



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

For Thursday, 8 February 2018



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

Cnr Rockingham Road and  
Coleville Crescent, Spearwood

Telephone: (08) 9411 3444  
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### **NOTICE OF MEETING**

Pursuant to Clause 2.4 of Council's Standing Orders, an Ordinary Meeting of Council has been called for Thursday 8 February 2018. The meeting is to be conducted at 7:00 PM in the City of Cockburn Council Chambers, Administration Building, Coleville Crescent, Spearwood.

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

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

Stephen Cain  
**CHIEF EXECUTIVE OFFICER**

## CITY OF COCKBURN

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**CITY OF COCKBURN**

**AGENDA TO BE PRESENTED TO THE ORDINARY  
COUNCIL MEETING  
TO BE HELD ON THURSDAY, 8 FEBRUARY 2018 AT 7:00  
PM**

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

Members of the public, who attend Council Meetings, should not act immediately on anything they hear at the Meetings, without first seeking clarification of Council's position. Persons are advised to wait for written advice from the Council prior to taking action on any matter that they may have before Council.
  
- 4. ACKNOWLEDGEMENT OF RECEIPT OF WRITTEN  
DECLARATIONS OF FINANCIAL INTERESTS AND CONFLICT  
OF INTEREST (BY PRESIDING MEMBER)**
  
- 5. APOLOGIES & LEAVE OF ABSENCE**
  
- 6. WRITTEN REQUESTS FOR LEAVE OF ABSENCE**

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

Nil
  
- 8. PUBLIC QUESTION TIME**

**9. CONFIRMATION OF MINUTES**

**9.1 MINUTES OF THE ORDINARY COUNCIL MEETING - 14/12/2017**

**RECOMMENDATION**

That Council confirms the Minutes of the Ordinary Council Meeting held on Thursday, 14 December 2017 as a true and accurate record.

**10. DEPUTATIONS**

**11. PETITIONS**

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

Nil

**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 COUNCIL DELEGATE - WOODMAN POINT COMMUNITY ADVISORY COMMITTEE

**Author(s)** D Green

**Attachments** N/A

#### **RECOMMENDATION**

That Council appoints \_\_\_\_\_ (elected member) as its delegate to the Woodman Point Regional Park Community Advisory Committee

#### **Background**

The City of Cockburn has been invited to be represented by an elected member on the Woodman Point Regional Park Community Advisory Committee. Currently, the City is represented by Environment Manager, Mr Chris Beaton.

#### **Submission**

N/A

#### **Report**

The Committee provides a forum to discuss issues affecting the Regional Park. Its role is to assist in planning for any future development of the Park and to provide advice to its ongoing management.

The Committee also consists of community members and representatives from the Department of Biodiversity, Conservation and Attractions, Department of Transport and the Department of Local Government, Sport and Cultural Industries. The 2018 Committee Meetings are scheduled for:

Tuesday 20 March

Tuesday 12 June

Tuesday 4 September and

Tuesday 27 November.

All meetings are held at the Woodman Point Recreation Camp, 74 O'Kane Court, Coogee, commencing at 5.00pm.



**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**

N/A

**Legal Implications**

N/A

**Community Consultation**

N/A

**Risk Management Implications**

There is a “Low” level of “Environmental Health” risk associated with this item.

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

N/A

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

Nil

## 14.2 ANNUAL BUSINESS PLAN 2017-2018 MIDYEAR REVIEW

<b>Author(s)</b>	M Tobin
<b>Attachments</b>	1. Annual Business Plan 2017-2018 - Mid-year Review <a href="#">↓</a>

### RECOMMENDATION

That Council note the information in the 2017-2018 Annual Business Plan Midyear Review as attached to the agenda.

### Background

Council adopted its Annual Business Plan 2017-18 at the Special Council Meeting on 22 June 2017. It ties the objectives of the Strategic Community Plan and the activities listed in the Corporate Business Plan to the activities and services delivered by Business and Service Units. A midyear review of the Annual Business Plan takes place to formally report what has been achieved, what is outstanding and what new significant projects are identified.

The budget for 2017-2018 is reviewed at the same time and is the subject of a separate report.

### Submission

N/A

### Report

The Annual Business Plan 2017-2018 is the second year of our ten year Strategic Community Plan 2016-2026 and four year Corporate Business Plan 2016-2017 – 2019 2020. The Midyear Review provides an overview of the current financial position; key performance indicators; progress toward actions, projects and targets; and year to date FTE (Full Time Equivalent employees). Additionally, new projects not previously identified have been added if deemed significant (text is in red font).

The 2016 ABS Census data showed that the City continues to grow at 2.7% grow a slightly slower rate than previous years. Planning activity is ongoing in key areas such as the Cockburn Central West precinct, Jandakot Airport area and The Cockburn Coast. The Structure Plans for Cockburn Central East and for the Treeby District have been prepared and were adopted by Council.

During the year the City relocated its engineering professional and administrative staff from the main Administration Building in Spearwood

to the upgraded Operations Centre in Bibra Lake. This places them in a more central location given that much of the City's growth has been and will continue to be to the east. The facility has the capacity to service the City's growth for the next 20 years.

Planning and project management is underway for key roads within the City including Armadale Road dual carriageway; Kwinana Freeway northbound; Karel Avenue upgrades; the Murdoch Activity Centre link; Jandakot Road; Spearwood Avenue and Verde Drive. A new road into Jandakot Airport was also completed, along with upgrades to Berrigan Drive. The opening of the Aubin Grove train station has not had any adverse impacts on the City's road network and parking has been well catered.

Once the above road projects are completed over the next few years, there will be a considerable improvement to safe movement through Cockburn Central and many other parts of the City.

Cockburn ARC has proven to be highly successful with extensions to the gym area already underway to cope with demand. Membership has exceeded all targets even though the summer has just commenced. The Bibra Lake Regional Playground is also proving to be very popular with two upgrades completed, ensuring it will remain a top class facility for children. The public Wi-Fi at both Cockburn ARC and the Regional Playground is popular with visitors; and this has also been expanded to Coogee Beach and the Marina.

Construction has commenced on our next major community infrastructure projects, the Bowling and Recreation Facility at Visko Park in Yangebup. Funding agreements for a wide variety of community projects such as dog parks, a skate park and pump tracks have also been signed off, with construction to commence in 2018. An MOU has been prepared, external Project Manager appointed and preparation of an architects brief is underway for the development of the hockey and sporting facilities on Lakeland Reserve.

The draft Community, Sport and Recreation Facilities Plan has been adopted by Council and after further consultation and refinements will be presented back to Council later this financial year. This is one of the City's most significant strategic planning documents as it provides for over \$200m in new community facilities over the next 15 years.

To ensure longer term economic and environmental sustainability perspective waste management has been a major focus for the City. The fifth Waste Forum was held with Council in July and since then work has continued on the feasibility study for the Henderson Waste Recovery Park. A green waste decontamination plant has been constructed and commissioned to improve the value of mulch produced. The tender evaluation for the supply of waste to Energy from Waste Plant is also underway.

The Roe 8 Reserve Working Group continues to be active in planning the rehabilitation of the land cleared for Roe 8. This will be an ongoing project and take considerable resources over forthcoming years; with the City providing assistance to Main Roads for the long-term management of this reserve.

Induction and training for Elected Members was reviewed with induction becoming more comprehensive, particularly in regard to organisational corporate planning, including the regulatory requirements and the Integrated Planning and Reporting Framework. All Elected Members have also been presented with the biennial Strategy Snapshots (Plan on a Page) and a briefing to ensure they are aware of what strategies the City has in place and what progress has been made.

The LG Performance Excellence (Benchmarking) Program took place for the second year with the report issued immediately prior to the end of the year. It has been renamed as the Australasian LG Performance Excellence Program.

The City's new website has now been in operation for six months and is proving to be an excellent tool for communication. Early feedback is that people find it easy to use and highly informative.

A range of other communication changes have been made; including a new look to Cockburn Soundings. The Customer Satisfaction and Community Perception surveys also continue to report high levels of community satisfaction with the services the City provides.

### **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 Annual Business Plan is budgeted in the Annual Budget 2017-2018, as reviewed midyear.

### **Legal Implications**

N/A

**Community Consultation**

External community consultation is not required for this report. Key internal stakeholders have been consulted and have provided significant input to this report.

**Risk Management Implications**

It is recommended that Council only note the information contained in the Annual Business Plan 2017-2018 Midyear Review so there is little risk should it decide not to note the information.

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

N/A

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

Nil.



City of Cockburn  
**ANNUAL BUSINESS PLAN  
2017-2018 - MIDYEAR REVIEW**



[cockburn.wa.gov.au](http://cockburn.wa.gov.au)



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## Plan Update

The Annual Business Plan 2017-2018 is the second year of our ten year Strategic Community Plan 2016-2026 and four year Corporate Business Plan 2016-2017 – 2019-2020. The following pages of the Business Plan Review provide an overview of the current financial position; key performance indicators; progress toward targets; and year to date FTE (Full Time Equivalent employees). The narrative text for each Business and Service Unit of the City's organisational structure has a brief progress report on the activities and initiatives planned for 2017-2018. Additionally, new projects not previously identified have been added if deemed significant (text is in red font).

Listed below under each of our five strategic themes are some of the major achievements to date.

## City Growth

The 2016 ABS Census data showed that the City continues to grow at 2.7% grow a slightly slower rate than previous years. Planning activity is ongoing in key areas such as the Cockburn Central West precinct, Jandakot Airport area and The Cockburn Coast. The Structure Plans for Cockburn Central East and for the Treeby District have been prepared and were adopted by Council.

During the year the City relocated its engineering professional and administrative staff from the main Administration Building in Spearwood to the upgraded Operations Centre in Bibra Lake. This places them in a more central location given that much of the City's growth has been and will continue to be to the east. Integration between professional and operation work teams is proceeding well and leading to better communication. The facility has the capacity to service our City's growth for the next 20 years.

## Moving Around

Planning and project management is underway for key roads within the City including Armadale Road dual carriageway; Kwinana Freeway northbound; Karel Avenue upgrades; the Murdoch Activity Centre link; Jandakot Road; Spearwood Avenue and Verde Drive. A new road into Jandakot Airport was also completed, along with upgrades to Berrigan Drive. The opening of the Aubin Grove train station has not had any adverse impacts on the City's road network and parking has been well catered.

Once the above projects are completed over the next few years, there will be a considerable improvement to safe movement through Cockburn Central and many other parts of the City.

### **Community, Lifestyle and Security**

Cockburn ARC has proven to be highly successful with extensions to the gym area already underway to cope with demand. Membership has exceeded all targets even though the summer has just commenced. The Bibra Lake Regional Playground is also proving to be very popular with two upgrades completed, ensuring it will remain a top class facility for children. The public Wi-Fi at both Cockburn ARC and the Regional Playground is popular with visitors; and this has also been expanded to Coogee Beach and the Marina.

Construction has commenced on our next major community infrastructure projects, the Bowling and Recreation Facility at Visko Park in Yangebup. Funding agreements for a wide variety of community projects such as dog parks, a skate park and pump tracks have also been signed off, with construction to commence in 2018. An MOU has been prepared, external Project Manager appointed and preparation of an architects brief is underway for the development of the hockey and sporting facilities on Lakeland Reserve.

The draft Community, Sport and Recreation Facilities Plan has been adopted by Council and after further consultation and refinements will be presented back to Council later this financial year. This is one of the City's most significant strategic planning documents as it provides for over \$200m in new community facilities over the next 15 years.

Planning for Spearwood Library refurbishment is underway with building works due to be completed by March 2018.

The Community Safety & CCTV Strategy 2017-2022 has been updated and was adopted by Council in August 2017.

### **Economic, Social and Environmental Responsibility**

To ensure longer term economic and environmental sustainability perspective waste management has been a major focus for the City. The fifth Waste Forum was held with Council in July and since then work has continued on the feasibility study for the Henderson Waste Recovery Park. A green waste decontamination plant has been constructed and commissioned to improve the value of mulch produced. The tender evaluation for the supply of waste to Energy from Waste Plant is also underway.

The Roe8 working group continue to be active in planning the rehabilitation of the land cleared for Roe8. This will be an ongoing project and take considerable resources over forthcoming years; with the City providing assistance to Main Roads for the long-term management of this reserve.

### Leading and Listening

Induction and training for Elected Members was reviewed with induction becoming more comprehensive, particularly in regard to organisational corporate planning, including the regulatory requirements and the Integrated Planning and Reporting Framework. All Elected Members have also been presented with the biennial Strategy Snapshots (Plan on a Page) and a briefing to ensure they are aware of what strategies the City has in place and what progress has been made.

The LG Performance Excellence (Benchmarking) Program took place for the second year with the report issued immediately prior to the end of the year. Officers are currently reviewing the detail to identify areas of strength and areas where improvement is possible within the benchmarked areas.

The City's new website has now been in operation for six months and is proving to be an excellent tool for communication. Early feedback is that people find it easy to use and highly informative.

A range of other communication changes have been made; including a new look to Cockburn Soundings. The Customer Satisfaction and Community Perception surveys also continue to report high levels of community satisfaction with the services the City provides.

There are many more things ahead from now until the end of this financial year (and beyond), as we continue our journey to make it the most attractive place to live, work, visit and invest in!

Stephen Cain

Chief Executive Officer



## Income

The City receives two types of income: operating income, which is derived mainly from rates, fees and charges, operating grants/subsidies, and interest earnings; and secondly capital income, which is sourced from capital grants, contributions and asset sales. Funding from Council's Reserves and Municipal accounts also provide funding for the annual capital works program.

### Operating Income

The City's operating income is ahead of the YTD budget to the end of December 2017 by \$1.51m. The major contributors to this result were:

- **Fees and Charges** – Income is \$1.26m ahead of YTD budget due to the strong performance of the Cockburn ARC (\$1.72m ahead of budget). Conversely, income from planning and building approvals is down \$0.34m.
- **Investment Interest** – Income is \$0.23m ahead of a conservative budget setting and should continue to outperform the budget whilst interest rates remain at current levels.

All other sources of income are tracking very close to budget as indicated in the table below.

### Operating Income

Source	YTD Budget \$(m)	YTD Actual \$(m)
Rates	97.26	97.27
Federal Government Subsidies	2.96	2.87
State Government Subsidies	2.32	2.38
Fees and Charges	14.87	16.13
Interest Earnings	2.54	2.78
Contributions, Donations & Reimbursements	0.62	0.52
<b>Total Operating Income</b>	<b>120.57</b>	<b>121.95</b>

## Capital Income and Funding

The table below shows the primary sources of funding for the capital works program and the level of draw down and receipts YTD. While many of the capital projects are progressing well, the draw down on funds has not been as high as initially forecast. The cash flow budgets for major projects are regularly monitored and adjusted when required.

### Capital Works Funding

Source	YTD Budget \$(m)	YTD Actual \$(m)
Reserve Funds	8.40	6.39
Federal Government Grants & Subsidies	1.24	2.20
State Government Grants & Subsidies	2.07	2.43
Proceeds Sale of Assets	0.73	0.84
Municipal Funds	8.41	1.02
<b>Total</b>	<b>20.85</b>	<b>12.87</b>

Variations identified to the end of December include:

- **Reserve Funds** – This is tracking \$2.01m behind YTD budget primarily due to under spending on carried forward works and projects and plant and vehicle replacements. Drawdowns are made monthly to match project spending and are only made after all other sources of income are first utilised.
- **Federal and State Grants** – The funding received is \$1.32m ahead of the YTD budget mainly due to the funding received to date for the Cockburn Bowling Club and Spearwood Ave duplication projects.
- **Asset Sales** – Sale of plant & vehicles is tracking close to budget with only a minor variance of \$0.11m to the end of December.
- **Municipal Funds** – The draw on municipal funds is down on the YTD budget by \$7.39m due to the under spend within the capital program.

### Other Capital Income

The City levies developers to provide for asset construction, as a result of their development activities. These levies are held in financial reserves and drawn upon to fund targeted works as required. The City draws down on these funds in accordance with the guidelines established to do so.

The City budgeted to receive \$6.02m in developer contribution levies in FY 2017-18 and to the end of December had received \$5.02m (\$2.01m ahead of the YTD budget).

## Expenditure

The table below shows the YTD budget and actuals for operating and capital expenditure by division.

	YTD Budget \$(m)	YTD Actual \$(m)
<b><u>Division: Executive Services</u></b>		
Operating Expenditure	4.96	4.84
Capital Expenditure	1.00	0.56
<b><u>Division: Finance &amp; Corporate Services</u></b>		
Operating Expenditure	1.76	1.83
Capital Expenditure	0.87	0.35
<b><u>Division: Governance &amp; Community Services</u></b>		
Operating Expenditure	23.21	21.73
Capital Expenditure	0.44	0.33
<b><u>Division: Planning &amp; Development Services</u></b>		
Operating Expenditure	5.12	4.87
Capital Expenditure	0.34	0.15
<b><u>Division: Engineering &amp; Works</u></b>		
Operating Expenditure	37.67	34.82
Capital Expenditure	18.21	11.47
<b><u>Total Expenditure</u></b>		
<b>Operating Expenditure</b>	<b>72.72</b>	<b>68.10</b>
<b>Capital Expenditure</b>	<b>20.85</b>	<b>12.87</b>

## Operating Expenditure

The City's operating expenditure is tracking under the YTD budget by \$4.62m. This result is primarily due to:

**Materials and Contracts** – Were \$3.07m under YTD budget with the Engineering & Works Division under by \$1.99m (Parks \$0.88m, Infrastructure Services \$0.52m, Waste Services \$0.45m and Roads \$0.15m). The Governance & Community Services Division was also under by \$1.19m (Recreation & Community Safety \$0.58m, Community Development \$0.40m and Corporate Communications \$0.13m).

**Employee Costs** – Were \$0.54m under YTD budget with the Engineering & Works Division under by \$0.31m and the Planning & Development Division under by \$0.29m.

### Capital Expenditure

The following table shows the capital program spend to the end of December by asset class. This indicates an under spend of \$7.98m against YTD budget.

	YTD Budget \$(m)	YTD Actual \$(m)
Roads Infrastructure	5.04	2.89
Drainage	0.53	0.33
Footpaths	0.32	0.31
Parks Hard Infrastructure	3.06	2.31
Parks Soft Infrastructure	0.64	0.46
Landfill Infrastructure	0.24	0.78
Freehold Land	0.34	0.15
Buildings	7.07	4.04
Furniture & Equipment	0.93	0.63
Information Technology	1.18	0.36
Plant & Machinery	1.50	0.62
<b>Total Capital Expenditure</b>	<b>20.85</b>	<b>12.87</b>

The main contributors to the capital under spend are:

**Roads** – Works are underspent by \$1.99m spread against many road projects.

**Buildings** – The YTD budget is underspent by \$3.03m with the Cockburn Bowling Club project contributing \$1.99m, Cockburn ARC \$0.60m and the Mens Shed \$0.47m.

## Executive Services Division

Provides strategic direction for the City, and administrative and governance support to other divisions. This division has the following units:

- Executive Support (Service Unit)
- Strategy and Civic Support (Business Unit)

### Budget and Key Performance Indicators (Division)

		%Statutory Requirements Met	Leadership within the community score	FTE
FY 2017-2018 Target		100%	66	10*
YTD				11**

\*Includes CEO, Directors

\*\*Governance Officer position filled 2017 now included (approved in prior years Workforce Plan)

Budget 111, 112, 113	YTD Budget 2017-2018 \$	YTD Actual 2017-2018 \$	Variance %
Gross Expenditure	4,124,827	4,165,406	6%
Internal Recharging	5,465,199	5,659,068	4%
<b>Net Expenditure</b>	<b>9,590,026</b>	<b>9,824,474</b>	<b>5%</b>
<b>Operating Income</b>	<b>(105,193,374)</b>	<b>(108,619,823)</b>	<b>3%</b>
<b>Net Position</b>	<b>(95,603,348)</b>	<b>(98,795,349)</b>	<b>3%</b>

### Actions to be undertaken 2017-2018 as identified in the City's Corporate Business Plan

- As part of a regional alliance, urge the State Government to back development and construction of the Outer Harbour in Kwinana. [Ongoing.](#)
- Advocate for improvements to communication infrastructure (NBN). [Ongoing.](#)
- Continue regional collaboration on coastal issues through leadership of the Cockburn Sound Coastal Alliance (CSCA). [Ongoing.](#)
- Continue to address emerging issues and technologies in waste management. [A tender for the supply of waste to an energy from waste plant is underway and due for presentation at the February OCM.](#)
- Implement the LG Professionals PWC LG Operational and Management Effectiveness Assessment (Benchmarking) Program. [The program has been renamed the Australasian LG Performance Excellence Program. Year 2 has been completed with the report delivered in December 2017.](#)
- Advocate for a better solution to regional freight movement. [Ongoing.](#)
- Advocate for improvements to public transport. [Ongoing.](#)

### Other Business Activities / Initiatives for 2017-2018

- Oversee commencement of new business areas. ie. Cockburn ARC and greenwaste decontamination. [Ongoing. A greenwaste decontamination plant has](#)



been established at the Henderson Waste Recovery Park and is expected to come on line early in 2018.

- Continue to familiarise with evolving waste management strategies such as producing energy from waste. A further briefing about waste is scheduled for February 2018.
- Implement the learning from the LG Professionals PWC LG Operational and Management Effectiveness Assessment (Benchmarking) Program. The report has been circulated to the Senior Management Team for discussion early in 2018.

**Executive Support**

To provide support to and on behalf of the Chief Executive Officer and the Executive Group

*Budget and Key Performance Indicators*

				<b>FTE</b>
<b>FY 2017-2018 Target</b>				4
<b>YTD</b>				4

*Other Business Activities / Initiatives for 2017-2018*

- Contribute to the Governance review of Council Business Papers Management System (Agendas and Minutes). [Complete](#).
- Support the strategy and corporate planning function of the City by providing administrative support. [Ongoing](#).
- Ensure support is provided to the Mayor and Elected Members particularly for meetings, communication and travel. [Ongoing](#).

<b>Budget 122</b>	<b>YTD Budget 2017-2018</b> \$	<b>YTD Actual 2017-2018</b> \$	<b>Variance %</b>
Gross Expenditure	113,199	129,679	15%
Internal Recharging	(96,205)	(95,156)	-1%
<b>Net Expenditure</b>	<b>16,995</b>	<b>34,523</b>	<b>103%</b>
<b>Operating Income</b>	<b>0</b>	<b>0</b>	<b>0%</b>
<b>Net Position</b>	<b>16,995</b>	<b>34,523</b>	<b>103%</b>



**Strategy and Civic Support**

To support the City by providing a corporate planning function as well as providing civic support. This Business Unit has one Service Unit:

- Civic Support

*Budget and Key Performance Indicators*

				<b>FTE</b>
<b>FY 2017-2018 Target</b>				6.24*
<b>YTD</b>				6.24*

\*Includes SMT Manager

<b>Budget 130, 131</b>	<b>YTD Budget 2017-2018 \$</b>	<b>YTD Actual 2017-2018 \$</b>	<b>Variance %</b>
Gross Expenditure	577,164	436,537	-24%
Internal Recharging	(403,755)	(409,320)	1%
<b>Net Expenditure</b>	<b>173,409</b>	<b>27,216</b>	<b>-84%</b>
<b>Operating Income</b>	<b>0</b>	<b>0</b>	<b>0%</b>
<b>Net Position</b>	<b>173,409</b>	<b>27,216</b>	<b>-84%</b>

*Actions to be undertaken 2017-2018 as identified in the City's Corporate Business Plan*

- Continue consolidating the existing strategies and strategic documents into a cohesive framework of strategies and list of operational documents linked to the Strategic Themes and objectives. Strategy consolidation for 2017-2018 is behind schedule due to Business Units being unable to meet the program. This has sometimes been due to external organisations. The Community, Sport and Recreation Facilities Plan was deferred by Council. As there are few strategies planned for review in 2018-2019, the program should meet its objectives over the next 18 months.
- Develop, implement and maintain a four year corporate planning cycle. Complete. This is now operating in line with the Integrated Planning and Reporting framework.

*Other Business Activities / Initiatives for 2017-2018*

- Ensure any strategies developed or reviewed are consistent with the corporate suite of plans and are presented to Council within the context of the Strategic Community Plan. Ongoing with a process map developed to assist Business Units to progress strategies through Council.
- Schedule, organise and oversee a calendar of civic and ceremonial events. Ongoing with successful events held in 2017.

### Finance and Corporate Services Division

This division is responsible for 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. This division has three Business Units:

- Financial Services
- Information Services
- Human Resources

#### *Actions to be undertaken 2017-2018 as identified in the City's Corporate Business Plan*

- Implement the LG Professionals PWC LG Operational and Management Effectiveness Assessment (Benchmarking) Program. [Ongoing.](#)
- Implement the Technology One Project Portfolio Management (PPM) System. [Project commenced.](#)



### Financial Services

This Business Unit has three Service Units:

- Accounting Services
- Rates and Revenue Services
- Procurement Services

Budget 21	YTD Budget 2017-2018 \$	YTD Actual 2017-2018 \$	Variance %
Gross Expenditure	3,674,955	3,665,642	0%
Internal Recharging	(2,712,227)	(2,443,586)	-10%
<b>Net Expenditure</b>	<b>962,728</b>	<b>1,222,056</b>	<b>27%</b>
<b>Operating Income</b>	<b>(530,337)</b>	<b>(496,153)</b>	<b>-6%</b>
<b>Net Position</b>	<b>432,390</b>	<b>725,903</b>	<b>68%</b>

#### *Actions to be undertaken 2017-2018 as identified in the City's Corporate Business Plan*

- Develop and implement a new Key Performance Indicator (KPI) Reporting Framework to improve internal measurement of our business performance. Work has begun on identifying and evaluating suitable reporting platforms for the new KPI Framework. This will include a "proof of concept" phase before a final decision is made.
- Implement the LG Professionals PWC LG Operational and Management Effectiveness Assessment (Benchmarking) Program. The program has been renamed the Australasian LG Performance Excellence Program. Financial data collection and submission for Round 5 FY17 (City's second year) was successfully completed in accordance with the program requirements. Further refinement to processes and definitions were made to improve data quality.
- Develop a City wide project management framework and gateway process, including templates as recommended by internal audit. A project steering committee and project management office (PMO) have been established to facilitate delivery of this project. Stakeholder engagement and consultation has taken place and the development of a framework is progressing well. The system build will only commence once the framework had been ratified by the project steering committee.

### Accounting Services

This unit is responsible for establishing and maintaining systems and procedures to enable the identifying, recording, transacting, interpreting and communicating of all financial information and services to meet the City's budgetary, statutory and business needs.

### Budget and Key Performance Indicators

Activity	Financial statements completed (number of days after month end)	Users trained for finance systems (number)	Accounts paid on time (number)	FTE
FY 2017-2018 Target	3	46	89% (May)	12*
YTD	3	27	93%	12*

\*Includes SMT Manager

Budget 210, 211, 213	YTD Budget 2017-2018 \$	YTD Actual 2017-2018 \$	Variance %
Gross Expenditure	2,484,880	2,321,198	-7%
Internal Recharging	(1,846,371)	(1,568,618)	-15%
<b>Net Expenditure</b>	<b>638,509</b>	<b>752,580</b>	<b>18%</b>
<b>Operating Income</b>	<b>(50,000)</b>	<b>(3,531)</b>	<b>-93%</b>
<b>Net Position</b>	<b>588,509</b>	<b>749,050</b>	<b>27%</b>

### Actions to be undertaken 2017-2018 as identified in the City's Corporate Business Plan

- Develop a City wide project management framework and gateway process, including templates as recommended by internal audit. A project steering committee and project management office (PMO) have been established to facilitate delivery of this project. Stakeholder engagement and consultation has taken place and the development of a framework is progressing well. The system build will only commence once the framework had been ratified by the project steering committee.

### Other Business Activities / Initiatives for 2017-2018

- Job Costing (Paperless) Timesheets. Review and implement for Roads and Facilities teams. Roads are now predominantly using Work Orders which will now enable paperless automated costing to be configured. Facilities are yet to commence using work orders for their operations.
- Long Term Financial Plan (LTFP). Perform desktop review and further improve the integration with annual budget processes, including better consultation and engagement with business areas. The review of the LTFP is due to commence in late January 2018.
- Engineering Reporting. Perform enhancements to the Engineering Reporting for further automation and facilitation of project management. Enhancements will be made in conjunction with the system build of the Project Management Framework, which is yet to commence.
- Monthly Financial Reporting. Proceed with redesigning the existing monthly Service Unit financial reporting. A preferred reporting format has been identified

following consultation with managers. New format will be developed in readiness for the 2018-2019 FY.

### Rates and Revenue Services

This unit is responsible for raising and collecting the City's rates and revenue, as well as maintaining the property database on behalf of the City.

### Budget and Key Performance Indicators

Activity	Rate notices issued (number)	Payments received electronically (%)	Outstanding rates collected (%)	FTE
FY 2017-2018 Target	52,000	95%	99%	8.55
YTD	48,800	90%	77%	10.16*

\*Variance due to several maternity leave relief arrangements

Budget 212	YTD Budget 2017-2018 \$	YTD Actual 2017-2018 \$	Variance %
Gross Expenditure	806,465	931,277	15%
Internal Recharging	(482,645)	(488,158)	1%
Net Expenditure	323,821	443,119	37%
Operating Income	(480,337)	(490,406)	2%
Net Position	(156,517)	(47,287)	-70%

### Actions to be undertaken 2017-2018 as identified in the City's Corporate Business Plan

- Utilise emerging technology within the payments industry to streamline revenue collection and enhance customer convenience. The City has procured an integrated payment gateway facility from Secure Pay (owned by Australia Post). Configuration and integration with the City's Technology One ERP system has been completed and is currently being tested. Go live anticipated in February 2018.

### Other Business Activities / Initiatives for 2017-2018

- Develop an online portal for sign up of rates direct debit payment option to reduce paper and potentially allow data to be directly loaded from the website into the Property and Rating database, improving efficiencies / staff time to enter data and reduce the risk of errors. Required work has been scoped and will be completed over the coming months in preparation for the 2018-2019 rates notices. This improves upon the "Smart Rates" initiative introduced in 2017-2018.
- Implement online change of address for Rates and Revenue Services. An online web form has been created within the City's new website, replacing the need for a paper form to be completed and mailed.
- Commence the implementation of TechOne eDebtors to facilitate the issuing of electronic invoices. Bedding down of the Enterprise Cash Receipting (ECR) system implemented in May 2017 necessitated delaying this project, although it should commence in the second half of 2017-2018.
- Improve the capability of the current Lease Module in Property and Rating to link to the Debtors Module. Preparatory work has begun to facilitate linking these modules and should be completed by June 2018.



### Procurement Services

To provide an effective centre-led procurement and contract administration service to the organisation and to ensure organisational compliance with statutory tendering requirements and internal purchasing procedures.

### Budget and Key Performance Indicators

Activity	Number of competitive engagements	Purchase requisition issue time (Days)	Contract qualifications currency (%)	FTE
FY 2017-2018 Target	75	1	95%	9
YTD	40	1	91%	9

Budget 214	YTD Budget 2017-2018 \$	YTD Actual 2017-2018 \$	Variance %
Gross Expenditure	383,610	413,167	8%
Internal Recharging	(383,211)	(386,811)	1%
<b>Net Expenditure</b>	<b>398</b>	<b>26,357</b>	<b>6516%</b>
<b>Operating Income</b>	<b>0</b>	<b>(2,217)</b>	<b>0%</b>
<b>Net Position</b>	<b>398</b>	<b>24,140</b>	<b>5959%</b>

### Actions to be undertaken 2017-2018 as identified in the City's Corporate Business Plan

- Enable social procurement objectives with a focus on supporting indigenous, disability and local enterprises. The City has awarded several new contracts to both disability and indigenous enterprises during the year to date, increasing the social procurement budget spend. It has also committed to several stretch targets under the new proposed Reconciliation Action Plan (RAP).
- Engage, enhance and execute the strategic procurement framework to optimise Value for Money (cost, quality, and sustainability) across the City's procurement expenditure. Facilitated key Procurement deliverables as part of the 3<sup>rd</sup> Bin Roll-out and the City's Waste Strategy with further enhancement expected to the City Energy expenditure in 2018.
- Implement eProcurement systems and processes, for sourcing and evaluation of tenders and other major purchases, with associated end user training. The new APET 360Pro eProcurement system has been successfully implemented and commissioned across the City's business units, with efficiency benefits having already been realised. Phase 2 will involve establishing supplier panels and integrating administrative functions.

### Other Business Activities / Initiatives for 2017-2018

- Contractor Performance – Develop awareness and capability to manage and monitor contractor performance against the City's contract obligations. A draft Contract Performance Management Framework has been developed and is being evaluated before being systemised.
- Procurement Education - Develop and roll-out an Advanced Evaluation workshop for senior Officers undertaking Procurement at the City. Workshop content is still in the process of being developed and should be finalised in 2018.

- Contractual Documentation - Review, validate and seek legal approval for the City contractual documents. The City will look to utilise the revised WALGA contract documentation as much as possible, rather than seek its own legal advice at great expense.

### Information Services

This Business Unit has four Service Units:

- Information and Communications Technology
- Records Services
- Geographical Information (GIS) Services
- Business Systems

Budget 22	YTD Budget 2017-2018 \$	YTD Actual 2017-2018 \$	Variance %
Gross Expenditure	3,106,353	3,031,378	-2%
Internal Recharging	(2,579,793)	(2,588,234)	0%
<b>Net Expenditure</b>	<b>526,559</b>	<b>443,144</b>	<b>-16%</b>
<b>Operating Income</b>	<b>(750)</b>	<b>0</b>	<b>-100%</b>
<b>Net Position</b>	<b>525,809</b>	<b>443,144</b>	<b>-16%</b>

#### *Actions to be undertaken 2017-2018 as identified in the City's Corporate Business Plan*

- Implement the LG Professionals PWC LG Operational and Management Effectiveness Assessment (Benchmarking) Program. [The program has been renamed the Australasian LG Performance Excellence Program. Completed.](#)
- Implement the Technology One Project Portfolio Management (PPM) System. [IS technical providing assistance to Financial Services.](#)

#### *Other Business Activities / Initiatives for 2017-2018*

- Website Replacement Project (Phase II) and Phase I out of scope requirements. [Ongoing – IS providing technical assistance to Corporate Communications.](#)
- Run a regular Accessibility Audit and checking service for the City's WCAG 2.0 websites. (Cockburn and Cockburn ARC). [Ongoing – Receive regular 'Mystery Shopper' audit reports from expert supplier on both CoC and ARC websites.](#)
- Public Wi-Fi Service Expansion Project
  - Coogee Beach. [Completed.](#)
  - Coolbellup Skate Park. [Completed.](#)
  - Cockburn Central Meeting Point. [Not supported.](#)
- Redevelop Cockburn Council Chamber Audio Visual System. [Ongoing - Final recommendations being formed ready for deployment Q4 2017/18 FY.](#)
- Develop a 'Cloud Strategy' for the City as part of the City's IS Disaster Recovery Plan review. [Ongoing – Key technology provider\(s\) engaged and project brief pending signoff from project group.](#)

### Information and Communications Technology

To deliver support, technical services and planning for future enhancement / growth of Council's information and communications technology requirements.

#### Budget and Key Performance Indicators

Activity	Mobile devices supported	Desktops computers supported	FTE
FY 2017-2018 Target	400	600	8
YTD	400	600	7

\*Includes SMT Manager

Budget 220, 221	YTD Budget 2017-2018 \$	YTD Actual 2017-2018 \$	Variance %
Gross Expenditure	1,871,410	1,971,862	5%
Internal Recharging	(1,400,509)	(1,394,602)	0%
<b>Net Expenditure</b>	<b>470,901</b>	<b>577,260</b>	<b>23%</b>
Operating Income	0	0	0%
<b>Net Position</b>	<b>470,901</b>	<b>577,260</b>	<b>23%</b>

#### Actions to be undertaken 2017-2018 as identified in the City's Corporate Business Plan

- Prepare for transitioning to a Cloud environment for core services. **Ongoing.**

#### Other Business Activities / Initiatives for 2017-2018

- Apply a Windows 10 / Office 2016 Upgrade. **Testing of Windows 10 with Tech1 continuing now that Tech1 is supported on Windows 10.**
- Implement infrastructure upgrades:
  - Cisco Core Replacement
    - **deferred until March 2018.**
  - Wi-Fi (CoC)
    - **deferred until March 2018.**
  - Storage
    - **Completed in October 2017.**
  - Disaster Recovery
    - **Retrofit of Depot Roads building still in design phase.**
- Upgrade the Virtual Environment – Servers
  - **Design currently being finalised, to be implemented early 2018.**
- Upgrade the Virtual Environment – Desktops
  - **Design currently being finalised, to be implemented early 2018.**

**Records Services**

To provide a high standard of technologically advanced Records Management Services to support the needs of the user clients within the City of Cockburn, the governing function of Council and other identified external uses of the records function.

*Budget and Key Performance Indicators*

Activity	Records boxes stored off site	Files held electronically (%)	FTE
FY 2017-2018 Target	5,500	97%	7
YTD	5,925	95%	7

Budget 222	YTD Budget 2017-2018 \$	YTD Actual 2017-2018 \$	Variance %
Gross Expenditure	459,083	373,225	-19%
Internal Recharging	(434,679)	(438,377)	1%
<b>Net Expenditure</b>	<b>24,404</b>	<b>(65,152)</b>	<b>-367%</b>
Operating Income	0	0	0%
<b>Net Position</b>	<b>24,404</b>	<b>(65,152)</b>	<b>-367%</b>

*Actions to be undertaken 2017-2018 as identified in the City's Corporate Business Plan*

- Review/Rebuild the Electronic Document & Records Management System (EDRMS). Completed – review undertaken via a staff survey and relaunch of ECM will form part of the Knowledge Management project.

