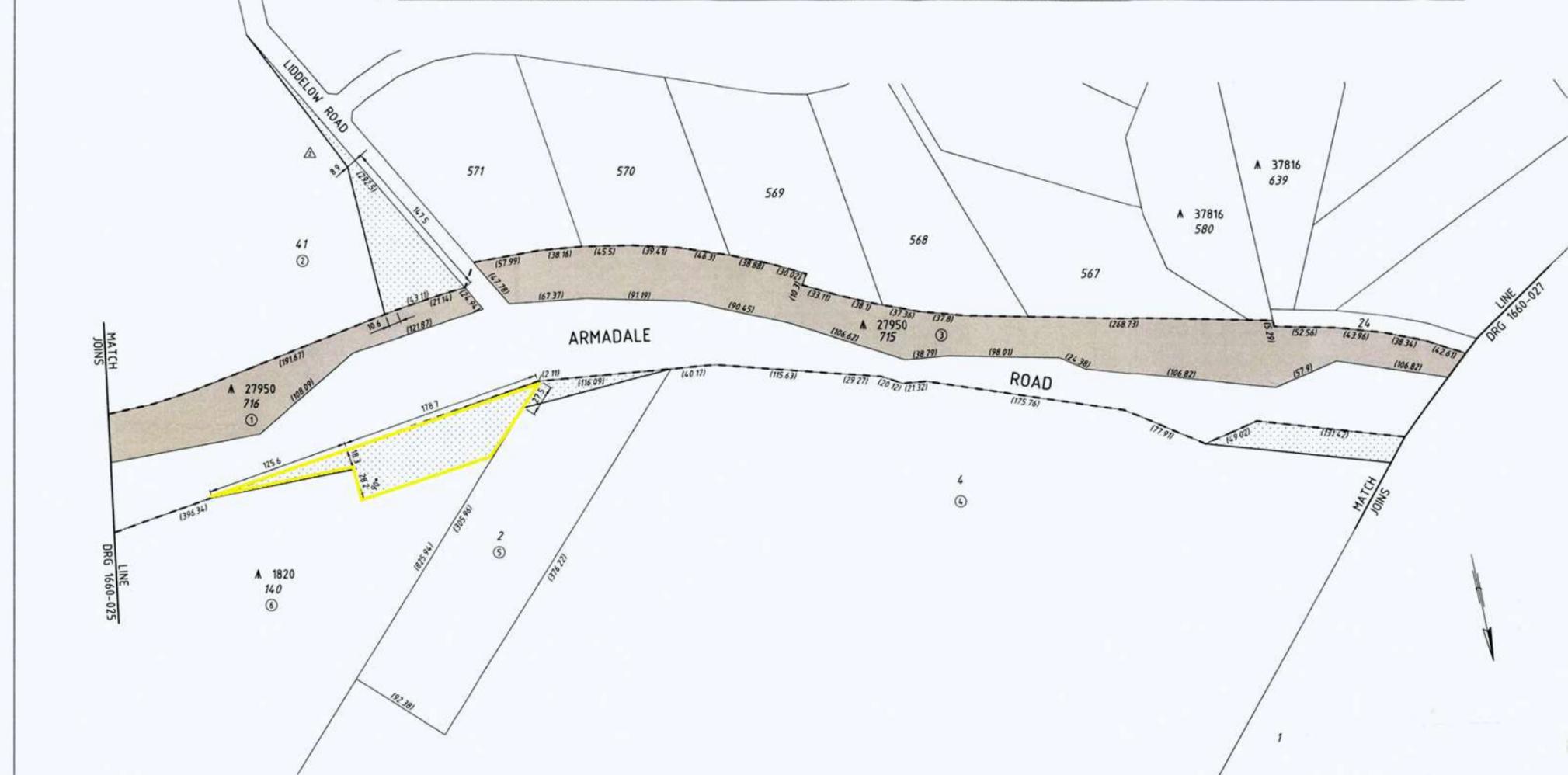
Advice to Proponent(s)/Submissioners

Main Roads have been advised that this matter is to be considered at the 14 December 2017 Ordinary Council Meeting.

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

Nil.

ITEM	DESCRIPTION	C/T	OWNERSHIP	TOTAL AREA REQUIRED	REMARKS
1	A 27950 (LOT 716)	LR3110/989	STATE OF WA	5.8153 ha	PURPOSE GOVERNMENT REQUIREMENTS AREA THIS SHEET = 12598 ha
2	LOT 41	1591/592	I DA PRATO 16/12 SHARE, A.B. DA PRATO, I DA PRATO (3/12 SHARE), R DE PRATO (3/12 SHARE)	6208 m ²	REFER TO DRG 1660-041
3	A 27950 (LOT 715)	LR3110/988	STATE OF WA	5.7965 ha	PURPOSE GOVERNMENT REQUIREMENTS AREA THIS SHEET = 3.6138 ha
4	LOT 4	333/129A	MIDLAND BRICK COMPANY PTY LTD	3519 m ²	REFER TO DRG 1660-049
5	LOT 2	1250/966	P RONCI	1268 m ²	CAVEAT H405053 REFER TO DRG 1660-050
6	A 1820 (LOT 140)	LR3096/571	M.O. CITY OF COCKBURN	8328 m ²	PURPOSE RECREATION, M.O. E852423, MEMORIAL L360111



AMENDMENT	DESCRIPTION	DATE	APPROVED
1	ITEM 1 AMENDED ITEMS 5, 6 & 8 ADDED	4/5/17	[Signature]
2	ITEM 2 REQUIREMENT AMENDED	4/5/17	[Signature]

LEGEND	
[Symbol]	LAND REQUIRED FOR ROAD PURPOSES INSIDE MRS
[Symbol]	LAND REQUIRED FOR ROAD PURPOSES OUTSIDE MRS
[Symbol]	BOUNDARY TO BE SURVEYED
[Symbol]	MRS BOUNDARY

- NOTES**
- DIMENSIONS AND AREAS ARE APPROXIMATE ONLY AND ARE SUBJECT TO SURVEY.
 - SLK IS A M.R.W.A STRAIGHT LINE KILOMETRE AND IS APPROXIMATE ONLY.
 - CADASTRAL MODEL CAD0973A
 - HORIZONTAL DATUM IS MGA 94

PLANNING & TECHNICAL SERVICES		
APPROVED FOR IMPLEMENTATION		
FILE NUMBER	DATE	APPROVAL NUMBER
16/1506	4/5/17	[Signature]
AUTHORISED	APPROVED	
[Signature]	[Signature]	

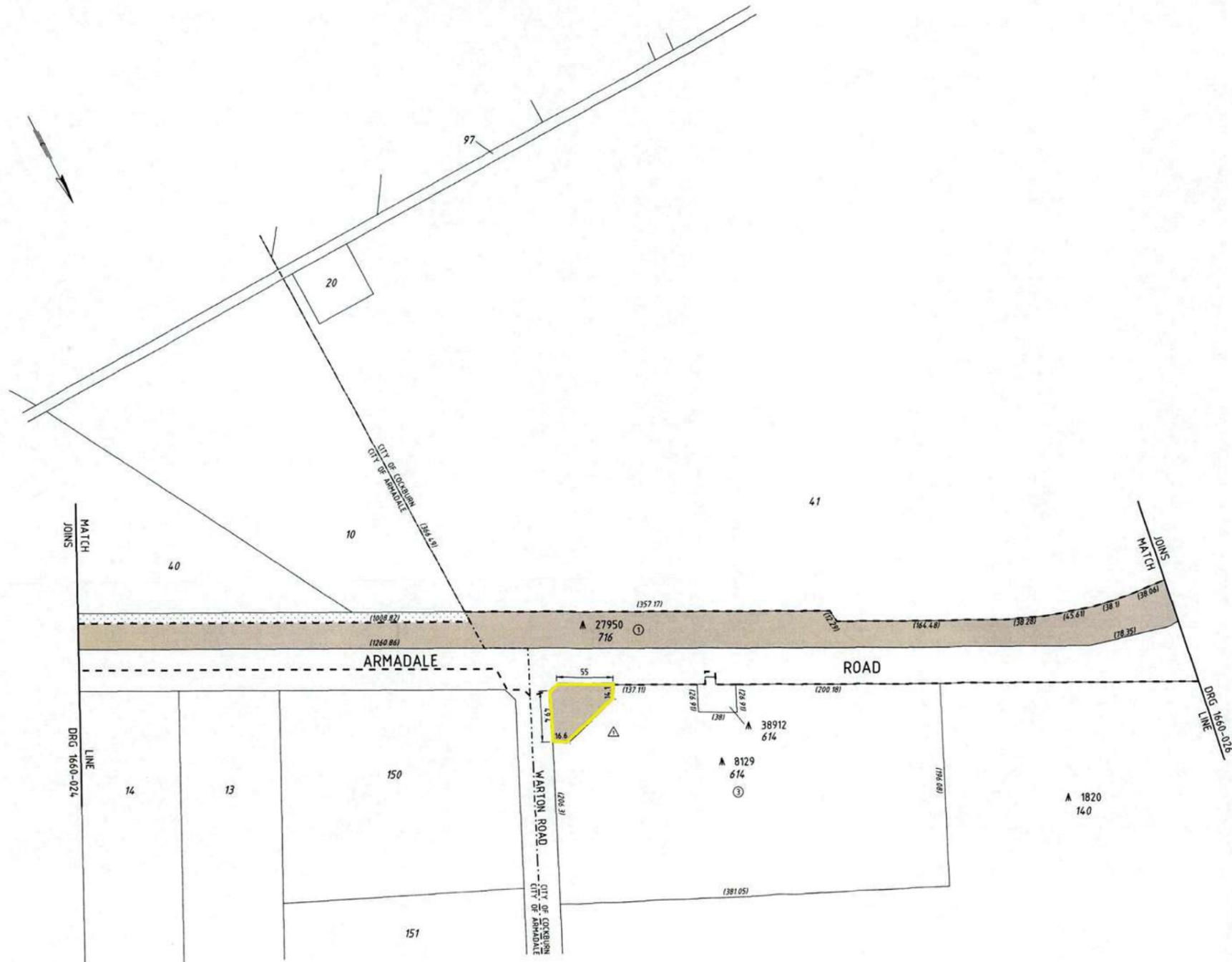
mainroads
WESTERN AUSTRALIA
FINANCE AND SERVICES
PROPERTY MANAGEMENT
Telephone 9323 4580 Fax 9323 4600

DRAWN/DESIGNED	W.M. ROLLINGS	DATE	4/5/17
ARMADALE RD H23 LAND DEALINGS SHEET 5 OF 6 12.71 - 13.76 SLK			
LOCAL AUTHORITY	(103) CITY OF COCKBURN	DRAWING NUMBER	1660-026-2
DRAWING TYPE	7200	FILE NUMBER	16/1506

THIS DRAWING IS AN AMENDMENT OF THE APPROVED DRAWING [Signature]

Document Set ID: 6619095
Version: 1, Version Date: 01/09/2017

ITEM	DESCRIPTION	C/T	OWNERSHIP	TOTAL AREA REQUIRED	REMARKS
1	A 27950 (LOT 716)	LR3110/989	STATE OF W.A.	5 8153 ha	PURPOSE: GOVERNMENT REQUIREMENTS AREA THIS SHEET = 3 5968 ha
2					
3	A 8129 (LOT 614)	LR3032/307	M.O. CITY OF COCKBURN	24.11 m ²	PURPOSE: RECREATION, M.O. E852423, MEMORIAL K689289



AMENDMENT NO.	DESCRIPTION	DATE	APPROVED
1	ITEM 1 AMENDED, MATCH LINE ADJUSTED	3/5/17	S. MARTINEZ
2	ITEM 3 ADDED, ITEM 2 REMOVED	4/5/17	S. MARTINEZ

LEGEND

- LAND REQUIRED FOR ROAD PURPOSES INSIDE MRS
- LAND REQUIRED FOR ROAD PURPOSES OUTSIDE MRS
- BOUNDARY TO BE SURVEYED
- MRS BOUNDARY

- NOTES**
- DIMENSIONS AND AREAS ARE APPROXIMATE ONLY AND ARE SUBJECT TO SURVEY.
 - SLK IS A M.R.W.A STRAIGHT LINE KILOMETRE AND IS APPROXIMATE ONLY.
 - CADASTRAL MODEL CAD0973A
 - HORIZONTAL DATUM IS MGA 94

PLANNING & TECHNICAL SERVICES

APPROVED FOR IMPLEMENTATION

FILE NUMBER	DATE	APPROVAL NUMBER
16/1506		
AUTHORISED	P. RYAN	1/11/16
APPROVED	G. MANNING	3/11/16

mainroads
WESTERN AUSTRALIA

FINANCE AND SERVICES
PROPERTY MANAGEMENT

Telephone 9323 4580 Fax 9323 4600

DRAWN/DESIGNED: W.M. ROLLINGS DATE: 8/11/16
 AUDITED IN ACCORDANCE WITH STANDARD 67-08-18 IN THE ROAD AND TRAFFIC ENGINEERING MANUAL. *Handwritten initials*

ARMADALE RD H23
 LAND DEALINGS
 SHEET 4 OF 6
 11.65 - 12.71 SLK
 (101) CITY OF ARMADALE
 (103) CITY OF COCKBURN

DRAWING TYPE	DRAWING NUMBER	AMEND.
7200		A
FILE NUMBER		1
16/1506		

1660-025-2

THIS DRAWING IS AN AMENDMENT OF THE APPROVED DRAWING *Handwritten signature*

ITEM	DESCRIPTION	C/T	OWNERSHIP	TOTAL AREA REQUIRED	REMARKS
1	A 27950 (LOT 715)	LR310/988	STATE OF W.A	5.7965 ha	PURPOSE GOVERNMENT REQUIREMENTS AREA THIS SHEET = 2.1827 ha
2	LOT 1	2887/742	HOUSING AUTHORITY	434.0 m ²	
3	LOT 8006		ROAD WIDENING	3090 m ²	LODGED SURVEY DP54269
4	LOT 8007	2840/948	WAPC	2353 m ²	EASEMENT DP 401266 (ELECTRICITY PURPOSES)
5	LOT 9006	2840/951	WAPC	17635 ha	EASEMENT DP 401266 (DRAINAGE PURPOSES), (WATER PURPOSES), (ELECTRICITY PURPOSES)
6	LOT 1	1209/240	ARMADALE ROAD PTY. LTD	10551 ha	EDITION M394765 REFER TO DRG 1660-044
7	LOT 8008	2840/949	WAPC	329 m ²	EASEMENT DP 401266 (ELECTRICITY PURPOSES)
8	LOT 24	1603/476	CITY OF COCKBURN	3684 m ²	



AMENDMENTS	DESCRIPTION	DATE	BY
1	ITEM 3 AMENDED FOR SUBDIVISION ITEM 8 ADDED	31/05/17	

LEGEND

- Land required for road purposes inside MRS
- Land required for road purposes outside MRS
- Boundary to be surveyed
- MRS Boundary

- NOTES**
- DIMENSIONS AND AREAS ARE APPROXIMATE ONLY AND ARE SUBJECT TO SURVEY
 - SLK IS A MRS WA STRAIGHT LINE KILOMETRE AND IS APPROXIMATE ONLY
 - CADASTRAL MODEL CAD0973A
 - HORIZONTAL DATUM IS MGA 94

PLANNING & TECHNICAL SERVICES

APPROVED FOR IMPLEMENTATION

FILE NUMBER	DATE	APPROVAL NUMBER
16/1506		
AUTHORISED	P. RYAN	1/11/16
APPROVED	G. MANNING	3/11/16

mainroads
WESTERN AUSTRALIA

FINANCE AND SERVICES
PROPERTY MANAGEMENT

Telephone 9323 4580 Fax 9323 4600

DRAWING DESIGNED: W.M. ROLLINGS DATE: 8/11/16

AUDITED IN ACCORDANCE WITH STANDARD 47-08-18 IN THE ROAD AND TRAFFIC ENGINEERING MANUAL. *W.M. 31/05/17*

ARMADALE RD H23
LAND DEALINGS
SHEET 6 OF 6
1376 - 14.8 SLK

LOCAL AUTHORITY: (103) CITY OF COCKBURN

DRAWING TYPE: 7200 DRAWING NUMBER: 1660-027-1

FILE NUMBER: 16/1506

Document Set ID: 6619095
Version: 1, Version Date: 01/09/2017

THIS DRAWING IS AN AMENDMENT OF THE APPROVED DRAWING *1660-027-1*

15.14 CLOSURE OF PORTION OF ROCKINGHAM ROAD, HAMILTON HILL, ADJOINING LOT 30 ROCKINGHAM ROAD, HAMILTON HILL - OWNER: N.M. SCIACCA APPLICANT: COMPLEX LAND SOLUTIONS : FILE 2205711

Author(s) K Sim
Attachments N/A

RECOMMENDATION

That Council

- (1) request that the Minister for Lands permanently close portion of Rockingham Road, Hamilton Hill pursuant to Section 58 of the Land Administration Act 1997,
- (2) request that the land the subject of the closure be included into Lot 30 Rockingham Road; and
- (3) advise the applicant of Council's decision accordingly.

Background

No. 182 (Lot 30) Rockingham Road adjoins an unmade road reserve which in turn is adjacent to a portion of public open space. The Manager of Engineering has determined that it is unlikely that the unmade road reserve will be constructed in the future. The standard truncation (splay) in front of 182 Rockingham Road is therefore not required. This portion of unmade road reserve is able to be closed, and included in to Lot 30.



Submission

N/A

Report

A former owner of 182 Rockingham Road constructed a limestone wall on what they thought to be the front boundary of their lot. The wall in however encroaches onto an unmade road reserve mainly on the splayed corner of Rockingham Road and the unmade Owen Road. This error was in part due to the original fences along this section of Rockingham Road also encroaching within the road reserve. The extent of the proposed road closure when amalgamated with Lot 30 will result in the limestone wall being located entirely within the private property. It is a logical way to address the issue, and not require the unnecessary demolition of the existing wall.

All of the service authorities have been advised of the proposal, and there have been no objections. The proposal has also been publicly advertised in accordance with the requirements of the *Land Administration Act 1997*, with no objections received.

It is recommended that Council proceed with the road closure request as per the officer recommendation.

If the recommendation is adopted then the next step will be that the request will be sent to the Department of Planning Lands and Heritage (Lands Division) The applicant will be required to nominate a Licensed Surveyor to prepare a Deposited Plan. A purchase price for the road closure will be determined by the Department. On payment of the purchase price a new title will be applied for the new lot.

Strategic Plans/Policy ImplicationsCity Growth

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

Budget/Financial Implications

The applicant has paid the required application fee.

Legal Implications

Section 58 of the *Land Administration Act 1997* refers.

Community Consultation

The proposal has been advertised in the *West Australian* in accordance with the requirements of the *Land Administration Act 1997*.

Risk Management Implications

The key risk that the City faces in not progressing this closure and inclusion of the road closure land into Lot 30 Rockingham Road is that the wall will need to be unnecessarily demolished. This would be an unnecessary waste of resources and effort that was taken to build the wall it what was reasonably thought to be the correct alignment.

Advice to Proponent(s)/Submissioners

The Proponent(s) and those who lodged a submission on the proposal have been advised that this matter is to be considered at the 14 December 2017 Ordinary Council Meeting.

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

Nil

16. FINANCE & CORPORATE SERVICES DIVISION ISSUES

16.1 LIST OF CREDITORS PAID - OCTOBER 2017

Author(s)	N Mauricio
Attachments	1. Payments Summary - October 2017 ↓ 2. Payment Listing - October 2017 ↓

RECOMMENDATION

That Council receive the List of Creditors Paid for October 2017, as attached to the Agenda.

Background

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

Submission

N/A

Report

The list of accounts for October 2017 is attached to the Agenda for consideration. The list contains details of payments made by the City in relation to goods and services received by the City.

Strategic Plans/Policy Implications

Leading & Listening

Deliver sustainable governance through transparent and robust policy and processes

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

Budget/Financial Implications

N/A

Legal Implications

N/A

Community Consultation

N/A

Risk Management Implications

The list of accounts for October 2017 is attached to the Agenda for consideration. The list contains details of payments made by the City in relation to goods and services received by the City.

Advice to Proponent(s)/Submissioners

N/A

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

Nil.

PAYMENT SUMMARY

CHEQUE PAYMENTS - 2

CHQ027069 – CHQ027070

ELECTRONIC FUNDS TRANSFER PAYMENT – 622

EF105962– EF106583

CANCELLED PAYMENTS – 11

027062
EF105717
EF105804
EF105873
EF105786
EF105934
EF105880
EF105879
EF105861
EF105872
EF104615

CITY OF COCKBURN
MUNICIPAL BANK ACCOUNT

Cheque/	Account No.	Account/Payee	Date	Value
EF105962	26111	ASSETVAL PTY LTD LAND VALUATION SERVICES	3/10/2017	6,930.00
EF105963	26987	CTI RISK MANAGEMENT SECURITY - CASH COLLECTION	3/10/2017	2,760.45
EF105964	99996	SHARON BOYNES RATES REFUND	3/10/2017	30.00
EF105965	10152	AUST SERVICES UNION PAYROLL DEDUCTIONS	9/10/2017	1,311.96
EF105966	10154	AUSTRALIAN TAXATION OFFICE PAYROLL DEDUCTIONS	9/10/2017	433,537.00
EF105967	10244	BUILDING & CONST INDUSTRY TRAINING FUND LEVY PAYMENT	9/10/2017	49,098.98
EF105968	10305	CHILD SUPPORT AGENCY PAYROLL DEDUCTIONS	9/10/2017	4,056.53
EF105969	10733	HOSPITAL BENEFIT FUND PAYROLL DEDUCTIONS	9/10/2017	317.80
EF105970	10888	LJ CATERERS CATERING SERVICES	9/10/2017	3,738.80
EF105971	11001	LOCAL GOVERNMENT RACING & CEMETERIES EMPLOYEES UNION LGRCEU PAYROLL DEDUCTIONS	9/10/2017	184.50
EF105972	11857	CHAMPAGNE SOCIAL CLUB PAYROLL DEDUCTIONS	9/10/2017	532.00
EF105973	11860	45S CLUB PAYROLL DEDUCTIONS	9/10/2017	18.00
EF105974	18553	SELECTUS PTY LTD PAYROLL DEDUCTIONS	9/10/2017	16,814.46
EF105975	19726	HEALTH INSURANCE FUND OF WA PAYROLL DEDUCTIONS	9/10/2017	1,061.20
EF105976	23302	BUILDING SERVIC BUILDING SERVICES LEVIES	9/10/2017	47,009.84
EF105977	25987	TOYOTA FLEET MANAGEMENT PAYROLL DEDUCTIONS - NOVATED LEASE	9/10/2017	608.14
EF105978	26987	CTI RISK MANAGEMENT SECURITY - CASH COLLECTION	10/10/2017	2,519.40
EF105979	26517	CLICKSUPER PAYROLL DEDUCTIONS	19/10/2017	494,150.09
EF105980	26987	CTI RISK MANAGEMENT SECURITY - CASH COLLECTION	17/10/2017	2,087.85
EF105981	27111	METALWORK WA PTY LTD STEEL FABRICATION	17/10/2017	4,411.00
EF105982	27269	INTEGRAPAY PTY LTD PAYMENT PROCESSING	17/10/2017	31,477.54
EF105983	99996	FIRST NATIONAL REAL ESTATE PEAK CENTRAL RATES REFUND	17/10/2017	440.00
EF105984	10152	AUST SERVICES UNION PAYROLL DEDUCTIONS	23/10/2017	1,265.75
EF105985	10154	AUSTRALIAN TAXATION OFFICE PAYROLL DEDUCTIONS	23/10/2017	411,794.00
EF105986	10305	CHILD SUPPORT AGENCY PAYROLL DEDUCTIONS	23/10/2017	4,056.53
EF105987	10733	HOSPITAL BENEFIT FUND PAYROLL DEDUCTIONS	23/10/2017	317.80
EF105988	11001	LOCAL GOVERNMENT RACING & CEMETERIES EMPLOYEES UNION LGRCEU PAYROLL DEDUCTIONS	23/10/2017	184.50
EF105989	11857	CHAMPAGNE SOCIAL CLUB PAYROLL DEDUCTIONS	23/10/2017	528.00
EF105990	11860	45S CLUB PAYROLL DEDUCTIONS	23/10/2017	16.00
EF105991	18553	SELECTUS PTY LTD PAYROLL DEDUCTIONS	23/10/2017	15,069.04
EF105992	19726	HEALTH INSURANCE FUND OF WA PAYROLL DEDUCTIONS	23/10/2017	1,086.39
EF105993	25987	TOYOTA FLEET MANAGEMENT PAYROLL DEDUCTIONS - NOVATED LEASE	23/10/2017	608.14
EF105994	26987	CTI RISK MANAGEMENT SECURITY - CASH COLLECTION	24/10/2017	1,347.50
EF105995	99997	ROB JACKSON CONSULTING LIMITED TRAINING COURSE AND ACOMM. INV RJC435	24/10/2017	1,006.54
EF105996	10035	ADVENTURE WORLD WA PTY LTD ENTERTAINMENT SERVICES	31/10/2017	756.00
EF105997	10058	ALSCO PTY LTD HYGIENE SERVICES/SUPPLIES	31/10/2017	5,658.21
EF105998	10071	AUSTRALASIAN PERFORMING RIGHT ASSOC. LTD LICENCE - PERFORMING RIGHTS	31/10/2017	6,567.45
EF105999	10086	ARTEIL WA PTY LTD ERGONOMIC CHAIRS	31/10/2017	425.70
EF106000	10118	AUSTRALIA POST POSTAGE CHARGES	31/10/2017	32,608.37
EF106001	10160	DORMA AUSTRALIA PTY LTD AUTOMATIC DOOR SERVICES	31/10/2017	13,529.34
EF106002	10201	BIG W DISCOUNT STORES VARIOUS SUPPLIES	31/10/2017	73.00
EF106003	10207	BOC GASES GAS SUPPLIES	31/10/2017	2,002.63
EF106004	10221	BP AUSTRALIA LIMITED DIESEL/PETROL SUPPLIES	31/10/2017	22,070.80
EF106005	10226	BRIDGESTONE AUSTRALIA LTD TYRE SERVICES	31/10/2017	30,672.19
EF106006	10246	BUNNINGS BUILDING SUPPLIES PTY LTD HARDWARE SUPPLIES	31/10/2017	3,296.26

Cheque/	Account No.	Account/Payee	Date	Value
EF106007	10255	CABCHARGE AUSTRALIA PTY LTD CABCHARGES	31/10/2017	516.97
EF106008	10256	CABLE LOCATES & CONSULTING LOCATING SERVICES	31/10/2017	935.00
EF106009	10279	CASTROL AUSTRALIA PTY LTD GREASE/LUBRICANTS	31/10/2017	4,351.23
EF106010	10287	CENTRELINE MARKINGS LINEMARKING SERVICES	31/10/2017	1,485.00
EF106011	10328	CITY OF MELVILLE SECURITY SERVICES	31/10/2017	2,020.18
EF106012	10333	CJD EQUIPMENT PTY LTD HARDWARE SUPPLIES	31/10/2017	1,925.11
EF106013	10346	COATES HIRE OPERATIONS PTY LTD EQUIPMENT HIRING SERVICES	31/10/2017	277.53
EF106014	10353	COCKBURN CEMENT LTD RATES REFUND	31/10/2017	674.52
EF106015	10359	COCKBURN PAINTING SERVICE PAINTING SUPPLIES/SERVICES	31/10/2017	13,079.00
EF106016	10368	COCKBURN WETLANDS EDUCATION CENTRE COMMUNITY GRANT	31/10/2017	822.00
EF106017	10375	VEOLIA ENVIRONMENTAL SERVICES WASTE SERVICES	31/10/2017	6,309.63
EF106018	10384	PROGILITY PTY LTD COMMUNICATION SERVICES	31/10/2017	6,600.00
EF106019	10386	COMMUNITY NEWSPAPER GROUP ADVERTISING SERVICES	31/10/2017	9,494.27
EF106020	10422	REITSEMA PACKAGING ROAD LITTER BAGS	31/10/2017	502.92
EF106021	10456	DATANET PTY LTD SOFTWARE MODIFICATIONS	31/10/2017	2,130.15
EF106022	10483	LANDGATE MAPPING/LAND TITLE SEARCHES	31/10/2017	21,412.58
EF106023	10526	E & MJ ROSHER PTY LTD MOWER PARTS	31/10/2017	307.85
EF106024	10528	EASIFLEET MANAGEMENT VEHICLE LEASE	31/10/2017	568.90
EF106025	10535	WORKPOWER INCORPORATED EMPLOYMENT SERVICES - PLANTING	31/10/2017	1,623.70
EF106026	10550	EMERALD PEST CONTROL PEST CONTROL SERVICES	31/10/2017	110.00
EF106027	10580	FC COURIERS COURIER SERVICES	31/10/2017	2,301.91
EF106028	10588	FINANCIAL COUNSELLORS ASSOC OF WA INC MEMBERSHIP RENEWAL	31/10/2017	200.00
EF106029	10589	FINES ENFORCEMENT REGISTRY FINES ENFORCEMENT FEES	31/10/2017	8,120.00
EF106030	10590	DEPARTMENT OF FIRE AND EMERGENCY SERVICES ESL LEVY & RELATED COSTS	31/10/2017	125,964.07
EF106031	10597	FLEXI STAFF PTY LTD EMPLOYMENT SERVICES	31/10/2017	61,422.57
EF106032	10600	FLICK ANTICIMECT PTY LTD FORMERLY FLICK PEST CONTROL SERVICES PEST CONTROL SERVICES	31/10/2017	561.00
EF106033	10611	FORPARK AUSTRALIA PLAYGROUND EQUIPMENT	31/10/2017	41,262.10
EF106034	10655	GHD PTY LTD CONSULTANCY SERVICES	31/10/2017	17,798.88
EF106035	10709	HECS FIRE FIRE SYSTEM MAINTENANCE	31/10/2017	4,875.20
EF106036	10726	HOLTON CONNOR ARCHITECTS & PLANNERS ARCHITECTURAL SERVICES	31/10/2017	37,888.18
EF106037	10778	IWF FENCING FENCING REPAIRS/MAINTENANCE	31/10/2017	3,425.43
EF106038	10779	J F COVICH & CO PTY LTD ELECTRICAL SERVICES	31/10/2017	33,988.18
EF106039	10783	JANDAKOT METAL INDUSTRIES METAL SUPPLIES	31/10/2017	2,688.90
EF106040	10787	JANDAKOT ACCIDENT REPAIR CENTRE PANEL BEATING SERVICES	31/10/2017	2,000.00
EF106041	10794	JASON SIGNMAKERS SIGNS	31/10/2017	118.80
EF106042	10866	LANDCORP COCKBURN CENTRAL WEST - AGREEMENT	31/10/2017	32.00
EF106043	10879	LES MILLS AEROBICS INSTRUCTION/TRAINING SERVICES	31/10/2017	1,612.68
EF106044	10888	LJ CATERERS CATERING SERVICES	31/10/2017	1,965.70
EF106045	10893	LOCAL GOVT SUPERVISORS ASSOC OF WA INC CONFERENCE/SEMINARS	31/10/2017	55.00
EF106046	10912	M2 TECHNOLOGY PTY LTD MESSAGING SERVICES	31/10/2017	396.00
EF106047	10913	BUCHER MUNICIPAL PTY LTD PURCHASE OF NEW PLANT / REPAIR SERVICES	31/10/2017	4,722.36
EF106048	10923	MAJOR MOTORS PTY LTD REPAIRS/MAINTENANCE SERVICES	31/10/2017	1,322.80
EF106049	10942	MCGEES PROPERTY PROPERTY CONSULTANCY SERVICES	31/10/2017	6,462.50
EF106050	10944	MCLEODS LEGAL SERVICES	31/10/2017	14,848.14
EF106051	10991	BEACON EQUIPMENT MOWING EQUIPMENT	31/10/2017	530.00
EF106052	11028	NEVERFAIL SPRINGWATER LTD BOTTLED WATER SUPPLIES	31/10/2017	679.30
EF106053	11036	NORTHLAKE ELECTRICAL ELECTRICAL SERVICES	31/10/2017	37,573.87

Cheque/	Account No.	Account/Payee	Date	Value
EF106054	11039	NOVUS AUTO GLASS WINDSCREEN REPAIR SERVICES	31/10/2017	1,337.00
EF106055	11068	VODAFONE HUTCHISON AUSTRALIA PTY LTD PAGING SERVICES	31/10/2017	665.50
EF106056	11070	OTIS ELEVATOR COMPANY ELEVATOR REPAIRS/MAINTENANCE	31/10/2017	2,129.19
EF106057	11077	P & G BODY BUILDERS PTY LTD PLANT BODY BUILDING SERVICES	31/10/2017	3,091.00
EF106058	11093	PARKLAND MAZDA REPAIRS/MAINTENANCE SERVICES	31/10/2017	407.95
EF106059	11155	PK PRINT PTY LTD PRINTING SERVICES	31/10/2017	3,971.80
EF106060	11182	PREMIUM BRAKE & CLUTCH SERVICE BRAKE SERVICES	31/10/2017	2,277.55
EF106061	11205	QUALITY TRAFFIC MANAGEMENT PTY LTD TRAFFIC CONTROL SERVICES	31/10/2017	27,760.29
EF106062	11208	QUICK CORPORATE AUSTRALIA PTY LTD STATIONERY/CONSUMABLES	31/10/2017	8,408.02
EF106063	11235	REINFORCED CONCRETE PIPES PTY LTD CONCRETE PIPE SUPPLIES	31/10/2017	515.59
EF106064	11244	RESEARCH SOLUTIONS PTY LTD RESEARCH SERVICES	31/10/2017	8,320.40
EF106065	11247	RICHGRO WA GARDENING SUPPLIES	31/10/2017	1,964.16
EF106066	11304	SANAX MEDICAL & FIRST AID SUPPLIES MEDICAL SUPPLIES	31/10/2017	206.14
EF106067	11307	SATELLITE SECURITY SERVICES PTY LTD SECURITY SERVICES	31/10/2017	19,262.95
EF106068	11308	BOSS INDUSTRIAL FORMALLY SBA SUPPLIES HARDWARE SUPPLIES	31/10/2017	4,230.64
EF106069	11311	SCITECH DISCOVERY CENTRE ENTERTAINMENT SERVICES	31/10/2017	345.00
EF106070	11331	SHAWMAC PTY LTD CONSULTANCY SERVICES - CIVIL	31/10/2017	2,475.00
EF106071	11337	SHERIDANS FOR BADGES NAME BADGES & ENGRAVING	31/10/2017	732.88
EF106072	11361	SIGMA CHEMICALS PTY LTD CHEMICAL SUPPLIES	31/10/2017	2,103.31
EF106073	11373	SKIPPER TRUCK PARTS SPARE PARTS & MAINTENANCE SERVICES	31/10/2017	1,475.88
EF106074	11387	BIBRA LAKE SOILS SOIL & LIMESTONE SUPPLIES	31/10/2017	3,539.00
EF106075	11425	SOUTHERN METROPOLITAN REGIONAL COUNCIL WASTE DISPOSAL GATE FEES	31/10/2017	1,321,882.64
EF106076	11434	SOUTHSIDE MITSUBISHI MOTOR VEHICLE PURCHASE	31/10/2017	27,486.14
EF106077	11459	SPEARWOOD VETERINARY HOSPITAL VETERINARY SERVICES	31/10/2017	1,340.00
EF106078	11469	SPORTS TURF TECHNOLOGY TURF CONSULTANCY SERVICES	31/10/2017	8,657.00
EF106079	11483	ST JOHN AMBULANCE AUST WA OPERATIONS FIRST AID COURSES	31/10/2017	253.00
EF106080	11511	STATEWIDE BEARINGS BEARING SUPPLIES	31/10/2017	127.67
EF106081	11531	SUNNY INDUSTRIAL BRUSHWARE PTY LTD BRUSH/ROAD BROOM SUPPLIES	31/10/2017	1,248.50
EF106082	11546	T FAULKNER & CO INSTALLATIONS/SUPPLY OF HAND RAILS	31/10/2017	14,762.00
EF106083	11557	TECHNOLOGY ONE LTD IT CONSULTANCY SERVICES	31/10/2017	3,197.84
EF106084	11597	THE PERTH MINT PURCHASE OF CITIZENSHIP COINS	31/10/2017	1,503.70
EF106085	11625	TOTAL EDEN PTY LTD RETICULATION SUPPLIES	31/10/2017	70,548.10
EF106086	11627	TOTAL NISSAN TOTAL AUTOS PURCHASE OF NEW VEHICLE	31/10/2017	12,668.61
EF106087	11642	TRAILER PARTS PTY LTD TRAILER PARTS	31/10/2017	764.82
EF106088	11651	TREE WATERING SERVICES TREE WATERING SERVICES	31/10/2017	4,480.00
EF106089	11657	TRUCKLINE PARTS CENTRES AUTOMOTIVE SPARE PARTS	31/10/2017	1,058.15
EF106090	11658	TRUGRADE MEDICAL SUPPLIES MEDICAL SUPPLIES	31/10/2017	169.09
EF106091	11667	TURFMASTER FACILITY MANAGEMENT TURFING SERVICES	31/10/2017	88,380.16
EF106092	11699	VERNON DESIGN GROUP ARCHITECTURAL SERVICES	31/10/2017	5,445.00
EF106093	11701	VIBRA INDUSTRIA FILTER SUPPLIES	31/10/2017	1,111.00
EF106094	11715	WA BLUOMETAL ROADBASE SUPPLIES	31/10/2017	1,157.46
EF106095	11722	WA HINO SALES & SERVICE PURCHASE OF NEW TRUCKS / MAINTENANCE	31/10/2017	800.19
EF106096	11726	WA LIMESTONE LIMESTONE SUPPLIES	31/10/2017	3,793.13
EF106097	11773	WESFARMERS LANDMARK LIMITED CHEMICAL SUPPLIES	31/10/2017	8,944.93
EF106098	11786	WESTCARE INDUSTRIES STATIONERY/SAFETY VESTS	31/10/2017	33.00
EF106099	11787	DEPT OF TRANSPORT VEHICLE SEARCH FEES	31/10/2017	60.30
EF106100	11793	WESTERN IRRIGATION PTY LTD IRRIGATION SERVICES/SUPPLIES	31/10/2017	23,520.05

Cheque/	Account No.	Account/Payee	Date	Value
EF106101	11795	WESTERN POWER ELECTRICAL SERVICES	31/10/2017	18,006.00
EF106102	11806	WESTRAC PTY LTD REPAIRS/MTNCE - EARTHMOVING EQUIPMENT	31/10/2017	166.76
EF106103	11828	WORLDWIDE ONLINE PRINTING - O'CONNOR PRINTING SERVICES	31/10/2017	5,041.41
EF106104	11835	WURTH AUSTRALIA PTY LTD HARDWARE SUPPLIES	31/10/2017	458.96
EF106105	11841	YANGEBUP FAMILY CENTRE INC VENUE HIRE / GRANTS & DONATIONS	31/10/2017	2,077.00
EF106106	11854	ZIPFORM PRINTING SERVICES	31/10/2017	4,564.57
EF106107	11873	WATTLEUP TRACTORS HARDWARE SUPPLIES	31/10/2017	2,059.05
EF106108	11985	IVO GRUBELICH BUS HIRE	31/10/2017	4,675.00
EF106109	12014	TUTT BRYANT EQUIPMENT BT EQUIPMENT PTY LTD T/AS EXCAVATING/EARTHMOVING EQUIPMENT	31/10/2017	7,030.37
EF106110	12388	ELITE POOL COVERS POOL COVERS	31/10/2017	1,400.00
EF106111	12458	KITE KINETICS ENTERTAINMENT SERVICES	31/10/2017	440.00
EF106112	12497	TROPHY CHOICE TROPHY SUPPLIES	31/10/2017	228.00
EF106113	12500	ELLENBY TREE FARM PLANT SUPPLIES	31/10/2017	324.50
EF106114	12540	COCKBURN CRICKET CLUB COUNCIL GRANTS & DONATIONS	31/10/2017	1,500.00
EF106115	12542	SEALIN GARLETT CEREMONIAL SERVICES	31/10/2017	800.00
EF106116	12589	AUSTRALIAN INSTITUTE OF MANAGEMENT TRAINING SERVICES	31/10/2017	2,355.00
EF106117	12672	NORMAN DISNEY & YOUNG CONSULTANCY SERVICES	31/10/2017	6,050.00
EF106118	12796	ISENTIA PTY LIMITED MEDIA MONITORING SERVICES	31/10/2017	1,524.33
EF106119	12811	SPORTS CIRCUIT LINEMARKING SPORTS LINE MARKING SERVICES	31/10/2017	7,364.50
EF106120	13037	PPCA LTD LICENCE FEE - SOUND & MUSIC	31/10/2017	3,393.00
EF106121	13056	CLEANDUSTRIAL SERVICES PTY LTD CLEANING SERVICES	31/10/2017	76,232.65
EF106122	13325	MARTINS ENVIRONMENTAL SERVICES WEED SPRAYING SERVICES	31/10/2017	40,711.00
EF106123	13340	FACE PAINTER EXTRAORDINAIRE ENTERTAINMENT SERVICES	31/10/2017	297.00
EF106124	13462	ATI-MIRAGE PTY LTD TRAINING SERVICES	31/10/2017	4,950.00
EF106125	13465	KOSMIC ELECTRONIC INDUSTRIES SOUND EQUIPMENT	31/10/2017	9,613.00
EF106126	13563	GREEN SKILLS INC EMPLOYMENT SERVICES	31/10/2017	31,265.17
EF106127	13779	PORTER CONSULTING ENGINEERS ENGINEERING CONSULTANCY SERVICES	31/10/2017	3,850.00
EF106128	13849	MCMULLEN NOLAN & PARTNERS SURVEYORS P/L SURVEYING SERVICES	31/10/2017	6,600.00
EF106129	13860	KRS CONTRACTING WASTE COLLECTION SERVICES	31/10/2017	27,109.50
EF106130	14350	BAILEYS FERTILISERS FERTILISER SUPPLIES	31/10/2017	2,692.25
EF106131	14667	APPEALING SIGNS SIGNS	31/10/2017	286.00
EF106132	14777	LGIS INSURANCE BROKING INSURANCE PREMIUMS	31/10/2017	15,050.20
EF106133	15271	PLE COMPUTERS PTY LTD PLE CORPORATE IT COMPUTER HARDWARE	31/10/2017	4,577.49
EF106134	15393	STRATAGREEN HARDWARE SUPPLIES	31/10/2017	988.52
EF106135	15587	DAVIDSON TRAHAIRE CORPSYCH TRAINING SERVICES	31/10/2017	3,300.00
EF106136	15588	NATURAL AREA HOLDINGS PTY LTD WEED SPRAYING	31/10/2017	1,258.40
EF106137	15678	A2Z PEST CONTROL THE TRUSTEE FOR CALDOW TRADING TRUST PEST CONTROL	31/10/2017	5,509.00
EF106138	15746	WESTERN AUSTRALIA POLICE SERVICE POLICE CLEARANCES	31/10/2017	59.60
EF106139	15868	CARDNO (WA) PTY LTD CONSULTANCY SERVICES - ENGINEERING	31/10/2017	10,713.73
EF106140	15914	T-QUIP MOWING EQUIPMENT	31/10/2017	2,234.25
EF106141	16064	CMS ENGINEERING PTY LTD AIRCONDITIONING SERVICES	31/10/2017	17,709.67
EF106142	16107	WREN OIL WASTE DISPOSAL SERVICES	31/10/2017	33.00
EF106143	16257	THE FINISHING TOUCH GALLERY FRAMING SERVICES	31/10/2017	610.00
EF106144	16396	MAYDAY EARTHMOVING ROAD CONSTRUCTION MACHINE HIRE	31/10/2017	64,854.41
EF106145	16510	LLOYD GEORGE ACOUSTICS PTY LTD CONSULTANCY SERVICES - ACOUSTIC	31/10/2017	10,323.50
EF106146	16533	TOTAL PACKAGING PACKAGING	31/10/2017	463.38
EF106147	16648	YOUTH AFFAIRS COUNCIL OF WA INC YOUTH AFFAIRS	31/10/2017	13,260.00

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EF106148	16940	RAC SECURITY SERVICES SECURITY SERVICES	31/10/2017	200.00
EF106149	16985	WA PREMIX CONCRETE SUPPLIES	31/10/2017	8,759.52
EF106150	16997	AUS SECURE SECURITY SERVICES/PRODUCTS	31/10/2017	600.00
EF106151	17121	UNDERGROUND POWER DEVELOPMENT PTY LTD ELECTRICAL SERVICES	31/10/2017	4,345.00
EF106152	17279	AUSSIE COOL SHADES SHADE SAILS & AWNINGS	31/10/2017	21,280.60
EF106153	17343	RAC BUSINESSWISE MEMBERSHIP SUBSCRIPTION	31/10/2017	376.80
EF106154	17471	PIRTEK (FREMANTLE) PTY LTD HOSES & FITTINGS	31/10/2017	1,569.94
EF106155	17555	ALLEASING PTY LTD LEASE REPAYMENTS	31/10/2017	6,955.99
EF106156	17600	ERLECTIONS (WA) GUARD RAILS	31/10/2017	2,464.00
EF106157	17605	EZI-EDGE CONCRETE GARDEN KERBING KERBING SERVICES	31/10/2017	3,218.60
EF106158	17790	CPA AUSTRALIA LTD CONFERENCES & SEMINARS	31/10/2017	4,040.00
EF106159	17887	RED SAND SUPPLIES PTY LTD MACHINERY HIRE	31/10/2017	1,848.00
EF106160	18114	BOLLIG DESIGN GROUP P/L ARCHITECTURAL SERVICES	31/10/2017	7,355.50
EF106161	18126	DELL AUSTRALIA PTY LTD COMPUTER HARDWARE	31/10/2017	1,186.90
EF106162	18147	AURECON AUSTRALASIA PTY LTD CONSULTANCY - CIVIL ENGINEERING	31/10/2017	2,668.05
EF106163	18203	NATSYNC ENVIRONMENTAL PEST CONTROL	31/10/2017	2,948.50
EF106164	18272	AUSTRACLEAR LIMITED INVESTMENT SERVICES	31/10/2017	86.68
EF106165	18508	JOHN TURNER BRICK LAYING SERVICES	31/10/2017	560.00
EF106166	18533	FRIENDS OF THE COMMUNITY INC. DONATION	31/10/2017	2,090.00
EF106167	18621	PLANNING INSTITUTE AUSTRALIA REGISTRATION	31/10/2017	1,200.00
EF106168	18695	MYAREE CRANE HIRE CRANE HIRE	31/10/2017	1,012.00
EF106169	18734	P & R EDWARDS ENTERTAINMENT SERVICES	31/10/2017	565.00
EF106170	18799	DOWN TO EARTH TRAINING & ASSESSING TRAINING SERVICES	31/10/2017	850.00
EF106171	18962	SEALANES (1985) P/L CATERING SUPPLIES	31/10/2017	1,773.63
EF106172	19058	VALENTINE'S CAMERA HOUSE FREMANTLE PHOTOGRAPHIC EQUIPMENT	31/10/2017	250.00
EF106173	19107	FOREVER SHINING MONUMENT	31/10/2017	5,500.00
EF106174	19306	ZIP HEATERS (AUST) PTY LTD HEATERS	31/10/2017	356.95
EF106175	19502	WORLEYPARSONS SERVICES PTY LTD ENGINEERING CONSULTANCY SERVICES	31/10/2017	13,775.93
EF106176	19533	WOOLWORTHS LTD GROCERIES	31/10/2017	3,216.02
EF106177	19541	TURF CARE WA PTY LTD TURF SERVICES	31/10/2017	24,392.50
EF106178	19657	BIGMATE MONITORING SERVICES PTY LTD COMPUTER HARDWARE/SOFTWARE	31/10/2017	1,370.60
EF106179	19713	DISKBANK CD'S & DVD'S	31/10/2017	924.55
EF106180	19718	SIFTING SANDS CLEANING SERVICES - SAND	31/10/2017	4,670.15
EF106181	19794	THE SOUTHERN LIONS RUGBY UNION CLUB GRANTS & DONATIONS	31/10/2017	1,100.00
EF106182	19856	WESTERN TREE RECYCLERS SHREDDING SERVICES	31/10/2017	25,259.58
EF106183	19967	FINGER FOOD CATERING CATERING SERVICES	31/10/2017	572.00
EF106184	20000	AUST WEST AUTO ELECTRICAL P/L AUTO ELECTRICAL SERVICES	31/10/2017	17,062.18
EF106185	20146	DATA#3 LIMITED CONTRACT IT PERSONNEL & SOFTWARE	31/10/2017	33,110.90
EF106186	20215	POWERVAC CLEANING EQUIPMENT	31/10/2017	451.65
EF106187	20247	CHRISTIE PARKSAFE PARKS & RECREATIONAL PRODUCTS	31/10/2017	26,433.00
EF106188	20307	OCTAGON-BKG LIFTS MAINTENANCE SERVICES	31/10/2017	1,422.84
EF106189	20321	RIVERJET P/L EDUCTING-CLEANING SERVICES	31/10/2017	24,645.50
EF106190	20549	A1 CARPET, TILE & GROUT CLEANING CLEANING SERVICES - TILES/CARPET	31/10/2017	3,289.00
EF106191	20746	ACCUWEIGH WEIGHING EQUIPMENT	31/10/2017	929.50
EF106192	20763	JECODA CONCRETE CONCRETE SUPPLY	31/10/2017	3,025.00
EF106193	21005	BRAIN TEASERS OZ PTY LTD EDUCATIONAL PRODUCTS	31/10/2017	66.00
EF106194	21010	REDMAN SOLUTIONS PTY LTD COMPUTER SOFTWARE	31/10/2017	2,200.00

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EF106195	21101	AMY WARNE COMPOST WORKSHOPS	31/10/2017	400.00
EF106196	21120	SHOREWATER MARINE PTY LTD MARINE CONSTRUCTION SERVICES	31/10/2017	17,765.00
EF106197	21127	JOANNA AYCKBOURN (VOICES IN SINC) INSTRUCTION - SINGING	31/10/2017	400.00
EF106198	21294	CAT HAVEN ANIMAL SERVICES	31/10/2017	1,448.00
EF106199	21371	LD TOTAL SANPOINT PTY LTD LANDSCAPING WORKS/SERVICES	31/10/2017	95,112.77
EF106200	21469	JOHN HUGHES VOLKSWAGON PURCHASE OF NEW VEHICLE	31/10/2017	16,846.50
EF106201	21529	BRAND SUCCESS PROMOTIONAL PRODUCTS	31/10/2017	2,887.50
EF106202	21556	VITAL INTERPRETING PERSONNEL CONSULTANCY - EDUCATION	31/10/2017	235.40
EF106203	21594	GREENSENSE PTY LTD CONSULTANCY - CLIMATE	31/10/2017	2,997.98
EF106204	21627	MANHEIM PTY LTD IMPOUNDED VEHICLES	31/10/2017	6,073.65
EF106205	21665	MMJ REAL ESTATE (WA) PTY LTD PROPERTY MANAGEMENT SERVICES	31/10/2017	30,321.54
EF106206	21666	ENVIROLAB SERVICES (WA) PTY LTD ANALYTICAL SERVICES	31/10/2017	5,459.30
EF106207	21747	UNICARE HEALTH WHEELCHAIR HIRE	31/10/2017	261.50
EF106208	21750	GIANT AUTOS (1997) PTY LTD PURCHASE OF NEW VEHICLE	31/10/2017	24,426.60
EF106209	21915	ECOWATER SERVICES PTY LTD MAINTENANCE SERVICES - WASTE SYSTEMS	31/10/2017	170.40
EF106210	21946	RYAN'S QUALITY MEATS MEAT SUPPLIES	31/10/2017	1,021.90
EF106211	22106	INTELIFE GROUP SERVICES - DAIP	31/10/2017	5,480.64
EF106212	22109	PUBLIC LIBRARIES WESTERN AUSTRALIA INC PROFESSIONAL ORGANISATION	31/10/2017	385.00
EF106213	22182	K-LINE FENCING GROUP FENCING SERVICES	31/10/2017	3,564.00
EF106214	22192	VANESSA PAGET B EDUCATION/ENTERTAINMENT	31/10/2017	462.00
EF106215	22376	BCI SALES PTY LTD BUS SALES, REPAIRS, MAINTENANCE	31/10/2017	536.65
EF106216	22553	BROWNES FOOD OPERATIONS CATERING SUPPLIES	31/10/2017	800.11
EF106217	22569	SONIC HEALTH PLUS PTY LTD MEDICAL SERVICES	31/10/2017	2,671.90
EF106218	22589	JB HI FI - COCKBURN ELECTRICAL EQUIPMENT	31/10/2017	78.40
EF106219	22613	VICKI ROYANS ARTISTIC SERVICES	31/10/2017	450.00
EF106220	22619	KSC TRAINING TRAINING SERVICES	31/10/2017	825.00
EF106221	22624	AUSSIE EARTHWORKS PTY LTD EARTHWORKS	31/10/2017	1,500.00
EF106222	22639	SHATISH CHAUHAN TRAINING SERVICES - YOGA	31/10/2017	860.00
EF106223	22682	BEAVER TREE SERVICES PTY LTD TREE PRUNING SERVICES	31/10/2017	85,918.25
EF106224	22752	ELGAS LIMITED GAS SUPPLIES	31/10/2017	825.79
EF106225	22805	COVS PARTS PTY LTD MOTOR PARTS	31/10/2017	30.91
EF106226	22806	PUMA ENERGY (AUSTRALIA) FUELS PTY LTD FUEL SUPPLIES	31/10/2017	92,406.11
EF106227	22854	LGISWA INSURANCE PREMIUMS	31/10/2017	700,829.68
EF106228	22859	TOP OF THE LADDER GUTTER CLEANING GUTTER CLEANING SERVICES	31/10/2017	9,919.16
EF106229	22870	FOOD TECHNOLOGY SERVICES PTY LTD TRAINING SERVICES	31/10/2017	715.00
EF106230	22903	UNIQUE INTERNATIONAL RECOVERIES LLC DEBT COLLECTORS	31/10/2017	435.20
EF106231	22913	AUSTRALIAN OFFICE LEADING BRANDS.COM.AU ENVELOPES	31/10/2017	1,076.58
EF106232	23253	KOTT GUNNING LEGAL SERVICES	31/10/2017	1,808.40
EF106233	23348	ZUMBA WITH HONEY FITNESS CLASSES	31/10/2017	528.00
EF106234	23351	COCKBURN GP SUPER CLINIC LIMITED T/A COCKBURN INTEGRATED HEALTH LEASING FEES	31/10/2017	1,982.02
EF106235	23457	TOTALLY WORK WEAR FREMANTLE CLOTHING - UNIFORMS	31/10/2017	4,350.98
EF106236	23511	TWIST ENGINEERING IRRIGATION DESIGN & SPECIFICATIONS	31/10/2017	16,500.00
EF106237	23549	WEST OZ WILDLIFE AMUSEMENT PARK ENTRY FEES	31/10/2017	313.50
EF106238	23570	A PROUD LANDMARK PTY LTD LANDSCAPE CONSTRUCTION SERVICES	31/10/2017	46,907.69
EF106239	23579	DAIMLER TRUCKS PERTH PURCHASE OF NEW TRUCK	31/10/2017	2,368.92
EF106240	23685	ASTRO SYNTHETIC TURF PTY LTD SITE INSPECTIONS	31/10/2017	660.00
EF106241	23844	IDEAL SYSTEMS (WA) PTY LTD LIFTING EQUIPMENT	31/10/2017	660.00

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EF106242	23848	GREENBASE PTY LTD ENVIROMENTAL CONSULTANCY	31/10/2017	3,080.00
EF106243	23849	JCB CONSTRUCTION EQUIPMENT AUSTRALIA PLANT/MACHINERY	31/10/2017	5,237.90
EF106244	23971	FIND WISE LOCATION SERVICES LOCATING SERVICES - UNDERGROUND	31/10/2017	3,661.90
EF106245	23974	CONCEPT AUDIO VISUAL (NSW) TRUST AUDIO VISUAL PRODUCTION SERVICES	31/10/2017	22.00
EF106246	24156	MASTEC AUSTRALIA PTY LTD PURCHASE OF NEW BINS	31/10/2017	125,710.20
EF106247	24183	WELLARD GLASS GLASS REPAIR SERVICES	31/10/2017	21,846.00
EF106248	24275	TRUCK CENTRE WA PTY LTD PURCHASE OF NEW TRUCK	31/10/2017	282.70
EF106249	24298	TANKS FOR HIRE EQUIPMENT HIRE	31/10/2017	577.50
EF106250	24506	AMARANTI'S PERSONAL TRAINING PERSONAL TRAINING SERVICES	31/10/2017	300.00
EF106251	24524	CALO HEALTH HEARTMOVE CLASSES	31/10/2017	1,760.00
EF106252	24557	AVELING CONSULTANCY SERVICES	31/10/2017	1,650.00
EF106253	24599	POOLWERX SPEARWOOD ANALYTICAL SERVICES	31/10/2017	1,630.90
EF106254	24655	AUTOMASTERS SPEARWOOD VEHICLE SERVICING	31/10/2017	6,553.00
EF106255	24734	MYRIAD IMAGES PHOTOGRAPHY SERVICES	31/10/2017	2,400.00
EF106256	24736	ZENIEN CCTV CAMERA LICENCES	31/10/2017	1,747.34
EF106257	24748	PEARMANS ELECTRICAL & MECHANICAL SERVICES P/L ELECTRICAL SERVICES	31/10/2017	26,057.69
EF106258	24864	FREMANTLE FOOTBALL CLUB REIMBURSEMENT - DEVELOPMENT COSTS	31/10/2017	85,141.84
EF106259	24945	NS PROJECTS PTY LTD PROJECT MANAGEMENT SERVICES	31/10/2017	6,470.75
EF106260	24949	BITUMEN SURFACING THE TRUSTEE FOR COMPLETE ROAD SERVICES TRUST BITUMEN SUPPLIES	31/10/2017	818.40
EF106261	24974	SCOTT PRINT PRINTING SERVICES	31/10/2017	22,953.70
EF106262	25002	BRAIN AMBULANCE MENTAL HEALTH EDUCATION EDUCATION SERVICES	31/10/2017	3,096.50
EF106263	25063	SUPERIOR PAK PTY LTD VEHICLE MAINTENANCE	31/10/2017	5,257.00
EF106264	25102	FREMANTLE MOBILE WELDING WELDING SERVICES	31/10/2017	3,947.90
EF106265	25115	FIG INVESTMENT MANAGEMENT SERVICES	31/10/2017	2,750.00
EF106266	25121	IMAGESOURCE DIGITAL SOLUTIONS BILLBOARDS	31/10/2017	4,276.07
EF106267	25127	MILMAR DISTRIBUTORS PRINTING SERVICES - ID CARDS	31/10/2017	29.00
EF106268	25158	MPIRE SECURITY SECURITY SERVICES	31/10/2017	18,816.54
EF106269	25262	SANDOVER PINDER ARCHITECTS ARCHITECTURAL SERVICES	31/10/2017	9,020.00
EF106270	25263	SYSTEM MAINTENANCE SEWERAGE PUMP MAINTENANCE	31/10/2017	455.29
EF106271	25264	ACURIX NETWORKS PTY LTD WIFI ACCESS SERVICE	31/10/2017	3,374.80
EF106272	25325	NATSALES ADVERTISING PTY LTD PRINTING SERVICES	31/10/2017	3,960.00
EF106273	25415	JANDAKOT STOCK & PET SUPPLIES PET SUPPLIES	31/10/2017	231.55
EF106274	25418	CS LEGAL LEGAL SERVICES	31/10/2017	14,601.27
EF106275	25540	JOHN MASSEY GROUP PTY LTD BUILDING SURVEYING SERVICES	31/10/2017	2,310.00
EF106276	25586	ENVIROVAP PTY LTD HIRE OF LEACHATE UNITS	31/10/2017	2,365.00
EF106277	25713	DISCUS ON DEMAND THE TRUSTEE FOR DISCUS ON DEMAND UNIT TRUST PRINTING SERVICES	31/10/2017	4,687.60
EF106278	25733	MIRACLE RECREATION EQUIPMENT PLAYGROUND INSTALLATION / REPAIRS	31/10/2017	2,139.50
EF106279	25795	DEPARTMENT OF PLANNING, LANDS AND HERITAGE (FREMANTLE PRISON) TRANSFER OF LAND - LOT 2718 BENEDICK RD	31/10/2017	337.40
EF106280	25813	LGCONNECT PTY LTD DEVELOPMENT CONSULTANCY	31/10/2017	20,625.00
EF106281	25822	FIT2WORK.COM.AU MERCURY SEARCH AND SELECTION PTY LTD EMPLOYEE CHECK	31/10/2017	191.95
EF106282	25832	EXTERIA STREET AND PARK INFRASTRUCTURE	31/10/2017	3,517.80
EF106283	25940	LEAF BEAN MACHINE COFFEE BEAN SUPPLY	31/10/2017	1,000.00
EF106284	25962	ALL LINES LINEMARKING SERVICES	31/10/2017	880.00
EF106285	26029	AUTOSWEEP WA SWEEPING SERVICES	31/10/2017	3,707.00
EF106286	26067	SPRAYKING WA PTY LTD CHEMICAL WEED CONTROL SERVICES	31/10/2017	236.47
EF106287	26090	FREMANTLE MILK DISTRIBUTORS MILK DISTRIBUTORS	31/10/2017	118.10
EF106288	26110	DASH CIVIL CONTRACTING CONCRETING SERVICES	31/10/2017	96,696.47

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EF106289	26112	BROOKE BOBRIDGE GRAPHIC DESIGN SERVICES	31/10/2017	120.00
EF106290	26113	BENJ BERNAL MUSIC ENTERTAINMENT SERVICES	31/10/2017	600.00
EF106291	26114	GRACE RECORDS MANAGEMENT RECORDS MANAGEMENT SERVICES	31/10/2017	1,344.60
EF106292	26173	SOUTHSIDE PLUMBING PLUMBING SERVICES	31/10/2017	3,077.80
EF106293	26195	PLAY CHECK CONSULTING SERVICES	31/10/2017	544.50
EF106294	26211	AMCOM PTY LTD INTERNET/DATA SERVICES	31/10/2017	5,741.83
EF106295	26257	PAPERBARK TECHNOLOGIES ARBORICULTURAL CONSULTANCY SERVICES	31/10/2017	1,475.00
EF106296	26303	GECKO CONTRACTING TURF & LANDSCAPE MAINTENANCE TURF & LANDSCAPE MAINTENANCE	31/10/2017	87,918.64
EF106297	26314	CPE GROUP TEMPORARY EMPLOYMENT SERVICES	31/10/2017	5,284.77
EF106298	26323	AT THE KITCHEN CATERING SERVICES	31/10/2017	4,352.50
EF106299	26330	KENNARDS HIRE - BIBRA LAKE EQUIPMENT HIRE	31/10/2017	277.00
EF106300	26382	RANGS GRAPHICS AND DESIGN SOFTWARE LICENCES	31/10/2017	605.00
EF106301	26399	PAPERSCOOT THE TRUSTEE FOR PETERS MORRISON FAMILY TRUST GRAPHIC DESIGN SERVICES	31/10/2017	330.00
EF106302	26403	CHES POWER GROUP ENGINEERING SOLUTIONS / BACK UP GENERATO	31/10/2017	1,283.40
EF106303	26416	COOLBELLUP NEWSAGENCY THE TRUSTEE FOR DAWKINS FAMILY TRUST NEWSPAPER DELIVERY SERVICES	31/10/2017	240.40
EF106304	26418	INTEGRANET TECHNOLOGY GROUP PTY LTD ICT CONSULTANCY SERVICES	31/10/2017	15,977.50
EF106305	26442	BULLANT SECURITY PTY LTD KEY WEST LOCK SERVICE & SALES LOCKSMITH & SECURITY SERVICES	31/10/2017	5,623.45
EF106306	26470	SCP CONSERVATION AND LAND MANAGEMENT FENCING SERVICES	31/10/2017	44,033.00
EF106307	26480	MATTRESS REMOVAL WA MATRESS REMOVAL SERVICES	31/10/2017	8,587.00
EF106308	26486	BIBRA LAKE FABRICATORS PTY LTD FABRICATION SERVICES	31/10/2017	5,698.00
EF106309	26533	CURTIN UNIVERSITY OF TECHNOLOGY PROGRAM ASSESSMENTS	31/10/2017	20,824.30
EF106310	26536	SKYLINE LANDSCAPE SERVICES (WA) LANDSCAPING SERVICES	31/10/2017	26,720.84
EF106311	26550	GAME VAULT PTY LTD AMUSEMENT SERVICES	31/10/2017	620.00
EF106312	26568	UNITED DIAMOND TOOLS DIAMOND CUTTING TOOLS	31/10/2017	2,040.00
EF106313	26574	EVA BELLYDANCE ENTERTAINMENT - BELLY DANCING	31/10/2017	225.00
EF106314	26582	ROAD SPECIALIST AUSTRALIA HYDRAULIC REPAIRS	31/10/2017	9,748.11
EF106315	26586	WA TEMPORARY FENCING SUPPLIES FENCING - TEMPORARY	31/10/2017	264.00
EF106316	26588	SOURCE SEPARATION SYSTEMS P/L PROVIDING WASTE AND RECYCLING BINS	31/10/2017	1,024.82
EF106317	26594	THE PLASTIC MAN PLASTIC PRODUCTS	31/10/2017	13,620.00
EF106318	26595	STATE 28 INTERIORS INTERIOR DESIGN	31/10/2017	2,508.00
EF106319	26606	ENVIRO INFRASTRUCTURE PTY LTD CONSTRUCTION & FABRICATION	31/10/2017	74,917.81
EF106320	26613	AVE BIN AND BBQ CLEANING PTY LTD CLEANING SERVICES (BBQ - BINS)	31/10/2017	1,713.00
EF106321	26614	MARKETFORCE PTY LTD ADVERTISING	31/10/2017	12,801.60
EF106322	26619	SPEARWOOD NEWS DELIVERY NEWSPAPER DELIVERY	31/10/2017	417.21
EF106323	26625	ANDOVER DETAILERS CAR DETAILING SERVICES	31/10/2017	1,107.56
EF106324	26639	SAFEGUARD INDUSTRIES SECURITY DOORS, SCREENS AND ROLLER SHUTT	31/10/2017	1,400.00
EF106325	26648	EMC SOLAR CONSTRUCTION PTY LTD SOLAR ENERGY	31/10/2017	21,181.60
EF106326	26655	WORLDWIDE PRINTING SOLUTIONS EAST PERTH PRINTING SERVICES	31/10/2017	5,711.00
EF106327	26673	PROJECT 3 PTY LTD EVENT AND MARKETING AGENCY	31/10/2017	33,000.00
EF106328	26709	TALIS CONSULTANTS PTY LTD WASTE CONSULTANCY	31/10/2017	31,306.00
EF106329	26721	QUAD SERVICES PTY LTD CLEANING SERVICES	31/10/2017	18,808.69
EF106330	26735	SHANE MCMASTER SURVEYS SURVEY SERVICES	31/10/2017	14,267.00
EF106331	26739	KERB DOCTOR KERB MAINTENANCE	31/10/2017	8,764.80
EF106332	26743	STATEWIDE TURF SERVICES TURF RENOVATION	31/10/2017	40,211.68
EF106333	26745	EMBROIDME MYAREE EMBROIDERY	31/10/2017	1,702.80
EF106334	26747	BELL-VISTA FRUIT & VEG FRUIT AND VEGETABLES	31/10/2017	1,240.13
EF106335	26754	INSIGHT CALL CENTRE SERVICES CALL CENTRE SERVICES	31/10/2017	6,104.73