*Other Business Activities / Initiatives for 2017-2018*

- Undertake Stages 1 & 2 of the Knowledge Management Project and develop a Project Plan for Stage 3. Commenced – Stage 1 completed and Stage 2 is underway. This involves working with the Executive Directorate to sort the unstructured data currently stored on network drives and in Outlook mailboxes. The deadline is end of June 2018 at which time a project plan will be developed for Stage 3 to work with the remaining Directorates.
- Implement ECM Connected Content integration for the Technology One Contracts module. Pending – project will commence based on availability of Technology One resources and the Procurement Services team.
- Prepare for and commence implementation of ECM Ci Anywhere. Commenced – a soft implementation is proposed for Ci Anywhere with some staff already having access and utilising the system. Implementation plan has been drafted and will be finalised following the upgrade to the 2017A release, which is currently in test.
- Develop a migration strategy, required as part of the Recordkeeping Plan. Commenced – data migration policy drafted and item will be prepared for the next available DAPPS Committee meeting to be held in February 2018.
- Review and update the Records Disaster Recovery Plan. Pending – external consultants to be engaged to assist with the review.



**Geographical Information Services (GIS)**

To provide an asset information service management system and a geographical information system.

*Budget and Key Performance Indicators*

Activity	Number of internal module sessions (Internal)	Number of Intramaps views (External)	FTE
FY 2017-2018 Target	285,000	64,000	4
YTD	142,500	32,00	4

Budget 223	YTD Budget 2017-2018 \$	YTD Actual 2017-2018 \$	Variance %
Gross Expenditure	335,711	289,769	-14%
Internal Recharging	(285,932)	(288,068)	1%
<b>Net Expenditure</b>	<b>49,779</b>	<b>1,702</b>	<b>-97%</b>
<b>Operating Income</b>	<b>(750)</b>	<b>0</b>	<b>-100%</b>
<b>Net Position</b>	<b>49,029</b>	<b>1,702</b>	<b>-97%</b>

*Other Business Activities / Initiatives for 2017-2018*

- Conduct Mapcontrol works to existing and future websites as and when necessary. Review architecture of Mapcontrol. Version 2 of MapControl will include services such as Trails app and Open Data portal (public download of GIS data). *Will be completed in January 2018.*
- Review/replace City's public Intramaps services in favour of an industry leading GIS solution. *Trial of ESRI software. This will look at key points such as, Integration with TechOne, Business Intelligence, and ability to view 3D data and be scalable with cloud. Also brings in SmartApp development project.*
- Expansion of the Waste Trucks development project, including a potential bin app and other smart waste app services. *Rollout is scheduled for Rangers vehicles, Roads sweepers and a footpath sweeper. This has begun.*
- Continue building in Accessibility features into all map products. *WCAG rating is in place for all our public Mapcontrol features. Early Jan a new map will represent trails throughout the City.*
- Review R-Spec tool to enable external consultant to validate their data they supply the City. *During the trial of our GIS software will look at creating a portal to review our A-SPEC data much faster and allow consultants more access to data structures.*
- Create a repository for code used internally to enable rapid and efficient GIS data production. *Complete.*
- **Urban Forest Strategy: Complete – Mapping the shrubs and canopy of the City using remote sensing to develop a strategy for increasing the cover within the City.**

### Business Systems

To provide a development and support service to the City's core business systems, manage new projects and help facilitate continuous process improvement.

#### Budget and Key Performance Indicators

Activity		Number of Technology One Packages supported	Number of non-Technology One applications supported	FTE
FY 2017-2018 Target		110	15	7.89
YTD		135	15	7.89

Budget 224	YTD Budget 2017-2018 \$	YTD Actual 2017-2018 \$	Variance %
Gross Expenditure	440,148	396,521	-10%
Internal Recharging	(458,673)	(467,187)	2%
<b>Net Expenditure</b>	<b>(18,525)</b>	<b>(70,666)</b>	<b>281%</b>
Operating Income	0	0	0%
<b>Net Position</b>	<b>(18,525)</b>	<b>(70,666)</b>	<b>281%</b>

#### Actions to be undertaken 2017-2018 as identified in the City's Corporate Business Plan

- Implement the LG Professionals PWC LG Operational and Management Effectiveness Assessment (Benchmarking) Program. [Complete](#).
- Develop Smart Applications to improve accessibility to City programs and services. [Ongoing](#) – Now a GIS project, linking to the ESRI 3D/GIS platform review project.
- Prepare for transitioning to a Cloud environment for core services. [Ongoing](#). Have already completed TechnologyOne Cloud Readiness Assessment which is now with TechOne.

#### Other Business Activities / Initiatives for 2017-2018

- Implement mobile Employee Self Service. [Completed and in use](#).
- Implement Employee Performance Management module. [Completed](#). Rollout Training was delayed due to some mail server issues that have been resolved and has been booked in again from mid-January.
- Implement Statutory Planning Applications Online. [Completed](#), along with related reporting services. A significant percentage of applications are coming in online (approaching 50% in October).
- Implement mobile CoSafe Incident Reporting. [Ongoing](#). New T1 module being investigated with stakeholder and T1 involvement. Approach to be decided in the new year.
- Develop an Arts, Culture & Heritage provider database. [Non-IS project](#). Only consultation on potential requirements will be conducted this year. Approach to be considered next year based on results.



- Implement Application Monitoring and Benchmarking software. Ongoing. Initial research completed. Will be getting more information/options/costings from vendors early in the new year.
- Implement Online Payments (Credit Card). Ongoing. End-to-end process development completed and tested. In UAT with Revenue team and some further automation will be investigated in the new year. Should be able to begin rollout to other projects in January.
- Implement Online Facility Bookings. Phase 1 completed with implementation of IntelliLeisure. Now in use, training has been provided and operational issues and process streamlining are being worked on. Phase 2 to get bookings online started. Stakeholder data being collated and project brief will be written in January.
- Implement Environmental Health BPR (Business Process Review) recommendations. Ongoing. Initial development work completed, first round of UAT completed, and feedback being incorporated into the forms and process.
- **BPR of Customer Request System**  
Ongoing – Project Brief capturing all requirements expected end of Jan 2018.  
Deadline for project expected to be 31 Dec 2018.

## Human Resources

This Business Unit provides payroll, safety and human resources management services including learning and development.

### Budget and Key Performance Indicators

Activity	Total Positions (FTE) Supported	Lost Time Injury Frequency Rate (LTIFR)*	Employee Turnover	FTE
FY 2017-2018 Target	500.5	<10	9.5%	13.45**
YTD	499	17.3	10.8	13.45**

\*LTIFR is the number of injuries per one million hours worked

\*\*Includes SMT Manager

Budget 231	YTD Budget 2017-2018 \$	YTD Actual 2017-2018 \$	Variance %
Gross Expenditure	1,425,903	1,328,107	-7%
Internal Recharging	(1,155,713)	(1,164,852)	1%
<b>Net Expenditure</b>	<b>270,191</b>	<b>163,255</b>	<b>-40%</b>
<b>Operating Income</b>	<b>(145,996)</b>	<b>(85,565)</b>	<b>-41%</b>
<b>Net Position</b>	<b>124,195</b>	<b>77,690</b>	<b>-37%</b>

### Actions to be undertaken 2017-2018 as identified in the City's Corporate Business Plan

- Implement the LG Professionals PWC LG Operational and Management Effectiveness Assessment (Benchmarking) Program. The program has been renamed the Australasian LG Performance Excellence Program. Program completed, PWC report published 15 December 2017.
- Implement the Workforce Plan 2017–2022. Ongoing. FTE increase for 17/18 firm at 8.5 with all positions recruited for except 1.5 which will be filled quarter 3.

### Other Business Activities / Initiatives for 2017-2018

- Improve Indigenous employment opportunities and strategies. Ongoing. Strategies have been suggested to Executive for the immediate increase of indigenous employment and traineeship options at Cockburn ARC but depend on budget availability. The City's new Reconciliation Action Plan, scheduled to be proposed to council February 2018, will heavily influence any changes for this initiative.
- Fully digitise employee records. Completed. All employee personal files are now electronic.
- Implement the Performance Management System replacement. System went live 1 November 2017. 256 employees have been trained on the system with the remaining employees to be trained in January 2018. There is still data migration that needs to be completed but this will be done by June 2018. Project scope ended up being larger than first anticipated. The end product included all electronic employee self service functions, in addition to the performance appraisals system, to ensure smooth integration and ease of use for the end users.

- Implement the EmpLive roster and payroll system. 90% completed. System has been configured and is currently being tested at the ARC. Testing includes 3 parallel pay runs to ensure that any foreseeable pay issues are resolved before going live. Go live scheduled for 10 January 2018 provided there are no problems with the final parallel pay.
- Introduce a values focused recognition and reward process. Completed. Two rounds of quarterly rewards presented in 2017 and the new annual employee value awards presented in December. Has been very well received by staff and there has been an increase in the types of nominations we being received.

### Planning and Development Division

The Planning and Development Division is responsible for managing the statutory and strategic planning for the City, as well as overseeing heritage, urban design and sustainable development. This division oversees building approvals, development compliance and environmental health services, as well as managing the acquisition and sale of the City's land assets. This division has four Business Units:

- Statutory Planning
- Strategic Planning including Leasing and Land Administration
- Building Planning
- Environmental Health



### Statutory Planning

To provide control and management of development, land use and subdivision functions within the City to ensure standards of amenity are maintained. The Service also undertakes compliance and enforcement action against unapproved development.

#### Budget and Key Performance Indicators

Activity	Planning Applications Received	Approvals Issued	Average Processing Time	FTE
<b>FY 2017-2018 Target</b>	950	900	42 days	14*
<b>YTD</b>	510	467	47 days	14*

\*Includes SMT Manager

Budget 411	YTD Budget 2017-2018 \$	YTD Actual 2017-2018 \$	Variance %
Gross Expenditure	774,698	615,844	-21%
Internal Recharging	317,743	308,286	-3%
<b>Net Expenditure</b>	<b>1,092,440</b>	<b>924,131</b>	<b>-15%</b>
<b>Operating Income</b>	<b>(686,000)</b>	<b>(500,688)</b>	<b>-27%</b>
<b>Net Position</b>	<b>406,440</b>	<b>423,442</b>	<b>4%</b>

#### Actions to be undertaken 2017-2018 as identified in the City's Corporate Business Plan

- Upgrade or replace the Planning and Building online application lodgement, tracking and approval delivery system to provide an efficient, integrated, paperless solution. [This project was completed in October 2017.](#)

#### Other Business Activities / Initiatives for 2017-2018

- Undertake a review of car parking provisions in Local Planning Scheme No.3 across all land uses and make recommendations that may be incorporated into the City's proposed new Local Planning Strategy. [This is scheduled to commence in February 2018.](#)
- Develop a new Local Planning Policy relating to non-residential uses in residential areas to guide decision making in relation to these uses. [This is scheduled to commence in January 2018.](#)
- Undertake a review of various existing Design Guideline Local Planning Policies against proposed 'Design WA' guidelines (to be introduced by the State Government) to ensure consistency. [This commenced in November 2017 and is due for completion in April/May 2018.](#)
- Proactive Planning Compliance - undertake proactive planning compliance action in strategic locations. [This is currently being implemented in various locations.](#)
- **Develop a new Statutory Planning Application Monitoring, Reporting and Benchmarking system.** [This project was completed in October 2017.](#)
- **Transitioning of all planning application community consultation to 'Comment on Cockburn' electronic platform.** [All major application consultation was transitioned from July 2017. Other applications are proposed to transition by March 2018.](#)

### Strategic Planning

Prepares Structure Plans, formulates strategies, adopts policies which provide formal guidance and direction for the planning and development of the District, and to ensure that all property interests and the City's land portfolio are appropriate and sufficient. This business unit has one service unit:

- Leasing and Land Administration

### Budget and Key Performance Indicators

Activity	Structure Plans Completed	Scheme Amendments Completed	FTE
FY 2017-2018 Target	8	4	10*
YTD	8	5	10*

\*Includes SMT Manager

Budget 420, 421	YTD Budget 2017-2018 \$	YTD Actual 2017-2018 \$	Variance %
Gross Expenditure	774,907	814,734	5%
Internal Recharging	303,650	284,678	-6%
<b>Net Expenditure</b>	<b>1,078,557</b>	<b>1,099,412</b>	<b>2%</b>
<b>Operating Income</b>	<b>(45,769)</b>	<b>(16,704)</b>	<b>-64%</b>
<b>Net Position</b>	<b>1,032,788</b>	<b>1,082,708</b>	<b>5%</b>

### Actions to be undertaken 2017-2018 as identified in the City's Corporate Business Plan

- Develop and implement a model to report on achievements within each Revitalisation Strategy. A funding model has been developed via an excel spreadsheet. This enables accurate reporting according to the (current) four different revitalisation strategy areas, and also enables this information to inform the budgeting process. Reporting can provide both the monetary value and number of actions commenced, complete or not started.
- Prepare the new Housing Affordability and Diversity Strategy This is currently in process, with a target date for April 2018 Council meeting. It represents a comprehensive update to the current strategy, together with the addition of a new case study project to be recommended as part of the review.
- Review and update the Local Commercial and Activity Centres Strategy 2011. This is on target for the first half of 2018.
- Implement Revitalisation Strategy - The Lakes The key planning actions associated with the Revitalisation Strategy, being the comprehensive Scheme amendment, has been completed.

### Other Business Activities / Initiatives for 2017-2018

- Advertise, assess and prepare for Council adoption the Treeby District Structure Plan to support future urbanisation within this precinct This has been completed.
- Advertise, assess and prepare for Council adoption the Cockburn Central East Structure Plan This has been completed.

- Continue to advance structure planning for Development Areas 4, 5, 6 and 6A within the Latitude 32 Redevelopment Area This is currently ongoing, and is an increasing workload with respect of the re-examination of the entire area in light of the Westport review.
- Participation of cartographic capabilities to shape a potential 3D mapping environment for strategic areas within the City This is awaiting the investment in the product by Information Services.
- Preparation of new developer contribution planning pertaining to the future urban development associated with the Treeby District Structure Plan This will occur at the juncture whereby the local planning scheme amendment is developed.
- Participation in the technical working group for the design of the new Outer Harbour, intermodal terminal and infrastructure connections This is currently awaiting formation by the State Government.
- Initiate the Yangebup Revitalisation Strategy with a focus on contextual research including household survey and data collection This is set for the first six months of 2018.
- Participation in the Jandakot Community Aviation Consultation Group and Perth Airports Municipality Group meetings This is currently taking place.
- Undertaking the comprehensive Jandakot vision process for the City, in response to the Council resolution directing this.
- Undertaking the community engagement and reporting associated with the planning elements affecting the Jandakot Road widening project.
- Undertaking the development of new local planning policies pertaining to service stations, telecommunication facilities and CCTV.



### Leasing and Land Administration

Administers leases and licenses, purchases and develops land for Council works, manages public requests for public access ways, including closures.

### Budget and Key Performance Indicators

Activity	Public Access Way Closure Investigations	Land Purchases	Land Sales (\$)	FTE
FY 2017-2018 Target	3	5	2.8m	3
YTD	2	3	0*	3

\*Two sales pending

Budget 423	YTD Budget 2017-2018 \$	YTD Actual 2017-2018 \$	Variance %
Gross Expenditure	235,492	357,008	52%
Internal Recharging	296,234	328,199	11%
<b>Net Expenditure</b>	<b>531,726</b>	<b>685,207</b>	<b>29%</b>
<b>Operating Income</b>	<b>(1,487,251)</b>	<b>(1,348,790)</b>	<b>-9%</b>
<b>Net Position</b>	<b>(955,525)</b>	<b>(663,583)</b>	<b>-31%</b>

### Actions to be undertaken 2017-2018 as identified in the City's Corporate Business Plan

#### Other Business Activities / Initiatives for 2017-2018

- Preparation of promotional document that details the land assets that the City currently has available for private sector consideration [This is scheduled for the first half of 2018.](#)
- Continue with the subdivision of the Beeliam Drive Neighbourhood Centre, subject to market conditions [This is currently underway, with various potential purchasers investigating.](#)
- Finalisation of subdivision of Lot 915 Goldsmith Street, Spearwood [Currently underway.](#)
- Finalisation of subdivision of Frederik Road and Clara Road projects [Currently underway.](#)
- Preparation of lease option report to Council for the 5 year extension to Naval Base Shacks as per the adopted Management Plan [This has been completed.](#)
- Finalisation of lease agreements for new Visko Park Community Facility (bowling, futsal and volleyball) and Lakelands Reserve Community Facility (hockey, ultimate frisbee) [This is currently at advanced stages.](#)
- Finalisation of Shared Use Agreement for oval adjoining Mater Christi School at Yangebup Lake Reserve [This is currently awaiting feedback from the School.](#)
- [Undertaking the preparation, assessment and deployment of the new property and facility management tender for the City.](#)
- [Undertaking the process of landowner engagement for Jandakot Road](#)
- [Undertaking the Swires mediation process in order to secure the future Verde Drive extension.](#)



**Building Services**

To ensure that buildings and structures within the district provide acceptable levels of public safety, amenity and comply with all relevant building codes, standards and regulations.

*Budget and Key Performance Indicators*

Activity	Permits Issued	Value (\$m)	Average Processing Time (Certified / Uncertified)	FTE
FY 2017-2018 Target	2,500	480	10/15	15.62*
YTD	1,280	219	9/18	15.62*

\*Includes SMT Manager

Budget 431	YTD Budget 2017-2018 \$	YTD Actual 2017-2018 \$	Variance %
Gross Expenditure	819,391	745,595	-9%
Internal Recharging	361,733	347,923	-4%
Net Expenditure	1,181,124	1,093,519	-7%
Operating Income	(854,820)	(720,894)	-16%
Net Position	326,304	372,625	14%

*Actions to be undertaken 2017-2018 as identified in the City's Corporate Business Plan*

- Upgrade or replace the Planning and Building online application lodgement, tracking and approval delivery system to provide an efficient, integrated, paperless solution. The change process is well underway including the training of staff in regard to the new processes. Success in regard to the new process has been achieved with a limited number of minor applications. Major IS changes are underway in regard to application referrals to other departments. This process is on schedule and will facilitate on screen/on line processing of all applications.

*Other Business Activities / Initiatives for 2017-2018*

- Residential Building Activity. It is anticipated the residential building activity in 2017-2018 will be similar to that in 2016-17. It is anticipated that there may be a strengthening in the commercial/industrial area in the coming year and this may provide further support generally. The number of building permits is slightly up, however the value of works is slightly down. The commercial building permit numbers are up at the midyear however, the value of commercial works per permit is well down.
- Building Act. The Building Services has generally met the statutory approval timeframes under the Act since implementation in April 2012 and will continue to do so in 2017-18. All statutory time frames have been met.
- Building Commission. The City will continue the next phase with the Building Commission on developing a new reporting format that will ultimately be used by industry and will deliver a reporting method/process on building activity that can be used by multiple government agencies. The new reporting method is required due to the more complex nature of approval/work processes, since the implementation of the Building Act 2011. The City continues to liaise with the Building Commission

as required to improve the quality and collection of data.

- Building Services IT/IS Processes. Ongoing work continues to review the current capabilities and processes in order to improve reporting and control Building Act processes. [Ongoing works continue.](#)
- Building Compliance. The Building Services is currently dealing with 601 active building compliance matters. The City by the end of 2016-17 estimates a further 300 matters to be dealt with. The City is currently implementing a strategy to address and resolve outstanding building compliance matters. [At the mid-point of the year there are 544 active building compliance matters. 136 compliance matters have been completed in the first half of the year.](#)
- Australian Building Cladding Audit – The Manager Building Services has for the last six months been working with the Building Commission, DFES, WALGA and two other permit authorities (local governments) on the Audit Regulator Group, and on the broader Audit Stakeholder Group. This cladding audit is in response to the disastrous fire and loss of life due to flammable cladding attached to the Grenfell Tower in London. The Audit and follow up work is implemented at a Federal, State and Local Government level to reduce the chance of such a horrendous situation occurring in Australia.

**Environmental Health**

To ensure that the conduct and operation of premises and activities within the district comply with accepted standards and practices for public health and to ensure that the quality of the environment is protected and improved.

*Budget and Key Performance Indicators*

Activity	Premises Inspected**	Fines Issued (\$)	Complaints Resolved within 30 days (%)	FTE
<b>FY 2017-2018 Target</b>	1000***	25,000	80	15.13*
<b>YTD</b>	732	2,950	80	14.13*

\*Includes SMT Manager

\*\*Premises inspections includes food premises/events, swimming pools, public buildings, septic systems.

\*\*\*Target has been increased from 850 due to the increase in events (markets & pop-ups)

Budget 441	YTD Budget 2017-2018 \$	YTD Actual 2017-2018 \$	Variance %
Gross Expenditure	920,883	824,507	-10%
Internal Recharging	245,049	234,161	-4%
<b>Net Expenditure</b>	<b>1,165,933</b>	<b>1,058,667</b>	<b>-9%</b>
<b>Operating Income</b>	<b>(272,750)</b>	<b>(280,321)</b>	<b>3%</b>
<b>Net Position</b>	<b>893,183</b>	<b>778,346</b>	<b>-13%</b>

*Actions to be undertaken 2017-2018 as identified in the City's Corporate Business Plan*

- Develop a contemporary Public Health Plan which includes relevant parts of the Mosquito Management Plan 2008, the Contaminated Sites Strategy 2008 and the Tobacco Action Plan 2008. The Public Health Plan is scheduled to be reviewed in 2018.

*Other Business Activities / Initiatives for 2017-2018*

- Prepare for the complete replacement of all existing regulations under the Health Act including those relating to Public Buildings and Asbestos. This is being implemented by the WA Department of Health in accordance with the new Public Health Act 2016. This is being implemented by the WA Department of Health (DoH) in accordance with the new Public Health Act 2016. Senior staff from the City are assisting DoH with this process.
- Continue with Co-Health Promotion initiatives with a focus upon families. The new Cockburn Healthy Lifestyles Program has been launched in partnership with Cockburn Integrated Health.
- Deliver the new and improved Foodsafe food hygiene training package to a number of high and medium risk food premises. The Foodsafe program is ongoing.

### Governance and Community Services Division

This division is responsible for providing a wide range of services to the community including community development initiatives, events, recreation services, ranger and community safety initiatives and a wide range of human services. The division is responsible for communications including the operation of the Customer Contact Centre. The aim of the division is to improve the quality of community life of residents and to ensure good governance. This division has five Business Units:

- Recreation & Community Safety
- Corporate Communications
- Community Development & Services
- Library Services
- Governance and Risk

Governance functions are directly within the remit of the Director Governance and Community Services and he is assisted by the Governance and Risk Management Coordinator. [A Governance Officer position was filled in October 2017.](#)



**Governance and Risk**

*Budget and Key Performance Indicators*

The budget and indicators are also included within the Executive Division.

<b>Budget 11</b>	<b>YTD Budget 2017-2018 \$</b>	<b>YTD Actual 2017-2018 \$</b>	<b>Variance %</b>
Gross Expenditure	1,938,418	1,974,712	2%
Internal Recharging	2,828,547	2,808,233	-1%
<b>Net Expenditure</b>	<b>4,766,964</b>	<b>4,782,945</b>	<b>0%</b>
<b>Operating Income</b>	<b>(100,579,283)</b>	<b>(100,697,883)</b>	<b>0%</b>
<b>Net Position</b>	<b>(95,812,319)</b>	<b>(95,914,938)</b>	<b>0%</b>

*Actions to be undertaken 2017-2018 as identified in the City's Corporate Business Plan*

- Organisational Risk Management Maturity Review. [Scheduled to be completed between August - December 2018.](#)
- Review and update the Risk Management Strategy. [Complete.](#)
- Review Council Business Papers Management System (Agendas & Minutes). [Complete.](#)
- Implement the LG Professionals PWC LG Operational and Management Effectiveness Assessment (Benchmarking) Program. [The program has been renamed the Australasian LG Performance Excellence Program. Complete.](#)
- As part of a team, implement the Technology One Project Portfolio Management (PPM) System. [Project commenced.](#)

*Other Business Activities / Initiatives for 2017-2018*

- Perform the Annual Risk Controls Audit Review. [Complete.](#)
- Develop a Crisis Management Plan. [Complete.](#)
- Develop location based Business Continuity Plans (BCP) in accordance with the recommendations from the previous BCP exercise findings. [Project commenced \(Request for Quote - RFQ phase\).](#)
- Conduct an Organisational Policy Review. [Project commenced \(RFQ phase\).](#)



### Library Services

Branch Libraries - Manage a public facility that provides spaces and staff to enable capacity building, community collaborations and to deliver collections and services specific to the catchment demographic of the branch.

Young Peoples Services - Provide and support a range of inclusive library programs, environments and collections that support the early and continued development of literacy skills in the children and young people of the City of Cockburn.

Adult Services - Provide and support a range of programs and events in collaboration with major stakeholders that support lifelong learning and community engagement for Cockburn residents.

Technology & Digital Services - Support and manage information technology for the library service to ensure that the systems run efficiently and meet the contemporary needs of a modern library service.

### Budget and Key Performance Indicators

Activity	Visits	Registered Borrowers	Satisfaction with Libraries	FTE
FY 2017-2018 Target	395,000	35,000	92%	28.86*
YTD	197,910	34,694	95%	28.86*

\*Includes SMT Manager

Budget 311, 312,313,314	YTD Budget 2017-2018 \$	YTD Actual 2017-2018 \$	Variance %
Gross Expenditure	1,957,880	1,791,320	-9%
Internal Recharging	593,622	572,931	-3%
Net Expenditure	2,551,502	2,364,251	-7%
Operating Income	(26,573)	(23,658)	-11%
Net Position	2,524,929	2,340,593	-7%

### Actions to be undertaken 2017-2018 as identified in the City's Corporate Business Plan

- Develop a feasibility study for a strategic partnership with the South West Metropolitan Library Group. [Feasibility study completed July 2017. Work on hold due to anticipated impact on library partnerships from the recently released WA Public Library Strategy.](#)

### Other Business Activities / Initiatives for 2017-2018

- WA Public Library Service Reform - Continue to participate in the 'Vision for Public Libraries in 2025' process. [Renamed as the WA Public Library Strategy. Consultation period until March 2018.](#)
- Ensure library buildings are maintained to a high standard and are fit for purpose – continue work on the project to upgrade the Spearwood Library building. [Refurbishment scheduled 26 Jan – 2 March 2018. Major inclusions – additional training room, quiet reading room, new shelving and carpet.](#)
- Continue the development of the local history website project to publish all current and future local history articles and research, photographs, audio and video recordings, and other content relevant to the City of Cockburn. [50% research](#)

- completed. Website design in process.
- Introduce programs to increase community capacity and digital literacy –
    - Introduction of Coderdojo programming clubs for young people
    - Upskill library users on the use of technology and access to eresources.  
Programs implemented.

### Recreation and Community Safety

The management area of this Business Unit included a Grants & Research function which was transferred to Community Development and Services in September 2017.

The Business Unit has three Service Units:

- Leisure Centre – Cockburn ARC
- Recreation Services
- Ranger & Community Safety

Budget 32	YTD Budget 2017-2018 \$	YTD Actual 2017-2018 \$	Variance %
Gross Expenditure	8,588,456	8,160,026	-5%
Internal Recharging	2,887,549	2,796,036	-3%
<b>Net Expenditure</b>	<b>11,476,005</b>	<b>10,956,062</b>	<b>-5%</b>
<b>Operating Income</b>	<b>(4,512,976)</b>	<b>(6,349,285)</b>	<b>41%</b>
<b>Net Position</b>	<b>6,963,029</b>	<b>4,606,777</b>	<b>-34%</b>

#### *Actions to be undertaken 2017-2018 as identified in the City's Corporate Business Plan*

- Implement the Technology One Project Portfolio Management (PPM) System.  
Review of internal project management systems underway.





**Recreation Services**

To provide effective high quality community based recreation services programs and leisure facilities.

**Budget and Key Performance Indicators**

Activity	Champion Clubs Participating Clubs	Sport & Recreation Funding Applications	Bibra Lake Fun Run Participants	FTE
FY 2017-2018 Target	90	25	800	5
YTD	55	12	500	6*

\*Includes SMT Manager

Budget 323	YTD Budget 2017-2018 \$	YTD Actual 2017-2018 \$	Variance %
Gross Expenditure	403,769	287,974	-29%
Internal Recharging	1,886,802	1,829,590	-3%
<b>Net Expenditure</b>	<b>2,290,571</b>	<b>2,117,564</b>	<b>-8%</b>
<b>Operating Income</b>	<b>(393,042)</b>	<b>(441,072)</b>	<b>12%</b>
<b>Net Position</b>	<b>1,897,529</b>	<b>1,676,492</b>	<b>-12%</b>

**Actions to be undertaken 2017-2018 as identified in the City's Corporate Business Plan**

- Complete Master planning and design process for Frankland Reserve. **Concept Design completed, currently working through Flora and Fauna study and site contamination assessment.**
- Develop Western Ward Suburbs Sports and Recreation Needs and Feasibility Study. **Community Consultation completed, draft concepts developed**
- Finalise and implement the Community, Sport and Recreation Facilities Plan - **Draft Plan presented to Council, decision made to defer to allow further consideration of the needs of North Coogee community.**
- Review Kite Surfing Management Arrangements. **Completed.**
- Implement the Technology One Project Portfolio Management (PPM) System. **Review of internal project management systems underway.**

**Other Business Activities / Initiatives for 2017-2018**

- Prepare documentation and approvals for the development of the hockey and sporting facilities on Lakeland Reserve. **Development of MOU completed, External Project Manager appointed and development of architects brief underway.**
- Develop concept plans for west Treeby Recreation and Community facilities - **Cardno engaged by Stockland to complete the Landscape design of the site.**

### Ranger and Community Safety

These services work to improve the safety and security of City residents and visitors through the administration of local laws and state legislation utilising a range of education, prevention and mitigation strategies.

#### Budget and Key Performance Indicators

Activity	Ranger Services Tasks Attended	Security Patrol Response Times	Satisfaction with Security	FTE
FY 2017-2018 Target	10,500	85%*	80%	18
YTD	4,779	94%	No new figures available yet	18

\*Contracted response times

Budget 328	YTD Budget 2017-2018 \$	YTD Actual 2017-2018 \$	Variance %
Gross Expenditure	2,733,050	2,423,183	-11%
Internal Recharging	680,935	691,885	2%
<b>Net Expenditure</b>	<b>3,413,985</b>	<b>3,115,068</b>	<b>-9%</b>
<b>Operating Income</b>	<b>(258,596)</b>	<b>(355,636)</b>	<b>38%</b>
<b>Net Position</b>	<b>3,155,389</b>	<b>2,759,432</b>	<b>-13%</b>

#### Actions to be undertaken 2017-2018 as identified in the City's Corporate Business Plan

- Continue to implement CCTV infrastructure to key identified sites. Maintain and refurbish existing CCTV sites. Seek external funding where possible. **Ongoing.**
- Review and develop the City's Safety and CCTV Strategy. **Completed August 2017.**
- Review and develop the City's Bushfire Risk Management Plan. **Delete – this was completed in 2014 and inclusion in this years Annual Business Plan is an error.**

*Other Business Activities / Initiatives for 2017-2018*

- Mobile reporting devices for Rangers, Parking and CoSafe Officers. A mobile workflow solution is being considered.
- Parking permits system for restricted parking areas. Delete – was completed in previous years.
- Employment of Bushfire Mitigation and Assessment Officer. Complete.
- Upgrade CCTV monitoring equipment in the new Depot control room. Complete.
- Install CCTV at the following locations:
  - Cockburn ARC Boardwalk. 12 CCTV cameras to be installed, with design completed and quotations being received.
  - Ngarkal Beach. 13 CCTV cameras to be installed, design underway and quotations to be called for in early 2018.
  - Yarra Vista Dog Park. 8 CCTV cameras to be installed, initial design underway, quotations to be called in early 2018.
- CoSafe Vehicles – Currently investigating the feasibility of installing mobile CCTV cameras on all CoSafe vehicles
- Develop the City's Community Emergency Risk Management Plan
- Completed the Bushfire Risk Identification Tool programme
- Upgrade the Jandakot Volunteer Bushfire Brigade Building

### Leisure Centre – Cockburn ARC

Provision of a range of affordable centre based aquatic and indoor sporting and recreational facilities and services to the community from the Cockburn ARC Facility.

#### Budget and Key Performance Indicators

Activity	Entrances	Memberships	FTE
FY 2017-2018 Target	950,000	4,700	27.25
YTD	754,379	4,700	27.25

Budget 329	YTD Budget 2017-2018 \$	YTD Actual 2017-2018 \$	Variance %
Gross Expenditure	5,145,885	5,253,021	2%
Internal Recharging	436,173	411,797	-6%
<b>Net Expenditure</b>	<b>5,582,058</b>	<b>5,664,818</b>	<b>1%</b>
<b>Operating Income</b>	<b>(3,740,973)</b>	<b>(5,401,642)</b>	<b>44%</b>
<b>Net Position</b>	<b>1,841,085</b>	<b>263,176</b>	<b>-86%</b>

#### Other Business Activities / Initiatives for 2017-2018

- Improve the parking available for people with restricted mobility. [Parking assessment conducted in August](#), Officers are liaising with Mains Road WA to reduce speed limit on Veterans Parade.
- Establish and review operations protocols for the ARC. [Operations manuals continue to progress in first two quarters](#).
- Establish Curtin University students into the activities of the gymnasium programs. [Collaboration agreement executed and pilot programs progressing](#).
- Monitor performance of the geothermal and the solar panels to ensure they reach performance standards. [Solar system commissioned in August and Geothermal in December](#).
- Effectively close out defects and building issues during the defects liability period.
- **Establish a three year business plan and provisional operating budget to inform the projects and priorities of business.**
- **Establish covered walkway from carparks to facility entrance?**



**Community Development and Services**

The management area of this Business Unit includes a Grants & Research function which was transferred from the Recreation and Community Safety Business Unit September 2017. This Business Unit also has five Service Units:

- Family & Community Development
- Youth Services
- Aged and Disabled Services (Cockburn Community Care)
- Child Care Services
- Seniors

Budget 33	YTD Budget 2017-2018 \$	YTD Actual 2017-2018 \$	Variance %
Gross Expenditure	6,715,376	6,079,488	-9%
Internal Recharging	1,353,686	1,305,167	-4%
<b>Net Expenditure</b>	<b>8,069,062</b>	<b>7,384,655</b>	<b>-8%</b>
<b>Operating Income</b>	<b>(4,777,439)</b>	<b>(4,836,811)</b>	<b>1%</b>
<b>Net Position</b>	<b>3,291,623</b>	<b>2,547,844</b>	<b>-23%</b>

*Actions to be undertaken 2017-2018 as identified in the City's Corporate Business Plan*

- Implement the Age Friendly Strategy 2016-2020. [In progress.](#)
- Implement the Community Development Strategy 2016-2020. [In progress.](#)
- Implement the Technology One Project Portfolio Management (PPM) System. [In progress.](#)

*Other Business Activities / Initiatives for 2017-2018*

- Oversee the construction phase of the Cockburn Bowling and Recreation Centre in Yangebup. [Building construction commenced and all is progressing well with practical completion due by the end of June 2018 as planned.](#)
- Oversee the construction phase of the Cockburn Community Mens Shed in Cockburn Central. [The power and bore have been completed, and the tender was awarded. However cost and sub-contractor issues have caused further delays to the project.](#)



### Grants and Research

To provide a central City of Cockburn coordinating service for the distribution of grants, donations and sponsorship to community organisations and individuals. To seek grants from Commonwealth, State Government and other sources for services and facilities for residents of the City. To carry out research on matters related to issues of concern and interest to the City of Cockburn and to promote the interests of the City.

### Key Performance Indicators

Activity	Grants & Donations Committee Meetings supported	Funding Opportunities Advertised	FTE
FY 2017-2018 Target	3	10	2.63*
YTD	2	5	2.63*

\*Includes Administrative Officer (transferred position concurrent with Grants and Research)

Budget for this area is included in the Family and Community Development Service Unit table.

### Other Business Activities / Initiatives for 2017-2018

- Expand the online “smartygrants” application process to all relevant grants, donations and sponsorship programs. *In progress, online application programs have now been created for Community Grants, Cultural Grants, Donations, Sponsorship (Group), Sponsorship (Individual), Small Events Sponsorship, Sustainability Grants and Environmental Education for Schools Grants.*
- Develop policies for participatory budgeting for consideration by Council. *Completed, Community Innovation and Participatory Budgeting policy adopted by Council on 14 September 2017.*
- **Review of Grants, Donations and Sponsorships policies and assessment processes.**

**Family and Community Development**

Provides a range of individual, family and child focused services, via community development and direct service delivery, including information, referral, advocacy or direct assistance and support. Provides capacity building and community engagement mechanisms to strengthen and support community groups and volunteers operating within the City of Cockburn.

**Budget and Key Performance Indicators**

Activity	Local Businesses Supporting Community Activities & Volunteers	Engaged Community Development E-News Subscribers	Number of Family Support Contacts	FTE
<b>FY 2017-2018 Target</b>	120	605	2800	13.44*
<b>YTD</b>	110**	608	1205	13.48*

\*Includes SMT Manager

\*\* New businesses are added in May each year

Budget 330, 331	YTD Budget 2017-2018 \$	YTD Actual 2017-2018 \$	Variance %
Gross Expenditure	1,961, 592	1,585,321	-19%
Internal Recharging	537,757	504,476	-6%
<b>Net Expenditure</b>	<b>2,499,349</b>	<b>2,089,797</b>	<b>-16%</b>
<b>Operating Income</b>	<b>(265,238)</b>	<b>(365,922)</b>	<b>38%</b>
<b>Net Position</b>	<b>2,234,110</b>	<b>1,723,812</b>	<b>-23%</b>

**Actions to be undertaken 2017-2018 as identified in the City's Corporate Business Plan**

- Implement the Children and Families Strategy 2016-2021. *Currently being implemented as per the adopted Strategy.*
- Review and implement the Disability Access and Inclusion Plan. *The newly developed DAIP 2017 - 2022 is going to the February 2018 Council meeting for adoption.*
- Review and implement the Reconciliation Plan 2017-2020. *The RAP has gone through extensive consultation in 2017 and the draft RAP 2018 - 2021 is being presented to the February 2018 Council meeting for adoption.*
- Implement the Community Development Strategy 2016-2020. *Currently being implemented as per the adopted Strategy.*

**Other Business Activities / Initiatives for 2017-2018**

- Provide Support Services including Cockburn Support Service, Financial Counselling, Cockburn Parenting Service, Childrens Services, and the Cockburn Volunteer Resource Service. *Ongoing.*
- Conduct Community Development initiatives including Cockburn Community Group E-News; community and business networking/ partnership opportunities; Community Project Support Program; attend forums for Resident Groups; conduct training for the community; and conduct volunteer recognition events. *We had to cancel our business/community networking event due to low numbers.*

There are currently no plans to have another one held next year. Comment on Cockburn subscribers have increased from 1494 to 2230. This area is very active.

- Provide specialised community liaison and development activities in the areas of Childrens Development, Aboriginal Community Development and Disability Access and Inclusion. [Ongoing](#).
- Provide specialised community events including Celebrate Ability, Hello Baby, NAIDOC Week, Reconciliation Week and Family Dance events. [Ongoing](#).
- Coordinate community reference groups such as the Children's, Disability, Community Development, and Aboriginal Reference Groups. [Ongoing](#).
- Support multicultural community development through the appointment of a Multicultural Officer to strengthen the capacity of cultural community groups. [A fulltime Cultural Diversity and Inclusion Officer has been appointed since July 2017. This position is currently working towards the development of a Cultural Diversity Strategy for the City to provide direction over the next few years.](#)



### Youth Services

Administer grant and Council funded services, programs and facilities aimed at providing and developing increased social support, amenity, activity and leisure opportunities for the young people of Cockburn. Youth services offers three streams of services for young people – youth work, youth centre programs and youth development.

### Budget and Key Performance Indicators

Activity	Service Contacts with Young People	Youth Outrage Program Places Occupied	Satisfaction with Youth Services	FTE
<b>FY 2017-2018 Target</b>	20,000*	85%	94%	8.57
<b>YTD</b>	10, 103	79%	96%	8.71

\*Affected by Youth Diversion Service funding expiring in September (which may not be ongoing)

Budget 332	Adjusted Budget 2016-17 \$	Proposed Budget 2017-2018 \$	Variance %
Gross Expenditure	904,915	689,439	-24%
Internal Recharging	395,402	397,133	0%
<b>Net Expenditure</b>	<b>1,300,317</b>	<b>1,086,572</b>	<b>-16%</b>
<b>Operating Income</b>	<b>(436,164)</b>	<b>(447,712)</b>	<b>3%</b>
<b>Net Position</b>	<b>864,153</b>	<b>638,860</b>	<b>-26%</b>

### Actions to be undertaken 2017-2018 as identified in the City's Corporate Business Plan

- Develop and implement the Youth Services Strategy 2017-2021. A new Youth Services Strategy 2017 -2022 was adopted by Council in November, implementation of several strategy actions is underway. The strategy is available on the City's website.

### Other Business Activities / Initiatives for 2017-2018

- Youth Services. Continue to operate Cockburn Youth Centre, Youth Development programs , Youth Outreach Services, Bliss-co mobile outdoor recreation service, Youth Outrage holiday program, events and art programs. [Ongoing](#).
- Events. Continue events such as the FROSH Youth Festival and the Big Night In with over 10,000 young people attending. Provide a support role for the Cockburn RSL ANZAC Youth Parade and NAIDOC celebrations. [Ongoing](#).
- Cockburn Youth Centre. Continue to operate the facility 6 days per week 51 weeks per year with a one stop shop model for those most in need combined with a wide range of educational and recreation programs. Continue after school and school holiday programs, a free supervised hang out space and centre based events. Continue to partner with the Challenger Institute to provide accredited training courses during school hours. [Ongoing](#).
- Youth Development. Continue to coordinate the Youth Advisory Collective and the Youth Outrage School Holiday program. The focus in 2017-2018 will be youth capacity building and leadership, closer partnering with local high schools on community projects, increased work with young people from culturally and

linguistically diverse communities as well as topical information provision for parents. [Ongoing](#).

- Youth Outreach. Continue to employ staff through grant funding to provide individual counselling and group work to young people who are considered 'at risk' and their families. [Ongoing](#).
- Skate Parks. Continue to facilitate skate competitions twice per year at all four skate parks, which include the new Bibra Lake facility which will commence construction in the second half of 2017. [Ongoing](#).
- Youth Justice Mentoring. Continue to provide the Life Skills Health and Development Mentoring support program to young people in the South West Metropolitan region. [Ongoing](#).
- **The Cockburn RYDE program was officially launched during October. This program screens, trains and matches volunteer experienced drivers with young learner drivers from Cockburn for the purpose of assisting learners to accumulate the required 50 learner driver log book hours. Since the programs launch sixteen young people have signed up.**



### Aged and Disabled Services – Cockburn Community Care

Administer block grant funds provided to Council for the operation of the Home and Community Care (HACC) program and individual grants provided to Council for Home Care packages and WA National Disability Insurance Scheme (NDIS) services. Provide programs and services for frail aged and citizens with disability as contracted.

### Budget and Key Performance Indicators

Activity		Satisfaction with Cockburn Community Care	HACC Hours of Service Delivered versus Contract	FTE
FY 2017-2018 Target		95%	80%	23.58
YTD		98%	85%	25.44*

Budget 333	YTD Budget 2017-2018 \$	YTD Actual 2017-2018 \$	Variance %
Gross Expenditure	1,401,099	1,225,937	-13%
Internal Recharging	192,958	178,998	-7%
<b>Net Expenditure</b>	<b>1,594,057</b>	<b>1,404,934</b>	<b>-12%</b>
<b>Operating Income</b>	<b>(1,783,550)</b>	<b>(1,756,305)</b>	<b>-2%</b>
<b>Net Position</b>	<b>(189,493)</b>	<b>(351,371)</b>	<b>85%</b>

### Other Business Activities / Initiatives for 2017-2018

- HACC have introduced short term reablement\* services. Cockburn Community staff will engage in training to build confidence and competence in reablement services which are required for referrals and funding. All front line staff and Coordinators have attended half day reablement training workshops.
- HACC funding will transition to the fully federally funded Commonwealth Home Support Program 1 July 2018. A contract is expected to be offered in February 2018. Discussions have been held with the new funding body and the contract will be renegotiated before finalisation.
- Cockburn Community Care provides individually funded services for people with disability funded in the Cockburn/Kwinana WA NDIS trial. The Cockburn trial site will be integrated into the national roll out of NDIS using a similar model. Home Support services were not financially viable under the WA NDIS model and Cockburn Community Care is phasing out of these services (except for Aboriginal people) by July 2018. We have retained our Social Club services. The State Government policy has changed and WA NDIS will be phased out. Western Australian NDIS services will be administered by the National Disability Insurance Agency using a different model of coordination and funding mechanisms. The change was announced on 12 December and the full implications of this change are yet to be analysed.
- Cockburn Community Care is involved in a partnership project with Alzheimers WA to make services more 'Alzheimer Friendly'. The consultants will produce a report based on observations and an action plan will be developed. The

partnership is ongoing. The reports and action plan have been developed. All front line staff and Coordinators have attended 3 rounds of training related to Alzheimer Friendly services.

- Home Care Packages are now 'portable' and belong to the client rather than an organisation. This has allowed Cockburn Community Care to accept higher level packages which improves financial viability and increases level of client service. The number of packages is increasing and financial viability and service breadth are increasing. Early signs are very encouraging.

\*Reablement has been defined as 'services for people with poor physical or mental health to help them accommodate their illness by learning or re-learning the skills necessary for daily living'

**Child Care Services**

To equitably and effectively administer grant and fees provided to Council for the operation of the Family Day Care Service and In Home Care Service.

**Budget and Key Performance Indicators**

Activity		Number of Children accessing FDC per week	Number of Family Day Care Providers	FTE
FY 2017-2018 Target		700	70	6.75
YTD		640	65	6.75*

\*Includes Child Care and Seniors Manager

Budget 334	YTD Budget 2017-2018 \$	YTD Actual 2017-2018 \$	Variance %
Gross Expenditure	2,115,075	2,212,964	5%
Internal Recharging	28,143	25,864	-8%
<b>Net Expenditure</b>	<b>2,143,219</b>	<b>2,238,828</b>	<b>4%</b>
<b>Operating Income</b>	<b>(2,160,012)</b>	<b>(2,106,195)</b>	<b>-2%</b>
<b>Net Position</b>	<b>(16,793)</b>	<b>132,633</b>	<b>-890%</b>

**Other Business Activities / Initiatives for 2017-2018**

- Family Day Care (FDC). Since 2015 metropolitan FDC Services changed to a User-Pay, Commonwealth legislated, childcare system. [Forward strategies are successfully focussed on continuing quality care provision, recruiting quality Educators in and around Cockburn.](#)
- In-Home Childcare (IHC). Grant and User-Fee funding is used to employ quality, experienced staff to support Educators to provide childcare in the child’s own home. The Service operates at its Commonwealth Ceiling Cap; so forward strategies focus on maintaining quality IHC Educators to ensure continuing quality childcare. [The Commonwealth IHC Review was released at the end of December 2017 with consultation to 12 January 2018.](#)
- Financial Management of Commonwealth Childcare Subsidies. [Staff undertake fortnightly internal audits of childcare data before electronic upload to the Commonwealth Child Care Management, download of parent childcare subsidy payment information and dissemination to over 110 FDC and IHC Educators.](#)
- Childcare Location Visits. IHC National Standards and FDC legislation requires a minimum number of support and monitoring contact visits for the IHC and FDC Educators. [This requirement is more than met to ensure ongoing quality provision of early childhood education and care .](#)
- Childcare Hours. The two Childcare Services provide over 400,000 hours of childcare per annum for over 900 children.
- Legislative Requirements. FDC legislation requires extensive selection, monitoring and ongoing training and support of Educators and staff to ensure legislative compliance and quality early childhood education and care provision.

IHC operates in compliance of National Standards with required monitoring, training and support of educators.

### Seniors Services

Administers Council funded services, programs and facilities aimed at providing and developing increased amenity, active ageing and leisure opportunities for the senior citizens. These services include provision of the Cockburn Seniors Centre based programs, outings, events, and meals.

### Budget and Key Performance Indicators

Activity	Seniors Centre Memberships	Satisfaction with Seniors Services	FTE
FY 2017-2018 Target	1150*	100%	3.59
YTD	949	98%	3.59

\* Maximum capacity

Budget 335	YTD Budget 2017-2018 \$	YTD Actual 2017-2018 \$	Variance %
Gross Expenditure	332,695	365,827	10%
Internal Recharging	199,426	198,697	0%
<b>Net Expenditure</b>	<b>532,121</b>	<b>564,524</b>	<b>6%</b>
<b>Operating Income</b>	<b>(132,475)</b>	<b>(160,614)</b>	<b>21%</b>
<b>Net Position</b>	<b>399,646</b>	<b>403,910</b>	<b>1%</b>

### Other Business Activities / Initiatives for 2017-2018

- Cockburn Seniors Centre. Continue to provide outings, courses, seminars, physical activity classes, social activities, programs and events. The program has a range of Age Friendly initiatives that promote physical activity, social connection and mental wellness for over 50s. New initiatives are continually being researched. Approximately 23,000 attendances were recorded during 2016-2017. [Member visits to the centre - year to date 15026.](#)
- Seniors Centre Meals. Continue to provide a subsidised two course meal three days per week and a café meal two days per week. Cultural and special events are also catered for. Meals are based on an Age Friendly model looking at a healthy diet. [Meals year to date - 5633.](#)
- Seniors Centre Expo. In partnership with the City of Melville and City of Fremantle, conduct a Healthy Lifestyle Expo for 55+. [It is planned for 16 May 2018 at Cockburn Health and Community Facility.](#)
- Reconciliation Programs. Continue to provide a range of programs to strengthen relationships with the Aboriginal community in accordance with the Reconciliation Action Plan. [A poster exhibition was held for NAIDOC week 2017 to support learning of basic language and discover the history of the Whadjuk people. Basket Weaving and Doll Making is being taught at the Centre early 2018 by a Local Aboriginal Artist Sharyn Egan.](#)
- Cockburn Community and Mens Shed. Continue to support the Community and Mens Shed, including the construction of the new Mens Shed and relocation of equipment and ongoing support for Mens Shed members. New Initiative: Community Development team supporting Men's Shed with constitutional requirements. [Tender has been awarded and ground works have commenced.](#)

### Corporate Communications

To provide communications support to the organisation. This Business Unit has three Service Units:

- Communications and Marketing
- Events and Culture
- Customer Service

Budget 34	YTD Budget 2017-2018 \$	YTD Actual 2017-2018 \$	Variance %
Gross Expenditure	1,699,279	1,599,287	-6%
Internal Recharging	(587,522)	(570,028)	-3%
<b>Net Expenditure</b>	<b>1,111,757</b>	<b>1,029,259</b>	<b>-7%</b>
<b>Operating Income</b>	<b>(110,800)</b>	<b>(41,645)</b>	<b>-62%</b>
<b>Net Position</b>	<b>1,000,957</b>	<b>987,613</b>	<b>-1%</b>

#### *Actions to be undertaken 2017-2018 as identified in the City's Corporate Business Plan*

- Review and update the Communications Strategy 2012–2017 to incorporate Brand, Digital Communication and Social Media. [Research is completed](#)
- Implement the LG Professionals PWC LG Operational and Management Effectiveness Assessment (Benchmarking) Program. [The program has been renamed the Australasian LG Performance Excellence Program. Completed.](#)





**Communications and Marketing**

To provide a range of communications material and services that ensures that the community is informed about the City’s services and programs.

**Budget and Key Performance Indicators**

Activity	People Satisfied** Performance Index Score	People Dissatisfied (%)***	FTE
FY 2017-2018 Target	65	13%	9.84*
YTD	62	15%	9.84*

\*Includes SMT Manager

\*\* Performance Index score combined – informed about local issues and services facilities and events

\*\*\*Dissatisfied is a percentage, not an index score

Budget 340, 341	YTD Budget 2017-2018 \$	YTD Actual 2017-2018 \$	Variance %
Gross Expenditure	631,086	607,199	-4%
Internal Recharging	(420,545)	(425,060)	1%
Net Expenditure	210,541	182,139	-13%
Operating Income	(6,500)	(6,500)	0%
Net Position	204,041	175,639	-14%

**Actions to be undertaken 2017-2018 as identified in the City’s Corporate Business Plan**

- Review and update the Communications Strategy 2012 – 2017 to incorporate Brand, Digital Communication and Social Media. [Research completed.](#)

**Other Business Activities / Initiatives for 2017-2018**

- Undertake Annual Community and Business scorecard surveys and report results to the community. [Completed.](#)
- Undertake internal communication audit. [Desktop research, in-depth interviews, staff survey completed. Report and recommended strategy to be presented to Executive in February 2018.](#)
- Produce annual report. [Completed and ready for AGM of Electors.](#)
- Produce rates brochure. [Completed.](#)
- Refresh library branding. [70% completed.](#)
- Review and roll out SMS software. [Rolled out to a number of business units.](#)
- Commence standardisation of City forms and project plan for update to document templates in systems including Technology One. [Company appointed to manage forms project. Templates in Technology One will now be undertaken at the same time workflows in each area are reviewed rather than as a separate project.](#)
- User journey testing by the public of the new website. [Completed and resulting recommendations 90% completed.](#)
- Review external facing databases and the option to have one data source. [This is a large project which we will start scoping this Financial Year.](#)

- Review live chat on the website. This will be reviewed once the new phone system is in place.
- Public Wi-Fi marketing. Completed to date but ongoing.
- Review the benefits and methods of live streaming council meetings. In progress (notice of motion also applies).

**Events and Culture**

Provide community events and work to preserve and promote the heritage of the district including the Azelia Ley Museum. Oversee art and cultural related projects in the City.

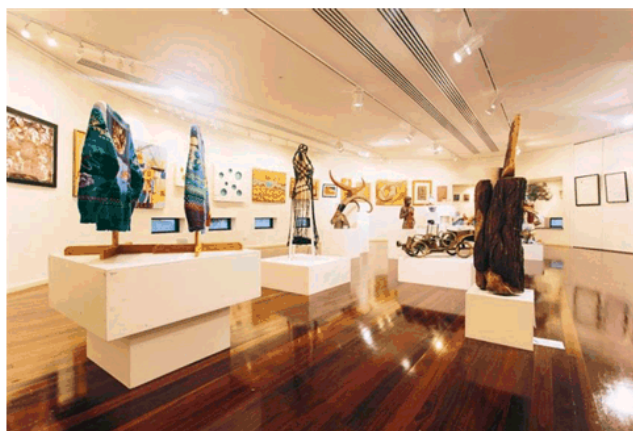
*Budget and Key Performance Indicators*

Activity		People Satisfied with Festivals, Events & Cultural Activities (Performance Index Score)	People Satisfied with how local history & heritage are preserved & promoted (Performance Index Score)	FTE
<b>FY 2017-2018 Target</b>		72	65	3.7
<b>YTD</b>		69	65	3.7

Budget 342	YTD Budget 2017-2018 \$	YTD Actual 2017-2018 \$	Variance %
Gross Expenditure	614,120	532,042	-13%
Internal Recharging	259,496	285,137	10%
<b>Net Expenditure</b>	<b>873,616</b>	<b>817,179</b>	<b>-6%</b>
<b>Operating Income</b>	<b>(104,000)</b>	<b>(35,145)</b>	<b>-66%</b>
<b>Net Position</b>	<b>769,616</b>	<b>782,034</b>	<b>2%</b>

*Other Business Activities / Initiatives for 2017-2018*

- Audit of City’s art collection; photograph and document; update asset register. [Audit underway.](#)
- Seek sponsorship for Coogee Live event. [Sponsorship being sought.](#)
- Develop a central register on the City’s website of art, culture and heritage providers within the City. [Deferred until 2018-2019 due to other priority phase 2 website actions requiring budget and action.](#)
- Review the City’s cultural grant program. [Reviewed.](#)
- Undertake a feasibility study of the suitability of Cockburn venues for attracting large events / satellite events. [Due to commence second half of Financial Year.](#)



**Customer Service**

To provide a range of services that deliver quality, timely and cost effective customer service to the community.

**Budget and Key Performance Indicators**

Activity	Incoming calls dealt with by Contact Centre (%)*	Satisfaction with level of Customer Service – Organisation (Performance Index Score)	Satisfaction with level of Customer Service – Customer Service (%)**	FTE
<b>FY 2017-2018 Target</b>	75%	65	95%	7.6
<b>YTD</b>	73.4%	69	94%	6.97

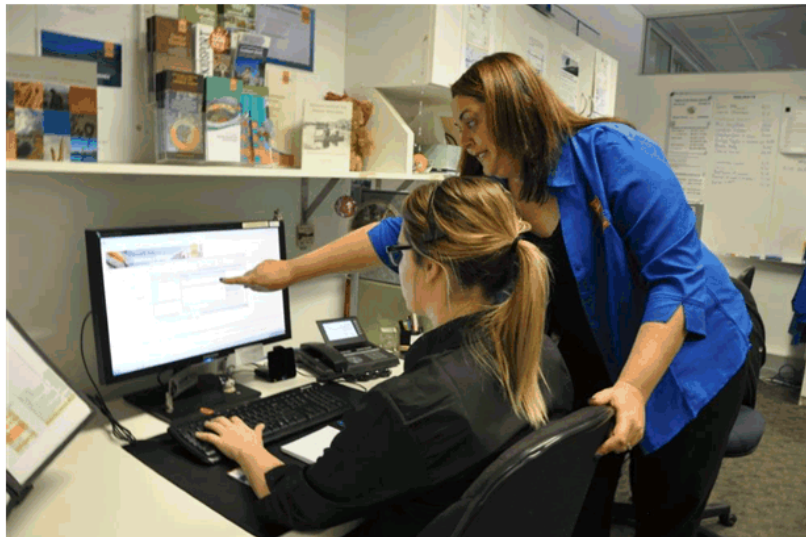
\*July 2016-May 2017

\*\*combined average from contact centre and front counter

Budget 343	YTD Budget 2017-2018 \$	YTD Actual 2017-2018 \$	Variance %
Gross Expenditure	454,074	460,046	1%
Internal Recharging	(426,473)	(430,105)	1%
<b>Net Expenditure</b>	<b>27,601</b>	<b>29,941</b>	<b>8%</b>
<b>Operating Income</b>	<b>(300)</b>	<b>0</b>	<b>-100%</b>
<b>Net Position</b>	<b>27,301</b>	<b>29,941</b>	<b>10%</b>

**Other Business Activities / Initiatives for 2017-2018**

- Annual Customer Satisfaction Surveys for the organisation. **Completed.**
- Deliver customer service charter and customer request training. **Ongoing.**
- Ongoing review of customer request system. **Ongoing.**



### Engineering and Works Division

The Engineering and Works Directorate is responsible for 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. This division has four Business Units:

- Waste
- Parks and Environment
- Engineering Services
- Infrastructure

#### *Actions to be undertaken 2017-2018 as identified in the City's Corporate Business Plan*

- Revitalisation Project Implementation - Phoenix Central, Hamilton Hill, Coolbellup and The Lakes
- Implement the capital works program assigned to Engineering
- Implement the Technology One Project Portfolio Management (PPM) System



### Waste Services

Manages waste and recycling collection, develops recycling strategies for domestic and commercial waste streams. This Business Unit has two Service Units:

- Waste Disposal
- Waste Collection

Budget 51	YTD Budget 2017-2018 \$	YTD Actual 2017-2018 \$	Variance %
Gross Expenditure	10,596,520	9,899,340	-7%
Internal Recharging	2,181,629	2,336,607	7%
<b>Net Expenditure</b>	<b>12,778,149</b>	<b>12,235,947</b>	<b>-4%</b>
<b>Operating Income</b>	<b>(5,970,527)</b>	<b>(5,377,666)</b>	<b>-10%</b>
<b>Net Position</b>	<b>6,807,622</b>	<b>6,858,281</b>	<b>1%</b>

#### *Actions to be undertaken 2017-2018 as identified in the City's Corporate Business Plan*

- Ensure greater recovery from bulk verge hard waste collections. [Tender awarded for Mattress and E-Waste recovery.](#)
- Ensure the City and its contractors utilise recycled inert road base material, where practical, for all path and road construction work. [No progress](#)
- Implement a third household bin for the re-use of garden organics (GO) [Rollout progressing as planned in the Garden Waste Bin Implementation Plan](#)
- Implement the LG Professionals PWC LG Operational and Management Effectiveness Assessment (Benchmarking) Program. [The program has been renamed the Australasian LG Performance Excellence Program. Complete](#)
- Complete a Feasibility Study for the HWRP including potential for a precinct approach, relocated entry and Materials Recovery Facility [Waste Forum 5 completed in July. Further work required to complete this project.](#)
- Roll out Public Place Recycling Bin enclosures to all parks. [11 enclosures currently under manufacture for installation in May 18](#)
- Implement the Technology One Project Portfolio Management (PPM) System [Not available for use yet](#)

#### *Other Business Activities / Initiatives for 2017-2018*

- Deliver the education program for the garden waste bin rollout. [Underway and ongoing](#)
- Deliver waste education at events, workshops, school incursions and excursions and via media [Underway and ongoing](#)
- Secure Waste Authority grant funding for garden waste bin purchase and community education program [Successfully completed](#)

- Develop waste education materials post SMRC withdrawal. SMRC have required the City to contribute to Communications, R&D and Governance. SMRC will still provide CoC calendars.
- Deliver recycling and composting systems at facilities including libraries, community centres, Cockburn ARC and schools Underway and ongoing
- Roll out “dob in a dumper” program



**Waste Collection**

To provide a regular reliable and safe waste and recycling collection service for every property within the district and dispose of it in an environmentally acceptable manner.

*Budget and Key Performance Indicators*

Activity	Number of properties serviced each week	RRRC Equity Share (%)	Satisfaction with Waste Collection	FTE
FY 2017-2018 Target	44,442	0%	98%	30
YTD	43,924*	37.29%	98%	30

\*November 2017 data only

Budget 511	YTD Budget 2017-2018 \$	YTD Actual 2017-2018 \$	Variance %
Gross Expenditure	6,357,227	6,240,895	-2%
Internal Recharging	3,292,064	3,687,954	12%
Net Expenditure	9,649,290	9,928,849	3%
Operating Income	(2,700,085)	(2,607,081)	-3%
Net Position	6,949,206	7,321,768	5%

*Other Business Activities / Initiatives for 2017-2018*

- Install GPS tablets and additional cameras to all waste vehicles – Intellitrac system. **Complete**
- Ensure greater recovery from bulk verge hard waste collections **Tender awarded for Mattress and E-Waste recovery.**
- Appoint a contractor for the garden waste bin delivery service **Tender awarded.**
- Tender for the supply of Garden Waste bins (WALGA preferred supplier) **Tender awarded**
- Roll out a garden waste bin for the re-use of garden organics (GO) **Underway and ongoing**
- Roll out Public Place Recycling Bin enclosures to all parks **11 enclosures currently under manufacture for installation in May 18**
- **Roll out of the red lid the general waste bin to those properties remaining on the 2 bin system**





**Waste Disposal**

To operate a landfill site at Henderson to accept waste in accordance with the requirements of a Class II site under the Environmental Protection Act and maximise the financial return.

**Budget and Key Performance Indicators**

Activity	Tonnes of Waste into HWRP	Waste Recovery (%)	MSW Processed at RRRRC (%)	FTE
<b>FY 2017-2018 Target</b>	74,721	10%	92%	23.9*
<b>YTD**</b>	30,504	6.8%	87%	23.7*

\*Includes Business Unit Manager (1) and Waste Education Officer (1)

\*\*November 2017 data only

Budget 510, 512	YTD Budget 2017-2018 \$	YTD Actual 2017-2018 \$	Variance %
Gross Expenditure	4,239,293	3,658,445	-14%
Internal Recharging	(1,110,434)	(1,351,347)	22%
<b>Net Expenditure</b>	<b>3,128,859</b>	<b>2,307,098</b>	<b>-26%</b>
<b>Operating Income</b>	<b>(3,270,442)</b>	<b>(2,770,585)</b>	<b>-15%</b>
<b>Net Position</b>	<b>(141,584)</b>	<b>(463,487)</b>	<b>227%</b>

**Other Business Activities / Initiatives for 2017-2018**

- Implement the recommendations from the Landfill Gas Management Plan. **Underway and ongoing**
- Implement the recommendations from the Post Closure Management Plan **Underway and ongoing**
- Implement the recommendations from the Leachate Management Strategy **Underway and ongoing**
- Installation of leachate pump monitors to allow accurate leachate measurement **Outstanding**
- Install additional litter protection barriers to reduce internal litter collection costs **Underway and ongoing**
- Install wind barriers at the Transfer Station push wall to improve operation and comfort. **Project cancelled pending site redevelopment off Dalison Ave**
- Repair and reinstate the Transfer Station Push wall **Complete**
- Install a Greenwaste Decontamination Plant for the sorting of the garden waste from the third bin rollout volumes **Complete**
- Complete a Feasibility Study for the HWRP including potential for a precinct approach, relocated entry and Materials Recovery Facility **Waste Forum Five completed in July. Further work required to complete this project.**
- **Install fencing at the Domestic Transfer Station to further separate plant and the public.**
- **Greenwaste decontamination plant constructed and commissioned.**

### Parks and Environment

To design, construct, rehabilitate and maintain the City's open space. The team is required to manage natural and wetland areas, highly manicured playing fields and passive parks, foreshore areas, streetscapes and infrastructure. This Business Unit has two Service Units:

- Parks Services
- Environment Services

Budget 52	YTD Budget 2017-2018 \$	YTD Actual 2017-2018 \$	Variance %
Gross Expenditure	8,672,313	7,560,099	-13%
Internal Recharging	1,137,427	1,059,500	-7%
<b>Net Expenditure</b>	<b>9,809,740</b>	<b>8,619,599</b>	<b>-12%</b>
<b>Operating Income</b>	<b>(6,010)</b>	<b>(41,005)</b>	<b>582%</b>
<b>Net Position</b>	<b>9,803,730</b>	<b>8,578,594</b>	<b>-12%</b>

#### *Actions to be undertaken 2017-2018 as identified in the City's Corporate Business Plan*

- Implement the Public Open Space Strategy 2014-2024. *Actions being delivered.*
- Implement Manning Park Master Plan. *Minor amendments to document being undertaken. Final version to Council February 2018.*
- Implement a Street tree Master Plan. *Yet to commence.*
- Implement the Coogee Beach Master Plan. *Actions being delivered.*
- Implement the Bibra Lake Management Plan 2016–2026. *Actions being delivered.*
- Implement the North Coogee Foreshore Management Plan. *Actions being delivered.*
- Implement a Cash in Lieu Plan 2017-2019 for Public Open Space. *Plan received approval by Minister Lands & Planning. Council endorsed plan with Ministerial approval. Projects to commence February 2018 onwards.*
- Implement the Urban Forest Plan. *Minor amendments to document, actions to be delivered.*
- Conduct assessment of potential uses for intercepted water from the Port Coogee Groundwater Interception Drain (GID). *Not yet commenced.*
- Develop a concept vision for the Wetlands Education Centre/ Native Arc – *Concept vision completed. Business case developed and presented to the Executive.*
- Implement the LG Professionals PWC LG Operational and Management Effectiveness Assessment (Benchmarking) Program. *The program has been renamed the Australasian LG Performance Excellence Program. Completed*
- Commence a feasibility study into the Coogee Golf Complex with a principle focus on groundwater availability and vegetation condition ratings. *Flora assessment completed. Next stage of project to commence January 2018.*

- Attend and facilitate actions arising from the Rehabilitating Roe 8 Working Group. Key project actions implemented and a development of a Rehabilitation plan by consultant will occur.
- Develop detailed landscape plans for Lot 7 Cockburn Central and negotiate delivery with LandCorp. Designs completed, delivery second half of financial year.
- Develop landscape plans and infrastructure renewal programs to be incorporated into the “Shared Use Agreement” with Mater Christi Catholic Primary School. Funds being requested at Midyear Budget Review to facilitate a feature /master plan of the site.
- Facilitate the delivery of the WA State Governments “Local projects, local jobs grant program”. Project plan developed, clarification on specific aspects being sought from Department of Biodiversity, Conservation and Attractions.
- Investigate operational effectiveness and functionality of the Port Coogee Water Play Park and provide recommendations on alternative treatments. Report compiled, actions being assessed.
- Spearwood Ave Mural Wall – Instigated working group to ascertain key elements of the mural wall. After 6 months of negotiation working group confirmed location of wall. Delivery second half of financial year.
- Dixon Reserve – Ground and turf assessment to facilitate Recreation Services Western Suburbs Study. Geotechnical survey to be compiled in the second half of the financial.
- Bavich Park / Shallow St Pump Station – negotiated with Water Corporation on location of new emergency overflow tanks within the reserve. Two trees to be removed.
- Frankland Reserve – undertook soil sample analysis. Flora assessment completed with results due early February 2018.
- Beeliar Lake – Outbreak of Blue Green algae (*Cylindrospermopsis raciborskii*). Consultant engaged to investigate excessive concentration and identify solutions.

### Parks Services

The design, construction and operational maintenance of Public Open Space (POS) and Streetscapes to provide functional and attractive locations for recreational activities by the community.

#### Budget and Key Performance Indicators

Activity	Public Open Space Managed (Hectares)	Groundwater Management - kLG allocation	Groundwater Management – kLG water used	FTE
FY 2017-2018 Target	720	2,791,548 kL	2,512,393 kL	64.32*
YTD	720	2,791,548 kL	1,284,213 kL	65*

\*Includes SMT Manager (1) and Engineering Administration Officer (1)

Budget 520, 521	YTD Budget 2017-2018 \$	YTD Actual 2017-2018 \$	Variance %
Gross Expenditure	7,470,805	6,537,876	-12%
Internal Recharging	763,161	674,672	-12%
<b>Net Expenditure</b>	<b>8,233,966</b>	<b>7,212,549</b>	<b>-12%</b>
<b>Operating Income</b>	<b>(5,060)</b>	<b>(32,928)</b>	<b>551%</b>
<b>Net Position</b>	<b>8,228,906</b>	<b>7,179,621</b>	<b>-13%</b>

#### Other Business Activities / Initiatives for 2017-2018

- Park Infrastructure. Manage and maintain all park infrastructure. [In Progress.](#)
- Irrigation Operating Strategy. Perform monthly meter readings on groundwater usage, monitor groundwater quality, water scheduling and submit annual report to Department of Water. [In Progress.](#)
- Street Tree Management. Maintain and manage 38,000 street trees including annual pruning of 5,100 street trees to meet Western Power regulations. [In Progress.](#)
- Road Reserve Maintenance. Manage the delivery of approximately 500km of road reserve mowing. [In Progress.](#)
- Streetscape Maintenance. Maintain 61ha of landscaped streetscapes. [In Progress.](#)
- Playground Renewals. Botany Park, Hopbush Park, Atwell Community Centre, Duffield Park, Poole Reserve, Perdita Park, Southwell Park, Classon Park, Heatherlea Park, Anning Park, Dubove Reserve, Katich Park, Market Garden Swamp, Nicholson Reserve, Perena Rocchi Reserve, Ronsard Park and Mudlark Way. [Heatherlea Park, Katich Park, Market Garden Swamp, Perena Rocchi Reserve, Dubove Reserve and Mudlark Way are complete. Quotes received awaiting construction for the following; Botany Park, Hopbush Park, Atwell Community Centre, Duffield Park, Poole Reserve, Perdita Park, Anning Park, Nicholson Reserve and Ronsard Park.](#)
- Irrigations Renewals. Atwell Oval and Jarvis Park. [Jarvis Park complete, Atwell Oval to be carried forward to next financial year, works to commence end of the AFL season 2018.](#)
- Bore Pump Renewals. Ongoing bore pump replacement program citywide. [In Progress.](#)
- Streetscape Improvements. Beeliar Drive (Duplication), North Lake (Forrest to Phoenix). [Beeliar Drive \(Duplication\) landscaping complete. North Lake to be](#)

reviewed.

- Hamilton Hill Revitalisation Strategy. Development of POS at Hanlon Park, Dodd Reserve, Fortini Park, Sawle Park, Redmond Reserve, Jakob Park and Stage 2 Dixon Park Nature Playground. *All projects complete with the exception of Hanlon Park and Dodd Reserve in progress.*
- Phoenix Revitalisation Strategy. MacFaulk Park - relocation and renewal of playground. *Survey completed, concept underway.*
- The Lakes Revitalisation Strategy. Landscape Lots 52 & 12 Briggs Rd, South Lake. *Selective clearing completed, beautification works to commence.*
- Coolbellup Revitalisation Strategy. Development of Jarvis Park and Rinaldo Reserve. *Jarvis Park complete, Rinaldo Reserve concept design and consultation phase in progress.*
- Friendship Way Strategy. Continued enhancement of Spearwood Avenue – *works to commence in the second half of the Financial Year.*
- Coogee Beach Master Plan. Continue stage 3, including landscaping works focusing on the area surrounding the existing Coogee Café and Northern carpark. *Consultant engaged to provide design documentation, in progress.*
- North Coogee Foreshore Management Plan. Stage 2 development of CY O'Connor (North) Reserve, including the provision of toilet facilities and associated infrastructure. *Landscape and playground complete, quotes received for power, water and sewer utilities to site, approval to extend services under rail line still pending.*
- Playground Shade Sail Strategy. New shade sails at Bloodwood Reserve, Freshwater Reserve, Glen Mia Park, Habitat Park and Banjup Community Centre. *Completed.*
- Public Open Space. Review landscape submissions received through subdivision development, assess public open space allocations identified in district structure plans and provide guidance to developers on accessible and functional open space design. *In Progress.*
- Water Conservation Plan. Stage 2 implementation of Irrigation Central Control System. *In Progress.*
- *Dean Road/Glen Iris Entry. Reinstatement of landscape and feature signage. Concept design complete, waiting on art work submissions to commence the consultation process.*
- *Hammond Park Street Tree Planting. Request from the Hammond Park Community Association to commence a staged street tree planting program throughout the suburb, initially targeting, Eucalyptus Drive, McQuarrie Boulevard and Bartram Roads, in progress.*
- *Bibra Lake Skate Park and Recreation Precinct. Contract awarded to MG Group, works to commence late January 2018.*
- *Yangebup Pump Track - Grant funded project being delivered in conjunction with Community Development.*
- *Broadwater Reserve Pump Track - Grant funded project being delivered in conjunction with Community Development.*



**Environment Services**

Prepare plans, develop policies and strategies, undertake studies and provide advice on environmental matters and ensure the protection and management of areas of environmental importance.