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EF106336	26756	TRENCHBUSTERS PTY LTD EARTHMOVING	31/10/2017	330.00
EF106337	26757	INCREDIBLE CREATURES MOBILE FARM BRINGING ANIMALS TO SHOWS FOR PUBLIC INT	31/10/2017	1,310.00
EF106338	26765	GLOBAL UNMANNED SYSTEMS PTY LTD DRONE MEDIA/DATA SERVICES	31/10/2017	1,762.82
EF106339	26770	LAKESIDE MOWERS & MOTORCYCLES REPAIRS/MAINTENANCE SERVICES	31/10/2017	40.00
EF106340	26774	NATURALISTE LAND SURVEYS SURVEYING SERVICES	31/10/2017	8,754.00
EF106341	26780	METROPOLITAN OMNIBUS COMPANY BUS HIRE	31/10/2017	308.00
EF106342	26782	SOFT LANDING RECYCLING SERVICES	31/10/2017	4,242.70
EF106343	26789	RAECO SUPPLIER OF LIBRARY SHELVING AND FURNITU	31/10/2017	1,217.91
EF106344	26795	OPUS INTERNATIONAL CONSULTANTS (AUSTRALIA) PTY LTD ENGINEERING CONSULTANCY	31/10/2017	10,450.00
EF106345	26797	DONEGAN ENTERPRISES PTY LTD INSTALL PARK FURNITURE	31/10/2017	8,217.00
EF106346	26803	JACOBS GROUP (AUSTRALIA) PTY LTD CONSULTANCY - ENGINEERING	31/10/2017	13,140.60
EF106347	26823	THE FREEDOM FAIRIES AMUSEMENT	31/10/2017	343.75
EF106348	26824	WEB KEY IT PTY LTD WEBSITE CONSULTANCY	31/10/2017	1,844.70
EF106349	26830	ECO EATS CATERING CATERING	31/10/2017	95.00
EF106350	26831	AFL SPORTS READY LTD EDUCATION & TRAINING	31/10/2017	1,501.37
EF106351	26867	EINSTEINS TOP SECRET SCIENCE CHILDRENS WORKSHOPS	31/10/2017	300.00
EF106352	26888	MEDIA ENGINE GRAPHIC DESIGN, MARKETING, VIDEO PRODUCT	31/10/2017	41,220.00
EF106353	26893	THE BASKETBALL MAN SPORTING GOODS	31/10/2017	10,128.80
EF106354	26900	BG & E PTY LTD CONSULTING ENGINEERING	31/10/2017	10,560.00
EF106355	26901	ALYKA PTY LTD DIGITAL CONSULTANCY AND WEB DEVELOPMENT	31/10/2017	7,507.50
EF106356	26904	GREEN SERVICES SUSTAINABILITY EDUCATION FOR HOUSEHOLDS	31/10/2017	6,450.00
EF106357	26913	MIRANDA KISSELL CONTRACTING CARPENTRY SERVICES	31/10/2017	3,707.00
EF106358	26915	FOCUSED VISION CONSULTING PTY LTD CONSULTING	31/10/2017	6,385.50
EF106359	26917	CIRRUS NETWORKS PTY LTD IT SERVICES	31/10/2017	35,960.81
EF106360	26921	JULIET COGHLAN - PHOTOGRAPHER PHOTOGRAPHY SERVICES	31/10/2017	560.00
EF106361	26923	WOODLANDS DISTRIBUTORS & AGENCIES PTY LTD RUBBISH COLLECTION EQUIPMENT	31/10/2017	57,046.00
EF106362	26926	OZGREEN ENERGY PTY LTD WIRELESS EQUIPMENT SUPPLY	31/10/2017	8,613.00
EF106363	26929	ELAN ENERGY MATRIX PTY LTD RECYCLING SERVICES	31/10/2017	415.20
EF106364	26932	CENTRAL REGIONAL TAFE TAFE	31/10/2017	352.60
EF106365	26935	IRRIGATION WA PTY LTD IRRIGATION SERVICES	31/10/2017	3,593.43
EF106366	26938	MAJESTIC PLUMBING PLUMBING	31/10/2017	62,663.83
EF106367	26940	FLOORWEST FLOOR COVERINGS	31/10/2017	5,390.00
EF106368	26945	COMMUNITY INFORMATION SUPPORT SERVICES LTD CONSULTANCY - IT	31/10/2017	16,775.00
EF106369	26946	AV TRUCK SERVICES PTY LTD TRUCK DEALERSHIP	31/10/2017	2,891.73
EF106370	26984	COMMERCIAL AQUATICS AUSTRALIA PTY LTD POOL EQUIPMENT	31/10/2017	102.08
EF106371	26985	ACCESS ICON PTY LTD DRAINAGE PRODUCTS	31/10/2017	19,582.31
EF106372	26987	CTI RISK MANAGEMENT SECURITY - CASH COLLECTION	31/10/2017	594.00
EF106373	26989	P & M AUTOMOTIVE EQUIPMENT SERVICE & MAINTENANCE MECHANICAL	31/10/2017	114.40
EF106374	26994	KOMODO MUSIC DJ & MC SERVICES	31/10/2017	200.00
EF106375	27002	COCKBURN PARTY HIRE HIRE SERVICES	31/10/2017	1,926.50
EF106376	27010	QUANTUM BUILDING SERVICES PTY LTD BUILDING MAINTENANCE	31/10/2017	18,113.21
EF106377	27015	INTELLI TRAC GPS TRACKING	31/10/2017	3,069.00
EF106378	27023	SOLARGAIN PV PTY LTD SOLAR ENERGY PROVIDER	31/10/2017	12,760.00
EF106379	27024	KYOKO YOSHIDA SHIKISAI JAPANESE COOKING CLASS TRAINING/INSTRUCTION - COOKING	31/10/2017	425.00
EF106380	27027	FRIG TECH WA REFRIDGERATION SERVICES	31/10/2017	967.45
EF106381	27030	WAGNERS CFT MANUFACTURING PTY LTD DESIGN SERVICES	31/10/2017	48,097.50
EF106382	27031	DOWNER EDI WORKS PTY LTD ASPHALT SERVICES	31/10/2017	6,878.14

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EF106383	27044	GRAFFITI SYSTEMS AUSTRALIA GRAFFITI REMOVAL & ANTI-GRAFFITI COATING	31/10/2017	8,805.83
EF106384	27046	TFH HIRE SERVICES PTY LTD HIRE FENCING	31/10/2017	1,320.00
EF106385	27054	VOCUS PTY LTD TELECOMMUNICATIONS	31/10/2017	1,097.80
EF106386	27060	CANTERBURY GROUP PTY LTD OFFICE FURNITURE	31/10/2017	1,100.00
EF106387	27063	NATURE PLAY SOLUTIONS PLAYGROUND DESIGN/CONSULTANCY	31/10/2017	12,695.98
EF106388	27064	COMMUNITY FIRST INTERNATIONAL DISABILITY SERVICES	31/10/2017	2,145.00
EF106389	27065	WESTBOOKS BOOKS	31/10/2017	4,110.99
EF106390	27072	NORDIC FITNESS EQUIPMENT FITNESS EQUIPMENT	31/10/2017	945.00
EF106391	27082	KULBARDI PTY LTD STATIONERY SUPPLIES	31/10/2017	1,180.89
EF106392	27085	SAVILLS PROJECT MANAGEMENT PTY LTD PROJECT MANAGEMENT	31/10/2017	6,204.00
EF106393	27087	TRANSKARD PTY LTD STORAGE SERVICES	31/10/2017	742.50
EF106394	27093	MAGNETIC AUTOMATION PTY LTD GATES/BARRIERS	31/10/2017	352.00
EF106395	27098	Q2 (Q-SQUARED) DIGITAL DATA SERVICE	31/10/2017	7,480.00
EF106396	27104	BLACK DIAMOND SECURITY (AUSTRALIA) PTY LTD SECURITY	31/10/2017	10,840.50
EF106397	27106	DAVE LANFEAR CONSULTING CONSULTANCY - SPORT & LEISURE	31/10/2017	10,670.00
EF106398	27117	SIGNCRAFT WA PTY LTD SIGNAGE	31/10/2017	310.20
EF106399	27119	MONITORED SECURITY SYSTEMS PTY LTD SECURITY	31/10/2017	493.42
EF106400	27124	LYCOPODIUM INFRASTRUCTURE PTY LTD ENGINEERING SERVICES	31/10/2017	211.20
EF106401	27130	OOH MEDIA SOCIAL SPORTS PTY LTD DIGITAL MARKETING & SOFTWARE SERVICE PRO	31/10/2017	682.00
EF106402	27131	WEST COAST COMMERCIAL INDUSTRIES LOCKERS	31/10/2017	2,905.10
EF106403	27132	WILMA SCENINI TRAINING & INSTRUCTOR	31/10/2017	300.00
EF106404	27154	SUEZ RECYCLING & RECOVERY PTY LTD WASTE SERVICES	31/10/2017	15,727.05
EF106405	27155	EDUCATED BY NATURE PTY LTD EDUCATION SERVICES	31/10/2017	385.00
EF106406	27157	ADAGE FURNITURE FURNITURE	31/10/2017	2,018.50
EF106407	27161	NEXT POWER SOLAR PANEL	31/10/2017	2,585.00
EF106408	27166	TJS SERVICES (WA) PTY LTD FACILITY SERVICES	31/10/2017	50,631.39
EF106409	27177	INITIAL HYGIENE HYGIENE	31/10/2017	1,980.20
EF106410	27179	PLUNGE & CO CAFE CATERING SERVICES	31/10/2017	311.50
EF106411	27181	GREEN GURUS CONSULTANCY	31/10/2017	605.00
EF106412	27185	STONECRAFT MASONRY SOLUTIONS STONE MASON	31/10/2017	15,180.00
EF106413	27197	TURFCARE AUSTRALIA PTY LTD CHEMICAL SUPPLIES	31/10/2017	612.15
EF106414	27207	PETER HOBBS ARCHITECT ARCHITECTURAL SERVICES	31/10/2017	840.00
EF106415	27208	THE HIRE GUYS BALCATTA AND OSBORNE PARK EQUIPMENT HIRE	31/10/2017	1,054.40
EF106416	27210	URBAN DESIGN LAB LANDSCAPE DESIGN	31/10/2017	840.00
EF106417	27211	CHRIS MELSOM URBAN PLANNING AND DESIGN	31/10/2017	780.00
EF106418	27215	METAL WORKS PERTH SIGNAGE	31/10/2017	14,520.00
EF106419	27217	CROTHERS CONSTRUCTION PTY LTD BUILDING CONSTRUCTION SERVICES	31/10/2017	466,544.59
EF106420	27223	WASP WA SIGN & PRINT MANAGEMENT SIGNAGE	31/10/2017	11,704.00
EF106421	27224	XPRESSION SPRAY PAINT ART (XSPA) SPRAY PAINT ARTIST	31/10/2017	1,727.00
EF106422	27236	INTERSKILL TRAINING	31/10/2017	825.00
EF106423	27241	LANDSCAPE ELEMENTS PTY LTD LANDSCAPING SERVICES	31/10/2017	40,429.60
EF106424	27242	KP ELECTRIC (AUSTRALIA) PTY LTD ELECTRICAL SERVICES	31/10/2017	18,971.16
EF106425	27245	BEAUMONDE CATERING CATERING	31/10/2017	293.80
EF106426	27246	VEALE AUTO PARTS SPARE PARTS MECHANICAL	31/10/2017	109.10
EF106427	27248	BMT JFA CONSULTANTS CONSULTANCY - ENGINEERING	31/10/2017	2,200.00
EF106428	27250	TREVOR PHILLIPS & ASSOCIATES SURVEYING	31/10/2017	6,000.00
EF106429	27253	SOUTH WEST COORIDOR DEVELOPMENT FOUNDATION INCORPORATED. FACILITATION	31/10/2017	12,375.00

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EF106430	27258	BLAK DIAMOND CULTURAL EDUCATION	31/10/2017	3,000.00
EF106431	27261	TUDOR HOUSE FLAGS & BANNERS	31/10/2017	180.00
EF106432	27265	KABOOM TOONS PTY LTD ARTISTIC	31/10/2017	2,350.00
EF106433	27267	KEOGH BAY CONSULTING CONSULTANCY	31/10/2017	14,410.00
EF106434	27269	INTEGRAPAY PTY LTD PAYMENT PROCESSING	31/10/2017	11,242.05
EF106435	27270	SALMAT MEDIAFORCE PTY LTD DISTRIBUTION SERVICES	31/10/2017	2,658.32
EF106436	27272	BRIDGE HEALTH PTY LTD SPEECH PATHOLOGY SERVICES	31/10/2017	772.95
EF106437	27273	TONY AND SONS NURSERIS AND ORCHID FARM PLANTS	31/10/2017	660.00
EF106438	27274	FORTH CONSULTING PTY LTD ENGINEERING SERVICES	31/10/2017	20,429.75
EF106439	27276	QUASH ACOUSTIC - SOUNDPROOFING	31/10/2017	21,859.20
EF106440	27277	DEPARTMENT OF WATER AND ENVIRONMENTAL REGULATION WATER & ENVIROMENT (GOVT)	31/10/2017	823,643.35
EF106441	27281	NR METAL RECYCLING RECYCLING SERVICES	31/10/2017	511.50
EF106442	27284	RED CROSS TRAINING SERVICES TRAINING	31/10/2017	1,691.00
EF106443	27287	ECLIPSE DRIVING SCHOOL TRAINING/INSTRUCTION	31/10/2017	360.00
EF106444	27300	AGED & COMMUNITY SERVICES AUSTRALIA AGED CARE/RESPITE SERVICES	31/10/2017	250.00
EF106445	27302	JAYLON ENVIRONMENTAL SYSTEMS PTY LTD WELDING SERVICES	31/10/2017	2,420.00
EF106446	27303	SEBEL PTY LTD FURNITURE	31/10/2017	28,451.01
EF106447	27308	JATU CLOTHING & PPE PTY LTD CLOTHING PPE	31/10/2017	127.17
EF106448	27309	CROSCO AUSTRALIA PTY LTD MARKETING SERVICES	31/10/2017	1,936.00
EF106449	27311	TOX FREE AUSTRALIA WASTE MANAGEMENT	31/10/2017	947.54
EF106450	27314	BRINKMAN AUSTRALIA PTY LTD SALT SUPPLIES (SWIMMING POOL)	31/10/2017	3,960.91
EF106451	27318	CARROLL AND RICHARDSON FLAGWORLD PTY LTD FLAGS & BANNERS	31/10/2017	1,112.93
EF106452	27320	GO PRINT BOOKBINDING & PRINTING	31/10/2017	11,024.20
EF106453	88888	ADCO CONSTRUCTIONS PTY LTD MAINTENANCE BOND REFUND	31/10/2017	17,482.00
EF106454	88888	GOLDBARREL CORP PTY LTD DEVELOPER CONTRIBUTION FUND	31/10/2017	40,308.41
EF106455	88888	SIMON TREVISAN BOAT PEN BOND REFUND	31/10/2017	9,527.00
EF106456	88888	DEPARTMENT OF EDUCATION HALL BOND REFUND	31/10/2017	500.00
EF106457	88888	WAYNE RADONICH BOND REFUND	31/10/2017	15,418.00
EF106458	88888	PINDAN CONSTRUCTION PTY LTD BOND REFUND	31/10/2017	110,000.00
EF106459	88888	URBAN CAP MAINTENANCE BOND REFUND	31/10/2017	18,895.37
EF106460	88888	NEIL McCARTAN BOAT PEN BOND REFUND	31/10/2017	201.47
EF106461	88888	M HARVEY AND T GOURLAY SUBDIVISION BOND REFUND	31/10/2017	4,125.00
EF106462	99997	MELVILLE JUNIOR FOOTBALL CLUB KIDSSPORT - KS012707 - T.CLUNING	31/10/2017	120.00
EF106463	99997	S AND J LIPPERT CODY LIPPERT - JUNIOR SPORT TRAVEL ASSIS	31/10/2017	400.00
EF106464	99997	N & NJ LOWRY HANA LOWRY - JUNIOR SPORT TRAVEL ASSIS	31/10/2017	400.00
EF106465	99997	MACY SUMICH LGACS9 - JUNIOR SPORT TRAVEL ASSISTANCE	31/10/2017	400.00
EF106466	99997	PHIL PAYNE CHRIS PAYNE - JUNIOR SPORT TRAVEL ASSIS	31/10/2017	400.00
EF106467	99997	PHIL PAYNE MITCH PAYNE - JUNIOR SPORT TRAVEL ASSIS	31/10/2017	400.00
EF106468	99997	J.D. GILL COMPOST BIN REBATE - JOHN GILL	31/10/2017	50.00
EF106469	99997	KARDINYA RED SOX BALL CLUB KIDSPORT INV: KS013869 - BUSHBY-MARTINS	31/10/2017	440.00
EF106470	99997	AE & MJ CROUCHLY REFUND OF 5X PENSIOIR SWIMS	31/10/2017	23.40
EF106471	99997	KARDINYA RED SOX BALL CLUB KIDSPORT-KS013918- H.MURPHY	31/10/2017	220.00
EF106472	99997	BIBRA LAKE JUNIOR FOOTBALL CLUB KIDSPORT- KS013932- 12 PEOPLE	31/10/2017	2,266.00
EF106473	99997	ZURICH AUSTRALIAN INSURANCE LIMITED 63 - 014570F INSURANCE EXCESS	31/10/2017	1,000.00
EF106474	99997	TERESA AND FRANK FLEAY SLLC REFUND - TERESA AND FRANK FLEAY	31/10/2017	73.80
EF106475	99997	CHRISTINE LISLE REFUND REQUEST FORM - CHRISTINE LISLE	31/10/2017	152.15
EF106476	99997	ROGER AND VAL MANDEL COMPOST BIN REBATE ROGER + VAL MANDEL	31/10/2017	50.00

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EF106477	99997	SUE RICHARDSON COMPOST BIN REBATE SUE RICHARDSON	31/10/2017	50.00
EF106478	99997	BEN TANO CASH REIMBURSEMENT - BEN TANO	31/10/2017	84.00
EF106479	99997	COLLETT REALTY CONSTRUCTION OF BIN PRESENTATION PADS	31/10/2017	1,150.00
EF106480	99997	JANDAKOT BUSHFIRE BRIGADE REIMBURSEMENT-JANDAKOT BUSHFIRE BRIGAD	31/10/2017	513.81
EF106481	99997	ZURICH AUST INSURANCE LTD CLAIM: 638019678 (EXCESS) 1DYJ776	31/10/2017	1,000.00
EF106482	99997	EMMA L CARVER COMPOST BIN REBATE - E CARVER	31/10/2017	50.00
EF106483	99997	ANDREW LEFORT EMPLOYEE REIMBURSEMENT - ANDREW LEFORT	31/10/2017	40.00
EF106484	99997	YING HAN TRAILER PASS REFUND - YING HAN	31/10/2017	55.00
EF106485	99997	PHOENIX PARK LITTLE ATHLETICS CLUB KIDSPORT INVOICE KS014040	31/10/2017	600.00
EF106486	99997	BATEMAN BULLCREEK LITTLE ATHLETICS CLUB KIDSPORT INVOICE KS014029	31/10/2017	400.00
EF106487	99997	WILLETTON BASEBALL CLUB INC KIDSPORT - KS014050 - S.FORREST	31/10/2017	220.00
EF106488	99997	PHOENIX KNIGHTS FC KIDSPORT - KS014048 - D.GRAHAM	31/10/2017	200.00
EF106489	99997	BALDIVIS LITTLE ATHLETICS CENTRE KIDSPORT INVOICE KS014009	31/10/2017	65.00
EF106490	99997	PHOENIX PARK LITTLE ATHLETICS CLUB KIDSPORT - KS014007 - R.LEE	31/10/2017	200.00
EF106491	99997	KS014051 KIDSPORT INVOICE KS014051	31/10/2017	200.00
EF106492	99997	HILTON PARK JUNIOR CRICKET CLUB KIDSPORT INV KS014067 - T PUSHMAN	31/10/2017	120.00
EF106493	99997	PHOENIX PARK LITTLE ATHLETICS CLUB KIDSPORT INV KS014103 - BELL & HAYES	31/10/2017	400.00
EF106494	99997	ADAM POW COMPOST BIN REBATE - ADAM POW	31/10/2017	50.00
EF106495	99997	VALERIE & MICHAL BOSEK COMPOST BIN REBATE - VALERIE & MICHAL BO	31/10/2017	50.00
EF106496	99997	ALISTAIR CARTER COMPOST BIN REBATE - ALISTAIR CARTER	31/10/2017	50.00
EF106497	99997	D WILLIAMS COMPOST BIN REBATE - D WILLIAMS	31/10/2017	50.00
EF106498	99997	GEOFFREY PALM COMPOST BIN REBATE - GEOFF PALM	31/10/2017	50.00
EF106499	99997	R.V. CULLEN COMPOST BIN REBATE - RV CULLEN	31/10/2017	50.00
EF106500	99997	EMMA MCGIVEN COMPOST BIN REBATE-E.MCGIVEN	31/10/2017	50.00
EF106501	99997	AURELIE WALSH COMPOST BIN REBATE: AURELIE WALSH	31/10/2017	50.00
EF106502	99997	SHELLY CARDOSO COMOST BIN REBATE - SHELLEY-ANNE CORNELL	31/10/2017	50.00
EF106503	99997	FREMANTLE PCYC KIDSPORT INV KS014211 - CASTRO HERNANDEZ	31/10/2017	121.00
EF106504	99997	THIAN S YEO & YEOW L J CHAN COMPOST BIN REBATE - THAIN S YEO	31/10/2017	50.00
EF106505	99997	YANGEBUP KNIGHTS JUNIOR BALL CLUB KIDSPORT INV KS014265 - C PRZYTULA	31/10/2017	100.00
EF106506	99997	KWINANA LITTLE ATHLETICS CENTRE KIDSPORT INV KS014254 - L & S PUIZINA	31/10/2017	360.00
EF106507	99997	ROBERTA BUNCE REIMBURSEMENT FOR VOLUNTEERING FOR CLIE	31/10/2017	99.10
EF106508	99997	SOUTH BEACH COMMUNITY GROUP INC. NEWSLETTER AND INVITE	31/10/2017	128.23
EF106509	99997	J & R MCCORMICK BIRD BATH REBATE - J.MCCORMICK	31/10/2017	42.40
EF106510	99997	SPEARWOOD HAWKS JUNIOR BASKETBALL CLUB KIDSPORT INVOICE KS014276	31/10/2017	600.00
EF106511	99997	CRISTY JANE BURNE PUBLIC WORKSHOP	31/10/2017	350.00
EF106512	99997	MANNING MAGIC BASKETBALL CLUB KIDSPORT INV KS001421 - M IRAMBONA	31/10/2017	65.00
EF106513	99997	FREMANTLE PCYC KIDSPORT INV KS014437 - S LYNCH	31/10/2017	132.00
EF106514	99997	YANGEBUP PROGRESS ASSOCIATION SMALL EVENTS SPONSORSHIP	31/10/2017	1,708.00
EF106515	99997	HAMMOND PARK COMMUNITY ASSOCIATION INCOR SMALL EVENTS SPONSORSHIP	31/10/2017	1,325.00
EF106516	99997	SOUTH LAKE OTTEY FAMILY & NEIGHBOURHOOD SMALL EVENTS SPONSORSHIP	31/10/2017	2,200.00
EF106517	99997	THE DANCE COLLECTIVE KIDSPORT KS014190 - A. SHAW	31/10/2017	220.00
EF106518	99997	HILTON PARK JUNIOR CRICKET CLUB KIDSPORT KS014187 - J & F GORDON	31/10/2017	320.00
EF106519	99997	FREMANTLE PCYC KID SPORT INV KS014183	31/10/2017	341.00
EF106520	99997	FREMANTLE PCYC KID SPORT INV KS014180	31/10/2017	220.00
EF106521	99997	PHOENIX PARK LITTLE ATHLETICS CLUB KIDSPORT KS014158 - M.DEROBERTIS	31/10/2017	200.00
EF106522	99997	CLAIRE BARLOW CAT STERILIZATION - SOX LOUISE	31/10/2017	50.00
EF106523	99997	SPEARWOOD HAWKS JUNIOR BASKETBALL CLUB KIDSPORT INVOICE:KS014283	31/10/2017	200.00

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EF106524	99997	JANDAKOT FLYERS LITTLE ATHLETICS CLUB KIDSPORT INVOICE: KS014319	31/10/2017	1,200.00
EF106525	99997	COOGEE BASKETBALL CLUB INC KIDSPORT INVOICE KS014373	31/10/2017	200.00
EF106526	99997	FREMANTLE SURF LIFE SAVING CLUB INC KIDSPORT INVOICE: KS014378	31/10/2017	220.00
EF106527	99997	THERESA REGAN COMPOST BIN REBATE - THERESA REGAN	31/10/2017	50.00
EF106528	99997	MALCOLM RICHARD BENSON COMPOST BIN REBATE - MALCOLM BENSON	31/10/2017	39.90
EF106529	99997	JANINE PROSSER COMPOST BIN REBATE - JANINE PROSSER	31/10/2017	50.00
EF106530	99997	CATERINA ADAMS HOME CARE CLIENT FEE REIMBURSEMENT	31/10/2017	325.17
EF106531	99997	LINDA METZ TRAVEL REIMBURSEMENT OUTSTANDING AMOUNT	31/10/2017	1,668.03
EF106532	99997	STEVEN TSALLIS CREDIT RATEPAYER - ENTRY TO HWRP	31/10/2017	55.00
EF106533	99997	KARDINYA RED SOX BALL CLUB KIDSPORT INVOICE: KS014391	31/10/2017	220.00
EF106534	99997	TREVOR BLACKBURN REIMBURSEMENT FOR PRESCRIPTION SAFETY GL	31/10/2017	300.00
EF106535	99997	YANGEBUP KNIGHTS JUNIOR BALL CLUB KIDSPORT INVOICE: KS014472	31/10/2017	100.00
EF106536	99997	KARATE UNION OF AUSTRALIA KIDSPORT INVOICE KS014486	31/10/2017	200.00
EF106537	99997	KARATE UNION OF AUSTRALIA KIDSPORT INVOICE KS014494	31/10/2017	200.00
EF106538	99997	YANGEBUP KNIGHTS JUNIOR BALL CLUB KIDSPORT INVOICE: KS014500	31/10/2017	100.00
EF106539	99997	FREMANTLE PCYC KIDSPORT INVOICE KS014539	31/10/2017	220.00
EF106540	99997	FREMANTLE PCYC KIDSPORT INVOICE KS014532	31/10/2017	220.00
EF106541	99997	COCKBURN BASKETBALL ASSOCIATION INC KIDSPORT INVOICE KS012934	31/10/2017	517.00
EF106542	99997	ROTARY CLUB OF WEST PERTH DONATION DA LGACS2	31/10/2017	180.00
EF106543	99997	COCKBURN JUNIOR CRICKET CLUB MATT WATSON SPORTS EQUIPMENT GRANT #86	31/10/2017	1,000.00
EF106544	99997	PHOENIX PARK LITTLE ATHLETICS CLUB NICOL SPORTS EQUIPMENT GRANT #87	31/10/2017	595.00
EF106545	99997	COCKBURN LITTLE ATHLETICS CENTRE BETH OA SPORTS EQUIPMENT GRANT #88	31/10/2017	1,000.00
EF106546	99997	COCKBURN BOWLING & RECREATIONAL CLUB PAT SPORTS EQUIPMENT GRANT #89	31/10/2017	605.55
EF106547	99997	PHOENIX BEELIAR JUNIOR CRICKET CLUB DANI SPORTS EQUIPMENT GRANT #90	31/10/2017	1,000.00
EF106548	99997	CSDA OFFICIAL DEPARTMENTAL DOCUMENT NUMBER : 180071569 - CENTREPAY	31/10/2017	264.33
EF106549	99997	CSDA OFFICIAL DEPARTMENTAL DOCUMENT NUMBER : 180072705 - CENTREPAY	31/10/2017	250.47
EF106550	99997	AMBER QUEERN INVOICE 67 - TEDDY BEARS PICNIC	31/10/2017	231.00
EF106551	99997	CATHERINE WHITTEN INVOICE 122 - TEDDY BEARS PICNIC	31/10/2017	231.00
EF106552	99996	FIRST CHOICE PATIOS RATES REFUND	31/10/2017	159.35
EF106553	99996	PURE HOMES (B1 HOMES) RATES REFUND	31/10/2017	817.40
EF106554	99996	OUTDOOR WORLD RATES REFUND	31/10/2017	147.00
EF106555	99996	MARK HAY REALTY GROUP RATES REFUND	31/10/2017	365.98
EF106556	99996	NICOLETTA ANDRIJICH RATES REFUND	31/10/2017	1,021.44
EF106557	99996	C & CA MILLICA RATES REFUND	31/10/2017	687.75
EF106558	99996	JASON DOS SANTOS RATES REFUND	31/10/2017	1,694.83
EF106559	99996	JULIE M CRAIG RATES REFUND	31/10/2017	1,550.24
EF106560	99996	A1 PATIOS RATES REFUND	31/10/2017	147.00
EF106561	99996	HARLEY DYKSTRA P/L RATES REFUND	31/10/2017	1,500.00
EF106562	99996	JANE LEITHHEAD RATES REFUND	31/10/2017	1,950.00
EF106563	99996	CHRISTINE CUFF RATES REFUND	31/10/2017	1,887.01
EF106564	99996	FRANCESCO ANELLI RATES REFUND	31/10/2017	689.10
EF106565	99996	LJ HOOKER SHELLEY RATES REFUND	31/10/2017	823.65
EF106566	99996	TANYA MARIE LINFORD RATES REFUND	31/10/2017	20.00
EF106567	11867	KEVIN JOHN ALLEN MONTHLY COUNCILLOR ALLOWANCE	31/10/2017	6,113.67
EF106568	12740	MAYOR LOGAN HOWLETT MONTHLY COUNCILLOR ALLOWANCE	31/10/2017	14,825.83
EF106569	19059	CAROL REEVE-FOWKES MONTHLY COUNCILLOR ALLOWANCE	31/10/2017	7,452.72
EF106570	20634	LEE-ANNE SMITH MONTHLY COUNCILLOR ALLOWANCE	31/10/2017	6,661.46

Cheque/	Account No.	Account/Payee	Date	Value
EF106571	21185	BART HOUWEN MONTHLY COUNCILLOR ALLOWANCE	31/10/2017	1,566.48
EF106572	23338	STEVE PORTELLI MONTHLY COUNCILLOR ALLOWANCE	31/10/2017	6,113.67
EF106573	23339	STEPHEN PRATT MONTHLY COUNCILLOR ALLOWANCE	31/10/2017	6,113.67
EF106574	25352	LYNDSEY SWEETMAN MONTHLY COUNCILLOR ALLOWANCE	31/10/2017	1,718.58
EF106575	25353	PHILIP EVA MONTHLY COUNCILLOR ALLOWANCE	31/10/2017	6,113.67
EF106576	26696	CHAMONIX TERBLANCHE MONTHLY COUNCILLOR ALLOWANCE	31/10/2017	6,113.67
EF106577	27326	MICHAEL SEPAROVICH MONTHLY COUNCILLOR ALLOWANCE	31/10/2017	4,187.43
EF106578	27327	CHONTELLE SANDS MONTHLY COUNCILLOR ALLOWANCE	31/10/2017	4,187.43
EF106579	10047	ALINTA ENERGY NATURAL GAS & ELECTRCITY SUPPLY	31/10/2017	71,386.99
EF106580	11794	SYNERGY ELECTRICITY USAGE/SUPPLIES	31/10/2017	304,816.75
EF106581	12025	TELSTRA CORPORATION COMMUNICATIONS SERVICES	31/10/2017	107,117.00
EF106582	26987	CTI RISK MANAGEMENT SECURITY - CASH COLLECTION	31/10/2017	2,007.95
EF106583	88888	COCKBURN SENIOR CITIZEN ASSOCIATION BUS BOND REFUND	31/10/2017	180.00
027069	11760	WATER CORPORATION SEWER EASEMENT	31/10/2017	10,225.29
027070	11758	WATER CORP UTILITY ACCOUNT ONLY - PLEASE REFER TO 11760 WHEN RAISING PO WATER USAGE / SUNDRY CHARGES	31/10/2017	29,880.96
		<u>ADD RETENTION HELD</u> NIL		
		<u>LESS CANCELLED PAYMENTS</u>		
3/10/2017	EF105717	GREEN SERVICES		-6,450.00
3/10/2017	EF105804	MELVILLE JUNIOR FOOTBALL CLUB		-120.00
3/10/2017	EF105873	MACY SUMICH		-400.00
3/10/2017	EF105786	INTEGRAPAY PTY LTD		-31,477.54
3/10/2017	EF105934	FIRST CHOICE PATIOS		-159.35
5/10/2017	027062	KEVIN SNOOK		-180.00
9/10/2017	EF105880	MITCH PAYNE		-400.00
9/10/2017	EF105879	CHRIS PAYNE		-400.00
9/10/2017	EF105861	CODY LIPPERT		-400.00
9/10/2017	EF105872	HANA LOWRY		-400.00
31/10/2017	EF104615	PETER RATTIGAN		-2,915.00
		PAYMENT LIST TOTAL		9,764,585.52
		<u>ADDITIONAL DIRECT PAYMENTS</u>		
		BANK FEES		
		MERCHANT FEES COC		17,665.18
		MERCHANT FEES SLLC		117.97
		MERCHANT FEES ARC		2,516.43
		MERCHANT FEES VARIOUS OUT CENTRES		101.18
		NATIONAL BPAY CHARGE		6,917.24
		RTGS/ACLR FEE		19.50
		NAB TRANSACT FEE		1,334.88
		MERCHANDISE / OTHER FEES		
		CBA CREDIT CARD PAYMENT		72,814.81
				101,487.19
		<u>FAMILY DAY CARE AND IN HOME CARE PAYMENTS</u>		
		FDC PAYMENTS		100,895.49
		IHC PAYMENTS		162,606.82
				263,502.31
		<u>PAYROLL TRANSACTIONS</u>		
4/10/2017		COC03/10/17 Pmt 000104580850 City of Cockburn		\$ 1,308,236.34
4/10/2017		COC29/09/17 Pmt 000104526552 City of Cockburn		\$ 39,264.72
6/10/2017		COC06/10/17 Pmt 000104710336 City of Cockburn		1,614.76
13/10/2017		COC06/10/17 Pmt 000105087849 City of Cockburn		\$ 3,489.54
18/10/2017		COC03/10/17 Pmt 000105277117 City of Cockburn		\$ 44,385.79
18/10/2017		COC17/10/17 Pmt 000105327096 City of Cockburn		\$ 1,296,725.51
20/10/2017		COC20/10/17 Pmt 000105480189 City of Cockburn		\$ 666.43
25/10/2017		COC06/10/17 Pmt 000105647854 City of Cockburn		\$ 4,823.49
				2,699,206.58
		TOTAL PAYMENTS		12,828,781.60

16.2 STATEMENT OF FINANCIAL ACTIVITY AND ASSOCIATED REPORTS - OCTOBER 2017

Author(s) N Mauricio

Attachments 1. Financial Activity Statement - October 2017 [↓](#)

RECOMMENDATION

That Council

- (1) adopt the Statement of Financial Activity and associated reports for October 2017, as attached to the Agenda;
- (2) amend the 2017-2018 Municipal Budget in accordance with the detailed schedule attached as follows:

Revenue adjustments	Increase	\$298,665
Transfer from Reserve adjustments	Decrease	(\$341,868)
Expenditure adjustments	Increase	(\$1,732,527)
Transfer to Reserve adjustments	Increase	(\$385,950)
Depreciation Provision adjustments	Increase	\$2,148,040
Net impact on Municipal Budget closing funds	Decrease	(\$13,640)

TO BE CARRIED BY AN ABSOLUTE MAJORITY OF COUNCIL

Background

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

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

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

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

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

Local Government (Financial Management) Regulations - Regulation 34 (5) states "Each financial year, a local government is to adopt a percentage or value, calculated in accordance with the AAS, to be used in statements of financial activity for reporting material variances."

This regulation requires Council to annually set a materiality threshold for the purpose of disclosing budget variances within monthly financial reporting. At the August 2017 meeting, Council adopted to continue with a materiality threshold of \$200,000 for the 2017/18 financial year.

Detailed analysis of budget variances is an ongoing exercise, with any required budget amendments submitted to Council each month in this report or included in the City's mid-year budget review as deemed appropriate.

Submission

N/A

Report

Opening Funds

The City budgeted for \$2.5M in opening funds (brought forward from the previous year) versus the audited position of \$6.64M. However, this included \$5.42M of municipal funding required for the carried forward works and projects. The necessary carried forwards budget amendment is addressed in a separate report presented to this Council meeting.

Closing Funds

The City's closing funds position of \$83.46M was \$10.36M higher than the budget forecast to the end of October. This result reflects the net cash flow variance across the operating and capital programs as detailed in this report.

The 2017/18 revised budget reflects an EOFY closing position of \$0.42M, up from the \$14k originally included in the adopted budget. This is primarily due to the temporary quarantining of \$0.44M budget allocation for street tree planting.

Operating Revenue

Consolidated operating revenue of \$115.02M was ahead of the YTD budget target by \$1.05M. A significant portion of the City's operating revenue was recognised in July upon the issue of the annual rates notices. The remaining revenue, largely comprising fees, grants and interest earnings flows comparatively uniformly over the remainder of the year.

The following table summarises the operating revenue budget performance by nature and type:

Nature or Type Classification	Actual Revenue	Revised Budget YTD	Variance to Budget	FY Revised Budget
	\$M	\$M	\$M	\$M
Rates	96.45	96.60	0.14	99.98
Specified Area Rates	0.37	0.33	(0.04)	0.33
Fees & Charges	11.69	11.21	(0.48)	26.71
Operating Grants & Subsidies	4.07	3.67	(0.40)	9.72
Contributions, Donations, Reimbursements	0.45	0.35	(0.10)	1.18
Interest Earnings	1.98	1.80	(0.17)	4.74
Total	115.02	113.97	(1.05)	142.66

The significant variances at month end were:

- Fees & Charges
 - Cockburn ARC fee revenue was \$0.90M ahead of YTD budget targets.
 - Henderson Waste Recovery Park sales revenue was \$0.32M behind YTD budget.

Operating Expenditure

Operating expenditure of \$45.84M (including asset depreciation) was under the YTD budget by \$1.99M.

The following table shows the operating expenditure budget variance at the nature and type level. The internal recharging credits reflect the amount of internal costs capitalised against the City's assets:

Nature or Type Classification	Actual Expenses	Revised Budget YTD	Variance to Budget	FY Revised Budget
	\$M	\$M	\$M	\$M
Employee Costs - Direct	17.74	18.53	0.79	53.08
Employee Costs - Indirect	0.29	0.34	0.04	1.50
Materials and Contracts	11.56	14.05	2.48	40.98
Utilities	1.53	1.76	0.24	5.23
Interest Expenses	0.00	0.00	0.00	0.82
Insurances	1.70	1.00	(0.70)	1.70
Other Expenses	2.86	2.85	(0.01)	9.01
Depreciation (non-cash)	10.43	9.43	(1.00)	28.30
Amortisation (non-cash)	0.37	0.37	0.01	1.12
Internal Recharging-CAPEX	(0.64)	(0.43)	0.21	(1.29)
Total	45.84	47.83	1.99	140.38

The significant variances at month end were:

- Material and Contracts - were collectively \$2.48M under the YTD budget with the significant variances being:
 - Waste collection expenses down \$0.78M
 - Parks maintenance spending under by \$0.46M
 - Facilities maintenance costs are under \$0.21M
 - Cockburn ARC is \$0.33M under spent.
- Direct Employee Costs – were collectively \$0.79M under the YTD budget with no individual significant variance being recorded.
- Insurances – were \$0.70M over the YTD budget but this is only a timing issue due to earlier processing of the second premium instalment.
- Depreciation – is reporting a \$1.0M variance due to several significant impacts from new assets taken up and annual infrastructure valuations. These results have since been reviewed

for appropriateness and will be revised downwards next month. However, \$2.15M of additional depreciation budget will still be needed to cover the expected variance over the full year.

Capital Expenditure

The City's total capital spend at the end of the month was \$6.88M, representing an under-spend of \$1.43M against the YTD budget. During the month of October, capital budget cash flows were revised to better reflect the anticipated pattern of spending.

The following table details the budget variance by asset class:

Asset Class	YTD Actuals \$M	YTD Budget \$M	YTD Variance \$M	FY Revised Budget \$M	Commit Orders \$M
Roads Infrastructure	1.14	1.39	0.25	15.20	2.30
Drainage	0.12	0.12	(0.00)	1.74	0.16
Footpaths	0.19	0.23	0.04	1.59	0.02
Parks Infrastructure	1.64	1.78	0.14	12.30	1.69
Landfill Infrastructure	0.19	0.18	(0.00)	1.01	0.12
Freehold Land	0.09	0.17	0.08	0.86	0.00
Buildings	2.27	2.73	0.46	20.11	6.77
Furniture & Equipment	0.61	0.33	(0.28)	0.93	0.00
Information Technology	0.28	0.78	0.50	2.98	0.00
Plant & Machinery	0.35	0.60	0.24	4.22	1.41
Total	6.88	8.31	1.43	60.94	12.46

These results included the following significant project variances:

- Buildings – the capital spend was \$0.46M under YTD budget with Cockburn ARC contributing a \$0.32M YTD variance against the \$1.0M full year budget for minor works.
- Furniture & Equipment – is indicating a \$0.28M overspend. However, \$0.27M relates to the Cockburn ARC fitout where the budget is covered by the overall allocation for the facility.
- Information Technology - hardware and software project spending was collectively \$0.43M behind the YTD budget.

Capital Funding

Capital funding sources are highly correlated to capital spending, the sale of assets and the rate of development within the City (developer contributions received).

Significant variances for the month included:

- Capital grants were collectively \$1.47M ahead of the YTD budget primarily due to timing issues around MRD road funding received ahead of budget settings (\$1.85M).
- Developer Contribution Area (DCA) contributions were collectively ahead of YTD budget by \$0.66M, with community infrastructure contributions comprising \$0.17M and the balance for roads infrastructure.

Reserve Transfers

- Transfers from Reserve were \$0.85M below the YTD budget setting, generally correlated to the spending on projects funded from reserves.
- Transfers to financial reserves were \$0.69M above the YTD budget, primarily due to restricted funds received from developer contribution plans (\$2.77M vs YTD budget of \$2.08M)

Cash & Investments

The closing cash and financial investment holding at month's end totalled \$169.29M, up from \$163.88M the previous month.

\$107.81M of this balance represented funds held for the City's financial reserves. The remaining balance of \$61.48M represents funds available to meet operational liquidity requirements.

Investment Performance, Ratings and Maturity

The City's investment portfolio made a weighted annualised return of 2.68% for the month, compared to 2.68% the previous month and 2.72% the month before. This continues to compare favourably against the UBS Bank Bill Index (1.84%) and the FIIG Term Deposit - All Maturities Index (1.90%). It is expected that the City's average monthly return will continue to slide marginally as reinvestments are currently made at rates ranging from 2.55% to 2.65%.

The cash rate was most recently reduced at the August 2016 meeting of the Reserve Bank of Australia (by 25bp to 1.50%) with markets indicating the next move will most likely be up, but not until late next

year. Interest earnings to the end of October of \$1.98M were \$0.17M ahead of the YTD budget.

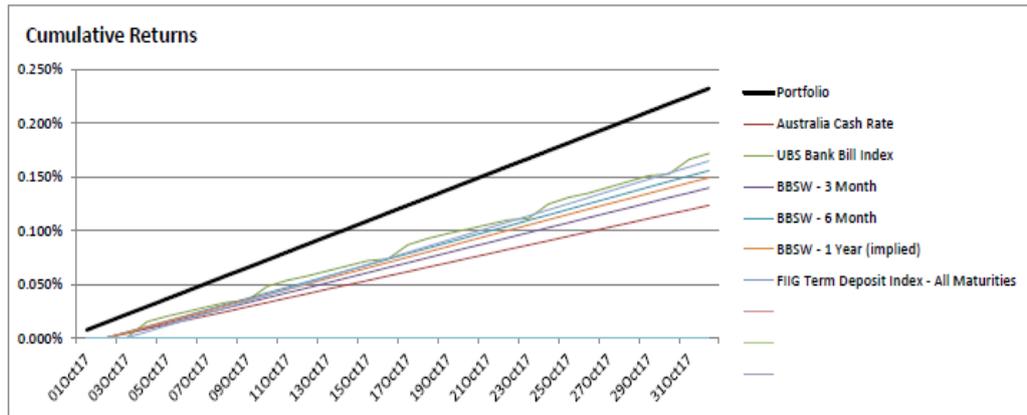


Figure 1: COC Portfolio Returns vs. Benchmarks

The majority of investments were held in term deposit (TD) products placed with highly rated APRA (Australian Prudential Regulation Authority) regulated Australian and foreign owned banks. These were invested for terms ranging from three to twelve months. All investments comply with the Council’s Investment Policy other than those made under previous statutory provisions and grandfathered by the new ones.

The City’s TD investments fall within the following Standard and Poor’s short term risk rating categories. The A-1+ investment holding decreased from 33% to 24% during the month, whilst the A-1 holding remained unchanged at 20%. The amount invested with A-2 banks increased from 44% to 49%, though comfortably below the policy limit of 60%.

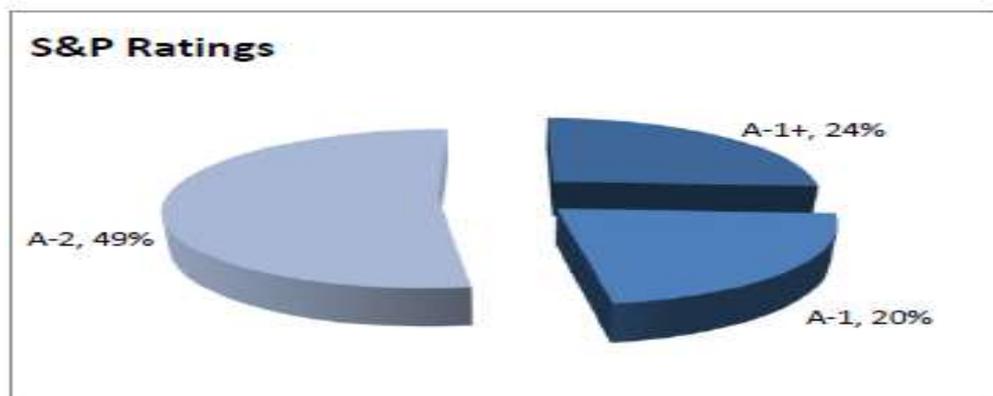


Figure 2: Council Investment Ratings Mix

The current investment strategy seeks to secure the highest possible rate on offer (up to 12 months for term deposits), subject to cash flow

planning and investment policy requirements. Value is currently being provided within the 6-12 month investment range.

The City's TD investment portfolio had an average duration of 192 days or 6.3 months at the end of October (slightly down from 194 days the previous month) with the maturity profile graphically depicted below:

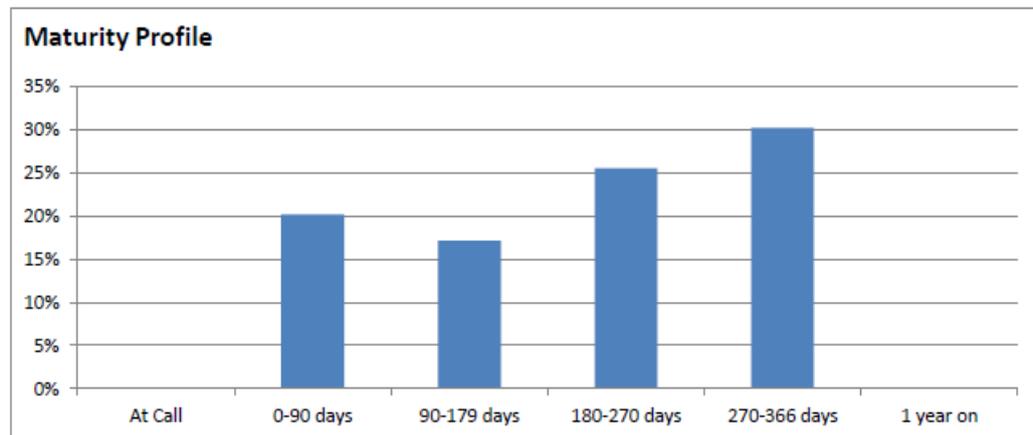


Figure 3: Council Investment Maturity Profile

Investment in Fossil Fuel Free Banks

At month end, the City held 51% (\$83.03M) of its TD investment portfolio with banks deemed free from funding fossil fuel related industries. This was up from 45% (\$74.13M) the previous month.

Budget Revisions

There were a number of budget amendments identified during the month that require Council adoption. Although these only having a minimal effect on the City's budget bottom line (reducing it by \$13k), there are several significant items included.

The most significant is the increase of the depreciation budget by \$2.15M, reflecting the take up of several new assets (Cockburn ARC, new website and CCTV) and the effects of the annual infrastructure valuations. Whilst this is a non-cash item, it will marginally impact the City's operating result, financial ratios and balance sheet. However, this change is necessary in order to accurately represent the City's financial performance and position within the budget.

The changes identified to the City's budgeted reserve transfers will result in an additional \$1.01M being retained within cash reserves. This is primarily from plant items not being replaced within Roads and Waste Services.

The financial report attached includes a detailed schedule of the proposed changes.

Description of Graphs & Charts

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

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

A liquidity graph shows the level of Council's net current position (adjusted for restricted assets) and trends this against previous years. This gives a good indication of Council's capacity to meet its financial commitments over the course of the year. Council's overall cash and investments position is provided in a line graph with a comparison against the YTD budget and the previous year's position at the same time.

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

Trust Fund

At month end, the City held \$12.38M within its trust fund. \$5.60M was related to POS cash in lieu and another \$6.78M in various cash bonds and refundable deposits.

Strategic Plans/Policy Implications

Leading & Listening

Deliver sustainable governance through transparent and robust policy and processes

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

Budget/Financial Implications

The 2017-18 budget surplus position will decrease slightly by \$13,640 to \$407,328 as a result of the budget amendments recommended in this report.

Legal Implications

N/A

Community Consultation

N/A

Risk Management Implications

Council's adopted budget for revenue, expenditure and closing financial position will be misrepresented if the recommendation amending the City's budget is not adopted.

Advice to Proponent(s)/Submissioners

N/A

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

Nil

STATEMENT OF FINANCIAL ACTIVITY

for the period ended 31 October 2017

	Actuals	YTD Revised Budget	Variance to YTD Budget	\$ Variance to YTD Budget	Revised Budget	Adopted Budget
	\$	\$	%	\$	\$	\$
Operating Revenue						
Governance	99,111,413	99,104,786	0%	6,628	106,617,419	108,619,823
Financial Services	464,168	340,799	36%	123,369	662,100	662,100
Information Services	-	500	-100%	(500)	1,500	1,500
Human Resource Management	48,040	97,331	-51%	(49,291)	292,000	292,000
Library Services	16,898	17,715	-5%	(818)	53,146	53,146
Recreation & Community Safety	4,134,423	3,045,083	36%	1,089,340	9,282,863	9,197,863
Community Development & Services	3,763,971	3,523,093	7%	240,878	8,821,350	8,635,797
Corporate Communications	10,782	8,700	24%	2,082	113,400	13,400
Statutory Planning	355,145	457,333	-22%	(102,188)	1,372,000	1,372,000
Strategic Planning	1,264,162	1,288,772	-2%	(24,610)	2,961,734	2,961,734
Building Services	571,190	654,570	-13%	(83,380)	1,460,650	1,460,650
Environmental Health	268,291	252,500	6%	15,791	325,500	325,500
Waste Services	4,424,773	4,847,075	-9%	(422,302)	9,340,885	9,340,885
Parks & Environmental Services	84,818	4,307	1869%	80,511	11,120	10,220
Engineering Services	123,888	82,707	50%	41,181	248,120	248,120
Infrastructure Services	377,654	239,933	57%	137,720	1,097,797	1,097,797
	115,019,614	113,965,203	1%	1,054,411	142,661,583	144,292,534
Total Operating Revenue	115,019,614	113,965,203	1%	1,054,411	142,661,583	144,292,534
Operating Expenditure						
Governance	(1,086,269)	(1,134,626)	-4%	48,357	(4,401,512)	(4,416,012)
Strategy & Civic Support	(244,067)	(380,194)	-36%	136,127	(1,239,217)	(1,234,467)
Financial Services	(3,147,724)	(2,365,640)	33%	(782,084)	(5,534,457)	(5,975,527)
Information Services	(1,970,130)	(2,131,149)	-8%	161,019	(5,277,917)	(5,266,526)
Human Resource Management	(970,068)	(1,017,765)	-5%	47,697	(2,845,516)	(2,775,521)
Library Services	(1,291,450)	(1,335,979)	-3%	44,529	(3,758,725)	(3,683,813)
Recreation & Community Safety	(4,693,262)	(5,246,647)	-11%	553,386	(15,771,694)	(15,576,109)
Community Development & Services	(3,603,266)	(3,971,464)	-9%	368,199	(11,498,347)	(10,928,756)
Corporate Communications	(906,044)	(959,444)	-6%	53,399	(3,517,525)	(3,417,525)
Statutory Planning	(418,299)	(534,404)	-22%	116,105	(1,576,865)	(1,576,865)
Strategic Planning	(698,881)	(642,828)	9%	(56,053)	(1,911,561)	(1,851,561)
Building Services	(500,944)	(565,638)	-11%	64,694	(1,670,771)	(1,670,771)
Environmental Health	(533,983)	(636,212)	-16%	102,228	(1,864,428)	(1,859,118)
Waste Services	(6,190,886)	(6,681,331)	-7%	490,445	(19,840,746)	(19,841,080)
Parks & Environmental Services	(3,739,916)	(4,587,078)	-18%	847,162	(13,430,893)	(13,330,993)
Engineering Services	(2,659,356)	(2,863,999)	-7%	204,643	(8,093,516)	(7,901,213)
Infrastructure Services	(3,034,034)	(3,473,962)	-13%	439,928	(10,082,850)	(9,916,832)
	(35,688,579)	(38,528,359)	-7%	2,839,781	(112,316,542)	(111,222,691)

STATEMENT OF FINANCIAL ACTIVITY

for the period ended 31 October 2017

	Actuals	YTD Revised Budget	Variance to YTD Budget	\$ Variance to YTD Budget	Revised Budget	Adopted Budget
	\$	\$	%	\$	\$	\$
Less: Net Internal Recharging	639,812	497,520	29%	142,292	1,357,760	1,331,071
Add: Depreciation & Amortisation on Non-Current Assets						
Computer Equipment	(392,864)	(83,440)	371%	(309,424) X	(250,320)	(250,320)
Furniture and Equipment	(136,762)	(67,788)	102%	(68,974)	(203,364)	(203,364)
Plant & Machinery	(1,090,091)	(995,235)	10%	(94,856)	(2,999,255)	(2,999,255)
Buildings	(1,990,728)	(1,783,344)	12%	(207,384) X	(5,350,032)	(5,350,032)
Infrastructure - Roads	(3,729,888)	(3,695,836)	1%	(34,052)	(11,087,508)	(11,087,508)
Infrastructure - Drainage	(853,396)	(841,568)	1%	(11,828)	(2,524,704)	(2,524,704)
Infrastructure - Footpaths	(461,429)	(402,740)	15%	(58,689)	(1,208,220)	(1,208,220)
Infrastructure - Parks Equipment	(1,452,905)	(1,233,864)	18%	(219,041) X	(3,701,592)	(3,701,592)
Landfill Infrastructure	(365,641)	(373,588)	-2%	7,947	(1,120,764)	(1,120,764)
Marina Infrastructure	(318,727)	(324,728)	-2%	6,001	(974,184)	(974,184)
	(10,792,431)	(9,802,131)	10%	(990,300)	(29,419,943)	(29,419,943)
Total Operating Expenditure	(45,841,198)	(47,832,970)	-4%	1,991,772	(140,378,726)	(139,311,564)
Change in Net Assets Resulting from Operations	69,178,417	66,132,233	5%	3,046,183	2,282,857	4,980,970
Non-Operating Activities						
Profit/(Loss) on Assets Disposal						
Plant and Machinery	157,274	(187,119)	-184%	344,392 ✓	(96,888)	(201,388)
Freehold Land	-	-	0%	-	2,513,103	1,763,103
Buildings	-	-	0%	-	-	-
	157,274	(187,119)	-184%	344,392	2,416,215	1,561,715
Capital Expenditure						
Computer Equipment	(278,354)	(780,734)	-64%	502,381 ✓	(2,979,778)	(2,197,915)
Furniture and Equipment	(609,649)	(331,930)	84%	(277,719) X	(931,930)	(509,000)
Plant & Machinery	(354,744)	(599,186)	-41%	244,443 ✓	(4,217,982)	(3,992,000)
Land	(92,802)	(167,893)	-45%	75,091	(857,404)	(110,000)
Buildings	(2,268,181)	(2,727,829)	-17%	459,648 ✓	(20,105,049)	(17,664,000)
Infrastructure - Roads	(1,139,433)	(1,385,517)	-18%	246,084 ✓	(15,203,364)	(11,769,788)
Infrastructure - Drainage	(120,302)	(117,415)	2%	(2,887)	(1,743,654)	(1,000,000)
Infrastructure - Footpaths	(188,163)	(227,815)	-17%	39,652	(1,590,096)	(1,180,440)
Infrastructure - Parks Equipment	(1,320,626)	(1,424,108)	-7%	103,482	(10,760,064)	(8,592,000)
Infrastructure - Parks Landscaping	(320,491)	(360,491)	-11%	40,000	(1,539,184)	(1,500,000)
Landfill Infrastructure	(186,953)	(183,080)	2%	(3,873)	(1,008,385)	(190,000)
Note 1.	(6,879,697)	(8,305,999)	-17%	1,426,302	(60,936,890)	(48,705,143)

STATEMENT OF FINANCIAL ACTIVITY

for the period ended 31 October 2017

	Actuals	YTD Revised Budget	Variance to YTD Budget	\$ Variance to YTD Budget	Revised Budget	Adopted Budget
	\$	\$	%	\$	\$	\$
Add: Gifted Subdivision Assets	-	-	0%	-	-	-
Add: Land - Vested in Crown	(390,308)	(350,000)	12%	(40,308)	(350,000)	-
Add: Transfer to Reserves	(9,804,366)	(9,108,788)	8%	(695,578) X	(26,849,306)	(25,599,306)
Add Funding from						
Non-Operating Grants, Subsidies and Contributions	3,357,617	1,888,009	78%	1,469,608 ✓	13,484,709	11,336,931
Developers Contributions Plans: Cash	2,666,399	2,005,912	33%	660,487 ✓	6,017,736	6,017,736
Proceeds on Sale of Assets	382,650	152,678	151%	229,972 ✓	4,432,500	3,578,000
Reserves	7,517,718	8,373,489	-10%	(855,770) X	33,016,596	19,082,533
Gifted Subdivision Assets	-	-	0%	-	-	-
	13,924,385	12,420,087	12%	1,504,297	56,951,541	40,015,200
Non-Cash/Non-Current Item Adjustments						
Depreciation on Assets	10,426,791	9,428,543	11%	998,248 X	28,299,179	28,299,179
Amortisation on Assets	365,641	373,588	-2%	(7,947)	1,120,764	1,120,764
Profit/(Loss) on Assets Disposal	(157,274)	187,119	-184%	(344,392) ✓	(2,416,215)	(1,561,715)
Loan Repayments	-	-	0%	-	(2,597,176)	(2,597,176)
Non-Current Leave Provisions	(19,276)	-	0%	(19,276)	-	-
Deferred Pensioners Adjustment	14,552	-	0%	14,552	-	-
	10,630,433	9,989,250	6%	641,183	24,406,552	25,261,052
Opening Funds	6,643,985	2,500,000	166%	4,143,985	2,500,000	2,500,000
Closing Funds	83,460,121	73,094,371	14%	10,365,750	420,968	14,487
	-	-		-	-	-

Note 2, 3.

Notes to Statement of Financial Activity

Note 1.

Additional information on the capital works program including committed orders at end of month:

Assets Classification	Actuals \$	Commitments at Month End \$	Commitments & Actuals YTD	YTD Revised Budget	Full Year Revised Budget \$	Uncommitted at Month End \$
Computer Equipment	(278,354)	(552,891)	(831,245)	(780,734)	(2,979,778)	2,148,533
Furniture and Equipment	(609,649)	(4,800)	(614,449)	(331,930)	(931,930)	317,481
Plant & Machinery	(354,744)	(1,026,216)	(1,380,960)	(599,186)	(4,217,982)	2,837,022
Land	(92,802)	(4,455)	(97,257)	(167,893)	(857,404)	760,147
Buildings	(2,268,181)	(7,717,103)	(9,985,284)	(2,727,829)	(20,105,049)	10,119,765
Infrastructure - Roads	(1,139,433)	(2,062,105)	(3,201,537)	(1,385,517)	(15,203,364)	12,001,827
Infrastructure - Drainage	(120,302)	(88,157)	(208,459)	(117,415)	(1,743,654)	1,535,195
Infrastructure - Footpaths	(188,163)	(1,252)	(189,414)	(227,815)	(1,590,096)	1,400,682
Infrastructure - Parks Equipment	(1,320,626)	(1,721,439)	(3,042,066)	(1,424,108)	(10,760,064)	7,717,998
Infrastructure - Parks Landscaping	(320,491)	(150,073)	(470,564)	(360,491)	(1,539,184)	1,068,620
Landfill Infrastructure	(186,953)	(612,928)	(799,882)	(183,080)	(1,008,385)	208,503
	(6,879,697)	(13,941,419)	(20,821,116)	(8,305,999)	(60,936,890)	40,115,774

Note 2.

Closing Funds in the Financial Activity Statement are represented by:

	Actuals \$	YTD Revised Budget \$	Full Year Revised Budget \$	Adopted Budget \$
Current Assets				
Cash & Investments	168,239,045	193,063,811	113,947,104	115,497,141
Rates Outstanding	38,711,646	2,150,000	2,150,000	2,150,000
Rubbish Charges Outstanding	373,647	120,001	120,000	120,000
Sundry Debtors	4,652,890	4,000,000	4,000,000	4,000,000
GST Receivable	(10,038)	-	-	-
Prepayments	82,390	420,000	420,000	420,000
Accrued Debtors	4,395	-	-	-
Stock on Hand	13,584	14,000	14,000	14,000
	212,067,560	199,767,812	120,651,104	122,201,141
Current Liabilities				
Creditors	(13,705,781)	(11,302,735)	(11,260,049)	(11,260,049)
Income Received in Advance	(1,069,213)	(1,500,000)	(1,500,000)	(1,500,000)
GST Payable	(472,563)	-	-	-
Withholding Tax Payable	-	-	-	-
Provision for Annual Leave	(4,153,552)	(3,997,420)	(3,992,256)	(3,992,256)
Provision for Long Service Leave	(2,451,508)	(2,000,000)	(2,000,000)	(2,000,000)
	(21,852,616)	(18,800,155)	(18,752,305)	(18,752,305)
Net Current Assets	190,214,944	180,967,658	101,898,799	103,448,836
Add: Non Current Investments	1,054,895	4,825,000	4,825,000	4,825,000
	191,269,839	185,792,658	106,723,799	108,273,836
Less: Restricted/Committed Assets				
Cash Backed Reserves #	(107,809,718)	(112,698,286)	(105,428,417)	(108,259,348)
Deposits & Bonds Liability *	-	-	-	-
	83,460,121	73,094,371	1,295,382	14,487
Closing Funds (as per Financial Activity Statement)	83,460,121	73,094,371	1,295,382	14,487

See attached Reserve Fund Statement

* See attached Restricted Funds Analysis

Note 3.

Amendments to original budget since budget adoption. Surplus/(Deficit)

Ledger	Project/ Activity	Description	Council Resolution	Classification	Non Change (Non Cash Items) Adjust.	Increase in Available Cash	Decrease in Available Cash	Amended budget Running Balance
					\$	\$	\$	\$
		Budget Adoption		Closing Funds Surplus(Deficit)				14,487
GL	131	Recovery of Multicultural Officer		Operating Income		140		14,627
GL	855	Reduction in Insurance charges		Operating Expenditure		490,416		505,043
GL	105	Reduction in FAGS grant		Operating Income			40,968	464,075
CW	5681	Reduction in Tree Planting CW		Operating Expenditure		445,000		909,075
GL	355	Management cost recovery		Operating Income		11,893		920,968
GL	855	Savings in insurance premium transferred to Reserve		Operating Expenditure			500,000	420,968
				Closing Funds Surplus (Deficit)	0	947,449	540,968	420,968

Statement of Comprehensive Income *by Nature and Type*

for the period ended 31 October 2017

	Actual	Amended YTD Budget	\$ Variance to YTD Budget	Forecast	Amended Budget	Adopted Budget
	\$	\$	\$	\$	\$	\$
OPERATING REVENUE						
01 Rates	96,452,742	96,595,554	(142,812)	99,838,637	99,981,449	99,981,449
02 Specified Area Rates	374,800	330,000	44,800	374,800	330,000	330,000
05 Fees and Charges	Note 1 11,693,552	11,214,139	479,413	27,189,718	26,710,305	26,710,305
06 Service Charges	-	-	-	-	-	-
10 Grants and Subsidies	4,071,713	3,668,343	403,370	10,123,869	9,720,500	11,382,351
15 Contributions, Donations and Reimbursements	448,288	352,845	95,443	1,271,804	1,176,361	1,145,461
20 Interest Earnings	1,978,520	1,804,323	174,198	4,917,166	4,742,968	4,742,968
25 Other revenue and Income	-	-	-	-	-	-
Total Operating Revenue	115,019,614	113,965,203	1,054,411	143,715,994	142,661,583	144,292,534
OPERATING EXPENDITURE						
50 Employee Costs - Salaries & Direct Oncosts	Note 2 (17,744,070)	(18,531,441)	787,372	(52,296,093)	(53,083,465)	(52,284,525)
51 Employee Costs - Indirect Oncosts	(292,769)	(337,220)	44,451	(1,460,303)	(1,504,754)	(1,491,754)
55 Materials and Contracts	Note 3 (11,564,124)	(14,044,940)	2,480,817	(38,494,224)	(40,975,041)	(40,166,898)
65 Utilities	(1,526,079)	(1,764,125)	238,046	(4,991,251)	(5,229,298)	(5,227,818)
70 Interest Expenses	-	-	-	(816,699)	(816,699)	(816,699)
75 Insurances	(1,700,335)	(1,004,344)	(695,991)	(2,396,479)	(1,700,488)	(2,228,200)
80 Other Expenses	(2,861,203)	(2,846,289)	(14,913)	(9,021,711)	(9,006,798)	(9,006,798)
85 Depreciation on Non Current Assets	(10,426,791)	(9,428,543)	(998,248)	(29,297,427)	(28,299,179)	(28,299,179)
86 Amortisation on Non Current Assets	(365,641)	(373,588)	7,947	(365,641)	(1,120,764)	(1,120,764)
Add Back: Indirect Costs Allocated to Capital Works	639,812	497,520	142,292	1,500,051	1,357,760	1,331,071
Total Operating Expenditure	(45,841,198)	(47,832,970)	1,991,772	(137,639,778)	(140,378,726)	(139,311,564)
CHANGE IN NET ASSETS RESULTING FROM OPERATING ACTIVITIES						
	69,178,417	66,132,233	3,046,183	6,076,216	2,282,857	4,980,970
NON-OPERATING ACTIVITIES						
11, 16 Non-Operating Grants, Subsidies and Contributions	3,357,617	1,888,009	1,469,608	14,954,317	13,484,709	11,336,931
18 Developers Contributions Plans: Cash	2,666,399	2,005,912	660,487	6,678,223	6,017,736	6,017,736
57 Land Ceded to the Crown	(390,308)	(350,000)	(40,308)	(390,308)	(350,000)	-
95 Profit/(Loss) on Sale of Assets	157,274	(187,119)	344,392	157,274	2,416,215	1,561,715
Total Non-Operating Activities	5,790,982	3,356,803	2,434,180	21,399,506	21,568,660	18,916,382
NET RESULT						
	74,969,399	69,489,036	5,480,363	27,475,722	23,851,517	23,897,352

Notes to Statement of Comprehensive Income

Note 1.

Additional information on main sources of revenue in fees & charges.

	Actual	Amended YTD Budget	Amended Budget	Adopted Budget
	\$	\$	\$	\$
<u>Recreation & Community Safety</u>				
Recreational Services	186,448	197,027	591,080	591,080
Law and Public Safety	163,434	128,532	385,596	385,596
Cockburn ARC	3,259,963	2,362,672	7,253,485	7,253,485
	3,609,845	2,688,230	8,230,161	8,230,161
<u>Waste Services:</u>				
Waste Collection Services	2,564,132	2,666,780	2,800,000	2,800,000
Waste Disposal Services	1,858,467	2,180,295	6,540,885	6,540,885
	4,423,526	4,847,075	9,340,885	9,340,885
<u>Infrastructure Services:</u>				
Port Coogee Marina	365,633	239,168	1,095,500	1,095,500
	365,633	239,168	1,095,500	1,095,500
	8,399,004	7,774,473	18,666,545	18,666,545

Note 2.

Additional information on Salaries and Direct On-Costs by each Division.

	Actual	Amended YTD Budget	Amended Budget	Adopted Budget
	\$	\$	\$	\$
Executive Services	(823,265)	(909,864)	(2,629,867)	(2,629,867)
Finance & Corporate Services Division	(2,606,512)	(2,672,590)	(7,508,795)	(7,358,795)
Governance & Community Services Division	(6,398,271)	(6,458,539)	(18,698,338)	(18,241,451)
Planning & Development Division	(1,769,350)	(2,021,991)	(5,869,626)	(5,869,626)
Engineering & Works Division	(6,146,672)	(6,468,456)	(18,376,839)	(18,184,786)
	(17,744,070)	(18,531,441)	(53,083,465)	(52,284,525)

Note 3

Additional information on Materials and Contracts by each Division.