**Budget and Key Performance Indicators**

Activity	Hectares of Bushland	Hectares of Bushland Managed	Community Satisfaction with Conservation and Environment Management (%)	FTE
<b>FY 2017-2018 Target</b>	1169	1053	82%	13*
<b>YTD</b>	1189	1073	66%	12

\*This target may be incorrect as 12 FTE is the correct number. HR will investigate.

Budget 522	YTD Budget 2017-2018 \$	YTD Actual 2017-2018 \$	Variance %
Gross Expenditure	1,201,508	1,022,223	-15%
Internal Recharging	374,266	384,827	3%
<b>Net Expenditure</b>	<b>1,575,774</b>	<b>1,407,051</b>	<b>-11%</b>
<b>Operating Income</b>	<b>(950)</b>	<b>(8,077)</b>	<b>750%</b>
<b>Net Position</b>	<b>1,574,824</b>	<b>1,398,973</b>	<b>-11%</b>

**Actions to be undertaken 2017-2018 as identified in the City's Corporate Business Plan**

- Review and implement the Sustainability Strategy 2013–2017. **Completed.**

**Other Business Activities / Initiatives for 2017-2018**

- Implement Manning Park Master Plan including the Manning Park Mountain Bike Concept Plan and upgrade of a third lookout. **Minor amendments MPMP. Mountain bike concept plan finalised once MP adopted by Council, February 2018.**
- Review and implement the Greenhouse Gas Emission Reduction Plan. **First stage of review underway.**
- Review the Natural Areas Management Strategy 2012-2022 and incorporate a number of existing management plans. **In progress, final plan to Council in March 2018.**
- Attend and facilitate actions arising from the Rehabilitating Roe 8 Working Group. **Ongoing.**
- In conjunction with Engineering Services, amalgamate the Trails Master Plan with the Footpath Plan. **Ongoing**
- Weed Mapping. Ongoing mapping of weeds within bushland to monitor the effectiveness of existing management programs. **2017 mapping completed.**
- Vegetation Condition Mapping. Ongoing vegetation condition assessment to monitor and report on the effectiveness of existing management programs. **2017 mapping completed.**
- Midge Management. Implementation of the Integrated Midge Control Program. **Program commenced.**

- Waterwise Program. Implement initiatives and actions to reduce water consumption and ensure Council remains an accredited Waterwise Council. [Identified actions in progress.](#)
- Sustainability Reporting Framework. Review and upgrade KPI's to enable longer term assessment of progress towards sustainability. [Completed, endorsed by Council.](#)
- Revegetation. Revegetate a minimum of 2.5 hectares of bushland including Bibra Lake, Yangebup Lake and Manning Park. [Ongoing.](#)
- Capital Works Program. Continue to deliver capital works that enhance the environmental experience for the community. [50% of projects completed.](#)



**Engineering Services**

This Business Unit has four Service Units:

- Road Construction
- Road Design
- Transport and Traffic Services
- Road Planning and Development

Budget 53	YTD Budget 2017-2018 \$	YTD Actual 2017-2018 \$	Variance %
Gross Expenditure	11,724,761	11,494,023	-2%
Internal Recharging	766,616	702,868	-8%
<b>Net Expenditure</b>	<b>12,491,377</b>	<b>12,196,891</b>	<b>-2%</b>
<b>Operating Income</b>	<b>(124,060)</b>	<b>(140,051)</b>	<b>13%</b>
<b>Net Position</b>	<b>12,367,317</b>	<b>12,056,840</b>	<b>-3%</b>

*Actions to be undertaken 2017-2018 as identified in the City's Corporate Business Plan*

- Implement the Technology One Project Portfolio Management (PPM) System. [Complete.](#)
- Complete the Shared Path and Trails Network 2017–2026 City wide and begin implementation. [Completed](#)
- Review and update the Drainage Management and Maintenance Strategy 2008 - 2013 in conjunction with Finance to ensure drainage management principles are agreed across the organisation. [In progress, completion by June 2018](#)
- Review and update the Integrated Transport Plan, incorporating the Road Safety Strategy and Travel Smart Plan. [In progress, completion by June 2018](#)
- Review current parking approaches and create the City wide Parking Strategy. [In progress, completion by March 2018](#)
- Revitalisation Project Implementation - Phoenix Central, Hamilton Hill, Coolbellup and The Lakes. [In progress](#)
- Undertake Road Projects 2017–2026 (includes new, resurfacing and traffic management). [In progress](#)
- Undertake footpath, drainage and maintenance works in accordance with the capital works program. [In progress](#)

*Other Business Activities / Initiatives for 2017-2018*

- South Lake East Underground Power - Project development and implementation

### Road Construction

To construct and maintain roads, drains and associated infrastructure in accordance with adopted designs.

#### Budget and Key Performance Indicators

Activity	Kilometres of Road Resurfacing	New Paths & Cycleways (m <sup>2</sup> )	Community Satisfaction with Roads (%)	FTE
FY 2017-2018 Target	8km	10,500m <sup>2</sup>	85%	23*
YTD	4.5km	4,200 m <sup>2</sup>	85%	28*

\*Business restructuring in progress

Budget 530, 531	YTD Budget 2017-2018 \$	YTD Actual 2017-2018 \$	Variance %
Gross Expenditure	11,126,225	10,878,503	-2%
Internal Recharging	816,545	756,423	-7%
<b>Net Expenditure</b>	<b>11,942,770</b>	<b>11,634,926</b>	<b>-3%</b>
<b>Operating Income</b>	<b>(19,060)</b>	<b>(34,446)</b>	<b>81%</b>
<b>Net Position</b>	<b>11,923,710</b>	<b>11,600,480</b>	<b>-3%</b>

#### Actions to be undertaken 2017-2018 as identified in the City's Corporate Business Plan

The City's road construction service will deliver the following capital works program:

- \$7.2m on new road projects general road improvement
- \$2.4m on road resurfacing
- \$0.73m on traffic management projects
- \$0.9m on drainage projects
- \$1.1m on footpath and rehabilitation existing footpaths
- \$0.75m on Bike Network Plan

Major projects included in the above are:

- Spearwood Avenue Duplication, construction second carriageway between Beeliar Drive and Barrington Street (\$3.7m).  
The tender for the road and bridge construction has been advertised and a successful contractor will be appointed by February 2018. It has been scheduled that the construction work commence in March 2018 and completed in 2018/19 financial year.
- Russell Road, Frankland Avenue and Hammond Road Intersection upgrade to roundabout and four way intersection (\$1.7m).  
Densford Civil has been awarded for the construction of the project and it has been proposed that they start on February 2018 and complete the work by the end of June 2018.

- Verde Drive extension, and construction of a roundabout at intersection of Verde Dr/Solomon Rd (\$1.2m).  
The project is under design stage and it has been proposed that the tender for construction work will be advertised on March 2018 and a successful contractor awarded by May 2018.

### Road Design

To provide design services for roads, paths, drains, development assessment and traffic management treatments that are under the responsibility of Council in accordance with Australian Standards.

#### Budget and Key Performance Indicators

Activity	Projects Designed In-house (%)	Design Cost as % of Road Program (%)	FTE
FY 2017-2018 Target	90%	7.5%	7*
YTD	95%	7.5%	7*

\*Includes SMT Manager (1); Roads Contracts Coordinator (1) and Engineering Administration Officer

Budget 532	YTD Budget 2017-2018 \$	YTD Actual 2017-2018 \$	Variance %
Gross Expenditure	257,044	300,113	17%
Internal Recharging	(229,465)	(231,993)	1%
<b>Net Expenditure</b>	<b>27,579</b>	<b>68,121</b>	<b>147%</b>
<b>Operating Income</b>	<b>(30,000)</b>	<b>(1,311)</b>	<b>-96%</b>
<b>Net Position</b>	<b>(2,421)</b>	<b>66,810</b>	<b>-2860%</b>

#### Other Business Activities / Initiatives for 2017-2018

- Road Design Projects including a detailed plan for Jandakot Road duplication between Berrigan Drive and Solomon Road. *On hold, waiting for elected members to decide on Council's preferred road design.*
- Verde Drive extension from Biscayne Way to Solomon Road. *In progress, after delays in obtaining approval from Swires Group.*
- Spearwood Avenue duplication between Beeliar Drive and Barrington Street (including bridge duplication). *Completed.*
- Russell Road/Hammond Road dual lane Roundabout. *Completed.*
- Gibbs Road/Liddelow Road Roundabout. *Completed.*
- Various traffic, storm water and drainage sump projects. *Ongoing, as required.*
- Conduct an engineering survey, investigation and design on the customer requests regarding drainage and traffic issues. *Ongoing, as required.*
- Investigate Black Spot and unsafe road sections within the road network with a detailed proposal for external funding completed. *Commenced and on track for completion in June 2018.*
- Develop a Parking Strategy (On and Off Street) to give the strategic direction for the provision and management of parking. *Commenced and on track for completion in June 2018.*
- Assist Strategic Planning - Continue in reviewing and providing the technical comments on proposed civil work for new subdivision developments. *Ongoing.*
- Compile and manage contract documents for all projects that will be tendered out, including, but not limited to; Spearwood Avenue Bridge, Rockingham Road Revitalisation and various Street Lighting Projects. *In progress.*

- Manage the Underground Power Program at South Lake. [In progress.](#)

### Transport and Traffic

To ensure that planning and development of the transport network within the City meets people and industry needs while minimizing environmental impact.

#### Budget\* and Key Performance Indicators

Activity	Design Turnaround (days)	Projects Completed In-house (%)	FTE
FY 2017-2018 Target	10 days	80%	4
YTD	10 days	70%	4

\*The budget for this Service Unit is included with Road Planning and Development

#### Other Business Activities / Initiatives for 2017-2018

- **Traffic and Transport**
  - Review and process traffic management plans and construction management plans submitted for roadworks, events and building activities on the City's road network. [Ongoing, as required](#)
  - Assess requests for traffic calming on local roads. [Ongoing, as required.](#)
  - Review the operation of Prinsep Road, Jandakot. [Completed.](#)
  - Review the short and long-term operation of Wattleup Road. [In progress.](#)
  - Investigate traffic issues in Spearwood identified at the Rigby Avenue public information forum held in December 2016. [In progress, public survey completed a report will be presented to the OCM in February 2018](#)
- **Detailed project planning**
  - Complete a City-wide Parking Strategy. [In progress](#)
  - Review the City's Functional Road Hierarchy and update the City's District Traffic Study. [In progress](#)
  - Review the Metropolitan Region Scheme road reservation for Russell Road (Rockingham Road to Hammond Rd). [In progress, completion by March 2018.](#)
  - Provide detailed technical advice for transport related issues on Development Applications, Structure Plans and subdivisions to Strategic and Statutory Planning, architects, developers, and traffic consultants. [Ongoing, as required.](#)
- **TravelSmart and road safety initiatives**
  - Develop public events, information campaigns and education resources about traffic congestion, road safety and alternative transport mode choices to reduce the dependency on trips by private car. [Ongoing, there was a large number of the public events promoting travel-smart and road safety initiatives.](#)
  - Work with the Public Transport Authority and their traffic consultant to assess if the opening of the Aubin Grove Train Station has impacted on the operation of the local road network. [In progress](#)
  - Prepare submissions for the Black Spot Program 2018/2019 Federal and State Black Spot funding. [In progress](#)

- Complete the Bike Boulevard Project with the Department of Transport.  
Discussion about the project proposal with DoT is underway to be completed by February 2018.

### Road Planning and Development

To ensure development occurs in accordance with all relevant Australian Standards and Council's development conditions and specifications.

#### Budget and Key Performance Indicators

Activity	Design Turnaround (days)	Value of Development Infrastructure Plans Approved (\$)	FTE
FY 2017-2018 Target	15	16m	2
YTD	15	4.5m	2

Budget 535	YTD Budget 2017-2018 \$	YTD Actual 2017-2018 \$	Variance %
Gross Expenditure	341,492	315,407	-8%
Internal Recharging	179,536	178,437	-1%
<b>Net Expenditure</b>	<b>521,028</b>	<b>493,844</b>	<b>-5%</b>
<b>Operating Income</b>	<b>(75,000)</b>	<b>(104,295)</b>	<b>39%</b>
<b>Net Position</b>	<b>446,028</b>	<b>389,550</b>	<b>-13%</b>

#### Other Business Activities / Initiatives for 2017-2018

- Engineering Aspects - Continue in managing and providing advice on a broad range of subdivision and development proposals from an engineering and infrastructure planning perspective. [In progress.](#)
- Assist Strategic Planning - Continue in reviewing and providing technical advice/comments on structure plans and development applications for new land development proposals. [Ongoing in progress.](#)
- Asset Management Aspects – Ensure that asset management principles are followed in the design, approval, construction and clearance of assets due to be handed over to the City through the subdivision and development process. [Ongoing in progress.](#)
- Subdivision Guidelines and Engineering Policy - Review, update and implement the City's subdivision guidelines and related standards and specifications to ensure standards are met and guidance provided - project commenced and on track for completion in October 2017. [Project commenced. Recently released WALGA guidelines require further review against City guidelines.](#)
- Review and update of the Engineering assessment and construction control process for new subdivision developments - project commenced and on track for completion in October 2017. [Project completed in October 2017.](#)



### Infrastructure Services

This Business Unit has four Service Units:

- Project Management & Development
- Asset Services
- Facilities & Plant
- Marina and Coastal Services

Budget 54	YTD Budget 2017-2018 \$	YTD Actual 2017-2018 \$	Variance %
Gross Expenditure	9,092,543	8,471,370	-7%
Internal Recharging	(6,498,771)	(6,702,103)	3%
<b>Net Expenditure</b>	<b>2,593,772</b>	<b>1,769,267</b>	<b>-32%</b>
<b>Operating Income</b>	<b>(330,633)</b>	<b>(498,836)</b>	<b>51%</b>
<b>Net Position</b>	<b>2,263,139</b>	<b>1,270,431</b>	<b>-44%</b>

#### *Actions to be undertaken 2017-2018 as identified in the City's Corporate Business Plan*

- Finalise an Operations Centre Upgrade Phase 1 (Phase 2 scheduled 2018/19). Phase 1 largely completed, only minor carpark works remaining
- Plan and implement initiatives to reduce building and facility and plant non-renewable energy consumption and GHG emissions. Ongoing
- Review and update the Asset Management Strategy 2008 in conjunction with Finance to ensure asset management principles are agreed across the organisation. Draft submitted
- Develop and implement the City's Coastal Management & Adaptation Plan (in conjunction with Strategic Planning & Recreation Services). Not commenced
- Implement the Technology One Project Portfolio Management (PPM) System. PPM in development phase, Infrastructure Services staff involved in its scoping and design.

#### *Other Business Activities / Initiatives for 2017-2018*

- Undertake the capital works program for City buildings and facilities. Ongoing, \$10M actual and committed expenditure to date of \$18m capital works program.
- Undertake the facilities maintenance program. Ongoing, \$2.4m actual and committed expenditure to date of \$5.2m Operations budget.
- Complete the plant and vehicle replacement program. Ongoing, \$2.2m actual and committed expenditure to date of \$3.2m Plant program.
- Complete outstanding works for Port Coogee Marina. Handover defect item resolution ongoing plus various marina facility improvements implemented.
- Provide chair and secretariat for the ongoing activities of the Cockburn Sound Coastal Alliance (CSCA). Limited actions first half of the FY

### Project Management and Development

Project manage the planning, design and construction delivery, including contract administration, of larger value building and facility infrastructure capital works projects. Assist in the development and application of best practice project management systems and processes across the organisation.

### Budget and Key Performance Indicators

Activity	Major Building Projects Commenced	Value of New Buildings Being Commenced (\$)	FTE
FY 2017-2018 Target	2**	9.3m	4*
YTD	2	9.5m	4*

\*Includes SMT Manager

\*\*Community Mens Shed and the Bowling and Recreation Centre

Budget 540, 541	YTD Budget 2017-2018 \$	YTD Actual 2017-2018 \$	Variance %
Gross Expenditure	415,317	341,330	-18%
Internal Recharging	(225,080)	(356,948)	59%
<b>Net Expenditure</b>	<b>190,237</b>	<b>(15,618)</b>	<b>-108%</b>
<b>Operating Income</b>	<b>0</b>	<b>(324)</b>	<b>0%</b>
<b>Net Position</b>	<b>190,237</b>	<b>(15,941)</b>	<b>-108%</b>

### Actions to be undertaken 2017-2018 as identified in the City's Corporate Business Plan

- In liaison with Recreation & Community Safety and Community Development & Services, plan and deliver new and refurbished buildings and facilities. [Ongoing](#).
- Implement the Technology One Project Portfolio Management (PPM) System. [Awaiting the system's development up to implementation stage](#)

### Other Business Activities / Initiatives for 2017-2018

- Project manage building projects in the capital works program
- Specific projects being delivered in 2017-2018 include the:
  - Cockburn Bowling & Recreation Club – Visko Park. [Contract awarded, works underway](#).
  - Cockburn Community Men's Shed – [Contract awarded, works commencing](#).
  - Operations Centre and Depot Upgrade – Phase 1 closeout and preparatory works for Phase 2. [Ongoing](#).
- Assist in the development of the following key projects:
  - Spearwood Library Upgrade – design and construction delivery. [Contract awarded, works commencing](#).
  - Frankland Park Recreation Centre & Ovals – design. [Awaiting the finalisation and integration of the findings from a contaminated site survey](#).
  - Lakelands Reserve Hockey Facility & Clubrooms – planning and design. [Ongoing](#).
  - Wetlands Education Centre – planning and design. [Ongoing](#).

**Asset Services**

To ensure that Council’s assets meet and provide the required levels of service in the most cost effective method through an optimal balance of creation, preservation, enhancement and disposal.

**Budget and Key Performance Indicators**

Activity	Asset Value excluding Land (\$)	Asset Value including Land (\$)	Average Asset Depreciation Life to Date (%)	FTE
FY 2017-2018 Target	936m	1b	40	4
YTD	939m	1.021b	47	4

Budget 542	YTD Budget 2017-2018 \$	YTD Actual 2017-2018 \$	Variance %
Gross Expenditure	300,853	264,129	-12%
Internal Recharging	(221,756)	(217,929)	-2%
<b>Net Expenditure</b>	<b>79,097</b>	<b>46,200</b>	<b>-42%</b>
Operating Income	0	(473)	0%
Net Position	79,097	45,727	-42%

**Actions to be undertaken 2017-2018 as identified in the City’s Corporate Business Plan**

- Review and update the Asset Management Strategy 2008 in conjunction with Finance to ensure asset management principles are agreed across the organisation. *Currently in development - scheduled for the February OCM.*
- Implement the Technology One Project Portfolio Management (PPM) System – *Currently in the Scoping Phase.*
- Create an Asset Management Plan for marine and coastal assets. *Currently in Development.*
- Implement the LG Professionals PWC LG Operational and Management Effectiveness Assessment (Benchmarking) Program. *The program has been renamed the Australasian LG Performance Excellence Program. Completed.*

**Other Business Activities / Initiatives for 2017-2018**

- Continue rollout of Work Management Mobility, including GIS access in the field and in field asset data access and updating. *Plant Services implemented, Phase two of Road Services and Facilities scheduled for January and April 2018.*
- Ensure Asset Infrastructure condition audits for Buildings, Parks and Coastal Infrastructure are conducted. *Deferred until 2018/19.*
- Ensure Asset Management Plans for Fleet & Plant, Roads, Footpaths, Buildings, Drainage, Parks & Environment and Maritime & Coastal Assets are adopted for the period of 2017-18 to 2019-20. *Currently In development - scheduled for the February OCM.*
- Continue the Technology One Asset Management Information System Implementations as follows:
  - Facilities Asset Register, Work System, Mobility & Econtractor Management. *Scheduled for commencement March 2018.*

- Bushland Asset Register, Work System and Mobility Management. [Scheduled for commencement June 2018.](#)
- Electronic Timesheets for Roads and Facilities. [Scheduled for commencement March 2018.](#)



**Facilities and Plant**

To manage, maintain and deliver Council owned buildings, structure and plant services to provide for the requirement of the staff and community.

**Budget and Key Performance Indicators**

Activity	Value of Facilities Managed (\$)	Fleet & Plant Replacement Program Value (\$)**	Additional Fleet Purchases (\$)***	FTE
<b>FY 2017-2018 Target</b>	244m*	3.95m	<1m	13.06
<b>YTD</b>	205m*	2m	0.8m	14.****

\*Includes Operations Centre and Bowling and Recreation Centre; excludes Cockburn ARC and Lakelands Hockey Facility (yet to be built)

\*\* this is the budget value of the program to replace existing fleet

\*\*\*this is the budget/committed expenditure for purchases of additional fleet & plant. KPI changed from "new" fleet to additional fleet (for clarification purposes)

\*\*\*\*Permanent position created from recurring apprentice position

Budget 543, 544	YTD Budget 2017-2018 \$	YTD Actual 2017-2018 \$	Variance %
Gross Expenditure	7,158,785	6,897,791	-4%
Internal Recharging	(6,110,253)	(6,184,605)	1%
<b>Net Expenditure</b>	<b>1,048,532</b>	<b>713,186</b>	<b>-32%</b>
<b>Operating Income</b>	<b>(1,149)</b>	<b>(12,899)</b>	<b>1023%</b>
<b>Net Position</b>	<b>1,047,384</b>	<b>700,287</b>	<b>-33%</b>

**Other Business Activities / Initiatives for 2017-2018**

- Minor Capital Works Program. Implement the capital works program for rehabilitation and improvements to Councils buildings and facilities, including:
  - Jandakot Volunteer Bush Fire Brigade building improvements. [Ongoing](#).
  - Jean Willis Centre Activity Room conversion. [Ongoing](#).
  - Lucius, Mellor and Santich Park Change room refurbishment works. [Ongoing](#).
  - South Lake Leisure Centre demolition works. [Completed](#).
  - Civic and Community Buildings airconditioning system replacements, floor covering renewals and signing upgrades. [Ongoing](#).
  - Disability Access Audit and improvement works. [Ongoing](#).
  - Various other refurbishments to the City's civic and community facilities to restore buildings to meet level of service expectations, enhanced disability access, water consumption reduction, energy use reduction and asbestos risk mitigation. [Ongoing](#).
- Facilities Operational Budget and Program. Prepare and manage the budget and program to ensure the City's community and civic buildings and facilities are well maintained, safe, clean and functional. [Ongoing](#).
- Major and Minor Plant Acquisition Program. Implement the program for new and replacement plant and light fleet, that includes acquisition of six new additional plant items including an additional waste collection truck and 50 replacement light vehicles and heavy plant items. [Ongoing](#).

- Plant Maintenance Operations. Management and delivery of plant servicing and repair operations utilising the workshop, field mechanics (including at the Henderson Waste Recovery site) and external service providers to ensure major plant, fleet and minor plant and equipment continue to meet operational requirements in a cost effective and productive manner. [Ongoing](#).

### Marina and Coastal Services

To manage the Port Coogee marina facility including business development, penholder liaison and daily service operations plus plan and deliver on coastal infrastructure and management initiatives.

#### Budget and Key Performance Indicators

Activity	Marina Pen Numbers Available	Marina Pen Occupancy (%)	Value of Coastal Engineering Project Funding (\$)	FTE
FY 2017-2018 Target	150	96%	0.715m*	3
YTD	150	97%	0.52m	2.5

\*Includes Port Coogee Marina carpark, path and wharf chafer project (\$0.32m)

Marina & Coastal Services Budget 545	YTD Budget 2017-2018 \$	YTD Actual 2017-2018 \$	Variance %
Gross Expenditure	1,052,358	918,467	-13%
Internal Recharging	58,319	56,197	-4%
<b>Net Expenditure</b>	<b>1,110,677</b>	<b>974,664</b>	<b>-12%</b>
<b>Operating Income</b>	<b>(329,484)</b>	<b>(485,141)</b>	<b>47%</b>
<b>Net Position</b>	<b>781,193</b>	<b>489,523</b>	<b>-37%</b>

Coastal Engineering Services Budget 546	YTD Budget 2017-2018 \$	YTD Actual 2017-2018 \$	Variance %
Gross Expenditure	165,229	49,653	-70%
Internal Recharging	0	1,182	0%
<b>Net Expenditure</b>	<b>165,229</b>	<b>50,835</b>	<b>-69%</b>
<b>Operating Income</b>	<b>0</b>	<b>0</b>	<b>0%</b>
<b>Net Position</b>	<b>165,229</b>	<b>50,835</b>	<b>-69%</b>

#### Other Business Activities / Initiatives for 2017-2018

- Continue to develop the Port Coogee Marina and adjacent surrounds including:
  - Liaison with the land developer Fraser Property Trust on finalisation of outstanding defects including the commissioning of the fuel system. A large majority of the defect list has been addressed and completed, leaving the pile rectification and fuel facility defect rectification remaining.
  - Provision of additional car parking facilities. Interim arrangements made for access and use of the temporary carpark areas on FPA properties, longer term car parking provision options being explored, and five drop off/loading bays near the marina have been installed.
  - Provision of improved waste collection facilities. Penholders have been advised of the collection facility at the City's Henderson Waste Recovery Park

- Preparatory planning for additional jetty construction for the future marina expansion and improved day visitor vessel berthing facilities. Design Consultant engaged to develop up options for both future pen configuration and day visitor and service jetty improvements.
- Other Coastal Infrastructure management and maintenance coordination including:
  - Coogee Beach jetty. Ongoing, replacement decking arranged.
  - Coogee Beach Eco Shark Barrier. Ongoing, new 5 year lease entered into.
  - Various coastal protection structures including groynes and sea walls. Ongoing, consultant engaged to provide recommendations for protection/remediation options for the eroding fore dunes to the north of Catherine Point groyne.
  - Coastal inundation and erosion monitoring. New monitoring program commissioned.
  - Support to the Cockburn Sound Coastal Alliance. Low activity first half of the financial year.



### **Mission Statement**

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

### **Values**

*Our five values influence service provision and staff behaviour. They are:*

*Customer Service*

*Accountability*

*Sustainability*

*Safety*

*Excellence*



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This information is available in alternative formats on request.

**14.3 EXTRAORDINARY ELECTION - EAST WARD COUNCILLOR**

**Author(s)** D Green

**Attachments** N/A

**RECOMMENDATION**

That Council

- (1) declare, in accordance with Section 4.20(4) of the Local Government Act 1995, the Electoral Commissioner to be responsible for the conduct of the Extraordinary Election for one East Ward Councillor on Wednesday 2 May 2018; and
- (2) decide, in accordance with Section 4.61 (2) of the Local Government Act 1995, that the method of conducting the election will be as a postal election.

**TO BE CARRIED BY AN ABSOLUTE MAJORITY OF COUNCIL****Background**

Due to the untimely passing of Councillor Steve Portelli, it is necessary for an extraordinary election to be held to fill the vacancy created. Pursuant to Section 4.9 (2) of the Local Government Act, 1995, the election must be held within 4 months of the vacancy occurring. Pursuant to Section 4.9 (1) (a) of the Act, the Mayor has determined the election date to be Wednesday 2 May 2018.

**Submission**

N/A

**Report**

The City has recently received correspondence from the Western Australian Electoral Commission advising of its agreement to be responsible for the conduct of this election.

To comply with the electoral provisions of the Act, Council is required to adopt the recommendations relative to utilising the Commission's services to undertake the election on Council's behalf and for it to be conducted by postal vote.

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

Deliver sustainable governance through transparent and robust policy and processes.

### **Budget/Financial Implications**

An estimated \$50,000 is required within the Governance (Elections) Account to cover costs associated with the election.

### **Legal Implications**

Part 4 of the Local Government Act, 1995 and the Local Government (Elections) Regulations refer.

### **Community Consultation**

Statutory advertising in relation to the election requirements will be placed in the "West Australian" and "Cockburn Gazette" newspapers, in addition to being placed on the City of Cockburn and WA Electoral Commission websites.

### **Risk Management Implications**

There is a "Low" level of "Financial" and "Compliance" risk associated with this item.

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

The WA Electoral Commission has been advised that this matter is to be considered at the 8 February 2018 Ordinary Council Meeting.

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

Nil.

## 15. PLANNING & DEVELOPMENT DIVISION ISSUES

### 15.1 PROPOSED STRUCTURE PLAN - LOTS 107 AND 108 WATTLEUP ROAD, HAMMOND PARK

<b>Author(s)</b>	T Van der Linde
<b>Attachments</b>	<ol style="list-style-type: none"><li>1. Local Context Plan <a href="#">↓</a></li><li>2. Southern Suburbs District Structure Plan <a href="#">↓</a></li><li>3. Superseded Structure Plan Map <a href="#">↓</a></li><li>4. Structure Plan Map <a href="#">↓</a></li><li>5. DoE Concept Earthworks Plan for School <a href="#">↓</a></li><li>6. Applicant's Preliminary Earthworks Plan <a href="#">↓</a></li><li>7. City's Marked-Up Earthworks Plan <a href="#">↓</a></li><li>8. Schedule of Submissions <a href="#">↓</a></li></ol>

#### RECOMMENDATION

That Council:

- (1) adopts the Schedule of Submissions prepared in respect of the Proposed Structure Plan;
- (2) endorse the Bushfire Management Plan prepared by Bushfire Safety Consulting and Emerge Associates in respect of the Proposed Structure Plan and dated October 2017 (reference: EP16-076(03));
- (3) pursuant to Clause 20 of the Deemed Provisions of City of Cockburn Town Planning Scheme No. 3 ("Scheme"), recommend to the Western Australian Planning Commission ("Commission") the Proposed Structure Plan for Lots 107 and 108 Wattleup Road be approved subject to the following modifications:
  1. Amend the Structure Plan Map Legend to refer to "Residential RMD-R30" and "Residential RMD-R40" rather than "Residential R30" and "Residential R40" consistent with the requirement of Part One, section 4.3b) of the Structure Plan as shown below."
  2. Amend Part One, Section 4 Subdivision and Development Requirements as follows –

#### 4.1 Land Use Zones and Reserves

*Land Use permissibility within the Structure Plan area shall be in accordance with the Structure Plan Map (Plan 1) and corresponding Zones and Reserves under the City of Cockburn Town Planning Scheme No.3.*

#### 4.2 Public Open Space

- a) *Site conditions in addition to proposed earthworks and infrastructure is likely to result in no retention of native vegetation. Public Open Space is to accommodate trees where possible consistent with the proposed landscape drawings in Appendix D of the Local Water Management Strategy dated October 2017.*
- b) *The design of the interface between the structure plan area and the Harry Waring Marsupial Reserve shall be undertaken in consultation with the Parks and Wildlife Service of the Department of Biodiversity, Conservation and Attractions to the satisfaction of the City of Cockburn.*

#### 4.3 Residential Zoned Land

- a) *Residential densities applicable to the Structure Plan Area shall be those densities shown on the Structure Plan Map.*
- b) *The Provisions of the City of Cockburn Local Planning Policy 1.16 Single House Standards for Medium Density Housing apply to all land designated as 'Residential' under this Structure Plan.*

#### 4.4 School Site Acquisition

*Recommend to the WAPC that standard condition S2 and S3 be imposed for the acquisition of the school site and required pro-rata contributions as follows –*

*“S2 The land denoted as proposed primary school on the approved plan of subdivision is to be set aside as a separate lot, pending the acquisition of the land by the Department of Education. (Department of Education)”.*

*“S3 The landowner/applicant making a pro-rata contribution towards the cost of the acquisition of the primary school site identified in the subdivision locality. (Department of Education)”.*

#### 4.5 Earthworks

*To provide an equitable outcome for adjacent landowners, including Lot 76 Wattleup Road, and to ensure minimum*

*design elements are able to be achieved, an earthworks plan is to be submitted to and approved by the City of Cockburn prior to the subdivision application being made with the WAPC. This recognises the complexity of earthwork issues on the subject site in addition to the need to demonstrate how the final Lot 76 can be developed while avoiding excessive retaining walls and road/path gradients. The earthworks plan is to demonstrate as a minimum how it achieves the following key principles –*

- a) Demonstrate all internal roads, particularly Whadjuk Drive, can achieve a fall of now more than 5%, with a preferred fall of 3% (9m fall over 300m for Whadjuk Drive). See Attachment 5;*
- b) An equitable and practical distribution of earthworks with surrounding landowners including Lot 76 and Hammond Grove West landholdings. Significant retaining walls on Lot 76 compared to Lot 107 and 108 are not acceptable.*

#### *4.6 School Design (see Attachment 6)*

*The subdivision design is to address the requirements of WAPC Development Control Policy 2.4 School Sites and the requirements of Liveable Neighbourhoods including “Street network design” shall also be incorporated. This includes a desirable slope of no more than 1 in 20. In addition, consideration should be given to reducing retaining walls around the perimeter of the school site to a minimum. Retaining walls of 4.5m in height are unacceptable. Further design considerations and discussion with the Department of Education should consider how the school site can interface appropriately with the surrounding street network.*

#### *4.7 Notifications on Title*

*In respect of applications for the subdivision of land, recommend to the WAPC that a condition be imposed on the grant of subdivision approval for a notification to be places on the Certificates of Title to achieve the following –*

*“Information being provided to demonstrate that the measures contained in the bushfire management plan have been implemented.”*

#### 4.8 Movement Network

*Access shall be provided generally in accordance with Local Road Reserves shown on the Structure Plan Map. However, should the proposed 12.3m road reserves adjacent to POS not be able to accommodate on-street car parking, then these shall be widened to 13.5m. Given the presence of the school site the applicant is requested to work with the City as early as possible to ensure an appropriate road design around the perimeter of the school, this shall include where possible on-street car parking.*

#### 4.9 Wattleup Road

*A full upgrade of Wattleup Road is required fronting the Structure Plan area. The location and type of any intersection treatments is subject to further discussions with the City of Cockburn as part of the subdivision approval process.*

#### 4.10 Soil Contamination

*As Lot 108 was previously used as a market garden, recommend to the WAPC that condition EN9 be imposed on the grant of subdivision approval.*

#### 4.11 Relocation of Fauna

*Recommend to the WAPC that a condition be imposed on the grant of subdivision approval to relocate fauna on the subject site prior to and during development. This is in addition to the preparation of a Fauna Relocation Management Plan.*

#### 4.12 Servicing

*The applicant is to consult with the Water Corporation regarding sewer and water servicing of the subject site and any proposed modifications to sewer catchment boundaries so the Water Corporation can update their sewer catchment planning.*

3. Amend Part One, Section 5 Local Development Plans to be in accordance with the WAPC's "Framework for Local Development Plans" as follows –

*"Local Development Plans (LDPs) are to be prepared in accordance with Part 6 of Schedule 2 – Deemed Provisions for Local Planning Schemes, Planning and Development (Local Planning Schemes) Regulations 2015, prior to any*



*subdivision and/or development that is affected by the following design considerations:*

- a) Lots of irregular shape or less than 260m<sup>2</sup>.*
- b) Lots that obtain access from a laneway or right-of-way.*
- c) Lots abutting areas of Public Open Space.*
- d) Lots that propose grouped or multiple dwelling developments.*
- e) Lots affected by Bushfire Hazard, as identified by the Bushfire Management Plan prepared by Emerge Associates/Bushfire Safety Consulting October 2017 (reference: EP16-076(03)).*

*LDPs shall set out the following –*

- a) Street and boundary setbacks*
  - b) Dwelling orientation*
  - c) Fencing*
  - d) Open Space*
  - e) Garage setbacks and width*
  - f) Vehicular and pedestrian access*
  - g) Parking requirements*
  - h) Overshadowing*
  - i) Visual Privacy.*
4. In accordance with submission 15 from the Department of Fire and Emergency Services, amend the Bushfire Management Plan to provide evidence of excluded vegetation at 403 Wattleup Road being maintained as low threat, or alternatively modify the Vegetation Classification Map and BAL Contour Map to identify the land as Class G Grassland.
  5. Update the Transport Impact Assessment (“TIA”) prepared by Cardno and dated 9 October 2017 to include reference to the requirement to upgrade the section of Wattleup Road fronting the Structure Plan area and for future intersection treatments to be provided to the satisfaction of the City of Cockburn as part of the subdivision approval process. The updated TIA is also required to provide an access road typology demonstrating the provision of car parking adjacent to POS within a cross section illustration. Further, the TIA should include the City’s Preferred Road Reserve Development Plan for Whadjuk Drive and state that the ultimate design of Whadjuk Drive should be in accordance with this Plan, which can be obtained from the City’s engineering department.
  6. Update the Local Water Management Strategy in accordance

with the submission from the Department of Water and Environment Regulation included as submission number 4 within the Schedule of Submissions at Attachment 4.

- (4) advise the landowners within the Structure Plan area and those who made a submission of Council's recommendation accordingly;
- (5) advise the applicant that in accordance with submission 8 of the Schedule of Submissions from the Department of Biodiversity, Conservation and Attractions, they recommend the proposed clearing of Lot 108 Wattleup Road be referred by the applicant to the Commonwealth Department of the Environment and Energy to determine what responsibilities it has under the Environmental Protection and Biodiversity Conservation Act 1999.