	Actual	Amended YTD Budget	Amended Budget	Adopted Budget
	\$	\$	\$	\$
Executive Services	(429,856)	(536,412)	(1,888,688)	(1,898,438)
Finance & Corporate Services Division	(1,528,247)	(1,555,189)	(3,510,204)	(3,496,376)
Governance & Community Services Division	(3,320,653)	(4,163,462)	(12,630,030)	(12,158,109)
Planning & Development Division	(318,046)	(333,606)	(1,000,597)	(935,287)
Engineering & Works Division	(5,967,322)	(7,456,272)	(21,945,522)	(21,678,688)
Not Applicable	0	0	0	0
	(11,564,124)	(14,044,940)	(40,975,041)	(40,166,898)

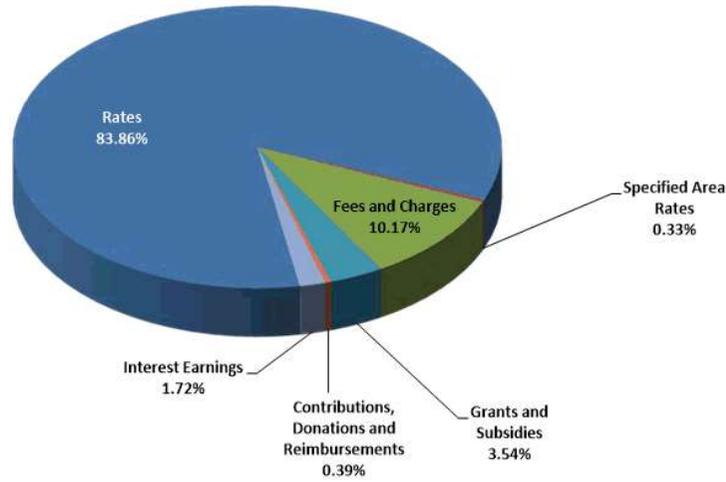


City of Cockburn - Reserve Funds

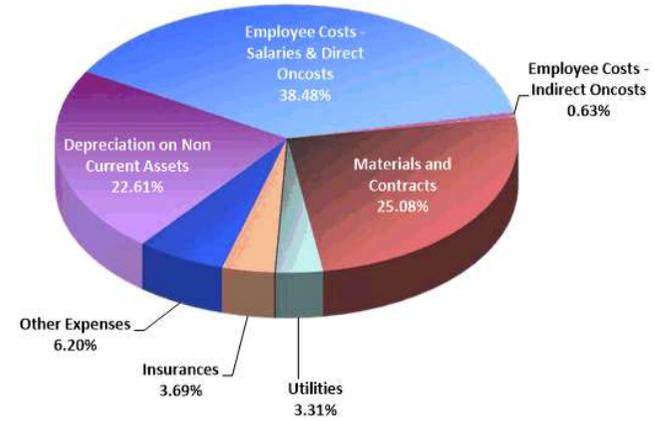
Financial Statement for Period Ending 31 October 2017

Account Details	Opening Balance		Interest Received		t/f's from Municipal		t/f's to Municipal		Closing Balance	
	Budget	Actual	Budget	Actual	Budget	Actual	Budget	Actual	Budget	Actual
Council Funded										
Bibra Lake Management Plan Reserve	589,288	589,288	10,648	4,063	-	-	(25,000)	-	574,936	593,351
C/FWD Projects Reserve	9,474,600	3,974,994	-	-	-	-	(7,702,795)	(2,488,402)	1,771,805	1,486,592
CCW Development Fund	1,492,671	500,000	53,000	5,077	-	-	-	-	1,545,671	505,077
Community Infrastructure	13,495,449	13,210,265	109,782	103,213	3,632,000	2,797,333	(3,580,000)	(198,478)	13,657,231	15,912,333
Community Surveillance Levy Reserve	1,314,234	1,097,742	22,594	7,580	200,000	66,667	(509,633)	(90,909)	1,027,195	1,081,080
DCD Redundancies Reserve	41,748	41,748	797	287	-	-	-	-	42,545	42,035
Environmental Offset Reserve	298,185	298,185	7,691	2,051	-	-	-	-	305,876	300,236
Green House Emissions Reductions	349,919	349,919	10,330	2,860	200,000	66,667	(12,203)	-	548,046	419,445
HWRP Post Closure Management	2,359,654	2,359,654	47,780	16,228	-	-	-	-	2,407,434	2,375,883
Information Technology	189,836	290,055	8,082	1,815	100,000	33,333	(168,392)	(59,146)	129,526	266,057
Insurance	327,698	328,198	8,090	3,096	500,000	500,000	(50,000)	-	785,788	831,294
Land Development & Investment Fund Reserve	4,175,384	4,177,766	251,777	28,450	3,760,000	118,091	(1,923,685)	(282,755)	6,263,476	4,041,552
Major Buildings Refurbishment	11,573,486	11,573,486	133,850	80,896	1,500,000	500,000	-	-	13,207,336	12,154,381
Municipal Elections	155,198	155,198	2,681	1,694	120,000	120,000	(200,000)	-	77,879	276,891
Naval Base Shacks	1,072,113	1,077,675	22,969	7,178	75,363	-	(65,000)	(65,000)	1,105,445	1,019,853
Plant & Vehicle Replacement	7,416,058	7,371,172	105,975	53,304	3,038,000	1,012,667	(2,457,792)	(129,660)	8,102,241	8,307,484
Port Coogee Marina Assets Replcmt	-	-	-	-	-	-	(50,000)	-	(50,000)	-
Port Coogee Special Maintenance Reserve	1,246,841	1,246,841	26,794	9,131	274,000	318,800	-	-	1,547,635	1,574,772
Port Coogee Waterways Reserve	112,477	112,477	8,685	870	56,000	56,000	(79,742)	-	97,420	169,347
Port Coogee WEMP	1,933,584	2,296,993	40,372	15,198	-	-	(208,192)	-	1,765,764	2,312,191
Roads & Drainage Infrastructure	14,004,556	13,987,382	64,880	94,789	1,500,000	500,000	(2,452,598)	(101,581)	13,116,838	14,480,591
Staff Payments & Entitlements	1,947,631	1,947,631	45,068	11,897	125,000	41,667	(364,053)	(324,053)	1,753,646	1,677,142
Waste & Recycling	13,725,436	13,165,896	348,847	90,099	1,472,079	-	(1,265,893)	(183,080)	14,280,469	13,072,914
Waste Collection Levy	2,731,598	2,437,627	63,366	17,924	1,000,000	-	(621,200)	(109,894)	3,173,764	2,345,656
POS Cash in Lieu (Restricted Funds)	500	-	108,937	(30)	-	-	-	-	109,437	(30)
	90,028,144	82,590,191	1,502,995	557,669	17,552,442	6,131,225	(21,736,178)	(4,032,959)	87,347,403	85,246,126
Grant Funded										
Aged & Disabled Vehicle Expenses	248,193	223,193	8,628	1,476	-	-	(56,000)	-	200,821	224,668
CIHF Building Maintenance Resrv	4,497,350	4,621,068	-	32,389	1,450,000	304,011	(20,000)	(13,636)	5,927,350	4,943,832
Family Day Care Accumulation Fund	16,799	8,482	-	73	-	-	-	-	16,799	8,555
Naval Base Shack Removal Reserve	526,838	526,838	10,217	3,623	-	-	-	-	537,055	530,461
Restricted Grants & Contributions Reserv	2,685,102	3,585,466	-	-	-	-	(3,257,292)	(3,471,123)	(572,190)	114,343
UNDERGROUND POWER	227,532	0	-	375	-	-	-	-	227,532	376
Welfare Projects Employee Entitlements	470,402	459,203	9,223	3,273	-	-	-	-	479,625	462,476
	8,672,216	9,424,250	28,068	41,210	1,450,000	304,011	(3,333,292)	(3,484,760)	6,816,992	6,284,711
Development Cont. Plans										
Cockburn Coast DCP14	(109,448)	(109,448)	-	(686)	-	-	(40,177)	-	(149,625)	(110,134)
Community Infrastructure DCP 13	5,964,447	5,964,447	220,238	50,517	5,000,000	1,837,944	(8,463,452)	-	2,721,232	7,852,907
Hammond Park DCP	1,398,439	1,398,439	9,354	9,964	396,000	296,569	(6,559)	-	1,797,235	1,704,972
Munster Development	1,140,711	1,140,711	18,147	7,879	80,000	68,352	(8,045)	-	1,230,812	1,216,942
Muriel Court Development Contribution	(110,762)	(110,762)	-	(735)	100,000	101,157	(11,328)	-	(22,090)	(10,340)
Packham North - DCP 12	34,792	34,792	1,000	389	150,000	39,156	(9,019)	-	176,773	74,337
Solomon Road DCP	626,939	626,939	16,500	4,318	50,000	-	(5,235)	-	688,204	631,258
Success Nth Development Cont. Plans	2,684,263	2,684,263	15,311	18,465	11,700	-	(3,518)	-	2,707,757	2,702,728
Thomas St Development Cont. Plans	12,986	12,986	294	89	-	-	-	-	13,280	13,075
Wattleup DCP 10	91,140	91,140	2,000	964	100,000	188,764	(6,559)	-	186,582	280,868
Yangebup East Development Cont. Plans	1,347,473	1,347,473	6,026	9,271	130,036	652	(3,398)	-	1,480,137	1,357,395
Yangebup West Development Cont. Plans	427,648	427,648	9,195	3,416	-	133,806	(3,118)	-	433,725	564,870
	13,508,629	13,508,629	298,065	103,852	6,017,736	2,666,399	(8,560,407)	-	11,264,023	16,278,880
Total Reserves										
	112,208,988	105,523,070	1,829,128	702,731	25,020,178	9,101,636	(33,629,877)	(7,517,718)	105,428,417	107,809,718

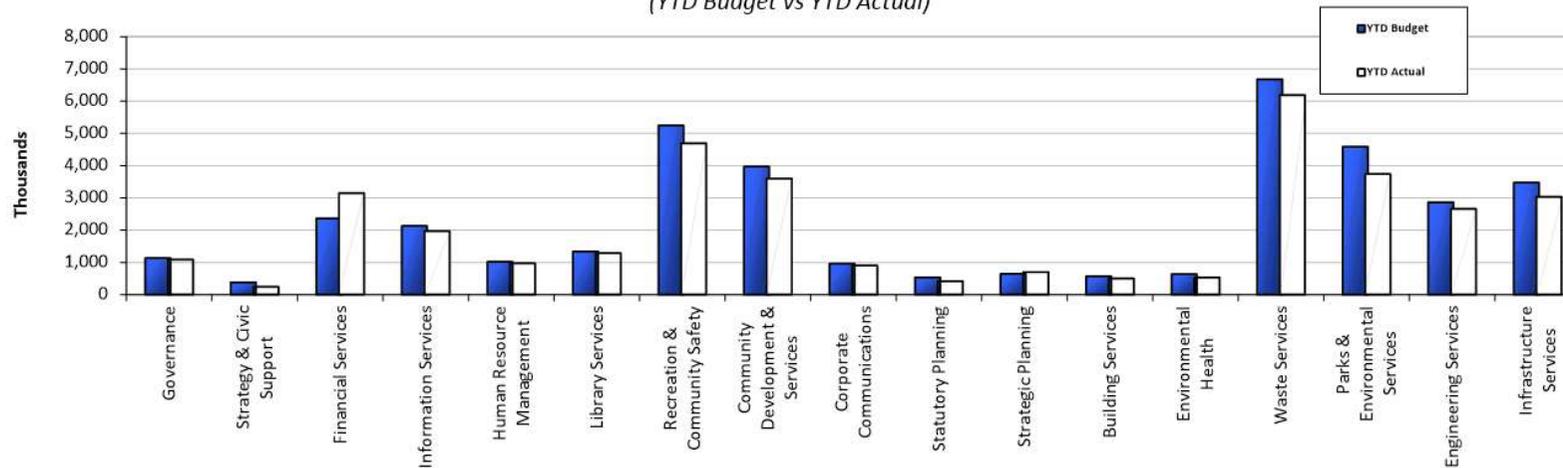
Operating Income by Nature and Type
(YTD Actual)

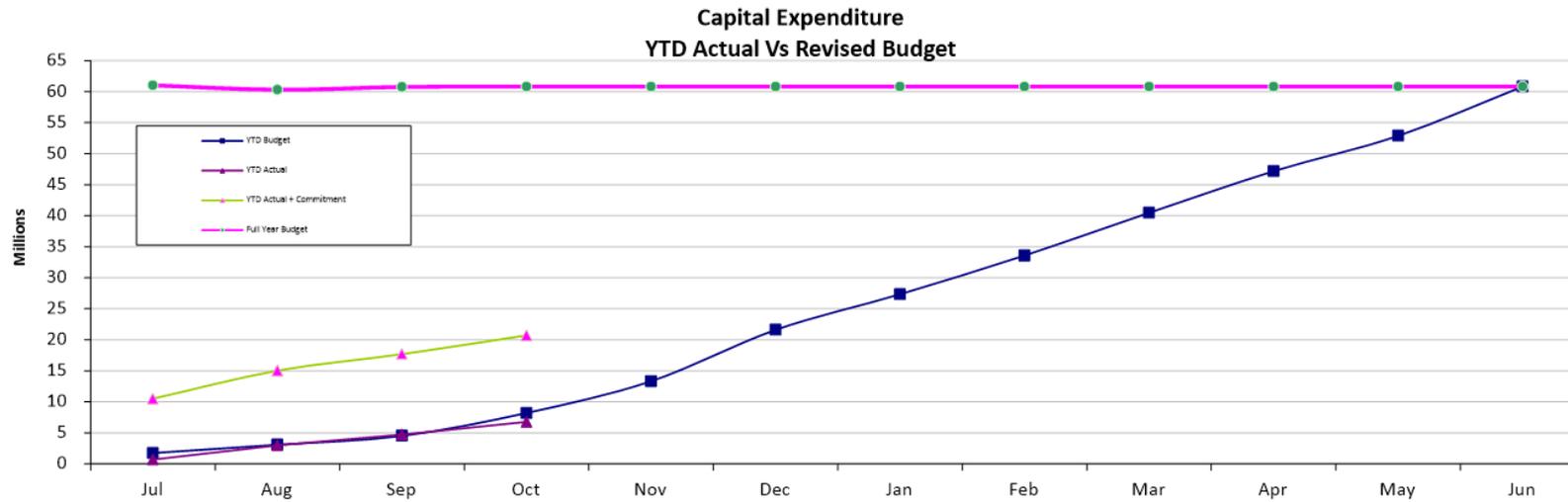
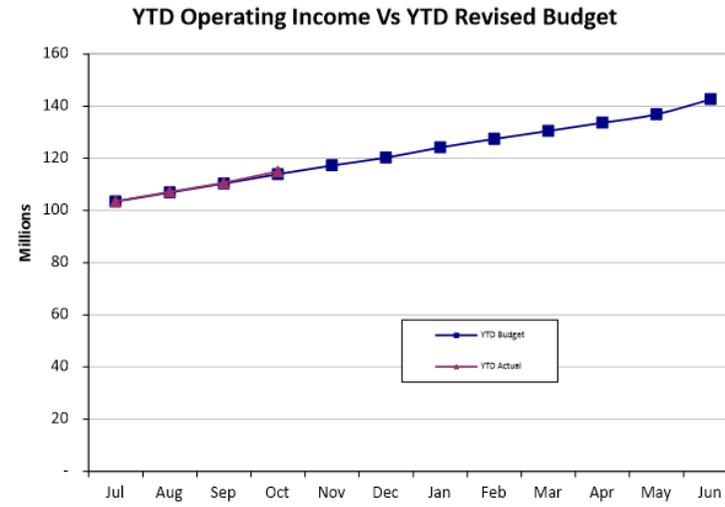
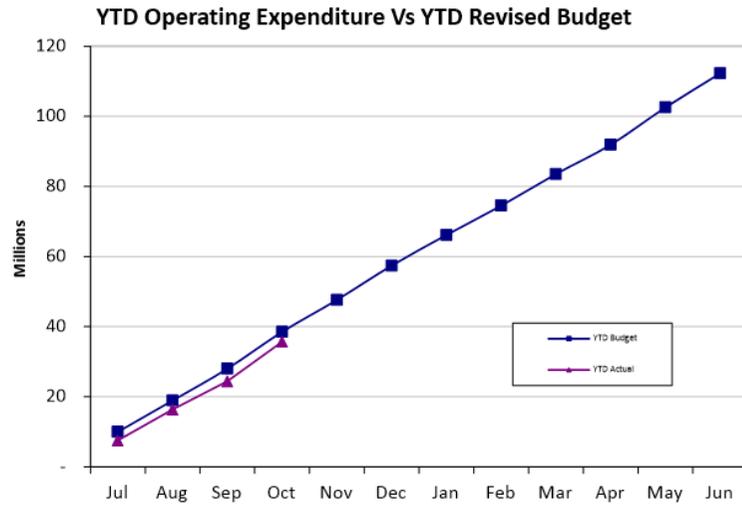


Operating Expenditure by Nature and Type
(YTD Actual)

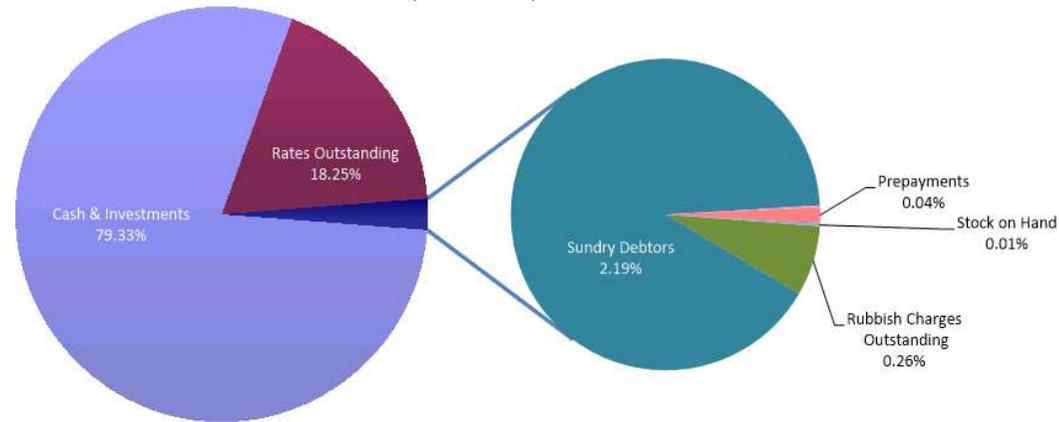


Operating Expenditure by Business Unit
(YTD Budget vs YTD Actual)

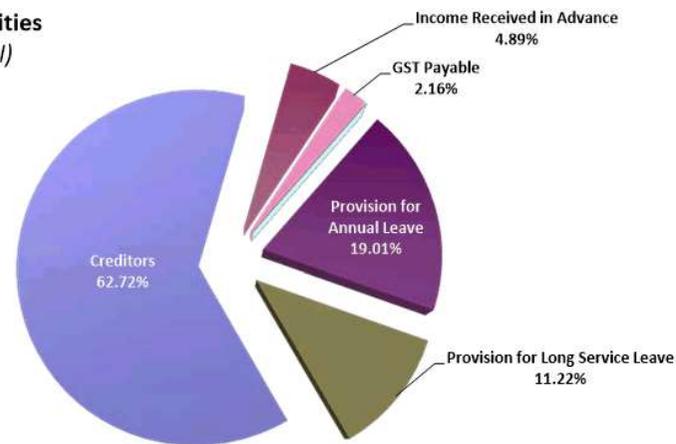


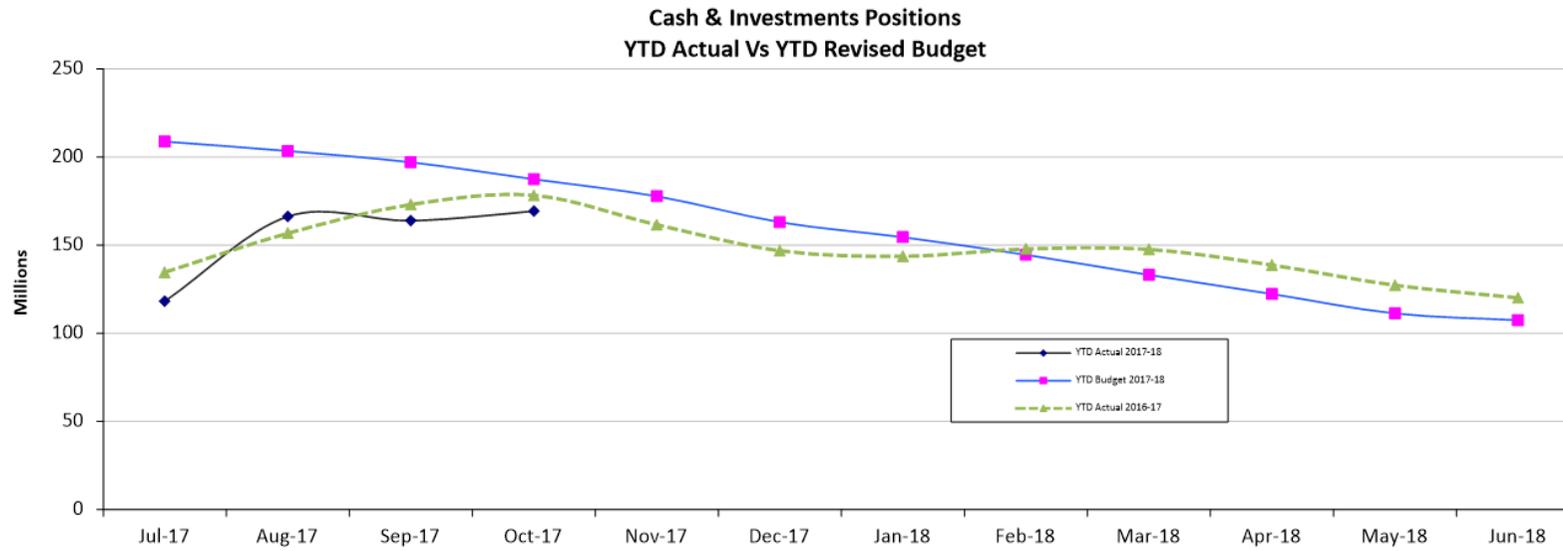
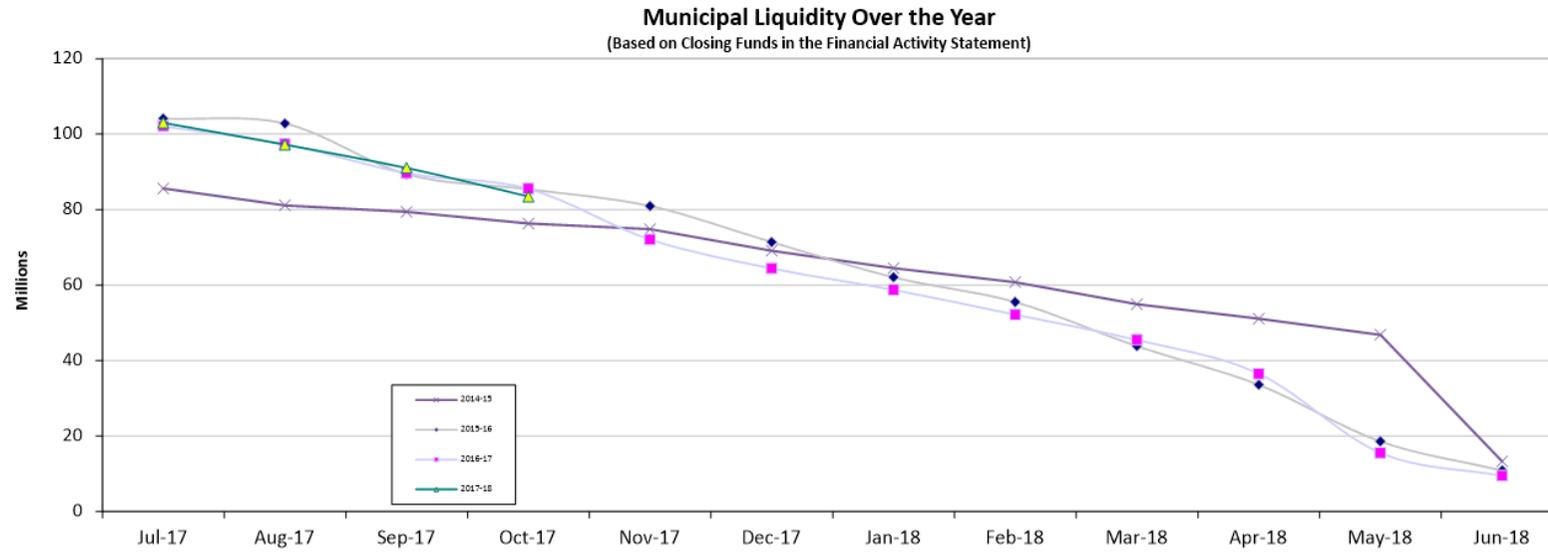


Current Assets
(YTD Actual)



Current Liabilities
(YTD Actual)





DETAILED BUDGET AMENDMENTS REPORT
for the period ended 31 October 2017

PROJECT/ACTIVITY LIST		DESCRIPTION	ADD/LESS	EXPENDITURE	TF TO RESERVE	FUNDING SOURCES			
						RESERVE	EXTERNAL	MUNICIPAL	NON-CASH
999-1401	Roads Depreciation	Increasing depreciation budget	ADD	193,140					(193,140)
999-1421	Footpath Depreciation	Increasing depreciation budget	ADD	187,332					(187,332)
999-1431	Parks Hard Depreciation	Increasing depreciation budget	ADD	152,568					(152,568)
999-1461	Buildings Depreciation	Increasing depreciation budget	ADD	713,576					(713,576)
999-1471	Furniture & Equipment Depreciation	Increasing depreciation budget	ADD	152,664					(152,664)
999-1481	Computer Depreciation	Increasing depreciation budget	ADD	748,760					(748,760)
CW1985	Construction new Road (Cell 3)	Project not going to proceed	LESS	140,000		(140,000)			
CW1991	Waste Supply Agreement	Waste Supply Agreement	ADD	50,000				(50,000)	
CW4628	Community Mens Shed, Cockburn Central	Transfer frm OP9002 \$11k \$ John Wilson grant \$10k	ADD	21,000			(10,000)	(11,000)	
CW4656	Port Coogee Marina Day Vistor Jetty Walkway Access	Change funding to Port Coogee WEMP	ADD	50,000		(50,000)			
CW4656	Port Coogee Marina Day Vistor Jetty Walkway Access	Change funding from Port Coogee Asset Replacement	LESS	(50,000)		50,000			
CW5681	City Street Tree Planting Requests	Funding from Water Corp	ADD	30,000			(30,000)		
CW7536	PL536 Landfill Kubota Utility	Reduction in expenditure	LESS	(5,000)		5,000			
CW7537	PL537 Landfill Kubota Utility	Reduction in expenditure	LESS	(5,000)		5,000			
CW7701	Isuzu FVR 950L Tipper - Roads	Proceeds from sale trf to Rsv. Vehicle not replaced	ADD		107,164		(107,164)		
CW7702	Isuzu FVR 950L Tipper - Roads	Proceeds from sale trf to Rsv. Vehicle not replaced	ADD		61,321		(61,321)		
CW7703	Isuzu FVR 950L Tipper - Roads	Proceeds from sale trf to Rsv. Vehicle not replaced	ADD		59,558		(59,558)		
CW7711	Roads Flocon Maintenance Truck PL711	Reduction in expenditure	LESS	(31,398)		31,398			
CW7742	Roads Drainage Works Truck PL742	Budget reversal - no longer required.	LESS	(164,815)	48,098	100,000	6,902	9,815	
CW7757	Isuzu FVZ 1400 Water Truck - Roads	Proceeds from sale trf to Rsv. Vehicle not replaced	ADD		109,809		(109,809)		
CW7759	PL759 Truck Rubbish Recycle 29m3	Reduction in expenditure	LESS	(29,378)		29,378			
CW7779	PL779 Landfill Loader	Budget reversal - no longer required	LESS	(382,795)		270,000	90,000	22,795	
CW7789	Truck Rubbish Recycle 29m3 (New)	Reduction in expenditure	LESS	(41,092)		41,092			
OP6827	Lease-South Lake Child Health Clinict	New lease	ADD				(3,750)	3,750	
OP9002	Seniors/Disabled Recreation	Transfer to CW4628	LESS	(11,000)				11,000	
OP9470	Coogee Live	Cashflow adj & increase in external contribution	ADD	13,965			(13,965)		
				1,732,527	385,950	341,868	(298,665)	(13,640)	(2,148,040)

17. ENGINEERING & WORKS DIVISION ISSUES

17.1 TRAFFIC IN FAWCETT ROAD, MUNSTER

Author(s)	J Mcdonald
Attachments	<ol style="list-style-type: none">1. Fawcett Rd aerial photograph ↓2. Fawcett Road (Mayor Rd West Churchill Ave) traffic calming assessment ↓3. Australian Marine Complex structure plan ↓4. Fawcett Rd consultation letter ↓5. Fawcett Road consultation analysis ↓6. Fawcett Road (Northern section) Traffic calming assessment ↓

RECOMMENDATION

That Council

- (1) approve the road closure of Fawcett Road, Munster, south of Albion Avenue;
- (2) do not support the closure of the northern end of Fawcett Road; and
- (3) submit for Main Roads approval a line marking and signage layout to assist speed reduction on Fawcett Road from West Churchill Avenue to Mayor Road.

Background

The traffic operation of Fawcett Road, between Albion Avenue and McGrath Road/Coogee Road, was investigated in May 2015 as a result of a complaint from a resident about the volume and speed of vehicles.

Those investigations found that whilst the average weekday traffic volume on Fawcett Road is consistent with the function of an Access road, vehicle speeds are higher than desirable and the majority of traffic is through traffic generated by the Australian Marine Complex (AMC) rather than being local residential traffic.

It is recommended that the closure of Fawcett Road planned as part of the AMC development, south of Albion Street, is brought forward to separate traffic to/from the commercial/industrial land uses in the AMC from the residential section of Munster that is north of Frobisher Avenue.

In addition, at the Ordinary Council Meeting held on 12 October 2017 the following Matter for Investigation Without Debate was raised:

“Clr Allen requested that the following item be brought to a future Ordinary Council Meeting.

- 23.2 *A report be prepared outlining ways to improve safety, reduce traffic congestion and speeding on Fawcett Rd; with a review of the potential for a cul-de-sac to be installed at the intersection with Mayor Road.”*

As both of these matters are about Fawcett Road traffic they are dealt with in this report.

Submission

N/A

Report

Fawcett Road, Munster, is a 1.84 kilometre long access road with a general north-south alignment. It links Mayor Road in the north to McGrath Road/Coogee Road in the south. The land use along the road varies as a mixture of low density residential, undeveloped land and the Lake Coogee reserve on the west side. An aerial photograph of the road and surrounding portion of Munster is included as Attachment 1.

To investigate a complaint about the volume and speed of traffic in the southern section of the road, a one-week long traffic classifier survey was conducted in May 2015 and the results of that survey are summarised in Table 1.

Table 1: Fawcett Road, 300m south of Albion Avenue

Location	Average Weekday Traffic	Average speed	85 th percentile speed ¹	Heavy vehicles ²
300m south of Albion Ave	622 vehicles	57 km/h	66 km/h	5.5%

1. 85th percentile speed = the speed that vehicles are travelling at, or slower, under free-flow conditions.

2. Heavy vehicles = Austroads 1994 Vehicle Class 3 or greater

The volume of traffic above is consistent with Fawcett Road’s access road function, but considering how few houses there are in the southern section of road the vast majority of that traffic is clearly non-local through traffic. It is assumed that much of this through traffic is motorists travelling to/from the nearby AMC, which is based on feedback from residents about their observations and supported by the percentage of heavy vehicles which is higher than normal for an access road.

The through traffic travelling to/from the AMC is clearly using Fawcett Road to avoid the traffic congestion that is experienced daily at the Rockingham Road/Russell Road West intersection.

The 50 km/h built-up area speed limit applies to Fawcett Road and both the average vehicle speed and 85th percentile vehicle speeds are up to 16km/h above the speed limit. Factors contributing to these higher speeds are likely to include the open nature of the road environment (very low density housing only on one side of Fawcett Road); road user familiarity with Fawcett Road, and the desire for non-local motorists to travel to/from their destination rapidly.

Some of this through traffic also uses West Churchill Avenue, which the City has also received speeding complaints about, as a link between Fawcett Road and Rockingham Road. As a result of the high vehicle speeds recorded during the traffic survey, a request was forwarded to the WA Police for increased enforcement of the speed limit.

The road was also assessed for traffic calming using the warrant system in Council Policy SEW3 Traffic Management Investigation. The outcome was that the road achieved a score of 48, rating it as Minor Technical Problem site and a copy of the warrant system assessment is included as Attachment 2.

The suggested action for roads that rate as a Minor Technical Problem site is to consider low cost non-capital solutions such as traffic signs and/or pavement markings. In this case there are no such treatments that would be effective at addressing the concerns about the volume or speed of traffic, hence the need to advance the closure of Fawcett Road at the south end.

The section of Munster between Frobisher Avenue and Russell Road is part of the AMC and it is noted that as part of the Structure Plan for that area, adopted on 17 July 2006, it is been planned to close Fawcett Road to separate the residential land use of Munster with the commercial/industrial land uses of the AMC. A copy of the AMC structure plan is included as Attachment 3.

That structure plan shows Fawcett Road being closed to vehicle traffic from a point approximately 200 metres south of Albion Avenue to McGrath Road. The existing pavement would then only be used for maintenance access to the Lake Coogee reserve as well as the Wetland Enhancement Area identified in the structure plan on the north-east side of Fawcett Road.

Although the structure plan was adopted 11 years ago there has not been much development of that part of the AMC. The residential section of Munster is experiencing the effects of the AMC traffic, so it is recommended that the planned closure of the road be implemented by

the City rather than waiting until it is done as part of future land development. The benefits of implementing the road closure include:

- Improved amenity and safety on Fawcett Road and other local Munster roads due to the removal of AMC related traffic from residential roads;
- Non-local through traffic is relocated to more appropriate north-south (distributor) roads such as Cockburn Road, Rockingham Road or Stock Road;

To determine the level of community support for the project, community consultation was undertaken. A copy of the letter sent to the residents and owners of properties along the road is included as Attachment 4. The road closure proposal was also published on the City's Comment on Cockburn webpage, advertised in the local newspaper and placed on notice boards at the City's Administration Building and public libraries.

The City received 34 responses to the consultation and the majority (70.6%) of the responses received support the closure of Fawcett Road between Albion Avenue and McGrath Road, as proposed. A copy of the consultation analysis is included as Attachment 5.

The comments about the proposal received from the minority of people opposing the closure included the closure being inconvenient, or not desirable, or closing the road at West Churchill Avenue. The latter suggestion would still allow through traffic to get to/from the AMC precinct by detouring along Albion Avenue and Coogee Road, whereas the proposed closure location would stop all through traffic and hence is a better closure location.

As a result of the community support for the proposal, it is recommended that the closure of Fawcett Road, south of Albion Avenue, be implemented during the 2017/2018 financial year.

Fawcett Road, Mayor Road to West Churchill Avenue

The section of Fawcett Road, between Mayor Road and West Churchill Avenue has also been investigated for traffic calming during 2015 and 2016 as a result of a resident's complaints about traffic in that northern section of Fawcett Road. This was investigated by completing two traffic classifier surveys in March 2015 and September 2016, which are summarised in Table 2.

Table 2: Fawcett Road, 240m south of Mayor Road

Location	Date	Average Weekday Traffic	Average speed	85 th percentile speed ¹	Heavy vehicles ²
240m south of	March	1,184	48 km/h	58 km/h	3.6%

Mayor Road	2015	vehicles			
	Sept. 2016	1,165 vehicles	48 km/h	58 km/h	4.4%

3. *85th percentile speed = the speed that vehicles are travelling at, or slower, under free-flow conditions.*

4. *Heavy vehicles = Austroads 1994 Vehicle Class 3 or greater*

As for the traffic volumes for the southern section of road, the above traffic volumes are suitable for an access road and are relatively consistent across the 18-month time frame between the two survey dates. It is likely that some of the traffic using the northern section of the road is also using the southern section of road to travel to/from the AMC precinct. In addition, some traffic may be bypassing the peak hour traffic congestion that is experienced along Mayor Road and Beeliar Drive at Rockingham Road and Stock Road.

The same vehicle speeds were recorded by both traffic surveys, which found that average vehicle speeds were less than the 50km/h speed limit whilst the 85th percentile speed was 8 km/h above that limit. A request for increased enforcement of the speed limit for this section of road was not made because under the WA Local Government Speed Enforcement Program, a partnership program between WALGA and the WA Police, the Police will only intervene when the 85th percentile speed is 10 km/h or more above the speed limit.

The northern section of Fawcett Road was also assessed for traffic calming using the warrant system in Council Policy SEW3 Traffic Management Investigation. The outcome was that the road achieved a score of 29, rating it as site with low safety and amenity concerns and a copy of the warrant system assessment is included as Attachment 6.

No further action is considered to be required for roads that rate as a site with low safety and amenity concerns, using the Traffic Calming Warrant System. In regards to the issues raised in the Matter for Investigation without debate at the October 2017 Council meeting, it is not considered that those issues are substantial enough to justify action, particularly the closure of Fawcett Road at Mayor Road.

A review of the 5-year reported crash history from 2012 to 2016 inclusive found that no crashes have been reported between Mayor Road and West Churchill Avenue. A review of the speed data from the Fawcett Road traffic survey, 240m south of Mayor Road, found that:

- 89.8% of vehicles travel at less than 60km/h;
- 10.4% of vehicles exceed 60km/h; and
- 0.5% of vehicles exceed 80km/h.

The vehicle speeds recorded in the northern section of Fawcett Road are typical for access roads. The average speed was recorded at 48

km/h and the 85th percentile speed was recorded at 58 km/h. The City has installed traffic signs to remind motorists of the 50km/h speed limit on this road and West Churchill Avenue. To be consistent with the southern section of Fawcett Road, it is recommended that a design of line marking and signage for the section of Fawcett Road from Mayor Road to West Churchill Avenue to assist in speed reduction be submitted to the Main Roads WA for approval.

The volume of traffic on Fawcett Road is well within the accepted volume range for a local access road so traffic congestion would not be a problem along the road, although some minor delays might be experienced turning onto Mayor Road if traffic queues back from the Mayor Road/Rockingham Road intersection during peak hour.

It is expected that the volume of traffic in the northern section of Fawcett Road will reduce as a result of the proposed closure of the southern section of road. Assuming that the closure is implemented, this will be investigated by conducting traffic surveys after the road is closed, as is normal practice in the City to check the impact of changes to road operation.

Considering the above information, the closure of the northern end of Fawcett Road would actually be detrimental in reducing the vehicle access available to the adjacent residential section of Munster. This is because the section of Mayor Road between Fawcett Road and Rockingham Road is planned to be the alignment of the Beelias Drive extension to Cockburn Road in the future.

As the Beelias Drive extension will be a District Distributor road there will be no road links to Mayor Road from the adjacent residential area, between Fawcett Road and Rockingham Road. Therefore, closing Fawcett Road at Mayor Road would force all vehicle access/egress to that part of Munster to be solely via Rockingham Road. This reduces accessibility to/from that part of the residential section of Munster, is undesirable from an emergency vehicle/fire management access perspective, and would result in the unnecessary redistribution of traffic movements onto other local roads.

Whilst the closure of the northern end of Fawcett Road is not recommended, follow-up traffic surveys will be carried out on that road after the proposed road closure south of Albion Avenue has been implemented, to ensure that there have been no resulting negative impacts.

Strategic Plans/Policy Implications

Moving Around

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

Leading & Listening

Deliver sustainable governance through transparent and robust policy and processes

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

Budget/Financial Implications

Funding of \$50,000 has been included on the City's 2017/2018 financial year budget to implement a road closure in the southern section of Fawcett Road.

Legal Implications

The City has complied with the public notification requirements of Section 3.50 Closing of Thoroughfare To Certain Vehicles of the Local Government Act 1995 by:

- Giving written notification to residents and owners of properties in Fawcett Road of the road closure proposal;
- conducting on-line consultation of the proposal; and
- giving public notice of the proposal by advertising it in the local newspapers, and at the City's Administration Building and public libraries.

Community Consultation

As noted earlier in the report, extensive community consultation has been completed for the proposed road closure, with the majority of community responses received being in favour of the road closure proposal.

Consultation was done in writing to residents and property owners, on-line via the Comment on Cockburn webpage, as an advertisement in the local newspaper and as a public notice at the City's Administration Building and public libraries.

A total of 34 responses were received with 24 responses (71%) supporting the road closure proposal and 10 responses (29%) not supporting the road closure proposal.

Risk Management Implications

The closure of the southern section of Fawcett Road improves safety and amenity by removing unnecessary commercial/industrial related traffic from the residential area.

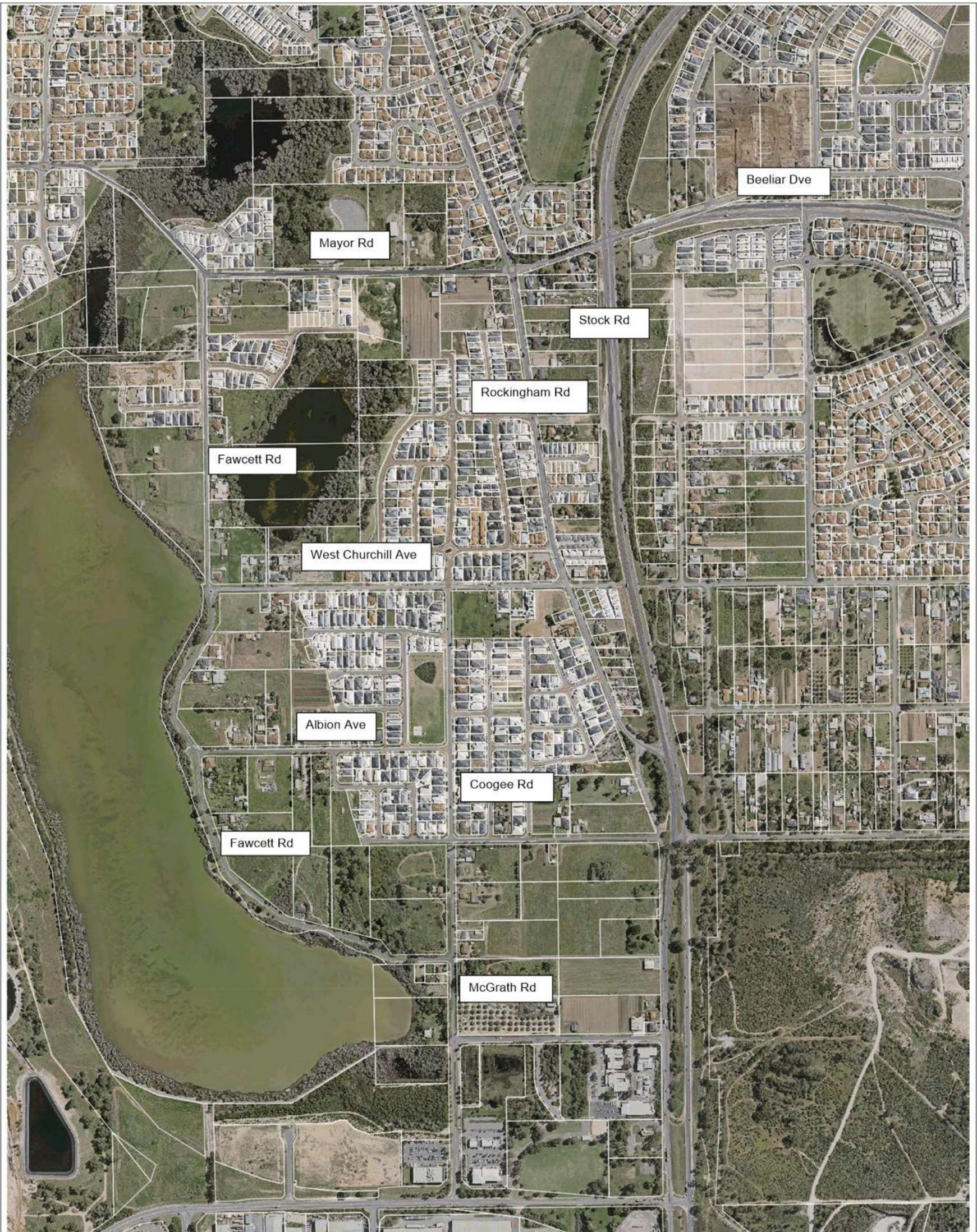
Closing the northern section of Fawcett Road as well is undesirable as it would increase the safety risk for emergency vehicle/fire management access to that area, and redistribute local traffic onto other local streets by limiting access options to Rockingham Road.

Advice to Proponent(s)/Submissioners

The people that responded to the consultation will be notified that the road closure proposal will be considered at the December Council meeting. The residents and owners of property on Fawcett Road that were sent a copy of the road closure proposal and survey form will be notified of the Council's decision and it will be published on the City's Comment on Cockburn webpage.

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

Nil.



Fawcett Road, Munster

PRINTED ON:
4/12/2017

SCALE = 1:7500

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City of Cockburn Traffic Management Warrant System

Road name: **Fawcett Road (Road No. 1030110)**
 Suburb: **Munster**
 Location detail: **Between Mayor Rd and West Churchill Ave (SLK 0.1 - 0.6)**
 Road classification: **Access Road**
 Reason for analysis: **Resident concerns about traffic**

Analysis officer: John McDonald Date: 4/10/2016

Table 1 – Warrant criteria and weightings

Note: Maximum road length for each analysis = 500 metres

<u>PARAMETER</u>		<u>VALUE</u>	<u>SCORE</u>
Traffic speed		58	10
Traffic volume		1,165	4
Reported crash data (5-year period)	Fatalities	0	0
	Injuries	0	0
	Non-injuries	0	0
Road design and topography	Restricted sight crest curve	No	0
	Restricted sight horizontal curve	No	0
	Bends with unrestricted sight	No	0
	Steep hill	No	0
Vulnerable road users	Major bicycle or ped. crossing point	No	0
	Important bicycle route	No	0
Activity generators	College	No	0
	School	No	0
	Retail	No	0
Amenity factors	Heavy vehicles	4.4%	10
	Peak hour volume	11.0%	5
		Total:	29

Table 2: Intervention warrant

A site with low safety and amenity concerns - no further action required.

Comments:

Traffic data was collected in September 2016
 5-year reported crash data is from 2011 to 2015 inclusive

Table 1: Warrant criteria and weightings

Traffic parameter	Range / Item	Traffic parameter score	
		Access road	Local Distributor
1. Traffic speed (85th percentile speed relative to speed limit)	< speed limit	0	0
	+1 to 3km/h	2	2
	+4 to 7km/h	5	5
	+8 to 11km/h	10	10
	+12 to 15km/h	15	15
	+16 to 18km/h	25	25
	+19 to 22km/h	40	40
+23 to 26km/h	65	65	
2. Traffic volume (Average Weekday Traffic Flow)	1000 – 1499	4	0
	1500 – 1999	7	0
	2000 – 2499	10	0
	2500 – 2999	14	0
	3000 – 3999	18	4
	4000 – 4999	24	7
	5000 – 5999	30	12
≥ 6000	39+ 9 per 1000	18+ 7 per 1000	
3.1 Crash data ¹ (5 years - Fatal crashes)	1	4	4
	2	20	20
	3	45	45
	≥ 4	45 + 25 per crash	45 + 25 per crash
3.2 Crash data ¹ (5 years - Injury crashes)	1	3	3
	2	12	12
	3	27	27
	≥ 4	27 + 15 per crash	27 + 15 per crash
3.3 Crash data ¹ (5 years - non-injury crashes)	1	2	2
	2	6	6
	3	11	11
	≥ 4	11 + 5 per crash	11 + 5 per crash
4.1 Road design and topography Restrict sight crest curve	< speed limit	2	2
	50-60 km/h	6	6
	> 60 km/h	18	18
4.2 Road design and topography Restricted sight horizontal curve	< speed limit	2	2
	50-60 km/h	6	6
	> 60 km/h	18	18
4.3 Road design and topography Bends with unrestricted sight	< speed limit	0	0
	50-60 km/h	2	2
	> 60 km/h	6	6
4.4 Road design and topography Steep hill	< speed limit	1	1
	50-60 km/h	4	4
	> 60 km/h	10	10
5.1 Vulnerable road users Major bicycle or pedestrian crossing point	< 1,000 vehicles	1	1
	1,000 - 2,000 vehs	2	2
	2,000 - 3,000 vehs	4	4
	3,000 - 4,000 vehs	6	6
	4,000 - 5,000 vehs	8	8
	> 5,000 vehs	10	10
5.2 Vulnerable road users Important bicycle route	< 1,000 vehicles	0	0
	1,000 - 2,000 vehs	1	1
	2,000 - 3,000 vehs	2	2
	3,000 - 4,000 vehs	3	3
	4,000 - 5,000 vehs	4	4
	> 5,000 vehs	5	5

Table 1 (continued): Warrant criteria and weightings

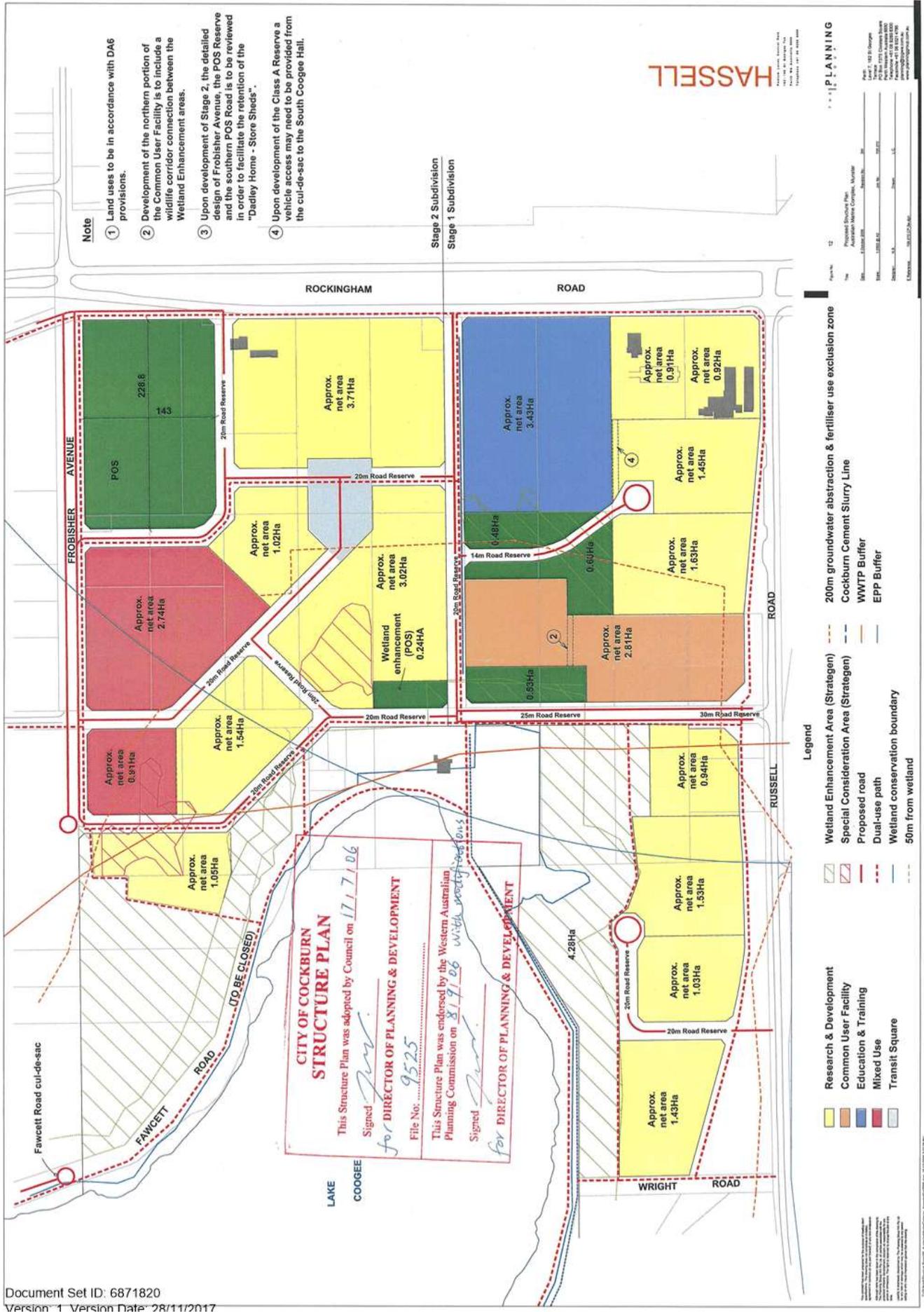
Traffic parameter	Range / Item	Traffic parameter score	
		Access road	Local Distributor
6.1 Activity generators College	< 30 km/h	0	0
	30 - 40 km/h	0	0
	40 - 50 km/h	4	4
	50 - 60 km/h	10	10
	> 60 km/h	12	12
6.2 Activity generators School	< 30 km/h	0	0
	30 - 40 km/h	2	2
	40 - 50 km/h	4	4
	50 - 60 km/h	8	8
	> 60 km/h	10	10
6.3 Activity generators Retail	< 30 km/h	0	0
	30 - 40 km/h	0	0
	40 - 50 km/h	2	2
	50 - 60 km/h	4	4
	> 60 km/h	8	8
7.1 Amenity factors Trucks (≥ Austroads Vehicle Class 3)	< 1%	0	0
	1 - 2%	2	2
	2 - 3%	4	4
	3 - 4%	7	7
	4 - 5 %	10	10
	> 5%	12	12
7.2 Amenity factors Peak hour traffic	< 10%	0	0
	10 - 20%	5	3
	20 - 40%	15	10
	> 40%	20	15

1. Crash reduction factor to account for higher traffic volumes

0 - 999	1
1000 - 1999	0.9
2000 - 2999	0.8
3000 - 3999	0.7
4000 - 4999	0.6
over 5000	0.5

Table 2: Intervention warrants

Total point score	Decision	Action response
Less than 30 points	Considered to be a site with low safety and amenity concerns.	No further action required
30 to 50 points	Considered to be a minor technical problem site.	Consider low cost non-capital works solutions (e.g. traffic signs and pavement markings), if appropriate. Review again after 2 years.
More than 50	Considered to be a technical problem site	Considered to be a site that has problems. Identify suitable solutions for consideration for funding and implementation.



Enquiries: David Fu Ph: 9411 3444
Our Ref: 160/002

2 October 2017

>
>
>

Dear Sir/Madam

PROPOSED CLOSURE OF FAWCETT ROAD, MUNSTER

The City of Cockburn seeks your feedback about the proposed closure of Fawcett Road, Munster, between Albion Avenue and Coogee Road/McGrath Road to address safety and amenity concerns.

An aerial photograph showing the location of the proposed road closure is enclosed for information.

To assess the level of support for this project, we invite you to provide your feedback by Friday 13 October by one of the following methods:

- Complete the attached survey form and return it in the Reply Paid envelope
- Send an email to comment@cockburn.wa.gov.au
- Complete an online survey at <http://comment.cockburn.wa.gov.au/>
- Contact David Fu on 9411 3444 during business hours.

The main purpose of closing the road is to discourage industrial traffic from driving through the residential area of Munster.

Planning for the Australian Marine Complex (AMC), which was adopted by the Council in July 2006, identified that Fawcett Road would become a cul-de-sac approximately 200 metres south of Albion Avenue. This would separate the residential section of Munster from the industrial land use of the AMC and encourage motorists to use Rockingham Road and Stock Road instead.

The section of Fawcett Road between the road closure and Coogee Road/McGrath Road would then be closed and incorporated into the wetland areas either side of the road at the time that the land in Stage 2 of the subdivision is developed.

It has been more than 10 years since the structure plan was adopted and as development of Stage 2 of the subdivision has not yet proceeded it has been decided to fast-track the implementation of the planned road closure to address current safety and amenity concerns that have been raised with the City by residents.

The City has received complaints about the speed of traffic using Fawcett Road and a traffic survey completed in May 2015 confirmed that vehicle speeds were high. The traffic data collected by that survey is summarised in the following table:

Road	Average Weekday Traffic	Average speed	85 th percentile speed ¹	Heavy vehicles ²
Fawcett Road, 300m south of Albion Avenue	622 vehicles	57 km/h	66 km/h	5.5%

1. The speed that 85% of vehicles are travelling at, or slower, under free-flow conditions.
2. Austroads Vehicle Class 3 or greater, on weekdays

Although the recorded traffic volume is not significant for an access road such as Fawcett Road, when considered in context of the survey location it does highlight that the road is being used primarily by through traffic because there are only a few houses there that would generate no more than 20 vehicles trips per day in total.

The high speed of traffic using that section of road is a safety concern, particularly considering that the road has a 50km/h speed limit and those high speeds probably reflect that most drivers are using that part of the road as a rat-run to other non-local destinations, and these drivers tend to drive faster than local residents.

Implementing the road closure would remove all through traffic and substantially reduce the traffic volume in the southern section of Fawcett Road. This should also benefit the residents further north along Fawcett Road and along West Churchill Avenue by reducing the volume of traffic.

We encourage you to provide your feedback by close of business on Friday 13 October 2017. We will collate your feedback and report to the November meeting of Council.

If you have any comments or enquiries about this proposal, please contact the City's Senior Technical Officer-Traffic, David Fu, on 9411 3444.

Yours faithfully,



John McDonald
Transport Engineer

**Community survey for the proposed road closure of Fawcett Road,
Munster**

City of Cockburn Engineering Services Unit

Name: _____

Address: _____

Telephone No: _____

Email: _____

1. Do you support the closure of Fawcett Road, between Albion Avenue and Coogee Road/McGrath Road?

Yes

No

2. Comments:

Please return this survey in the Reply Paid Envelope by close of business on Friday 13 October 2017.

Note:

Resident/Property owner details **must** be completed in full or the survey response will be considered invalid. Only one response per dwelling will be accepted.

Fawcett Road proposed cul-de-sac

November 2017
Consultation Analysis

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Executive Summary

The City of Cockburn sought feedback in October 2017 about the proposed closure of Fawcett Road, Munster, between Albion Avenue and Coogee Road/McGrath Road to address safety and amenity concerns.

The main purpose of closing the road is to discourage industrial traffic from driving through the residential area of Munster.

Planning for the Australian Marine Complex (AMC), which was adopted by the Council in July 2006, identified that Fawcett Road would become a cul-de-sac about 200 metres south of Albion Avenue. This would separate the residential section of Munster from the industrial land use of the AMC and encourage motorists to use Rockingham Road and Stock Road instead.

The section of Fawcett Road between the road closure and Coogee Road/McGrath Road would then be closed and incorporated into the wetland areas either side of the road when land in Stage 2 of the subdivision is developed.

It has been more than 10 years since the structure plan was adopted. As development of Stage 2 of the subdivision has not yet proceeded, it has been decided to fast-track the planned road closure to address current safety and amenity concerns that have been raised with the City by residents.

The City has received complaints about the speed of traffic using Fawcett Road and a traffic survey in May 2015 confirmed that vehicle speeds were high as the 85th percentile speed was recorded as 66 km/h. The high speed of traffic using that section of road is a safety concern, particularly considering the road has a 50km/h speed limit. Those high speeds probably reflect that most drivers are using that part of the road as a rat-run to other non-local destinations, and these drivers tend to drive faster than local residents.

Although the average recorded traffic volume of 622 vehicles per weekday is not significant for an access road such as Fawcett Road, when considered in context of the survey location it does highlight that the road is being used primarily by through traffic because the few houses there would generate no more than 20 vehicles trips per day in total.

Implementing the road closure would remove all through traffic and substantially reduce the traffic volume in the southern section of Fawcett Road. This should also benefit the residents further north along Fawcett Road and along West Churchill Avenue by reducing the volume of traffic.

1 Methodology

A letter was sent to 47 local residents/property owners, including recent traffic data and an aerial photograph showing the location of the proposed road closure. The information was also placed on the Comment on Cockburn section of the City's website.

To assess the level of support for this project, they were invited to provide feedback by Friday 13 October by completing an attached survey form and returning it in the Reply Paid envelope, or sending an email to comment@cockburn.wa.gov.au. They could also phone the City's Senior Technical Officer-Traffic, David Fu.

To extend the consultation, a public notice was displayed at the City's Administration Building and three public libraries from 16 October to 27 October and an advertisement published in the City Updates section of the Cockburn Gazette on XX October. This extended the consultation until 3 November 2017.

Online responses

The level of engagement depends on:

- The topic of the consultation (impact on community)
- Extent of communications and promotion (awareness)
- Opportunities to get involved
- Perceived ability to influence the outcome

The graph below shows the number of respondents who click on the project (Aware), read through the pages (Informed) and complete surveys (Engage). Like similar online hubs across Australia, we aim for a ratio of 60:30:10.

So out of 100 visitors, 60 looked but did not do anything, 30 clicked on something and another 10 became engaged in one of the tools.

2 Outcome

2.1 Survey results

The City received 34 responses (hardcopy and online), with 24 supporting the closure of the road at this location and 10 not supporting the closure at this location.

Support the closure at this location	24
Do not support the closure at this location	10
Total	34

3 Engagement Summary

Engagement summary	
<p>We asked</p> <p>Do you support the proposed closure of Fawcett Road, Munster, between Albion Avenue and Coogee Road/McGrath Road to address safety and amenity concerns?</p>	<p>You said</p> <p>“I’d like to congratulate you on your suggestion to close Fawcett Road off to heavy and through traffic. No doubt this will not only increase the value of residential properties, but also quality of life.”</p> <p>“For those of us living on West Churchill Ave and Fawcett Road, the closing of Fawcett will truly improve the quality of the environment in which we reside and therefore our quality of life.”</p> <p>“I disagree. This will also not benefit local users from accessing Russell Road from Fawcett Road. They will have to go a very long way around to get up to Rockingham Road or Stock Road.”</p>
<p>Key points in favour</p> <ul style="list-style-type: none"> • Increased quality of life • Safer for pets and people • Encourage more cycling on a safer route • Dangerous traffic speeds at present from 5am onwards 	
<p>Key points against</p> <ul style="list-style-type: none"> • The alternative traffic route is a long detour • The road should instead be closed at the corner of West Churchill Avenue and Fawcett Road • I don’t see what benefit this will have other than making access into the western side of Munster even harder and giving hoons another dead end road to do burnouts in 	<p>You participated</p> <p>Mailout to local residents</p> <p>Online and hardcopy survey: 34</p>
<p>Next steps</p> <p>We are now reviewing all community input.</p>	

4 Appendices

4.1 Appendix 1 – Survey responses from online and hardcopy survey.

Agree with road closure at this location	
Local residents	
1	I'd like to congratulate you on your suggestion to close Fawcett Road off to heavy and through traffic. No doubt this will not only increase the value of residential properties, but also quality of life. I'd also like you to consider the viability of making the closure a filtered permeability to allow people on bicycles through access. This may encourage locals to ride a bicycle more often, particularly on a road that has been calmed down.
2	As Coogee resident, I strongly support this initiative. Such measures around the residential areas are extremely necessary.
3	Regarding the closure of Fawcett Road at its southern end I am fully in support as the through traffic has become horrendous. In addition I would like to formally request a fixed speed trap camera be fitted in the council land adjacent to the north east entry to lake Coogee reserve. There will be a death in this area if action is not taken to reduce the speed of vehicles many of the worst offenders being SUV drivers at school start and finish times, action must be taken or a death shall occur! Please take action as this is a very real issue!
4	We don't want too much traffic and protect Coogee Lake.
5	Being the last home on the plan before the proposed road closure this would be fantastic for us. Since buying the house 2 years ago I have seen a steady increase in the volume and speed of traffic. This terrifies me as I have three young boys under the age of 5. They are unable to play out the front of the house. The traffic starts around 5am and is usually people cutting quickly through to go to work in Henderson. We also have youngsters on motorbikes (sometimes on one wheel). I have had to call the police before due to hoon drivers on the path, before the fence was put up. There is also lots of litter thrown out of cars. This last week we have had large trucks going up and down all day to a building site further up the road. We are also unable to walk around the lake or walk to school due to a large part of north Fawcett Road not having a pavement and is very dangerous to any pedestrians. Road closure would be extremely beneficial to us.
6	Heavy traffic

7	Too many people speeding at night
8	Heavy traffic
9	Speeding is an issue on Fawcett Rd. If the road is closed it may help with this.
10	I support reducing heavy traffic
11	Our full support
12	Support
13	Support
14	Support
15	Support
16	Support
17	Support
18	Support
19	Yes This is a good idea for residents
20	I agree Fawcett road should become a permanent cul-de-sac to reduce heavy traffic in the area. I am a Munster resident. I live on Figtree Ave and would like to see a cul-de-sac completed there. I have been living there for 4 years now and it is still a dead end.
Other residents	
21	I support this closure for vehicles but keeping it open for pedestrians and people on bicycles. It would make this area much more bike and walk friendly. Please ensure that families with prams, cargo bikes or tagalong bike trailers and people with wheelchairs or mobility scooters can still access the area. Many of the pedestrian access ways within the City are blocked with too many bollards, making it difficult for universal access for families and people with disability.
22	Yes Cockburn rd is a busy road
23	Hi, I'm not familiar with the particular location however I support traffic calming using these sort of methods throughout Cockburn to make the place safer for pedestrians, kids and cyclists. Thanks for the opportunity to comment.

24	<p>I think it's a good solution to the traffic issues experienced on West Churchill Ave and Fawcett Road. As you are aware, there are a large number of motorists who work in the Henderson industrial area/Australian Marine Complex who use these two streets as a shortcut/alternative to Rockingham Road and Russell Road. Subsequently, we have a high volume of traffic (which includes heavy vehicles) each day with the majority travelling at speeds well in excess of 50kms per hour (based on my observations, there'd be few vehicles travelling at less than 70km). It has certainly had a negative impact on my life and those of neighbouring residents that I have spoken to. Apart from the noise, fumes, vibrations, opening windows, effect on children's play and even accessing our properties, it has been particularly devastating for those with pets that it has claimed the lives of. I personally have had two cats killed on West Churchill Ave, the elderly lady (directly across the road from me) lost her cat early this year to a speeding motorist, the elderly man on the corner of Fawcett and West Churchill Ave had his cat killed on the road late last year and, a fortnight ago, residents down the street found their little cat dead on the road. In summary, for those of us living on West Churchill Ave and Fawcett Road, the closing of Fawcett will truly improve the quality of the environment in which we reside and therefore our quality of life.</p>
----	--

Do not support the closure at this location

Local residents

- | | |
|---|---|
| 1 | <p>I disagree. I think that this will also not benefit local users from accessing Russell Road from Fawcett Road they will have to go a very long way around to get up to Rockingham Road or Stock Road</p> |
| 2 | <p>It would be shame to limit access to the residential area by blocking Fawcett off – this would force families to travel using Stock/Rockingham Road which I would have thought would be more of a safety risk due to the high volume of traffic, speed is 80 and heavy haulage/vehicles utilizing this road. It would have been ideal though for the report to include the statistics of accidents which have occurred on Fawcett as seems the reason for blocking this road is of safety concern. Average speed being 57, I thought reasonable.</p> |
| 3 | <p>We support the close of Fawcett Road at the corner of West Churchill avenue and Fawcett. (The location chosen by the City) this won't help anyone.</p> |
| 4 | <p>I do not support this closure as it will be an inconvenience to me getting to and from my house. It has been an inconvenience since the closure of McGrath and Coogee Road already and don't wish for any more.</p> |
| 5 | <p>I absolutely say it is very foolish of these people. No consideration of anyone else because you are sending more traffic back on to Mayor Road. Not in my</p> |

	backyard, put it in someone else's backyard. If you close Fawcett Road, you should close Mayor Road right through to Spearwood Ave. Spearwood Ave should also be closed east of Stock Road because it is an industrial area. Also you should close Barrington Road east of Stock Road. So where do you think all the cars go? Through residential areas from industrial areas from Barrington Road and Spearwood Ave. Firstly you should fix Russell Road and Rockingham Road before you close any roads. This is bad planning by Cockburn. If Roe 8 was built it would have alleviated these bottlenecks. Roe 8 Fremantle bypass should be built – that is what you call planning. Since the Council has been in, there has been no planning for the future. Council has a very poor performance in planning – a lot of mistakes.
6	No support
7	I live near the corner of Mayor Road and Fawcett Road. I don't see what benefit this will have other than making access into the western side of Munster even harder and giving hoons another dead end road to do burnouts in. The traffic at the Beeliar Ave/Rockingham Rd/Stock Rd lights and roundabout is bad enough as it is. The intersection of Stock and Rockingham is also a dangerous intersection. More effort should be made to encourage non resident traffic to use Russell Rd west and Spearwood Ave and get the volume of trucks/boats etc etc down on Mayor Rd and Fawcett which have houses very close to the road. The new houses on Mayor Rd between Fawcett and Apium Mews are just dangerously close to a busy 60km/h road
8	I strongly object to this proposal. Fawcett Road should remain open in its entirety, and I believe should be promoted as a scenic drive. This would continue good access to all the commendable work council has achieved along the Lake Coogee foreshore. (dual use path, grass areas, seating, fencing etc). Any concerns about inappropriate driver behaviour can surely be addressed by a combination of speed bumps and chicayne type roundabouts. Any slowing of the traffic would also help reduce road kill of reptiles,birds and tortoises that live at this lake. Promote this wonderful asset, don't limit access to it.
Other residents	
9	Do not close the road. Install traffic calming.
10	No support

4.2 Advertisement in local newspaper

Cockburn City
UPDATE

**ROAD CLOSURE
FAWCETT ROAD, MUNSTER**

The City of Cockburn, pursuant to Section 3.50 of the Local Government Act 1995, proposes to close Fawcett Road to motor vehicle traffic between Albion Avenue and Coogee/McGrath Road, to address local residents concerns about through traffic and speeding traffic.

This road closure proposal is consistent with structure planning for the Australian Marine Complex adopted by the Council in July 2006. It is anticipated that the road closure would be implemented in the second half of the 2017/18 financial year, subject to the proposal being supported by the local community and approved by the Council.

Objections or feedback to the proposal should be marked to the attention of David Fu, and addressed to the

**Chief Executive Officer, City of Cockburn, PO Box 1215,
Bibra Lake, WA 6965.**

or emailed to comment@cockburn.wa.gov.au by close of business Friday 3 November.

S CAIN
CHIEF EXECUTIVE OFFICER

cockburn.wa.gov.au | 08 9411 3444

City of Cockburn

9 Coleville Crescent, Spearwood WA 6193
PO Box 1215, Bibra Lake DC Western Australia 6965
T: 08 9411 3888 F: 08 9411 3333
E: comment@cockburn.wa.gov.au
cockburn.gov.wa.au



City of Cockburn Traffic Management Warrant System

Road name: **Fawcett Road**
 Suburb: **Munster**
 Location detail: **Between Albion Avenue to McGrath Road (SLK 1.07 - 1.57)**
 Road classification: **Access road**
 Reason for analysis: **Resident concerns about traffic speeds (CR RDD15/0122)**

Analysis officer: John McDonald Date: 15/06/2015

TABLE 1 – Warrant criteria and weightings

Note: Maximum road length for each analysis = 500 metres

<u>PARAMETER</u>		<u>VALUE</u>	<u>SCORE</u>
Traffic speed		66	25
Traffic volume		622	0
Reported crash data (5-year period)	Fatalities	No	0
	Injuries	No	0
	Non-injuries	No	0
Road design and topography	Restricted sight crest curve	No	0
	Restricted sight horizontal curve	No	0
	Bends with unrestricted sight	Yes	6
	Steep hill	No	0
Vulnerable road users	Major bicycle or ped. crossing point	No	0
	Important bicycle route	No	0
Activity generators	College	No	0
	School	No	0
	Retail	No	0
Amenity factors	Trucks	5.50%	12
	Peak hour volume	13%	5
Total:			48

Table 2: Intervention warrant

A minor technical problem site - consider low cost non-capital works solutions.

17.2 RFT29-2017 ROAD CONSTRUCTION SERVICES RUSSELL AND HAMMOND ROAD INTERSECTION IMPROVEMENT WORKS (INSTALLATION OF A ROUNDABOUT)

Author(s)	O Pereira
Attachments	1. RFT29-2017 Tender Evaluation - Consolidated (CONFIDENTIAL) 2. RFT29-2017 Tender Price - Consolidated (CONFIDENTIAL)

RECOMMENDATION

That Council accept the Tender submission from Densford Civil Pty Ltd T/A Densford Civil for RFT 29/2017 – Road Construction Services, Russell and Hammond Road Intersection Improvement Works (Installation of a Roundabout) Ten (10) week Construction for the total estimated lump sum contract value of \$1,410,961.06 (Ex GST), in accordance with the submitted estimated total lump sum and the Schedule of Rates for determining variations and/or additional services.

Background

The City of Cockburn (the Principal) is seeking the services of a suitably qualified and experienced Road Construction Contractor for the construction of road improvement works at the intersection of Russell and Hammond Road (the construction of a roundabout), Hammond Park WA.

The scope includes upgrading the street lighting (to be undertaken by Western Power), relocation of Telstra cables (to be undertaken by Telstra), installing stormwater drainage, and the installation of line-marking and signage (by Main Roads WA), along with landscaping.

Tender number RFT29/2017 Road Construction Services, Russell and Hammond Road Intersection Improvement Works (Installation of a Roundabout) was advertised on Wednesday 4th October 2017 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 4th October 2017 and Tuesday, 24th October 2017.

Submission

The Request for Tender closed at 2:00pm (AWST) Tuesday, 24th October 2017. Submissions were received from the following six (6) companies:

Tenderer's Name:	Registered Business Name
Advanteering - Civil Engineers	Advanteering - Civil Engineers
Densford Civil	Densford Civil Pty Ltd
Industrial Roadpavers (WA)	Industrial Roadpavers (WA) Pty Ltd(C)
Jaxon Civil	JAXON Construction Pty Ltd
Remote Civils Australia	Remote Civils Australia Pty Ltd
Tracc Civil	Tracc Civil Pty Ltd

Report

Compliance Criteria

The following criteria were used to determine whether the submissions received were compliant:

	Compliance Criteria
A	Compliance with A03 – RFT29/2017 - Conditions of Responding and Tendering
B	Compliance with B02 – RFT29/2017 – Technical Specifications
C	Provision of Respondent's Contact Person's details
D	Provision of list of Sub-Contractors
E	Compliance with Financial Position requirements
F	Compliance with Insurance requirements and provision of details
G	Completion of Qualitative Criteria
H	Compliance with Price Basis
I	Compliance with and completion of the Price Schedule (including the breakdown of Lump Sum) B03 – RFT29/2017 – Price Schedule
J	Compliance with ACCC Requirements and completion of A05 – RFT29/2017 – Certificate of Warranty.
K	Acknowledgement of any Addenda issued.

Compliant Tenderers

Procurement Services undertook the initial compliance assessment on all six (6) submitted Tenders.

The submission received from Remote Civils Australia Pty Ltd was deemed non-compliant in accordance with A03 – Conditions of Responding and Tendering (Clause 1.9) as amended via Addendum No. 1 where pricing was included elsewhere in the submission outside the Price Schedule.

The remaining five (5) were deemed compliant and released for evaluation.

Evaluation Criteria

Evaluation Criteria	Weighting Percentage
Demonstrated Experience	20%
Tenderers Resources	15%
Methodology	15%
Sustainability	10%
Tendered Price	40%
TOTAL	100%

Tender Intent / Requirements

The City of Cockburn (the Principal) is seeking the services of a suitably qualified and experienced Road Construction Contractor for the construction of road improvement works at the intersection of Russell and Hammond Road (the construction of a roundabout), Hammond Park WA.

Evaluation Panel

The Tender submissions were evaluated by the following City of Cockburn officers. The Procurement Services representative attended in a probity role only.

Name	Position & Organisation
Mr Ossie Pereira	Engineering Design Manager (Chairperson)
Mr Nelson Mauricio	Manager, Financial Services
Mr Ah Lek Tang	Roads Contracts Coordinator

Mr Cliff McKinley	Manager, Human Resources
<u>Probity Role Only</u>	
Mr Stephen White	Contracts Officer – Procurement Services

Scoring Table

Tenderer's Name	Percentage Score		
	Non-Cost Evaluation	Cost Evaluation	Total
	60%	40%	100%
Industrial Roadpavers (WA)	31.27%	40.00%	71.27%
Densford Civil**	39.95%	29.98%	69.93%
Advanteering - Civil Engineers	31.36%	36.06%	67.42%
Tracc Civil	33.77%	30.43%	64.20%
Jaxon Civil	32.81%	23.48%	56.29%

** Recommended Submission

The table above represents the overall score for all compliant Tender submissions, representing the Qualitative Criteria (Non-Cost) and Cost perspective. The Qualitative Criteria were evaluated in the absence of the Tendered cost before the scores were consolidated.

Evaluation Criteria Assessment

Demonstrated Experience

Densford Civil presented a vast range of projects of relevant experience in civil works for various Local Governments including the City of Cockburn, and in particular three (3) projects that involved similar scope of works. The Densford Civil submission demonstrated to the Panel that they have identified a competent team with the appropriate level of experience required to undertake the works.

Tracc Civil also presented a range of projects with relevant experience for various Local Governments, including the City of Cockburn. Jaxon Civil presented projects of relevant experience for Local Governments, and in particular one (1) project that involved the same Scope of Work. Advanteering – Civil Engineers and Industrial Roadpavers (WA) both demonstrated less experience with similar projects.

Key Personal Skills and Experience

All Tenderers scored comparatively high in this area, demonstrating that they all have key personnel with the required experience to undertake the works.

Tenderer's Resources

All Tenderers scored comparatively evenly in this area, demonstrating that they all have a degree of depth in their resource pool and a capacity to undertake the works required.

Methodology

Densford, Jaxon and Tracc Civil all scored well for this criterion demonstrated a good understanding of the key issues for the project. While Advantearing Civil - Engineers and Industrial Roadpavers scored less for this criterion, all Tenderers demonstrated an acceptable level of understanding of the key issues likely to be encountered and the proposed approach required to manage such issues.

The majority of the Tenderers confirmed that the estimated ten (10) week construction period is achievable, however, Densford estimated a 12 week period.

Sustainability

Sustainability experience is centred on the company's current level of Environmental Management System (EMS) certification and focus on sustainability across their organisation. All Tenderers have EMS certification and/or environmental policies in place and other sound sustainability practices.

Summation

Industrial Roadpavers Pty Ltd ranked the highest overall with a combined qualitative criteria and cost evaluation, due to their submitted Tender price. However, the panel scored Industrial Roadpavers the lowest in three out of the four qualitative criteria.

Densford Civil Pty Ltd ranked second overall and scored the highest in all four qualitative criteria. Densford Civil Pty Ltd submission endeavours to meet the commercial and technical objectives of the Tender and ranked the highest in respect to demonstrated experience, capacity, understanding the required works with an appropriate methodology in undertaking these works. Densford Civil Pty Ltd tendered price was comparative to an independent review carried out by a qualified consultant.

A referee check was undertaken on Densford Civil Pty Ltd, where the key representatives provided a positive view on their methodology, organisation systems, and capacity in respect to the Project Director and Project Manager nominated in their Tender.

The evaluation panel recommends that Council accept Densford Civil Pty Ltd as the most advantageous to deliver the Works as outlined in the tender. The recommendation is based on the highest qualitative score, with the following key elements:

- Extensive demonstrated experience in performing similar work for similarly sized contracts,
- A range of personnel that have experience in managing the works associated with the requirements of the contract;
- Having the required resources and contingency measures to undertake the works; and
- Provide the most advantageous outcome for to the City.

Strategic Plans/Policy Implications

City Growth

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

Moving Around

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

Community, Lifestyle & Security

Provide for community facilities and infrastructure in a planned and sustainable manner.

Leading & Listening

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

Budget/Financial Implications

The tendered cost submitted for Road Construction Services, Russell and Hammond Road Intersection Improvement Works (Installation of a Roundabout), amounts to \$1,410,961.06 Ex GST. This expenditure amount falls within the 2017/18 Capital Works Budget (CW-3772 & 3774) with a total allocation of \$1,637,167 Ex GST. Other project costs

include service relocations (Telstra and Western Power), including street lighting upgrades of approximately \$180,000, and the installation of permanent pavement markings and signage by Main Roads WA, which totals approximately \$50,000.

As per the City's Policy, the City has undertaken a financial risk evaluation on the preferred tenderer. The assessment was undertaken by Corporate Scorecard, which determined the preferred Tenderer was a suitable company and sufficient financial backing to undertake the project on behalf of the City. Densford Civil Pty was rated "Strong" as a result of the assessment.

Legal Implications

Section 3.57 of the Local Government Act 1995 and Part 4 of the Local Government (Functions and General) Regulations 1996.

Community Consultation

Prior to commencement of the project, the City will notify key stakeholders and the adjacent residents of the proposed works and provide contact details for any concerns during the construction period.

Risk Management Implications

Failure to adopt the report recommendations will result in delays in construction that may affect the Federal grant funding for this project. Given the project scope includes road construction, street lighting, Telstra cables, stormwater drainage, line-marking / signage and landscaping, the appointment of the contractor must ensure all safety, operational and co-ordination risk are taken into consideration.

Prior to commencement on site, the contractor will require the City to approve the traffic management, stakeholder management and environmental management plans to manage these risks.

Advice to Proponent(s) / Submissioners

The Proponent(s) and those who lodged a submission on the proposal have been advised that this matter is to be considered at the 14 December 2017 Ordinary Council Meeting.

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

Nil.

**17.3 EXPENDITURE OF PUBLIC OPEN SPACE CASH IN LIEU FUNDS
(JANUARY 2018 - DECEMBER 2020)**

Author(s)	A Lees
Attachments	1. Minister Transport;Lands;Planning Approval Letter ↓ 2. Public Open Space Cash In Lieu Expenditure Plan (Jan 2018 - Dec 2020) ↓

RECOMMENDATION

That Council:

- (1) adopt the Public Open Space Cash In Lieu Expenditure Plan as appended: and
- (2) allocate funding in accordance with the expenditure program.

Background

Council at its Ordinary meeting held on the 10 August 2017 resolved the following (Minute # 6144)

That Council

- (1) *endorse the proposed expenditure of Public Open Space Cash-In-Lieu Expenditure Plan as listed in the attachment to the agenda;*
- (2) *refer the proposals to the Western Australian Planning Commission for consideration and recommendation to the Minister of Transport; Planning; Lands;*
- (3) *inform the community of the proposed expenditure of Public Open Space Cash-In-Lieu Funds; and*
- (4) *upon receipt of advice from the Minister of Transport; Planning; Lands on the proposed expenditure of public open space cash-in-lieu funds, receive a final report on the approved expenditure and delivery timeframes.*

Submission

N/A

Report

The Expenditure of Public Open Space Cash-In-Lieu Funds Strategy was developed to provide a strategic direction to the allocation of funds held within the City's POS Reserve accounts. The expenditure of funds are directly related to the use or development of land for public open space purposes, which is vested or administered for recreation purposes with unrestricted public access. The expenditure is in accordance with the criteria outlined in Section 154 of the Planning and Development Act 2005.

As recommended at the Ordinary Council Meeting 10 August 2017, the Public Open Space Cash-In-Lieu Expenditure Plan was to be referred to the Western Australian Planning Commission for consideration and recommendation to the Minister of Transport; Planning; Lands. The City received correspondence from the Minister on 14 November 2017, approving the expenditure of \$2,468,000 in accordance with the expenditure schedule without any amendments. Refer attached letter.

It is recommended that Council allocate funding in accordance with the implementation program as outlined in the Public Open Space Cash-In-Lieu Expenditure Plan.

Strategic Plans/Policy Implications

Community, Lifestyle & Security

Provide for community facilities and infrastructure in a planned and sustainable manner.

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

Budget/Financial Implications

The total funds available in the POS reserve accounts (as at 26/4/2017) are \$5,845,276.41. The proposal put forward in this agenda item total \$2,468,000.00

POS Reserve Suburb	Available Funds (26/4/2017)	Proposed Expenditure	Balance
Atwell POS	\$172,320.42	\$170,000.00	\$2,320.42
Aubin Grove POS	\$845,929.64	\$845,000.00	\$929.64

Beeliar POS	\$2,259,819.64	\$0 (Land Acquisition)	\$2,259,819.64
Cockburn Central POS	\$161,832.14	\$161,000.00	\$832.14
Coogee POS	\$378,850.37	\$378,000.00	\$850.37
Coolbellup POS	\$167,369.10	\$167,000.00	\$369.10
Hamilton Hill POS	\$565,254.18	\$40,000.00	\$525,254.18
Hammond Park POS	\$29,935.56	\$29,000.00	\$935.56
Jandakot POS	\$258,118.61	\$258,000.00	\$118.61
General POS	\$124,373.93	\$0 (Land Acquisition)	\$124,373.93
Munster POS	\$604,163.73	\$420,000.00	\$184,163.73
Southlake POS	\$56,022.78	\$0 (Land Acquisition)	\$56,022.78
Spearwood POS	\$0.00	\$0.00	\$0.00
Yangebup POS	\$221,286.31	\$0 (Land Acquisition)	\$221,286.31
TOTAL	\$5,845,276.41	\$2,468,000.00	\$3,377,276.41

There are four projects identified in the plan to be delivered in the 2017/18 financial year which will be incorporated with the Parks Service Unit Mid-year Budget Review analysis. The remaining projects will be listed in future budgets in accordance with the annual program as outlined in the plan.

Legal Implications

N/A

Community Consultation

The Public Open Space Cash-In-Lieu Expenditure Plan has been listed on the Comment on Cockburn webpage since 28 August 2017.

Risk Management Implications

If the recommendations are not adopted by Council there is a risk the City's brand will be impacted as the works have been marketed to the community and impacts on future deliberations with the Minister. In addition future plans or requests to expend funds associated with the Cash-In-Lieu Public Open Spaces provisions of the Planning & Development Act 2005 may be jeopardised.

Advice to Proponent(s)/Submissioners

N/A

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

Nil



Your ref: 068/004
Our ref: PLH2017P0116
Enquiries: Neil Fox
Telephone: 6551 9291

Chief Executive Officer
City of Cockburn
PO Box 1215
BIBRA LAKE WA 6965

Attention: Anton Lees

Dear Sir

REQUEST FOR EXPENDITURE OF PUBLIC OPEN SPACE CASH-IN-LIEU FUNDS, CITY OF COCKBURN

I refer to your letter dated 22 August 2017 regarding the request for approval of expenditure of Public Open Space Cash-in-Lieu Funds.

This is to advise that the Minister for Planning; Lands, pursuant to section 154(2)(c) of the *Planning and Development Act, 2005*, has approved the expenditure of cash-in-lieu funds in the amount of \$2,468,000.00 in accordance with the attached schedule of expenditure.

Yours sincerely

A handwritten signature in black ink, appearing to read "Kerrine Blenkinsop".

Kerrine Blenkinsop
Secretary
Western Australian Planning Commission

Attach

14 November 2017



Postal address: Locked Bag 2506 Perth WA Street address: 140 William Street Perth WA 6000
Tel: (08) 655 19000 Fax: (08) 655 19001 corporate@planning.wa.gov.au www.planning.wa.gov.au
ABN 35 482 341 493

ATTACHMENT 1

CITY OF COCKBURN - SUMMARY OF PROPOSED CASH-IN-LIEU FUNDS EXPENDITURE					
January 2018 - December 2020					
POS Reserve Suburb	Map Ref.	Location	Reserve No.	Description	Amount
Atwell	A	Harmony Park	47164	Lighting to boardwalk and surrounding paths; shelter and connecting path	\$80,000.00
	B	Atwell Reserve	43583	Irrigation fertigation unit	\$20,000.00
	C	Pipeline Park	44875 & 45990	Bridges over pipeline	\$70,000.00
					\$170,000.00
Aubin Grove	A	Radiata Park	48534	Skate park; seating; toilet facility	\$610,000.00
	B	Princeton Park	49085	Playground shade sail; playground equipment for young children; park sign; BBQ; shelter with seating & connecting paths	\$105,000.00
	C	Bologna Park	49770	Playground shade sail	\$25,000.00
	D	Colorado Park	50600	Playground shade sail; BBQ	\$45,000.00
	E	Observatory Park	49020	Playground shade sail	\$25,000.00
	F	Tangle Park	48473	Exercise equipment	\$35,000.00
					\$845,000.00
Cockburn Central	A	Lakeridge Reserve	45448	Playground shade sail; BBQ; gazebo & seating; earthworks; park sign; landscape (trees)	\$161,000.00
Coogee	A	Coogee Beach Reserve	24306	Playground shade sails	\$50,000.00
	B	Poole Reserve	41306	BBQ; exercise equipment; gazebo, seating & connecting paths; earthworks; park signs; landscape (trees); irrigation; goal posts	\$198,000.00
	C	Powell Reserve	38676	BBQ; exercise equipment; gazebo, seating & connecting paths; earthworks	\$100,000.00
	D	Len McTaggart Park	39239	Playground shade sails	\$30,000.00
					\$378,000.00
Coolbellup	A	Perdita Park	28729	Playground shade sail; landscape (trees); irrigation to garden beds	\$40,000.00
	B	Rinaldo Reserve	30992	Exercise equipment; gazebo, seating & connecting paths	\$67,000.00
	C	Tempest Park	28615	Gazebo, seating & connecting paths; landscape (trees)	\$60,000.00
					\$167,000.00
Hamilton Hill	A	Watterton Park	Lot 804 / 50 Bourbon St.	Solar lighting to path; playground shade sail	\$40,000.00
Hammond Park	A	Botany Park	49291	Playground equipment	\$29,000.00
Jandakot	A	Fairway Park	45285	Bore & pump & cabinet; irrigation; playground; playground shade sail; landscape (trees)	\$138,000.00
	B	Yarra Vista Park	45308	Exercise equipment; BBQ; shelter, seating and connecting paths	\$100,000.00
	C	Turnbury Park	43363	Landscape (trees); irrigation to trees	\$20,000.00
					\$258,000.00
Munster	A	Albion Reserve	50735	Football goals; half-court basketball pad; exercise equipment; BBQ; footpaths; landscape (trees); irrigation	\$150,000.00
	B	Hagan Park	35541	Exercise equipment; BBQ's; picnic shelter and seating; footpaths; landscape (trees)	\$150,000.00
	C	Mervyn Bond Park	48548	Picnic shelter and seating; landscape (trees); irrigation	\$100,000.00
	D	Mihaljevich Park	51315	Landscape (trees); irrigation	\$20,000.00
					\$420,000.00
TOTAL					\$2 468,000.00



PUBLIC OPEN SPACE CASH-IN-LIEU EXPENDITURE PLAN

January 2018 – December 2020

Document Set ID: 6410873
Version: 11, Version Date: 08/09/2017

Document Information

Document Title: Public Open Space Cash-in-Lieu Expenditure Plan January 2018 – December 2020

Prepared By Anton Lees, City of Cockburn

Doc. Status	Final	Version:	1.8
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ECM	Document Set ID	6410873	
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Version History

Version:	Description:	Issue Date:	Authorised By:
1.7	Report to OCM 10/8/2017	1	Council – <u>Carried 9/0</u>
1.8	Minor amendment following WAPC enquiry 7 September 2017	8/9/2017	Manager Parks & Environment

EXECUTIVE SUMMARY

The Public Open Space Cash-in-Lieu Expenditure Plan has been developed to provide a strategic direction to the allocation of funds held within the City's POS Reserve accounts. These CIL funds have been received where the 10% contribution of POS, required to be provided by a land developer, would not provide a functional amenity and an adequate distribution of POS has been identified within a suburb. The CIL value is determined by an independent land valuation and agreed by the landowner, council and Western Australian Planning Commission (WAPC). The Planning and Development Act 2005 set specific criteria for expenditure of these funds and require approval from the Minister Transport; Planning; Lands.

The proposed expenditure and retention of funds from the POS Reserve accounts (as at 26 April 2017) is outlined in this strategy are as follows:

POS Reserve Suburb	Available Funds (26/4/2017)	Proposed Expenditure	Balance
Atwell POS	\$172,320.42	\$170,000.00	\$2,320.42
Aubin Grove POS	\$845,929.64	\$845,000.00	\$929.64
Beeliar POS	\$2,259,819.64	\$0 (Land Acquisition)	\$2,259,819.64
Cockburn Central POS	\$161,832.14	\$161,000.00	\$832.14
Coogee POS	\$378,850.37	\$378,000.00	\$850.37
Coolbellup POS	\$167,369.10	\$167,000.00	\$369.10
Hamilton Hill POS	\$565,254.18	\$40,000.00	\$525,254.18
Hammond Park POS	\$29,935.56	\$29,000.00	\$935.56
Jandakot POS	\$258,118.61	\$258,000.00	\$118.61
General POS	\$124,373.93	\$0 (Land Acquisition)	\$124,373.93
Munster POS	\$604,163.73	\$420,000.00	\$184,163.73
Southlake POS	\$56,022.78	\$0 (Land Acquisition)	\$56,022.78
Spearwood POS	\$0.00	\$0.00	\$0.00
Yangebup POS	\$221,286.31	\$0 (Land Acquisition)	\$221,286.31
TOTAL	\$5,845,276.41	\$2,468,000.00	\$3,377,276.41

1.0 Purpose

The Public Open Space Cash-in-Lieu Expenditure Plan provides a coordinated approach to the expenditure of funds received through Cash-In-Lieu contributions in accordance with Planning and Development Act 2005. The expenditure of funds can only be allocated within the POS reserve location on specific infrastructure that will predominately ensure the functionality and useability of the park is increased for the betterment of the community.

1.1 Strategic Alignment – City of Cockburn

The City of Cockburn Strategic Community Plan (2016-2026) was developed in conjunction with the community and guides the City's strategic directions and priorities to 2026. The Community Strategic Plan links to the following objectives on expenditure of Cash-Lieu-Funds:

- Provide for community facilities and infrastructure in a planned and sustainable manner;
- Provide safe places and activities for residents and visitors to relax and socialise; and
- Sustainably manage our environment by protecting, managing and enhancing our unique natural resources and minimising risk to human health.

The plan is linked to a number of other strategic documents including:

- Public Open Space Strategy 2014 - 2024
- Community Sport and Recreation Facilities Plan 2017- 2031
- Public Health Plan 2013 - 2018
- Shade Sail Strategy 2013 - 2023

2.0 WAPC - Public Open Space Cash-In-Lieu Expenditure Conditions

All requests to expend cash in lieu monies under (c) are submitted to the Western Australian Planning Commission in the first instance. Section 153 of the Planning and Development Act 2005 requires all applications be accompanied by a map and schedule showing the following:

- Location and Commission reference from which the funds were obtained;
- The amount obtained;
- The location of where the funds are to be expended;
- The nature of the expenditure; and
- The program for the expenditure.

Section 153 states that the use of cash in lieu would not normally be acceptable for community halls or indoor recreation centers, enclosed tennis courts, bowling greens for clubs, facilities for private clubs or similar facilities where access by the general public is 'restricted'. Expenditure of cash in lieu funds must be directly related to the use or development of land for public open space purposes, which is vested or administered for recreation purposes with unrestricted public access. Accordingly it cannot be used for general POS maintenance, entry statements unless associated with POS land or streetscape projects.

Acceptable expenditure of funds includes;

- Clearing and earthworks;
- Grass, landscaping reticulation;
- Seating / Shelter / spectator cover;
- Community Halls, readily available for public use;
- Toilets and change rooms;
- Play equipment;
- Pathways and walk trails;
- Fencing;
- Car parking;
- Signs relating to recreation pursuits
- Lighting;

2.1 POS Cash-In Lieu Reconciliation Schedule of Expenditure Accounts 2018 -2020

Account Description	Location	Date	WAPC No	Suburb	Amount
Markham & Heath Realty	L221 Forrest Rd	1994/1995	991236	Atwell	\$43,000.00
Gold Estates of Aust.	Atwell Stage 12	2002/2003	114145 110259 118788	Atwell	\$170,000.00
Peet & Co – Atwell Land Syndicate	Atwell Waters	2002/2003	109802	Atwell	\$14,033.00
Gold Estates of Aust.	Atwell Stage 6	2005/2006	114145 110259 118788	Atwell	\$40,000.00
Landcorp	Harvest Lakes	2011/2012	144625 127362 137760 138305	Atwell	\$210,044.00
Atwell Greens Pty Ltd	Lot 9500 Brenchley Dr	2014/2015	144837	Atwell	\$64,865.00
Account Interest	N/A	1994 - 2017	N/A	Atwell	\$243,604.20
Expenditure	CIL Programs/ Land	Various	N/A	Atwell	-\$613,225.78
ATWELL BALANCE					\$172,320.42
Emmaus Development Pty Ltd	Lot 15 Twilight mews	4/02/2008	128275	Aubin Grove	\$19,042.00
Bravado Nominees	Lots 2 & 14 Lyon Rd	4/07/2007	127382	Aubin Grove	\$282,100.00
Condor Nominees Pty Ltd	Lot 3 Lyon Rd	6/07/2007	127417	Aubin Grove	\$273,162.50
Regents Garden Group Pty Ltd	Lot 18 & 19 Gaebler Rd	12/11/2008	138044	Aubin Grove	\$971,240.00
Aubin Grove Pty Ltd	Lot 1 Lyon Rd	2008/2009	132625	Aubin Grove	\$354,500.00
Surelands Developments Pty Ltd	Lot 12 Lyon Rd	2016/2017	150285	Aubin Grove	\$25,833.00
Account Interest	N/A	2008 - 2017	N/A	Aubin Grove	\$205,625.80
Expenditure	CIL Programs/ Land	Various	N/A		-\$1,285,573.66
AUBIN GROVE BALANCE					\$845,929.64
Ashmore Constructions	Lot 48 Muriel Crt	2006/07	122755	Cockburn Central	\$116,000.00
Account Interest	N/A	2008 - 2017	N/A	Cockburn Central	\$45,832.14
COCKBURN CENTRAL BALANCE					\$161,832.14

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Public Open Space Cash in Lieu Expenditure Plan

Jan 2018 – Dec 2020

Account Description	Location	Date	WAPC No	Suburb	Amount
Cockburn Cement	Lot 7, 9 & 10 Clarence Rd. Lot 5,6 & 9 Fairbairn	1989/1990 1994/1995 1995/1996	982586 996753 976788	Coogee	\$303,000.00
Lambasa	Lot 5 Hamilton Rd	1997/1998	991964	Coogee	\$96,107.33
	Recoup Packham	1998/1999	N/A	Coogee	\$225,000.00
Account Interest	N/A	2008 - 2017	N/A	Coogee	\$124,358.50
Expenditure	CIL Programs/ Land	Various	N/A	Coogee	-\$369,615.46
COOGEE BALANCE					\$378,850.37
Yarran Property Group	16/22 Rinaldo Cres	2016/2017	1490-14	Coolbellup	\$167,369.10
COOLBELLUP BALANCE					\$167,369.10
Alvaro Design Consultants	Lot 19 Carrington St	1988/1989	97201	Hamilton Hill	\$13,000
Boccado	Lot 501 Carrington	1989/1990	Unknown	Hamilton Hill	\$5,658.05
Dodd St Landscape Contribution	Res 27596	1993/1994	N/A	Hamilton Hill	\$10,000.00
Carmelo Sgro	24 Blackwood Ave	2004/2005	127313	Hamilton Hill	\$39,500.00
Urban Capital Group Pty Ltd	28 Forest Rd	2014/2015	143532	Hamilton Hill	\$172,000.00
Hamilton Hill Development Alliance	Lot 802 Southwell Cres	2014/2015	135907	Hamilton Hill	\$126,000.00
Depart. of Housing	702 Bellier Place / 65 Erpingham Rd	2015/2016	147339	Hamilton Hill	\$131,056.92
Infill Property Group	Lot 300 Clontarf Rd	2016/2017	151606	Hamilton Hill	\$96,000.00
Account Interest	N/A	2008 - 2017	N/A	Hamilton Hill	\$37,136.95
Expenditure	CIL Programs/ Land	Various	N/A	Hamilton Hill	-\$65,097.74
HAMILTON HILL BALANCE					\$565,254.18
Feymore Starline	Lot 10 Barfield Rd	2006/2007	129739	Hammond Park	\$22,846.36
Hammond Park Estate	Lots 123 & 124 Wattleup Rd	2014/2015	151993	Hammond Park	\$28,010.00
Account Interest	N/A	2008 - 2017	N/A	Hammond Park	\$4,581.35
Expenditure	CIL Programs/ Land	Various	N/A	Hammond Park	-\$25,502.15
HAMMOND PARK BALANCE					\$29,935.56

Public Open Space Cash in Lieu Expenditure Plan

Jan 2018 – Dec 2020

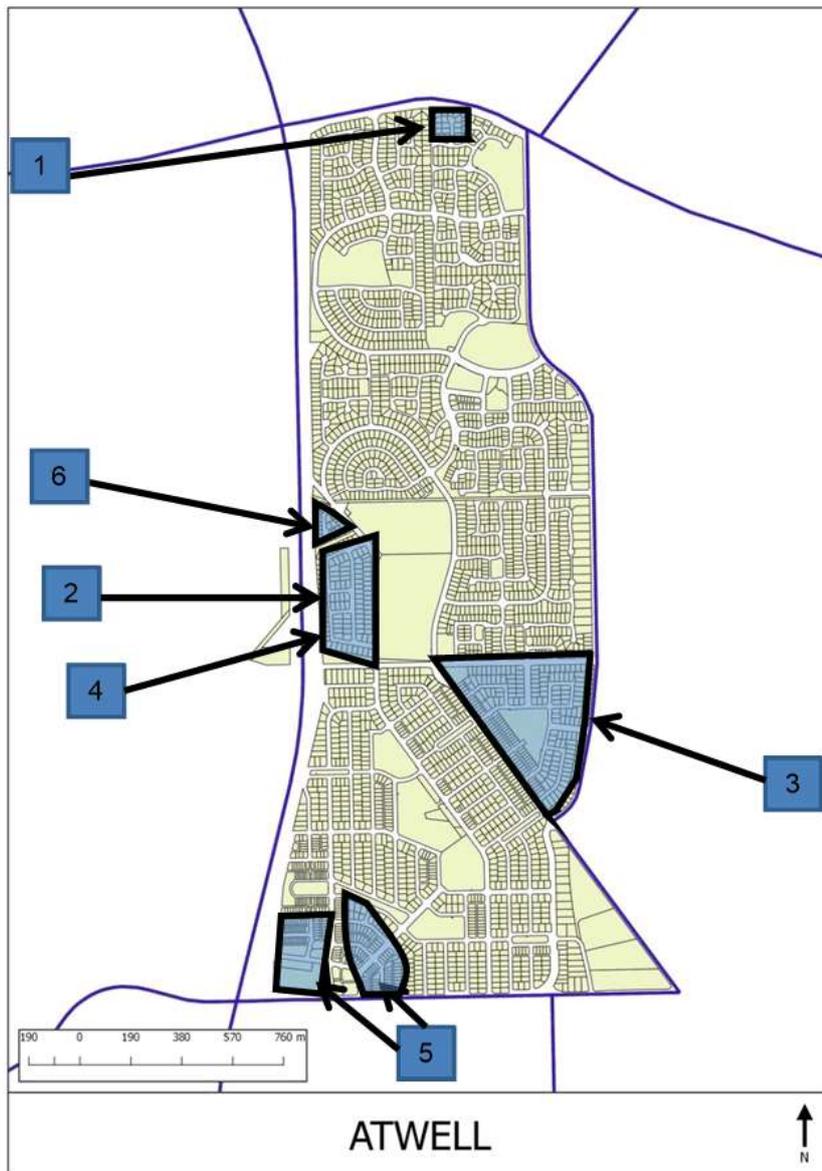
Account Description	Location	Date	WAPC No	Suburb	Amount
Chappell & Lambert (Wesfi Pty Ltd)	Lot 155 Jandakot Rd	1993/1994	987397	Jandakot	\$57,000.00
The Planning Group	Lot 54 Turnbury Park Dr	1996	994248	Jandakot	\$26,500.00
Transfer from Trust	Princep Reserve & Lot 456 & 455	2007	N/A	Jandakot	\$184,000.00
Account Interest	N/A	2008 - 2017	N/A	Jandakot	\$77,670.61
Expenditure	CIL Programs/ Land	Various	N/A	Jandakot	-\$87,652.00
JANDAKOT BALANCE					\$258,118.57
Unknown Landowner	Phoenix Park	1985/1986	Unknown	Munster	\$25,000.00
Cockburn Cement	Lot 3,4,5 Hamilton Rd	1992/1993	978641	Munster	\$37,844.21
Urban Focus (Coburg Nominees)	Woodman Village Estate	2004/2005	122857	Munster	\$80,154.00
JB Investments	Lot 13 Rockingham Rd	2004/2005	124183	Munster	\$126,573.00
Feymore Pty Ltd	Lot 28 &29 Rockingham Rd	2008/2009	133910	Munster	\$188,220.00
Mr & Mrs Ante Mihalj	600 Rockingham Rd	2015/2016	149037	Munster	\$105,000.00
Nellie Maria Makjanich	622 Rockingham Rd	2015/2016	257-15	Munster	\$89,400.00
Housing Authority	602 Rockingham Rd	2015/2016	149893	Munster	\$127,000.00
Yaran Property Group	90 West Churchill Ave	2016/2017	168-15	Munster	\$95,600.00
Account Interest	N/A	2008 - 2017	N/A	Munster	\$88,503.55
Expenditure	CIL Programs/ Land	Various	N/A	Munster	-\$359,131.03
MUNSTER BALANCE					\$604,163.73

3.0 POS Reserve Expenditure Proposals

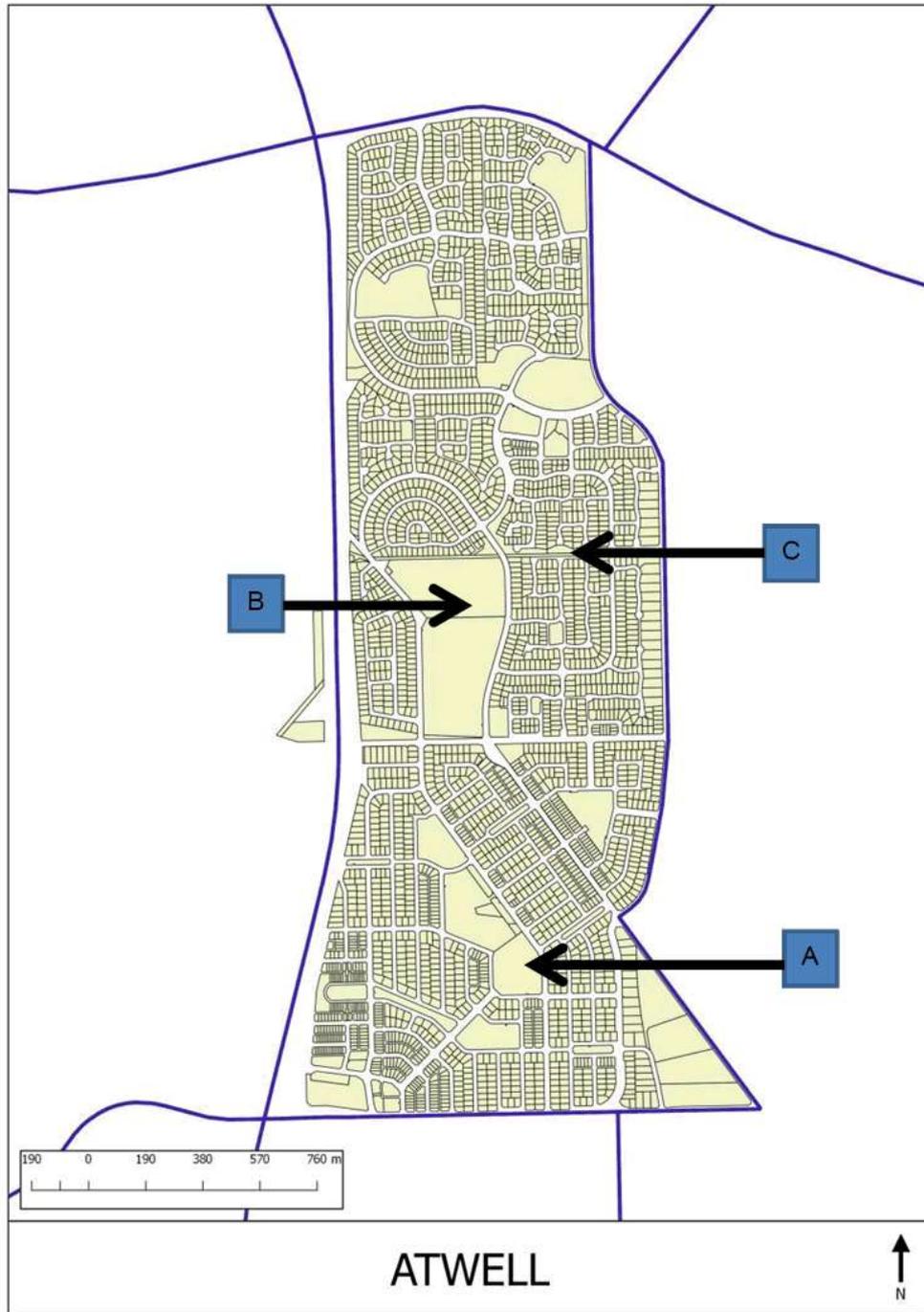
The following pages outline the POS CIL Funds Available and Reserve's Expenditures for Atwell, Aubin Grove, Cockburn Central, Coogee, Coolbellup, Hamilton Hill, Hammond Park, Jandakot and Munster.

**ATWELL POS RESERVE PROPOSAL
AREA CIL COLLECTED**

MAP REF #	W.A.P.C. Ref.
1	991236
2	114145, 110259, 118788
3	109802
4	114145, 110259, 118788
5	144625, 127362, 137760, 138305
6	144837



PROPOSED EXPENDITURE BASED ON AVAILABLE FUNDS



Public Open Space Cash in Lieu Expenditure Plan

Jan 2018 – Dec 2020

Map ref.	Location	Reserve No	Description	Amount
A	Harmony Park	47164	Lighting to boardwalk and surrounding paths & Shelter with connecting path	\$80,000.00
B	Atwell Reserve	43583	Irrigation fertigation unit	\$20,000.00
C	Pipeline Park	44875 & 45990	Bridges over pipeline	\$70,000.00
			TOTAL	\$170,000.00



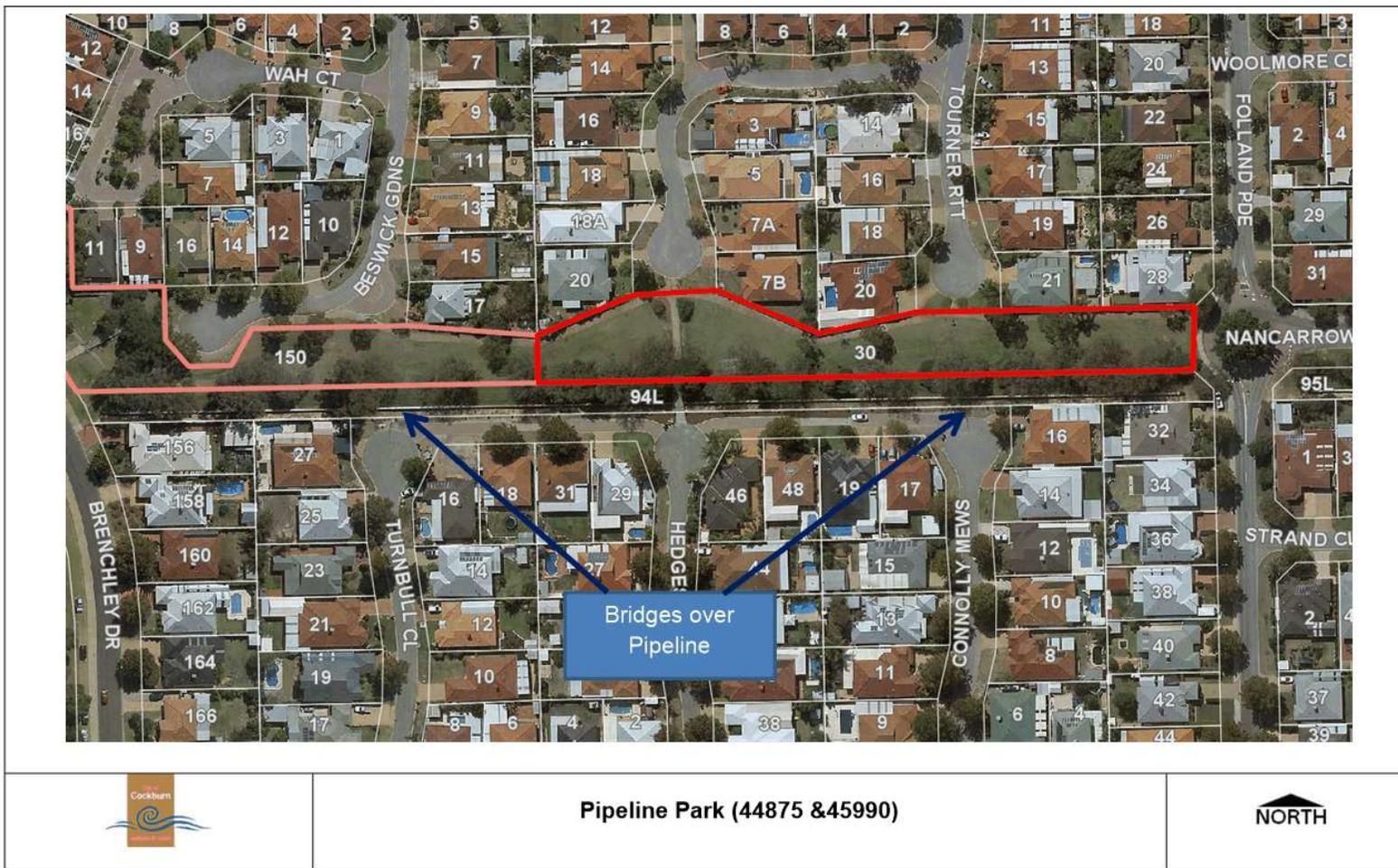
Public Open Space Cash in Lieu Expenditure Plan

Jan 2018 – Dec 2020



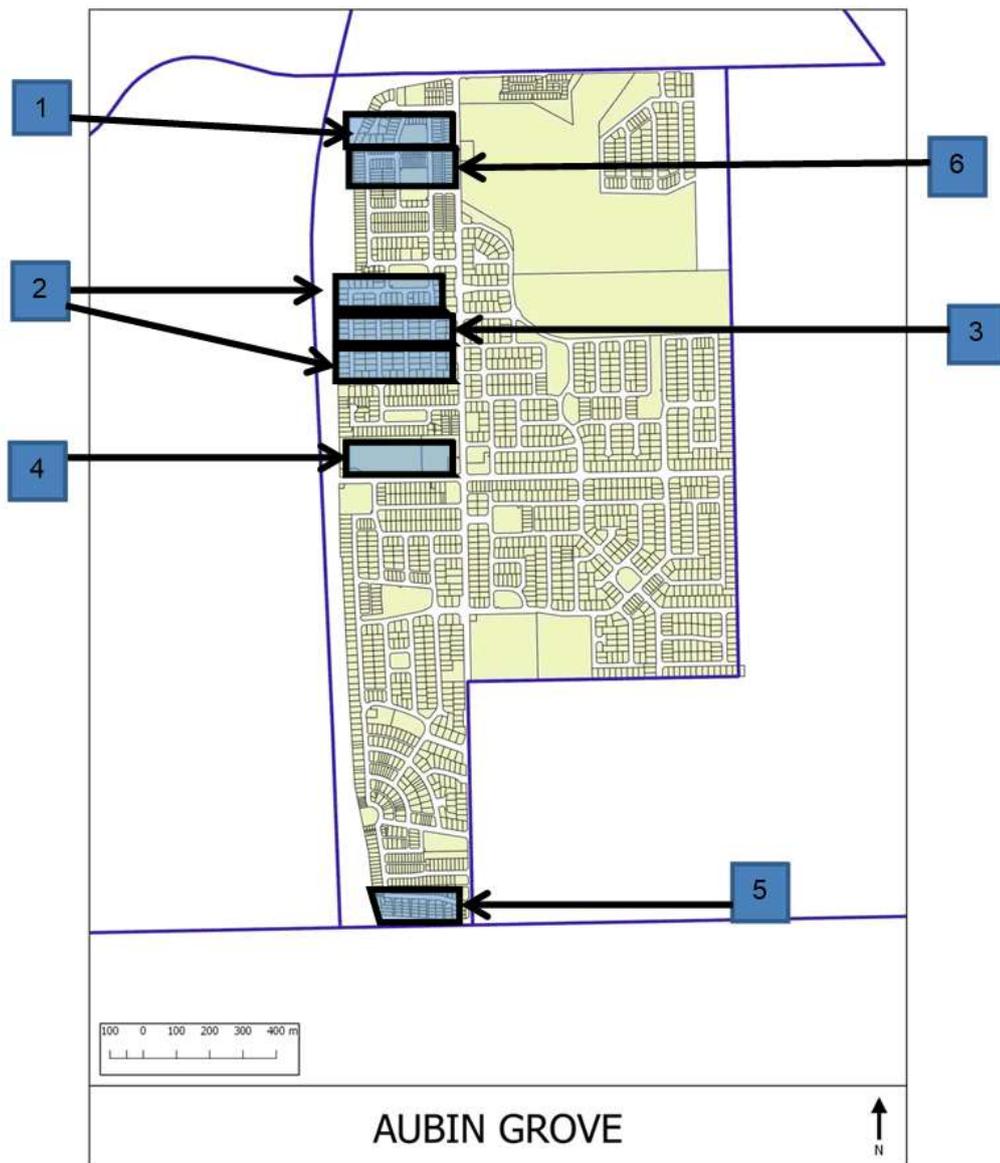
Public Open Space Cash in Lieu Expenditure Plan

Jan 2018 – Dec 2020

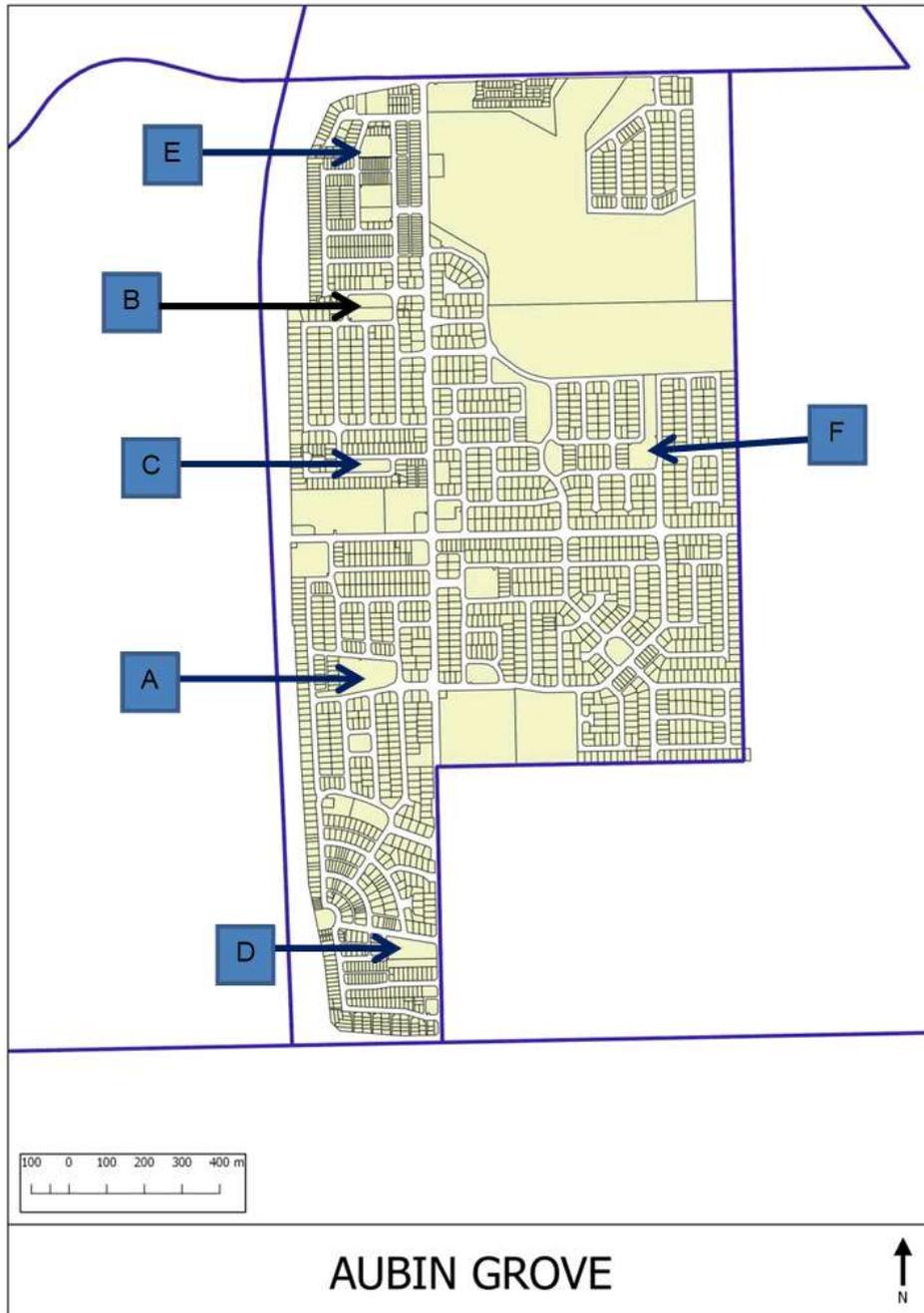


**AUBIN GROVE POS RESERVE PROPOSAL
AREA CIL COLLECTED**

MAP REF #	W.A.P.C. Ref.
1	128275
2	127382
3	127417
4	138044
5	132625
6	150285



PROPOSED EXPENDITURE BASED ON AVAILABLE FUNDS

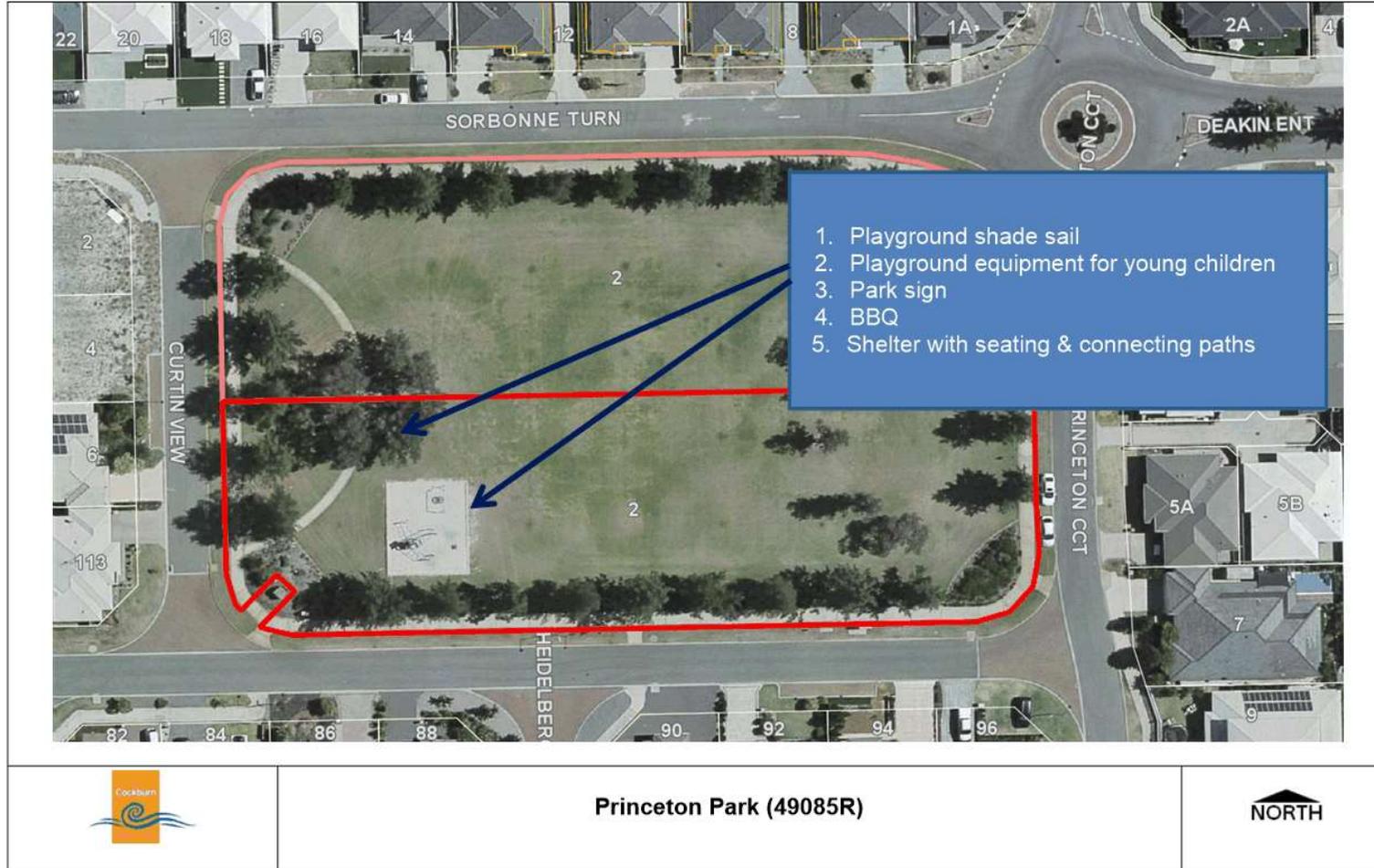


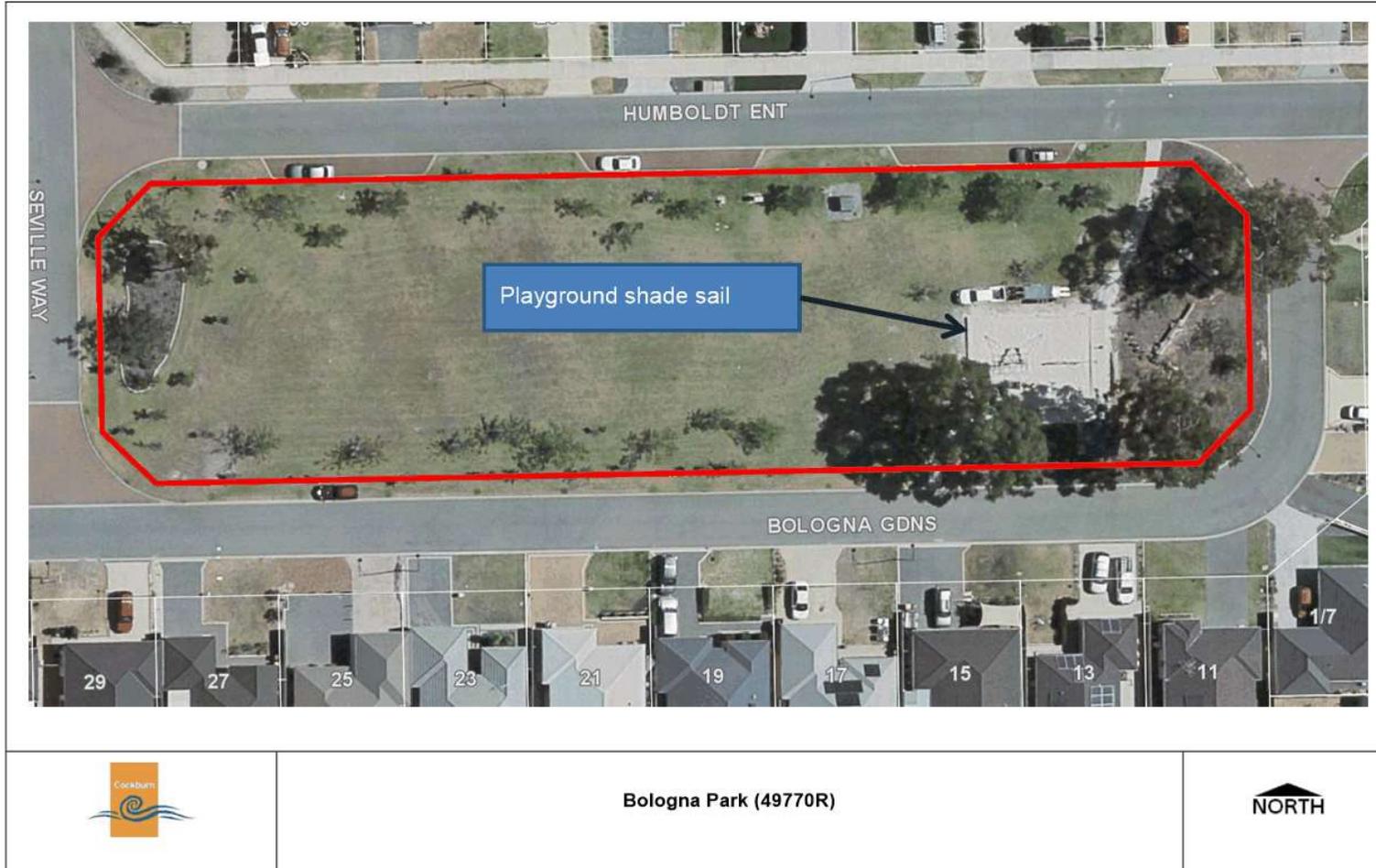
Public Open Space Cash in Lieu Expenditure Plan

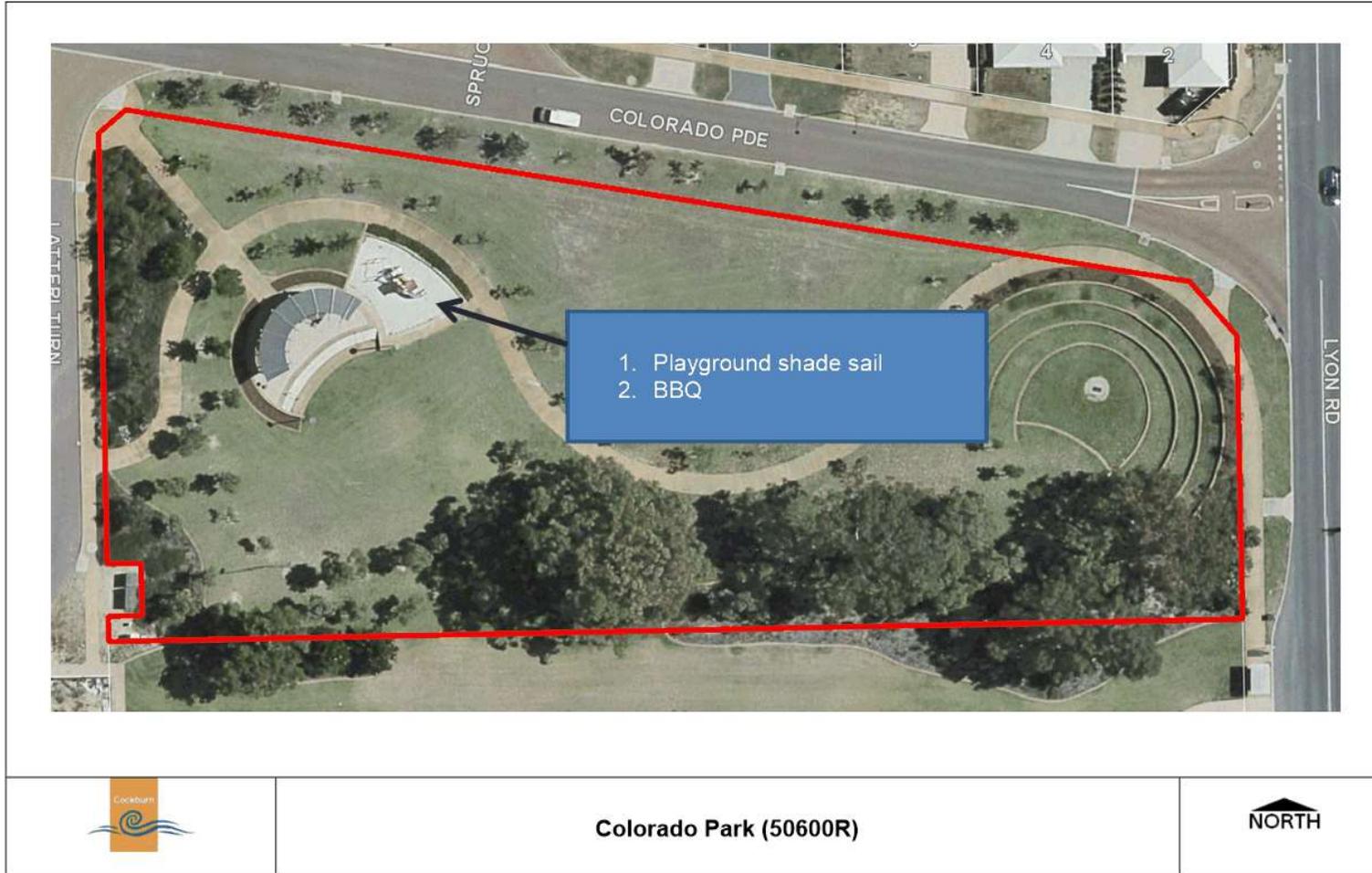
Jan 2018 – Dec 2020

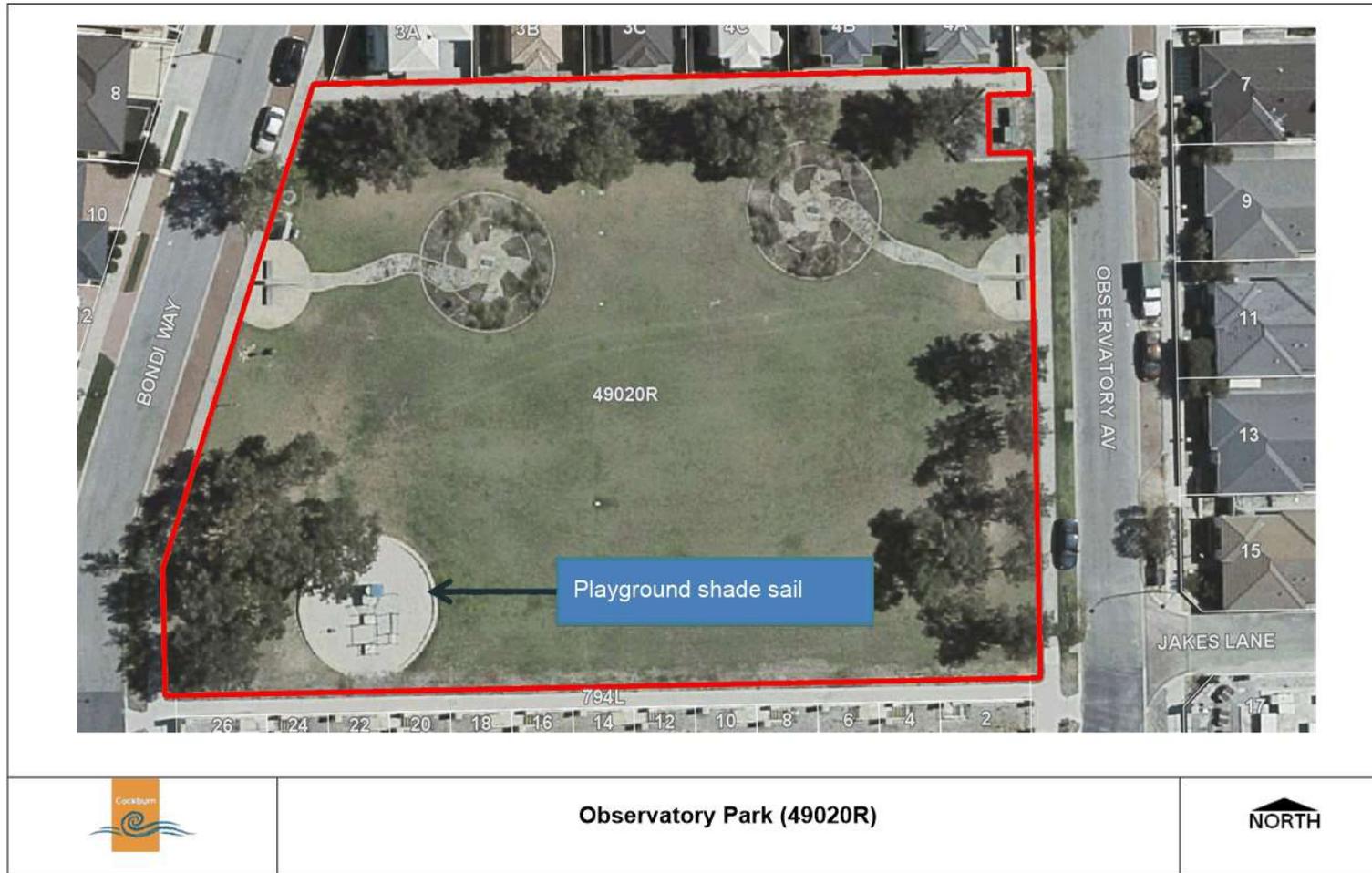
Map ref.	Location	Reserve No	Description	Amount
A	Radiata Park	48534	1. Skate park 2. Seating 3. Toilet Facility	\$610,000.00
B	Princeton Park	49085	1. Playground shade sail 2. Playground equipment for young children 3. Park sign 4. BBQ 5. Shelter with seating & connecting paths	\$105,000.00
C	Bologna Park	49770	Playground shade sail	\$25,000.00
D	Colorado Park	50600	1. Playground shade Sail 2. BBQ	\$45,000.00
E	Observatory Park	49020	Playground shade sail	\$25,000.00
F	Tangle Park	48473	Exercise Equipment	\$35,000.00
TOTAL				\$845,00.00











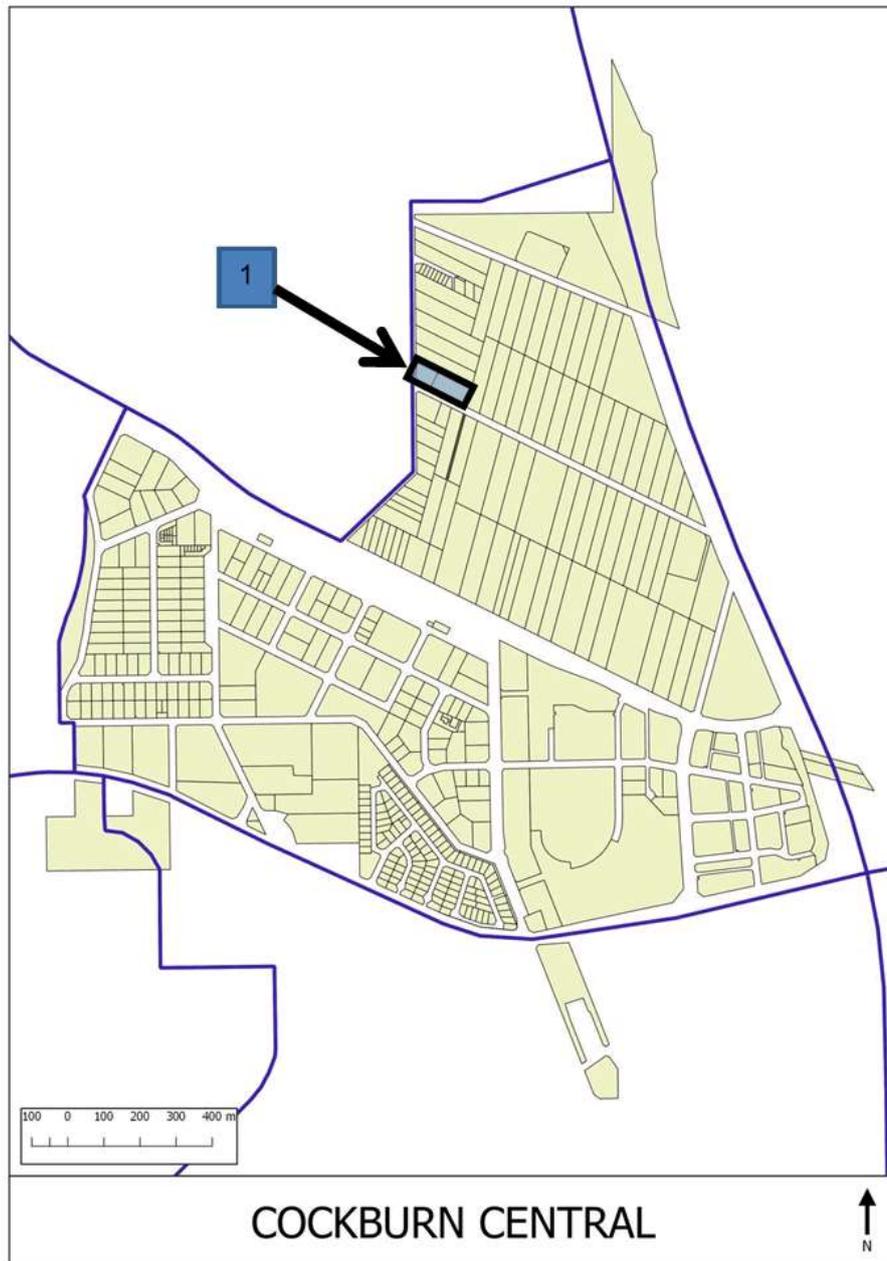


Tangle Park (48473R)