### **Background**

The proposed structure plan relates to Lots 107 and 108 Wattleup Road. With the exception of Lot 76 located adjacent to the west, the subject lots are the final lots to be structure planned north of Wattleup Road and within the Southern Suburbs District Structure Plan 3 (SSDSP3). A structure plan for Lot 76 is expected to be received in due course.

Under SSDSP3 medium density residential development, public open space, and a primary school are identified for Lots 76, 107 and 108. The SSDSP also provides guidance on the structure of key roads including the need to deliver an important east-west neighbourhood connector road to connect the wider district to the primary school.

A local context plan is provided at Attachment 1. The SSDSP3 map is provided at Attachment 2.

The purpose of this report is to consider the Proposed Structure Plan for a recommendation to the Western Australian Planning Commission ("WAPC").

### **Submission**

N/A

### **Report**

#### Previous Decision of Council

The proposed Structure Plan was first submitted for assessment by the applicant on 2 December 2016. The Structure Plan was advertised from 28 February 2017 until 28 March 2017 and was subsequently

considered by Council at its 11 May 2017 Ordinary Council Meeting (“OCM”) (Item 15.3). Council resolved that the Structure Plan be modified and re-advertised for 28 days, following which the Structure Plan was to be presented back to Council for reconsideration.

The most significant required modification was the inclusion of a ‘Public Purpose – Primary School’ reservation consistent with the requirements of the SSDSP3. The Structure Plan has now been modified and re-advertised in accordance with the 11 May 2017 Council resolution, and as a result is now reported back to Council for reconsideration. Attachment 3 provides the superseded proposed Structure Plan Map and Attachment 4 provides the proposed Structure Plan map seeking Council’s recommendation.

Concurrently, in addition to Lots 107 and 108, the City progressed the assessment of the Hammond Grove West Structure Plan which relates to the five most western lots identified within the SSDSP3 (Lots 71, 305, 1, 2 and 65 Wattleup Road). The Hammond Grove West Structure Plan has since been approved by the Commission on 28 September 2017.

#### Planning Background

The subject site is zoned ‘Urban’ under the Metropolitan Region Scheme (“MRS”), and ‘Development’ under City of Cockburn Town Planning Scheme No. 3 (“Scheme”). The subject site is also located within Development Area No. 27 (“DA 27”), Development Contribution Area No. 10 (“DCA 10”) and Development Contribution Area No. 13 (“DCA 13”) under the Scheme.

Pursuant to Clause 5.2.2.1 of the Scheme, *“The development of land within a Development Area is to comply with Table 9 [of the Scheme]”*. Clause 5.2.1 of the Scheme specifies *“Table 9 describes the Development Areas in detail and sets out the specific purposes and requirements that apply to the Development Areas”*. Under Clause 5.2.2.2 of the Scheme *“The subdivision and development of land within a Development Area is to generally be in accordance with any structure plan that applies to the land.”*

On the above basis the specific provisions within Table 9 DA 27 of the Scheme are provided as follows:

- 1. “An approved Structure Plan together with all approved amendments shall be given due regard in the assessment of applications for subdivision, land use and development in accordance with clause 27(1) of the Deemed Provisions.*
- 2. To provide for residential development and compatible land uses.”*

Provision 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 Deemed Provisions, the applicant has submitted a proposed Structure Plan for assessment.

This report aims to summarise the outcome of that assessment of the modified Structure Plan pursuant to the legislative requirements of the Deemed Provisions and that of the Scheme.

### The proposal

The subject site is located within the SSDSP3 area. The SSDSP3 prescribes a minimum of 15 dwellings per gross urban zoned hectare of land as the minimum standard. The proposed Structure Plan exceeds this minimum target as it provides 29 dwellings per site hectare of land. This is in keeping with broader State Government strategic development objectives as prescribed within *‘Directions 2031 and Beyond’* (*‘Directions 2031’*).

The intent of the proposed Structure Plan is to guide future residential subdivision on approximately 31% of the subject site, facilitate provision of the future primary school on approximately 35% of the subject site, with approximately 11% of the site (less the area reserved for the primary school) provided as Public Open Space (“POS”). The remaining area is proposed to be provided as local roads.

The proposed Structure Plan designates an ‘R-MD30’ density base code with ‘R-MD40’ provided opposite areas of POS and surrounding the future primary school. The proposed density codes are consistent with the prescribed density range under the SSDSP3 which prescribes a base coding of R30. Accordingly, the density component of the proposal is considered to meet the future planning needs of the area and is expected to provide a diversity of housing options for local and future residents.

The proposal will require the complete clearing of all vegetation across Lots 107 and 108 including 3.32 hectares of remnant vegetation, of which 3.28 hectares represents the Environment Protection and Biodiversity Conservation Act listed banksia woodland. However, it is recognised significant re-contouring of lots is required as a result of several reasons including the need to “tie in” with finished lot levels set by developed lots to the east.

## Consideration of key issues

### Primary School

SSDSP3 depicts a 4ha Primary School over three lots: Lot 76, 107 and 108 Wattleup Road. The Structure Plan provides for a 2.8522ha area of the subject site to be reserved for the future primary school, representing approximately two thirds of the overall site area required by the Department of Education (“DoE”) and the SSDSP3. The applicant has included an indicative structure plan outline for Lot 76 to demonstrate the 4ha site can be achieved for the Department of Education (DoE). The DoE has confirmed that they are satisfied with the size of the primary school site, however recognises certain elements including the 4.5m retaining wall proposed within the preliminary earthworks plan for the western interface of the school site is undesirable.

Contributing to the significant retaining walls proposed is the applicant seeking to meet previous advice from the DoE requiring no more than a 3m fall across the school site. The City met with the DoE (12 January 2018) to identify design needs and to seek confirmation of the maximum fall the DoE could accommodate within the school design, recognising the site constraints and earthwork outcomes proposed.

As a result the DoE provided the “DoE preliminary earthworks plan” at attachment 6 to illustrate the maximum fall the DoE would accept on the school site. This plan demonstrates an acceptance of up to a 7m fall across the school site. Alongside the remaining earthwork issues below the City requires the applicant to continue working with DoE to ensure the finished lot levels for the school site meet DoE requirements.

### Earthworks

Earthworks, while typically a subdivision matter, is a significant consideration in identifying a structure plan design that can be delivered for lots 107 and 108. The City required the applicant to prepare a preliminary earthworks plan to demonstrate the proposed structure plan design can be delivered including:

- The ability to “tie in” with existing finished lot levels on the adjacent lot to the east (Lot 109).
- Allowing for an equitable option for the adjacent lot to the west (Lot 76) to be structure planned (ensuring significant retaining and level changes are not left to Lot 76 to resolve).
- Minimising the negative effect of excessive retaining walls for residential lots and the school site and Whadjuk Drive interface;
- Ensuring road design requirements including universal access needs for the school site access can be achieved.

- The need to address the interface with Harry Waring Marsupial Reserve located to the north and the existing Wattleup Road to the south of the site.
- The need to facilitate drainage requirements and infrastructure needs for the development.

The City has attempted to work through a solution with the applicant, the DoE, Water Corporation and the developers of Hammond Grove West (lots to the west of Lot 76) of which has resulted in competing priorities and perspectives preventing a full agreement to this point. Nonetheless the City recognises a solution is possible.

It is therefore recommended an earthworks plan be prepared to the City's satisfaction prior to subdivision approval to ensure the subdivision can address the outstanding issues. These issues include:

- The east-west neighbourhood connector of Whadjuk Drive can achieve a maximum 5% gradient (preferably 3%);
- An equitable and practical distribution of earthworks with surrounding landowners including Lot 76 and Hammond Grove West landholdings;
- Reducing where possible significant retaining walls – particularly important given the average lot sizes proposed of average 220-300sqm, and;
- The proposed levels and interface of the school site meet the DoE's needs. Attachment 5 provides a concept plan prepared by the DoE demonstrating key design parameters to be incorporated, the most important being the level changes that meet universal access standards.

The latest preliminary earthworks plan presented to the City by the applicant of Lot 107 and 108 is at Attachment 6. The preliminary earthworks plan marked up by the City illustrating the key design criteria for earthworks across the site is at Attachment 7.

#### Connection to Sewer and Water

The preliminary earthworks plan currently proposes to connect into water and sewer infrastructure located to the east of the subject site within Lot 109. This drives the need to grade the majority of land to the east. It appears to the City that this infrastructure requirement conflicts with the desire to reduce retaining wall height and meet road design needs. However the City understands there may be significant delays for the developer should servicing be required from the west of which would assist in dealing with the abovementioned design issues.

The Water Corporation has advised that it is the responsibility of the applicant to demonstrate how future development at the subject site will

connect into sewer and water infrastructure. While current Water Corporation sewer catchment planning suggests the subject site is to be serviced from the extension of infrastructure from the east, the Water Corporation has also clearly indicated to the City that this is not a set requirement and it is possible for the subject site to connect in to the proposed sewer pump station to the west.

As the earthworks issues are worked through, should the sewer from the subject site be redirected to the pumping station proposed to the west within the Hammond Grove West development, this will result in a change to the sewer catchment boundaries and the Water Corporation is to be notified to ensure the catchment boundaries can be updated.

#### Public Open Space Design

Site conditions, proposed earthworks and provision of infrastructure are likely to result in no retention of native vegetation across the subject site. Therefore the final levels and provision of trees within the areas of POS is an important outcome to achieve for the wider precinct.

Therefore, the City recommends as a minimum the landscaping (tree provision in particular) outcomes illustrated within the proposed landscape drawings in Appendix D of the Local Water Management Strategy dated October 2017 be achieved as a condition of subdivision.

Additionally, the design of the interface between the structure plan area and the Harry Waring Marsupial Reserve shall be undertaken in consultation with the Parks and Wildlife Service of the Department of Biodiversity, Conservation and Attractions to the satisfaction of the City of Cockburn.

#### Road design

##### *Wattleup Road*

A full upgrade of Wattleup Road is required fronting the Structure Plan area. The location and type of any intersection treatments is subject to further discussions with the City of Cockburn as part of the subdivision approval process.

##### *Access streets adjacent to POS*

Access streets adjacent to POS should provide for on street car parking. The proposed structure plan provides for 12.3m adjacent to POS area; however the City remains concerned this is insufficient to accommodate car parking. The City requires the Traffic Impact Assessment to be updated to provide an access road typology demonstrating the provision of car parking within a cross section illustration. Should this not be achievable to the City's satisfaction then

the road will require widening to 13.5m as is provided for lots to the west within Hammond Grove West. A similar approach is demonstrated (below) where POS and car parking have been constructed over Lots 1, 111, and 110 Wattleup Road.



#### *On-street car parking around the school site*

The proposed road widths surrounding the school site will provide the opportunity to provide on-street car parking. The City is aware that car parking can be an issue for schools and as a result the City requests the applicant to discuss the road designs as early as possible to ensure an appropriate level of on-street car parking in addition to street tree planting.

#### Bushfire Management Plan

In accordance with the 11 May 2017 Council recommendation, the previous Bushfire Management Plan (“BMP”) lodged with the Structure Plan has been modified to include the primary school site and address a number of other concerns and is generally acceptable to the City and the Department of Fire and Emergency Services (“DFES”).

DFES have requested, however, that substantiated evidence be provided within the BMP to support the exclusion of vegetation at Lot 403 from being classified due to this vegetation being assessed as low risk. This land is outside of the Structure Plan area and within another landholding, meaning that if this vegetation is to be classified as low risk, it will need to be regularly maintained by the landowner of Lot 403 in perpetuity. The applicant therefore needs to demonstrate within the BMP that this area of vegetation will be maintained as a low risk in perpetuity.



If this evidence cannot be provided, an alternative would be for the Vegetation Classification Map and BAL contour map within the BMP to be modified to reflect the worst case scenario, being that the vegetation within Lot 403 is not maintained and instead is classified as Class G Grassland in accordance with Australian Standard AS3959. This is not expected to increase the bushfire threat of future dwellings to an unacceptable BAL rating, but this will need to be confirmed through a modification to the BMP. Thus, the recommendation above requires the BMP to be updated in accordance with DFES's submission.

### Conclusion

The City recommends approval of the proposed Structure Plan subject to the listed modifications.

## **Strategic Plans/Policy Implications**

### City Growth

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

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

### Community, Lifestyle & Security

Provide for community facilities and infrastructure in a planned and sustainable manner.

## **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**

Pursuant to Provision 20 of the Deemed Provisions the local government must prepare a report on the proposed structure plan and provide it to the Commission no later than 60 days after the day that is the latest of 20(1)(a),(b) or (c).

## **Community Consultation**

The Structure Plan was originally advertised from 28 February 2017 to 28 March 2017. In accordance with Council's 11 May 2017 recommendation, the Structure Plan was modified and readvertised for

another 28 days from the 14 November 2017 until 12 December 2017 pursuant to clause 19(3) of the Regulations.

This included letters to landowners, government agencies and service providers. In addition, the Structure Plan was advertised on the City's website in full and advertised also via the Cockburn Gazette.

In total Council received 15 submissions on the modified Structure Plan, 11 from government agencies and service providers, 2 from landowners and 2 from developers with projects in the area.

Both developers and one of the landowners objected to the application all expressing the same concern regarding future development at Lot 76, which is discussed in the report above. One landowner supported the proposal. No government agencies or service providers objected to the proposal, but 5 government agencies requested modifications to the Structure Plan. The above mentioned submissions are set out in full at Attachment 8 of this report and responded to individually and in detail. The above report elaborates on the key issues as extracted from the full list of submissions.

### **Risk Management Implications**

If the Structure Plan is not approved, there is a missed opportunity to provide a planning structure over the land to facilitate residential subdivision and development and the construction of the future Hammond Park primary school. There is also a missed opportunity to facilitate the extension of services and roads through the subject site to consolidate and coordinate access and development within the Hammond Park locality.

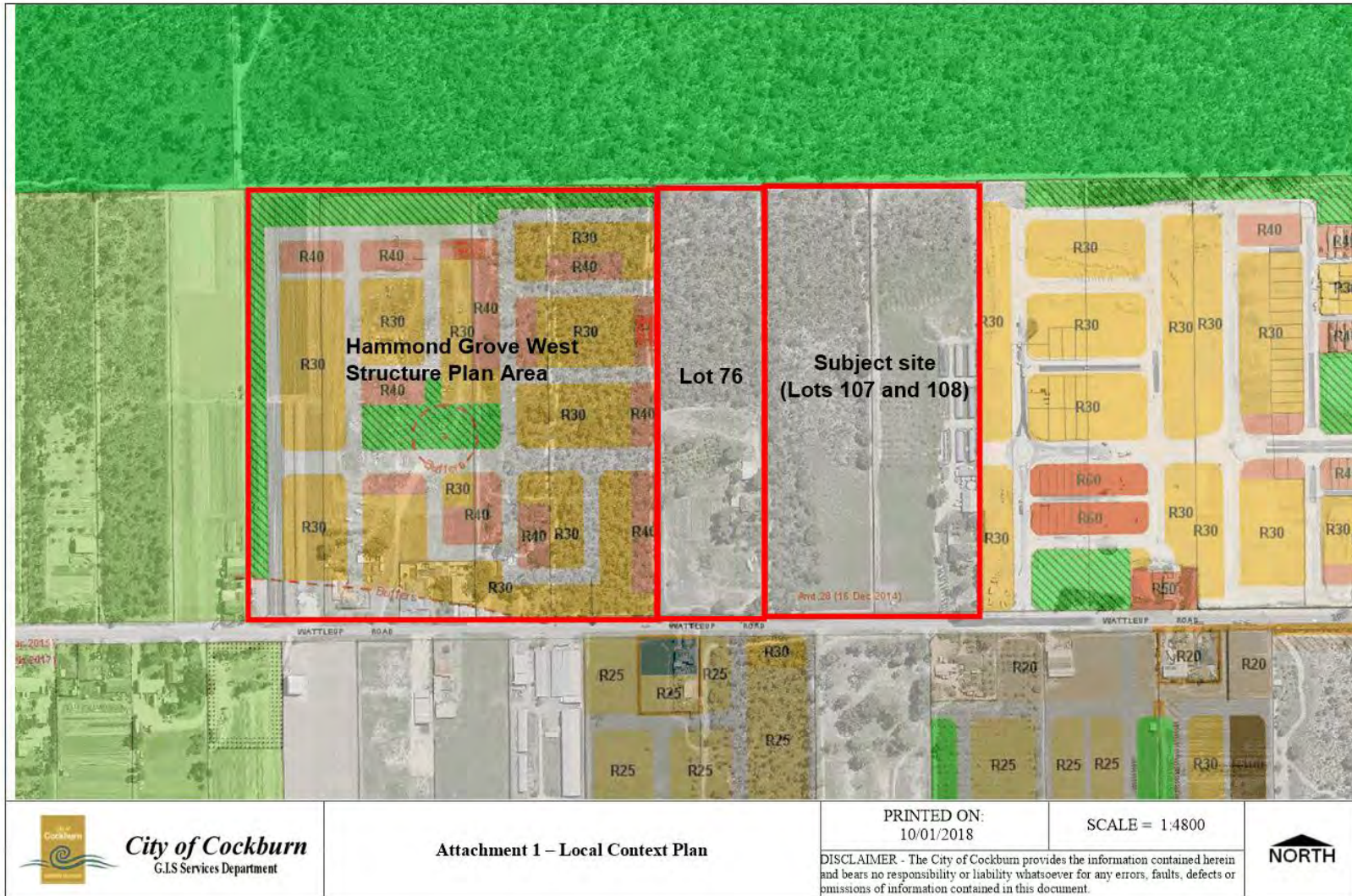
If the Structure Plan is approved without the recommended modifications, particularly regarding the approval of an earthworks plan prior to subdivision, there is the risk that earthworks are not appropriately addressed and the finished levels at Lots 107 and 108 compromises development of Lot 76 to the west.

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

The Proponent(s) and those who lodged a submission on the proposal have been advised that this matter is to be considered at the 8 February 2018 Ordinary Council Meeting.

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

Nil.





**PLAN NOTES**

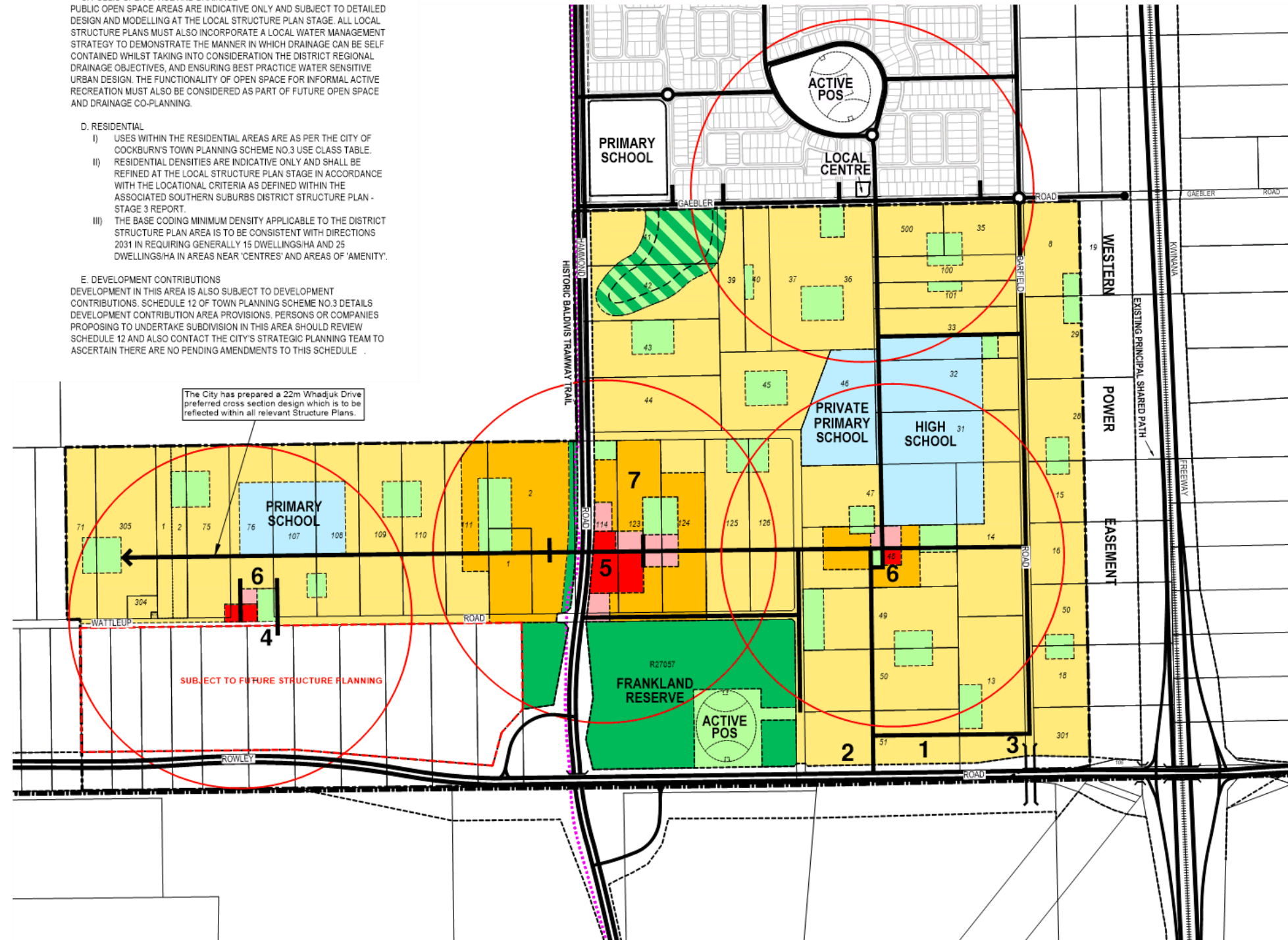
1. FUTURE RESIDENTIAL DEVELOPMENT SHALL NOT DIRECTLY ABUT ROWLEY ROAD. FUTURE LOCAL STRUCTURE PLANNING IS TO DEMONSTRATE A SUITABLE INTERFACE TREATMENT (E.G. ENLARGED SERVICE ROAD DESIGN WITH FRONTING RESIDENTIAL DEVELOPMENT AS A MINIMUM) BEING PROVIDED TO THE FUTURE ROWLEY ROAD FREIGHT ACCESS ROUTE.
2. FUTURE ACCESS ROAD TO BE PROVIDED AS A FULL INTERSECTION UNTIL ROWLEY ROAD IS UPGRADED AND CONSTRUCTED TO A REGIONAL ROAD AT WHICH TIME THE INTERSECTION WILL BE CONVERTED AND MAINTAINED AS LEFT IN/LEFT OUT ACCESS ONLY. (SUBJECT TO MAIN ROADS WA APPROVAL).
3. AS PART OF THE UPGRADE OF ROWLEY ROAD, GRADE SEPARATED PEDESTRIAN AND VEHICULAR ACCESS IS TO BE PROVIDED AS A CONTINUATION OF BARFIELD ROAD, IN ORDER TO MAINTAIN CONNECTIVITY BETWEEN FUTURE DEVELOPMENT TO THE SOUTH OF ROWLEY ROAD. THIS MAY BE FURTHER RATIONALISED THROUGH SUBSEQUENT LOCAL STRUCTURE PLANNING TO DETERMINE HOW THIS SPECIFIC ACCESS IS CREATED.
4. FUTURE STRUCTURE PLANNING OF THE CELL SOUTH OF WATTLEUP ROAD MUST PROVIDE AN APPROPRIATE INTERFACE WITH RESIDENTIAL DEVELOPMENT NORTH OF WATTLEUP ROAD. THIS IS TO HAVE PARTICULAR REGARD TO THE POSITION OF THE WESTERN AUSTRALIAN PLANNING COMMISSION IN RESPECT OF ITS POSITION ON THE ACCEPTABILITY (OR OTHERWISE) OF RESIDENTIAL DEVELOPMENT SOUTH OF WATTLEUP ROAD, AND ALTERNATIVE (NON-RESIDENTIAL) LAND USES THAT MAY BE REQUIRED. ANY IMPACTS ASSOCIATED WITH THE FUTURE DEVELOPMENT OF NON-RESIDENTIAL LAND USES IN THE CELL SOUTH OF WATTLEUP ROAD MUST BE FULLY CONTAINED WITHIN THE CELL BOUNDARIES.
5. NEIGHBOURHOOD CENTRE-THE DESIGN AND FUNCTION OF THE PROPOSED NEIGHBOURHOOD CENTRE SHALL BE BASED ON 'MAIN STREET' PRINCIPLES AND RELEVANT PROVISIONS OF LIVEABLE NEIGHBOURHOODS. ANY ASSOCIATED LOCAL STRUCTURE PLAN MUST ADEQUATELY DEMONSTRATE THROUGH CONCEPT PLANS AND/OR DETAILED AREA PLANS THE MANNER IN WHICH THE CENTRE ADDRESSES THE REQUIREMENTS OF THE RELEVANT SECTIONS OF THE SOUTHERN SUBURBS DISTRICT STRUCTURE PLAN - STAGE 3 REPORT, AND PARTICULARLY THE NEIGHBOURHOOD CENTRE CONCEPT PLAN PROVIDED WITHIN THE REPORT DOCUMENT.
6. NEIGHBOURHOOD NODES - THE DESIGN AND FUNCTIONALITY OF THE NEIGHBOURHOOD NODES SHALL BE DISTINCTLY DIFFERENT TO THE PRIMACY OF THE NEIGHBOURHOOD CENTRE THESE LOCATIONS ARE TO PROVIDE FOR ARRANGE OF MORE LOCALLY FOCUSED ACTIVITIES AND FUNCTIONS. WHERE RETAIL IS PROPOSED, THESE ARE TO NOT EXCEED A MAXIMUM RETAIL FUNCTION OF 300SQM, WITH SUCH FUNCTION BASED UPON A 'CONVENIENCE STORE' TYPE USE.
7. CENTRAL PRECINCT - A COMPREHENSIVE LOCAL STRUCTURE PLAN WILL BE REQUIRED FOR THE CENTRAL NEIGHBOURHOOD CENTRE AND ADJACENT DEVELOPMENT. THE CITY WILL NOT CONSIDER INDIVIDUAL STRUCTURE PLANS IN THIS LOCATION DUE TO THE NEED TO ENSURE THE SUITABLE INTEGRATION OF DEVELOPMENT.

**GENERAL NOTES**

- A. ALL LOCAL STRUCTURE PLANS MUST INCLUDE AND BE INFORMED BY:**
- I) DETAILED LVMS BASED UPON REGIONAL DRAINAGE STUDY,
  - II) DETAILED NOISE MANAGEMENT STRATEGY WHERE LSPAD JOINS ROWLEY ROAD,
  - III) FIRE MANAGEMENT PLAN WHERE LSP IS LOCATED NEAR ROS OR SIGNIFICANT POS,
  - IV) FLORA AND FAUNA MANAGEMENT PLAN,
  - V) TRAFFIC MANAGEMENT PLAN,
  - VI) CONTAMINATED SITES & ACID SULPHATE SOILS MANAGEMENT PLAN WHERE REQUIRED,
  - VII) HERITAGE STUDY WHERE LSP INCLUDES FORMER HISTORIC TRAMWAY,
  - VIII) TRANSITION AND/OR INTERFACE STRATEGY IN RESPECT OF EXISTING RURAL USES,
  - IX) NEIGHBOURHOOD CENTRE CONCEPT PLAN AND DETAILED AREA PLAN WHERE INCLUDED WITHIN LSP AREA,
  - X) NEIGHBOURHOOD NODE CONCEPT PLAN AND DETAILED AREA PLAN.
- B. LOCAL STRUCTURE PLANS**  
SUBDIVISION AND DEVELOPMENT OF THE SUBJECT AREA IS TO BE IN ACCORDANCE WITH AN ENDORSED APPLICABLE LOCAL STRUCTURE PLAN.

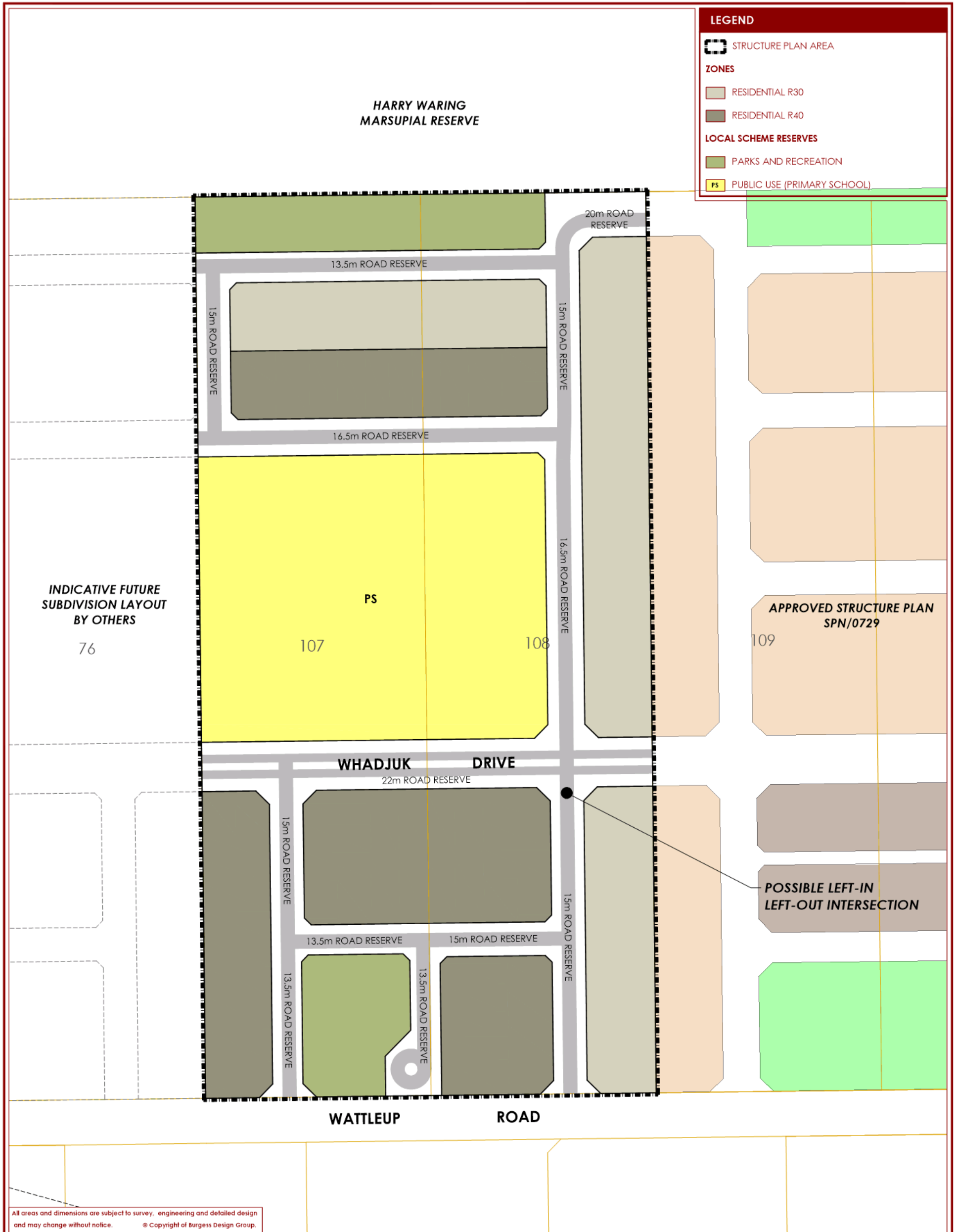
- C. PUBLIC OPEN SPACE AND DRAINAGE**  
PUBLIC OPEN SPACE AREAS ARE INDICATIVE ONLY AND SUBJECT TO DETAILED DESIGN AND MODELLING AT THE LOCAL STRUCTURE PLAN STAGE. ALL LOCAL STRUCTURE PLANS MUST ALSO INCORPORATE A LOCAL WATER MANAGEMENT STRATEGY TO DEMONSTRATE THE MANNER IN WHICH DRAINAGE CAN BE SELF CONTAINED WHILST TAKING INTO CONSIDERATION THE DISTRICT REGIONAL DRAINAGE OBJECTIVES, AND ENSURING BEST PRACTICE WATER SENSITIVE URBAN DESIGN. THE FUNCTIONALITY OF OPEN SPACE FOR INFORMAL ACTIVE RECREATION MUST ALSO BE CONSIDERED AS PART OF FUTURE OPEN SPACE AND DRAINAGE CO-PLANNING.
- D. RESIDENTIAL**
- I) USES WITHIN THE RESIDENTIAL AREAS ARE AS PER THE CITY OF COCKBURN'S TOWN PLANNING SCHEME NO.3 USE CLASS TABLE.
  - II) RESIDENTIAL DENSITIES ARE INDICATIVE ONLY AND SHALL BE REFINED AT THE LOCAL STRUCTURE PLAN STAGE IN ACCORDANCE WITH THE LOCAL CRITERIA AS DEFINED WITHIN THE ASSOCIATED SOUTHERN SUBURBS DISTRICT STRUCTURE PLAN - STAGE 3 REPORT.
  - III) THE BASE CODING MINIMUM DENSITY APPLICABLE TO THE DISTRICT STRUCTURE PLAN AREA IS TO BE CONSISTENT WITH DIRECTIONS 2031 IN REQUIRING GENERALLY 15 DWELLINGS/HA AND 25 DWELLINGS/HA IN AREAS NEAR 'CENTRES' AND AREAS OF 'AMENITY'.
- E. DEVELOPMENT CONTRIBUTIONS**  
DEVELOPMENT IN THIS AREA IS ALSO SUBJECT TO DEVELOPMENT CONTRIBUTIONS. SCHEDULE 12 OF TOWN PLANNING SCHEME NO.3 DETAILS DEVELOPMENT CONTRIBUTION AREA PROVISIONS. PERSONS OR COMPANIES PROPOSING TO UNDERTAKE SUBDIVISION IN THIS AREA SHOULD REVIEW SCHEDULE 12 AND ALSO CONTACT THE CITY'S STRATEGIC PLANNING TEAM TO ASCERTAIN THERE ARE NO PENDING AMENDMENTS TO THIS SCHEDULE.

The City has prepared a 22m Whadjuk Drive preferred cross section design which is to be reflected within all relevant Structure Plans.




<p><b>Residential Density</b></p> <ul style="list-style-type: none"> <li>High</li> <li>Medium</li> </ul>	<p><b>Local Centre (Pedestrian Based Retail)</b></p> <ul style="list-style-type: none"> <li>Mixed Business/Commercial/Home Based Business</li> <li>Community Facilities/Schools etc</li> <li>Conservation Category Wetland*</li> </ul> <p><small>*In accordance with DEC Geomorphic Wetlands Swan Coastal Plain dataset</small></p>	<p><b>Key Open Space Areas:</b></p> <ul style="list-style-type: none"> <li>Public Open Space</li> <li>Regional Open Space</li> </ul>	<p><b>Key Road Structure (Existing and Proposed)</b></p> <ul style="list-style-type: none"> <li>Major Shared Path</li> <li>Historic Baldy's Tramway Trail</li> <li>400m Walkable Catchment</li> <li>Central Precinct</li> </ul>
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**SOUTHERN SUBURBS DISTRICT STRUCTURE PLAN - STAGE 3, HAMMOND PARK / WATTLEUP**




All areas and dimensions are subject to survey, engineering and detailed design and may change without notice. © Copyright of Burgess Design Group.



**NOTE:** THIS PREFERRED PLAN HAS BEEN SUBMITTED FOR THE PURPOSES OF ADVERTISING. THE STRUCTURE PLAN REPORT MAY BE UPDATED IN THE FUTURE TO REFLECT ANY CHANGES SHOWN ON THIS PLAN.



NORTH

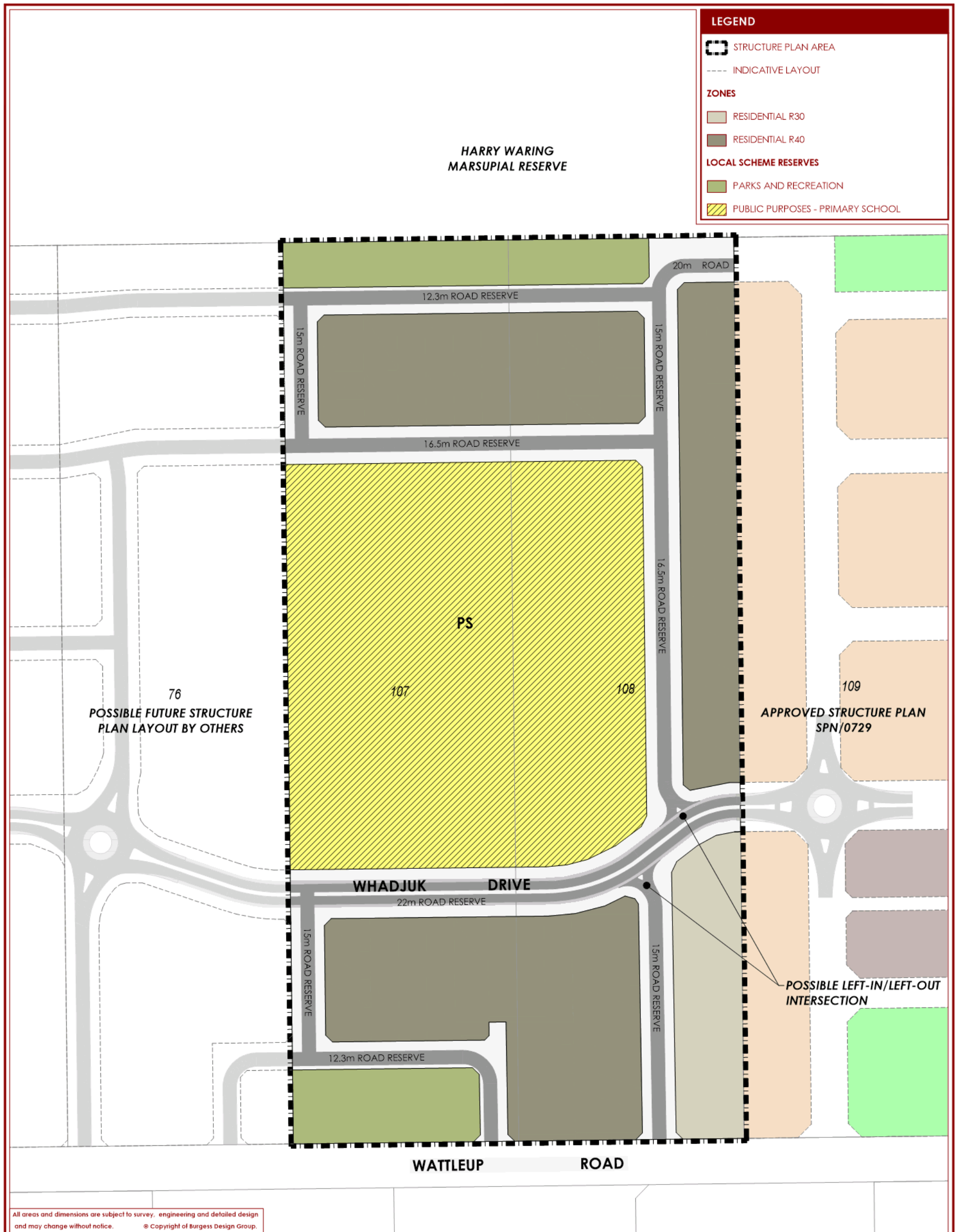


SCALE 1:1,500 (A3)

**PLAN 1: QUENDA ESTATE LOCAL STRUCTURE PLAN**  
**LOTS 107 & 108 WATTLEUP ROAD**  
**HAMMOND PARK**  
**CITY OF COCKBURN**

**BURGESS DESIGN GROUP**  
 TOWN PLANNING + URBAN DESIGN  
 PO Box 8779, Perth Business Centre 6849 P (08) 9328 4411  
 www.burgessdesigngroup.com.au F (08) 9328 4062

Plan No: OPE WAT 03-01a-01 Client: Open Corp.  
 Date: 28.02.17 Planner: MB/MS



LEGEND	
	STRUCTURE PLAN AREA
	INDICATIVE LAYOUT
ZONES	
	RESIDENTIAL R30
	RESIDENTIAL R40
LOCAL SCHEME RESERVES	
	PARKS AND RECREATION
	PUBLIC PURPOSES - PRIMARY SCHOOL

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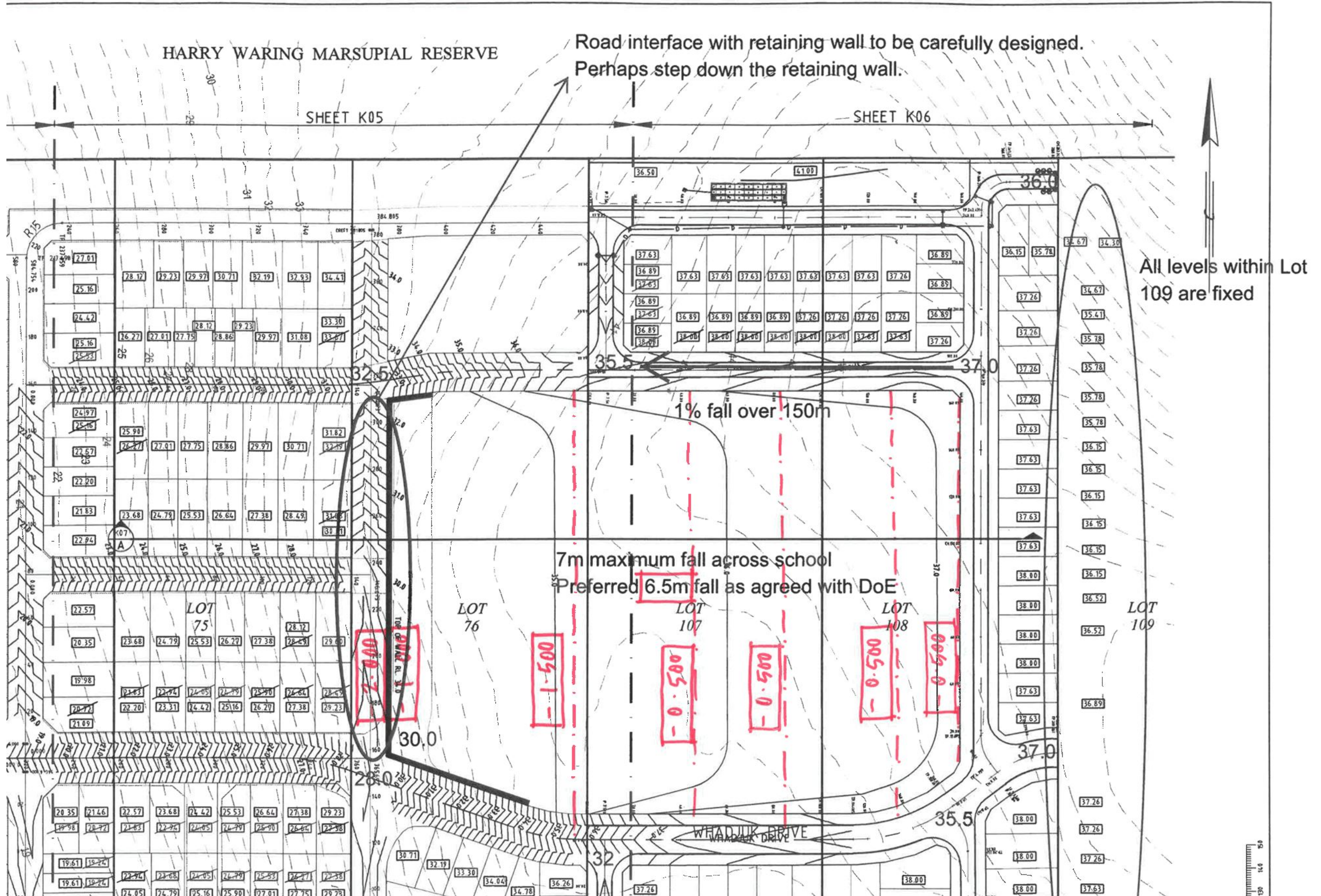
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NORTH  
0 10 20 30 40 50m  
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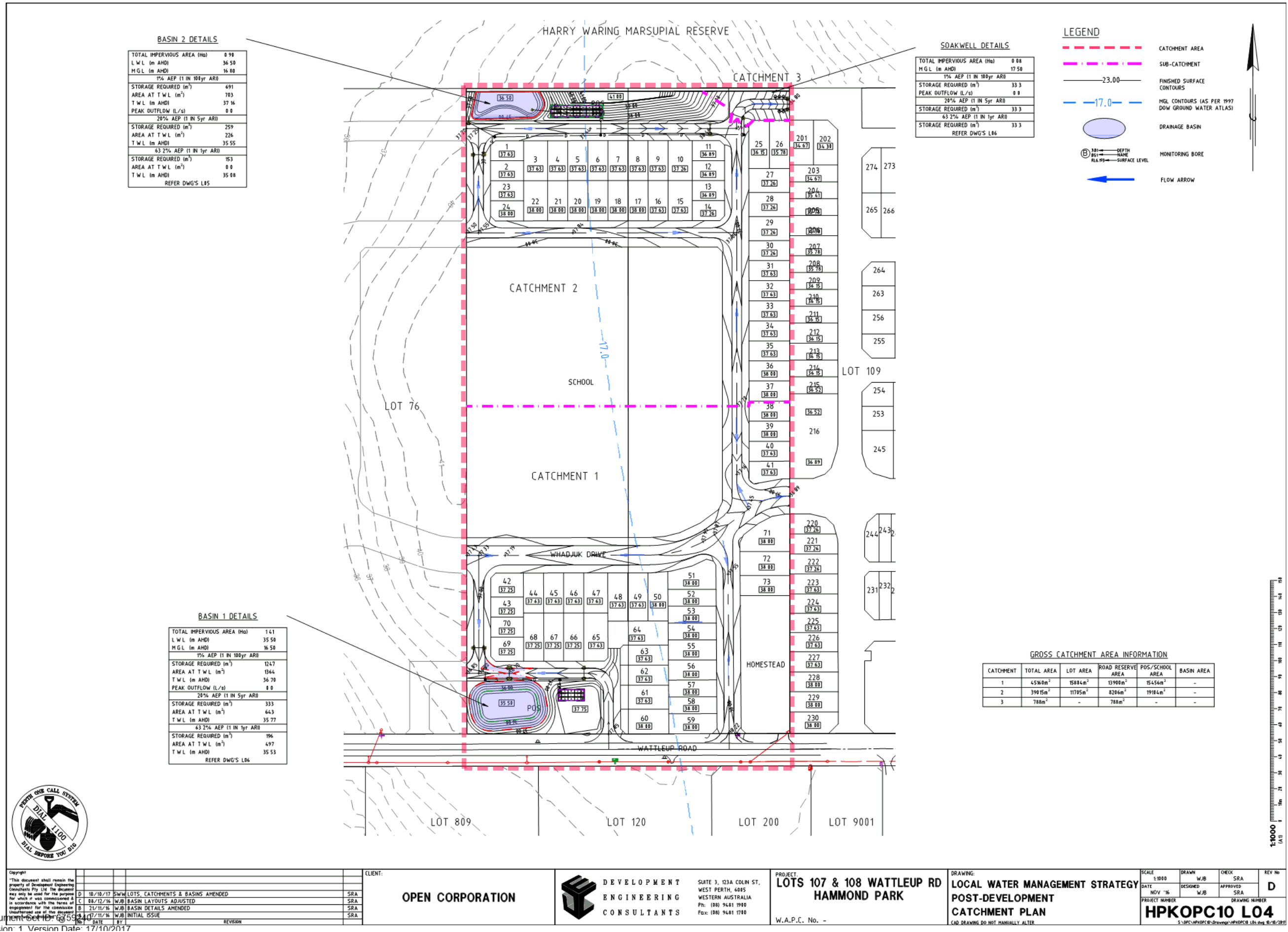
**PLAN 1: QUENDA ESTATE LOCAL STRUCTURE PLAN**  
**LOTS 107 & 108 WATTLEUP ROAD**  
**HAMMOND PARK**  
**CITY OF COCKBURN**

Document Set ID: 6759240  
Version: 1 Version Date: 17/10/2017

Plan No: OPE WAT 03-03-01 Client: Open Corp.  
Date: 09.10.17 Planner: MB/MS







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D	18/10/17	SWM LOTS, CATCHMENTS & BASINS AMENDED	SRA
C	08/12/16	W/B BASIN LAYOUTS ADJUSTED	SRA
B	21/11/16	W/B BASIN DETAILS AMENDED	SRA
A	07/11/16	W/B INITIAL ISSUE	SRA
Doc No:	6554	DATE:	17/10/2017
Version:	1	Version Date:	17/10/2017

CLIENT: **OPEN CORPORATION**

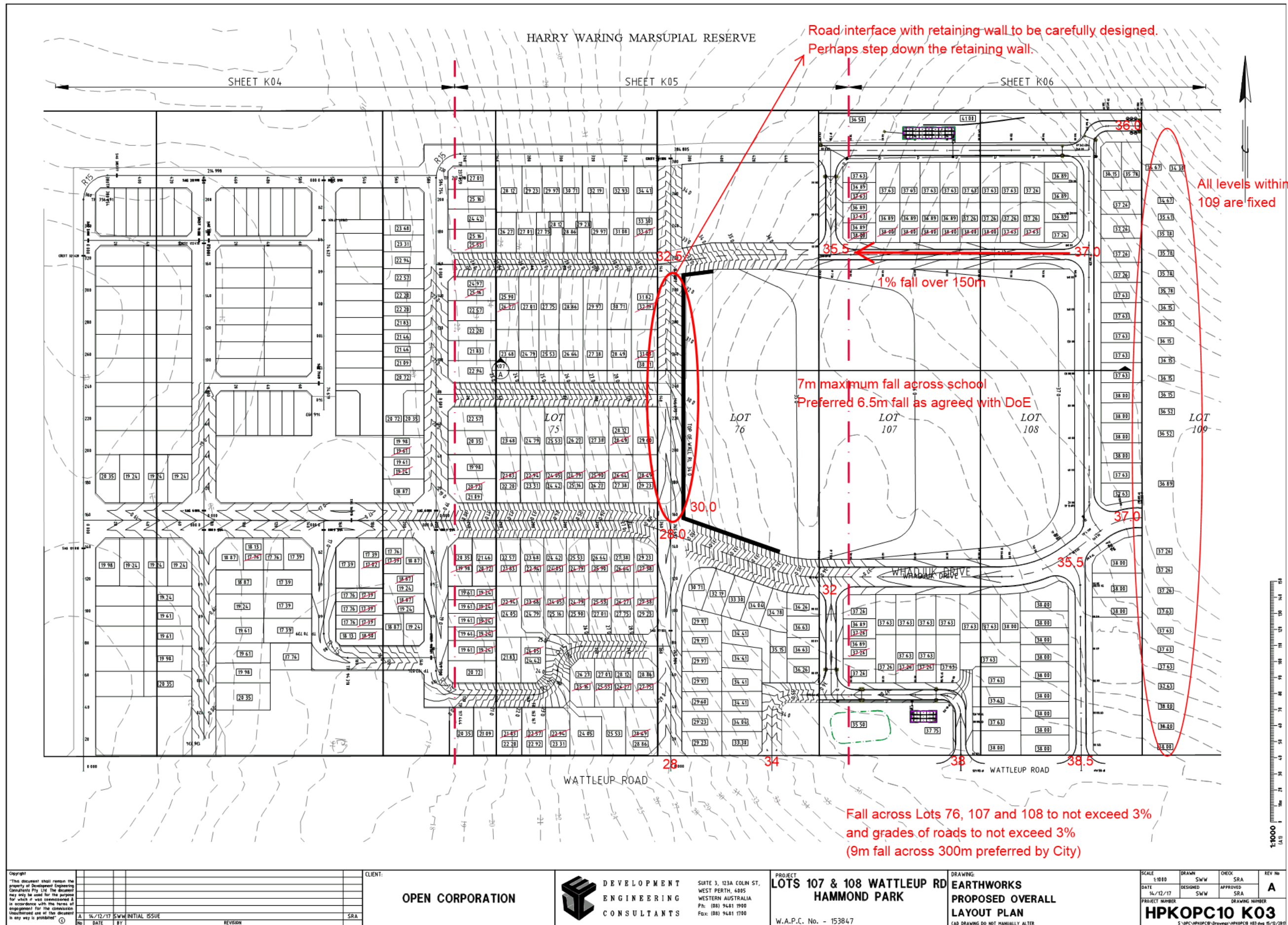
**DEVELOPMENT ENGINEERING CONSULTANTS**  
 SUITE 3, 123A COLIN ST., WEST PERTH, 6005 WESTERN AUSTRALIA  
 Ph: (08) 9461 1900 Fax: (08) 9461 1700

PROJECT: **LOTS 107 & 108 WATTLEUP RD HAMMOND PARK**  
 W.A.P.C. No. -

DRAWING: **LOCAL WATER MANAGEMENT STRATEGY POST-DEVELOPMENT CATCHMENT PLAN**  
 CAD DRAWING DO NOT MANUALLY ALTER

SCALE: 1:1000	DRAWN: WJB	CHECK: SRA	REV No: D
DATE: NOV '16	DESIGNED: WJB	APPROVED: SRA	
PROJECT NUMBER: <b>HPKOPC10 L04</b>		DRAWING NUMBER	
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	DATE 14/12/17 BY SWW INITIAL ISSUE REVISION				OPEN CORPORATION	PROJECT NUMBER <b>HPKOPC10 K03</b> <small>S:\OPC\HPKOPC\Drawings\HPKOPC10 K03.dwg 02/12/2017</small>	PROJECT NUMBER <b>HPKOPC10 K03</b>	

File No. 110/169

**SCHEDULE OF SUBMISSIONS  
PROPOSED STRUCTURE PLAN – LOTS 107-108 WATTLEUP ROAD, HAMMOND PARK**

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.	Noted. No further correspondence was received and thus it is assumed there is no objection to the proposal.
2	Department of Transport GPO Box C102 PERTH WA 6839	<p>The Department of Transport (DoT) recommends that the Council consider the Local Access Strategy for the overall area in the context of developments to the north and south of the Site, and as part of the approval for this SP.</p> <p>With respect to the Local Access Strategy: this Local Structure Plan forms only a small portion of the larger area defined in the Southern Suburbs Stage 3 DSP, and in particular, includes only part of the future primary school site.</p> <p>The provision of access to this school site, and the adjacent road network needs to be considered in the context of both the Approved Structure Plan to the east, and the future LSP to the west, to ensure that the ultimate access provision functions as intended.</p> <p>It is noted that each of the Transport Assessments for LSPs along Wattleup Road deals with traffic and access in isolation, with no consideration for the ultimate generation for the area. A Local Access Strategy is therefore recommended, where one doesn't exist, to coordinate the form and function of these developments.</p>	<p>Not supported. The transport assessments for Structure Plans along Wattleup Road were not considered in isolation but assessed in the context of the many developments within Hammond Park, along Wattleup Road and Whadjuk Drive. Existing and future vehicle generation of developments all along Wattleup Road were factored in when assessing proposed vehicle generation for each new structure plan along Wattleup Road.</p> <p>Thus, the road network has been informed by these assessments in the context of the wider area and it is not considered necessary now to prepare a Local Access Strategy which would be duplicating this assessment and unlikely to propose any changes to the road network or proposed access.</p> <p>Furthermore, given Structure Plans have been approved immediately east at Lot 109 and 110 Wattleup Road, and also further west at Lots 71, 305, 2 and 75 Wattleup Road, there is limited scope to reconfigure the road network within Lots 107 and 108 as the Structure Plan will be required to link in with existing road reserves. The wider road network has already been assessed to ensure that it links in appropriately with neighbouring lots and facilitates efficient and safe vehicle movement and access.</p> <p>The school site has been designed with local road reserves on all sides as preferred by the Department of</p>

NO.	NAME/ADDRESS	SUBMISSION	RECOMMENDATION
			Education. Any future Structure Plan at Lot 76 will be required to provide a road reserve on the western boundary of the school site to further assist in ease of access to the school.
3	WA Gas Networks (ATCO Australia) PO Box 3006 SUCCESS WA 6964	<p>Please consider below ATCO Gas's response earlier in March 2017 and note that there has been a change to our assets at this location.</p> <p>ATCO Gas has not installed any gas mains nor infrastructure within Lot 107 or 108. There is now however a new DN160PE 1.5PEHP 350kPa (installed November 2017) in Wattleup Road that needs to be considered when developing the lots 107 and 108 and constructing road intersections (ground disturbing works) within 15metres of that PE High Pressure gas main.</p> <p><b><u>Advice Notes to applicant:</u></b> ATCO Gas Australia has High Pressure gas mains within Wattleup Road, Hammond Park. ATCO Gas must be notified of any works within 15 metres (Wattleup Road) of High Pressure gas infrastructure before those works begin. Construction, excavation and other activities may be restricted in this zone.</p> <p>No pavements (including crossovers) are to be constructed over the pipeline without consent from ATCO Gas Australia. Various pipeline safety tests may apply. The applicant is advised to contact ATCO on 9499 5272 in this regard.</p> <p>Anyone proposing to carry out construction or excavation works must contact 'Dial Before You Dig' (Ph 1100) to determine the location of buried gas infrastructure. (map included)</p>	Noted. The applicant has been made aware of these requirements via this attachment to the Council Report.
4	Department of Water and Environment Regulation PO Box 332 MANDURAH WA 6210	<p>The Department of Water and Environmental Regulation (DWER) has reviewed the application and provides the following advice.</p> <p><b>LWMS</b> <b>Urban Water Management</b> 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</p>	Noted. The comments as provided by DoW are agreed to by the Officers at the City of Cockburn. Accordingly the recommendation has been drafted to include the requested modifications as provided by DoW as provided in submission number 4.

NO.	NAME/ADDRESS	SUBMISSION	RECOMMENDATION
		<p>Structure Plan.</p> <p>The LWMS should demonstrate how the subject area will address water use and stormwater management. It should contain a level of information that demonstrates the site constraints and the level of risk to the water resources.</p> <p>The DWER reviewed the supporting document, Lots 107 &amp; 108 Wattleup Road, Hammond Park - Local Water Management Strategy (DEC, October 2017) and it was deemed unsatisfactory to the DWER. Please find attached DWER correspondence regarding review of the LWMS. The DWER cannot support the structure plan until the Department is satisfied with the LWMS. Accordingly, the proposed structure plan should not be finalised prior to the endorsement of a satisfactory LWMS by the DWER and the City of Cockburn in accordance with BUWM (WAPC, 2008).</p> <p><b><u>Attached Correspondence:</u></b></p> <p><b>Section 5.3.3: Irrigation</b></p> <ul style="list-style-type: none"> <li>Approval of a LWMS is reliant on a site having a confirmed non-potable water source sufficient for POS irrigation requirements and in this case the additional irrigation requirements of the proposed Primary School site. This LWMS must confirm that adequate groundwater is currently available for the proposed POS and the school site irrigation requirements.</li> </ul> <p><b>Section 6.3.1: 1 in 1 year ARI event</b></p> <ul style="list-style-type: none"> <li>The statement that if groundwater separation is greater than 5 metres then no groundwater control measures are required is incorrect and should be removed from the LWMS. Whether the Department requires bio-retention treatment of the 1 Exceedances per Year (1 EY) depends upon a number of factors including depth to groundwater, presence of water sensitive ecosystems nearby, direction of groundwater flow and soil type. In this instance, given that the base of the proposed underground stormwater storage will be a minimum of 15 metres above the maximum groundwater level and that the groundwater gradient is in a westerly direction, the Department will accept underground storage of the 1 EY.</li> </ul>	

NO.	NAME/ADDRESS	SUBMISSION	RECOMMENDATION
		<p><b>Appendix B – Drainage Catchment Plans (Diagram L04)</b></p> <ul style="list-style-type: none"> <li>Flow arrows suggests stormwater collecting in the main north-south road. Please clarify where stormwater is being directed.</li> </ul> <p>It is recommended that the LWMS be revised incorporating the above points and any others recommended by the City of Cockburn. In the revised LWMS please identify where and how comments have been addressed.</p> <p>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.</p> <p>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.</p>	
5	Department of Health PO Box 8172 PERTH BC WA 6849	<p>Thank you for your letter of 13 November 2017 requesting comment from the Department of Health (DOH) on the above modification to the structure plan.</p> <p>The DOH has no objection to the modification as proposed as the advice provided 27 March 2017 is still applicable. Copy attached.</p>	<p>Noted. The surrounding landholdings are currently subject to separate structure plans for residential development. On this basis spray drift and other such conflicting land use issues are not considered to be relevant to the proposed Structure Plan at this point in time.</p> <p>The DoH's comments in relation to school siting are supported by the City. Unfortunately with respect to dust from Alcoa, this is not something the SP can condition as the WAPC SPP's do not mandate any such requirements. It is noted the subject site falls outside of the buffer. It is expected future residents will need to consider and implement site specific tailor made solutions.</p> <p>The location and size of the school is supported by the Department of Education, and internal development at the school site will be further detailed at development application stage. The Structure Plan proposes roads on</p>

NO.	NAME/ADDRESS	SUBMISSION	RECOMMENDATION
			all sides of the school site, facilitating easy access to the school property for all transportation types.
6	Mark Hector Wattleup Road Development (QUBE) PO Box 8298 SUBIACO EAST WA 6008	<b>OBJECT</b>  Needs to include Lot 76.	Not supported. Whilst the Structure Plan is to have regard for potential future development at Lot 76, it is up to the applicant which lots are included within the Structure Plan. The applicant can be encouraged but not required to include neighbouring lots.
7	Water Corporation PO Box 100 LEEDERVILLE WA 6902	<p>The Water Corporation has prepared conceptual water and wastewater planning, which provides a guide for the future servicing of the area. The developers of this land will need to fund the extension of reticulation-sized water mains and gravity sewers from the established network to the east. The developer's consulting engineers can adapt the Corporation's planning and stage servicing of the subdivision and development of the land in consultation with the Corporation.</p> <p>The City is requested to advise the proponents to consult with the Water Corporation's Land Servicing Team as early as possible, prior to the subdivision stage, regarding any proposed variations or departures from the Corporation's planning for the area.</p> <p>The Corporation's modelling for the Thompson's Lake Gravity Water Supply Zone indicates that the limit of gravity supply from the Thompsons Lake Reservoir is in the order of 38mAHD in this area. Some parts of the subject land are above 38mAHD and the levels will therefore need to be cut down to achieve the required levels for the provision of complying water services off the gravity scheme. Alternative solutions, such as a high level booster, should be discussed with the Water Corporation as early as possible prior to the subdivision stage.</p>	<p>The submission has been forwarded directly to the applicant for their information. The engineering report attached to the Structure Plan acknowledges the need to extend water and sewer services to service future development.</p> <p>The proposed finished levels are no higher than 38m AHD. However, the City is seeking further information from the applicant with regards to how the design of the Structure Plan and the proposed service arrangements will be able to facilitate development at Lot 76 immediately west. While the City is recommending approval of the Structure Plan, this is subject to an appropriate earthworks plan being approved prior to subdivision to the satisfaction of the City and various other government agencies. The City will be requiring the Structure Plan be modified to demonstrate the design will not impact the capability of Lot 76 to be serviced in the future.</p>
8	Department of Biodiversity, Conservation and Attractions Locked Bag 104 Bentley Delivery Centre WA 6983	<p>DBCA notes that the most significant modification is the inclusion of a primary school at the site.</p> <p>Lots 107 and 108 abut Harry Waring Marsupial Reserve (CR 29241) which is also known as Bush Forever Site No. 392 Harry Waring Marsupial Reserve, Wattleup and forms part of Beelihar Regional Park.</p>	

NO.	NAME/ADDRESS	SUBMISSION	RECOMMENDATION
		<p>The subject land is within the Southern Suburbs District Structure Plan – Stage 3 (DSP) which was adopted by the City of Cockburn on 13 September 2012.</p> <p>The department (as the former Department of Parks and Wildlife) has provided advice in relation to the earlier proposed structure plan, without a primary school, to the City of Cockburn in a letter dated 27 March 2017. Most aspects of the department's earlier advice still remain relevant and should be considered as part of the department's submission. A copy of the department's letter is provided in Attachment 1. Additional comments are provided in the following information.</p> <p><b>Native Vegetation and Flora</b> No additional information has been provided, previous comments are still relevant.</p> <p><b>Fauna</b> No additional information has been provided; previous comments are still relevant, in particular the following.</p> <p>The Environmental Assessment and Management Strategy (Emerge 2017) states that a Fauna Relocation Management Plan may be required to support future subdivision and development, based on model subdivision condition EN1 (WAPC 2016) and the expectations of the City of Cockburn (page 35). Regardless of whether a relocation plan is prepared, the proponent will need to seek the appropriate approvals from the department to relocate fauna, where practicable, prior to and during subdivision – inclusive of southern brown bandicoot. Relocation effort should be supported by monitoring of animals to gauge its success.</p> <p><b>Matters of National Environmental Significance</b> No additional information has been provided in relation to the above except for notification of the outcome of the Commonwealth's assessment of the proposed residential development of Lot 107 as "not a controlled action" (page 33). Previous comments are still relevant and the developer of Lot 108 Wattleup Road should also contact the Commonwealth Department of the Environment and Energy to determine what responsibilities it has under the Environmental Protection and Biodiversity Conservation Act 1999.</p>	<p>Noted. The recommendation seeks to include reference to the need for the applicant to obtain the Department of Biodiversity, Conservation and Attractions approval prior to any relocation of fauna (where practical).</p> <p>The requirement for the developer of Lot 108 to contact the Commonwealth Department of Environment and Energy has been included within the Council Report recommendation.</p>



NO.	NAME/ADDRESS	SUBMISSION	RECOMMENDATION
		<p><b>Public Open Space</b>                      Previous comments remain relevant; the department continues to recommend retention of the vegetation within the northern portion of the Structure Plan, including vegetation that is mapped as "Very Good" in Figure 4 (Emerge 2017).</p> <p>Concerns also remain regarding the future management of the interface between the POS and Harry Waring Marsupial Reserve due to substantial difference in levels. The Local Water Management Strategy includes a drawing of the Northern POS &amp; Basin 2 in which a 1.2 m balustrade is shown to be installed on top of a retaining wall. There is then a gap of 2m to a conservation fence on the reserve boundary before another 2.5 m gap to the vermin proof fence. The department expects to be included in further discussions relating to the design of the interface prior to subdivision, as indicated in Section 4.2.3 (page 34) of the Environmental Assessment and Management Strategy (Emerge 2017).</p> <p><b>Drainage; Pedestrian and Cyclist Networks</b>                      Previous comments still apply.</p> <p><b>Fire Management</b>                      The department's comments still apply though it is noted that there is now only one option for Indicative Bushfire Attack Level Ratings (Figure 10). The BAL rating for classified vegetation on two sides of the subject area is now shown as temporary.</p> <p><b>Beeliar Regional Park Boundary; Weed and Disease Control; Department of Water and Environmental Regulation and Green Growth Plan</b></p>	<p>Part One of the Structure Plan requires that native vegetation be retained within areas of POS where practicable.</p> <p>With regards to the interface issue between the POS and Harry Waring Marsupial Reserve Council Officers met with DPaW officers in relation to DPaW's concerns on 10 April 2017 at the subject site. Following this on-site meeting Council and DPaW sought clarification with respect to the adjacent development at the eastern Lot 1, 111 and 810 Wattleup Road, Hammond Park. This site is currently under construction as a result of the subdivision works approval. The applicant clarified the area of land in between the POS and the Harry Waring Marsupial Reserve will be embellished with timber mulch. This is understood to be to the satisfaction of DPaW. With respect to the subject lots at 107 and 108 these lots are far steeper (in need of retaining walls) than that of the Lot 1, 111 and 810. Part One of the Structure Plan requires that the design of the interface with Harry Waring Marsupial Reserve be undertaken in consultation with the DPaW (now DBCA) to the satisfaction of the City.</p> <p>Part One of the Structure Plan requires a UWMP to be prepared at subdivision stage. The primary school is now proposed as part of the Structure Plan.</p> <p>The comments with respect to Fire Management are noted and supported.</p> <p>The comments with respect to the Beeliar Regional Park Boundary are noted and supported.</p>

NO.	NAME/ADDRESS	SUBMISSION	RECOMMENDATION
		All comments in relation to the above still remain relevant, for the City's due consideration.	<p>The comments with respect to Weed and Disease control are noted and supported and have been included into the recommendation of Council to the WAPC.</p> <p>The comments with respect to the DoER are noted and supported.</p> <p>The comments with respect to the Green Growth Plan are noted. The City is unaware that the Green Growth Plan has been finalised. Notwithstanding, the SP is generally consistent with the City's SSDSP which was previously supported by the WAPC and advertised for public comment. In this respect the WAPC (the decision maker) will consider this component in respect to their future determination of the proposed Structure Plan.</p>
9	Department of Planning, Lands & Heritage (Heritage branch) PO Box 3153 EAST PERTH WA 6892	<p>A review of the Register of Places and Objects as well as the AHD's Aboriginal Heritage Database confirms that Lots 107 and 108 Wattleup Road, Hammond Park do not intersect any reported Aboriginal heritage sites or places. Therefore, based on information held by the AHO it is unlikely that further approvals are required under the <i>Aboriginal Heritage Act 1972</i> (AHA).</p> <p>The AHO recommends that proponents refer to the State's Aboriginal Heritage Due Diligence Guidelines which can be found at <a href="http://www.daa.wa.gov.au/heritage/landuse/">http://www.daa.wa.gov.au/heritage/landuse/</a>. The guidelines allow proponents to undertake their own risk assessment regarding a proposal's potential impact on Aboriginal heritage.</p>	Noted.
10	Main Roads WA PO Box 6202 EAST PERTH WA 6892	<p>As previously advised the proposed Local Structure Plan is not in the vicinity of a transport corridor and has a low residential zoning. Therefore, Main Roads has no comment. However, Main Roads would like to reiterate the following comments:</p> <p>As mentioned in the Transport Impact Assessment dated 16 November 2016 prepared by Cardno (WA) Pty Ltd, Section 1.2 - Consultation with the City of Cockburn and Main Roads - Main Roads advised the applicant that due to the current considerable percentage of heavy vehicles on Wattleup Road, an acoustic noise assessment should be undertaken and recommended mitigation measures implemented. Until the ultimate construction of Rowley Road, Wattleup Road will be used as freight route.</p>	<p>Noted. Pursuant to Clause 5.2.2 of the WAPC's SPP 5.4 (<i>State Planning Policy 5.4 – Road and Rail Transport Noise and Freight Considerations in Land Use Planning</i>) the subject site does not meet the locational criteria with regards to being in proximity to a "Major Road". It is noted however 5.2.2 expresses the following:</p> <p><i>"...In exceptional circumstances it may be applied to roads that do not meet the definition of a major road, at the discretion of the WAPC or local government. Exceptional circumstances would apply if, in the opinion of the WAPC or local government, the outcome of the</i></p>

NO.	NAME/ADDRESS	SUBMISSION	RECOMMENDATION
			<p><i>road project could result in a significant noise impact on people."</i></p> <p>In this respect please note the WAPC nor the City of Cockburn requested the requirement for any of the Structure Plans along Wattleup Road to be accompanied by an Acoustic Report (as per SPP 5.4). It is noted also that the ultimate east west road connection to service heavy trucks is via the future Rowley Road (over 300m away). In this instance it is not considered appropriate to mitigate the proposed residential dwellings on the basis the noise/ road in question is not the ultimate road, the ultimate (future) "Major Road" is over 300m south of the subject site and nor does SPP 5.4 require the need for an acoustic report.</p>
11	Landowner	<b>SUPPORT</b>	Noted.
12	Department of Education 151 Royal Street EAST PERTH WA 6004	<p>The Department has reviewed the document and advises it wishes to make the following comments;</p> <ul style="list-style-type: none"> <li>• The Department is satisfied with the size of the primary school which according to our calculations is approximately 3.93 ha. The Department would appreciate it if the site area and dimensions can be confirmed in the structure plan report and on the spatial plan</li> <li>• There is currently no structure plan for Lot 76. This would assist in resolving the interface with the accepted structure plan for Lots 71 - 75 Wattleup Road submitted by QUBE.</li> <li>• The Department believes that a coordinated approach between the landowners is required in regard to the site levels across Lots 71 -76 and 107 - 109. This would help ensure that the fall across the school site is such that the building footprint could be sufficiently maintained to provide universal access for students and a no greater than a 3 metre fall across the school site.</li> </ul>	<p>Noted. The site area is confirmed in Part One and Part Two of the Structure Plan report and the Structure Plan Map has been provided to scale so dimensions can be measured.</p> <p>Noted. As there is no Structure Plan for Lot 76, the Structure Plans on either side of this lot will need to demonstrate how this lot can be developed in the future.</p> <p>Noted. The City has engaged in discussions with both the applicant and the applicant of the Hammond Grove West Structure Plan. As a result of these discussions, the City is comfortable recommending approval of the Structure Plan, subject to a revised earthworks plan being prepared that shows how site levels will be coordinated across the subject land, Lots 76 and Hammond Grove West, to the satisfaction of the City. The City has also had further discussions with the Department of Education who have advised that they</p>