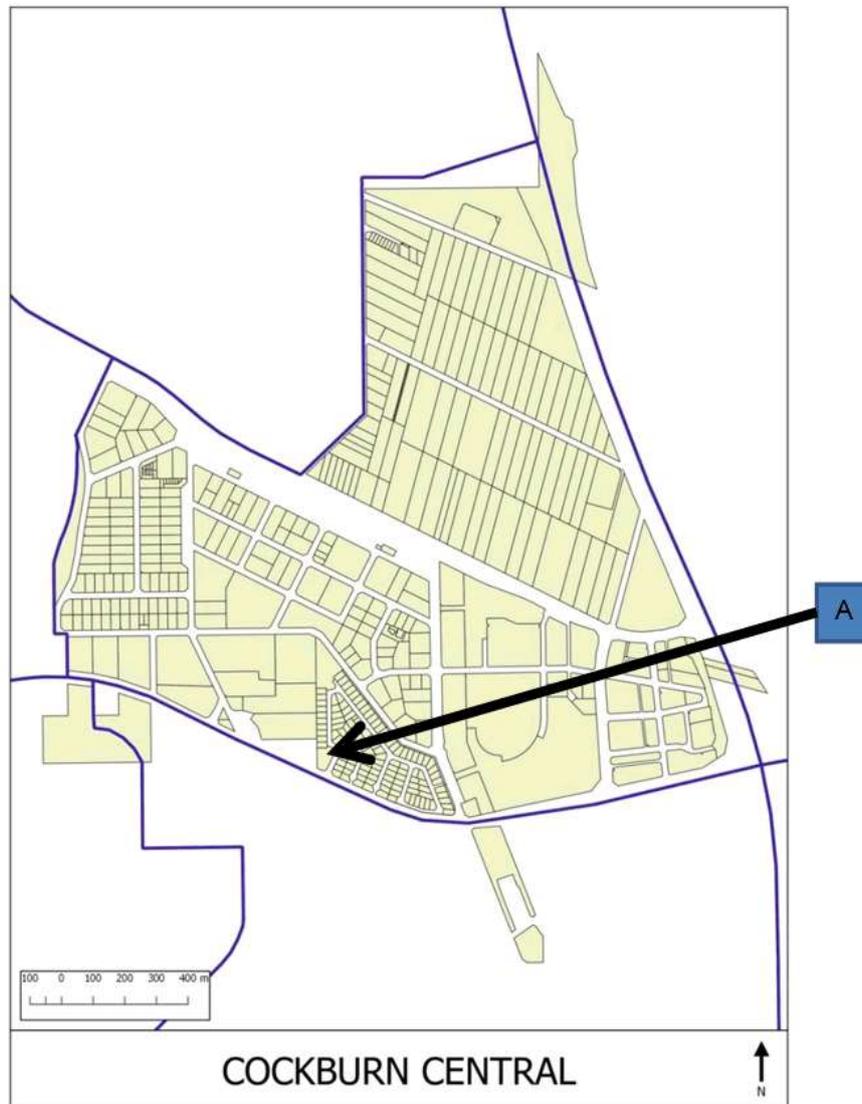


**COCKBURN CENTRAL POS RESERVE PROPOSAL
AREA CIL COLLECTED AND FUNDS AVAILABLE**

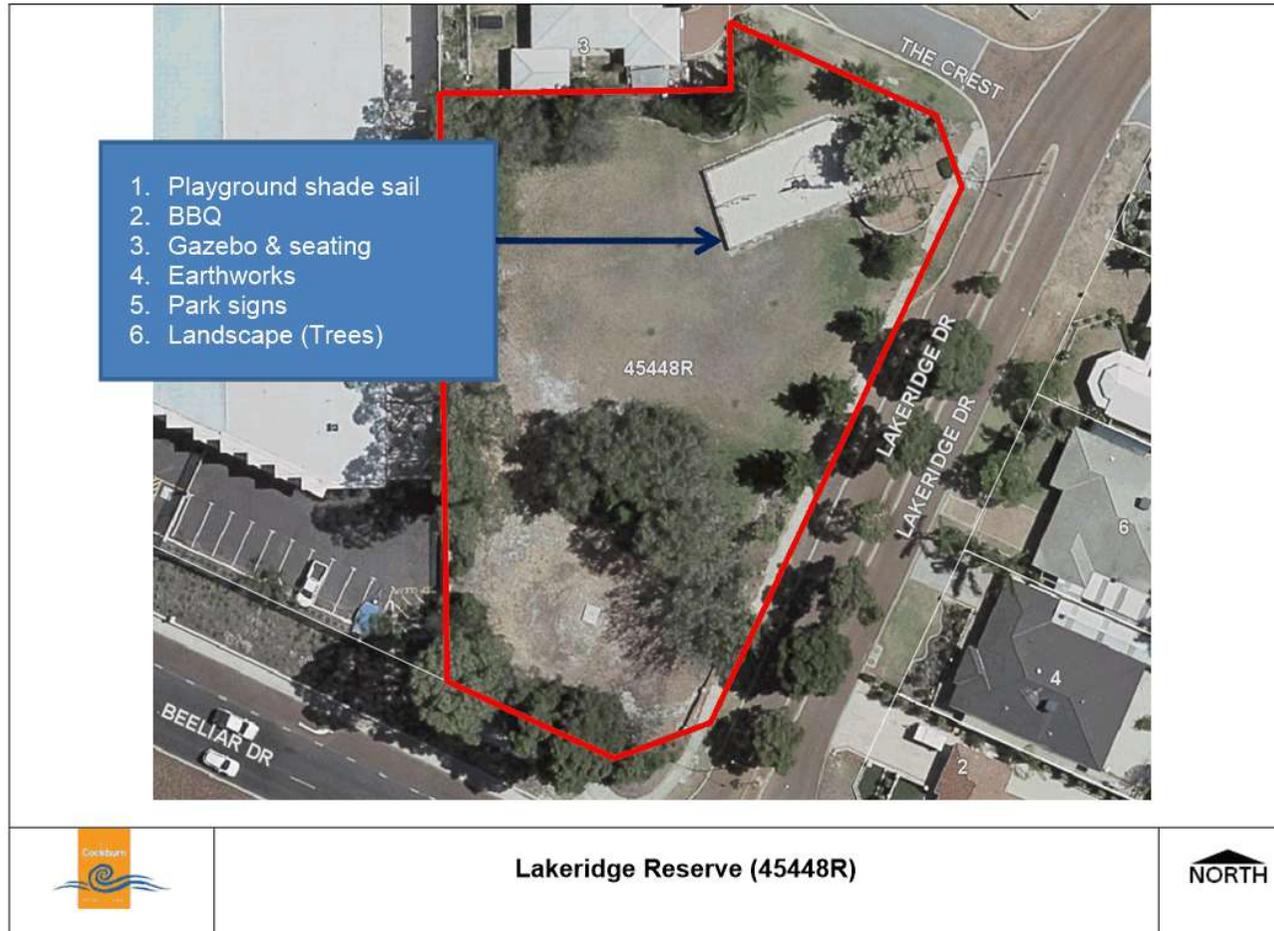
MAP REF #	W.A.P.C. Ref.
1	122755



PROPOSED EXPENDITURE BASED ON AVAILABLE FUNDS

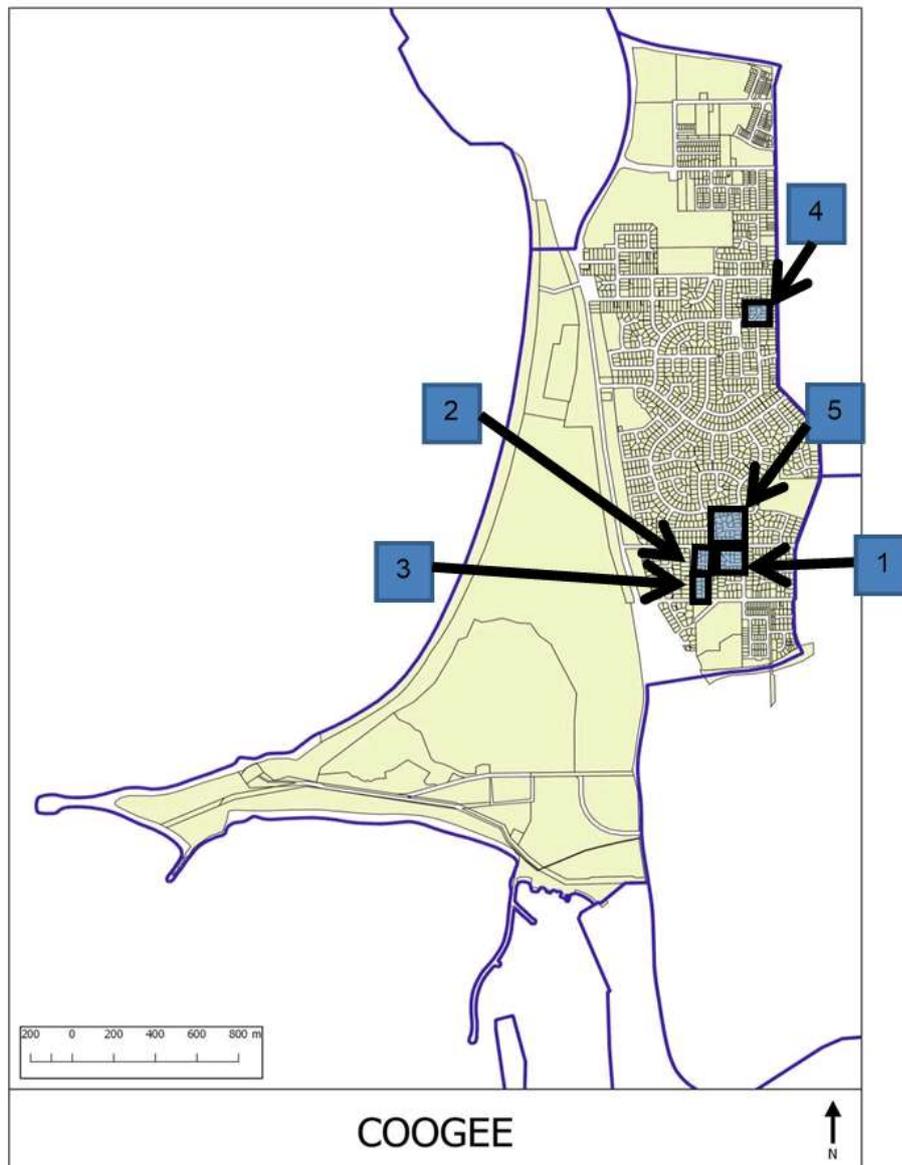


Map ref.	Location	Reserve No	Description	Amount
A	Lakeridge Reserve	45448	1. Playground shade sail 2. BBQ 3. Gazebo & seating 4. Earthworks 5. Park sign 6. Landscape (Trees)	\$161,000.00
TOTAL EXPENDITURE				\$161,000.00

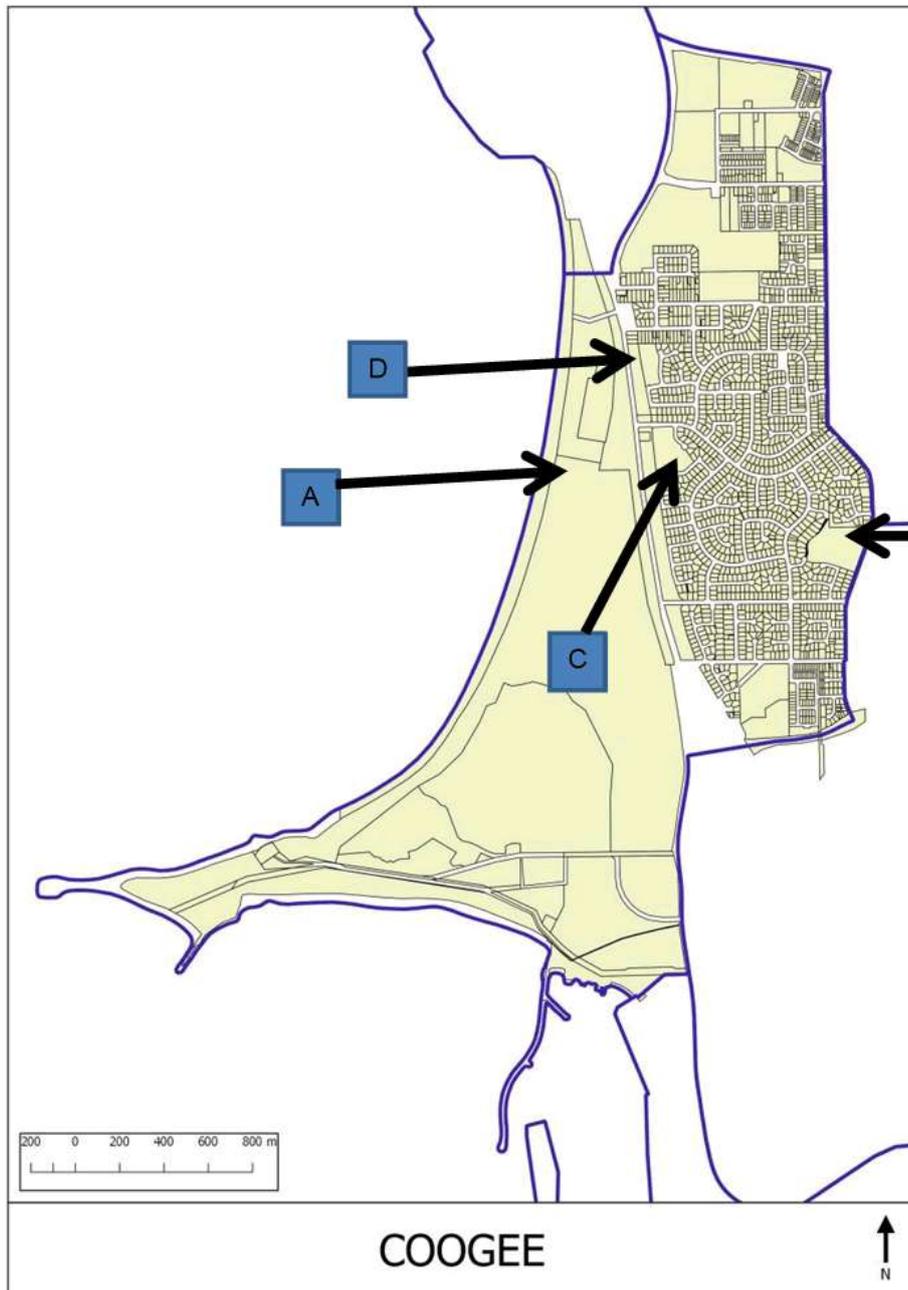


**COOGEE POS RESERVE PROPOSAL
AREA CIL COLLECTED AND FUNDS AVAILABLE**

MAP REF #	W.A.P.C. Ref.
1	982586
2	996753
3	976788
4	991964
5	N/A



PROPOSED EXPENDITURE BASED ON AVAILABLE FUNDS



Public Open Space Cash in Lieu Expenditure Plan

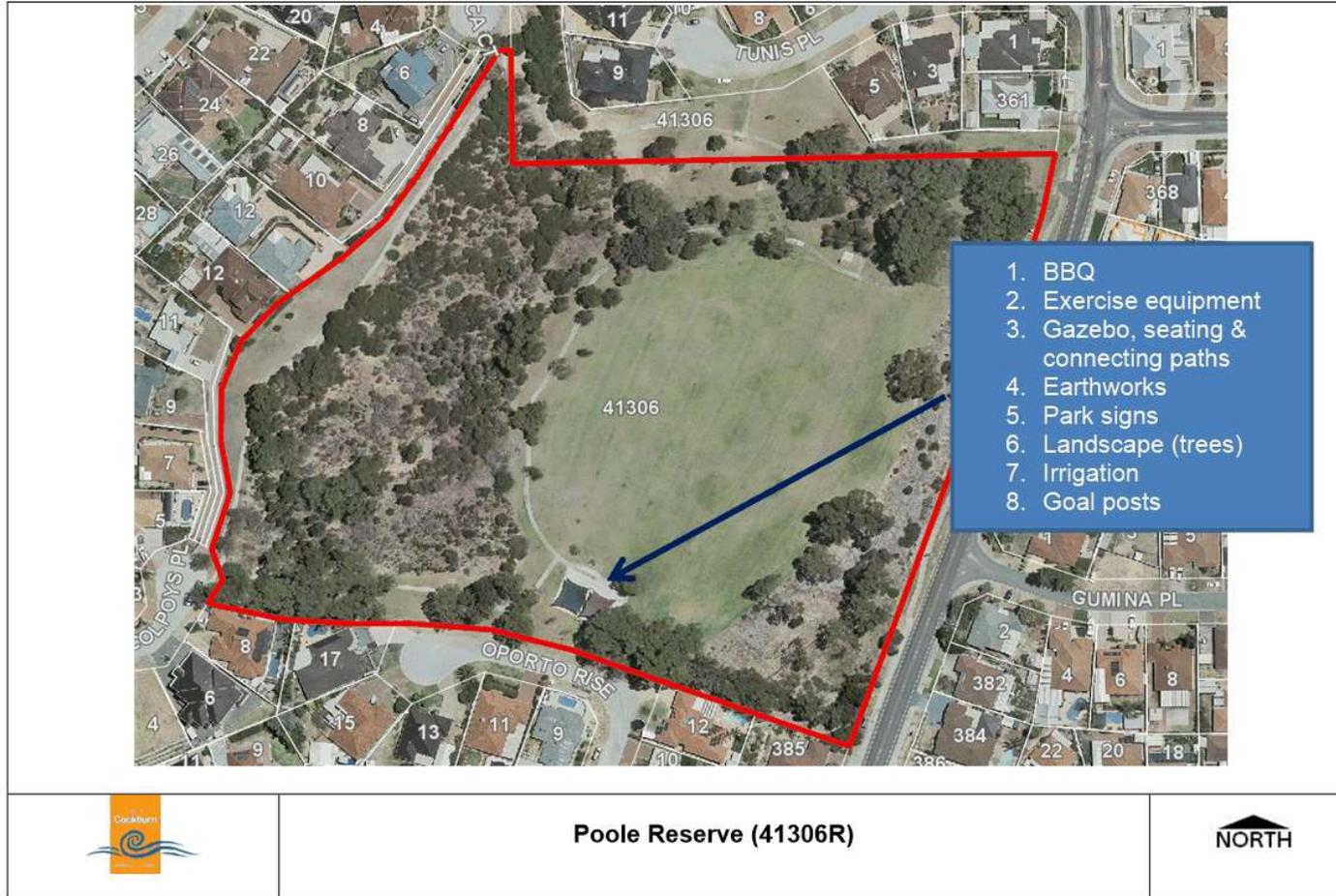
Jan 2018 – Dec 2020

Map ref.	Location	Reserve No	Description	Amount
A	Coogee Beach Reserve	24306	Playground shade sails	\$50,000.00
B	Poole Reserve	41306	<ol style="list-style-type: none"> 1. BBQ 2. Exercise equipment 3. Gazebo, seating & connecting paths 4. Earthworks 5. Park signs 6. Landscape (Trees) 7. Irrigation 8. Goal posts 	\$198,000.00
C	Powell Reserve	38676	<ol style="list-style-type: none"> 1. BBQ 2. Exercise equipment 3. Gazebo, seating & connecting paths 4. Earthworks 	\$100,000.00
D	Len McTaggart Park	39239	Playground shade sails	\$30,000.00
TOTAL				\$378,00.00



Public Open Space Cash in Lieu Expenditure Plan

Jan 2018 – Dec 2020





Public Open Space Cash in Lieu Expenditure Plan

Jan 2018 – Dec 2020

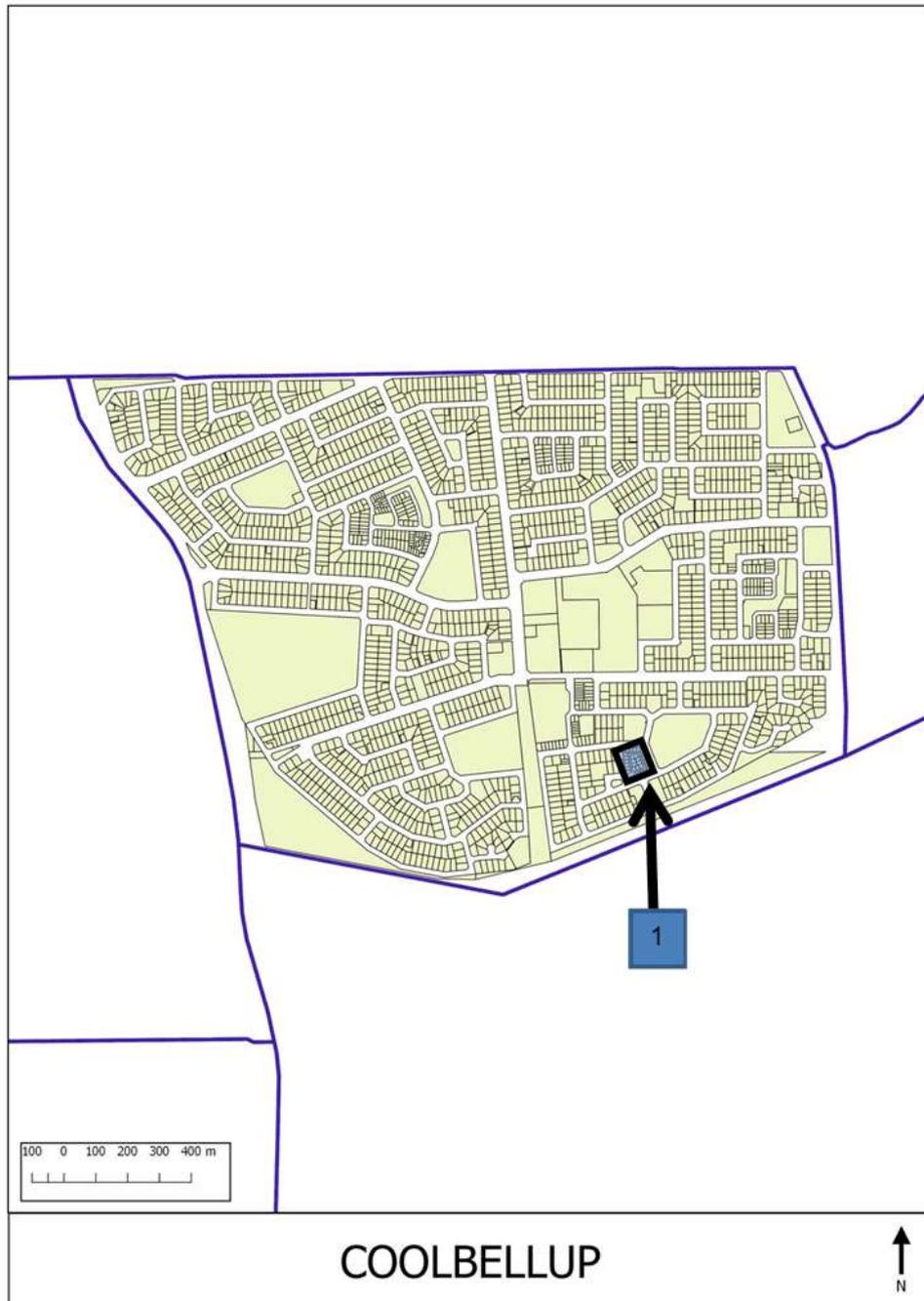


Len McTaggart Park (39239R)

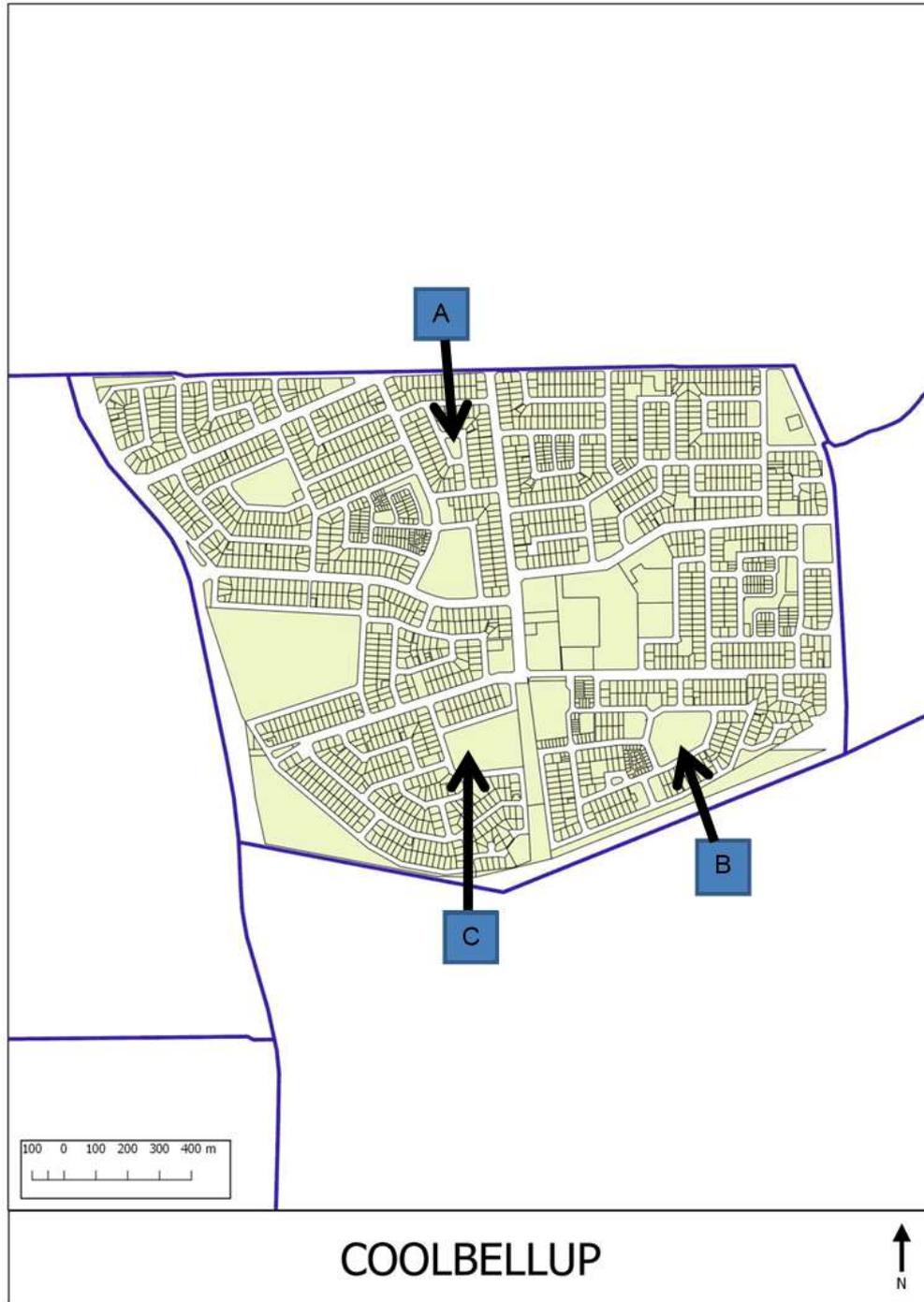


**COOLBELLUP POS RESERVE PROPOSAL
AREA CIL COLLECTED AND FUNDS AVAILABLE**

MAP REF #	W.A.P.C. Ref.
1	1490-14



PROPOSED EXPENDITURE BASED ON AVAILABLE FUNDS



Public Open Space Cash in Lieu Expenditure Plan

Jan 2018 – Dec 2020

Map ref.	Location	Reserve No	Description	Amount
A	Perdita Park	28729	1. Playground shade sail 2. Landscaping (trees) 3. Irrigation to garden beds	\$40,000.00
B	Rinaldo Reserve	30992	1. Exercise equipment 2. Gazebo, seating & connecting path	\$67,000.00
C	Tempest Park	28615	1. Gazebo, seating & connecting paths 2. Landscaping (Trees)	\$60,000.00
TOTAL				\$167,000.00

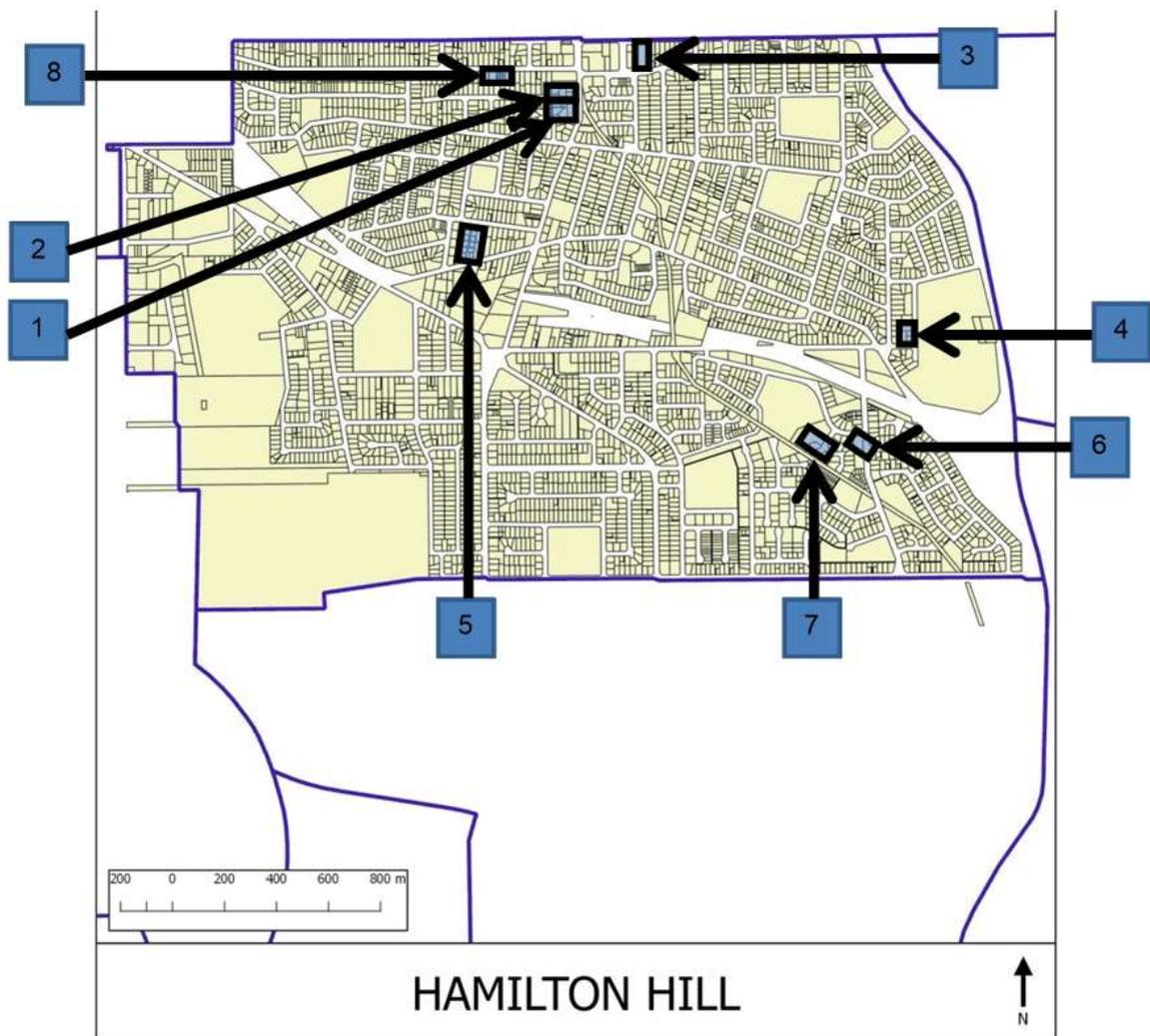




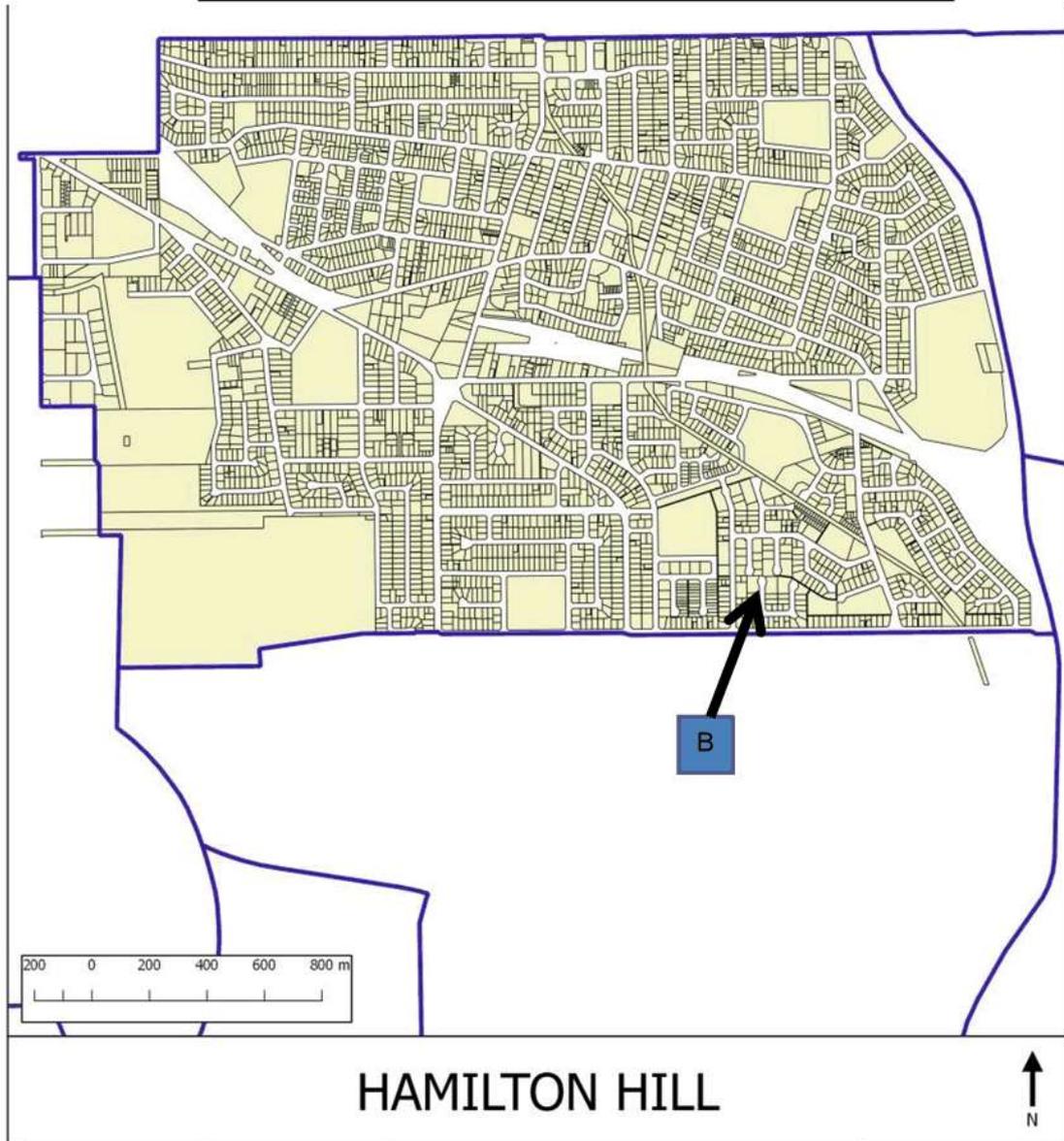


**HAMILTON HILL POS RESERVE PROPOSAL
AREA CIL COLLECTED AND FUNDS AVAILABLE**

MAP REF #	W.A.P.C. Ref.
1	97201
2	Unknown
3	N/A
4	127313
5	143532
6	135907
7	147339
8	151606



PROPOSED EXPENDITURE BASED ON AVAILABLE FUNDS

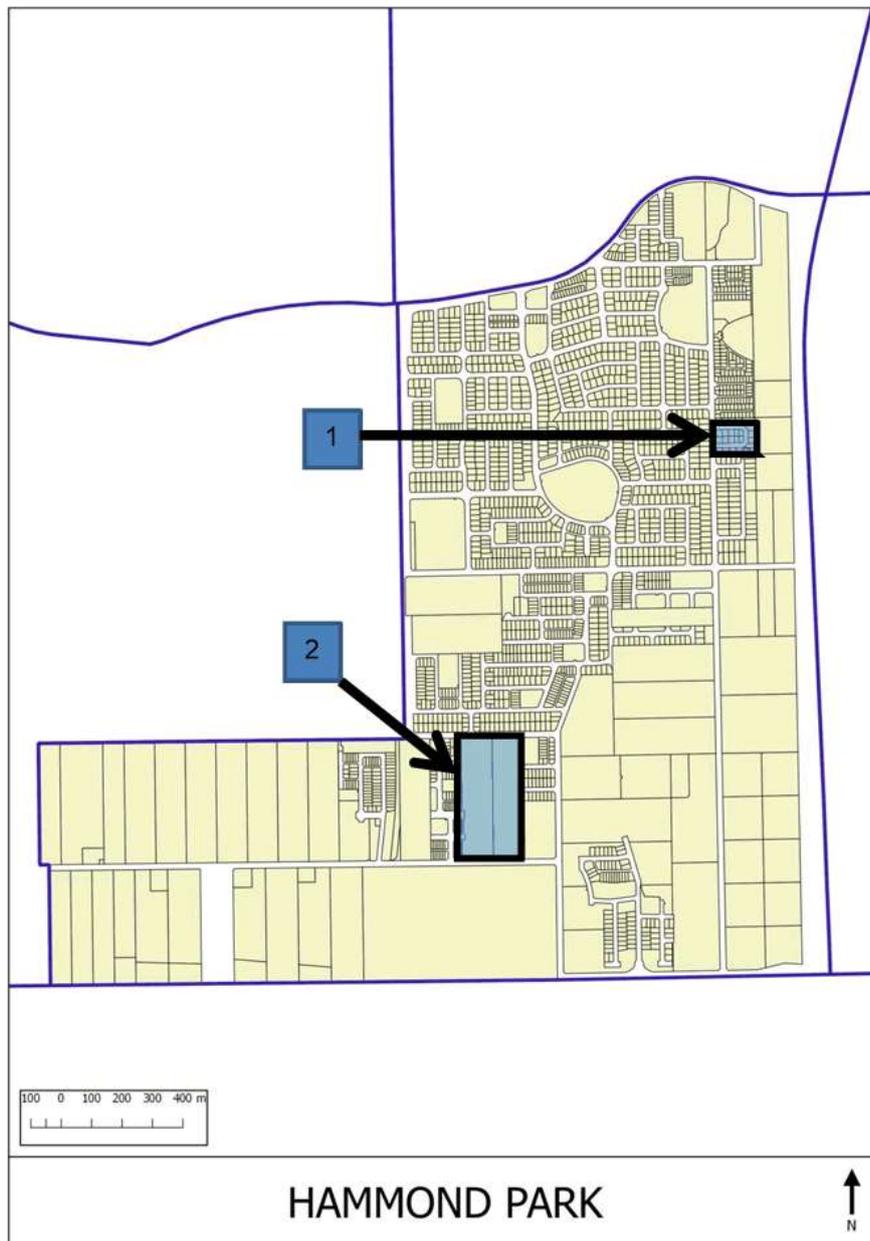


Map ref.	Location	Reserve No	Description	Amount
A	Watterton Park	Lot 804 / 50 Bourbon St	1. Solar lighting to path 2. Playground shade sail	\$40,000.00
TOTAL				\$40,000

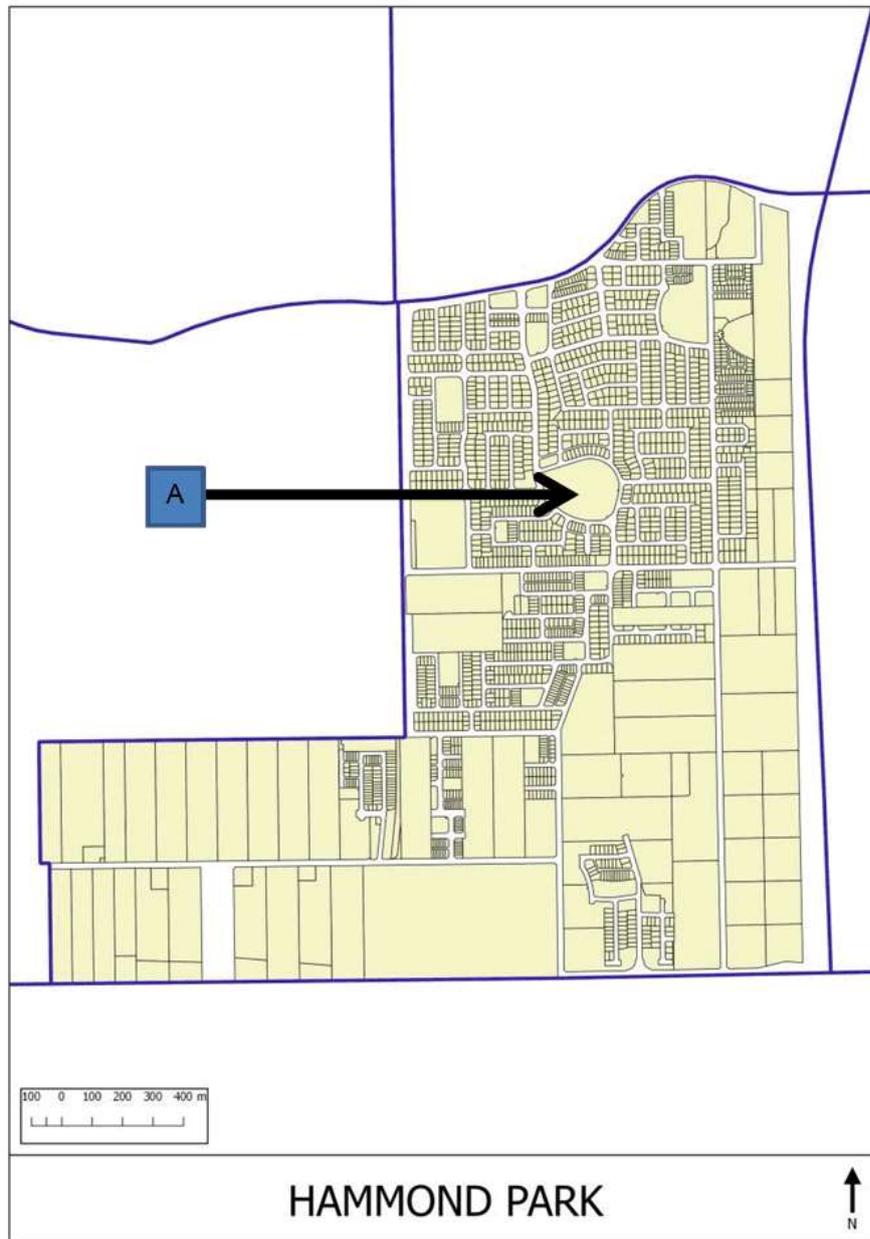


**HAMMOND PARK POS RESERVE PROPOSAL
AREA CIL COLLECTED**

MAP REF #	WAPC Ref.
1	129739
2	151993



PROPOSED EXPENDITURE BASED ON AVAILABLE FUNDS



Map ref.	Location	Reserve No	Description	Amount
A	Botany Park	49291	Playground equipment	\$29,000.00
TOTAL				\$29,000.00

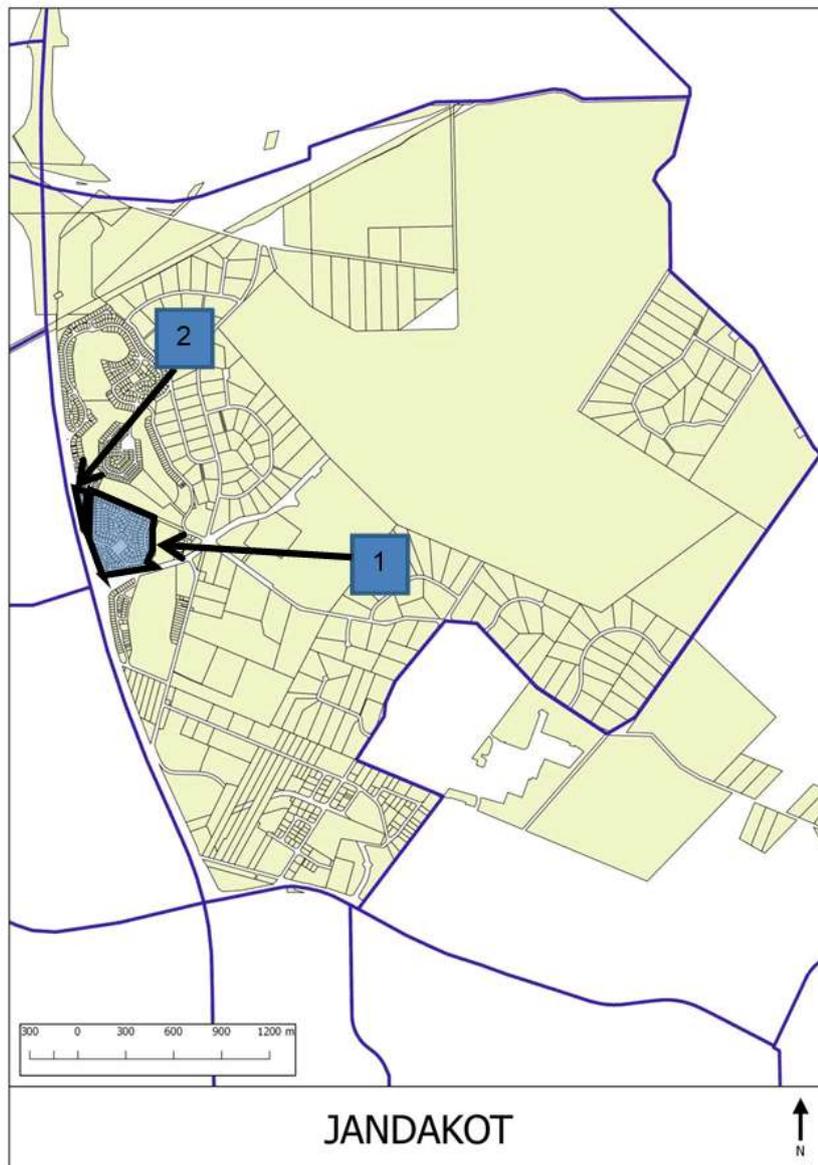
Public Open Space Cash in Lieu Expenditure Plan

Jan 2018 – Dec 2020

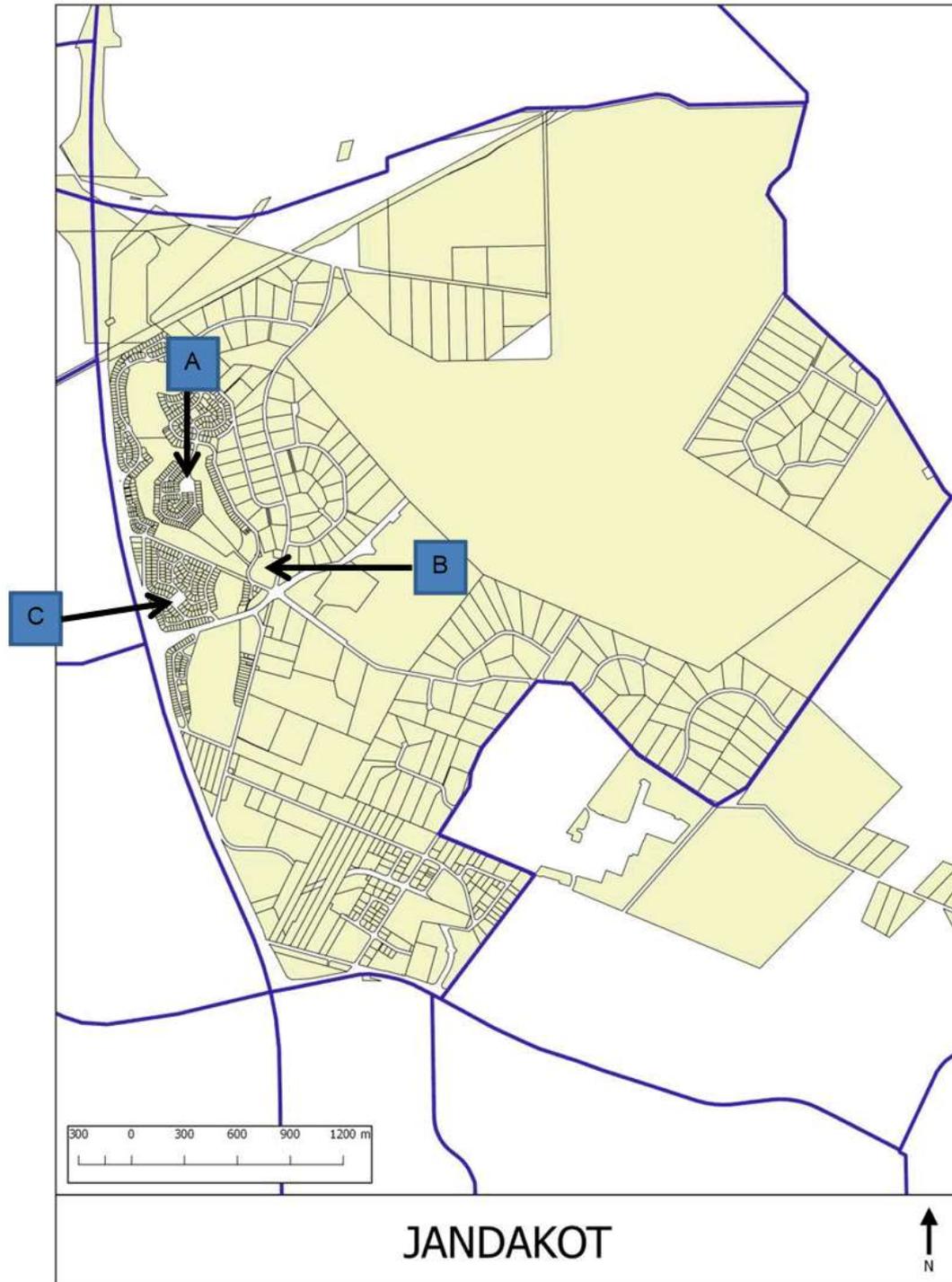


**JANDAKOT POS RESERVE PROPSAL
AREA CIL COLLECTED**

MAP REF #	W.A.P.C. Ref.
1	987397
2	994248



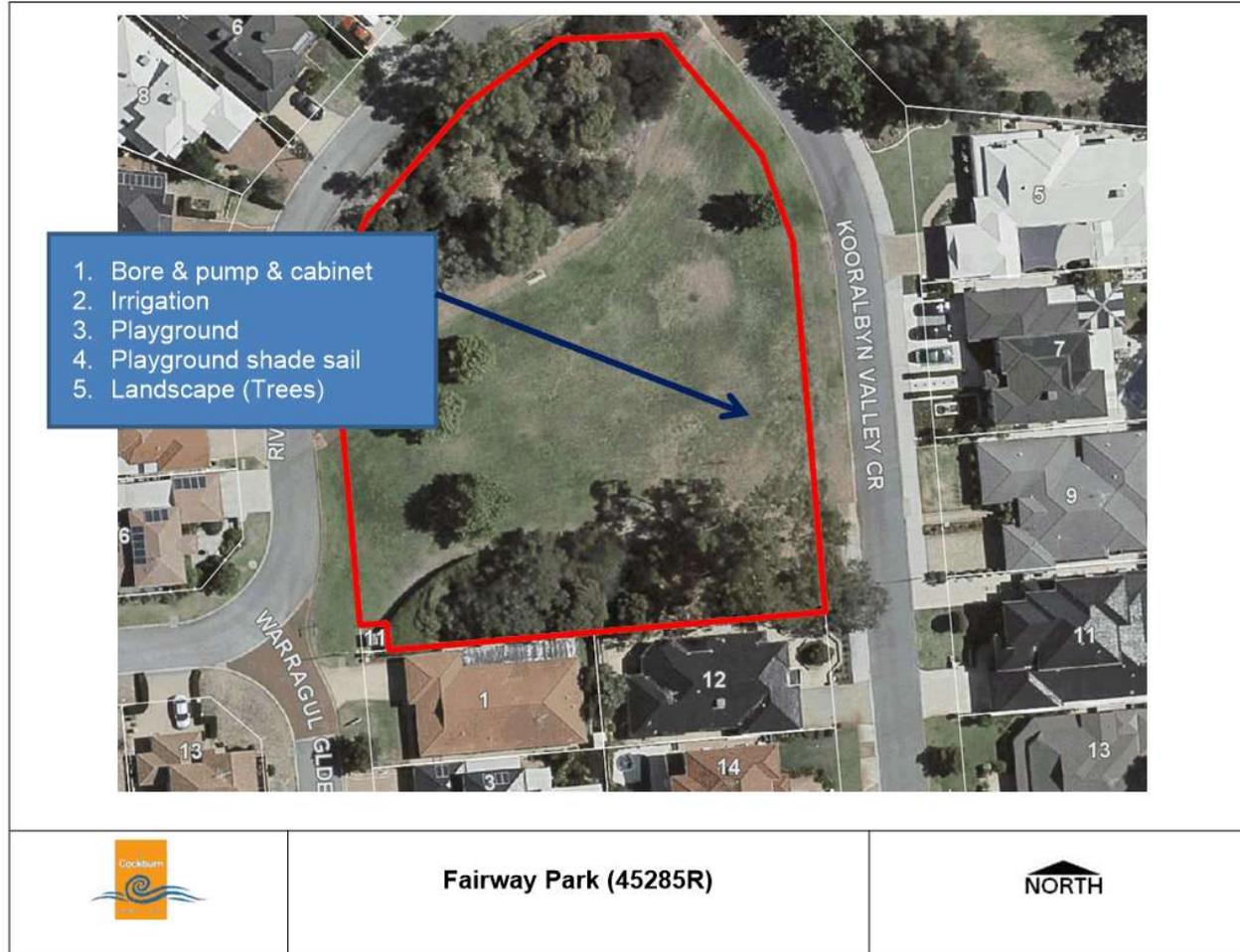
PROPOSED EXPENDITURE BASED ON AVAILABLE FUNDS



Public Open Space Cash in Lieu Expenditure Plan

Jan 2018 – Dec 2020

Map ref.	Location	Reserve No	Description	Amount
A	Fairway Park	45285	1. Bore & pump & cabinet 2. Irrigation 3. Playground 4. Playground shade sail 5. Landscape (Trees)	\$138,000.00
B	Yarra Vista Park	45308	1. Exercise Equipment 2. BBQ 3. Shelter, seating and connecting paths	\$100,000.00
C	Turnbury Park	43363	1. Landscape (Trees) 2. Irrigation to trees	\$20,000.00
			TOTAL	\$258,000.00

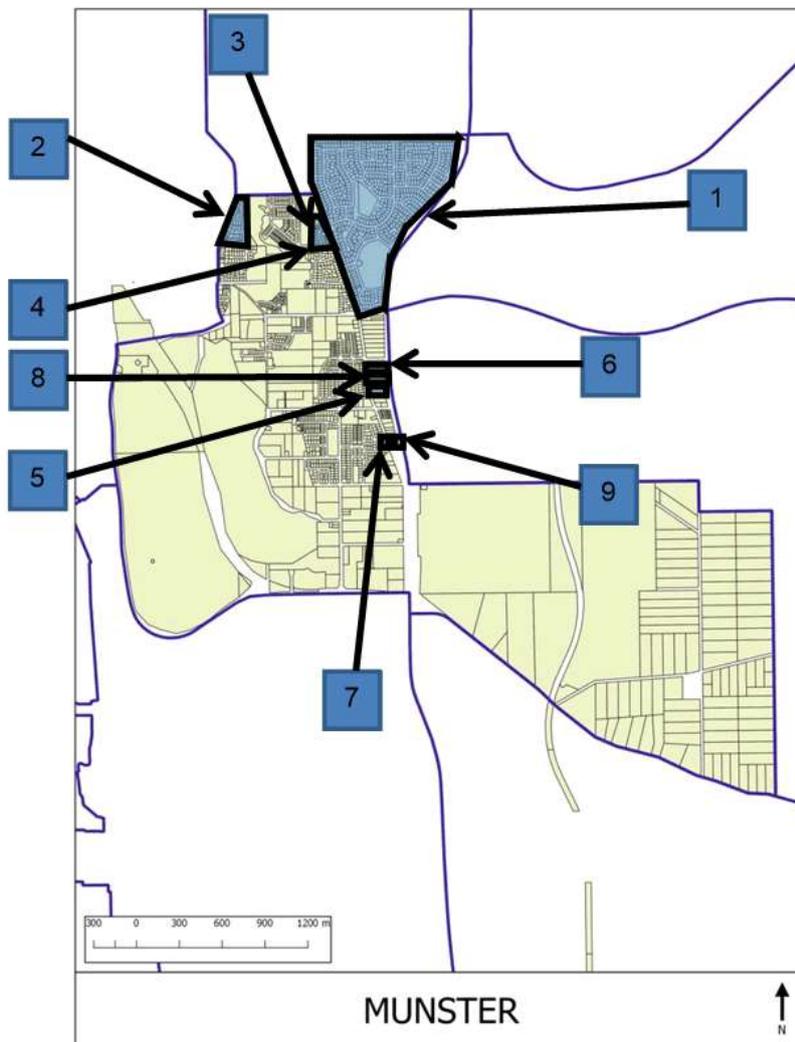




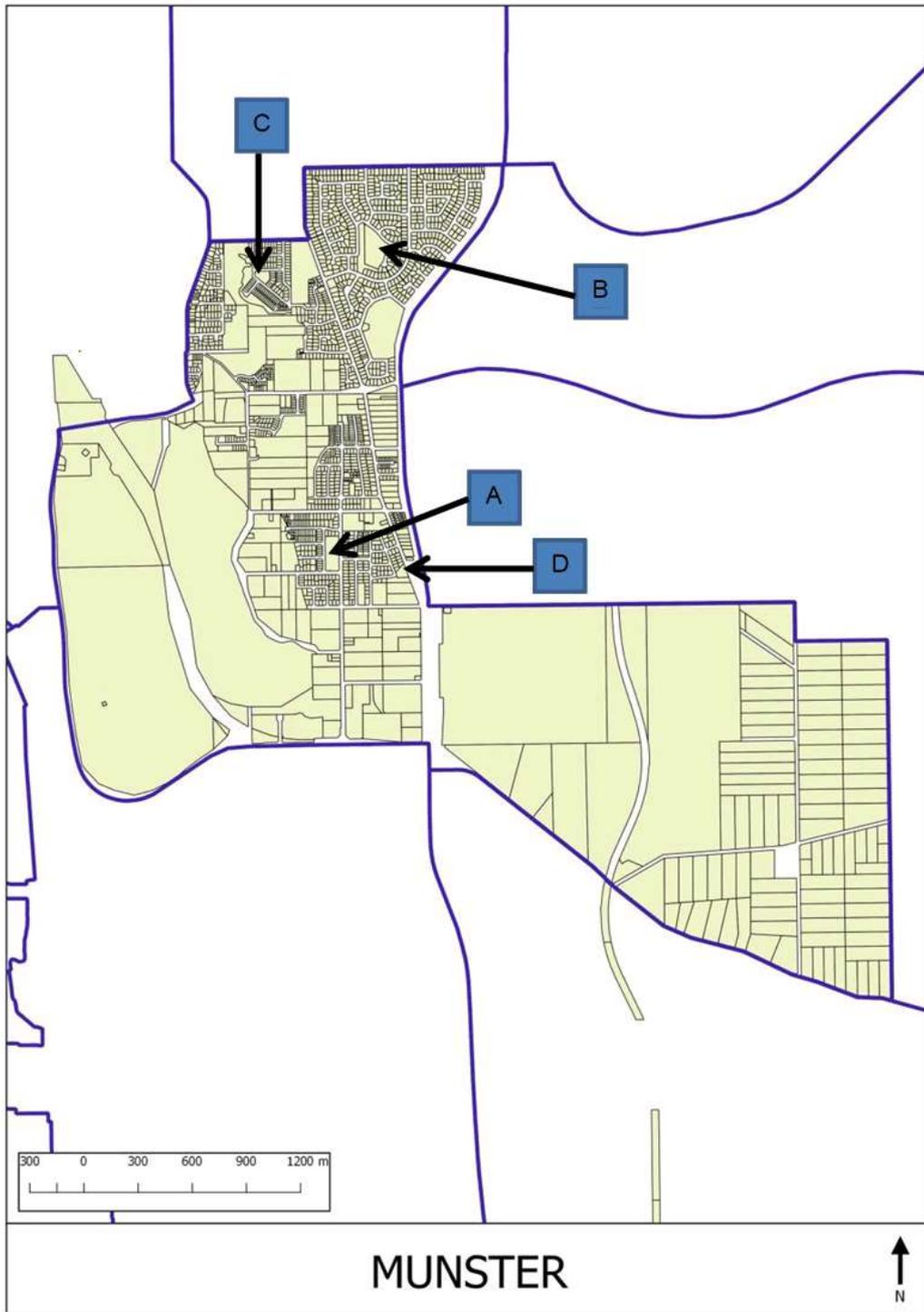


**MUNSTER POS RESERVE PROPOSAL
AREA CIL COLLECTED AND FUNDS AVAILABLE**

MAP REF #	W.A.P.C. Ref.
1	Unknown
2	978641
3	122857
4	124183
5	133910
6	149037
7	257-15
8	149893
9	168-15



PROPOSED EXPENDITURE BASED ON AVAILABLE FUNDS

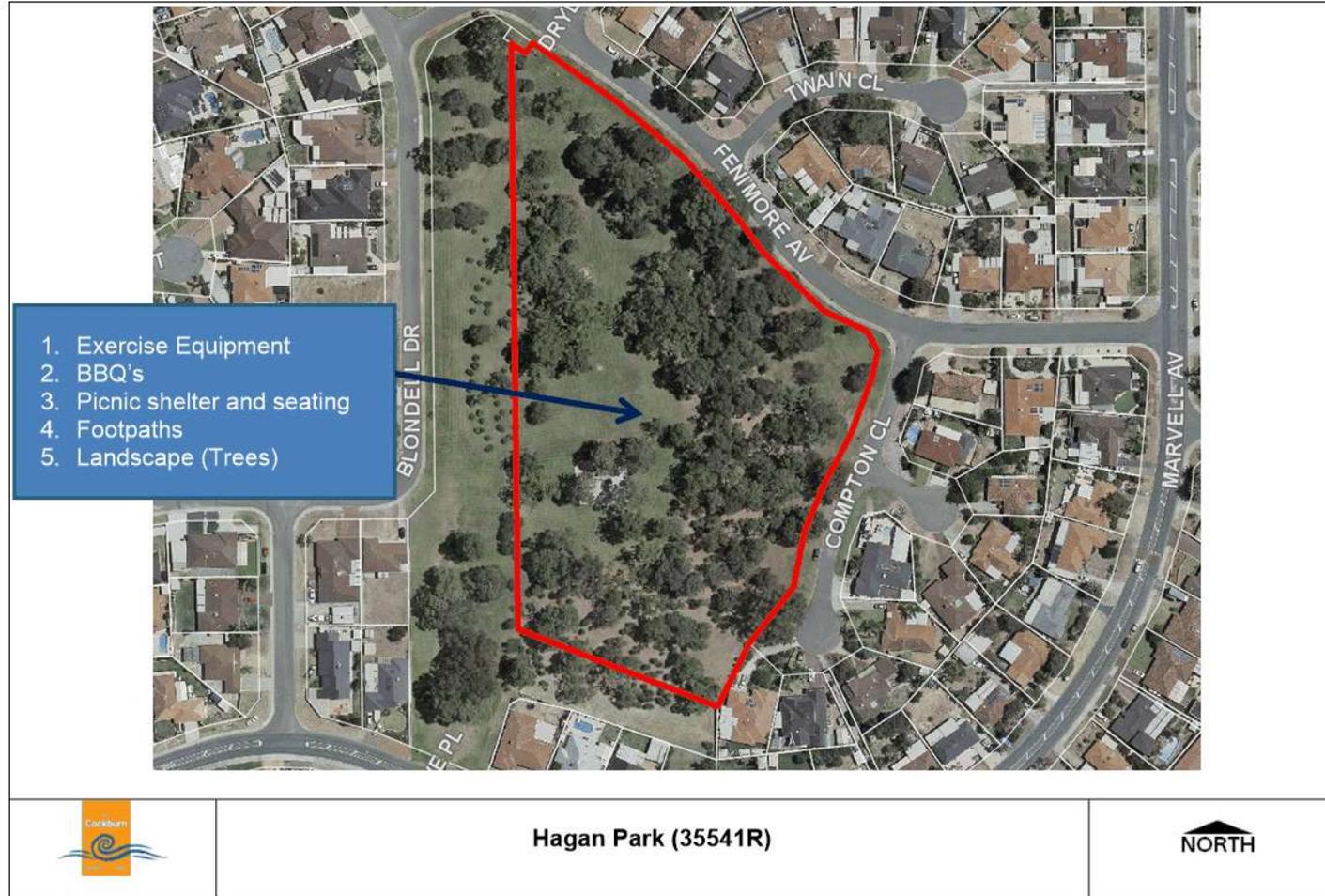


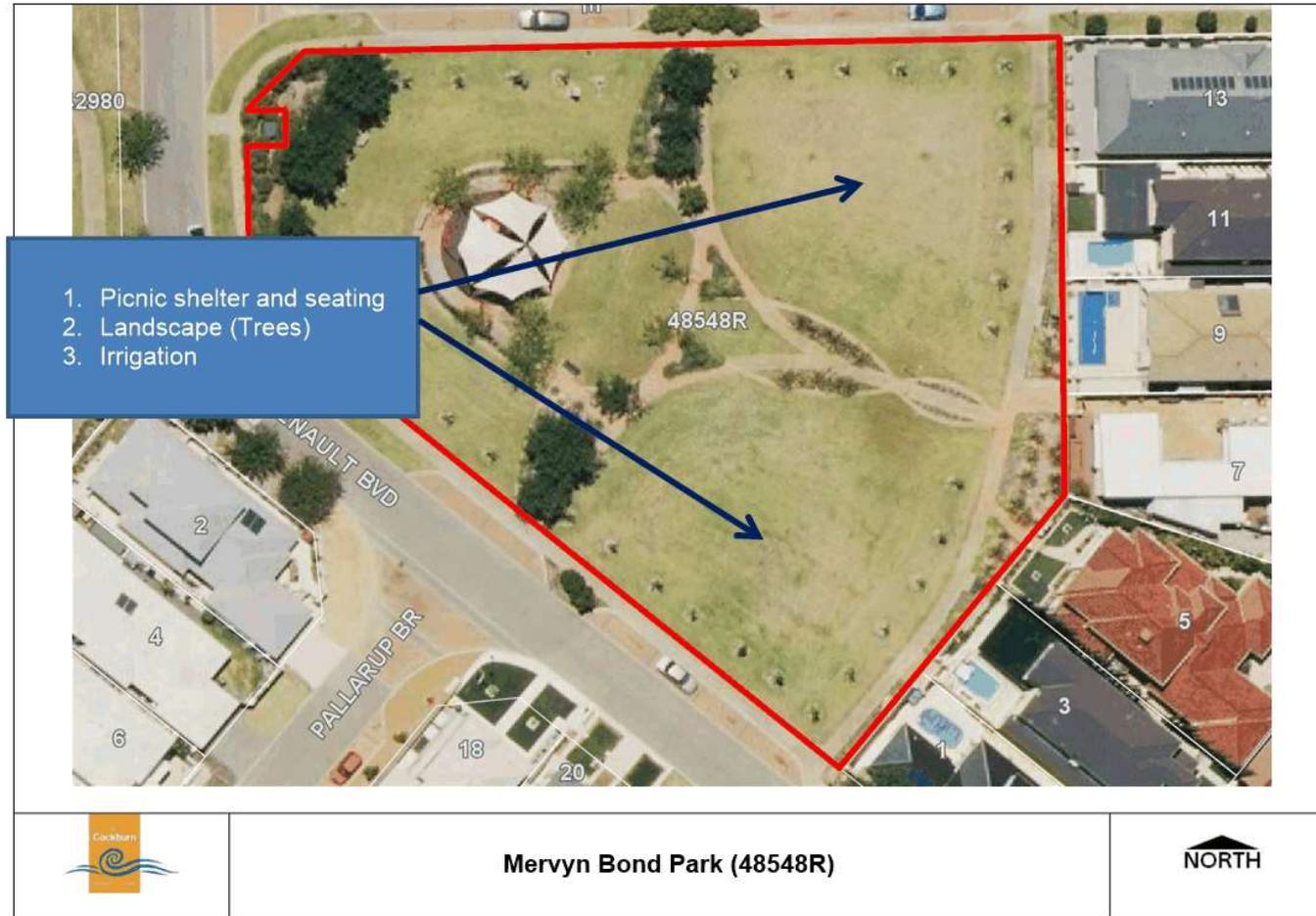
Public Open Space Cash in Lieu Expenditure Plan

Jan 2018 – Dec 2020

Map ref.	Location	Reserve No	Description	Amount
A	Albion Reserve	50735	<ol style="list-style-type: none"> 1. Football Goals 2. Half-court basketball pad 3. Exercise Equipment 4. BBQ 5. Footpaths 6. Landscape (Trees) 7. Irrigation 	\$150,000.00
B	Hagan Park	35541	<ol style="list-style-type: none"> 1. Exercise Equipment 2. BBQ's 3. Picnic Shelter and seating 4. Footpaths 5. Landscape (Trees) 	\$150,000.00
C	Mervyn Bond Park	48548	<ol style="list-style-type: none"> 1. Picnic Shelter and seating 2. Landscape (Trees) 3. Irrigation 	\$100,000.00
D	Mihaljevich Park	51315	<ol style="list-style-type: none"> 1. Landscape (Trees) 2. Irrigation 	\$20,000.00
			TOTAL	\$420,000.00

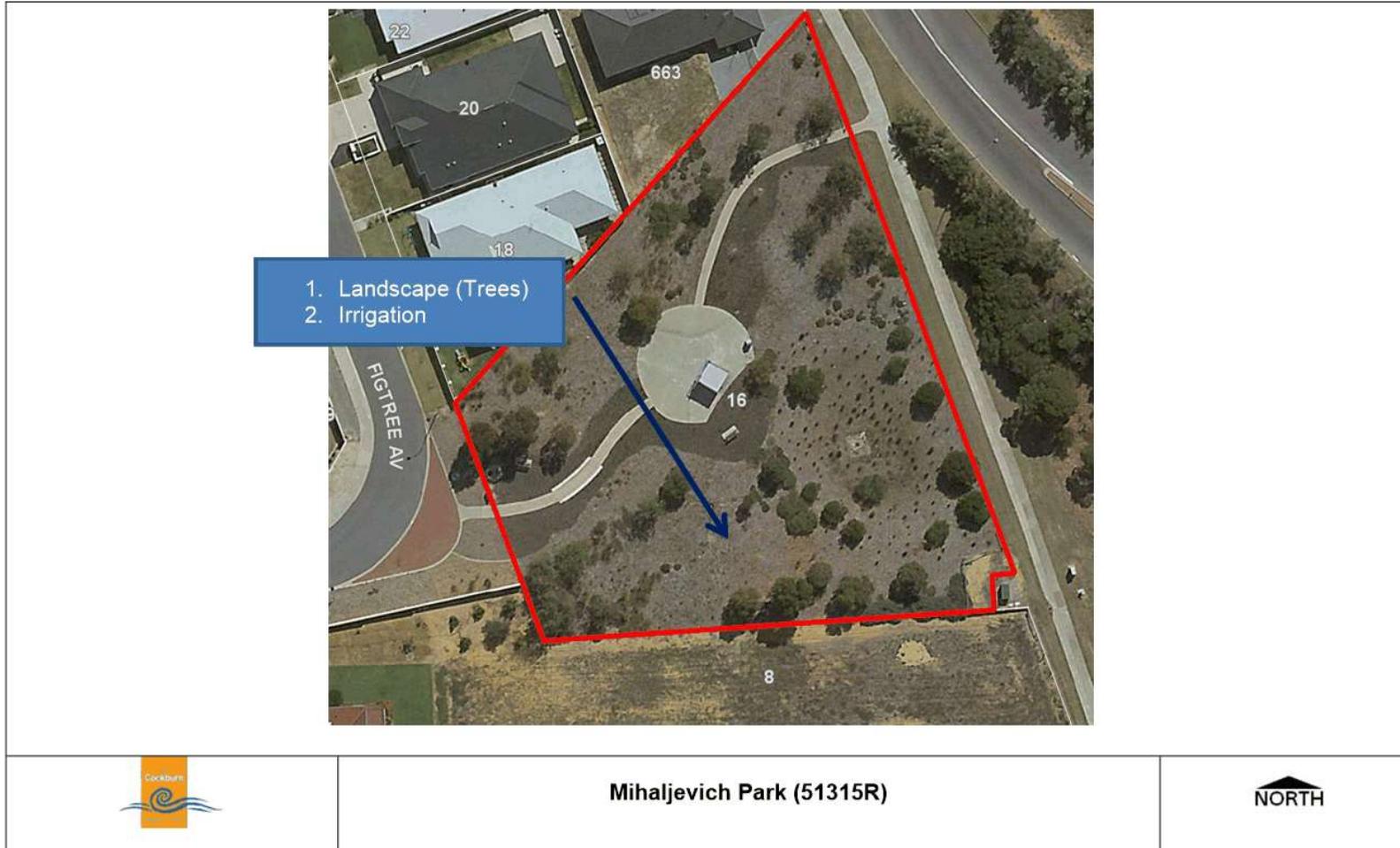






Public Open Space Cash in Lieu Expenditure Plan

Jan 2018 – Dec 2020



57

Document Set ID: 6410873
Version: 11, Version Date: 08/09/2017

PUBLIC OPEN SPACE CASH IN LIEU - EXPENDITURE SCHEDULE

POS Reserve	Description of Works	Amount	2017 / 18						2018 / 19						2019 / 20											
			Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec
ATWELL																										
Harmony Park	Lighting to boardwalk and surrounding paths & Shelter with concrete paths	\$80,000																								
Atwell Res	Irrigation fertigation unit	\$20,000																								
Pipeline Park	Bridges over pipeline	\$70,000																								
AUBIN GROVE																										
Radiata Park	1. Skate Park 2. Seating 3. Toilet Facility	\$610,000.00																								
Princeton Park	1. Playground shade sail 2. Playground equipment for young children 3. Park Sign 4. BBQ 5. Shelter with seating & connecting paths	\$105,000.00																								
Bologna Park	Playground shade sails	\$25,000.00																								
Colorado Park	1. Playground shade sail 2. BBQ	\$45,000.00																								
Observatory Park	Playground shade sails	\$25,000.00																								
Tangle Park	Exercise Equipment	\$35,000.00																								
COCKBURN CENTRAL																										
Lakeridge Reserve	1. Playground shade sails 2. BBQ 3. Gazebo & seating 4. Earthworks 5. Park sign 6. Landscape (Trees)	\$161,000.00																								
COOGEE																										
Coogee Beach Reserve	Playground shade sail	\$50,000.00																								
Poole Reserve	1. BBQ 2. Exercise Equipment 3. Gazebo, seating & connecting paths 4. Earthworks 5. Park signs 6. Landscape (Trees) 7. Irrigation 8. Goal posts	\$198,000.00																								
Powell Reserve	1. BBQ 2. Exercise Equipment 3. Gazebo & seating 4. Park signs	\$100,000.00																								
Len McTaggart Park	Playground shade sail	\$30,000.00																								

Public Open Space Cash in Lieu Expenditure Plan

Jan 2018 – Dec 2020

POS Reserve	Description of Works	Amount	2017 / 18						2018 / 19						2019 / 20											
			Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec
COOLBELLUP																										
Perdita Park	1. Playground shade sail 2. Landscaping (trees) 3. Irrigation to garden beds	\$40,000.00																								
Rinaldo Park	1. Exercise Equipment 2. Gazebo, seating & connecting path	\$67,000.00																								
Tempest Park	1. Gazebo, seating & connecting path 2. Landscape (Trees)	\$60,000.00																								
HAMILTON HILL																										
Watterton Park	1. Solar lighting to path 2. Playground shade sail	\$40,000.00																								
HAMMOND PARK																										
Botany Park	Playground equipment	\$29,000.00																								
JANDAKOT																										
Fairway Park	1. Playground 2. Playground shade sail 3. Landscape (Trees) 4. Irrigation	\$138,000.00																								
Yarra Vista Park	1. Exercise Equipment 2. BBQ 3. Shelter, seating & connecting paths	\$100,000.00																								
Turnbury Park	1. Landscape (Trees) 2. Irrigation to trees	\$20,000.00																								
MUNSTER																										
Albion Reserve	1. Football Goals 2. Half-court Basketball pad 3. Exercise Equipment 4. BBQ 5. Footpaths 6. Landscape (Trees) 7. Irrigation	\$150,000.00																								
Hagan Park	1. Exercise Equipment 2. BBQ 3. Picnic Shelter and seating 4. Footpaths 5. Landscape (Trees)	\$150,000.00																								
Mervyn Bond Park	1. Picnic Shelter and seating 2. Landscape (Trees) 3. Irrigation	\$100,000.00																								
Mihaljevich Park	1. Landscape (Trees) 2. Irrigation	\$20,000.00																								

17.4 RFT24-2017 - LANDSCAPE MAINTENANCE SERVICES (PUBLIC OPEN SPACE & LANDSCAPE AREAS) PORT COOGEE DEVELOPMENT

Author(s)	L Vieira
Attachments	<ol style="list-style-type: none">1. RFT24-2017 - LANDSCAPE MAINTENANCE SERVICES - Consolidated (CONFIDENTIAL)2. RFT24-2017 - LANDSCAPE MAINTENANCE SERVICES - Consolidate Price Schedule (CONFIDENTIAL)

RECOMMENDATION

That Council accept the Tender submission from Horizon West Landscape & Irrigation Pty Ltd for RFT 24/2017 Landscape Maintenance Services (Public Open Space & Landscape Areas (Port Coogee), for a period of three (3) years from the date of commencement for the total estimated lump sum contract value of \$718,160 (Ex GST), in accordance with the submitted estimated total lump sum and the Schedule of Rates for determining variations and/or additional services.