NO.	NAME/ADDRESS	SUBMISSION	RECOMMENDATION
		<ul style="list-style-type: none"> <li>The Department notes that the Whadjuk Drive has been realigned to accommodate the primary school site and whilst not ideal, the Department accepts this alignment if the City of Cockburn supports it. The Department would prefer that Whadjuk Drive was continuous from Lot 75 to the west and Lot 109 to the east and won't generate any traffic management issues</li> </ul>	<p>could accept a 4.5m fall across the site, plus a 2m retaining wall on the western boundary, bringing the total fall to 6.5m. This alternative is further discussed in and attached to the Council Report.</p> <p>Noted. The City accepts this road design and does not expect it will cause traffic management issues. This road design was also necessary to accommodate the required size of the school site. Appropriate road treatments may be implemented in accordance with the Transport Impact Assessment at the development and engineering approval stages.</p>
13	Qube Property & Rockingham Park PO Box 8298 SUBIACO EAST WA 6904	<p>We refer to the above advertised Local Structure Plan (LSP) and the recent meeting between representatives of City of Cockburn, Qube and Rockingham Park (Summit) in relation to the approved LSP over lots 71, 74, 75 and 305 Wattleup Road, Hammond Park.</p> <p>As discussed the co-ordination of earthworks and services is challenging given the established Water Corp catchment planning, extreme topographic variation and multitude of ownership across the wider precinct. Throughout the LSP process Qube (now in partnership with Rockingham Park) has worked carefully to enable an equitable and co-ordinated delivery of services and earthworks.</p> <p>This has included extensive liaison with Water Corporation and the generation of earthworks scenarios over the wider precinct (including the Open Corp land) to ensure a practical and coordinated response within the Qube/Rockingham Park LSP area as part of our current LSP approval.</p> <p>Whilst we do not have an objection to the proposed Open Corp layout per se, the omission of Lot 76 from the LSP and the number of connections to Wattleup Road may be detrimental to the more critical issue of the servicing and earthworks strategy as it affects all landowners.</p> <p>As requested we have liaised with Open Corp in an attempt to reach a more co-ordinated landowner driven solution. Open Corp have presented us with an alternate servicing and earthworks strategy, but it still does not</p>	<p>Noted. These concerns have been addressed in the Council Report and the applicant will be required to demonstrate how these issues will be resolved through an amended earthworks plan. The City is satisfied that there is an earthworks solution available and thus is comfortable recommending approval to the Structure Plan subject to a revised earthworks plan being approved prior to subdivision approval. The applicant will be required to minimise as far as possible the grade of internal roads and the height of retaining walls required across the subject site, Lot 76 and Hammond Grove West.</p>

NO.	NAME/ADDRESS	SUBMISSION	RECOMMENDATION
		<p>provide an equitable outcome across the wider precinct. In particular we highlight the following concerns:</p> <ul style="list-style-type: none"> <li>• Discussions with the Water Corporation have suggested their preferred location for the proposed sewer pump station (to minimise the depth of the pump station and sewer mains) is in Lot 304 as per the blue circle noted 504 (refer attachment 1).</li> </ul> <p>Due to the existing owner of Lot 304 not wishing to develop, the pump station has been incorporated into a proposed POS directly east within Lot 74.</p> <ul style="list-style-type: none"> <li>• The Water Corporation sewer strategy indicates Lots 107 &amp; 108 are designed to grade west into the proposed Thomson's Lake Pump Station G consistent with the natural grades across the site (refer again Attachment 1).</li> <li>• By grading Lots 107 &amp; 108 to the east, it is forcing steeper grades across Lot 75, 76 &amp; 74, resulting in very high internal walls (in excess of 5 metres), steep roads (up to 7.5%) and a poor design interface with Wattleup Road (walls up to 3.7m high) (refer Attachments 2 and 3).</li> <li>• Further consideration should be given to grading the existing naturally very steep topography over a broader area (consistent with pre-development servicing strategies) to optimise earthworks levels over the Qube, Rockingham Park and Open Corp land holdings.</li> </ul> <p>We will continue to work with Open Corp to identify a mutually acceptable position, however, in the meantime we wish to OBJECT to the proposed LSP until:</p> <ul style="list-style-type: none"> <li>• Lot 76 is formally included in the LSP area so there is certainty about the urban design layout connection points, service and earthworks integration for that site; and</li> </ul>	

NO.	NAME/ADDRESS	SUBMISSION	RECOMMENDATION						
		<ul style="list-style-type: none"> <li>There is an appropriate amendment to the accompanying servicing and earthworks strategy that integrates and meets the needs of all landowners in the wider precinct.</li> </ul> <p>We would ask Council to defer any finalisation of the LSP endorsement until these modifications have occurred.</p>							
14	Landowner	<p><b>OBJECT</b></p> <p>I object to the proposed structure plan. I own Lot 76, Wattleup Road, Hammond Park and I have concerns that the development plan to the east of my property does not clearly indicate how high the elevation levels will be.</p> <p>If the property being developed will not be higher than 37m - I have no concerns.</p> <p>If the property being developed will be higher than 37m - I object.</p>	<p>The City is recommending that an earthworks plan be approved prior to subdivision approval to ensure an acceptable earthworks solution is agreed upon over the subject site, Lot 76 and Hammond Grove West. The City is satisfied that a solution is available and thus is comfortable recommending approval of the Structure Plan subject to a revised earthworks plan.</p>						
15	Department of Fire and Emergency Services (DFES) GPO Box P1174 PERTH WA 6844	<p>I refer to your email dated 13 November 2017 regarding the submission of a revised Bushfire Management Plan (BMP), Version D, dated October 2017 prepared by Emerge Associates for the above structure plan. DFES provide the following comments with regard to State Planning Policy 3.7 Planning in Bushfire Prone Areas (SPP 3.7) and the Guidelines for Planning in Bushfire Prone Areas (Guidelines).</p> <p><b>Assessment</b></p> <p><b>1. Policy measure 6.3 a) (ii) Preparation of a BAL Contour Map</b></p> <table border="1" data-bbox="651 954 1357 1281"> <thead> <tr> <th data-bbox="651 954 815 979">Issue</th> <th data-bbox="815 954 1122 979">Assessment</th> <th data-bbox="1122 954 1357 979">Action</th> </tr> </thead> <tbody> <tr> <td data-bbox="651 979 815 1281">Vegetation Classification</td> <td data-bbox="815 979 1122 1281">                             Lot 403 (Plot 14) - Not demonstrated                              Lot 403 has been excluded from classification. However there is no enforcement mechanism to accept this exclusion and ensure that the area in question will be maintained as low threat as per AS3959 in perpetuity. Provide substantiated evidence. Alternatively,                         </td> <td data-bbox="1122 979 1357 1281">                             Provide substantiated evidence and verification to support classification as per AS 3959 at subsequent planning stages.                         </td> </tr> </tbody> </table>	Issue	Assessment	Action	Vegetation Classification	Lot 403 (Plot 14) - Not demonstrated Lot 403 has been excluded from classification. However there is no enforcement mechanism to accept this exclusion and ensure that the area in question will be maintained as low threat as per AS3959 in perpetuity. Provide substantiated evidence. Alternatively,	Provide substantiated evidence and verification to support classification as per AS 3959 at subsequent planning stages.	<p>Noted and supported. The Council Report recommendation requires the BMP to be updated in accordance with DFES's submission.</p>
Issue	Assessment	Action							
Vegetation Classification	Lot 403 (Plot 14) - Not demonstrated Lot 403 has been excluded from classification. However there is no enforcement mechanism to accept this exclusion and ensure that the area in question will be maintained as low threat as per AS3959 in perpetuity. Provide substantiated evidence. Alternatively,	Provide substantiated evidence and verification to support classification as per AS 3959 at subsequent planning stages.							

NO.	NAME/ADDRESS	SUBMISSION		RECOMMENDATION
			modify the Vegetation Classification Map and BAL contour map to the worst-case scenario (Class G Grassland).	<p><b>Recommendation – support subject to minor modification</b>                      DFES advises that the proponent has adequately identified issues arising from the bushfire risk assessment and considered how compliance with the bushfire protection criteria can be achieved within the submitted BMP. However, minor modifications to the BMP are necessary prior to its endorsement as indicated in the table(s) above. As this modification is minor in nature and will not affect the overall structure plan, this modification should be undertaken prior to subsequent planning stages. Please note the revised BMP does not need to be forwarded to DFES for further consideration</p>

**15.2 SCHEME AMENDMENT NO. 123 AND BANJUP QUARRY  
STRUCTURE PLAN AMENDMENT - LOTS 446, 9011 AND 9031  
CEDARLEAF ENTRANCE, TREEBY**

<b>Author(s)</b>	T Van der Linde
<b>Attachments</b>	1. Location Plan <a href="#">↓</a> 2. MRS Amendment 1297-57 <a href="#">↓</a> 3. Scheme Amendment Map <a href="#">↓</a> 4. Structure Plan Map (as amended) <a href="#">↓</a>

**RECOMMENDATION**

That Council

- (1) in pursuance of Section 75 of the *Planning and Development Act 2005* amend the City of Cockburn Town Planning Scheme No. 3 ("Scheme") by:
  1. Including a portion of Lots 446, 9011 and 9031 Cedarleaf Entrance, Treeby and a portion of the Cedarleaf Entrance Local Road reserve within the boundaries of 'Development Area No.37' as shown on the Scheme Amendment Map.
  2. Amending the Scheme map accordingly.
- (2) note the amendment referred to in resolution (1) above is a 'basic amendment' as it satisfies the following criteria of Regulation 34 of the *Planning and Development (Local Planning Schemes) Regulations 2015*:
  - (i) *an amendment to the scheme so that it is consistent with a region planning scheme that applies to the scheme area if the amendment will have minimal effect on the scheme or landowners in the scheme area;*
- (3) upon preparation of amending documents in support of resolution (1) above, determine that the amendment is consistent with Regulation 35 of the *Planning and Development (Local Planning Schemes) Regulations 2015* and the amendment be referred to the Environmental Protection Authority ("EPA") as required by Section 81 of the Act, and on receipt of a response from the EPA indicating that the amendment is not subject to formal environmental assessment, ensure the amendment documentation, be signed and sealed and then submitted to the Western Australian Planning Commission along with a request for the endorsement of final approval by the Hon. Minister for Planning;
- (4) pursuant to Schedule 2, Part 4, clause 20 of the Scheme,



recommend to the Western Australian Planning Commission (“Commission”) the Proposed Structure Plan Amendment be approved; and

- (5) advise the proponent accordingly.

### **Background**

The Proposed Scheme Amendment and Banjup Quarry Structure Plan Amendment applies to a portion of Lots 446, 9011 and 9031 Cedarleaf Entrance, Treeby, as well as a portion of the Cedarleaf Entrance road reserve (“subject land”) (Attachment 1 – Location Plan refers).

The subject land is currently located just outside of the Banjup Quarry Local Structure Plan (“Structure Plan”) area due to it previously being identified as a ‘Primary Regional Road’ reserve. The Structure Plan is within ‘Development Area 37’ (“DA 37”) under City of Cockburn’s Town Planning Scheme No. 3 (“Scheme”).

This amendment seeks to address this issue, so that the land can be logically developed in a coordinated manner as part of the Calleya area.

### **Submission**

N/A

### **Report**

The subject land is located approximately 19km south of Perth CBD and 1.5km east of the Cockburn Central Activity Centre and Cockburn Central Train Station. The balance of Lots 446, 9011 and 9031 Cedarleaf Entrance, Treeby forms part of the Structure Plan area, being developed by Stockland, and referred to as Calleya Estate.

The subject land abuts Armadale Road, a ‘Primary Regional Road’ under the MRS. Although the subject land was recently reclassified to ‘Urban’ under the MRS and ‘Development’ under the Scheme, the subject land has not been automatically included with DA 37 as this is a Special Control Area under the Scheme and must be amended separately to the MRS Amendment. The provisions of Section 126(3) of the *Planning and Development Act 2005* do not apply to Special Control Areas.

In accordance with the ‘Development’ zone, the subject land must be subdivided and developed in accordance with an approved structure plan. In order for the subject land to be included within the Banjup Quarry Structure Plan area, the subject land is required to be included

within DA 37. Thus, the Proposed Scheme Amendment seeks to amend the boundary of DA 37 to include the subject land (Attachment 3 – Scheme Amendment Map).

Concurrently with this Scheme Amendment, the amendment to the Structure Plan seeks to expand the Structure Plan area to include the subject land and designate a 'Residential' (R30) zoning over the subject land (Attachment 4 – Structure Plan (as amended)). This will allow the subject land to be subdivided and developed for residential purpose in accordance with an approved Structure Plan as per the requirements of the 'Development' zone.

#### Banjup Quarry Structure Plan

The Structure Plan was endorsed by the Western Australian Planning Commission ("WAPC") in October 2013 and Amendment 1 to the Structure Plan was approved by the WAPC in February 2016. The Structure Plan generally applies to land bound by Armadale Road to the south, Fraser Road to the east, Jandakot Road to the north, and Solomon Road and Wintergreen Crescent to the west. The subject land was previously excluded from the Structure Plan area since it did not fall within 'Development Area 37' and was reserved for 'Primary Regional Road' under the MRS.

As the subject land has now been reclassified 'Urban' under the MRS and 'Development' under the Scheme, the subject land is now required to be subdivided and developed in accordance with an approved structure plan. The proposed Scheme Amendment and Structure Plan Amendment to include the subject land within DA 37 and the Structure Plan area will allow the subject land to be subdivided and developed in accordance with the Banjup Quarry Structure Plan and the proposed Residential zoning.

The proposed R30 coding is appropriate in this location and consistent with the density of existing residential lots to the east and west of the subject land along Cedarleaf Entrance. The subject land was also identified as future Residential R30 under the original Structure Plan advertised to surrounding landowners and government agencies and endorsed by the Commission. Thus, the proposed Structure Plan Amendment is consistent with intended zoning of the land under the approved Structure Plan. The proposed Structure Plan Amendment is consistent with the proposed Scheme Amendment.

Due to the minor nature of the proposed Scheme Amendment and Structure Plan Amendment, their consistency with the MRS and the Scheme, and the minimal effect these changes will have on existing and future residents within the locality, it is recommended that the proposed Scheme Amendment be initiated and Structure Plan Amendment be approved.

## **Strategic Plans/Policy Implications**

### City Growth

Ensure planning facilitates a desirable living environment and meets growth targets

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

## **Budget/Financial Implications**

The Scheme Amendment and Structure Plan Amendment fee for this proposal has been calculated in accordance with the *Planning and Development Regulations 2009*, and this has been paid by the applicant.

## **Legal Implications**

*Planning and Development Act 2005*  
City of Cockburn Town Planning Scheme No. 3  
*Planning and Development (Local Planning Schemes) Regulations 2015*

## **Community Consultation**

As per Part 5 of the *Planning and Development (Local Planning Schemes) Regulations 2015*, there are three amendment types: basic, standard and complex. These are defined in Part 5, Division 1, Regulation 34. A basic amendment (such as this) requires no consultation.

In accordance with the Structure Plan Framework, a minor Structure Plan Amendment is defined as a change or departure that does not materially alter the purpose and intent of the Structure Plan, does not change the intended lot yield by more than 10 per cent or adversely impact upon the amenity of adjoining landowners and occupiers, restrict the use and development of adjoining land, or significantly impact on infrastructure provision or impact upon the environment. The proposed Structure Plan Amendment satisfies the above and is thus considered a minor Amendment, not requiring advertising.

Furthermore, the original Structure Plan which was advertised to existing landowners identified the subject land, whilst outside of the Structure Plan area, as being proposed for Residential R30 development subject to the MRS omnibus amendment. Thus, the

development of the land for this purpose has been made known to surrounding landowners previously.

### **Risk Management Implications**

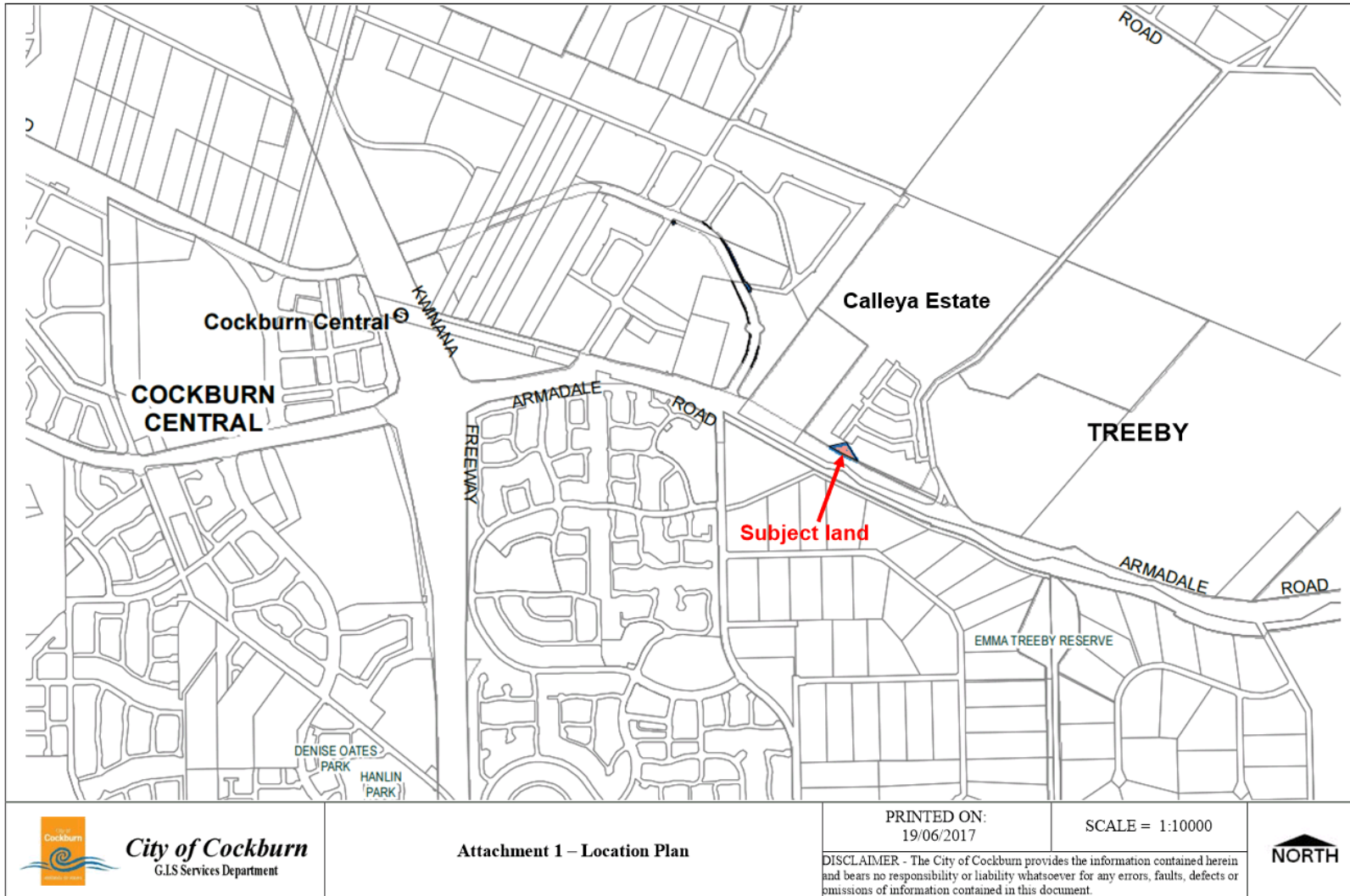
If the proposed Scheme Amendment and Structure Plan Amendment are not progressed to include the subject land within DA 37 or the Structure Plan area, the subject site will not be able to be subdivided and developed in accordance with the Structure Plan. Due to the small size of the subject land, preparation of a new Structure Plan over this portion of land if it was to remain outside of DA 37 is not feasible. If the proposed Scheme Amendment and Structure Plan Amendment are not approved, there will be a lost opportunity to facilitate development of the subject land and the subject land would likely remain vacant for some time.

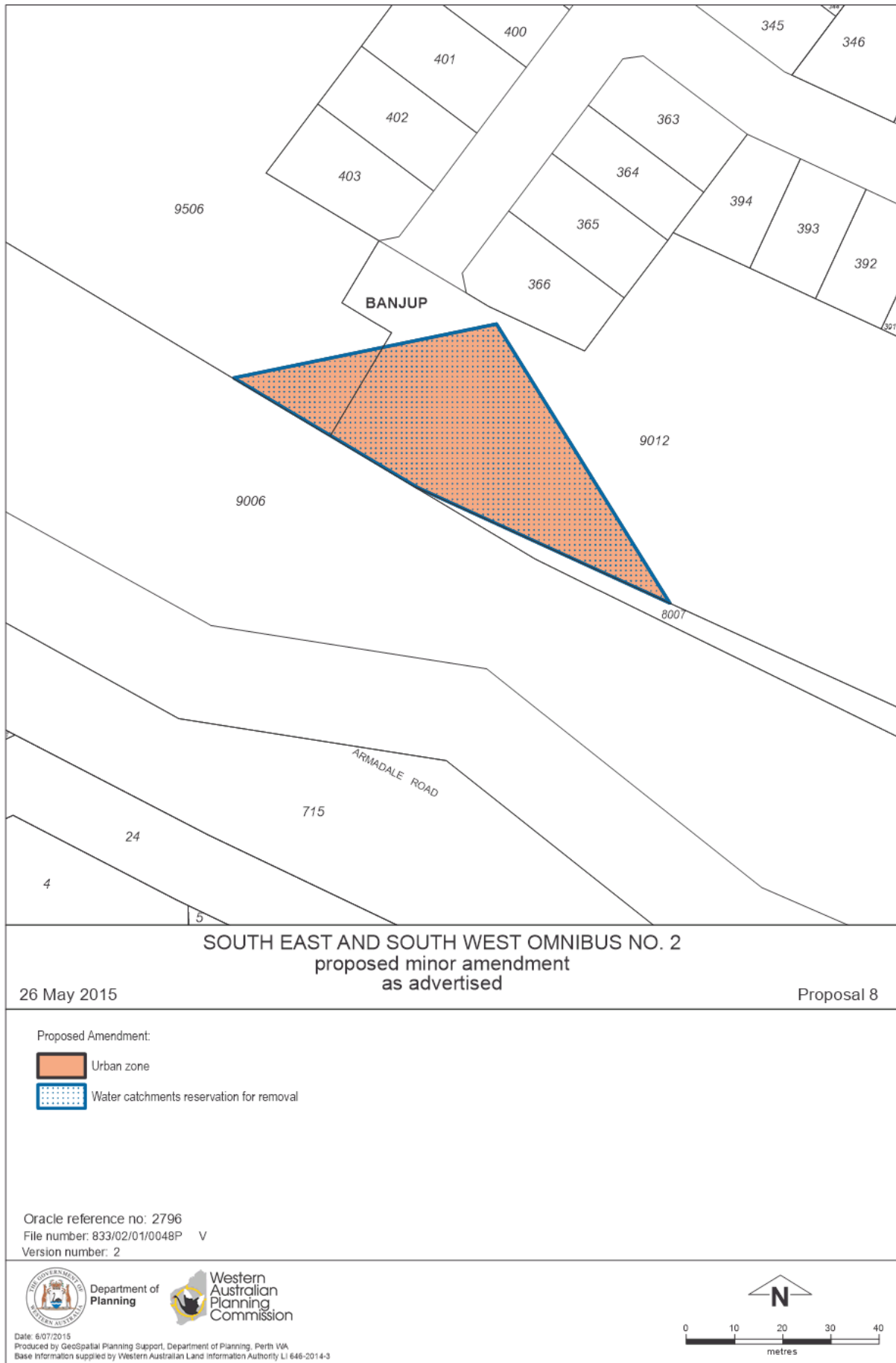
### **Advice to Proponent(s)/Submissioners**

The Proponent(s) has been advised that this matter is to be considered at the 8 February 2018 Ordinary Council Meeting.

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

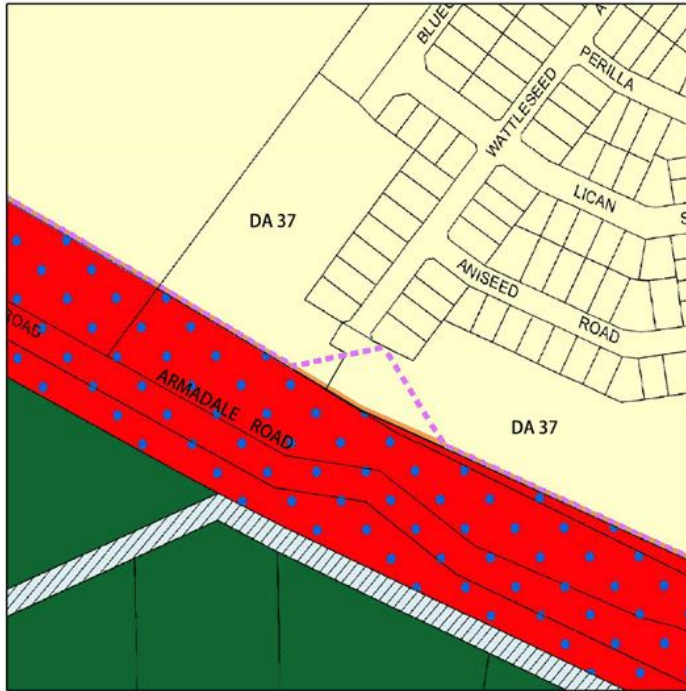
Nil





# SCHEME MAP AMENDMENT

City of Cockburn  
Town Planning Scheme No.3  
Amendment No. 123



**EXISTING ZONING**

## LEGEND

### REGION SCHEME RESERVES (MRS)

- PRIMARY REGIONAL ROADS
- WATER CATCHMENTS

### LOCAL SCHEME RESERVES

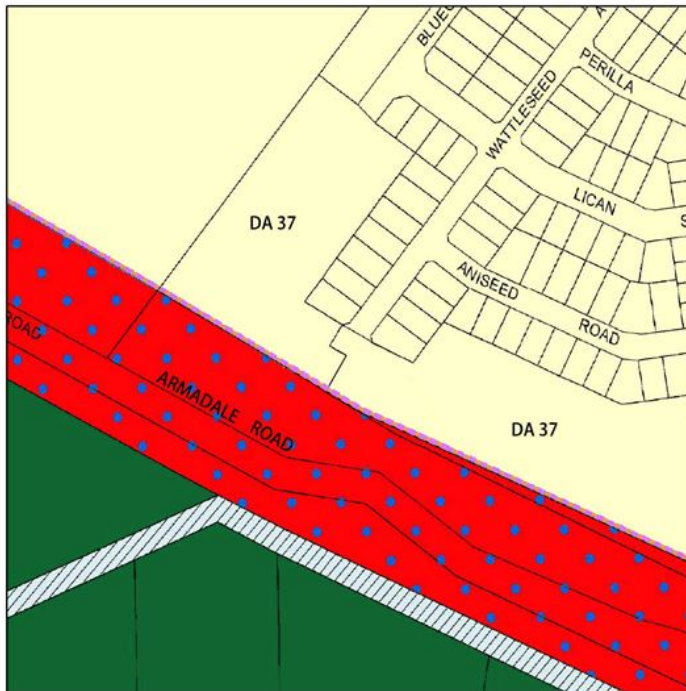
- LAKES & DRAINAGE

### LOCAL SCHEME ZONES

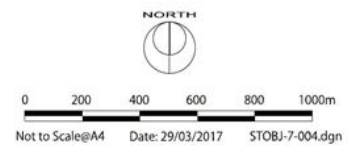
- DEVELOPMENT
- RESOURCE

### OTHER

- DA 37 DEVELOPMENT AREA



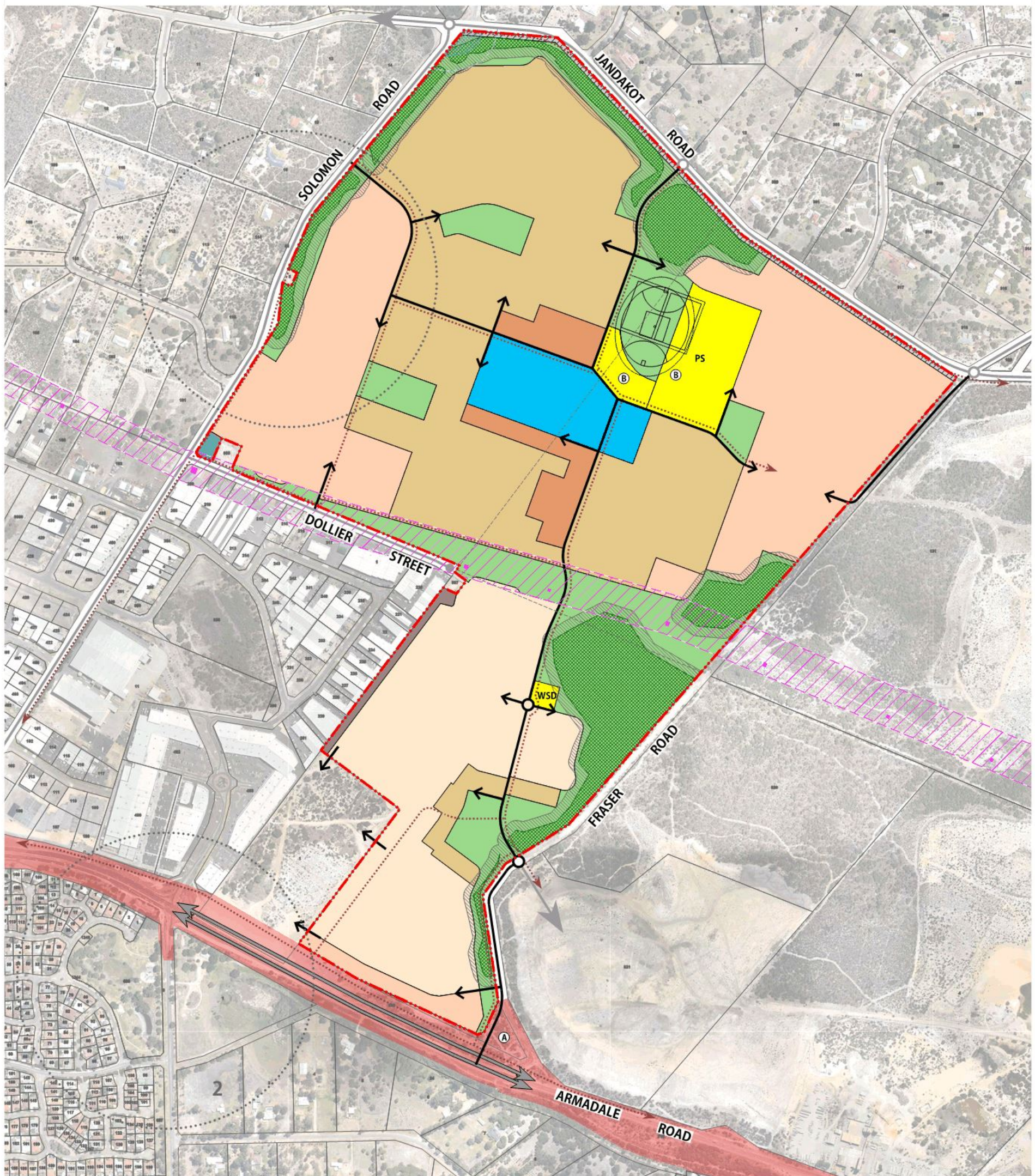
**PROPOSED ZONING**







LEGEND			
<b>ZONES</b>		<b>ZONES</b>	
	RESIDENTIAL R25		PUBLIC PURPOSES - WATER AUTHORITY OF WA
	RESIDENTIAL R30		LOCAL CENTRE (R80)
	RESIDENTIAL R40		MIXED USE
	RESIDENTIAL R60	<b>RESERVATIONS</b>	
	RESIDENTIAL R80		PRIMARY REGIONAL ROAD (MRS)
	PUBLIC PURPOSES - PRIMARY SCHOOL		PUBLIC OPEN SPACE
	PUBLIC PURPOSES - CIVIC	<b>LAND USE PLANNING ELEMENTS THAT INFORM THE STRUCTURE PLAN</b>	
			REMNAINT BUSHLAND
			WETLAND - RESOURCE ENHANCEMENT
			WETLAND - 30M BUFFER
			ROAD WIDENING
			NEIGHBOURHOOD CONNECTOR
			KEY ACCESS ROADS
			BUSHFIRE PROTECTION ZONE (20m)
			330KV POWERLINE EASEMENT
			300m WELLHEAD PROTECTION ZONE
			STRUCTURE PLAN BOUNDARY
			PRIMARY PATH/PEDESTRIAN LINKAGES
			(A) The location and design of the Armadale Road and Southern entry access intersection being to the satisfaction of Main Roads WA
			(B) Primary School/Oval requirements are shown in Figure 3 and outlined in Section 5.8.



**COCK/2015/60-1 STRUCTURE PLAN**

Plan 1



Scale: 1:7500@A3 Date: 16/03/2016 Plan: STOBJ-2-003V





**15.3 DEVELOPMENT APPLICATION - DA17/0628 - LOT 30 WATTLEUP ROAD, WATTLEUP - TELECOMMUNICATIONS INFRASTRUCTURE**

<b>Author(s)</b>	R Trinh
<b>Attachments</b>	<ol style="list-style-type: none"><li>1. Location Map <a href="#">↓</a></li><li>2. Site Plan <a href="#">↓</a></li><li>3. Site Setout Plan <a href="#">↓</a></li><li>4. Elevations <a href="#">↓</a></li><li>5. EME Report <a href="#">↓</a></li><li>6. Low Band Coverage Map - Commercial in confidence (<b>CONFIDENTIAL</b>)</li><li>7. High Band Coverage Map - Commercial in confidence (<b>CONFIDENTIAL</b>)</li></ol>
<b>Location</b>	Lot 30 Wattleup Road, Wattleup
<b>Owner</b>	Roadstone Quarries Pty Ltd
<b>Applicant</b>	Stillmark Telecommunications Pty Ltd
<b>Application Reference</b>	DA17/0628

**RECOMMENDATION**

That Council

- (1) grant planning approval for Telecommunications Infrastructure at Lot 30 Wattleup Road, Wattleup, in accordance with the attached plans and subject to the following conditions and advice notes:

**Conditions:**

1. Temporary Planning Approval is granted pursuant to Part 4 of the Hope Valley Wattleup Redevelopment Act 2000 and Clause 11.6 of the Hope Valley Wattleup Redevelopment Project Master Plan for a period of 5 years from the date of this approval.
2. Within 180 days of the expiry of this approval, the owner shall remove all structures from the land (including buildings and hardstand etc).
3. Development may be carried out only in accordance with the details of the application as approved herein and any approved plan.
4. The levels and contours of the land are not to be altered.
5. All stormwater must be contained and disposed of on-site at all times to the satisfactory of the City.
6. All hardstand and trafficable areas shall be; constructed of limestone base and treated with dust suppression surface

solution for the duration of the development or constructed with recycled bitumen or bitumen to the satisfaction of the City.

7. Prior to the issue of a Building Permit, a Ground Potential Rise (GPR) study relating to these works shall be provided to the satisfaction of the DBP Cathodic Protection Engineer.
8. Buildings, structure, roadway, pavement, pipeline, cable, fence or any other improvement on or under the land within the gas transmission pipeline easement must not be constructed without prior consent in writing from the pipeline licensee/operation (APA Group).
9. No structure or vegetation will be permitted on the easement that prohibits maintenance of line of sight along the pipeline easement.

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 the requirements of any other external agency.
2. Further planning approval may be required prior to any alteration to the approved development or use that is not in accordance with the conditions of this approval.
3. This development approval has been granted for a temporary period only and no extension shall be granted. Use of the site shall cease upon expiry of this temporary use approval. The site shall be reinstated within 180 days of the expiry of this approval. Any future use of the site beyond the expiration of this application will be considered under the statutory framework governing the area at that time.
4. The approved development does not generate the need for a developer contribution in accordance with Clause 6.3 of the Master Plan; however, future development may result in the requirement to pay a developer contribution towards infrastructure.
5. With regards to Condition 7, the GPR may be hand calculations, computer models or field measurement.
6. If you are planning on undertaking any physical works on property containing or proximate to a pipeline, or are seeking details on the physical location of a pipeline, please contact Dial Before you Dig on 1100, or APA directly on

[APApotection@apa.com.au](mailto:APApotection@apa.com.au).

- (2) notify the applicant and those who made a submission of Council's decision.

## **Background**

### Site Description

The subject site is 10.8293 hectares in area and is located within the Hope Valley Wattleup Redevelopment Area. The lot is partially being quarried in the south western portion of the lot and has existing telecommunications infrastructure (including a 38.9m high mobile phone tower) approximately 135m from the northern boundary and 35m from the eastern boundary of the lot. The remainder of the lot is relatively clear with minimal vegetation. The lot is surrounded by similar land uses to the west and south, while there are still some remaining residential dwellings directly abutting the lot to the east and on the other side of Wattleup Road to the north east.

The proposed development is being referred to Council for determination as officers do not have delegation to determine the application as an objection was received during the public consultation period.

## **Submission**

N/A

## **Report**

### Proposal

The temporary telecommunications infrastructure which is for Vodafone is proposed to be located 75m from the northern lot boundary and 36m from the eastern lot boundary. The proposal seeks temporary approval for five years in accordance with the *Hope Valley Wattleup Redevelopment Master Plan 2004 (Master Plan)*.

The proposed telecommunications infrastructure consists of a 120m<sup>2</sup> lease area that includes:

- 40m high monopole with triangular headframe (41.4m total height) in grey;
- 3x panel antennas;
- 12x remote radio units;

- Ground based equipment cabin (2.38m x 3.15m) in 'pale eucalypt'; and
- 2.4m high chain link mesh fence around the 120m<sup>2</sup> lease area.

An Electro Magnetic Emissions (EME) report dated 28 August 2017 was supplied with the application which demonstrates that the maximum EME level calculated for the proposed systems at this site is 3.33V/m; equivalent to 29.5mW/m<sup>2</sup> or 0.56% of the public exposure limit (Attachment 7).

The proposed development is located approximately 60m north of existing telecommunications infrastructure on the same site, which was granted approval in 2000 by the City, immediately preceding the gazettal of the *Hope Valley Wattleup Redevelopment Act 2000*, and is proposed to be retained. The existing telecommunications infrastructure (owned by Telstra) is 38.9m high and the applicant advises that is at structural capacity, holding 77 registered licensed infrastructure including Vodafone, Telstra, Optus and Costello Investment Holdings. According to the applicant, increasing antenna heights on the existing structure would not be possible (structurally) and would result in the need for construction of a new tower.