Background

The City requires the services of a suitably qualified and experienced Landscape Maintenance Contractor for hard and soft landscape and irrigation maintenance services to maintain and improve the amenity of the public open space and landscaped areas of the designated sites within the Port Coogee Development.

The scope of works includes but is not limited to maintenance of turf, landscaped garden beds and streetscapes, mulching, tree pruning and irrigation maintenance. Tender Number RFT24-2017 Landscape Maintenance Services (Public Space & Landscape Areas) Port Coogee Development, North Coogee was advertised on Wednesday 6 September 2017 in the Local Government Tenders Sections of The West Australian newspaper. It was also displayed on the City's E-Tendering website between Wednesday 6 September 2017 and Thursday 21 September 2017.

Submission

The Request for Tender closed at 2:00pm (AWST) Thursday, 21st September 2017. Eight (8) submissions were received from the following companies:

Tenderer's Name:	Registered Business Name
GAS Assets Pty Ltd	Gecko Contracting Turf & Landscape Maintenance
Green Options Pty Ltd	Green Options Pty Ltd
Horizon West Landscape & Irrigation Pty Ltd	Horizon West Landscape & Irrigation
Landscape Elements Pty Ltd	Landscape Elements Pty Ltd
Phase 3 Landscape Construction Pty Ltd	Phase 3 Landscape Construction
Sanpoint Pty Ltd	LD TOTAL
Skyline Landscape Services Pty Ltd	Skyline Landscape Services WA Pty Ltd
Turfmaster Pty Ltd	Turfmaster Facility Management

Report

Compliance Criteria

The following criteria were used to determine whether the submissions received were compliant:

	Compliance Criteria
A	Compliance with A03 – RFT24-2017 - Conditions of Responding and Tendering
B	Compliance with B01 – RFT24-2017 - Specifications
C	Provision of Respondent's Contact Person's details
D	Provision of list of Sub-Contractors
E	Compliance with Financial Position requirements
F	Compliance with Insurance requirements and provision of details
G	Completion of Qualitative Criteria
H	Compliance with Price basis
I	Compliance with and completion of the Price Schedule (incl. breakdown of Lump Sum) B02 – RFT24-2017 – Price Schedule
J	Compliance with ACCC Requirements and completion of A04 – RFT24-2017 – Certificate of Warranty.
K	Acknowledgement of any Addenda issued.

Compliant Tenderers

Procurement Services undertook the initial compliance assessment and all eight (8) submitted Tenderers were deemed compliant and released for evaluation.

Evaluation Criteria

Evaluation Criteria	Weighting Percentage
Demonstrated Experience	20%
Key Personnel Skills and Experience	20%
Tenderers Resources	10%
Sustainability	10%
Tendered Price	40%
TOTAL	100%

Tender Intent / Requirements

The City requires the services of a suitably qualified and experienced Landscape Maintenance Contractor for the provision of regular and thorough hard and soft landscape and irrigation maintenance services to maintain and improve the amenity of the public open space and landscaped areas of the designated sites within the Port Coogee development.

Evaluation Panel

Name	Position & Organisation
Mr Lou Vieira	Parks Manager (Chairperson)
Mr Andrew Lefort	Manager, Statutory Planning
Ms Alison Waters	Parks Operations Coordinator
Mr Lee Haining	Facilities Technical Officer
<u>Probity Role Only</u>	
Mr Stephen White	Contracts Officer

Scoring Table

Tenderer's Name	Percentage Score		
	Non-Cost Evaluation	Cost Evaluation	Total
	60%	40%	100%
Green Options Pty Ltd	37.40%	40.00%	77.40%
Horizon West Landscape Constructions Pty Ltd**	39.00%	36.50%	75.50%
Sanpoint Pty Ltd	39.73%	35.68%	75.41%
Landscape Elements Pty Ltd	37.38%	35.31%	72.68%
Skyline Landscape Services Pty Ltd	37.25%	35.00%	72.25%
Phase3 Landscape Construction Pty Ltd	31.73%	27.46%	59.18%
GAS Assets Pty Ltd	41.83%	12.43%	54.26%
Turfmaster Pty Ltd	35.00%	15.59%	50.59%

**** Recommended Submission**

Evaluation Criteria Assessment

Demonstrated Experience

GAS Assets, Sanpoint, Horizon West Landscape Constructions and Landscape Elements received high scores with enough detail in their submissions to satisfy the panel of their experience in managing large scale landscape maintenance contracts for a number of local government authorities. The submissions detailed experience in maintaining POS and garden bed areas to a high presentation level and irrigation maintenance to ensure sustained turf and plant growth. In addition, they all supplied satisfactory responses to contingency measures ensuring the tender deliverables will be achieved.

Responses in this category from Green Options, Skyline Landscape Services, Turfmaster and Phase 3 Landscape Construction lacked the level of detail to demonstrate their credentials in this criterion. These companies were unable to clearly outline the delivery of landscape maintenance services to high profile estates with other West Australian Local Governments.

Key Personnel Skills and Experience

All tender submissions satisfied the panel that their staff and company structures can adequately comply with and deliver the works described in the tender specification. Details on key personnel and their experience were listed by each tenderer and what role was to be performed by each. The assessment for each tenderer under this criterion was similar, reflecting the evenness of the scores.

Tenderers Resources

The weighting applied to this category reflects the importance of providing adequate detail in their submissions regarding the age, suitability, condition and quantity of plant and equipment to fulfil the requirements of the tender. Horizon West Landscape Constructions, GAS Assets, Sanpoint, Skyline Landscape Services, Turfmaster and Landscape Elements scored highest in this category reflecting the capacity of their business to deliver the works through the range and condition of their key resources.

Phase 3 Landscape Construction and Green Options submissions lacked the necessary detail to inform the panel they could provide the required resources and contingencies measure to comply with the specification of the tender.

Sustainability

All tenderers provided a minimum level of detail within this criterion on their sustainability achievements, awards and contribution to social benefits which was reflected in low scores across the board.

Summation

Green Options Pty Ltd ranked the highest overall in combined Qualitative Criteria and Price due to their low tender price. However, Green Options Pty Ltd lack of detail in addressing the Local Government grounds experience and resources underlined an average performance in their qualitative score.

Taking in consideration all submitted responses against the criteria, the evaluation panel recommends that Council accepts the submission received from Horizon West Landscape & Irrigation Pty Ltd as being the most advantageous to deliver Tender No. RFT 24-2017 – Landscape Maintenance Services (Public Open Space & Landscape Areas (Port Coogee), for a period of three (3) years from the date of commencement for the total estimated lump sum contract value of \$718,160 ex GST exclusive, in accordance with the submitted Schedule of Rates; and the additional schedule of rates for determining variations and/or additional services.

Referees confirmed Horizon West Landscape & Irrigation Pty Ltd had the capability to deliver the Landscape Maintenance Services as outlined in the specification.

The recommendation is based on the following key elements:

- Well demonstrated experience in performing similar work for similarly sized contracts,
- A range of personnel that have experience in managing the services associated with the requirements of the contract;
- Having the required resources and contingency measures to undertake the works; and
- Provide the best overall value for money.

Strategic Plans/Policy Implications

City Growth

Maintain service levels across all programs and areas

Community, Lifestyle & Security

Create and maintain recreational, social and sports facilities and regional open space

Leading & Listening

Ensure sound long term financial management and deliver value for money

Budget/Financial Implications

In comparing the submitted pricing schedule, it was noted that each tenderer listed different levels of service for the Cockburn Road Median Island making cost assessment difficult. This cost component was excluded from the assessment but following the adoption of the preferred tenderer a minor variation will be executed.

The tendered price submitted for Landscape Maintenance Services (Public Open Space & Landscape Areas (Port Coogee), amounts to \$239,386.60 GST exclusive per annum. This expenditure amount falls within the 2017/18 Port Coogee Special Area Rate budget allocation distributed across 12 Parks and Streetscape OP accounts totalling \$625,279.24.

Legal Implications

Section 3.57 of the Local Government Act 1995 and Part 4 of the Local Government (Functions and General) Regulations 1996.

Community Consultation

N/A

Risk Management Implications

Failure to adopt the tender will result in the public open space and streetscapes not being maintained to a level which is functional and usable by the community. Parks are maintained to ensure they are continually accessed, reach their anticipated lifespans to ensure compensation claims to the City are minimised.

Advice to Proponent(s) / Submissioners

The Proponent(s) and those who lodged a submission on the proposal have been advised that this matter is to be considered at the 14 December 2017 Ordinary Council Meeting.

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

Nil

17.5 KAREL AVENUE UPGRADE

Author(s)	C Sullivan
Attachments	1. Karel Avenue Upgrade ↓ 2. Karel Avenue Duplication - Preliminary Estimates (CONFIDENTIAL)

RECOMMENDATION

That Council

- (1) brings forward from 2025/26 to 2018/19 a funding allocation within the adopted Long Term Financial Plan of \$2.00M in municipal funding specifically for the section of Karel Avenue duplication between Farrington Street and the Roe Highway Reserve and includes this within the next review of the Long Term Financial Plan due next year;
- (2) authorise City officers to enter into an agreement with the Main Roads WA for the delivery of the project based on a contribution of \$2.00M of municipal funds from the Roads & Drainage Infrastructure Reserve with the delivery of the project entirely by Main Roads WA;
- (3) authorise the Chief Executive Officer to enter dialogue with Jandakot Airport Holdings on the duplication of Karel Avenue from the Rail Reserve to the intersection of Berrigan Drive and Karel Avenue; and
- (4) include this project in the capital works program to be developed for the 2018-19 Municipal Budget.

Background

The upgrade of Karel Avenue between Farrington Road and Berrigan Drive is a project that was included in the group of major road and rail projects announced in May 2017 by the State Government.

The project is part of the Main Roads WA (MRWA) portfolio and was advertised on the MRWA website. The scope of works is shown on the image below which is an extract from the MRWA website information. A more detailed concept layout of the proposed works has been provided by the MRWA on 4 December 2017 and is included for reference as Attachment 1.

The MRWA advertised for Expressions of Interest (EOI) for construction of the project on 1 December 2017 with closure of submissions in late January 2018. A short list of tenderers will be given final design for pricing by mid-March 2018 with award of tender in June 2018. Construction is expected to begin in late 2018.



Submission

N/A

Report

The City became aware of the project in May 2017 with a budget allocation of \$15.0M. Based on the advertised scope of work this level of funding was always going to be problematic, with the project also

only referring to the Roe Highway section. By early October, the MRWA had developed a concept design for the full duplication of the road, bridge and approach connections at either end, with a preliminary cost estimate of the order of \$29 million. The project will be delivered by the Metropolitan Road Improvement Alliance (MRIA) and a project business case was being produced.

Following further design review by early November 2017 a revised cost estimate and scope of work had been prepared and was discussed between the City of Cockburn, MRWA, Public Transport Authority and Jandakot Airport Holdings (JAH) at a meeting on 2 November 2017. The estimate costs of each component, shown at Attachment 2 (Confidential), were discussed.

The City noted that the duplication of Karel Avenue had been identified on its Long Term Financial Plan as a future project, not planned until 2025/26. However, with the opportunity to coordinate with the total project delivery by MRWA, early funding would assist the delivery of the project. Based on this, it is recommended that the City bring forward a financial contribution of \$2 million. If approved by Council, this will be incorporated into the capital program for the 2018-19 municipal budget, when developed next year. A legal agreement would then be entered into between the City and MRWA to this effect the delivery of the project.

MRWA are committed to funding the bridge works and all road works within the Roe Highway. The PTA has also indicated it will fund part of the bridge over the rail reserve, which is due for reconstruction as part of the extension of the Thornlie train line to Cockburn Central. However, if the southern end of Karel Avenue connecting with Berrigan Drive is not duplicated at the same time, the State Agencies have advised they would not duplicate the rail bridge. Not duplicating the rail bridge would save the State around \$4.6 million; however, any subsequent effort to duplicate this section in future years would be at a significantly higher cost. Closing the rail line, remobilising construction teams, etc. could well see that component costing double the current estimate.

When the City entered into the agreement with JAH for the reconstruction of Berrigan Drive and the construction of Pilatus Road into the airport, the parties understood that any future upgrade of the Berrigan / Karel intersection would be at the cost of JAH. However, the ideal outcome would be for this component of the works to be undertaken as part of the project.

In order to help facilitate this component of the project it is proposed the City's Administration meet with JAH and look at funding options. If there is a commitment to funding of the section south of the rail reserve the MRWA EOI has the flexibility to allow for full construction of the proposed scope of works.

Strategic Plans/Policy Implications

Moving Around

Improve connectivity of transport infrastructure.

Community, Lifestyle & Security

Provide for community facilities and infrastructure in a planned and sustainable manner.

Leading & Listening

Deliver sustainable governance through transparent and robust policy and processes.

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

Budget/Financial Implications

The current Long Term Financial Plan was approved by Council at the June 2016 Ordinary Meeting of Council and shows the duplication of Karel Avenue – Berrigan Drive to Farrington Street occurring in 2025/26. The project is shown as municipal funded under Special Road Projects. Council will need to bring this project forward into 2018-19 when it reviews the Long Term Financial Plan next year and include it within the 2018-19 municipal budget. Sufficient funding is currently held in the Roads & Drainage Infrastructure Reserve to cover the City's contribution towards the project.

Legal Implications

A legal agreement for the funding contribution would have to be entered into between the City and the MRWA, similar to other State funding agreements for the construction or rehabilitation of roads. The City's contribution of the section of Karel Avenue between Farrington Road and the Roe Highway reserve is limited to the proposed fixed contribution.

Community Consultation

Community consultation would be carried out by the MRWA project team with the City providing assistance.

Risk Management Implications

Should the Council reject the proposal to fund the section of Karel Avenue duplication north of the Roe Highway reserve and construct at

a future time, escalating road construction costs will make the project more expensive and the opportunity lost to allow the MRWA to manage the works on site with all the associated traffic and stakeholder management.

Advice to Proponent(s)/Submissioners

The MRWA have been advised that this matter is to be considered at the 14 December 2017 Ordinary Council Meeting.

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

Nil



- LEGEND:
- PROJECT CASE
 - OPTIONAL WORKS 1
 - OPTIONAL WORKS 2



DRAFT

FILENAME: K:\ED Engineering & Design\ED03 CAD\ACAD\SKETCHES\09\9000-010-RD-SK-2017.dwg PLOT DATE: Tuesday, 28 November 2017 09:55:44 PLOTTED BY: CHA, KEVIN



METROPOLITAN ROAD IMPROVEMENT ALLIANCE
 KAREL AVENUE UPGRADE
 PLAN
 GENERAL ARRANGEMENT

DRAWING No.
 09-9000-010-RD-SK-2017

REVISION
 B

SCALE
 1:2000 AT A1

DATUM
 AHD
 PROJECT ZONE
 PCG '94

REVISION DATE
 28.11.17

18. COMMUNITY SERVICES DIVISION ISSUES

18.1 ADOPTION OF ANNUAL REPORT 2016-17

Author(s) S Seymour-Eyles

Attachments 1. City of Cockburn Annual Report 2017 [↓](#)

RECOMMENDATION

That Council adopts the 2016/17 Annual Report, in accordance with Section 5.54(1) of the Local Government Act, 1995, as shown in the attachment to the Agenda, subject to any minor information and typographical amendments being included in the final document.

Background

Council is required to accept the 2016/17 Annual Report to enable it to be available for the Annual Electors Meeting, scheduled to be held on Tuesday, 6 February 2018. The Local Government Act 1995 ('the Act') requires Council to accept the report no later than 31 December each year. Elected Members were provided with the Financial Report and Auditor's Report at the Audit and Strategic Finance Committee Meeting on 16 November 2017, the Minutes of which are presented at this Council Meeting. This report now being presented to Council will be consolidated with the Concise Financial Report in time for the Annual Electors Meeting. The full financial report will be available on the City's website.

Submission

N/A

Report

The 2016/17 Annual Report is provided in conformity with the requirements of the Act and contains:

1. Mayoral Report
2. Chief Executive Officer's Report
3. Measurement of performance data
4. Overview of Planning for the Future of the District in accordance with Section 5.56 of the Act.
5. Report in relation to the Complaints Register subject to Section 5.121 of the Act

6. Report required under Section 29(2) of the Disabilities Services Act 1993
7. Divisional Reports
8. Financial Statements (Summary) – will be consolidated in to this report in time for the Annual Electors Meeting.
9. Auditor's Report– will be consolidated in to this report in time for the Annual Electors Meeting.
10. Remuneration of Senior Employees

To comply with minimum compliance requirements of the State Records Commission Standard 2, the report also contains an update on compliance with the organisation's recordkeeping plan.

Strategic Plans/Policy Implications

Leading & Listening

Deliver sustainable governance through transparent and robust policy and processes

Budget/Financial Implications

The cost of producing 100 copies of the Report is provided for in Council's Municipal Budget.

Legal Implications

Sc. 5.54 of the Local Government Act 1995, refers.

Community Consultation

The Report will be available for public access at the Annual Electors Meeting to be held on 6 February 2018.

Risk Management Implications

The Local Government Act 1995 ('the Act') requires Council to accept the report no later than 31 December each year. The implication of not doing so is being non-compliant with the Local government Act which will result in a breach.

Advice to Proponent(s)/Submissioners

N/A

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

Nil



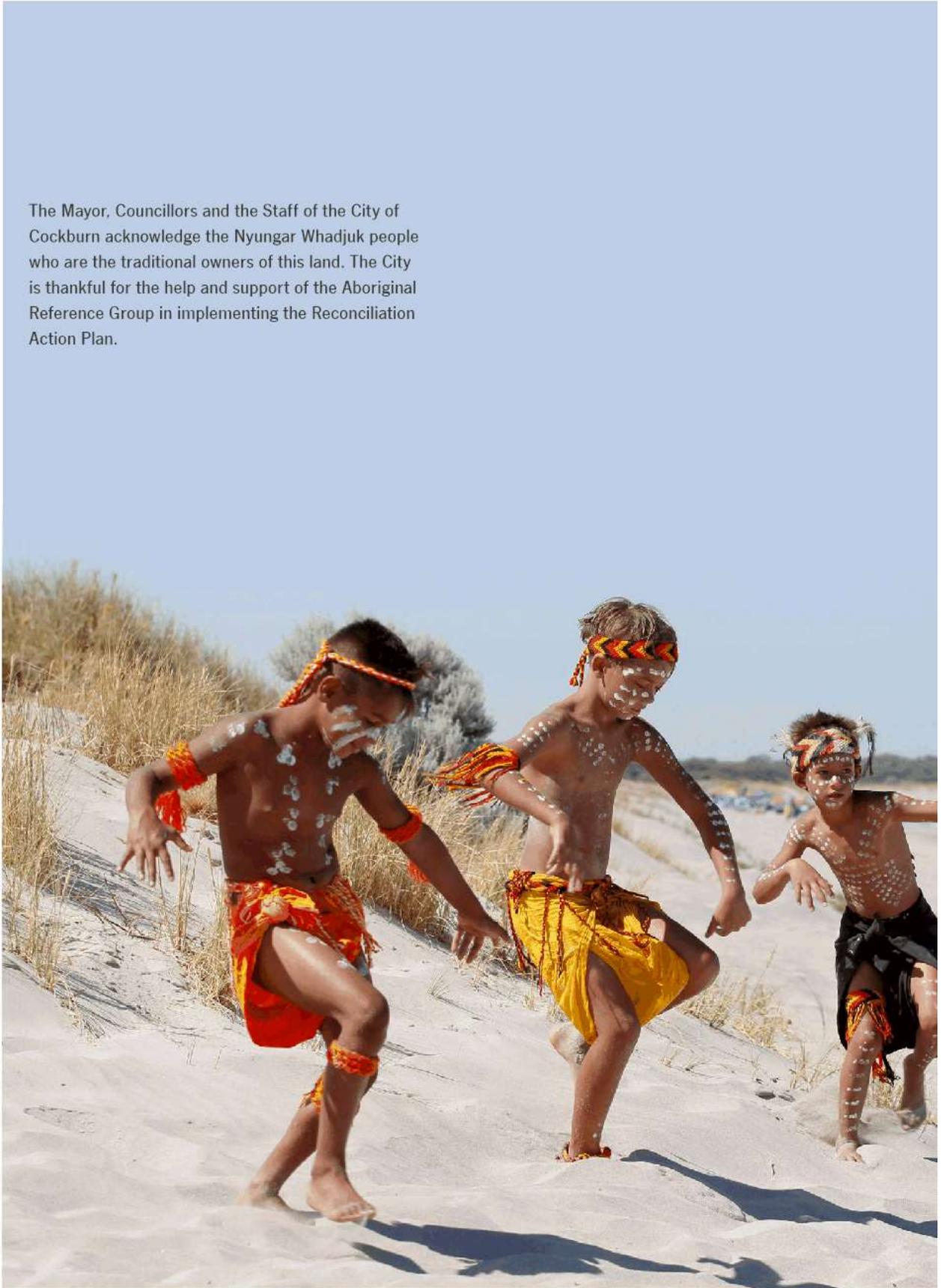
City of
Cockburn



wetlands to waves

ANNUAL REPORT 2017

The Mayor, Councillors and the Staff of the City of Cockburn acknowledge the Nyungar Whadjuk people who are the traditional owners of this land. The City is thankful for the help and support of the Aboriginal Reference Group in implementing the Reconciliation Action Plan.





ANNUAL REPORT

2017

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Left: Dancers, Coogee Beach
Front cover: Cockburn ARC

Elected Members and Executive Team 2016-17

Elected Members



Logan K. Howlett, JP
Mayor



Carol Reeve-Fowkes
Deputy Mayor



Stephen Pratt
Councillor, Central
Ward



Chamonix Terblanche
Councillor, East Ward
From October 2015



Lyndsey Sweetman
Councillor, West
Ward



Kevin Allen
Councillor, West
Ward



Philip Eva, JP
Councillor, Central
Ward



Bart Houwen
Councillor, Central
Ward



Lee-Anne Smith,
OAM
Councillor, East Ward



Steven Portelli
Councillor, East Ward

Mission Statement

Our mission is to make the City of Cockburn the most attractive place to live, work, visit and invest in, within the Perth Metropolitan area.

Executive Team



Stephen Cain
Chief Executive
Officer



Daniel Arndt
Director Planning
and Development



Charles Sullivan
Director Engineering
and Works



Don Green
Director Governance
and Community
Services



Stuart Downing
Director Finance
and Corporate
Services

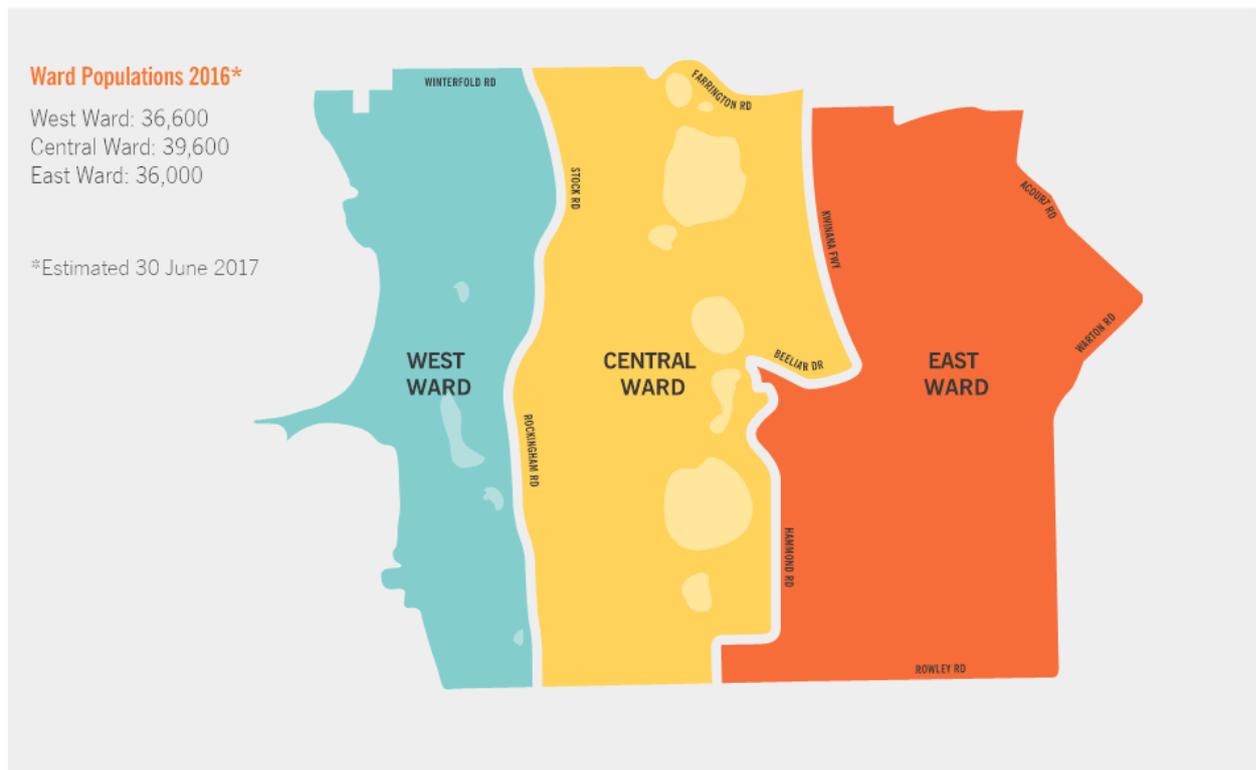


Margot Tobin
Executive Manager
Strategy and Civic
Support

Council Meeting Attendance of Elected Members 2016-17

Elected Members	Ordinary Council Meeting (11)	Special Council Meeting (6)	DAPPS (4)#	Audit and Strategic Finance Committee (4)
Mayor Logan Howlett	10	5	4	4
Deputy Mayor Carol Reeve-Fowkes	9	6	4	4
Cr Kevin Allen	8	1	N/A	2
Cr Lyndsey Sweetman	10	6	3	N/A
Cr Steven Portelli	10	6	4	4
Cr Lee-Anne Smith	8	5	N/A	N/A
Cr Stephen Pratt	10	6	2	N/A
Cr Bart Houwen	10	3	2	2
Cr Philip Eva	8	5	3	N/A
Cr Chamonix Terblanche	8	4	N/A	3

#Delegated Authorities Policies and Position Statements Committee



Mayor's Message

Right: Mayor Logan Howlett at Roe 8 protest.
Facing page: Opening of Cockburn ARC:
Hon Roger Cook MLA Deputy Premier WA,
Senator the Hon Mathias Cormann Liberal Senator WA, Mayor Logan Howlett and Mr Dale Alcock President Fremantle Football Club.



I am delighted to provide my ninth annual report statement to the Cockburn community.

The City has experienced some significant achievements in the past year. First of all, common sense prevailed when the Local Government Advisory Board recommended to the Minister for Local Government that Hamilton Hill and part of North Coogee should remain in the City of Cockburn and not be ceded to the City of Fremantle following the Greater Freo proposal initiated by a member of the community.

I hope that we have seen the last of any further pushes to carve up our great City or to amend its boundaries.

The second major outcome for the community was in regard to the construction of the Roe 8 extension that cut through the Beelihar wetlands, which many people in our community had fought against over many years. We then watched devastated, as large tracts of land were bulldozed and beautiful,

ancient trees were cut down.

Within weeks of the start of land clearing, a change of State Government brought an end to the works. The community, together with the City, is now working with Main Roads WA and other agencies to develop a program to revegetate the area. The State Government is seeking to remove Roe 8 from the Metropolitan Regional Scheme.

The City unveiled the fabulous Coogee Maritime Trail, a dive and snorkel trail featuring underwater reefs and artworks, which are the first of their kind in WA.

And then in May, after many years of planning and two years of construction, I was extremely proud to officially open Cockburn ARC, the City's state-of-the-art aquatic and recreation centre in Cockburn Central West.

The centre replaces South Lake Leisure Centre which closed after 25 years of serving the needs of the community.

At 3,200sqm it is the largest facility of its kind in Australia and is designed to accommodate up to 3000 visitors a day.

The project demonstrated the capacity of a partnership between local, state and federal government, a professional national sporting body, and an Australian public research university to deliver an integrated, environmentally sustainable community facility for people of all abilities.

The world class sustainability features include passive solar design, LED lighting, and high efficiency pool water filtration to significantly reduce total water consumption. The \$3 million investment in geothermal energy infrastructure, which heats the nine aquatic areas, will have a payback period of between 7-10 years. The massive 1MW rooftop solar installation is one of WA's largest.

As an outer metropolitan growth council the City must continue to build new infrastructure, as well as upgrade the old. It is acknowledged



that traffic continues to be the number one issue for our residents and the City's continues to plan for upgrades well in to the future. Last year the City completed significant road upgrades including the duplications of further sections of North Lake Road and Beeliar Drive. The City will spend \$11.65M on local road upgrades this year. Announcements by the Government include the construction of the Armadale Road Bridge with links to the freeway, the widening of Armadale Road including two roundabouts, the addition of an extra lane (northbound) to the Kwinana Freeway and the widening of the Karel Avenue Bridge.

Libraries are wonderful places and Success Library proved that more than once this year by winning not only the State Library of Western Australia Award for excellence for an innovative partnership approach, it also came an amazing second place in the International Federation of Library Association awards in the Green Library award category.

While our libraries already provide public WiFi access, the City rolled WiFi out to Bibra Lake Regional Playground and Cockburn ARC this year with further locations planned for 2017-18.

The City consults its community on numerous projects each year (see page 20). One such project was the Age Friendly Strategy, from which extensive consultation resulted in a set of practical actions that the City can work on to continue to build an age-friendly city.

Our community events program offered a wonderful array of free events across the year that brought many thousands in our community together. I was also pleased to unveil the new park sign at Laurie Humphreys Park, commemorating the late Laurie Humphreys JP, long-time resident, active community member and former Councillor. Signs commemorating local market gardeners and our pioneers were also erected at Smart Park and Bibra Lake.

The new regional playground at Bibra Lake opened in November. It reflects the City's rich cultural diversity and unique wetland environment. It has been hugely popular since it opened.

The City provided more than \$1M in grants last year to support community and other groups on a range of projects and events.

I acknowledge the thousands of dedicated volunteers in Cockburn who provide so much value to the community as they pursue their passions helping many on the way.

Logan K Howlett

Logan K Howlett, JP
Mayor City of Cockburn

Report of the Chief Executive Officer



Right: Port Coogee Marina
Opposite: Operations
Centre

As the City continues to grow, upgrading and developing new infrastructure has been a key priority. The past year has seen some major successes for Cockburn, notably the opening of our largest community facility and the announcement of major election commitments for our transport network.

In May 2017, the opening of Cockburn ARC, the City's new aquatic and recreation centre, was the culmination of four years' work. The \$109m facility represents a new benchmark for contemporary recreation, community, elite sporting and educational facilities. It is also home to the Fremantle (Dockers) Football Club team, which includes the club's AFL womens team.

Apart from the health and social benefits of this facility, it will provide employment and training opportunities and an estimated annual economic injection of \$12m to the City.

Staff at South Lake Leisure Centre held a farewell event for the

community when the centre closed, a time of reflection as some staff and residents had been with the centre since it opened 25 years ago. The City has since gifted the facilities to the Department of Education for use by Lakelands Senior High School.

A draft Community Sport and Recreation Facilities Plan was developed last year after significant community consultation. The plan, which covers a period until 2031, will go to Council in 2017-18. The City aims to expand and develop a range of recreation, cultural and sporting facilities, with an estimated value of over \$200m, in the next 15 years.

Our annual Community Scorecard Survey demonstrated that traffic remains the number one priority issue for residents and business. To address this, the City continues to prioritise investments in its road programs and advocate for improvements to public transport. With the majority of traffic issues around the Cockburn Central/

Armadale Road area, the cities of Cockburn and Armadale ran three highly visible joint electoral campaigns over the past two years, under the banner of 'Community Connect South'.

The outcome of this campaigning was significant; \$145m committed to widen Armadale Road commencing in 2018; \$237m for a new bridge with freeway connections at Cockburn Central and \$49m provided for widening the north-bound lane of Kwinana Freeway, commencing in 2019-20. These improvements will substantially improve traffic around Cockburn Central.

Complementing these projects have been improvements to the public transport system. The Aubin Grove train station and bus interchange opened in April 2017, including a 2,000 bay commuter carpark. The recent announcement that the State government will also invest \$700m to extend the Thornlie train line to Cockburn under its Metronet program will further improve public



transport access for residents in coming years.

On the other side of the City, Landcorp's Shoreline precinct on the Cockburn Coast now has its first properties under construction in an area that will be home to 10,000 people over the coming two decades.

During the year, the Port Coogee Marina was transferred from Frasers Property Group to the City and we now manage the facilities and services on-site. Ultimately, the marina will provide for around 300 boat pens.

When Cockburn's works depot first opened in Bibra Lake nearly 40 years ago, the population was about 30,000 – a fraction of today's 116,500 estimate.

The former Town has matured into a City, catering for a contemporary population which uses countless community facilities, parks, roads and municipal services.

To better provide these services, the City built a new \$11.5m Operations

Centre and Animal Management Facility at the Wellard Street site, which opened in July 2017. The animal facilities are state-of-the-art, setting a benchmark for local government in animal care in our State.

The City continues to roll out its three waste bin program to all residential properties over 400m². A third bin will allow garden waste to be separated from the general waste stream and processed into high quality mulch. 'Source separation' is the most effective waste management tool for reducing waste processing costs and increasing recycling rates. The program roll-out will take three years and allow the City to explore other changes in waste disposal, such as Energy from Waste.

The City continues to progress its urban revitalisation projects in Phoenix (Spearwood), Hamilton Hill, Coolbellup and more recently, the Lakes area, encompassing the suburbs of Bibra Lake, North Lake and South Lake. Works last year

included the recent upgrades to the Simms Road shopping centre area in Hamilton Hill and tree and landscaping work in Coolbellup. The \$3m children's regional playground was also opened at Bibra Lake.

The City survived another bid to alter local government boundaries – with a proposal by a few residents to transfer the suburbs of Hamilton Hill and North Coogee to the City of Fremantle. The City and Elected Members along with a larger and vocal majority of residents once again provided a forceful response. The Local Government Advisory Board resolved that there would be no benefit to the community at large and rejected the proposal. Despite the many hours of work that went into this campaign, once again Cockburn's spirit triumphed and our connected City remains intact.

Stephen Cain
Chief Executive Officer

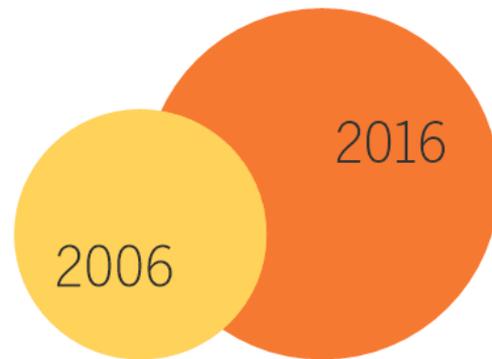
City of Cockburn Annual Report 2017

Demographic Data

City Growth at 2016

111,787*
Population

*annual resident population
Source: Forecast ID.



35

Median age



50%

Of all families were couples with children



46.4%

Households with mortgage



25%

Households renting



14.7%

Of all residents attending education 14.7% were attending University



\$1,756

Median weekly household income



\$380

Median weekly rent



6.67

Population density - persons by hectare

City of Cockburn Population 2016

Population Change by Age from 2011 to 2016



+795

Babies and pre-schoolers (0 to 4)

2016 7,581

+1,390

Primary schoolers (5 to 11)

2016 8,316

+330

Secondary schoolers (12 to 17)

2016 7,087

+682

Tertiary education and independence (18 to 24)

2016 9,316

+2,701

Young workforce (25 to 34)

2016 16,800

+3,036

Parents and homebuilders (35 to 49)

2016 23,959

+2,080

Older workers and pre-retirees (50 to 59)

2016 12,585

+1,931

Empty nesters and retirees (60 to 69)

2016 9,121

+1,354

Seniors (70 to 84)

2016 6,552

+485

Elderly aged (85 and over)

2016 1,430

+14,784

Total population change

2016 104,467



Source: Forecast ID



Cultural Diversity in Cockburn

Australian Census 2016 results show that the City of Cockburn is becoming increasingly diverse. In 2011, 45 per cent of our residents had both parents born overseas. This has increased by 12 per cent in 2016 to 45 per cent which is above the average percentage for Western Australia (40 per cent).

In 2011, the census showed that about 24 per cent of the Cockburn population spoke a language in addition to English at home. This increased by 5 per cent in 2016 to 26 per cent which is again above the average for Western Australia (19 per cent).

Diversity statistics in Cockburn from the 2016 census

The most common ancestries were English (25 per cent), Australian (21 per cent), Italian (7 per cent), Irish (6 per cent) and Scottish (6 per cent).

The most common countries of birth were Australia (60 per cent) England (7 per cent), New Zealand (3 per cent), Philippines (2 per cent), South Africa (2 per cent) and India (2 per cent).

25.5 per cent of people spoke languages other than English at home.

Other languages spoken at home included Mandarin (3 per cent), Italian (2 per cent), Croatian (1 per cent), Portuguese (1 per cent) and Tagalog (1 per cent).

44.5 per cent of people had both parents born overseas while 34.5 per cent of people had both parents born in Australia.

The most common responses for religion were No Religion (32 per cent), Catholic (29 per cent), Anglican (11.5 per cent), Not Stated (9 per cent) and Christian (3 per cent).

Christianity was the largest religious group reported overall (58.4 per cent).

Given this significant diversity, the City of Cockburn's Strategic Community Plan (2016-2026) is committed to 'continue to celebrate the significance of cultural, social and built heritage including local Aboriginal and multicultural groups'.



Above: Community event
Opposite: Rio Olympics Ambassador Deborah Tsai and Mayor Logan Howlett

Achievement of Community Objectives

Strategic Community Plan

The City's Strategic Community Plan 2016-2026 sets the strategic direction for the organisation. A formal review of the plan including community consultation is undertaken every four years while it is also considered internally every two years. The Corporate Business Plan 2016-2020 maps key priorities, projects, services and actions. There were no modifications made to the Strategic Community Plan during the financial year and no significant modifications to the Corporate Business Plan.

The Strategic Community Plan has five key community objectives:

City Growth

Moving Around

Community, Lifestyle and Security

Economic, Social and Environmental Responsibility

Leading and Listening

The City measures its achievements of these plans by using a number of methods. Below are some key highlights from 2016-2017, with the majority of projects that demonstrate the City's achievements documented throughout this report.

Other measures that demonstrate the City's progress towards the achievement of the objectives outlined in the Strategic Community Plan include:

Community scorecard results, customer satisfaction survey results, awards, visitors, jobs and labour statistics, community engagement, the State of Sustainability Report and the Internal Audit Report. These are reported below, together with a brief overview of the year ahead and a snapshot of key Corporate Business Plan initiatives.

Highlights from the year

City Growth

Planning for the City's population growth while maintaining our strong financial position

- Developed a five-year Land Management Strategy
- Prepared and adopted the Cockburn Central East and Treeby District Structure Plans
- Prepared, advertised and adopted the Phoenix Activity Centre Structure Plan
- Automated the provision of building data to the Building Commission to facilitate up-to-date information
- Introduced BPay for building services and developed paperless receipts for Landgate requests to improve productivity.

Moving Around

Facilitating safe, efficient, connected and sustainable movement around the City

- Southern Corridor Alliance – a group of councils calling for the development of the Outer Harbour as a way of creating jobs, attracting industry and stimulating economic growth for over 400,000 residents
- Community Connect South campaigns secured \$431m for the construction of a bridge over Kwinana Freeway and the duplication of Armadale Road
- Developed public information campaigns and education resources about traffic congestion, road safety and alternative transport mode choices to reduce the dependency on private vehicles
- About 50 staff and residents attended decongestion workshops in November 2016 to provide input so the City can better manage traffic congestion by supporting alternative means of transport, particularly around Cockburn Central and other activity centres.
- Bike and Walk Plan – draft completed – this new plan will provide a strategic direction for the development of cycling in the City of Cockburn. The plan will address new priorities and incorporate contemporary best practice for the continued design and implementation of bicycle infrastructure, as well as a pedestrian network across the City to accommodate the needs of the whole community based on where they want to walk and ride

- The City worked closely with Main Roads WA on the upgrade of the intersection of Lyon and Gibbs Roads to improve traffic flow along Russell Road and Gibbs Road, associated with traffic from the new Aubin Grove rail station. The City will implement local parking controls as patronage of the rail station increases
- The City implemented works to facilitate the opening of Aubin Grove train station – including traffic management plans, road duplication, and a local area parking strategy.

Community, Lifestyle & Security

Providing safe, attractive, healthy programs and infrastructure for a diverse range of activity and people

- Opened Cockburn ARC, the City's award-winning Aquatic and Recreation Centre
- Opened the Bibra Lake Regional Playground and Changing Place Facility
- The City's CCTV network increased by 206 cameras to 325, primarily installed around Cockburn ARC, Bibra Lake Regional Playground, Port Coogee Marina and Cockburn Central
- Commenced work on the new Cockburn Bowling and Recreation Facility at Yangebup including development of a management model
- Introduced public WiFi to Cockburn ARC and the Bibra Lake Regional Playground.

Economic, Social & Environmental Responsibility

Enabling a sustainable future economically, socially and environmentally including business activity, job opportunities and sustainable use of resources

- Developed an Urban Forest Plan and a City-wide Street Tree Master Plan
- Continued with the roll-out of a third bin for households and rolled out recycle bins to public parks
- Started to embed social procurement into the culture of the organisation, resulting in some early successes and an award
- Completed stage three of the Cockburn Sound Coastal Alliance (CSCA's) Coastal Hazard Risk Management and Adaptation Plan project. A final Adaptation Plan Report and individual Adaptation Plans for the four member local governments were developed.
- Installed a polystyrene compaction machine at Henderson Waste Recovery Park so that compressed polystyrene can be sold and recycled.

Leading & Listening

Being accountable to our community and engaging through multiple effective communication channels

- Embarked on workforce succession planning to ensure that the City can continue to meet its mission and deliver on its values, including excellence and customer service
- Held the first community forum on the budgeting process
- Opened an upgraded operations centre and centralised engineering staff at the centre to better cater for future City needs. The new centre incorporates upgraded telecommunications facilities and improved disaster recovery technology
- Commenced a program of operational benchmarking with other local governments to ensure the delivery of continuous improvement and value for money
- Engaged with community, sporting and cultural groups to respond to a boundary change proposal (a proposal which was subsequently rejected by the Local Government Advisory Board).

City of Cockburn Annual Report 2017

Community Scorecard Results 2017

The City annually measures residents' perceptions of the City's services, infrastructure and facilities to gauge satisfaction levels. This year's independent survey was undertaken by Catalyse in April using a representative sample of our residents. The percentage (%) relates to the percentage of people who rate the performance as okay, good or excellent. These measurements relate back to the City's key objectives which are outlined on page 14 and covered in more detail in the City's Strategic Community Plan.

Customer Satisfaction Results

The City undertakes independent customer satisfaction surveys across a number of service units each year. The percentage of satisfied customers is reported in this report under the relevant service unit. These were conducted by Research Solutions. The percentage relates to the number of customers who scored the service six or more out of 10.

Results from the Community Scorecard – 2017

Overall performance	% of population satisfied with
The City as a governing organisation	69
Sport and recreation facilities	72
Maintenance of local roads	63
Customer service	68
Preservation and promotion of local history and heritage	67
Management of the environment	66
Safety and security	59
Mobile security patrols	60
Access to housing that meets community needs	64
Promotion and adoption of sustainable practices	66
Community buildings, halls and toilets	67
Streetscapes	57
Footpaths and cycleways	59
Development of their local area	55
Traffic management (36% of residents cite traffic as their priority issue)	51
The community	
Enjoy living in the City of Cockburn	78
Agree that the City has developed and communicated a clear vision	61
Feel included and connected to the community	63
Agree that the City has a good understanding of the community's needs	64

Awards and Achievements

Awards	Category
2015-2017 Heart Foundation Recognised Healthy Workplace	Highly Commended, Gold Standard Healthy Workplace
2016 National Growth Areas Alliance	Winner, Building Connections - Bibra Lake Regional Playground
2016 Annual Western Australian Disability Enterprises (WADE) Event	Certificate of Appreciation - Working with WADE
2016 Japanese Foreign Minister's Commendation Certificate	In recognition of the City's ongoing commitment to commemorating Hiroshima Day, and for the promotion of mutual understanding between Japan and Australia
2017 Parks & Leisure Australia Regional Awards of Excellence	High Commendation, Playspace Award (>0.5m) Bibra Lake Regional Playground
Institute of Public Administration Australia (IPAA) WA Achievement Awards 2017	Winner, Best Practice in Collaboration Between Government and Non-Government Organisations
IFLA International Systematic Public Library of the Year Award	Shortlisted, Success Library
ALIA Australian Library Design Award 2017	Highly Commended, Success Library
2017 Waterwise Business Recognition	Gold Waterwise Council Status, City of Cockburn
Public Health Advocacy Institute of Western Australia 2016	Overall Winner, 2016 Children's Environment and Health Local Government Report Card Project
Public Health Advocacy Institute of Western Australia 2016	Winner, Climate Change
Public Health Advocacy Institute of Western Australia 2016	Winner, Shade in Public Spaces
Public Health Advocacy Institute of Western Australia 2016	Winner, Promoting Healthy Behaviours
Public Health Advocacy Institute of Western Australia 2016	Commendable, Children's Consultation
Urban Development Institute of Australia (WA) 2016 Awards for Excellence	Winner, Residential Development Under 250 Lots - Eliza Ponds, entered by MMJ Real Estate
Urban Development Institute of Australia (WA) 2016 Awards for Excellence	Winner, Urban Renewal - The Playgroup at Coolbellup, entered by Lendlease and LandCorp



The City is awarded for embracing social procurement through the engagement of Intelife, an agency that provides supported employment opportunities for people with disability. Adam and Nathan clean barbecues across Cockburn.

Opposite: Nathan Searle and Adam Coore are employed to maintain public facilities. The City received a Certificate of Appreciation - Working with WADE award.

City of Cockburn Annual Report 2017



Above: Business in Cockburn

VISITORS, JOBS AND LABOUR

Visitors

Number of visitor nights to the City of Cockburn 2012–2016

Year	International Visitor Nights	Domestic Visitor Nights
2015-16	520,532	807,523
2014-15	551,837	-
2013-14	283,860	-
2012-13	602,969	-

Source: Tourism Research Australia. Unpublished data from the National Visitor Survey and International Visitor Survey 2016.

Note: Represents unavailable data or data that has been suppressed due to a sample size of 40 or less

International visitors – five-year total – reason for stay and average length of stay

City of Cockburn 2011-12 to 2015-16	City of Cockburn				Western Australia			
	Visitors	Visitor nights	%	Average length of stay (days)	Visitors	Visitor nights	%	Average length of stay (days)
Visiting friends and relatives	34,721	833,834	51.7	24	1,799,718	30,563,752	25.9	17
Holiday	19,108	528,526	28.5	27.7	3,567,968	44,886,870	51.4	12.6
Business	-	-	-	-	668,478	10,140,413	9.6	15.2
Education	2,855	340,102	4.3	119.1	298,380	22,169,156	4.3	74.3
Employment	5,137	466,252	7.7	90.8	438,365	25,507,452	6.3	58.2
Other reason	-	-	-	-	174,774	4,268,684	2.5	24.4
Total	67,110	2,470,465	100	36.8	6,947,686	137,536,329	100	19.8

Source: Economy ID from Tourism Research Australia. Unpublished data from the International Visitor Survey 2015.

Note: represents unavailable data or data that has been suppressed due to a sample size of 40 or less. A five-year aggregate is used to minimise the figures which need to be suppressed, although sample sizes may still be too small for various categories

Full-time equivalent employment (No. people)

2015-16	2010-11	Change 2010-11 to 2015-16
40,265	33,763	+6,502

Manufacturing followed by construction are the industries that employ the greatest (40.3% of total) number of residents in the City of Cockburn

Source: National Institute of Economic and Industry Research (NIEIR) ©2016. Compiled and presented in economy.id by .id, the population experts. Note: FTE employment is derived from Census data but has been corrected for the known undercount of employment in the Census

Source: Australian Bureau of Statistics, Census of Population and Housing 2006 and 2011. Compiled and presented by .id, the population experts

City of Cockburn Annual Report 2017

Community Engagement

The City undertakes community engagement throughout the year to seek feedback on various initiatives and to inform the community of its priorities.

The City's focus is to inform, consult and provide opportunities for active participation in Council projects and activities.

The City uses workshops, direct mail, newspaper advertisements, Facebook, Twitter, the City's website and an online community hub, (Comment on Cockburn) to seek feedback.

Over the past 12 months, the City has attracted community input via its community hub, 'Comment on Cockburn' through:

- 85 engagement projects
- 31,400 visits to the site
- 1,863 registered participants
- 1,068 survey responses and 3,533 people involved in quick polls.

Major engagement was undertaken last year for the following:

Dog parks

Community input into suggested locations for fenced dog parks. Ongoing

Shark barrier

Should the shark barrier at Coogee Beach stay or go? Strong support to stay

Citywide resident surveys

Community scorecard and Customer Satisfaction surveys

Wyola wreck

Consulted one-on-one and then publicly about whether the wreck should stay or go. Strong support to stay

Boundary changes

Successful community campaign to oppose a boundary change proposal to the north of the City

Wards and boundaries

As required by Local Government Act, options released for redrawing ward boundaries. Amendments were made and are now in place.

Jandakot Road, including fauna and flora surveys

Public meetings and online surveys to choose the best route for any road upgrade to improve safety. Ongoing

Bibra Lake Skate Park

Sought input from residents groups, schools, skate boarders and others about the proposed upgrade of the skate park and recreation facilities

Reconciliation Action Plan

Hosted over NAIDOC Week, surveys and discussions about the priorities for Aboriginal people

Structure plans

Input into Cockburn Central East, The Lakes Amendment, Phoenix Activity Centre

Development applications

Various

Roe 8 rehabilitation

Working with government agencies and community groups to rehabilitate the 18 hectares of cleared land

Armadale Road bridge

Successful community campaign to lobby the incoming State Government to support the need for traffic improvements in Cockburn Central

City's new website

An opportunity for website visitors to comment on the new website's search function and other usability issues

Community and Recreation Facilities Plan

Input from sporting organisations and community groups about the City's long-term plan to upgrade and provide facilities

Western suburbs sport

Consultation about the need for more sporting facilities in the western suburbs

Sports clubs winter

Survey allowing club administrators to provide information about registered teams electronically for the first time, rather than mail

Cockburn Bowling and Recreation Facility

Liaised with residents and sports clubs about proposal for new sports facilities at Visko Park

Parking Aubin Grove

Worked with residents to manage forecast overflow parking from new train station

Median strip Berrigan Drive

Worked with Main Roads, local businesses, service station and motorists to resolve safety problems at intersection and entrance into service station

Dive trail stairs

Informed residents about the need for the stairs so that divers can safely access the Coogee Maritime Trail

**Port Coogee retirement village**

Informed residents about the closure of roads for six months during construction

Bibra Lake Regional playground closed

Informed residents about the closure of the playground for a month during maintenance works

Jarvis Park playground

Met with residents about the proposed playground for Coolbellup Park

Tree species North Coogee

Met with residents about the developer plan to landscape the park in front of residential area

Participatory budgeting

Investigated opportunities for community input into grants

Calleya community garden

Worked with developers to provide opportunity for community input into a proposed garden

Coogee Live

Sought community input into the feasibility of hosting a three-day festival at Coogee Beach

Underground power

Worked with residents groups and Western Power to assess interest in underground power in South Lake

Rail closure South Lake

Informed residents, motorists and shopping centres about the overnight closure of North Lake Road due to rail maintenance

Hamilton Senior High School

Worked with Landcorp to seek resident input into change of use from high school to residential

Feral cats, Port Coogee

Liaised with residents associations, households and animal groups about a trapping program

Boobook Lane

Consulted with residents about additional parking needs

Imlah Court

Consulted with residents about the proposed road closure, with residents recommending an improvement on the City's preference choice

Traffic closure Salty Fest

Publicised traffic closures for the event via a mail-out to residents and signage

Library marketing

Online and hardcopy survey for library users about rebranding

Success Fire Station

Worked with DFES and local residents to find a location for the new Cockburn fire station. Community did not support the suggested location. A new site is being sought

Port Coogee penholders

Liaised with penholders at the Port Coogee Marina, after the City took over the responsibility for the marina

Youth services strategy

Sought input from young people and service providers about the City's strategy.

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STATE OF SUSTAINABILITY REPORT 2016-17

The City of Cockburn's seventh annual State of Sustainability Report is a snapshot of the City's collective efforts in working towards a sustainable future for the 2016-17 financial year.

For this reporting period, the City had 77 indicators for sustainability across the organisation. The City has continued to deliver great outcomes for the community and the natural environment with over 97 per cent of Key Performance Indicators complete or significantly progressed. Only two indicators had not been progressed, due largely to change in either internal funding allocation or human resourcing.

Opposite is a snapshot of the City's sustainability progress.

Sustainability Highlights

Updated tender requirements to facilitate greater support for social procurement objectives, aiding not-for-profit organisations and providing disability support

Played a key role in replanning the regional road network to reduce traffic congestion in Cockburn Central

Continued to review the City's strategies to more effectively incorporate elements of the sustainability policy and strategy

Delivered the garden waste bin roll-out of 4,500 bins to Hamilton Hill and Leeming, allowing organic waste to be converted to higher quality compost

Maintained a 'zero emissions' fleet via the carbon offset program

Delivered more than 50 environmental and sustainability events including the Salty Fest, Sustainable Living Series and Get Wild about Wetlands program

Undertook mapping of bushland areas within the City which identified that 83% of bushland is in good or better condition

Revegetated 2.1 hectares of degraded land with 32,380 plants

An additional 5.5 hectares of infill planting was completed at existing revegetation sites which exceeded targets

Installed a Geothermal heating system at the City's new Cockburn ARC. The system will be operational in 2017-18

Installed a 900 kW PV system at Cockburn ARC – one of the largest rooftop solar systems in Western Australia.



Governance – 23 KPIs



13% in progress 87% complete

Governance is the cornerstone of the City's approach to sustainability. It enables the City to listen to and guide its residents and ratepayers in building a sustainable future.



Environment – 17 KPIs



12% not achieved 47% in progress 41% complete

The environment is the foundation for sustainability in the City of Cockburn. Our natural areas and resources must be sustainably managed now and in the future.



Society – 21 KPIs



10% in progress 90% complete

Society is at the heart of sustainability in Cockburn. Our people – from our residents, ratepayers and businesses, to schools, visitors and employees – are the driving force behind the way we develop, now and into the future.



Economy – 16 KPIs



100% complete

A viable economy underpins the sustainable development of the City and must be resilient in the face of uncertainty and risk. The City's economy is directly integrated with its society and environment.

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The Year Ahead – 2017-18

Council adopted the 2017-18 budget in June 2017

Below are examples of budgets to fund major projects and services as detailed in the Corporate Business Plan.

Project	\$ Million
Roads including Spearwood Avenue duplication, Russell/Hammond and Frankland roundabout	11.65*
Cockburn Bowling and Recreation Facility	8.6
Parks – new and improved	6.1
Hockey facility and clubrooms	4.5
Buildings upgrades and refurbishment	3.1
Bibra Lake Skate Park and Recreation Precinct	2.1
Cycle paths and footpaths	2
Community grants and donations	1.3
Free community events	0.7
Street tree planting	0.5

*includes State and Federal Government funding

Major Strategies, Plans and Studies

Below is a snapshot of major activities planned for 2017-18. They are grouped under the most relevant theme from the Strategic Community Plan.

1. City Growth

Complete a feasibility study for the Henderson Waste Recovery Park including potential for a precinct approach, relocated entrance and materials recovery facility

Review and update the Housing Affordability and Diversity Strategy

Prepare the new Local Planning Strategy and Scheme for the district.

2. Moving Around

Review and update the City's District Traffic Study 2013

Develop an integrated Transport Strategy

Develop a Parking Strategy

Develop a Bike and Walk Plan.

3. Community, Lifestyle and Security

Finalise and implement the Community, Sport and Recreation Facilities Plan

Review and develop the Youth Services Strategy

Create an Asset Management Plan for marine and coastal assets

Develop a new Disability Access and Inclusion Plan

Develop a new Reconciliation Action Plan

Conduct initial investigation into the availability of ground water and vegetation condition ratings in preparation for a Coogee golf complex

Develop a feasibility study for a strategic partnership with the South West Metropolitan Library group.

4. Economic, Social And Environmental Responsibility

Review and update the Drainage Management and Maintenance Strategy to ensure drainage management principles are agreed to across the organisation

Conduct assessment of potential uses for intercepted water from the Port Coogee groundwater interception drain

Implement eProcurement systems and processes for sourcing and evaluating, tenders and other major purchases, with associated end-user training

Develop a new Natural Areas Management Strategy

Develop and implement the City's Coastal Management & Adaptation Plan.

5. Leading And Listening

Review and update the Asset Management Strategy 2008 to ensure asset management principles are agreed to across the organisation

Introduce Council Business Papers Management System (Agendas and Minutes)

Review and update Communication Strategy and Action Plan incorporating digital communications, customer service and branding

Review and update the Waste Management and Education Strategy.

Rates Allocation

The City uses rates to fund a range of services, with the following (percentage of total spend) allocated for 2017-18

Built environment		%
	Roads, Footpaths, Cycleways, Drains & Sumps	20
	Land Development, Planning & Building Permits	5
	Parks/Infrastructure & Streetscapes	3
	Buildings, Fleet & Plant	3

People

	Recreation, Sport & Leisure	16
	Community Development – Child Care, Youth, Family, Aged/Disabled & Seniors	10
	Governance	9
	Community Safety	5
	Libraries	4
	Arts, Culture & Events	2
	Health – People & Environment	1

Other

	Waste Collection & Disposal	20
	Administration	2

TOTAL FUNDS ALLOCATED FOR 2016-17	\$130.5M
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Organisational Structure



Remuneration of Senior Employees

Annual Salary of Senior Employees

Annual Salary (\$)		No. of employees
100,000	109,999	7
110,000	119,999	9
120,000	129,999	6
130,000	139,999	1
140,000	149,999	3
150,000	159,999	3
160,000	169,999	3
170,000	179,999	1
180,000	189,999	1
200,000	209,999	1
210,000	219,999	
220,000	229,999	1
230,000	239,999	1
240,000	249,999	1
360,000	369,999	1

The above amounts include salary and motor vehicle allowances, paid leave, performance payments, higher duties, overtime (where applicable for non-contract staff), leave loading paid (for non-contract staff)



Governance and Community Services Directorate

The aim of the Governance and Community Services directorate is to improve residents' quality of life and to ensure good governance. The directorate is responsible for providing community safety and development initiatives, events, ranger services, recreation and community development, as well as communications including the operation of the Customer Contact Centre.

HIGHLIGHTS

86,017	Number of jobs Cockburn Safety and Security Service (CoSafe) attended
3,043	Average number of visits to Cockburn ARC per day in six weeks after opening
11,288	Number of jobs attended by rangers
121,064	Calls to Customer Contact Centre
678,000	Items issued by Cockburn libraries



Top left: Colours Run at Spring Fair
Above: Rangers working in the community

GOVERNANCE

Compliance

The City's 2016 Compliance Audit Return indicated a conformity rating of 99.9 per cent. The annual 1 January–31 December audit is a requirement of the Department of Local Government.

The City utilises an online compliance management system for statutory forms such as financial disclosures, gifts, travel contributions and delegated authorities. This innovative solution helps in meeting complex compliance obligations to the highest standards.

Legislative Review

During 2016-17, the City reviewed its Local Laws relating to Standing Orders in accordance with section 3.16 of the Local Government Act 1995. It also reviewed other amendments to the Consolidated Local Laws and Parking and Parking Facilities Local Laws.

Under the clause 5 Statement of the Competition Principles Agreement, local governments must review their Local Laws to ensure they do not unnecessarily restrict competition unless it can be demonstrated that the benefits of the restriction outweigh the costs to the community, and the objective of the law can only be achieved through such a restriction. The City of Cockburn has completed a review of its Local Laws to ensure compliance with the National Competition Policy.

Freedom of Information

The Freedom of Information Act 1992 (the FOI Act) gives members of the public the right to access documents held by local governments, subject to limitations. The City of Cockburn prepared, as required by section 96 of the FOI Act, an up-to-date information statement and made it available to the public. The City of Cockburn had 27 Freedom of Information requests in 2016-17.

Public Interest Disclosure

The Public Interest Disclosure (PID) Act 2003 promotes accountability within state and local government agencies and organisations by facilitating the disclosure of public interest information involving misconduct, offences and misuse of public resources or risks to public health or safety. The Act aims to protect whistle-blowers who make public interest disclosures. Since the last published report, the City has had no disclosures under the PID Act.

National Competition Policy

In 2007, all Australian governments recommitted to the Competition Principles Agreement (CPA), (11 April 1995). The CPA is an inter-governmental agreement between the Commonwealth and State/Territory Governments that sets out how governments will apply National Competition Policy Principles to public sector organisations within their jurisdiction. The National Competition Policy itself concluded in 2005-06 and has been succeeded by Australia's National Reform Agenda which is an addition to, and continuation of, the highly successful National Competition Policy reforms. The Competition Principles Agreement (as amended 13 April 2007) sets out nominated principles from the agreement that now applies to local government. The provisions of clause 5 within the CPA require local government to report annually on the implementation, application and effects of Competition Policy. Competition Policy does not require contracting out or competitive tendering. It does not preclude local government from continuing to subsidise its significant business activities from general revenue, nor does it require privatisation of government functions. It does require local governments to identify their significant business activities and apply competitive disciplines to those businesses which compete with the private sector.

A number of the City's services are exempt from the Competition Policy, as it applies only to business activities that generate income in excess of \$0.2m from fee revenue that is directly generated from external users and an operating expenditure greater than \$2m. Activities undertaken by the City which have previously been considered for market testing, owing to the competitive nature of the service, are:

- South Lake Leisure Centre
- Domestic waste collection
- Waste disposal site
- Cockburn ARC (Aquatic and Recreation Centre).

The City has resolved to retain the in-house provision of the leisure centre, domestic waste collection and waste disposal business.

Complaints of Breach

No official complaints have been lodged pursuant to Sec.5.121 of the Local Government Act during the year and accordingly no details are required to be entered into the complaints register established for this purpose.

Risk Management

Over the past 12 months the City continued to embed its Risk Management program, identifying, assessing, monitoring and reviewing risks within the internal and external environment.

✓ Achievements

Chief Executive Officer Biennial Review for Risk, Legislative Compliance & Internal Controls

Business Continuity Program Exercise Review

Continual Strategic and Risk Reporting and Monitoring.

LIBRARY SERVICES

Imagine Connect Grow

A welcoming place to connect people to ideas, inspiration, learning and community.

✓ Achievements

Customer satisfaction rating (see page 16): 95%

Highly commended 2016 IFLA International Systematic Public Library of the Year Award held in Columbus, Ohio, USA

Highly commended 2017 ALIA Public Library of the Year

Annual library visits decreased by 1% to 402,000

The number of items issued increased by 2% to 678,000

Annual attendances to library events and services increased by 6.9% to 25,300

Facebook page likes increased over the year by 23%

Distributed Better Beginnings Early Literacy Kits to 2,606 children via 16 schools and six Child Health Clinics

Hosted Pram Jams, Story Times and well-attended holiday programs for children

Hosted many events to benefit the community and encourage lifelong learning, including author talks, Tech Help, job search skills for English as a second language residents, Memory Café to improve brain function, English conversation classes and sessions on sustainable lifestyles

Introduced a new program called 'CoderDojo' coding clubs (Dojos) to build digital literacy skills amongst young people aged 8-17 at Coolbellup Library.

RECREATION AND COMMUNITY SAFETY BUSINESS UNIT

Ranger & Community Safety Service

Rangers & Community Safety Services work to improve the safety and security of the City's residents and visitors. This is done by proactively educating residents on community safety, implementing mitigation strategies and applying Local and State Laws.

Ranger Services

✓ Achievements

Ranger Services improved productivity this year through better utilisation of the vehicle fleet with improved animal transport capability and the introduction of mobile devices for rangers to improve response times to jobs

The rangers attended 11,288 jobs during the year, with dog (2,843) and parking related (2,541) matters the most significant portion of the workload.

During the year the City's ranger's collected 599 dogs and 567 cats and of this number:

- 494 dogs and 27 cats were returned to their owners
- 101 dogs and 540 cats were given to welfare organisations for re-homing, some of which were returned to their owners
- Four dogs unable to be rehomed were euthanased.

Grants & Research

The Grants and Research team provides a central coordinating service for the distribution of the City's grants, donations and sponsorship to community groups, organisations and individuals. The team also seeks grants from Commonwealth, State Government and other sources for services and facilities for residents of the City.

Each year, the City allocates up to 2% of the rates income to a range of grants, donations, sponsorships and subsidies called the Cockburn Community Fund; in 2016-17 the City distributed \$1.3 million through this fund.

Other key achievements include:

Completion of a full review of the grants, donations and sponsorship policies, guidelines and application forms, with all recommendations implemented for the March 2017 funding round

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Implementation of an online grants management system and online forms

Development of a Community Innovation and Participatory Budgeting model and policy to be implemented in 2017-18.

Community Safety Service

Cockburn Community Security & Safety Service (CoSafe) patrol on a 24-hour 7-day a week basis. CoSafe reports on suspicious activities and anti-social behaviour, and monitors areas where criminal activity has recently taken place.

✓ Achievements

86,017 attendances ranging from routine patrols of community facilities, and responding to complaints of anti-social behaviour, to assisting in the prevention of burglaries from motor vehicles and homes

The average response time for CoSafe was 7.12 minutes from the call being received to a CoSafe Officer arriving on-site

The Community Safety Service and Neighbourhood Watch have attended many community group meetings to educate the community on what CoSafe can and does do for them

The City's CCTV network increased by 206 cameras, to 325, with new cameras primarily installed around Cockburn ARC, Bibra Lake Regional Playground, Port Coogee Marina and Cockburn Central

The City assisted the WA Police and internal stakeholders with 192 footage requests.

Emergency Services

✓ Achievements

The City's Fire & Emergency Management section continued to promote preparedness and disaster recovery to the community

Completed all rural firebreak inspections during the summer period

Advocated for key state government agencies to undertake fire mitigation on large unmanaged parcels of land to help reduce fire risk

Commenced a joint burning program with the Water Corporation to manage fire hazard from their land holdings

Received a \$95,000 grant from the Federal Government

to work in partnership with the CSIRO to develop dynamic fire-modelling software. This project will advance our understanding and mitigation of bushfire risk within the City. Should the project be successful the software could be used across Australia to reduce the nation's risk of bushfire

Further local mitigation planning has included:

- Completion of the Emergency Animal Welfare Plan
- Progression of the review of Community Emergency Risk Management Plan
- Review of the City's Local Emergency Management Arrangements, currently being reviewed by state government agencies prior to being presented to Council.

Recreation Services

Provide and facilitate a range of sport, recreation and leisure opportunities for residents of the City.

✓ Achievements

Customer satisfaction ratings (see page 16):

Facility booking and management services: 96.2%

Management of facilities: 96.2%

Sports field hire and facility booking service: 87%.

Recreation Future Planning

In 2016-17, the City progressed a comprehensive community facilities planning process to guide the development of community, sport and recreational facilities over the next 15 years. This process involved a significant amount of community engagement, with the plan expected to be completed by June 2018.

The Coastal Activities Guide was adopted by Council. This guide provides a clear outline of where and what activities can occur along the City's coastline.

Club Development

✓ Achievements

The City continued to provide ongoing support through its club development initiative, 'Champion Clubs' which included a number of events and workshops:

Changes that will affect your club – Associations Incorporation Act 2015

2017 Champion Clubs SUPER Workshop

Contributed \$13,137 to 19 clubs for sporting equipment and minor capital works projects

1,129 children participated in club sport through the KidSport program which equated to \$219,945 in club registration fees

6,803 participants were involved in club sport throughout the City

Over 750 people participated in the Bibra Lake Fun Run in October 2016

The City's Junior Sport Travel Assistance program helped fund 133 junior athletes to represent WA or Australia in their chosen sport at a national and/or international event, equating to over \$50,000 in grants. This was the first year the City held stand-alone award nights for our junior athletes, to celebrate their achievements.

Capital Works

The City progressed and completed a number of capital works projects to develop and upgrade the City's sport and recreation facilities and reserves. In particular, Cockburn ARC, Atwell clubroom upgrade and Atwell cricket facilities were all completed. A number of other projects also commenced and are expected to be completed over the course of the next 12 months. These include Cockburn Bowling and Recreation Facility and Atwell Reserve floodlight upgrade.

Major capital works projects completed included:

Cost of Major Projects – 2016-17	(\$ million)
Cockburn ARC	109
Atwell Reserve clubroom upgrade	0.95
Atwell Reserve cricket facilities	0.1

South Lake Leisure Centre

South Lake Leisure Centre (SLLC) officially closed on 12 May 2017, after 25 years of operation. The staff and members celebrated with a Family Fun Day at the centre which attracted 313 attendees. An afternoon tea was held for long-standing members on the day before closure, which was attended by the Mayor and CEO.

✓ Achievements

The centre officially recorded 372,545 attendances from 1 July 2016 to 11 May 2017.

As the centre wound-up, approximately 800 members and 191 regular casual users were transitioned to be foundation members of Cockburn ARC.

The centre will be handed over to the Education Department to be utilised by Lakelands Senior High School.

Cockburn ARC

Cockburn ARC opened for its members on 15 May 2017, and was officially opened on 19 May at a gala ceremony attended by Federal, State and Local Government representatives, as well as guests of partners Fremantle Football Club and Curtin University.

Following this, a 'Discover' event was held for the community over the weekend of 20-21 May, attended by more than 5,000 people.

The centre has proven popular with the community from day one. From 15 May-30 June, 143,053 people attended the facility – an average of 3,043 people daily.

By 30 June, 128 teams were registered to start social sports in the stadium. Overall, attendance, membership and Swim ARCAcademy numbers significantly exceeded targets set for the centre's launch.

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Top: Official opening of Cockburn ARC. Left-right: Cr Stephen Pratt; Cr Lyndsey Sweetman; Mayor Logan Howlett; Dale Alcock – President Fremantle Football Club; Cr Lee-Anne Smith; Cr Bart Houwen; Deputy Mayor Carol Reeve-Fowkes; Cr Chamonix Terblanche; Cr Philip Eva.

Above: Children playing at Cockburn Arc

COMMUNITY DEVELOPMENT AND SERVICES

Child Care Services (CCS)

This service unit administers grants and fees for the operation of the Family Day Care (FDC) service and In-Home Childcare (IHC) service. The Child Care services operate in compliance with legislation which focuses on continual quality improvement. To support the childcare legislative inclusion of sustainability, the services work in liaison with 'Little Green Steps' which shares office space within the CCS venue.

Family Day Care Service (FDC)

The City supports the selection, monitoring, resourcing and training of educators to provide quality early childhood education and care. This is in compliance with the Service Educator Membership Agreement and the National Quality Framework (NQF) legislation, Early Years Learning Framework curriculum and National Standards.

✓ Achievements

Provided 314,449 hours of childcare within the FDC service

As at 30 June 2017, the service had 65 FDC educators working under contract with the not-for-profit FDC service.

In-Home Child Care Service (IHC)

The IHC service enables a limited number of families to receive child care within the child's family home. The Commonwealth partially funds the service to a planned cap for families which meet the strict Commonwealth criteria of inability to access mainstream childcare services.

✓ Achievements

Provided 142,342 hours of childcare within IHC service

At 30 June 2017, the service operated with 40 IHC educators working in contact with the not-for-profit IHC service.

Cockburn Community Care

Administers grant and fee-funded frail aged and disability support services, and programs aimed at increasing wellbeing. Services include personal care, day centre programs, supported transport, home help services, home maintenance and social support. These services enable the frail, aged and people with disability to remain living in the community.

✓ Achievements

Customer satisfaction rating (see page 16): 100%

Provided a total of 49,009 hours of service and 5,455 transport trips.

Home Services (HACC)

A variety of services are provided including help with cleaning, shopping, paying bills, social support, respite, personal care, transport and basic home and garden maintenance.

✓ Achievements

Provided 14,066 hours of client service

Provided 489 individual transport services from home.

Social Clubs

Social clubs provide a range of activities, refreshments and outings and also function as respite for carers. Programs are customised for seniors, younger people with disability and people with dementia. Transport is provided in specially equipped vehicles to allow easy access for people with physical disability.

✓ Achievements

Provided 21,009 hours of client service across three funding streams

Provided 4,966 transport services to and from the centre.

Home Care Packages

Home Care packages are individually funded to meet the needs of seniors with extensive and complex requirements including medication prompting. These seniors are eligible for residential care although they prefer to remain within their own homes.

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✓ Achievements

Provided 4,164 hours of client service.

Kwobarup Aboriginal Club

This social club caters specifically for older Aboriginal people and runs an art program, activities and outings in a relaxed and friendly atmosphere.

✓ Achievements

Provided 3,459 hours of client service, an increase of 20% over the year.

WA NDIS (formerly WA NDIS My Way)

WA NDIS is a pilot National Disability Insurance Scheme, a funded service that provides individually-funded, customised services for people with disability.

✓ Achievements

Provided 9,770 hours of client service.

Seniors Services

Seniors Services administer a range of Council-funded services, programs, events and facilities aimed at providing and developing increased amenity, age-friendly and leisure opportunities for senior citizens.

This includes the provision of the Cockburn Seniors Centre programs, outings, events, meals and seniors community development activities including support to the ongoing management of the interim Cockburn Community Mens Shed.

Cockburn Seniors Centre

✓ Achievements

Customer Satisfaction rating 100% (see page 16 for details)

1,120 members – average 2,197 visits per month

Over 73 volunteers contributed more than 280 hours per week in the kitchen, operating the café, driving buses, welcoming members and running various programs

More than 8,572 affordable healthy meals were prepared by the centre cook and volunteers throughout the year

Reconciliation projects included the Bush Babies Exhibition, partnership with Seniors Art Exhibition, NAIDOC Family Dance, NAIDOC Week 'Our Language Matters' poster display and art classes

Cockburn Community Mens Shed is due for completion at the end of 2017.

Family & Community Development

This service administers grant and Council-funded services, programs, community development and events aimed at increasing the capacity, activity and wellbeing of individuals and families.

Community Development

This service aims to build capacity in the community by working directly with community members, volunteers and not-for-profit groups. A range of services and resources are provided to not-for-profit groups to support and contribute to a community in which people feel a sense of belonging, connection and contribution.

✓ Achievements

Hosted the Celebrating Cockburn campaign which incorporated 'Neighbour Day'. Over 200 neighbours attended a range of events hosted by 23 households

Held eight community roadshows which 396 people attended

Delivered six training workshops which developed skills to build capacity within the community. These were attended by 119 community leaders and volunteers

Held the 'Get Connected Event' to encourage community and business partnerships, with over 100 people attending

Held an 'Eat and Greet' event with over 90 people from 35 different not-for-profit groups

Supported 11 community-led projects and events through the 'On-the-Job Support' initiative as well as 33 projects requiring up to 10 hours of support

Developed the new Community Development Strategy 2016-2020.

Cockburn Volunteer Resource Centre

✓ Achievements

460 guests attended the 2016 Inspirational Volunteer Awards which received 99 nominations from 56 organisations

Co-hosted a Cockburn networking event for 133 volunteers

Issued 1,950 'Very Important Volunteer' Cards and recruited 95 local businesses for the 'Very Important Volunteer' initiative

Organised a volunteering mini-expo showcasing 30 local community organisations, attended by 220 potential volunteers

Support Services

Support Services include the City's grant-funded Financial Counselling and Cockburn Support Services. Together, these services provide counselling, information, advocacy and referrals to people living in the City.

✓ Achievements

Financial Counsellor helped 385 individuals and families in face-to-face consultations and community education workshops

Cockburn Support Service helped 1,150 individuals and families in face-to-face consultations, support groups, workshops and events

Organised events at the Cockburn Health and Community Facility in Success, including the 'Cockburn Health and Harmony Fair' during Harmony Week and the 'Mental Health and Wellbeing' day during Mental Health Week, with over 150 people attending

Facilitated workshops including 'Cybersafety' presented by the Office of the Children's e-safety Commissioner, 'Managing Separation' presented by Lifeline, 'Tuning in to Teens', and 'Working with Anxiety' – in total 59 people registered for these workshops

Coordinated Beeliam Hub parent and child group (average 80 families per term).

Cockburn Parenting Service (previously Cockburn Early Years)

A program for parents of children 0-18 years to support parents and carers manage the challenges of parenting, build knowledge, skills and confidence; understand children's development and identify local community supports. This is delivered through parenting courses, workshops, parent/child groups, family events and individual consultations.

✓ Achievements

The program was successful in securing State Government funding for the next five years, as part of a consortium with Meerilinga Parenting Service and KEYS (based in Kwinana).

As the service now targets parents of children aged 0-18 years, the service name has changed to Cockburn Parenting Service, with the consortium delivering parenting support across the south west metropolitan area

Assisted 800 families

Children's Development

A community development role responding to the needs of children and families in the City of Cockburn, as well as networking and advocating about issues and service gaps related to children up to the age of 12.

✓ Achievements

Won the overall category for the 2016 Children's Environment and Health Local Government Report Card Project and three sub-categories

866 participants, mainly children in upper primary school, attended free skate park coaching clinics including competitions (plus 1,305 spectators/parents)

Delivered 'Froggy's Fun on the Green' outdoor play program each week to 1,602 adults and 2,302 children over the year

The Children's Reference Group held a stall at the Cockburn Rotary Spring Fair, tested equipment at the new Cockburn ARC and participated in a number of consultations including parks and playground sessions

Provided a weekly playclub at Atwell to 16 families with a three-year-old child

Ran the 10th Hello Baby event and attracting over 1,000 people

Promoted child and parent-related services including Cockburn Kids, an online parent newsletter (483 subscribers), an annual school update and an annually updated 'Hello Baby' service provider list.

Aboriginal Community Development

This service provides information and support to Aboriginal community groups and individuals to strengthen relationships, increase communication and encourage the development of ideas and activities. The service works in partnership with the Aboriginal Reference Group and implements the Reconciliation Action Plan.

✓ Achievements

Reconciliation Week events included the annual flag-raising to celebrate the 50th Anniversary of the 1967 referendum, with 80 people in attendance

The City's 2017 annual calendar for residents had the theme of the referendum and used artwork from local Aboriginal artists for each calendar month

Held a series of NAIDOC Week events including the community flag-raising, an inaugural NAIDOC art exhibition showcasing Aboriginal art; and the NAIDOC seniors catered lunch in the Seniors Centre. NAIDOC Week was also celebrated at the Youth Centre and the libraries with cultural activities for children

Provided Aboriginal Cultural Competency training to 89 staff members and 70 residents from either Cockburn residents groups or Cockburn Seniors Centre members

Provided mentor support to Aboriginal staff at the City via a network group led by the Aboriginal Community Development Officer. This group provides guidance, advice and learning to listen to each other and share ideas about daily challenges or work-related issues

The 'Bush Babies' art exhibition was held at the Seniors Centre, sharing stories and portraits of Aboriginal babies born in the bush. Local schools attended the exhibition, with talks delivered by local Aboriginal artists

The City began the process of reviewing its Reconciliation Action Plan (RAP) and developing the third RAP, with extensive consultation with community and staff. This will cover the period from 2017 to 2020.

Disability Access & Inclusion

The service provides a point of contact for staff and the community. It offers information and advice, raises awareness and supports projects that enhance participation for people with disability. The City's Disability Access and Inclusion Plan 2012-2017 provides a framework for translating the principles and objectives of the Disability Services Act (2003) into achievable initiatives.

✓ Achievements

Outcome 1: People with disability can access City of Cockburn services and events

All services and events take into consideration accessibility requirements and the inclusion of all abilities

Ongoing utilisation of additional equipment such as the accessible recreation matting (for outdoor events) and portable hearing loops

Auslan interpreting was provided at three community events, two community workshops and at a number of individual appointments

Ongoing assistance to residents in regards to waste, including the bin assistance scheme, provision of additional bins, skips and trailer passes.

Outcome 2: People with disability have equal opportunity to access the buildings and other facilities at the City of Cockburn

New buildings and facilities constructed include:

A Changing Place facility (a secure public toilet with a ceiling hoist, adult-size change table, enough space for two carers and a shower) at Bibra Lake Regional Playground, which also has inclusive play equipment, a continuous path of travel throughout and accessible water fountains and barbecues

Cockburn ARC, which has an adult-size change table, tracking hoist from change room to warm water pool, ramp access to pools, water wheelchairs and is a Companion Card affiliated facility

A number of building upgrades were implemented to improve disability access, including at the Jean Willis Centre and Old Jandakot School

The City continues to upgrade accessible parking and footpaths around the City

Ongoing beach access initiatives implemented include beach matting and beach wheelchair at Ngarkal Beach.

Outcome 3: People with disability receive information that is readily accessible from the City of Cockburn

The City's new public website and the Cockburn ARC website were developed with input from a Digital Access Consultant and both websites achieved WCAG 2.0 AA-level accessibility rating

A number of key electronic documents were converted to accessible format



Top: Pioneers Luncheon
Above: Public exercise facilities outside Cockburn Seniors Centre

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The Digital Access Consultant provided input to the City's updated writing and style guides

Mapping Services developed some functions to improve user-experience for people with disability and colour blindness, including map control, speech and colour filters.

Budget for interpreting and translation initiated.

Outcome 4: People with disability receive the same level of quality service as other people in the community from staff at the City of Cockburn

The City renewed its subscription to the Institute of Access Training Australia's Access Awareness E-books. These include checklists for creating accessible and inclusive facilities, programs and services

Staff had access to disability awareness training and inclusiveness and diversity training

Key staff received training to raise disability awareness specific to their job roles, including digital accessibility, building accessibility and access audits, and the inclusion of people with disability in sport and recreation.

Outcome 5: People with disability have equal opportunity to lodge complaints to the City of Cockburn

Complaints processes reflects best practice, whereby people can make complaints and be supported to make their complaint, in the format of their preference, and receive advice of the outcome in the same way

Customer Service staff are trained to provide support for people making a complaint. The City's Disability Access and Inclusion Officer is available to assist as required.

Outcome 6: People with disability have equal opportunity to participate in public consultation conducted by the City of Cockburn

Consultations are advertised across a range of mediums, including promotion through the networks of the Disability Reference Group and Disability Access and Inclusion Officer

Consultation methods are provided in a number of formats to suit most preferences, and specific requests accommodated

The City continued facilitating monthly Disability Reference Group meetings

The City employed a full time Community Engagement Officer to help connect the community, including people

with disability, with engagement opportunities offered by the City.

Outcome 7: People with disability have equal opportunity to obtain and maintain employment with a public authority

Advertisement of positions encourage a diversity of applicants

A traineeship for a person with disability has been implemented

Work experience provided for a student with disability

Social procurement procedures implemented to provide employment opportunities to people with disability by contracting a number of services to WA Disability Enterprises

Mental Health training has been made available to staff

Deafness Awareness Training provided to a team with a staff member who is deaf

Utilisation of funding and support schemes, including Disability Employment Services provider and the Employment Assistance Fund

The City continues to employ supported wage crews.

Outcome 8: Businesses and service providers within the City of Cockburn are encouraged to improve the access and inclusion of their business for people with disability

Advice provided to local shopping centres about disability access

Enforcement of compliance to the Building Code by private owners is helping create a more accessible community.

Youth Services

Administers grant and Council-funded services, programs and community development for youth aged 10-24. It provides events and facilities to facilitate increased support, activity and leisure opportunities for young people.

Youth Support Services

✓ Achievements

Employed three full-time youth workers to support at-risk young people in Cockburn aged 10-18 years and their families

Formed a consortium with Hope Community Services, RISE and Save the Children to deliver metro-wide support for young people in the justice system to develop life skills

Provided ongoing individual case management, information, advocacy and support as well as group programs for young people up to the age of 18 years.

Youth Centre

✓ Achievements

Over 20,000 youth visits to the centre

Provided after-school and school holiday programs 51 weeks of the year

Youth Centre memberships reached 3,038

Youth Development

The City provides a broad range of activities and programs that are accessible to all young people aged 10-24 years that live in the City.

✓ Achievements

Strengthened relationships with Cockburn's high schools and provided support for community-initiated projects

Facilitated the City's Youth Advisory Collective expanding its cultural diversity and encouraging and supporting the development of young leaders in partnership with Murdoch University

Delivered photographic workshops culminating in the 'This is me' Exhibition at Cockburn Gateway Shopping City

Completed design consultation for proposed Bibra Lake Recreation and Skate Park.

CORPORATE COMMUNICATIONS BUSINESS UNIT

Responsible for the delivery of communication to ensure the community is engaged, informed and aware of the City's facilities and services. This includes marketing, communications, public relations, events, graphic design, customer service, and arts and culture.

Marketing and Media Liaison

Provide a range of communications/marketing material to ensure the community is engaged, informed and about the City's services and programs.

✓ Achievements

Developed a new corporate website for launch in 2017-18. The website achieved WCAG 2.0 'AA' compliance in regard to accessibility.

Developed the new corporate style and writing guides, which aid in the consistent use of the City's brand across all marketing communications and service delivery points. The guide incorporated accessibility requirements for best practice.

Developed a Digital Communications Plan which will allow a cohesive approach to the latest technologies to promote and deliver the City's services through more efficient, relevant, engaging and transparent mediums

Developed a more strategic approach to the use of social media tools to increase reach, engagement, learnings and to provide a better service to the community. This included increasing the City's Facebook followers to more than 13,000, the City's Twitter followers to 3,405 and establishing the City's Instagram presence to attract more than 600 followers.



Events, Arts, Culture & Heritage Services

Provide community events and works to preserve and promote the heritage of the district, including the Azelia Ley Museum. Oversees art and cultural projects in the City.

Events & Culture

✓ Achievements

Investigated and scoped a new three-day coastal event for 2018, subject to external funding

Undertook the official opening of the Bibra Lake Regional Playground

Unveiling of Humphreys Park sign and plaques at Smart Park and Bibra Lake to commemorate market gardeners and pioneers respectively

59 artists, including seven first time exhibitors, showing 173 works participated in Cockburn's art exhibition, Show Off 13. It attracted over 1,500 visitors and 37 works were sold

There were eight successful applications for cultural grants totalling \$24,500, and seven youth art scholarships totalling \$3,450

The ANZAC Dawn Service was attended by more than 5,000 people, with 500 attending the 10am service. Over 1,500 students took part in the ANZAC Youth Parade.

Civic events

Civic events are run by the Strategy & Civic Support Department.

✓ Achievements

Eleven citizenship ceremonies - 787 people from 72 countries became Australian citizens. The top 10 represented countries were (from highest to lowest): United Kingdom, Philippines, India, South Africa, Malaysia, Iran, China, Italy, Sri Lanka and South Korea

Above: Murphy High School Band from Mobile, Alabama performed at Spring Fair
Opposite: Azelia Ley Homestead Museum



Azelia Ley Homestead Museum

✓ Achievements

Museum’s undercroft/cellar conservation was completed and work is underway repairing the front lawn retaining walls

The Historical Society of Cockburn is training a professional curator who will take over from the current curator in 2018

The Historical Society of Cockburn has been supporting other community groups with their histories. This includes an Australian Women’s Army Service site display at the Wagon House and Red Cross prisoner of war displays touring the libraries and museum

Over 6,000 people from schools and organised tours visited the museum throughout the year. More than 9,000 people attended events in the museum grounds including the Teddy Bears Picnic and the High Tea.

Customer Service

Customer Service provides information to the general public and community via telephone, email and social media. The team raises customer requests, deals with enquiries at the front counter and completes cashier transactions.

✓ Achievements

Customer satisfaction rating (see page 16): Front Counter 100%

Contact Centre 86.7%

121,064 calls were made to the Contact Centre throughout the year

14,447 enquiries were made at the front counter

16,429 customer requests were raised over the year

10,801 transactions were processed at the front counter.

Engineering & Works

Directorate

This directorate is responsible for delivering and maintaining a safe road, cycleway and path network, developing and maintaining parks and managing the natural environment.

The directorate collects and disposes of waste from all residential properties in the City, provides and maintains buildings and other facilities on Council property for community use, and promotes and implements sustainability.

It ensures Council assets are managed in a cost-effective way for optimal service delivery through a balance of creation, preservation, enhancement and disposal.

This directorate also manages Port Coogee Marina.

HIGHLIGHTS

5,466

Tonnes of waste recovered and recycled at Henderson Waste Recovery Park

69,998

Bins lifted per week by the City's trucks

5,000

Trees pruned under power lines

220

Playgrounds maintained

650

Kilometres of verges maintained





Manning Park stairs were completed and proving to be very popular

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Spend on Asset Development and Operational Activities

Asset Development	\$M
Landfill site	0.25
Plant – new and replacement	7.9
Parks and environment	8.3
Roads, footpath and drainage	16
Developer contributed infrastructure	8.4
Buildings	53.6
Total	\$94.5

Operational Activities	\$M
Plant maintenance	3.1
Facilities maintenance	9.0
Waste disposal	5.9
Roads, footpaths and drainage maintenance	8.1
Parks and environment maintenance	13.7
Waste collection	13.8
Total	\$53.6

WASTE SERVICES BUSINESS UNIT

Waste Disposal Services

The City operates a landfill site at the Henderson Waste Recovery Park (HWRP) to receive waste in accordance with the requirements of a Class III site under the Environmental Protection Act 1986, Part V. The service aims to maximise financial returns and provide quality customer service.

✓ Achievements

Customer satisfaction rating (see page 16): 100%

14.7% of recyclable items (5,460 tonnes) were recovered and diverted from landfill

200 tonnes of recyclable items were sold at the Re-Use Shop, an increase of 11% on the previous year

Incoming commercial waste tonnages fell by 11.4% from the previous year

Removed 76 tonnes of toxic household hazardous waste from the waste stream that would have been put into landfill

4.084M m³ of landfill gas was captured, down 6.1% from the previous year

Installed a polystyrene compaction machine

Developed an asset valuation and depreciation model for landfill infrastructure

Hosted a component of the pre-conference tour for delegates attending the Waste and Recycling Conference in Fremantle

Developed the HWRP Feasibility Study Report.

Waste Collection Services

Provide a regular, reliable and safe municipal waste and recycling collection service for eligible properties within the district. Waste Collection Services ensure an environmentally acceptable manner of waste disposal.

✓ Achievements

An average of 69,988 bins per week were lifted, a 9.4% increase from the previous year. This equates to 3.6 million bin lifts over the year via 13 waste trucks, seven recycle trucks and six composting trucks

Reduced general waste by 4.3% in general waste tonnages over the year, largely due to the introduction of the 4,500 garden waste bins in Hamilton Hill/Leeming and the City's waste education programs. This decrease occurred despite the allowance for an extra 1,093 tonnes from an additional 1,200 new residents

2,727 tonnes of hard waste and 1,886 tonnes of green waste were collected via the City's verge collection program. This represented a decrease of 6.5% from the previous year

Recovered and recycled 46 tonnes of mattresses and 14.5 tonnes of E-Waste prior to collecting verge waste

Approved 38 waste management plans for developments

Installed 13 custom-made public place recycling enclosures.

PARKS & ENVIRONMENT BUSINESS UNIT

Design, construct, rehabilitate and maintain the City's open spaces. Manage water resources, greenhouse gas emissions, bushland and wetland areas, high quality playing fields, passive parks, foreshore areas, streetscapes and park infrastructure. The Parks & Environment business unit is responsible for facilitating sustainability throughout the organisation and the community.

Parks Service Unit

The Parks service unit manages the development of strategies and policies, and provides advice on park and horticultural-related matters. The unit assesses district and local structure plans and constructs and maintain parks, ovals and streetscapes on Council-owned land in accordance with agreed service levels.

Customer Satisfaction rating (see page 16): 100%

This rating refers to the level of satisfaction with how requests were dealt with and not from satisfaction with parks themselves.

Parks Operations

Perform a range of ground maintenance activities across the City and provide functional and attractive public amenities for use by residents and visitors to the City.

✓ Achievements

Maintained over 581 hectares of turf and landscape areas on sporting ovals, passive parks and community facilities

Managed and maintained the public open space, streetscapes and beach environment at Port Coogee

Managed and maintained park infrastructure valued at \$65m

Managed and maintained 220 playgrounds

Assessed and actioned 4,575 customer requests

Maintained over 116 hectares of streetscapes, including roundabouts, median islands and verges

Maintained major streetscapes, including Spearwood Avenue (Friendship Way), Beeliar Drive, Wentworth Parade, Phoenix Road, Midgegooroo Drive and Cockburn Road

Maintained over 650km of road verges

Completed the annual Sports Oval Carrying Capacity Report

Undertook annual turf analysis and soil assessments

Undertook annual Yardstick Parks Assessment (comparisons with other local governments)

Contributed to the University of WA Turf Research project.

Street Tree Management

✓ Achievements

Developed and implemented a Street Tree Master Plan

Completed 2,248 tree maintenance customer requests

Implemented online recording of contract tree works

Pruned over 5,000 trees under power lines.

Ground Water Operating Strategy

Provides strategic direction for the City's monitoring and management of groundwater abstraction in accordance with the Department of Water's licence conditions.

✓ Achievements

Managed and monitored 220 bore locations each month to inform individual water budgets for each park

Maintained 11 iron filter systems which remove iron from abstracted groundwater

Monitored the water quality of five significant locations adjacent to environmentally sensitive areas: Kurrajong Reserve, Kevin Bowman Reserve, Manning Reserve, Bibra Lake picnic area and Waterbuttons Park

Produced an annual report for the Department of Water outlining the City's abstraction per licence, water quality and impact on water draw from aquifers.

Parks Development

Designs and constructs a wide range of park infrastructure and facilities, and renews equipment that has reached the end of its useful life.

✓ Achievements

Constructed and/or renewed seven playgrounds including Poole Reserve, Tozer Park, Smart Park, Garbin Park, Vela-Luka Reserve, Watson Reserve and the Bibra Lake Regional playground

Replaced irrigation systems at Owgan Park, Pipeline Reserve and Baker Square

Installed six pump units as part of the pump renewal program

Installed exercise equipment at six locations including Jan Hammond Park, Kevin Bowman Reserve, McFaulk Park, Doherty Park, Davilak Oval and Wheeler Park

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Top: Urban canopy, Coolbelup
Above: Jan Hammond dog park

Provided 607 street trees

Improved streetscapes on Russell Road (Kwinana Freeway/Hammond Road), North Lake Road (Hammond Road/Midgegooroo Drive)

Developed Ravello Park

Installed a fenced dog exercise area at Jan Hammond Reserve.

Shade Sail Strategy

Identifies the criteria for installing shade sails and planting trees around playgrounds.

✓ Achievements

Installed shade sails at:

Evelyn Massey Reserve,

Allendale Park,

Brandwood Park,

Peregrine Park,

Tempest Park,

Dubove Park.

Revitalisation Strategies

Facilitate the urban renewal of each precinct including the enhancement of existing public open space and streetscapes.

Phoenix Revitalisation Strategy

✓ Achievements

Made improvements to McFaul Park including a picnic shelter, BBQ and disc golf layout

Installed a nature playground at Edwardes Park

Installed stairs at Watson Reserve linking park to Rockingham Road.

Coolbellup Revitalisation Strategy

✓ Achievements

Doherty Park upgrade including shelter, seating and exercise equipment

Jarvis Park – completed community consultation and developed a detailed landscape design.

Hamilton Hill Revitalisation Strategy

✓ Achievements

Simms Road Shopping Centre landscape upgrade

Wheeler Park upgrade including drink fountain, BBQ, bollards and solar lighting

Hobbs Park upgrade including shelter and seating, drink fountain, paths, playground and solar lighting

Isted Park upgrade including playground and shade sail, shelter and seating

Installed nature playground at Dixon Park.

Lakes Revitalisation Strategy

✓ Achievements

Bloodwood Park – installed new shelter, seating and footpaths

Apara Court – installed limestone fire tracks, removed old fencing, installed new limestone blocks and revegetated bushland

North Lake Road - landscaping to the median islands and installation of new bore and associated infrastructure.

Bibra Lake Management Plan

The plan guides best practice sustainable management of the Bibra Lake Reserve for maximum environmental and community benefit.

✓ Achievements

Construction of the Bibra Lake Regional Playground was completed with the official opening in November 2016. The park received a high commendation in the WA Parks & Leisure Awards for Playgrounds exceeding an investment of \$500,000.

Coogee Beach Master Plan

The plan ensures the sustainability of the pristine coastal environment and provides strategic direction for ongoing upgrades to the Coogee Beach precinct.

✓ Achievements

Completed the undergrounding of power at the Powell Road entrance to Coogee Beach and the associated electrical infrastructure upgrade to facilitate Stage 3 of the Coogee Beach Masterplan.

Approval received to clear the vegetation for the new Surf Life Saving Club car park.

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North Coogee Foreshore Management Plan

The plan provides for the development of the northern section of the CY O'Connor Reserve which will benefit residents in the western coastal suburbs.

✓ Achievements

Installed a new playground themed on the Wyola wreck and associated park equipment including shelter, seating and footpaths.

Environmental Services Unit

Incorporates the combined disciplines of natural area management, environmental education, climate change and sustainability. Maintains and improves environmental values and sustainable outcomes for the City.

Natural Area Management

Seeks to improve and protect the environmental values of nature reserves by undertaking rehabilitation and intensive maintenance programs. Manages over 1,000 hectares of natural areas.

✓ Achievements

Planted 32,380 plants to revegetate more than 2.1 hectares of degraded land and enhance an additional 5.5 hectares of degraded bushland

Continued the feral animal control program at a variety of reserves throughout the City

Undertook dieback mapping at Bloodwood, Cocos, Kraemer, Mather, Skaife and Warthwyke reserves

Undertook veldt grass control in Bibra Lake, Yangebup Lake, Banksia Eucalypt Woodland and Denis De Young reserves to reduce fuel loading and prevent biodiversity loss

Undertook fire control measures in a number of reserves to minimise fire risk

Mapped the condition of 14 reserves encompassing 161 hectares of reserves including Manning Park and Market Garden Swamp

Capital Works Projects

Completed the installation of structures for the Coogee Maritime Trail

Completed the construction of the Coogee Maritime Trail beach stairs

Continued the installation of limestone firebreaks at Manning Park, Yangebup Lake, Levi, Rose Shanks and Emma Treeby reserves

Completed the installation of protective fencing along the Lake Coogee foreshore on Fawcett Road.

Grants

✓ Achievements

Supported 20 landowners within the City of Cockburn through the Landowner Biodiversity Grant Scheme. \$35,000 was made available to maintain and protect remnant bushland and wetlands within rural residential properties.

Community Events

✓ Achievements

Launched the Coogee Maritime Trail

Held 24 community and 20 school planting events

Held the annual World Environment Day Schools Festival which provided a day of environmental education for 10 participating primary schools and approximately 300 students. A number of activities took place to connect students with the local, regional and international environment. The project was a partnership between the Cockburn Wetlands Education Centre, Native ARC and the Bibra Lake Scouts

Hosted a Green Army work team in collaboration with other South Metropolitan councils. The Green Army is a hands-on, practical environmental action program that supports local environment and heritage conservation projects across Australia

Hosted the Terrific Turtle Fest with 100 community members in partnership with the Wetlands Precinct.

Renewable Energy/Greenhouse

✓ Achievements

Made progress towards meeting emissions reduction targets

Supported the Zero Fleet Emissions program

Offered free advisory visits for 40 households, community and childcare centres as part of the Energy Audit Program.

Sustainability

✓ **Achievements**

- Reviewed and updated the Sustainability Policy and Strategy

- Adopted the 2017-18 Sustainability Action Plan

- Awarded 14 'A Better Tomorrow' sustainability grants to community groups and schools to implement sustainability projects and events

- Conducted two guided Aboriginal walks at Banksia Eucalypt Woodland and Coogee Beach

- Hosted two seven-week 'Living Smart' Courses

- Hosted a bird-friendly gardening workshop

- Conducted a snake awareness workshop

- Hosted a bushfire preparedness and resilience workshop

- Hosted the 'Roar with Raw Food' workshop

- Hosted a 'Healthy Eating with Sustainable locally sourced Produce' workshop

- Hosted the 'Living Smarter – simple ideas for sustainability' workshop

- Hosted sustainable building and design consultations

- Hosted the 'Bubs and Mums Nature Hike'

- Hosted the 'Making Your Bed and Planting in It' workshop

- Hosted the 'Doing Good Business: Social and Sustainable Enterprise' workshop

- Conducted a 'Road Map to Prosperity' workshop – a workshop for women who want to more effectively manage their money

- Hosted the 'Growing Your Own Food' workshop with Ecoburba

- Ran a sustainable home open event with Chris Ferreira in Hamilton hill

- Conducted a 'Bird Watching and ID' workshop at the Wetlands Education Centre

- Conducted a 'Gardening Design Master Class', to enhance people's skills in sustainable garden design.

Water Campaign

✓ **Achievements**

- Completed the Waterwise Water Efficiency Action Plan

- Gained Waterwise Council Gold accreditation

- Hosted the 'Beyond Gardens Waterwise Gardening' workshop

- Continued to investigate the development of a Waterwise verge subsidy scheme

- Progressed towards meeting water management targets to help reduce water consumption and improve water quality in Cockburn

- Delivered on-ground activities to improve water quality in Yangebup Lake and Bibra Lake

- Continued the partnership with the Cockburn Wetlands Education Centre.

Environmental Education

✓ **Achievements**

- Enabled and conducted 29 environmental education excursions and incursions for local schools reaching over 1,000 students

- Delivered 10 school revegetation excursions for schools for 380 students

- Delivered 25 events for the Get Wild about Wetlands holiday program, with over 900 participants attending

- Delivered eight Native ARC holiday program events with over 245 participants

- Delivered six Cockatoo Kids Club program events with over 161 participants and 56 active memberships

- Delivered Turtle Watch program workshops and school activity sessions for 10 class groups over four excursions

- Delivered the annual Native Plant Subsidy Scheme with over 4,000 plants sold at a discounted rate

- Enabled 60 students to participate in the Adopt-a-Beach School Program (Coastcare/UNESCO Sandwatch) in partnership with South Coogee Primary School and Coastcare. This involved in-class learning, on-ground action and, combined with marine debris surveys for the Tangaroa Blue Foundation, provides information on coastal vulnerability and marine health

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Awarded 11 Environmental Education Initiatives grants

Enabled the Australian Youth Climate Coalition Schools Summit two-day event for five local high schools and 86 student participants

Supported five community groups to undertake clean-up sites within the City as part of Clean Up Australia Day. Over 200 volunteers participated.

Supported the delivery of four Little Green Steps workshops for Early Childhood educators.

Infrastructure Services Business Unit

Asset Services

Ensure that Council assets are managed in a cost effective way for optimal service delivery through a balance of creation, preservation, enhancement and disposal.

✓ Achievements

Completed the mobile computing project to six teams within the Roads Service Business Unit. This reduces paperwork and enables officers to access and update work orders and customer requests in the field and at the same time capture valuable asset costing information

Completed the earthmine data capture initiative for all roadside furniture and hard infrastructure including street lighting, bus shelters, bus stops, footpath items, school crossings, safety barriers, speedbumps, parking signs and artwork

Completed the creation of the Marina Asset Register within the GIS and Technology One systems

Contributed to the review and potential implementation of Technology One's Program & Portfolio Management solution to support project delivery across the City

Reported on the City's Asset Management sustainability performance on ratios for asset consumption, asset sustainability and asset renewal funding, and assessments of the City's asset management performance against the National Assessment Framework (supported by the Department of Local Government and Communities)

Project Management & Development Services

Provide a consistent framework and methodology for the development and implementation of all major projects within the City.

✓ Achievements

Finalised the design and construction tender for the Cockburn Bowling & Community Recreation Facility ahead of construction in 2017-18

Amended the design and finalised the tender for the Cockburn Community Mens Shed for construction to proceed in 2017-18

Cockburn Council Administration Building Contact Centre relocation design development

Completed the City's new Operations Centre stage one and Animal Management Facility and associated depot redevelopment works. Relocated staff, including Engineering & Works staff from the Administration Building

Installed the gravity sewer servicing the depot and new operations centre which is also available for privately owned sites in the south western quadrant of the Bibra Lake industrial area

Continued to implement a number of sustainability initiatives associated with energy use reduction and increased renewable energy uptake for the City's buildings and facilities, including the installation of the photovoltaic system on an additional seven buildings.

Facilities & Plant Services

Manage the maintenance and repairs of all Council-owned buildings and structures, and maintain and deliver fleet and plant services for staff and the community.

✓ Achievements

Refurbished various community sporting buildings, the Jean Willis Centre and Old Jandakot Primary School

Completed minor upgrades to Success Regional Sporting facility and Cockburn Health and Community Facility

Installed a new hot water system at Naval Base Reserve Holiday Park

Refurbished Coogee Beach foreshore amenities including portions of the jetty

Upgraded the CCTV system at the Cockburn Health and Community Facility and Coogee Beach foreshore



Above: Port Coogee Marina

Upgraded lights on the Administration Building

Made improvements to City buildings and facilities, including asbestos removal and accessibility upgrades

Purchased the following:

Replacement landfill compactor, four replacement side loader waste collection trucks and a new green waste side-arm loader waste collection truck for waste services, a livestock trailer for Ranger Services and 42 light vehicles

Replaced Roads and Parks Services trucks

Replaced ride-on mowers and deck plates for Parks Services.

Marina & Coastal Services

Manage the Port Coogee Marina facility including business development, penholder liaison and daily service operations, as well as plan and deliver coastal infrastructure and management initiatives.

✓ Achievements

Finalised handover of the 150-pen Port Coogee Marina from developer Fraser Property Australia to the City on 24 July 2016

The Marina Manager and staff were appointed to manage the marina and mooring penholder/licensee management activities and to develop and implement the City's Coast

Management and Adaptation Plan

Marina fee schedules and operational procedures were finalised and implemented

Various marina and marina services building improvement works completed, particularly in relation to providing improved security and access control

Sullage pump out facility commissioned

Completed the CY O'Connor Beach replenishment works.

Completed stage 3 of the Cockburn Sound Coastal Alliance Coastal Hazard Risk Management and Adaptation Plan project. Produced the final Adaptation Plan report and individual adaptation plans for the four member local governments. A summary of the report's recommendations has been provided to the Department of Planning and to the State Government's Coastal Management Advisory Group.



Above: Shogo Williams-Matsuoka (Chairperson, Disability Reference Group) at the opening of Bibra Lake Regional Playground.

Engineering Business Unit

Road Construction Services

Construct and maintain roads, drains and associated infrastructure.

✓ Achievements

Customer Satisfaction rating (see page 16): 76.7%

This rating refers to the level of satisfaction with how requests were dealt with, and not from satisfaction with roads themselves.

Completed the second carriageway for North Lake Road between Hammond Road and Midgegooroo Avenue

Completed the duplication of Beeliam Drive between Durnin Avenue and Stock Road

Completed the annual bus shelter upgrade and replacement program with Perth Transport Authority

Completed seven kilometres of pavement resurfacing works

Completed new footpaths in Hammond Road, Cockburn Road, Beeliam Drive, Rockingham Road and North Lake Road

Completed new drainage works at Yangebup, Postans and Oldridge roads

Completed sump upgrades at Rossetti Drive, Allendale Entrance, Dodd Street and the open drain systems maintenance of Success, Atwell and North Lake

Completed the construction of the Black Spot project for the extension of left turn pockets at the North Lake Road/Berrigan Drive intersection

Completed 90% of Mayor Road reconstruction (Rockingham to Fawcett)

Completed 90% of construction of Berrigan Drive duplication and Pilatus Street to Jandakot Airport

Completed the intersection upgrade of Knock Place/Solomon Road.

Completed the reconstruction of Lyon/Gibbs intersection and associated works.

Road Design Services

Provide design services for roads, paths and drains. Conduct development assessments and traffic management treatments under the responsibility of Council in accordance with Australian Standards and industry best practice.

✓ Achievements

Completed the design of road upgrades to Barrington Street (Stock Road to Rockingham Road)

Completed the design of Verde Drive extension from Solomon Road to the roundabout at the shopping complex adjacent to Spotlight

Completed the design for new traffic signals at the intersection of Gibbs Road and Lyon Road

Completed the design for the Spearwood Avenue Road and bridge duplication between Barrington Road and Yangebup Road

Completed the design of the intersection upgrade of North Lake Road and Phoenix Road

Completed design for the roundabout at Liddelow/Gibbs intersection.

Road Planning & Development Services

Ensure development occurs in accordance with all relevant Australian Standards and Council's development conditions and specifications.

✓ Achievements

37 engineering construction drawings of subdivisions have been reviewed, approved and construction managed successfully

More than 10 Development Control Unit items per week have been reviewed

115 crossover applications and Building Permit applications including residential premises have been received and assessed.

Transport & Traffic Services

Ensure planning and development of the transport network within the City meets community and industry needs while minimising the impact on the environment.

✓ Achievements

Russell Road Corridor planning study

Australian Marine Complex parking study

Tapper Road on-street parking

Review of City bike paths and off-road trails

Development of City of Cockburn Bicycle and Walking Network Plan 2016-2021

Community workshops on cycling, walking and decongestion

Social community bike rides including Glow Ride Coogee and Bibra Lake Ride

Activation of Cockburn Bicycle User Group

Establishment of City of Cockburn page on Your Move website

Promotion of schools Your Move website

Worked with a number of schools on traffic and safety issues

Share the Space animated videos developed

People on Bicycles training sessions

BikeDr bike maintenance sessions

Reviewed 160 traffic management plans

Made 25 formal assessments for traffic calming using the City's Traffic Calming Warrant System

Provided feedback to Statutory Planning and developers about transport issues for several hundred development applications, subdivisions and structure plans

Made funding applications for state and federal Black Spot and road rehabilitation and improvement programs

Planning & Development Directorate

This directorate is responsible for managing statutory and strategic planning for the City and overseeing heritage, urban design and sustainable development. It manages building approvals, development compliance and environmental and public health services, as well as the acquisition and sale of the City's land assets.

HIGHLIGHTS

\$481m	Value of building works approved
1,017	Number of complaints about noise
1,142	Food premise inspection
7,096	Number of pools and spas registered
880	Number of development applications assessed



Top: Public consultation
Above: Facilities for healthy transport options

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Top: Residential construction at Shoreline precinct
Above: Community facilities provide space for healthy lifestyle activities

Building Services Business Unit

Ensure that buildings and structures within the City provide acceptable levels of public safety and comply with all relevant building legislation, codes, standards and regulations.

✓ Achievements

Customer Satisfaction rating (see page 16): 84.1%

2,573 building permits issued

Total value of building works \$481m

Fee income \$0.925m

Average time of 12 working days to issue all building permits

The average issuance time for a building permit in 2016-17 was:

Certified – 10 working days

Uncertified – 16 working days

Electronic Lodgement System.

These applications are completed, stamped and issued electronically. The City expects this form of lodgement to continue to increase in coming years and will implement new software to improve handling of image documents.

Issued 719 online building permit approvals for residential/grouped dwellings

Other Building Services Approvals:

Issued 148 occupancy permits

Issued 81 demolition permits

Issued 30 sign licences

Issued 22 built strata title clearances

Mandatory Private Swimming Pool Inspections

The total number of registered pools and spas in 2016-17 was 7096.

2,809 pools were checked for compliance.

Building Act

The introduction of the new Building Act (2011) in April 2012 has continued to provide challenges for Building Services. The Act and associated Building Regulations are changed several times a year by the State Government. These changes require an ongoing review of business process and information system processes.

Building approvals for the previous four years are as follows:

Year Ending	Number of Permits	\$ (M) Value	\$ (M) Fee	Residential	Commercial	Industrial	Other
30/06/13	2,914	574	0.987	983	186	17	1,728
30/06/14	3,079	530	1.05	1,238	130	73	1,638
30/06/15	3,652	771	1.27	1,536	335	65	1,716
30/06/16	2,962	632	1.22	1,120	187	5	1,650
30/06/17	2,573	481	0.925	1,038	89	8	1,438

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Environmental Health Business Unit

Promotes wellbeing in the community to ensure the conduct and operation of premises and activities comply with accepted public health standards and practices. The unit works to protect the quality of the environment and improve and manage public health by implementing the City's Public Health Plan.

Customer Satisfaction rating (see page 16): 80.9%

Healthy Lifestyles

The City has taken out the 2017 Heart Foundation Local Government Award for councils with a population greater than 50,000. The City also won the award in 2015. The award acknowledges the City's Healthy Lifestyle programs which provides residents of all ages with a raft of free or low-cost health and weight loss goals delivered via a variety of initiatives.

A third of all 4,500 participants in the Healthy Checklist Pledge – a fridge magnet with 15 health-related behaviours to be ticked off daily – have reported a reduction in their weight.

In order to maximise resources, the establishment and maintenance of partnerships played a large role in the operation of the Healthy Lifestyle programs this year.

✓ Achievements

The City collaborated with Cockburn Health and Community facility to develop the Cockburn Healthy Lifestyle program. It offers a low cost coordinated approach to weight management and healthy lifestyle changes. Participants are supported and guided through personalised program and health service options specific to their needs.

Four Food Sensations programs were run in the community, with 35 people attending the sessions and learning more about eating healthy food on a budget.

The Healthy Eating and Lifestyle program (HEAL) continued to help the overweight or obese to better manage their health and improve their fitness. Over 100 people registered for the program in 2016-17. Evaluation data showed that Cockburn residents lost an average of 3cm off their waist (with the national average being a loss of 1.9cm), and increased their weekly physical activity minutes by nearly 62 per cent.

The City sponsored weekly HEAL Maintenance exercise sessions run by Curtin Clinics and a private exercise physiologist. These sessions attracted a weekly attendance of around 25 people and were either free or \$2 per session.

Heart Foundation Walking (HFW) groups continue to operate throughout the City.

The City hosted the Better Health program for kids aged 7-13 years who have weight concerns, with programs being held each term.

Contributed (through CIH) \$500 to Aboriginal women's softball team uniforms

Public Health Plan

The City's Public Health Plan provides the blueprint for City officers to implement improved public health outcomes for the community.

Approximately 95 per cent of the actions in the Public Health Plan have been completed. The new Public Health Act 2016 places an obligation on all Local Governments in WA to develop a Public Health Plan that is consistent with the State Public Health Plan. The deadline is 2020 and the City will comply with this obligation.

Environmental Health Initiatives

Food

✓ Achievements

21 infringements issued for non-compliance with the FSANZ Food Safety Standards and Food Code. Nine \$1,000 infringements were issued to companies and 12 \$250 infringements to individuals. Five infringements were forwarded to the Fines Enforcement Registry for non-payment. All infringements issued under the Food Act 2008 totalled \$12,000.

No Food Act prosecutions were undertaken

Officers conducted 1,142 inspections of 742 food premises resulting in 24 improvement notices being issued for serious items to be completed

Approved 43 new (or amendments to) food businesses

Approved 299 temporary food premises

Conducted 10 training sessions for 138 potential food handlers. Since January 2017 these courses are offered on demand as the City is promoting the updated FoodSafe® package to all food businesses within Cockburn.

Noise

The City has a unique noise environment with the presence of a freeway and other busy roads, a passenger rail line, freight rail line, aircraft from Jandakot Airport, substantial industrial areas and intense city centre areas. Development near these sources must be designed to minimise noise intrusion, especially at night.

✓ **Achievements**

10 Noise Management Plan approvals were issued for night time works on essential infrastructure

1,017 noise complaints were received by the City, with 691 received outside normal working hours.

Type of noise complaint	Received within work hours	Received outside work hours
Air conditioning	8	0
Alarms	3	7
Birds	17	0
Construction	45	48
Hotels	0	0
Industrial	3	3
Music	140	463
Power tools	7	16
Swimming pools	7	2
Transport	25	12
Vibration	11	0
Other	60	140
Total	326	691

Three infringements were issued for noise, namely loud construction work before 7am. A modified penalty of \$250 per offence was issued for these three offences.

Dust

The City is rapidly developing, with dust a common cause for complaint in Cockburn in comparison to other areas in Perth.

The City rigorously applied its moratorium against bulk earthworks during summer to minimise dust, with 26 Dust Management Plans approved over this period. One infringement penalty of \$500 was issued for failure to abate dust/sand from a property.

Mosquito Program

A busy season was expected last year given the forecasted local and global climate patterns. However, the conditions did not produce the levels of mosquito activity expected.

There are a total of 563 infrastructure locations within 16 suburbs that are potential breeding sites and could need treatment depending on water levels and larvae activity.

The following locations were Ross River Virus (RRV) priority treatment areas: Success, Atwell, Aubin Grove, Hammond Park, Yangebup and Beeliar.

✓ **Achievements**

The City received 31 notifications for RRV from the WA Department of Health for follow-up patient interviews

44 complaints were received from residents in relation to what they perceived as being abnormally high numbers of mosquitoes localised in their area

Three rounds of treatment were completed during the season with all 563 locations inspected in round one and 142 treated. 141 locations treated in round two and 71 locations treated in round three. In total, 354 sites in 16 suburbs received larvicidal treatments throughout the mosquito breeding season

Over a period of eight months, mosquito traps were set in Thomsons Lake Reserve as part of a project with the Department of Health to determine the number and species of mosquitos and the presence of the RRV.

Industrial Premises

The Industrial Premises Officer works with proprietors to achieve compliance with a range of minimum environmental management standards.

✓ **Achievements**

90 premises were visited in regard to mechanical servicing, spray painting, boat building, vehicle battery acid distribution, demolition storage, waste control and equipment hire. Of these, one was non-compliant, discharging a Schedule 1 material into storm water soak wells and/or soil onsite or into the City's reserves

Received 18 complaints relating to industrial premises

No infringements were issued.

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Statutory Planning Business Unit

Provides control and management of development, land use and subdivision functions within the City to ensure standards of amenity are maintained. Statutory planning also undertakes compliance and enforcement action against non-approved development.

✓ Achievements

Customer satisfaction rating (see page 16): 82%

Received 859 development applications, a decrease of 22.6 per cent from the previous year

Assessed 880 applications, a decrease of 23.2 per cent over the previous year

655 development applications were required to be determined within 60 days. The City determined 86.1 per cent of those applications within 60 days

225 development applications were required to be determined within 90 days. The City determined 82.6 per cent of those applications within 90 days, of which 48.4 per cent were determined within 60 days

Submitted 12 development applications for determination under the Joint Development Assessments Panel, down from 16 last year

2,058 new lots were approved (green title, survey strata and built strata), a decrease of 25 per cent from the previous year

Approved 32 new Local Development Plans for small lot development, a decrease from 44 the previous year

Logged and investigated 296 development compliance matters, an increase of 3.85 per cent over the previous year

The estimated construction value of all development applications received over the year fell by 36 per cent over the previous year to \$358.6m.

Strategic Planning Business Unit

The Strategic Planning business unit comprises the Strategic Planning service unit and Land and Lease Administration service unit. The Strategic Planning service unit prepares structure plans, scheme amendments, formulates strategies and adopts policies which provide guidance and direction for the growth of the City.

Strategic Planning

✓ Achievements

Customer satisfaction rating (see page 16): 100%

Prepared and adopted for advertising the Cockburn Central East Structure Plan

Prepared and adopted for advertising the Treeby District Structure Plan

Prepared, advertised and adopted the Phoenix Activity Centre Structure Plan

Completed the annual update for the Local Government (Heritage) Inventory

Progressed a scheme amendment to implement the changes in residential density adopted as part of the Lakes Revitalisation Strategy

Developed and adopted structure plans for the Hammond Park locality, extending to the west side of the future Hammond Road extension

Undertook the annual update for the City's suite of developer contribution plan arrangements

Housing Density

The City has a wide range of residential development opportunities from traditional family sized dwellings through to grouped dwellings and apartment-style dwellings.

✓ Achievements

Continued to provide a wide range of housing choices that contribute to housing affordability.

Planning Approaches

The City engaged the community in all aspects of its strategic planning process, and assisted other business units in respect to community engagement matters.

✓ Achievements

Engaged with the community in regards to all new structure plans and scheme amendments.

Land & Lease Administration

The City's Land & Lease Administration division ensures the City's property interests and land portfolio are appropriately managed to maximise social, economic and environmental outcomes, which underpin the City's governance approach to sustainability.

✓ **Achievements**

The successful land settlement of Beelihar Town Centre northeast

Created the next five-year iteration of the Land Management Strategy

Progressed four lot residential subdivisions on Goldsmith Road, Spearwood from the value adding associated with a former drainage sump

Continued providing extensive leasing and licencing support services to the array of community, sport and not for profit organisations and groups which utilise City buildings and reserves

Addressed all required land interest implications associated with the Cockburn ARC project as the City's most significant capital project.

Below: Medium density housing



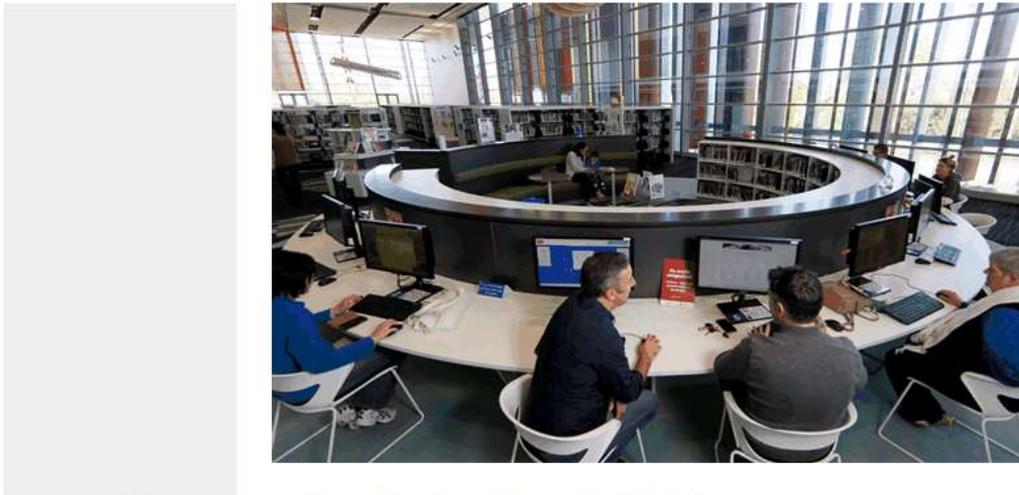
Finance & Corporate Services Directorate

This directorate is responsible for managing the City's finances including annual budgeting, financial reporting, long-term financial planning, procurement, rates/revenue, banking, treasury and taxation. The directorate also delivers information services, technology and business systems, as well as human resource management including recruitment, payroll, learning/development and occupational health and safety.

HIGHLIGHTS

\$4.4m Net Operating Result

\$1.2b Value Net Assets



Top: PC stations for public use at Success Library
Above: Zero Harm is an award winning safety initiative

FINANCIAL SERVICES BUSINESS UNIT

Internal Audit

Internal audit activities for the year reflected Council's adopted internal audit plan and the requirement to continue auditing the City's rates setting processes and modelling as per Council policy.

With a triennial Gross Rental Value (GRV) revaluation being applied to the 2017-18 rates, it was important to seek independent assurance that the City's residential rating concession model continued to be equitable for ratepayers.

The other significant internal audit completed was an assessment of the City's governance, risk management and internal control over its project management framework. The City recognised in its strategic risk register that project management was a high risk aspect of its operations. The audit found gaps and improvement opportunities for the City's delivery of project management, which are now being addressed.

External Audit

The City's external auditors completed its interim review into the City's finances in May 2017. This covered a review of the accounting and internal control procedures, as well as selected transaction testing. The audit of the City's annual financial statements was completed in October 2017.

✓ Achievements

The interim audit report presented to the Audit and Strategic Finance Committee in July 2017 contained 10 audit findings (five for Financial Services), with most recommending improvement to the internal control environment and greater management oversight

No major internal control failures or errors were detected by the interim audit

The 2016-17 Annual Financial Statements received an unqualified audit opinion, being the seventh consecutive year that the audit opinion has been unqualified.

Financial Systems Development

The Financial Services business unit has resources dedicated to the strategic development of financial management systems and processes.

New projects are aimed at improving financial system efficiency, performance and controls. There is strong focus on transitioning to automated and paperless financial business processes.

✓ Achievements

Completed a City-wide Key Performance Indicator (KPI) solution scoping exercise that included:

- A review of the current KPIs, research and peer review of other models being used by similar organisations
- Developing a set of suggested KPIs for each service unit. Business requirements for a potential technology solution were also identified as part of this first phase.

Successfully implemented a technology upgrade to the automated accounts payable system. This system uses optical character recognition technology and since going live last year, significant savings in printing and paper use have been achieved combined with improved process efficiency. Highlighting its value, the enhanced control process managed to detect and prevent payment on a fraudulent supplier invoice of \$0.3m this year

Upgraded the IBIS rates and concession modelling system. This process included additional training, knowledge transfer and enhanced reporting to support targeted modelling, decision making and audit processes.

Accounting Services

Responsible for establishing and maintaining systems and processes for recording, transacting, interpreting and communicating the City's financial data. These include financial performance measurement, budgeting and integrated financial planning services. The unit also delivers various accounting services to meet the City's business, taxation, cash management and accounts payable needs.

✓ Achievements

Completed the three yearly formal revaluation exercises of the City's land, building and landfill infrastructure assets as required by legislation

Annual Budgeting process review and refinement was completed to improve control and allow for more accurate budgeting of the City's casual workforce

The general ledger chart was reconfigured to support organisational changes such as the addition of Cockburn ARC and Port Coogee Marina service units

Commenced a review and redesign exercise for the monthly service unit financial reporting, which will result in more meaningful and relevant financial reporting for business areas.

Procurement Services

Facilitates efficient and cost-effective procurement for all stakeholders through an effective centre-led procurement model providing support services in competitive sourcing and contract management. The service also works to ensure organisational compliance with statutory and internal procurement requirements.

✓ Achievements

Implemented an eProcurement system to streamline tendering and evaluation processes for the City's projects

Developed and rolled-out an online procurement induction tool to build awareness and further update staff in respect to their responsibilities and procurement risk

Embedded social procurement with core procurement processes to promote opportunities for Aboriginal-controlled businesses and Australian Disability Enterprises

Worked closely with staff to deliver the City's key projects including Cockburn ARC, the new operations centre, Bibra Lake Regional Playground, several main arterial road duplications and waste management projects.

Rating & Revenue Services

Delivers property rating services and manages the City's revenue raising and collection activities, while ensuring statutory compliance across all areas.

Maintains and controls the City's central property database and prepares the Electoral Roll for Council.

✓ Achievements

Completed uptake of the triennial GRV rateable property valuations in readiness for the 2017-18 annual rating run

Implemented Enterprise Cash Receipting, an intuitive receipting solution, improving accuracy and ease of processing receipting and banking transactions

Expanded online payment methods throughout the City such as the introduction of BPay for Building Services and expansion of allocated electronic funds transfers to streamline receipting of payments received

Introduced paperless processing of Electronic Advices of Sale received from Landgate to reduce paper use and improve productivity

Continued the change of the rating basis from Unimproved Value (UV) to GRV for subdivisions with a residential land use, according to legislative provisions.

HUMAN RESOURCES MANAGEMENT BUSINESS UNIT

Provide policy, programs and advice which shape the City's workforce to ensure it is capable of achieving business objectives now and in the future.

✓ Achievements

110 per cent increase in the number of Employee Safety Representatives across the City

Created the City's Safety and Health Management Plan

Employed 35 permanent employees and 316 casuals for Cockburn ARC

Implemented the online incident recording system

Developed and implemented new e-learning modules such as the procurement induction module and incident reporting and recording module

Finalised negotiations for the new Enterprise Agreement

Developed and implemented a staff wellbeing program. The program focused on three different themes; Be active – healthy body, Be healthy – healthy lifestyle and Be happy – healthy mind

The Human Resources team were accredited as 'authorised officers' for the purposes of undertaking drug and alcohol testing

Ran ergonomic and safe stretching classes at Henderson Waste Recovery Park and Operations Centre (Parks & Environment) to reduce muscle strains.

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INFORMATION SERVICES BUSINESS UNIT

Information Services is the business unit responsible for providing, maintaining and developing the City's core services relating to information and communication technology.

Information Technology Services

Provides technology services and support that enables the delivery of the City's core information services. This includes the management of key projects that enhance and further secure the City's key information delivery to its staff, partners and community.

✓ Achievements

Moved away from point-to-point microwave links to high speed, reliable Fibre Optic WAN links

Made upgrades to the Cockburn Volunteer Emergency Service facility

Deployed Cockburn ARC data systems and infrastructure

Deployed depot data systems to new Cisco infrastructure

Upgraded all application and virtual desktop interactive servers to state-of-the-art Solid State Disc technology

Rolled out public Wi-Fi (phase I)

Replaced and upgraded all 470 Zero Client desktop devices across the organisation.

Business Systems

Provides solution development and business analysis services in support of the City's core information systems.

✓ Achievements

Supported and upgraded core Business Systems (Technology One Core Enterprise Solution, Property & Rating, the records management system and the electronic cash receipting system)

Delivered the City's new WCAG2.0 fully accessible website (in partnership with Corporate Communications)

Digitised the upload process between the Building Commission web service and the City's Building Services

Upgraded the clearweigh systems at Henderson Waste Recovery Park

Implemented the City's Digital Asset Media System (Cockburn Media Library)

Installed ReadSpeaker to enable reading of the website

Upgraded the vehicle booking system

Upgraded Links Modular Solutions to the latest release in preparation for Cockburn ARC going live

Implemented Electronic Cash Receipting system

Implemented Customer Satisfaction Survey framework

Implemented Local Government Excellence Program.

Geographic Information Systems (GIS) Services

Deliver the support, maintenance and development of GIS systems and datasets that provide stakeholders with the tools to analyse, visualise and explore corporate location-based information.

✓ Achievements

Developed accessible mapping tools for the City's new website

Upgraded the Cadastre update process to align with Landgate

Implemented accessibility for IntraMaps and Mapcontrol to be compliant for an AA rating on our maps

Rolled out a new waste tracking solution focusing on efficiency, sustainability and safety

Facilitated a 3D trial for the City and automated the importing of R-Spec Asset information to streamline this process

Upgraded the traffic management module to include analytics on crashes in the City

Integrated the Customer Request System with street trees data.

Records Services

Provide a high standard of technologically advanced records management services to support the governing functions of Council.

✓ Achievements

Upgraded the City's Electronic Document and Records Management System to ECM 4.03

Implemented Connected Content integration between ECM and Property & Rating

Implemented ECM in the Libraries

Implemented ECM for Human Resources including enabling Connected Content integration between ECM and the HR/payroll system

Developed an amended Recordkeeping Plan and submitted it to the State Records Office for approval by the State Records Commission

Transferred all archives from the last of the City's temporary storage locations to a fully accredited offsite records storage facility

Ensured information management requirements for the new Cockburn ARC facility were undertaken

Assisted with the implementation of Trapeze Desktop to enable Statutory Planning to undertake all development assessments electronically.

outlines the recordkeeping roles and responsibilities of all employees at the City of Cockburn. Participants must undertake and pass a short assessment at the completion of the course. Regular training for new and existing staff is also held on the use of the organisation's electronic document and records management system called ECM.

Evaluation of the Recordkeeping Training Program

All participants who attend ECM training are asked to complete a training feedback form. The feedback forms are regularly reviewed and suggestions for improvements are incorporated into the training program.

Recordkeeping Compliance

Evaluation of Recordkeeping Systems

A review of the City of Cockburn's Recordkeeping Plan was completed and submitted to the State Records Office in February 2016. The review identified that an amended Recordkeeping Plan was required and the amended plan was subsequently submitted to the State Records Office on 30 March 2017 for consideration by the State Records Commission.

Recordkeeping Induction Program

New staff must complete the Records Awareness training and where relevant ECM training as part of their induction. Recordkeeping requirements are also highlighted during the corporate induction sessions.

Recordkeeping Training Program

All new staff members are required to undertake an online Records Awareness training course. The interactive course

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Financial Report

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18.2 DOG EXERCISE AREAS - PUBLIC COMMENT

Author(s)	T Moore
Attachments	<ol style="list-style-type: none">1. Consultation report Aubin Grove and South Lake fenced dog park ↓2. Consultation Report Milgun Reserve fenced dog park ↓

RECOMMENDATION

That Council

- (1) Receives the summary of the public comment period on the development of fenced dog parks at Durango Park Aubin Grove and the Briggs St, South Lake, Power Easement
- (2) Proceeds with the development of a fenced dog park in South Lake at the Briggs St Power Easement
- (3) Proceeds with the development of a small dogs fenced dog park at Durango Park, Aubin Grove, consisting of the following design considerations:
 - Small fenced dog park 500sqm
 - Large amount of mature planting
 - Operation hours to be 7am to 7pm
 - 5 additional car parking bays
- (4) Does not proceed with the development of a fenced dog park at Milgun Reserve, Yangebup

Background

As part of an ongoing development program of fenced dog parks, the City has recently completed community consultation on the development of fenced dog parks at Milgun Reserve, Yangebup, Durango Park, Aubin Grove and the power easement on Briggs Street in South Lake.

At the September 2016 OCM, Council resolved that in accordance with amendments to Section 31 of the *Dog Act 1976* advertises for public comment for a period of no less than 28 days for the proposed new dog exercise area at Milgun Reserve – Reserve 40452 – Lot 591 Yangebup Road, Yangebup.

At the September 2017 OCM, Council resolved the following:

- (1) in accordance with requirements of the Dog Act 1995 (as amended) advertise its intention to create fenced dog exercise areas as follows:

- Within the power easement of Lot 12 Briggs Street, South Lake.
- Durango Reserve (48999) Durango Turn, Aubin Grove.

Since this time, staff have completed the public notification period for South Lake and Aubin Grove as per the requirements outlined with the Dog Act 1995. Milgun Reserve is already an off-leash dog park.

As such, Council is now presented with the summary report of comments received, together with recommendations for each of the three sites for consideration.

Submission

N/A

Report

Briggs St Power Easement – South Lake



Analysis of responses received about the South Lake Briggs Street Power Easement location found that the majority of the feedback received was in support of a fenced dog park to be located at this site. The South Lake location has been overgrown and residents welcome attention being paid to the site. It is recommended that the fenced dog park proceed at this location, with a fenced area for large dogs and a fenced area for small dogs.

Durango Park



In contrast to the South Lake location, the Durango Park site is closer to homes. The western part of the site is owned by the Water Corporation and unavailable for construction.

Whilst the responses received indicate a level of support for the proposed fenced dog park to be placed at Durango Park, there were a number of concerns raised by nearby residents, in particular:

- Do not want all of the reserve or large amount of reserve fenced
- Concerned about dogs barking in early hours of the morning
- Concerned about the aesthetics of a large fenced dog park
- Concerned about parking implications
- Concerned about safety of children already using the park

In response to the feedback received it is recommended that the fenced dog park proceed and that the following elements be incorporated into the design and operation of the space:

- Provision of fenced dog park for small dogs only approx. 500sqm
- Hours of operation set at 7am until 7pm (same as building construction restrictions)
- Large amount of mature planting as required
- Provision of five additional car parking bays
- Promoting it as a local fenced dog park for local pet owners with small dogs within walking distance of the site

Milgun Reserve

Council at its meeting of 8 September 2016, resolved that five locations, including Milgun Reserve – Reserve 40452 – Lot 591 Yangebup Road, Yangebup be declared as new dog exercise areas.

Council considered nearby Perena Rocchi Reserve for a potential fenced dog area, however decided that Milgun Reserve was a better option.

The report stated that “Milgun Reserve 40452 is in effect an extension of the Perena Rocchi Reserve which has some sensitive wetland areas and housing close by. Milgun Reserve is on the south side of Yangebup Road with a large grassed area that would be most suitable for a future fenced dog exercise area. A proposal for a fenced dog exercise area on Milgun reserve will be considered by Council at another time.”

Milgun Reserve (R 40452), on the south side of Yangebup Road, is already a dog exercise area.

The site contains a number of constraints in particular extensive drainage areas, network of drainage pipes and a water corporation easement as shown in the map below.

The most suitable location for a fenced dog park to ensure that nearby residents are not impacted is on the Water Corporation owned portion of land and not available for construction. It is therefore recommended that Council not proceed with a fenced dog park at this reserve.

Strategic Plans/Policy Implications

Leading and Listening

Being accountable to our community and engaging through multiple effective communication channels

Community, Lifestyle & Security

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

Budget/Financial Implications

The following funding has been confirmed for the three projects, within the 2017/18 budget:

Project	State Grant	City	Total budget
Milgun Reserve	N/A	\$100,000	\$100,000
Durango Park	\$25,000	\$80,000	\$105,000

Briggs Street, South Lake	\$80,000	\$18,000	\$98,000
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The external funding received for the Durango Park, Aubin Grove and South Lake projects must be acquitted by the end of the financial year.

Staff confirmed with the State Government that the proposed adjustments to the scope of works for the Durango Park fenced dog park is still consistent with the grant eligibility criteria.

The \$100,000 budget allocated for the development of a fenced dog park at Milgun Reserve in 2017/18 will be considered for reallocation as part of the midyear budget review process.

Legal Implications

N/A

Community Consultation

In August 2017, the City asked residents to suggest locations in Aubin Grove or Atwell for a fenced dog park as per the State Government funding and the City suggested several parks. Based on feedback, Council decided that Durango Park was the best location, so statutory consultation began.

In October 2017, a notice was placed in the local newspaper, Comment on Cockburn community consultation website and direct mail to affected residents within 100 metres of the proposed locations at Durango Park and South Lake. These two sites are not off-leash dog parks.

The consultation for Milgun Reserve was slightly different, as it had already been gazetted as an off-leash dog park.

Copies of the consultation reports are attached to this Agenda.

South Lake – Power Easement Briggs Street

The City received 32 responses (hardcopy and online), with 25 supporting a dog park at this location and seven not supporting this location.

Support the dog park at this location	25
Do not support the dog park at this location	7
Total	32

As such, it is recommended that Council approve the development of a fenced dog off leash exercise area to be built south of Briggs Street as per the map attached.

Durango Park

The City received 73 responses (hardcopy and online), with 45 supporting a dog park at this location and 28 not supporting this location.

Support the dog park at this location	45
Do not support the dog park at this location	28
Total	73

As such it is recommended that Council approve the development of a fenced dog off-leash exercise area to be built on part of Durango Park, as per the map attached, and as per conditions outlined above.

Milgun Reserve

In October 2016, Council sent 161 letters to residents who live near Milgun Reserve and received 21 responses via Comment on Cockburn.

The results were as follows:

Proposed dog exercise area	Against	For	No opinion
Milgun Reserve, Yangebup	11	9	1

In November 2017, Council wrote to nearby residents again and organised an on-site meeting with Council officers to reassess support for the fenced dog park and a possible location within the reserve.

In attendance were 13 residents who live directly adjoining the park. They expressed concerns about noise, increased traffic and parking and confirmed the park was already very popular for local residents who used it as an off leash exercise area. Of concern was the potential for motorists to park on busy Beeliar Drive to access the site.

The most suitable location to residents is on Water Corporation owned land and not available for construction. Given the site constraints and concerns raised by residents, it is therefore recommended that Council not proceed with a fenced dog park at this reserve.

Risk Management Implications

Should Council decide to not support the development of the dog park at South Lake and Durango Park, there is a risk that the external funding will be lost due to being unable to complete the projects by the end of the financial year.

Having now completed the community consultation on dog exercise parks there is a risk Council's brand will be impacted by failing to make sound decisions that reflect the community's responses.

A follow up mail-out and email newsletter should be sent to all survey respondents in Aubin Grove to let them know the outcome and the steps taken by the City to address concerns raised during the consultation period.

Advice to Proponent(s)/Submissioners

The Proponent(s) and those who lodged a submission on the proposal have been advised that this matter is to be considered at the 14 December 2017 Ordinary Council Meeting.

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

Nil

Fenced dog parks Aubin Grove and South Lake October 2017

Consultation Analysis

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 4.1 Appendix 1 Responses from online and hardcopy survey October 2017. 7

Executive Summary

The State Government has awarded \$160,000 to the City for fenced dog parks in Aubin Grove and South Lake.

The City, in consultation with residents, has chosen locations for two proposed fenced parks. After conducting the first round of consultation in August 2017, the City is required by law to advertise the locations for 28 days. This report captures the responses made by directly impacted residents who live near the two sites, and any other interested parties.

The locations are:

- Aubin Grove, Durango Park
- South Lake, unnamed reserve (under the powerlines, south of Briggs Road)

Staff from Roger Cook's office have been briefed on the outcome of the Aubin Grove consultation.

Guidelines

Ideally, land should meet these guidelines:

- Land of 1.5ha or more
- Water source for water fountains
- Parking or capacity for parking spaces
- Provision for dog poo bag station and general waste bins
- Preferably away from sports areas and schools so there is no clash of use

Previous consultation August 2017

In August 2017, the City asked residents to suggest locations for dog parks in Aubin Grove, Bibra Lake, Atwell and South Lake, and also put forward four suggested locations.

A total of 112 people completed an online survey, and 801 people visited the web page. A high percentage (87.8 percent) are dog owners or used to own a dog.

- The City's four suggested locations in Brenchley Park, Durango Park, Bibra Lake opposite the retirement village, and South Lake underneath the power lines were supported
- Mixed support for a fenced dog park at Bibra Lake, with concerns about snakes and tortoises
- Strong comments in support of a fenced dog park at South Lake

An an outcome of this, Council decided to defer any decision on Bibra Lake, pending environmental investigations and ruled out Brenchley Park as a fenced dog park location.

It decided to proceed with public advertising for South Lake and Durango Park.

1 Methodology

In October 2017, directly impacted residents were invited by mail to complete an online survey. The consultation was also publicised by newspaper advertisement, Facebook, emails to MPs, Elected Members and residents groups, and an email newsletter.

Most responses were received through the survey, and some by email.

Online responses

The level of engagement depends on:

- The topic of the consultation (impact on community)
- Extent of communications and promotion (awareness)
- Opportunities to get involved
- Perceived ability to influence the outcome

The graph below shows the number of respondents who click on the project (Aware), read through the pages (Informed) and complete surveys (Engage).

Like similar online hubs across Australia, we aim for a ratio of 60:30:10.

So out of 100 visitors, 60 usually looked but did not do anything, 30 clicked on something and another 10 became engaged in one of the tools. The engagement for this project was particularly high.

Participants in online survey below:

Highlights



2 Outcome

2.1 Survey results

Aubin Grove

The City received 73 responses (hardcopy, email and online), with 45 supporting a dog park at this location and 28 not supporting this location.

Support the dog park at this location	45
Do not support the dog park at this location	28
Total	73

South Lake

The City received 32 responses (hardcopy, email and online), with 25 supporting a dog park at this location and seven not supporting this location.

Support the dog park at this location	25
Do not support the dog park at this location	7
Total	32

3 Engagement Summary

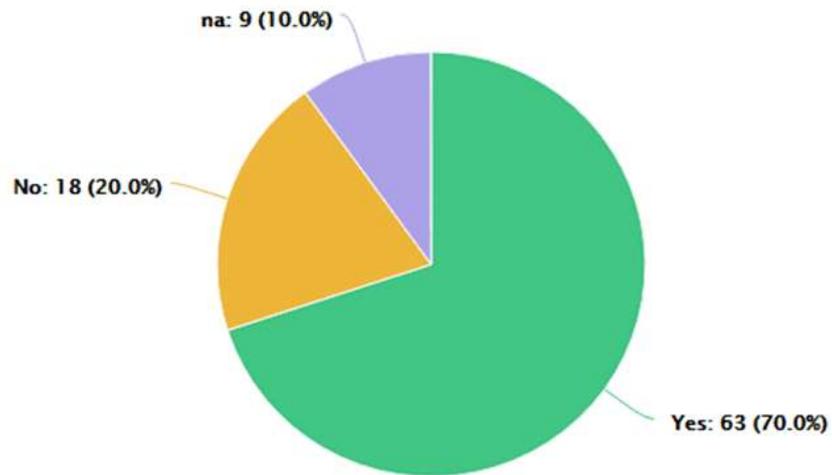
Engagement summary	
<p>We asked</p> <p>Do you support new fenced dog parks at Durango Park, Aubin Grove and at South Lake, near Briggs Road?</p>	<p>You said</p> <p>Aubin Grove: You can barely swing a cat in that space, let alone enclose the area for dogs to run around inside it.</p> <p>Aubin Grove: It will be a great addition to the suburb full of animal lovers</p> <p>South Lake: I am worried that many vehicles will park on my street.</p> <p>South Lake: It will encourage local dog owners to be outdoors more, and to be active in a controlled safe environment for the dogs and also the community.</p>
<p>Key points in favour</p> <ul style="list-style-type: none"> • Encourage more activity by dog owners and dogs • Suitable location within walking distance of homes • Allow dogs to socialise 	
<p>Key points against</p> <ul style="list-style-type: none"> • Close to homes • Bring unwanted traffic to area • Noise too early in morning 	<p>You participated</p> <p>Mailout to local homes</p> <p>Online survey and emails: 105 responses</p>
<p>Next steps</p> <p>We are now reviewing all community input and will make a recommendation to the December 2017 Ordinary Council meeting.</p>	

4 Appendices

4.1 Appendix 1 Survey participants

1. I am a dog owner

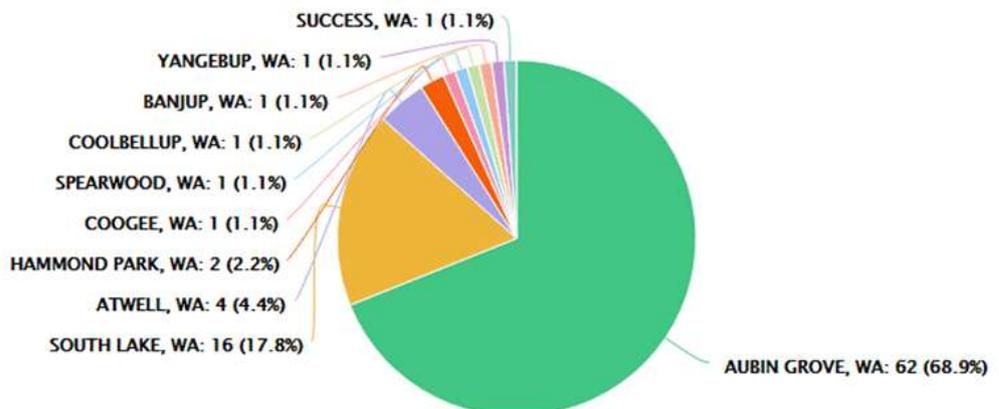
(90 responses | 0 skipped)



2. Please list the suburb where you live:

(90 responses | 0 skipped)

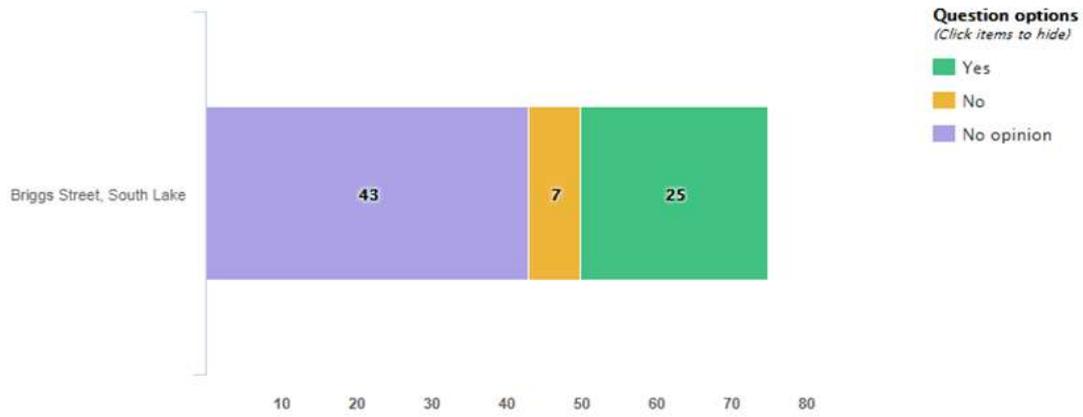
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Q3

3. I am in favour of a proposed off-lead dog park at the following location:

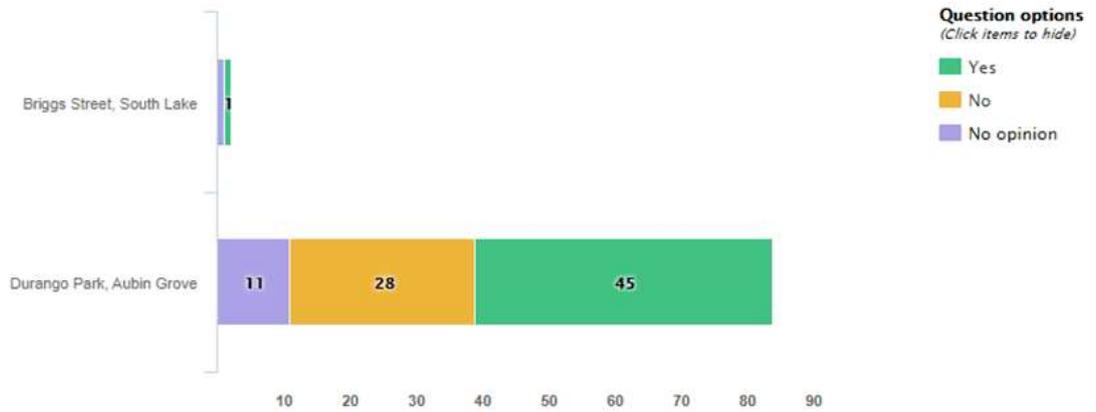
Optional question (90 responses | 0 skipped)



Q4

4. I am in favour of a proposed off-lead dog park at the following location:

Optional question (90 responses | 0 skipped)



4.2 Appendix 2 Survey responses (hardcopy, email and online) October 2017.

Favour a dog park at this location in Aubin Grove	
Local residents	
1	I am in favour of an off leash area at Durango in Aubin Grove, however please make sure the children's play equipment is removed before the conversion to this park
2	This would be an ideal location. It would be perfect for dog owners, as well as keeping dog away from families at the many other parks in the suburb. Concern over the amount of dog poo left lying around and street parking.
3	It will be a great addition to the suburb full of animal lovers
4	Great idea
5	It will be so good to be able to exercise my dog off the leash in my suburb. I think if dogs are allowed to be kept there should be off the leash parks in every suburb. Dogs need to be able to run free & socialise (supervised of course).
6	Happy for the fenced dog park to go ahead.
7	Please ensure enough parking (not one park, then a tree, then another park, just ample parking). Please include bench seats so people don't have to sit on the grass that gets covered in poop. And shade, and water. If you're having a big and small dog area, water in both not just one. Kwinana dog park and Jandakot are great. Calleya - not great. Thanks!
8	This park used to be a off leash park back in 2014. We need this fenced off leash dog park as most people will be able to WALK to it. We want to encourage healthy lifestyles. Getting out and about in our community, not sending people off in a car to another suburb for a dog park.
9	Yes
10	I think it is an excellent idea. Living in Aubin Grove I have a park within a few minutes walking distance in just about every direction of my house. Unfortunately none of them allow for dogs being exercised off leash. I really hope this gets accepted and if not that another location in Aubin Grove can be designated.
11	We really need an off leash dog park. Walking my dogs daily isn't enough, they

	need to be able to run around and interact with other dogs
12	It will be a great addition to the suburb full of animal lovers
13	I do not have problem with the proposed dog park and think it is an excellent proposal for all dog owners in the area.
14	I would love a dog park in Aubin Grove. I have 2 large dogs that would benefit from an off leash area, as they dont have much land to move on at home. I could easily walk to the park, which is good fitness all round.
15	Secure area is certainly needed. Tasteful fencing required, given midst of existing housing
16	Yes
17	It would be great to have an off lead dog park in Aubin Grove...nice to be able to exercise your dog in a safe environment.
18	Yes
19	Yes
20	Great idea and very much needed in the area.
21	Yes
22	We are definitely in need of an off the lead dog area in Aubin Grove. Some residents oppose this based on dogs and children not a good mix, but the area would be fenced and therefore safe. Opposition from residents is always going to be 50/50 so I believe the council should pick the least affective area for everyone and go with it. just make sure there is parking.
23	Yes
24	I think this is a great idea for our area. There are so many dogs that are already off their leads on parks in the area and it would be a safe environment for them. Thank you
25	I live directly adjacent to this piece of land. The area is not being used in its current state. It's too uneven for ball games or sport. There are enough playgrounds locally already. This would be a great use of the site as there is no off leash area locally. I am strongly in favour of this.
26	It would be fantastic to have somewhere close to home where I can allow my dog to play off lead. Additionally it might encourage people who currently let

	their dogs roam loose at local playgrounds around kids to stop doing so!
27	We need parks for dogs
28	We need to have more off-lead dog parks in Aubin Grove. It's such a lovely neighbourhood and there are so many people who live here with dogs as pets. It would be an excellent park to have.
29	This is a much needed facility
30	Yes
31	It would be great to have a dog park in the suburb, can only benefit from doing this and with majority of families in the area having dogs will be a great way to get them to socialise!
32	We would love to have an enclosed dog park
33	Massive need for an off lead area in Aubin Grove that dog owners can walk to. This park is easily accessible and would love to see an off-lead area here. Hopefully the existing vegetation would be kept though as many of these areas tend to be cleared.
34	Would love to see this go ahead! Makes so much sense to have it fenced in within the suburb so we can walk to use it. Please make it happen!!
35	Would be great to be able to walk my dog to the Aubin Grove park. At the moment, I have to drive to the nearest dog park.
36	There should be two separate areas; one for large dogs and one for small dogs. There should also be a drinking fountain for people and dogs in both areas.
37	Support establishment of dog areas, with adequate fencing in all suburbs.
38	Great idea. Please ensure dog poop bags are available and possibly a dog water fountain for drinking.
Other residents	
38	(Need to consider) proximity to housing, and loss of free open space for unstructured ball play at Durango Park.
39	The more dog parks within Cockburn the better- it means less crowding at one dog park.

40	Yes (Atwell)
41	That would help dogs and dog owners to socialise
42	Seeing the success of the dog park in Success, I believe that opening more is a brilliant idea
Do not favour a dog park at this location in Aubin Grove	
Local residents	
1	No parking – street already busy
2	<p>I do not believe Durango Park is suitable for a dog park in terms of its size or location. I believe there are much larger, flat parkland areas that are better suited for this purpose. You can barely swing a cat in that space, let alone enclose the area for dogs to run around inside it. A dog park here seems like a waste of time and money. Location wise I also don't think it's suitable or fair to the home owners whose homes directly front/back on to that park, I.e. Serotina Lane, among others. There are too many home owners directly impacted by the location of this proposal. Also there are often small children who use that park as they are too young for the playgrounds at other parks. I am also critical of the time it has taken for certain ratepayers, particularly those directly affected, to be consulted about this proposal. I first heard of it from a friend a couple of months ago, who lives in a different council area. It was not until this week that I was informed of the proposal via a letter in my mailbox! Has the council considered other parks or larger reserves for a dog park? Can a section of the Banksia Eucalypt Woodland Park, Triandra Reserve or Frankland park be enclosed for this purpose? All in all I am opposed the proposed dog park at Durango Park.</p>
3	<p>Our first response is "No" due to the following reasons:</p> <p>If you look at the layout of the area, this open space was provided because the land size is small and there are no backyards so the area was provided with open space for everyone.</p> <p>We have used the park at Treeby and dog owners do not pick up their dogs droppings whilst in the park The park becomes patchy with large sand areas caused by owners standing in the one spot so their dogs don't use the whole facility The noise level from 6am as a dog park becomes a place where stupid owners have an 12ocializat reason to call their dogs name as loud as they can and the dogs barking ensues. Most houses will have their front bedroom facing this area and will be negatively affected by the noise from the park There is a larger open space with playground, water and plenty of room to put this dog park at Radiata Park. This way the whole family can go with the dog to enjoy</p>

	<p>the park whilst having a bbq.</p> <p>We decline the position as it is not the purpose of the open space as originally provided or intended.</p>
4	<p>I am not opposed to dog parks in general but just specifically opposed to one at Durango Park in Aubin Grove. I have a young child and my street/surrounding streets are also full of young children who quite often play at the parks near home, including this one. My issue is that this particular park is quite small and turning it into a dogs park limits the areas of play that my child has access to within walking distance of my home.</p> <p>Additionally, there is very limited parking around this park and assuming that this is the only proposed location for a dog park in Aubin Grove (at least for the foreseeable future), it could increase the amount of people driving to use the park and therefore increase cars in the area as well as parking issues, including for residents in close proximity. The area is very quiet traffic wise (which means kids tend to play on the streets and near the park etc) and I believe that a dog park would increase the amount of car traffic coming from outside the surrounding streets.</p>
5	<p>I am concerned about hearing constant barking. I am concerned for those living right on the park (ie their gardens face the park). They will be looking out over a dog exercise area.</p>
6	<p>While I respect pet owners, I have young children that regularly play in that park and am concerned about them if they were playing in a off-lead dog park. There's an existing fully fenced dog park that is quite close to Aubin Grove which is Jan Hammond, Success. As a suggestion, rather than converting existing small parks, perhaps use a portion of the Banksia Eucalypt Woodland Park, the Harry Waring Marsupial Reserve or Thompsons Lake Nature Reserve?</p>
7	<p>The Durango Park area has homes on all sides that aren't very far from where the park will be. There currently aren't a lot of shrubs or plants that will stop noise from being muted from the park for those homes. I know dog owners who drive down to dog parks – there's not a lot of street parking to absorb these extra visitors at Durango Park. The Durango Park area seems much smaller than that which could be utilising at Brigg Street, and it may be easier to incorporate a small carpark in this area since the land cannot be used for dwellings or businesses.</p>
8	<p>I don't feel this is an appropriate location to house a dog park. The park is not large enough to have multiple dog owners use the facilities. The park is commonly used by many residents who live close to have a quick footy kick, run around or play with toys. Converting this park will make that no longer an</p>

	option as there is bound to be faeces left behind from owners who weren't properly supervising their dogs. Do we really need an off-the-lead park in the area?
9	There is limited parking on Durango Turn and the park is very close to houses that their backyards directly face on to the park
10	I live very close to the location of proposed dog park and with a small kid at home, we are concerned with the noise and safety.
11	My family lives directly opposite Durango Turn park and no I am not in favour of the proposed dog park. The area already has enough problems with irresponsible dog owner, allowing there dogs to roam free, leaving there dogs droppings etc. As a owner of two dogs myself I would never take them to a dog park. Yes, for some dogs its a good way for socialization but sadly some dog owners just don't understand that they need the dog to be obedient before they are left to run free and this is what I don't trust and don't want around my dogs. I believe dog parks also breed aggression in some dogs and I personally do not want to look out my window and witness this. There is also the risk of dogs getting out of the fenced dog park and roaming free on my land and potentially upsetting my dogs. Also, a fenced dog park on my street would increase traffic to the area putting my young children at risk and where parking is already an issue and limited. So yes, I am definitely against this proposed dog park in Aubin Grove.
12	As a family we enjoy walking to the park, as it is. It is the closest to our home and we have a little girl with Cerebral Palsy who can walk in her walker to the park because the distance is close. We don't want it fenced off, full of dogs, people, cars, the noise of yapping, poo and doggy friendly equipment. We don't want the additional traffic on or near our quiet street. Please spend the money on making the park at Radiata (opposite end) more equipped for all children and families. There is so much space there to expand and have more facilities such as coffee/ice cream, skate park etc.
13	Not enough parking nearby. I don't want people parking on my verge. Already enough dog poo laying around. I bought my house as it looks onto a nice grassed park, not a fence
14	Not enough car parking for residents let alone visitors to the dog park. I don't want my street full of visitors cars, not to mention the noise.
15	Safety for children who live in the area with increased traffic. Increased traffic and lack of parking around the park. Space for the children and families to use the park. General safety of residents

16	<p>I live directly overlooking this park. I do not feel this park is suitable as a fenced dog park as it is very close to residential homes. I am concerned that parking will be an issue. Also I work night shift and would not want to be disturbed by barking dogs and increased traffic during the day whilst sleeping. I use this park at least weekly with my grandchildren as we have a very small backyard and this park is like our backyard for them. Durango Park is a lovely peaceful place to sit and also overlook and I feel this will be taken away if it is converted to a dog park. I think a dog park needs to be further away from residential homes with better accessibility. Thank you for considering my views.</p>
17	<p>Dog parks are a good idea but I think the location on this one is too close to properties. My husband and I own an investment property on Durango Turn and one of our concerns is for the future of prospective tenants or possible sale of the home. Not everybody likes dogs and some people find them intimidating and everywhere you go these days people have their dogs. I like the Jan Hammond dog park in Success or the Kwinana one because they are mostly away from housing and does not directly affect those who live close by. So no we are not in favour of the one in Aubin Grove thank you.</p>
18	<p>I do not believe such a small park should be used for dogs, the park is nice without a fence and i feel a fence would detract from the overall look of the park that is designed for all sorts of recreation and to be available for use for the many young families with young children in and around the park. I feel if we place a fence around this lovely little park and make it a dog park the young families will be reluctant to allow the kids to run and PLAY and will have fear of the dogs who may attack children playing. with a fence the child may not be able to run away so easily and albeit a parent will be close to the child i do not recall any news stories of a child attacking a dog. as you know its dogs attack child. The whole idea is unsuitable for this open space. its a family park, please leave DURANGO PARK it is for families. The dog owners can still use the park as they do but keep dogs on leash and will if they have no fence to rely upon and hence a safer situation. Please leave this space alone for the local families.</p>
19	<p>Enclosing the whole of Durango Park would block visitors from access my house from the parking bays in Durango Turn. My visitors who include children and babies would have to walk through an enclosed dog area with uncontrolled dogs this is dangerous and unacceptable. Uncontrolled dogs would also destroy the natural bushland in the park which would also upset the wildlife and birds. The area is used by children who love to ride their bikes and scooters this would attract dogs to chase after them. I frequently find young mothers taking their young children for walks through the park. We currently get a lot of dogs in the park that enjoy the park as it is but are controlled well by responsible owners. Putting up a fence will only attract dogs than do not obey commands from their owners a disaster in the making if just one of the dogs</p>

	<p>where to attach a small child in the park. I have seen the enclosed dog park in Success which I think is great it does not block access to houses and young children can easily avoid the area. The council needs to rethink this area as it is most unsuitable for an enclosed dog park.</p>
20	<p>This park is too close to houses. There is not enough open space for dogs to run. It concentrates dogs in a very small area. I bought my house because of the lovely unfenced park in front of it with its attractive garden beds. If the park is fenced, children will not be able to ride their scooters etc on the great pathways around and through the park.</p>
21	<p>My husband and I are opposed to this idea. We built on the park to enjoy the view and for the peace and quiet. Also this will devalue our property as our home and others will be looking straight into the fence and not be a pleasant outlook. Also we paid an additional \$50k for the land to live on a park, I'm sure you'd feel the same if this effected the value of your property. Many children use the park and it's a wonderful to have an area for the children to run free, play games, ride bikes, have picnics, play cricket, footy and throw balls in the park. Especially as now days as the yards aren't big enough for children to play so the park for the children is a bonus. If the park is entirely fenced then there will be nowhere for the children to play .. only dogs!!</p> <p>If dogs are off leads and children are playing in the fenced area they could easily be attacked. I believe dogs will attack each other, not all dogs, but there are some around that are very unfriendly and quite vicious. I have seen a lady attacked by a dog off a lead while she was trying to save her dog from being savaged. I was also walking my dog on a lead around the park and a dog tried to savage him.</p> <p>Dogs will defecate all over the park and it won't get picked up if they are running free and will also bring flies. It won't be pleasant walking through the park trying to miss the dog poo. Where as if the dogs are on leads this can be controlled and doesn't get out of hand. Because I assure you there will be dog poo everywhere.</p> <p>We also realise dogs need some freedom, so if the park has to be fenced, our suggestion is to fence off the western side of the pergola as this will still allow people to use the picnic table and children to play freely on the eastern side of the pergola/park in a fence free area. It would be a win, win situation the children would have a play area and so will the dogs.</p> <p>Also on the western side of the park there is a buffer garden between the homes and the lawn area. And if the lawn area was fenced then it wouldn't affect the view as the fence would be away from the path bordering the houses.</p> <p>Also I think if you have any money over a basket ring would be fantastic for the</p>

	<p>kids if it was installed in a fence free area in the park. At present the kids shoot hoops in the laneway, which doesn't bother us at all, however it would be so great for them if they had somewhere in the park to do this. I trust that you will consider our concerns and suggestions.</p>
22	<p>I live next to Durango Park were you are proposing to fence the park to make it a dog walking area. We have a lot of children in the area I would imagine to get into the park the kids would have to climb the fence I don't imagine they would use the entrance? They would throw their skate boards and scooters over the fence. As I say I live right next to the park and the people who use the park for dogs walking are very responsible and use the doggy bags supplied. The dog poo bins are much used. I have two small dogs of my own very old I don't think it merits a fence which would cause other problems.</p>
23	<p>Strongly opposed to this proposal, particularly in fencing of the entire area and therefore making in unusable for any other activities or enjoyment by residents and community members. There are numerous other options for appropriate parks for consideration in the immediate and surrounding areas.</p>
24	<p>As a resident of Serotina Lane, I strongly DO NOT support this proposal at all. The following reasons being why:</p> <p>My property backs directly on to this park with open fencing. My property is already exposed to the park which is a lovely feeling of peace and quiet with the occasional persons making use of the park and passers by going for a walk. This level of activity is pleasant and great for the community. I feel a fenced dog park would attract a heavier flow of users and therefore noise and traffic to a very small quiet little corner of Aubin Grove. The slightest of noises carries across the park and would be dramatically increased with the constant barking of visiting dogs. I would not have purchased this property if a dog park had already been there. I feel it would only devalue my home and should I put my house on the market, feel it would not encourage prospective buyers. The tranquil nature of this park is one of the main reasons I bought the house. I often sit out the back of my home and enjoy the surroundings. My property is a small cottage block with little space and the park feels like an extension of my home and literally like my backyard. I would not be able to do this if a dog park exists. The park has a nice open space where families come and kick a ball and children run around. You would be removing this use from Aubin Grove families and narrowing its usefulness.</p> <p>Please I urge you not to go ahead with this and find an alternate park with greater open space and less homes effected by such drastic changes. I can only hope that my fellow residents agree with me.</p>
25	<p>My name is X of Durango Turn. I wish to advise that we are totally opposed to the dog park fencing proposal being installed at Durango Park, We totally</p>

	<p>disagree with this due to parking issues, and the devaluation of our property and increase of neighbourhood surrounding presents, we have 2 dogs of our own and dont want this turned into a major caged location for pets, there is nothing wrong with letting the whole community using this area to exercise their dogs, which they already do and we dont have any issue with that, what is wrong with letting our dogs roam free in this lovely open area we have, I am totally disappointed and require an explanation. I have documented this reply to the Town of Cockburn as of 30/11/2017 and will follow up with a personal letter to the Mayor for our immediate concern. We will be pushing further action.</p>
26	<p>I live right near the path that crosses the middle of the park in question? Because of the slope of this path the kids in the area use it to run their scooters and skate boards on weekend and holidays they will not be put of by a fence? They will throw their skate boards and scooters over the fence to get to this path, Or they will make a hole in the fence? I predict their will be a lot of accidents involving kids because of this?</p> <p>Also what about access to the shaded area on this path are we to be denied this? I think to fence in this area would cause more problems than it would solve? Take your fence somewhere else? Colorado park? Very bad Idea? What a waste of money?</p>
27	<p>I am quite perplexed as to why this would be deemed an appropriate dog exercise area given the amount of more suitable and appropriate park areas in the immediate vicinity. Particularly, given the proposal to fence the boundary (entire) area of the park and therefore rendering it completely unusable for other activities or by community members. Although there is some parking around the perimeter of the park, I can advise that this is primarily used by surrounding residents or visitors (and council workers) and would suggest it would be inadequate for the suggested need.</p> <p>Having purchased my first house in April 2017, a large part of the final decision was the lovely (and unobstructed) outlook over the park and to think that this would be directly imposed upon is quite disappointing. I do not understand how Durango Park is a suitable venue due to the undulation and vegetation, the area seems quite inapt for the use as a dog area. It is my understanding that dog exercise areas are most well suited to flat, open areas with clearly defined borders. It would be my suggestion that there a number of other parks in the immediate vicinity which offer a more appropriate option, I have included a marked map for your consideration. I would suggest strong consideration should be given to these alternatives (both which offer large, open area areas and could incorporate a dog exercise area with minimal impact on the current use of the individual spaces):</p> <ul style="list-style-type: none"> • Radiata Park - portion of the park could be fenced for dog area leaving a

	<p>large remainder for multi-use purposes</p> <ul style="list-style-type: none"> • Aubin Grove Reserve – portion of the reserve on the south east corner could be fenced for dog area with no impact on the use of the reserve <p>Other areas to be considered which offer open, flat areas which are easily fenced:</p> <ul style="list-style-type: none"> • Camden Park – Camden Blvd x Minitier Way • Colorado Park – Colorado Pde x Lyon Road • Balboa Park - Balboa Loop • Versailles Park – Versailles Parkway <p>Although not currently a dog owner, I do plan to adopt a dog into the future and even at that convenience I still would not think that Durango Park would be a suitable or appropriate option for a dog exercise area. I am strongly opposed to the proposal for a dog exercise area at Durango Park and would hope that council would take into consideration my opinion and points raised above.</p>
Other residents	
28	<p>This is an increasing trend of reported dog attacks in Perth since the introduction of dog parks. It's nearly 5 every day in 2017 but only a tiny fraction of dog attacks result in prosecution. The situation has already lost control and completely shocking! Instead of introducing more dog parks, we should do the opposite to remove dog parks to keep our kids safe!</p>

Favour a dog park at this location in South Lake	
Local residents	
1	<p>Although I am not a dog owner my Dad and me live on Pambula Court, next to my grandmother. We are sick and tired of people riding their dirt bikes through this bit of land, especially when they do it at night. We fully endorse the proposal for a dog park here, especially if this means the area is going to be properly gated. This will also cut down on the snakes and the fire hazards this particular bit of land already exposes people to who live adjacent to this block of land. (By phone. We have blocked off the laneway to stop bikes driving through there).</p>
2	<p>A great idea for the local area. Main concerns</p> <ul style="list-style-type: none"> • the number of established trees to be cut down. The more kept the better as there are many, many birds that use the trees behind our

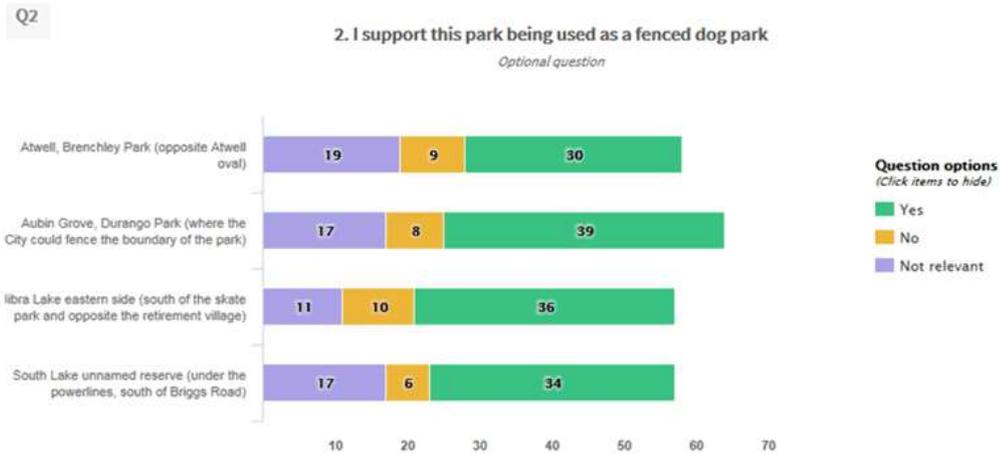
	<p>house and have been there for many years. We love having them visit our backyard and would be devastated if this was to stop. After the debacle of Roe 8, the more trees kept in the area, the better.</p> <ul style="list-style-type: none"> • Dogs off the leash outside of the area. This is a problem at the park in Success. Scares children and adults who are not comfortable with dogs. There are also a number of ducks that use that area due to the marshy area. How will their environment be protected? I wouldn't like to see the ducks move from the area due to dogs chasing them because owners don't have their dogs on a leash. • bag availability for dog waste • enough rubbish bins for the bags of waste and other rubbish left. • distance of park from the housing fencing, for privacy. • policing of parking on Briggs Street • what measures will be taken to ensure that loitering will not occur after daylight hours - the clearing of the land will open up our houses to people having easier access to our properties. Solar lighting? <p>Thank you</p>
3	Yes
4	<p>I am in favour for the proposed dog park under the powerlines here in South Lake. I would like to know if the native animals (bandicoots, bobtails, snakes) will be relocated before any clearing starts? I would also like to see most of the native trees retained as they will give some shade along with the installation of water troughs for the dogs. Thanks</p>
5	<p>Make sure the fences around the areas are high enough that dogs can't jump out if others are walking past. We need more for the larger dogs that are safer if they have anxieties or are dog aggressive, and more than one entrance. Lots of poop bags and bins, also shade and water taps. Do not put a play ground in.</p>
6	<p>It will be great for the suburb of South Lake. It will encourage local dog owners to be outdoors more, and to be active in a controlled safe environment for the dogs and also the community.</p>
7	A dog park south of Briggs street would be great
8	<p>This location and land is perfect. There are many dogs in the area, mine being one of them. Additionally, the development of part of this land will only add value to those housing around it and look more appealing.</p>
9	Great idea. Only concern is the control of snakes in this area as quite a few are

	seen each season (even slithering onto North Lake Road).
10	There is a lack of suitable dog exercise areas in all areas. I find living in South Lake with a reactive dog to be very difficult as owners who do not have proper control of their dogs tend to have their dogs off leash a lot in inappropriate areas, meaning my dog can react to other dogs coming up to him all the time causing issues and I feel I have to try to walk my dog when there are less dogs around or not at all (which in my suburb I feel is a common problem and can also lead to owners not walking their dogs and barking issues leading to neighbour disputes). I feel that a dog exercise area where people can allow their dogs to socialise with other friendly dogs and be off lead would solve issues for dog owners like myself and lead to better training opportunities for other dog owners and allowing everyone to follow the rules and keep their dogs happy, healthy and better behaved in general.
11	Yes
12	I think it's fantastic to see more off lead dog parks with new equipment, it's good for dog socializing and getting people out with their dog to encourage fitness.
Other residents	
13	Proximity to powerlines at Briggs Street.
14	Yes
15	Yes
16	Owning a Beagle that always needs to be in a lead, a closed in off lead park would be great. (Yangebup)
Do not favour a dog park at this location South Lake	
Local residents	
1	My property is on Pambula Court. I worried that many vehicles will park on my street. Also, that may create further security issues, eg. more break in or anti social behaviour. My property was broken into a month ago.
2	There is already an oval nearby where people exercise dogs off-lead, which won't stop with a new off-lead area. It is nice to have some park areas where dogs are kept on lead.
3	Having the dog park across the road from my house will de-value my home and I do not want the dog park to be established.

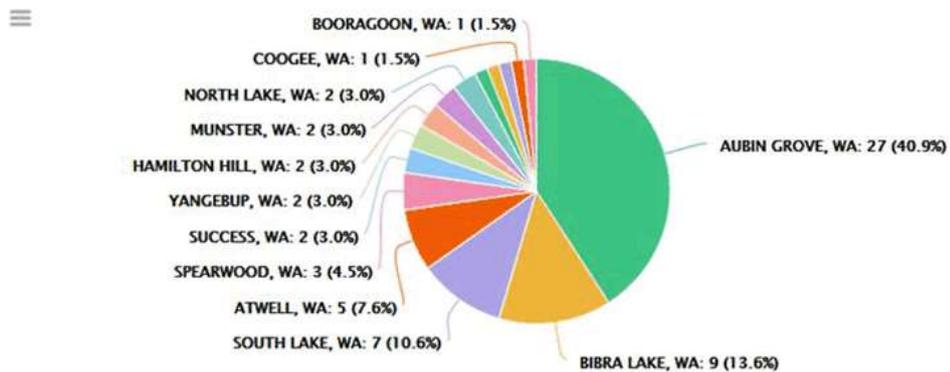
4	There are other areas close by that could be more suitable. Where trees have already been taken away and land level and cleared. There are currently trees being cut down for no reason! There is a large amount of beautiful birds that will be affected (again) by this.
Other	
1	I would like an area in Coogee/Spearwood considered instead of South Lake or Aubin Grove, as there is already an enclosed dog park at Jan Hammond Park but there are no enclosed dog parks in the West Ward, but there are so many dogs in these areas.
2	Hello, there is already an on leash beach at Woodman Point and I think it is reasonable to convert this to an off leash dog park. Thank you.

4.2 Appendix 2

Survey results August 2017



Signup Form Question: **Suburb** v
Choose a signup form question to see details



Aubin Grove	
20	I disagree with any dog parks in Aubin Grove. So many dog owners that already can't clean up after their dogs in this area.
21	I think Durango Park in AG would be a great location as the park is under utilised at present and it used to be a off the lead dog park a few years ago.

	Aubin Grove is in desperate need of a off the lead dog park.
22	Durango Park is a perfect spot in Aubin Grove. It's big enough for the Dog park and open space.
23	Durango Park - there are a number of issues. Parking - people that drive to the park Would be using the parking along the park which does not have many parking spots. This would lead to people parking closer to people's homes. There would be an increase in noise especially for the people with houses that have their front entrances within Durango Park. Safety for the children that play in the park. The dog park may be fenced but there Still could be interactions with children and dogs. Overall safety for the houses that back onto the park. I think it is important the homeowners on Serotina Lane are contacted as the dog park in front of their houses could cause a loss in property value. In order to access the front doors to these houses you would have to go through the park.
24	I think Radiata Park nearby would be better due to also having a playground. Durango would be great we take our dog there lots and having security of a fenced area would be really appealing.
25	Aubin Grove. Durango park / Radiata Park, decent parking also needs to be thought of as well
26	Durango Park as it would mean I can walk my dog to this exercise area rather than having to drive to Calleya or Success.

South Lake	
43	The proposed South Lake area south of Briggs requires to be redeveloped. It would be a great time to put in a dog park to bring the community together and somewhere for dog owners to meet each other.
44	There will need to be enough space for a ball to be thrown for active dogs. There are no current facilities nearby that are dog friendly.
45	There are currently no fenced areas in South Lake to run your dog - the closest being the other side of the Kwinana Fwy in Jandakot. This is currently unused and ugly land that would be perfect for a dog park. Anning Park does not allow off the lead dog runs and is usually occupied by sporting competitions. Glen Mia Reserve off Glenbawn Ave is too small, unfenced and too dangerous, as it is surrounded by roads in all four sides.

46	<p>If the one in South Lake was nearer the powerlines off Elderberry Drive it would be far more convenient though - There are always dogs being exercised near there at Hopbush park but with the lack of fencing and how close it is to North Lake drive it is not the safest option. The current proposal for South Lake would be a drive for me but still closer than any of the other dog parks.</p>
47	<p>And the unnamed reserve under the powerlines in south lake may be a tad scruffy and boring, but it's got decent biodiversity, a surprisingly strong set of native plants. At the moment, it's not in good shape, but it's not super terrible, and a dog park would kinda ruin that. But it's still acceptable, I guess, and I would support this over the other site if it came to one or the other. It might even encourage people to stop letting dogs off the leash at yangebup lake and instead opt for going there, which is good, since dog owners who do that are really disrespecting the area. So, I am okay with this.</p>
48	<p>The South Lake unnamed reserve (south of Briggs Road) is a currently and historically unused parcel of 2.2ha. The development of this land would bring greater benefit to the community than the other reserves as the other suggestions are already developed as recreational open space. The land abuts a maintained area of parkland to the south and currently provides a barrier for people accessing the parkland from Briggs Road. The proposed area is located 600m away from the closest sporting facility, separated by Thomas Street. There is ample area for parking onsite, with the possibility of developing the area to the north of Briggs Road for parking or further recreational use. Scheme water is available immediately to the east and west of site. The development of this land would greatly improve the visual amenity of the area.</p>
49	<p>I live in the northern end of South Lake and don't have a dog. However, the majority of people in my street have dogs so I think there is a need for a park in the suburb. I think it would also be good for the sense of community in South Lake to have an area where dogs and their owners can play together. The area under the powerlines is a very underutilised space and I think it would improve the aesthetics of the area to have it fenced in as a dog park. The powerlines area right of meadow bank terrace would also be suitable, although the proposed site is my preference. You could even develop both and have one for large dogs and one for small dogs. Both South Lake sites are far from bushland so there is less chance of wildlife being disrupted. People often have their dogs off leash at Little Rush Lake and Bibra Lake (especially the area north of hope road) and dogs regularly kill and maim wildlife there. South Lake is close enough to these locations that these dog owners may be willing to travel to the new park instead which will be better for the environment. The residential areas in South Lake were/are being rezoned to a higher density so a dog park in South Lake is a good forward thinking investment that will cater for a changing</p>

	suburb. The area to the right of Manning Park is also getting more densely populated and the park would also be good for these residents. As backyards are getting smaller people really need these kinds of spaces to exercise their pets.
50	South Lake as this would be a perfect location for it. There are so many people with big dogs in the area (like mine) but the poor things don't get enough exercise/freedom being on the lead all of the time.
51	South of the junction of Aparac t and Elderberry Drive there's a big empty green park on a hill below the powerlines. Not sure if it's an allowable area, but it's located within easy walking distance of bibra lake and south lake, located on a decent size parcel of land, and should be trivial in costs to fence off.

City of Cockburn

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Fenced dog parks Milgun Reserve 2017

Consultation Analysis

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Executive Summary

Approval was granted by the City of Cockburn for Milgun Reserve to become a dog off leash exercise area in September 2016, following consultation.

At the time, Council agreed that a fenced dog park could be provided there in the future and budget funding was set aside for the purpose.

Guidelines

Ideally, land for fenced dog parks should meet these guidelines:

- Land of 1.5ha or more
- Water source for water fountains
- Parking or capacity for parking spaces
- Provision for dog poo bag station and general waste bins
- Preferably away from sports areas and schools so there is no clash of use



1 Methodology

In October 2016, Council sent 161 letters to residents who live near Milgun Reserve and received 21 responses via Comment on Cockburn. The results were as follows:

Proposed dog exercise area	Against	For	No opinion
Milgun Reserve, Yangebup	11	9	1

More recently, in November 2017, directly impacted residents were invited by mail to attend an on-site meeting with the City's Coordinator Parks and the City's Community Engagement Officer.

2 Outcome

Concerns raised by residents:

- Parking – people will drive into our street and park outside our homes
- Noise – from barking dogs and slamming car doors, some of us are shift workers
- Constant impact – seven days a week, morning til night
- Clash with location for annual residents Australia Day cricket match, attended by about 60 people
- Park already well used by off-leash dogs – no need for fenced area
- People from nearby over-50s village walk their dogs here already
- Can the City do something about fencing off Beeliar Drive to stop trail bike access, as it's a common disturbance
- Many residents bought here because it's a cul de sac looking on to a quiet park, and can we please keep it that way

The most suitable location for a fenced dog park – away from Yangebup Road and Beeliar Drive – is owned by the Water Corporation and is unavailable for construction.

This location would have the least impact on the City's traffic infrastructure, the local residents and provide flat land away from drainage areas for a fenced park. However it contains a network of drainage pipes and can not be built upon.

At the time of the on-site meeting with residents (6pm week night) at least 30 people were using the park including young people playing basketball, five people walking their dogs and other people walking home through the parkland.

A report has been written for December's Council meeting 2017.

3 Engagement Summary

Engagement summary	
<p>We asked</p> <p>Do you support new fenced dog parks at Milgun Reserve?</p>	<p>You said</p> <p>“Dogs are already well catered here by off-leash area.”</p> <p>“There’s no need for fenced park</p> <p>“It’s quiet here. Can we keep it that way”</p>
<p>Key points in favour</p> <ul style="list-style-type: none"> • Nil 	
<p>Key points against</p> <ul style="list-style-type: none"> • Close to homes • Bring unwanted traffic to area • Noise too early in morning 	<p>You participated</p> <p>Mailout to local homes</p> <p>Meeting in park: 13 residents</p>
<p>Next steps</p> <p>We are now reviewing all community input.</p>	

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18.3 RFT27-2017- PROJECT MANAGEMENT SERVICES - LAKELANDS RESERVE MULTI-PURPOSE HOCKEY & COMMUNITY FACILITY

Author(s) T Moore

Attachments 1. Tender Evaluation - Consolidated
(CONFIDENTIAL)

RECOMMENDATION

That Council accept the Tender submission from Savills Project Management Pty Ltd for RFT 27/2017 Project Management Services Lakelands Reserve Multipurpose Hockey and Community Facility, for an contract sum of \$155,660 Ex GST, for a period of three (3) years from the date of award; in accordance with the submitted Schedule of Rates; and the additional schedule of rates for determining variations and/or additional services.

Background

The City of Cockburn (the Principal) is seeking the services of a qualified and experienced Project Management Consultancy to undertake Project Management Services for the development of the Principal's Lakelands Reserve Multipurpose Hockey and Community Facilities located at Lakelands Reserve, South Lake Drive, South Lake, Western Australia. The project includes the development of a synthetic hockey turf and requisite lighting, together with a multipurpose clubroom facility including function space, toilets, change-rooms, food and beverage areas.

It is the Principal's expectation that the Contract shall be awarded in December 2017 with an estimated total contract period of three (3) years with City instigated options to extend the period for up to twenty-four (24) months after that, to a maximum of five (5) years.

Tender Number RFT 27/2017 Project Management Services Lakelands Reserve Multipurpose Hockey & Community Facility, was advertised on Wednesday 13 September 2017 in the Local Government Tenders section of "The West Australian" newspaper. It was also displayed on the City's E-Tendering website between the Wednesday 13 September 2017 and Thursday 28 September 2017.

Submission

Tenders closed at 2:00pm (AWST) Thursday 28 September 2017 and nine (9) tender submissions were received, refer to list below:

1. Alawite Pty Ltd;
2. Cushman & Wakefield WA;
3. Davina Holdings Pty Ltd;
4. GHD Pty Ltd;
5. NS Projects Pty Ltd;
6. Queensland Project Management & Development Services Pty Ltd;
7. Red Arrow Group Pty Ltd;
8. Savills Project Management Pty Ltd; and
9. Turner Townsend and Thinc Pty Ltd

Report

Compliance Criteria

The following index was used to determine whether the submissions received were compliant.

	Compliance Criteria
A	Compliance with A03 – RFT27/2017 – Conditions of Responding and Tendering
B	Compliance with B01 – RFT27/2017 Specification
C	Provision of Company Details and Contact Person's details
D	Compliance with Insurance Requirements
E	Compliance with Price Basis
F	Provision of Sub-Contractor details if applicable
G	Compliance with and completion of the separate Price Schedule B – in the format provided.
H	Compliance with ACCC Requirements and completion of A05 – RFT27/2017 – Certificate of Warranty
I	Compliance with Financial Position Requirements
J	Acknowledgement of any Addenda issued.

Compliant Tenderers

All nine (9) Tenderers were deemed compliant.

Evaluation Criteria

Tenders were assessed against the following criteria:

Evaluation Criteria	Weighting Percentage
Demonstrated Experience	10%
Tenderers Resources	20%
Methodology	20%
Sustainability	10%
Tendered Price	40%
TOTAL	100%

Tender Intent/Requirements

The intent of this Tender is to select suitably qualified and experienced Consultant/s to undertake Project Management Services for the development of the Principal's Lakelands Reserve Multipurpose Hockey and Community Facilities located at Lakelands Reserve, South Lake Drive, South Lake, Western Australia.

Evaluation Panel

The tender submissions were evaluated by the following:

1. Travis Moore – Manager, Recreation & Community Safety (Chairperson),
2. Brett McEwin – Manager, Cockburn Aquatic &Recreations Centre,
3. Peter McCullagh – Infrastructure Project Manager;

Scoring Table

Tenderer's Name	Percentage Scores		
	Cost Evaluation	Non - Cost Evaluation	Total
	40%	60%	100%
NS Projects	38.07%	43.27%	81.34%
Savills***	37.06%	41.87%	78.92%
Cushman &Wakefield	38.29%	38.53%	76.82%
GHD Pty Ltd	34.67%	40.10%	74.77%

Davina Holdings	40.00%	33.27%	73.27%
Turner, Townsend & Thinc	39.10%	24.07%	63.17%
QLD Project Management	27.26%	23.47%	50.73%
Red Arrow	23.20%	15.80%	39.00%
Alawite Pty Ltd	6.32%	13.80%	20.12%

*****Recommended Submission**

Evaluation Criteria Assessment

Demonstrated Experience

Savills and NS Projects scored the highest in their submissions by clearly demonstrating they are able to resolve issues that arose to achieve their goals and outcomes. The Panel were able to identify that both tenderers have previous experience working with other Local Governments and specifically in the construction of sport and recreation capital projects. The Chairperson received strong and positive feedback from referees.

GHD and Cushman and Wakefield provided submissions that demonstrated that they had sufficient experience to manage the project. However, QLD Project Management, Red Arrow and Alawite failed to demonstrate that they had sufficient experience to complete the works.

Key Personnel Skills and Experience

Savills and NS Projects both showed they had the most appropriate skills and experience with both submissions demonstrating the skills and expertise required to complete the works. They also provided outlined their staff experience in similar previous and current projects.

Savills demonstrated a high level of experience in managing projects of similar size and type, this was reflected in the number of hours which they allocated to the project.

Cushman & Wakefield, Davina Holdings and GHD also demonstrated a good level of experience to complete the required works. The remaining tenderers did not demonstrate a sufficient level of experience to effectively complete the works.

Tenderer's Resources

Savills proposal demonstrated a clear understanding of the number of hours required in order to effectively complete the project and also

included the provision of additional hours over and above the recommended average hours.

NS Projects submission included significantly less hours than the amount outlined in the Savills tender and was well below the recommended average, which may result in the need for variations throughout the contract.

The other Tenderers provided a wide range of hours (overs & under) in comparison to average hours required.

Sustainability

Savills, NS Projects and GHD all demonstrated a high level of commitment towards implementing sustainable practices.

Summation

The panel recommends that Council accept the submission from Savills Project Management Pty Ltd as being the preferred consultant to undertake the role of project manager for the construction of the Lakelands Community and Hockey Facilities. In particular, Savills Project Management Pty Ltd submission represents best value for money in the assessment of the average hours required to complete the works.

The recommendation is based on:

- The Tenderers submission represented best value for money, incorporating more than a sufficient level of hours in order to effectively complete the works;
- High level of understanding of the project and its resourcing requirements, demonstrated by the number of contracted hours being so close to the recommended average
- Well demonstrated experience in performing similar work for other local governments including the City of Cockburn;
- The level of experience in project managing sport and recreation construction projects;
- A range of personnel that have experience in managing the works associated with the requirements of the contract; and
- Having the required resources and contingency measures to undertake the works.

Strategic Plans/Policy Implications

Community, Lifestyle & Security

Provide for community facilities and infrastructure in a planned and sustainable manner.

Create and maintain recreational, social and sports facilities and regional open space.

Leading & Listening

Deliver sustainable governance through transparent and robust policy and processes.

Budget/Financial Implications

Within the 17/18 budget, Council included \$3.78M to complete the Lakelands Reserve Community and Hockey facility development. The appointment of Savills Project Management Pty Ltd will enable the City to effectively manage the construction of the new community and hockey facility at Lakelands Reserve. The schedule of rates submitted by the consultant will be utilised in the budgeting process to determine the required budget.

Legal Implications

Section 3.57 of the Local Government Act 1995 and Part 4 of the Local Government (Functions and General) Regulations 1996 refers.

Community Consultation

N/A

Risk Management Implications

Should the recommendation to appoint the Tenderers not be supported, there is a high risk that the project will not be able to be delivered on time. There is a "Moderate" level of Financial Risk associated with the appointment of another Tenderer other than recommended. The Project Manager is required to mitigate the project risk associated with the construction of the Lakelands Community and Hockey Facilities.

Advice to Proponent(s)/Submissioners

The Proponent(s) and those who lodged a submission on the proposal have been advised that this matter is to be considered at the 14 December 2017 Ordinary Council Meeting.

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

Nil

19. EXECUTIVE DIVISION ISSUES

Nil

20. MOTIONS OF WHICH PREVIOUS NOTICE HAS BEEN GIVEN

20.1 CONSIDERATION OF NOTICE OF MOTION REGARDING THE JANDAKOT VISION PROCESS AND PERTH AND PEEL @ 3.5 MILLION

Author(s) A Trosic
Attachments N/A

RECOMMENDATION

That Council, in the event the Perth and Peel @3.5m strategic plan identifies the Jandakot vision area (or any other Resource zoned area) for urban or industrial investigation, undertakes a precinct by precinct analysis with landowners within the impacted areas to determine the future planning for such precincts.

Background

A notice of motion has been lodged by Cr Portelli, for consideration at the 14 December 2017 Council meeting:

“That City of Cockburn will use its best endeavours to promote to realise “Urban Investigation” within Jandakot and Treeby on resource zoned properties”

This notice of motion relates to Council’s requested Jandakot vision process, which has been a planning project undertaken in the middle part of 2017.

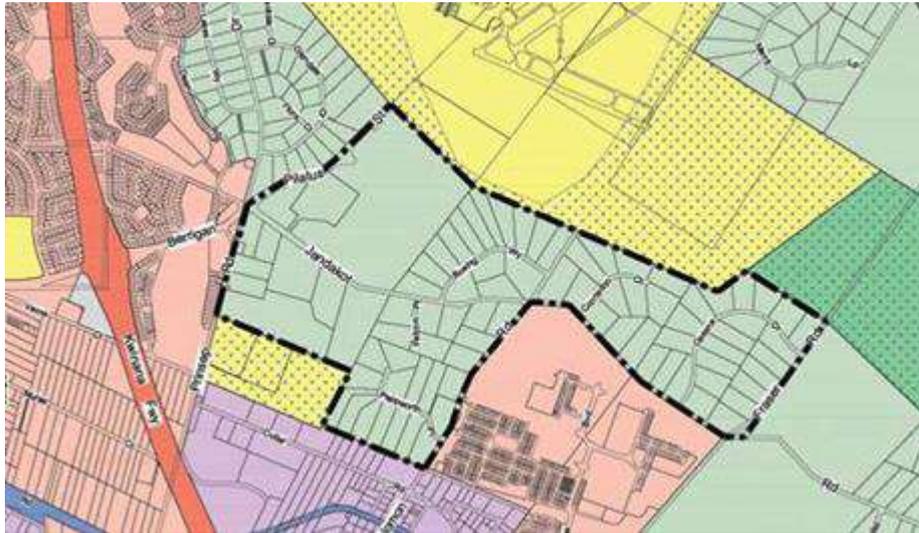
By way of background, on 8 June 2017 Council resolved to:

“Direct the Chief Executive Officer to:

- 1. Prepare a draft structure plan and take into consideration to include in the structure plan north of Jandakot Road, south up to Cutler Road, Fraser Road to Berrigan Drive, Solomon Road to Berrigan Drive.*
- 2. Consider utilising an external consultant to develop the draft structure plan.*
- 3. Advise the WAPC that a connected plan and vision for the entire area will be provided within 90 days.”*

The project area, as per Council’s resolution, was identified as an area north of Jandakot Road, south up to Cutler Road, Fraser Road to

Berrigan Drive, Solomon Road to Berrigan Drive. This is shown following for ease of reference:



On 14 September 2017 Council resolved to extend the consideration period of the vision to its meeting of 12 October 2017 to allow for late submissions.

At the October 2017 meeting, Council resolved to:

- “(1) defer the matter to the November Ordinary Council meeting to allow the Chair of the Western Australian Planning Commission to brief Council on the Perth and Peel @ 3.5M; and*
- (2) nominate the Mayor and CEO to organise a meeting with the Minister for Planning to discuss whether any variations to the Council’s previous position on Perth and Peel @ 3.5M would be considered.”*

At the November 2017 meeting, it was resolved:

“That Council reject the officer’s recommendation and report.”

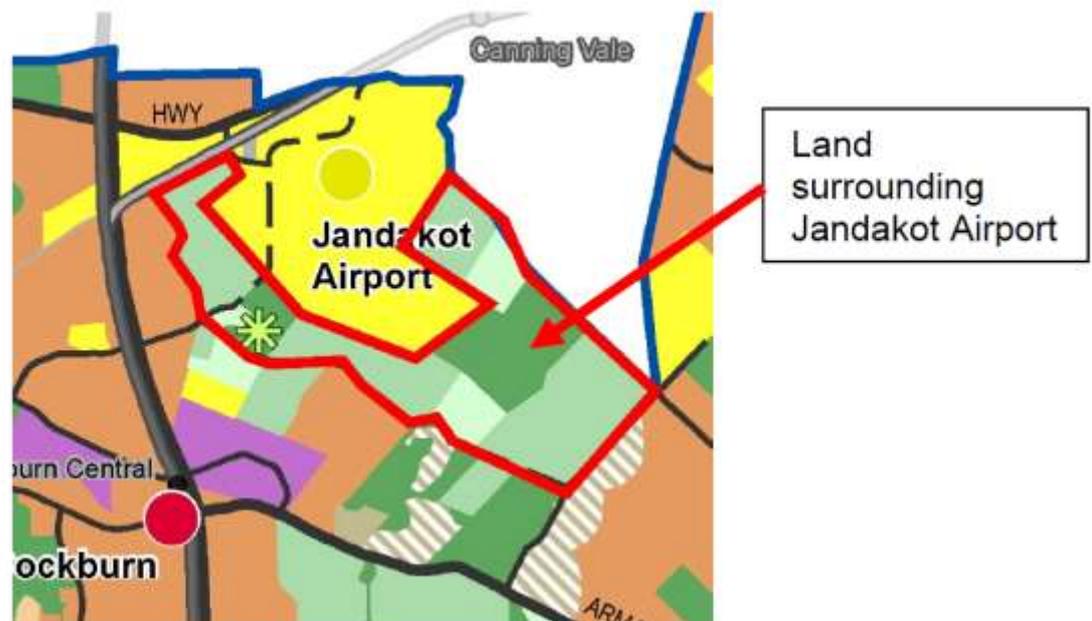
Submission

N/A

Report

A detailed report on this issue was previously tabled for Council’s consideration at the November 2017 Ordinary Council meeting (refer attached). This recognises that it is the role of the State Government to guide and decide the regional strategic planning for the Perth and Peel region.

At the July 2017 Ordinary Council meeting the Council resolved (Minute No. 5542), as part of its submission on the draft Perth and Peel @3.5 Million, to advocate a position that the State Government needs to carefully look at the Resource zoned land north of Jandakot Road and south of Jandakot airport, given the current context of planning and development that exists.



The City's submission it advocated the need for the State Government to carefully consider the regional strategic planning imperatives for the Resource zone, now and into the future, given its location between a growing industrial park at the Jandakot airport and the expanding urban communities to the south.

In the previous officer's report on this matter (November 2017) it was identified that the lack of clarity in respect of the future for the Resource zoned land north of Jandakot Road has created a lot of uncertainty and stress among affected landowners. There are strong positions taken on both sides of the argument (for and against change), and it is impossible to emphasise one side without disenfranchising the other. What was drawn however were the following key facts:

1. That the ongoing development at Jandakot Airport is an important planning factor that must be central to a future vision;
2. That the presence of the natural rural landscapes and environmental qualities is an important planning factor;
3. That the presence of the Jandakot groundwater mound, as an important public drinking water resource, is an important planning factor and there is no evidence to demonstrate how this risk could be managed if change occurred;

4. That the presence of wetlands, and their buffers, is an important planning factor;
5. That the presence of an Endangered Threatened Ecological Community of Banksia Woodland, and its buffers, across the entire area, is an important planning factor;
6. That some landowners establish a strong argument for no change;
7. That some landowners, including the Banjup Residents Group, establish a strong argument for change.

It was also recognised the importance that a lack of clarity about decision making, was a compounding factor causing argument on both side of the question to occur. What officers recommended was an approach that acknowledged the State Government was responsible for setting the regional strategic planning framework for Perth and Peel, and that the City had limited capacity to influence the State Government's position on the future of the land until such time as the State Government released the final Perth and Peel @3.5m strategic plan and associated frameworks plan.

The City has the unique opportunity to respond once the State Government decides its regional planning framework, with such response able to deal with the unique local characteristics which exist.

On 26 September 2017 the City's Chief Executive Officer and Director of Planning met with the Director General of Planning and Chair of the West Australian Planning Commission (WAPC). The purpose of these discussions was to reiterate the details in the City's submission on Perth and Peel @ 3.5m and explain the intent of the Jandakot Visioning exercise.

The City's officers were advised that the Department had looked at all the submissions in detail on the Jandakot area. The WAPC had also now finalised its position on this, which is included in the draft report that is now with the Minister for Planning. The officers were advised that the WAPC expects the Minister to release the final report in the very near future, as such neither the Department nor WAPC would entertain any further consideration of this area or accept any further recommendations.

While the details of the WAPC's recommendations on Jandakot were not able to be discussed, post the release of the final report the City's officers will be in a position to determine if further structure planning for the area can be progressed. That is:

- If the Perth and Peel @3.5m strategic plan identifies an investigation type designation for the Jandakot Resource zone, the City will have the key role in undertaking such investigation; OR
- If the Perth and Peel @3.5m strategic plan designates this area remaining as Resource zone to protect the regionally significant

planning issues of groundwater protection, native vegetation retention and wetlands, then no further change can occur. Council instead will commit to ensuring the current levels of Rural amenity are not only protected, but enhanced as part of good planning and development regulation.

The City has been advised that the WAPC expects the Minister to release the final report on Perth and Peel @3.5 Million before the end of December 2017. It is therefore recommended that Council consider a position on the area should the Perth and Peel @3.5m strategic plan identify the Jandakot vision area (or any other Resource zoned area) for urban or industrial investigation

Strategic Plans/Policy Implications

Economic, Social & Environmental Responsibility

Sustainably manage our environment by protecting, managing and enhancing our unique natural resources and minimising risks to human health.

Leading & Listening

Deliver sustainable governance through transparent and robust policy and processes.

Budget/Financial Implications

Nil.

Legal Implications

Nil

Community Consultation

Community Consultation commenced on 31 July 2017 following a Community consultation workshop. The visioning survey concluded on 31 August 2017.

The November Council meeting considered the visioning report, at which Council resolved to reject the report.

Risk Management Implications

The officer report and recommendation provides a recommendation that recognises Council's role in respect of the planning process, and creates a platform in which to respond to the Perth and Peel @3.5m

plan once released by the State Government. If Council instead adopts the notice of motion, it may potentially raise unrealistic expectations among landowners which will only continue to exacerbate landowner concerns for the future.

Advice to Proponent(s)/Submissioners

As this is a notice of motion raised by an Elected Member, no specific submissioners or proponents exist. However those individuals who made a submission on the Jandakot vision process have been made notified of the Council meeting and the consideration of a notice of motion, related to the future planning for the area.

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

Nil

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

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

23. MATTERS TO BE NOTED FOR INVESTIGATION, WITHOUT DEBATE

Cr Portelli has requested as part of the review of the City's District Traffic Study, a report be prepared for a future Council meeting into the functionality of Midgegooroo and Poletti Roads and the adjacent area with a view to enhanced pedestrian connectivity to key locations including a possible location for an ANZAC memorial.

24. CONFIDENTIAL BUSINESS

Nil

25. 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.

26. CLOSURE OF MEETING