If approved by Council, the outcome would be that there are two mobile phone towers in close proximity on the same lot.

#### Planning Framework

##### *Hope Valley Wattleup Redevelopment Master Plan 2004 (Master Plan)*

The subject site is located within Precinct 4 'Central Transport' and is identified as 'Parks & Recreation' Reserve on the Reserves Map. The site is currently included in seriously entertained Master Plan Amendment No. 14, which proposes to remove the 'Parks & Recreation' Reserve and include the lot within the Latitude 32 General Industry Precinct and Development Area 4.

The Development Area 4 Structure Plan has been advertised and is currently with the Western Australian Planning Commission for determination. Only temporary planning approvals up to five years can be issued until the structure plan comes into effect.

'Telecommunications Infrastructure' is defined within the Master Plan and listed in as a 'D' (discretionary) use within Precinct 4 in the zoning table. Therefore the use is generally not permitted unless the authority has exercised its discretion and has granted planning approval.

##### *Planning and Development Act 2005*

Under s16 of the *Planning and Development Act 2005* the Western Australian Planning Commission delegated certain powers and functions to the local government under the Instrument of Delegation (DEL 2011/01). The delegation allows the local government to determine application for planning approval within the Hope Valley Wattleup Redevelopment Area.

*State Planning Policy 5.2 – Telecommunications Infrastructure (SPP 5.2)*

The intention of SPP 5.2 is to balance the need for telecommunications infrastructure with the visual character of local areas. The proposed development is not considered a 'low-impact facility' and therefore not exempt from requiring planning approval under the Commonwealth *Telecommunications Act 1997*.

SPP 5.2 notes that telecommunications infrastructure is generally located at high points to be effective. This means that these structures are likely to be visible to the public. SPP 5.2 requires assessment of the benefit of improved telecommunications services balanced with the visual impact on the surrounding area.

The policy measures of SPP 5.2 consider the following criteria:

- Context;
- Visual impact;
- Social/Cultural Heritage impact;
- Design;
- Height;
- Materials/Colours;
- Environment
- Network Coverage; and
- Co-location of infrastructure.

Consultation

*Neighbour Consultation*

The proposal was advertised via mail-out to 15 nearby landowners within close proximity (approximately 150m) to the site that were seen to potentially be affected by the proposal. One submission was received which raised the following concerns:

- Detrimental visual impact;
- Negative impact on property values;
- Exposure to radiation; and
- Health concerns.

#### *External Agencies*

The application was referred to Landcorp in accordance with the requirements of the Master Plan. Landcorp provided no objection to the development subject to conditions being imposed.

The application was also referred to APA Group and Dampier Bunbury Pipeline (DBP) for comment due to the proximity to the Dampier to Bunbury natural gas pipeline and the Parmelia pipeline within the eastern portion of the lot. No objection was raised by either party subject to conditions being imposed.

#### Planning Considerations

The Master Plan and SPP 5.2 allow for telecommunications infrastructure to be developed on this lot if the benefits of improved telecommunications services are balanced with the visual impact on the surrounding area.

#### *Context*

The area consists mostly of temporary industrial uses, open storage yards, vacant lots and some residential dwellings on lots generally larger than 2 hectares. In the surrounding area you would commonly see heavy machinery, sea containers, industrial structures, bitumen hardstands, cropped land and rural older-style housing. There is no longer an apparent rural character to the area.

The area is currently transitioning to an industrial area in accordance with the Master Plan that will bring industrial land uses to the development area. The proposed development is unlikely to impact the amenity of a future industrial area and considering that the existing structure has a permanent approval that was subject to the planning controls prior to the introduction of the Master Plan, it is unlikely that the second telecommunications infrastructure would have an undue impact on amenity.

#### *Visual Impact*

The proposal would be visible from many properties in the vicinity and particularly heading west on Wattleup Road due to the natural elevation of the lot and lack of development in the area. The area is relatively



barren with due to no permanent land uses and structures capable of being approved since the area became part of Latitude 32. The proposed development would be similar to the existing telecommunications infrastructure on the lot and located approximately 60m north of the existing structure.

#### *Social/Cultural Heritage Impact*

The proposal, if approved is not likely to cause a detrimental impact on any social or cultural heritage matter and therefore in this instance, this consideration is not applicable.

#### *Height*

The applicant has advised that the proposed height is required to provide maximum coverage to the surrounding area and is necessary for the height to be above any obstructions to operate effectively. The height is consistent with the existing structure onsite and considered reasonable given the optimal requirements for telecommunications infrastructure to operate as mentioned in SPP 5.2.

#### *Materials/Colours*

The proposed materials and colours of the telecommunications infrastructure are pale eucalypt for the ground based structures with a grey monopole. If Council did consider approval of the proposal, the colours would be considered to be appropriate in order to best reduce the impact of the proposal on the landscape.

#### *Environment*

The proposed development results in no significant vegetation to be removed as the lot is mostly cleared. If approved, the proposal is unlikely to cause any significant environmental impacts.

#### *Network Coverage*

Existing coverage is available due to the carrier currently being attached to the existing telecommunications infrastructure (owned by Telstra) on the subject site. The proposal intends to raise the height of the infrastructure and improve its current services to the surrounding future industrial area. The proposal also provides an opportunity for 5G coverage in the future.

Coverage maps were provided with the application but are not available for public distribution (Attachments 8 & 9). The maps demonstrate coverage improvements predominantly north of the lot in Wattleup and south in Hope Valley.

#### *Co-location of Infrastructure*

The assessment criteria for all planning applications are conducted on a case by case basis. However, SPP 5.2 requires that telecommunications infrastructure be co-located with other carriers where possible. The telecommunications infrastructure currently onsite currently holds 77 registered licensed infrastructure providers including Vodafone, Telstra, Optus and Costello Investment Holdings. The applicant has advised that increasing antenna heights on the existing structure to facilitate the improvements proposed by Vodafone would not be physically possible and would result in the need for construction of a new tower. The existing tower is not owned by the proponent and therefore upgrading or replacing the infrastructure is beyond their control.

If Council approves this proposal, it may be likely that other carriers may wish to collocate on this site (although the City has no information indicating that this will necessarily occur).

#### Non-Planning Matters Raised

##### *Health Concerns*

Health concerns and risks were raised as a concern through the objection received. The applicant provided an EME report dated 28 August 2017 found on the Radio Frequency National Site Archive website (<http://www.rfnsa.com.au>) demonstrated a maximum EME level calculated for the proposed systems at this site as 3.33 V/m; equivalent to 29.5 mW/m<sup>2</sup> or 0.56% of the public exposure limit (Attachment 7).

The acceptable EME levels are required to comply with the Australian Communications and Media Authority (ACMA) *Radiocommunications Licence Conditions (Apparatus Licence) Determination 2003*. The Australian Radiation Protection and Nuclear Safety Agency (ARPANSA) is the Commonwealth agency that measures and limits the EME levels for human exposure to radiofrequency and therefore local planning controls should not address health or safety standards for telecommunications infrastructure. Therefore the health concerns and risks mentioned are not valid planning considerations that can be considered as part of this assessment.

##### *Property Values*

The objection raised concern that the proposal will result in a negative impact on property values. The statutory planning framework does not have criteria to measure or consider property values. Therefore the impact on property values is not a valid planning consideration.

#### Conclusion

It is acknowledged that improvements in information technology infrastructure such as telecommunications are necessary across all

areas. It is then important to balance any negative impacts on visual amenity with the need for the infrastructure.

The proposal is supported for the following reasons:

- Given that this is a current development area transitioning to a future industrial area, there is no existing rural character that needs to be retained;
- The proposal is not likely to unreasonably detract from the amenity of the remaining residents or the area;
- If approved, it would be for a temporary period only so ultimately, the site would not have two adjoining towers in close proximity;
- The benefits of improved telecommunications services to the local area appear to be balanced with the visual impact on the area; and
- There was only one objection to the proposal from nearby landowners indicating that the local community is not strongly opposed to or does not have a great interest in the proposal.

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

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

#### Community, Lifestyle & Security

Provide for community facilities and infrastructure in a planned and sustainable manner.

Advocate for improvements to information technology infrastructure such as the NBN rollout.

### **Budget/Financial Implications**

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

### **Legal Implications**

N/A

**Community Consultation**

The application was advertised to 15 nearby landowners within close proximity of the lot in accordance with clause 64(3) of the deemed provisions within the *Planning and Development (Local Planning Schemes) Regulations 2015*. 1 submission was received during the advertising period. See Consultation section of the report above.

**Risk Management Implications**

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

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

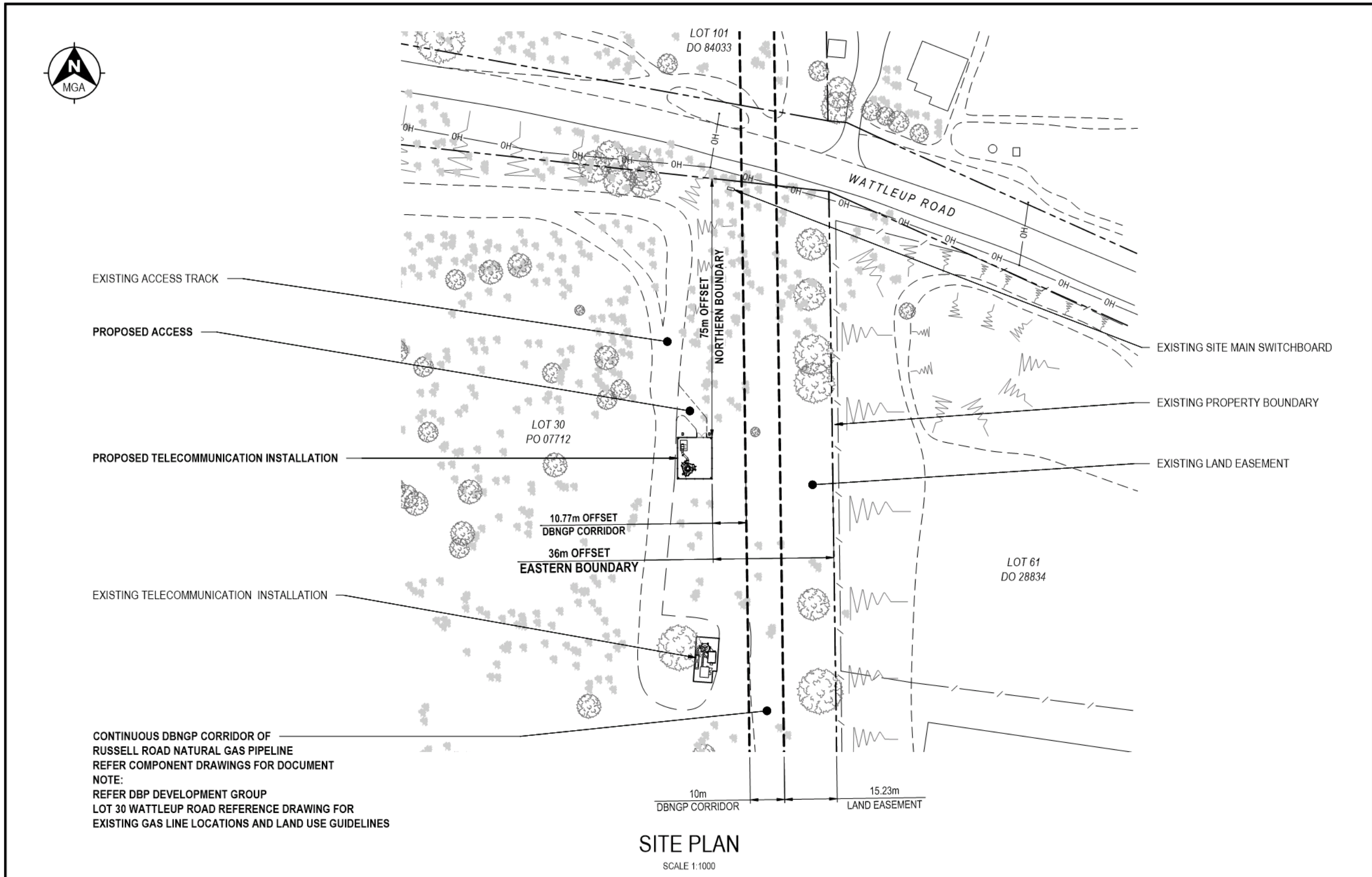
The Proponent(s) and those who lodged a submission on the proposal have been advised that this matter is to be considered at the 8 February 2018 Ordinary Council Meeting.

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

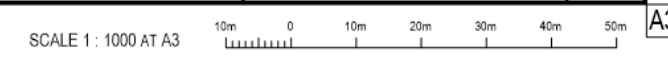
Nil.



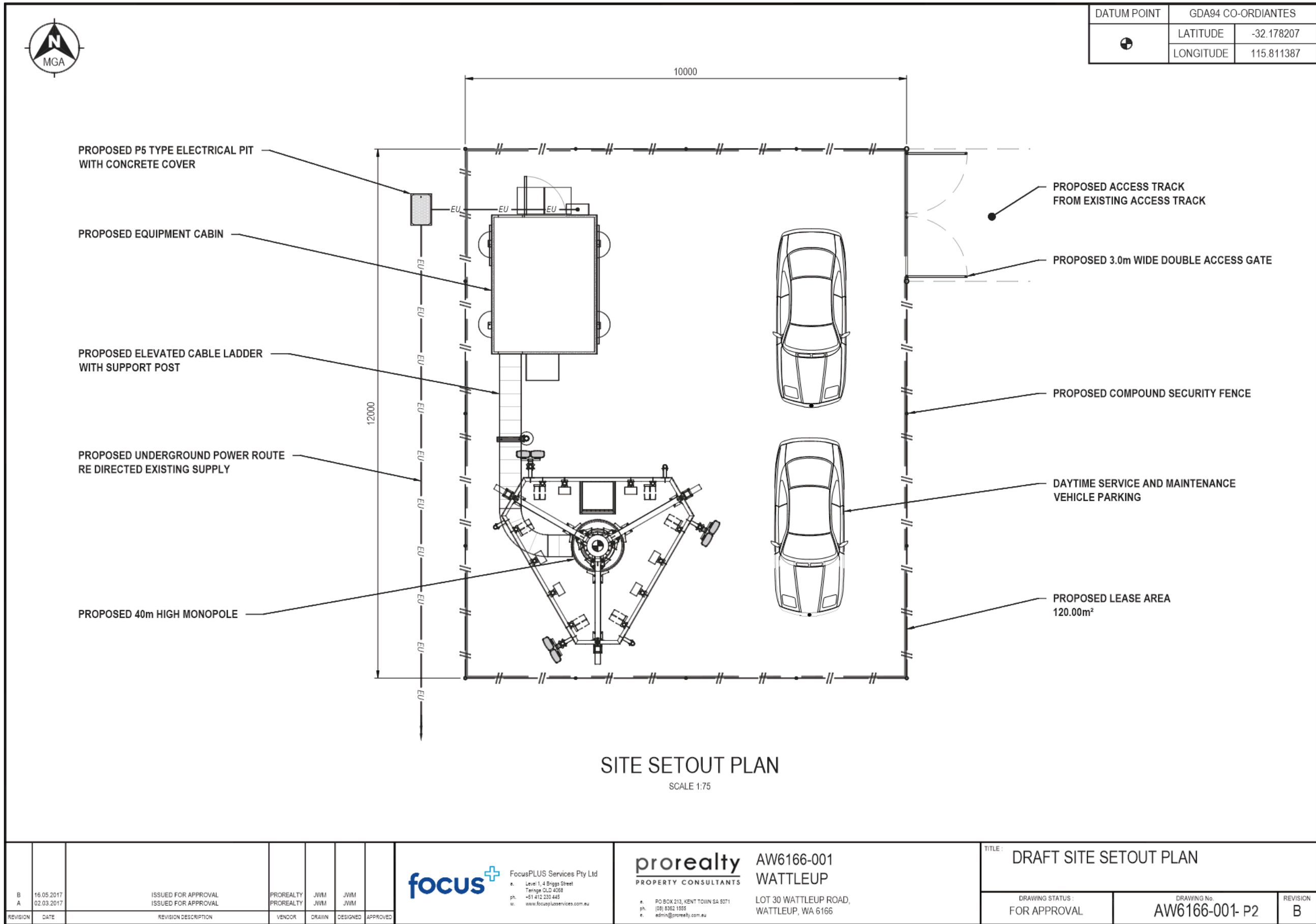




REVISION	DATE	REVISION DESCRIPTION	VENDOR	DRAWN	DESIGNED	APPROVED	FocusPLUS Services Pty Ltd a. Level 1, 4 Briggs Street Tanjong Pagar, SINGAPORE ph. +65 412 230 445 w. www.focusplusservices.com.au	PROPERTY CONSULTANTS a. PO BOX 213, KENT TOWN SA 5071 ph. (08) 8362 1553 edn@prorealty.com.au	AW6166-001 WATTLEUP LOT 30 WATTLEUP ROAD, WATTLEUP, WA 6166	TITLE: DRAFT SITE PLAN		
										DRAWING STATUS: FOR APPROVAL	DRAWING No: AW6166-001 - P1	REVISION: C

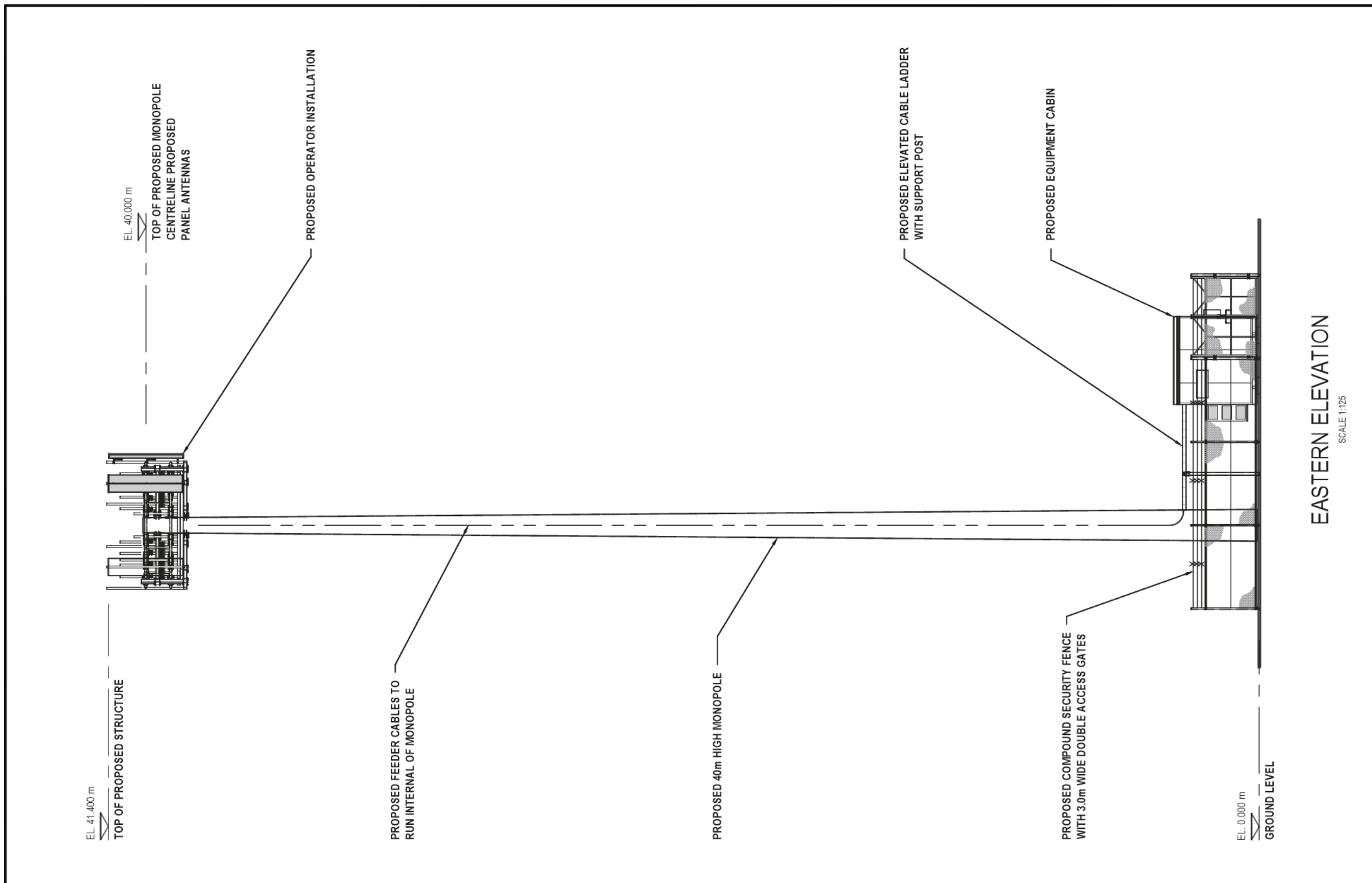


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EASTERN ELEVATION  
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SCALE 1 : 125 AT A3

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## Environmental EME Report

### Lot 30 Wattleup Road, WATTLEUP WA 6166

This report provides a summary of Calculated RF EME Levels around the wireless base station

Date 28/8/2017

RFNSA Site No. 6166009

### Introduction

The purpose of this report is to provide calculations of EME levels from the existing facilities at the site and any proposed additional facilities.

This report provides a summary of levels of radiofrequency (RF) electromagnetic energy (EME) around the wireless base station at Lot 30 Wattleup Road WATTLEUP WA 6166. These levels have been calculated by WaveForm Global using methodology developed by the Australian Radiation Protection and Nuclear Safety Agency (ARPANSA).

The maximum EME level calculated for the proposed systems at this site is 0.56% of the public exposure limit.

### The ARPANSA Standard

ARPANSA, an Australian Government agency in the Health and Ageing portfolio, has established a Radiation Protection Standard specifying limits for general public exposure to RF transmissions at frequencies used by wireless base stations. The Australian Communications and Media Authority (ACMA) mandates the exposure limits of the ARPANSA Standard.

### How the EME is calculated in this report

The procedure used for these calculations is documented in the ARPANSA Technical Report "Radio Frequency EME Exposure Levels - Prediction Methodologies" which is available at <http://www.arpansa.gov.au>.

RF EME values are calculated at 1.5m above ground at various distances from the base station, assuming level ground.

The estimate is based on worst-case scenario, including:

- wireless base station transmitters for mobile and broadband data operating at maximum power
- simultaneous telephone calls and data transmission
- an unobstructed line of sight view to the antennas.

In practice, exposures are usually lower because:

- the presence of buildings, trees and other features of the environment reduces signal strength
- the base station automatically adjusts transmit power to the minimum required.

Maximum EME levels are estimated in 360° circular bands out to 500m from the base station.

These levels are cumulative and take into account emissions from all wireless base station antennas at this site.

The EME levels are presented in three different units:

- volts per metre (V/m) – the electric field component of the RF wave
- milliwatts per square metre (mW/m<sup>2</sup>) – the power density (or rate of flow of RF energy per unit area)
- percentage (%) of the ARPANSA Standard public exposure limit (the public exposure limit = 100%).

### Results

The maximum EME level calculated for the proposed systems at this site is 3.33 V/m; equivalent to 29.5 mW/m<sup>2</sup> or 0.56% of the public exposure limit.

## Radio Systems at the Site

There are currently no existing radio systems for this site.

It is proposed that this base station will have equipment for transmitting the following services:

Carrier	Radio Systems
Vodafone	GSM900 (proposed), WCDMA900 (proposed), LTE850 (proposed), LTE1800 (proposed), WCDMA2100 (proposed), LTE2100 (proposed)

## Calculated EME Levels

This table provides calculations of RF EME at different distances from the base station for emissions from existing equipment alone and for emissions from existing equipment and proposed equipment combined.

Distance from the antennas at Lot 30 Wattleup Road in 360° circular bands	Maximum Cumulative EME Level at 1.5m above ground – all carriers at this site					
	Existing Equipment			Proposed Equipment		
	Electric Field V/m	Power Density mW/m <sup>2</sup>	% ARPANSA exposure limits	Electric Field V/m	Power Density mW/m <sup>2</sup>	% ARPANSA exposure limits
0m to 50m				3.27	28.36	0.5%
50m to 100m				2.38	14.97	0.24%
100m to 200m				3.066	24.94	0.5%
200m to 300m				3.33	29.5	0.56%
300m to 400m				3.0	23.8	0.41%
400m to 500m				2.35	14.7	0.25%
<b>Maximum EME level</b>				3.33	29.5	0.56
	229.19 m from the antennas at Lot 30 Wattleup Road					

## Calculated EME levels at other areas of interest

This table contains calculations of the maximum EME levels at selected areas of interest that have been identified through the consultation requirements of the Communications Alliance Ltd Deployment Code C564:2011 or via any other means. The calculations are performed over the indicated height range and include all existing and any proposed radio systems for this site.

Additional Locations	Height / Scan relative to location ground level	Maximum Cumulative EME Level All Carriers at this site Existing and Proposed Equipment		
		Electric Field V/m	Power Density mW/m <sup>2</sup>	% of ARPANSA exposure limits
1   2 Story Dwelling	0m to 6m	0.89	2.085	0.028%

## RF EME Exposure Standard

The calculated EME levels in this report have been expressed as percentages of the ARPANSA RF Standard and this table shows the actual RF EME limits used for the frequency bands available. At frequencies below 2000 MHz the limits vary across the band and the limit has been determined at the Assessment Frequency indicated. The four exposure limit figures quoted are equivalent values expressed in different units – volts per metre (V/m), watts per square metre (W/m<sup>2</sup>), microwatts per square centimetre (µW/cm<sup>2</sup>) and milliwatts per square metre (mW/m<sup>2</sup>). Note: 1 W/m<sup>2</sup> = 100 µW/cm<sup>2</sup> = 1000 mW/m<sup>2</sup>.

Radio Systems	Frequency Band	Assessment Frequency	ARPANSA Exposure Limit (100% of Standard)
LTE 700	758 – 803 MHz	750 MHz	37.6 V/m = 3.75 W/m <sup>2</sup> = 375 µW/cm <sup>2</sup> = 3750 mW/m <sup>2</sup>
WCDMA850	870 – 890 MHz	900 MHz	41.1 V/m = 4.50 W/m <sup>2</sup> = 450 µW/cm <sup>2</sup> = 4500 mW/m <sup>2</sup>
GSM900, LTE900, WCDMA900	935 – 960 MHz	900 MHz	41.1 V/m = 4.50 W/m <sup>2</sup> = 450 µW/cm <sup>2</sup> = 4500 mW/m <sup>2</sup>
GSM1800, LTE1800	1805 – 1880 MHz	1800 MHz	58.1 V/m = 9.00 W/m <sup>2</sup> = 900 µW/cm <sup>2</sup> = 9000 mW/m <sup>2</sup>
LTE2100, WCDMA2100	2110 – 2170 MHz	2100 MHz	61.4 V/m = 10.00 W/m <sup>2</sup> = 1000 µW/cm <sup>2</sup> = 10000 mW/m <sup>2</sup>
LTE2300	2302 – 2400 MHz	2300 MHz	61.4 V/m = 10.00 W/m <sup>2</sup> = 1000 µW/cm <sup>2</sup> = 10000 mW/m <sup>2</sup>
LTE2600	2620 – 2690 MHz	2600 MHz	61.4 V/m = 10.00 W/m <sup>2</sup> = 1000 µW/cm <sup>2</sup> = 10000 mW/m <sup>2</sup>
LTE3500	3425 – 3575 MHz	3500 MHz	61.4 V/m = 10.00 W/m <sup>2</sup> = 1000 µW/cm <sup>2</sup> = 10000 mW/m <sup>2</sup>

## Further Information

The Australian Radiation Protection and Nuclear Safety Agency (ARPANSA) is a Federal Government agency incorporated under the Health and Ageing portfolio. ARPANSA is charged with responsibility for protecting the health and safety of people, and the environment, from the harmful effects of radiation (ionising and non-ionising).

Information about RF EME can be accessed at the ARPANSA website, <http://www.arpansa.gov.au>, including:

- Further explanation of this report in the document "Understanding the ARPANSA Environmental EME Report"
- The procedure used for the calculations in this report is documented in the ARPANSA Technical Report, "Radio Frequency EME Exposure Levels - Prediction Methodologies"
- the current RF EME exposure standard  
Australian Radiation Protection and Nuclear Safety Agency (ARPANSA), 2002, 'Radiation Protection Standard: Maximum Exposure Levels to Radiofrequency Fields — 3 kHz to 300 GHz', Radiation Protection Series Publication No. 3, ARPANSA, Yallambie Australia.  
[Printed version: ISBN 0-642-79400-6 ISSN 1445-9760] [Web version: ISBN 0-642-79402-2 ISSN 1445-9760]

The Australian Communications and Media Authority (ACMA) is responsible for the regulation of broadcasting, radiocommunications, telecommunications and online content. Information on EME is available at <http://emr.acma.gov.au>

The Communications Alliance Ltd Industry Code C564:2011 'Mobile Phone Base Station Deployment' is available from the Communications Alliance Ltd website, <http://commsalliance.com.au>.

Contact details for the Carriers (mobile phone companies) present at this site and the most recent version of this document are available online at the Radio Frequency National Site Archive, <http://www.rfnsa.com.au>.

**15.4 PARK NAMING - 11 KARBUNI PARADE & 22 COTTAGE PARADE SPEARWOOD**

**Author(s)** A Khan

**Attachments**

1. Location plan [↓](#)
2. Schedule of Submissions [↓](#)
3. Aboriginal Reference Group [↓](#)

**RECOMMENDATION**

That Council adopt the name Koobolong Park for the northern portion of Reserve 52074 (No. 22 Cottage Parade) and the name Kitj Park for the southern portion of Reserve 52074 (No. 11 Karbuni Parade), and submit to Geographical Names Landgate for their approval.

**Background**

At the Ordinary Council Meeting 9 November 2017 Council resolved the following:

*That the recommendation be adopted with the inclusion of the following sub recommendation (3).*

- (1) *seek public comment on the proposed park name "Kitj Park" for 11 Karbuni Parade, Spearwood;*
- (2) *seek public comment on the proposed park name "Koobolong Park" for 22 Cottage Parade, Spearwood; and*
- (3) *write to landowners within the Eliza Ponds Estate seeking feedback on the proposed names.*

*Reason for Decision*

*Council should support the names put forward by the Aboriginal Reference Group and respect what they put forward to Council.*

Two parks are required to be named by the City of Cockburn. One park is located at 22 Cottage Parade, Spearwood and represents the northern portion of Reserve 52074. The other is located at 11 Karbuni Parade, Spearwood, and represents the southern portion of the same reserve number. Given the area presents itself as two discrete parks, two names have been proposed, based upon an Indigenous naming theme.

In accordance with action item 12.3 of the City's Reconciliation Action Plan, the City's Aboriginal Reference Group has been consulted regarding these names, and how they relate to the area.

In accordance with Council policy and delegation, these proposed names are to be considered according to Council Policy PSPD20 (Naming of Parks and Reserves) and the Geographic Names Landgate ("GNL") Principles, Guidelines and Procedures document. This is the basis of this report to Council.

In considering the naming request, it is recommended that Council adopt the proposed names and submit them both to Geographic Names Landgate with a request for their approval.

**Submission**

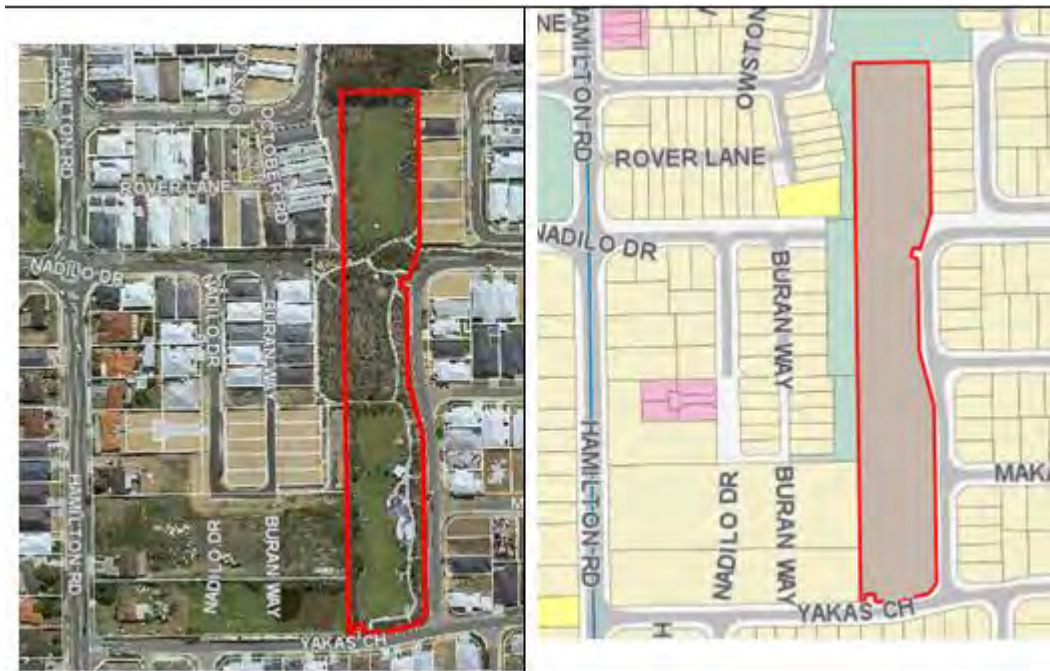
N/A

**Report**

It has been brought to Council to determine and officially name the two park areas, located at 22 Cottage Parade and 11 Karbuni Parade, Spearwood. These are shown following:



22 Cottage Parade



11 Karbuni Parade

The selected names are Kitj (pronounced as “Kich” or “Gich”) meaning spear, which represents an important hunting and gathering tool, and Kooboolong (pronounced Koo-boo-long) meaning frog.

Nyungar names are particularly encouraged by the Geographic Names Committee (GNC) guidelines under Section 4 as follows:

*4: Recognition and Use of Indigenous Names*

*The GNC is committed to the promotion, preservation and restoration of Indigenous culture within Western Australia. This is acknowledged by a preference being given to Indigenous names where possible.*

*The use of Indigenous names is encouraged and the collection and compilation of recorded Indigenous topographic names is supported.*

It is also worth noting that Council’s 2013-2016 Reconciliation Action Plan (under Action 12.3) seeks to encourage the use of Aboriginal names for, inter alia, Cockburn sites and reserves. Specifically it states:



12	<b>SIGNAGE AND NAMING:</b>			
	12.1 Create a list of appropriate Nyungar names to be used in naming Cockburn sites, roads and trails.	Family Services Manager	Ongoing	List is developed and accessed for signage and naming purposes.
	12.2 Encourage dual language on public signs, such as park signs, welcoming signs etc. where possible, plus historical descriptions of the land use.	Manager Parks Environment	July 2015 Existing	Where possible and appropriate dual language is used.
	12.3 Encourage the use of Aboriginal names for buildings/parks.	Manager Parks Environment	July 2014	Use of appropriate Aboriginal names/words for buildings or parks is considered in planning.

The naming of the parks located at 22 Cottage Parade and 11 Karbuni Parade, Spearwood was advertised in the newspaper for public comment from 28 November 2017 for 21 days.

A total of eight submissions were received, which included:

- 4 in support and ;
- 4 in objection

Of the submissions raising objection, the key issues were:

- The park has been known (albeit informally) as Dalmatia Park;. The suggested names don't reflect the heritage of the specific area.
- A preference to names based upon the European settlement and development of the area.
- Preference for additional dedication towards the Watson family and their association with the specific local area.
- Lack of connection with the redevelopment of the area.
- Difficulty in pronouncing the proposed names.

All of the submissions are outlined in Attachment 2. The key issues of objection are addressed as follows:

The park has been known (albeit informally) as Dalmatia Park;

As previously addressed at the November Council meeting (where Council adopted the proposed Indigenous names for advertising), the name "Dalmatia Park" is not suitable. While it may have been informally (and incorrectly) used for 11 Karbuni Parade and 22 Cottage Parade, it is not able to be formally adopted. This is due to its close association

with “Dalmatinac Park,” both in respect of pronunciation and location. It would be inappropriate to pursue the name “Dalmatia Park” for these reasons. By formally naming the parks, as proposed in this report, any confusion regarding past informal naming will be able to be addressed.

The suggested names don't reflect the heritage of the specific area;

The City's Aboriginal Reference Group is supportive of the proposed names, as an appropriate connection with the land and its natural context. As an important chain of lakes and wetlands on the Swan Coastal Plain, it is relevant that such would have not only been a place that was a viable hunting ground, but also a haven for fauna such as frogs, which would still exist there today. This would support both proposed names.

A preference to names based upon the European settlement and development of the area

Preference for additional dedication towards the Watson family and their association with the specific local area

Lack of connection with the redevelopment of the area

There is considered to be an adequate amount of local names which reflect and interpret both European settlement heritage and specifically the former Watsons industry. This proposal is not about elevating one level of heritage above another, but rather seeking to adopt what are considered the most appropriate names, that interpret and connect with the landscape significance of this area.

Difficulty in pronouncing the proposed names

The names aren't considered to be difficult to pronounce, and can also be supplemented with phonetic spelling should that be considered necessary.

Of the four submissions in support, the key points were:

- Positive acknowledgement of the local Aboriginal community and heritage.
- Suggestion of a plaque/sign explaining the meaning and pronunciation of the names.
- Importance and reflection of the lake, frogs and naming of the parks in Spearwood.
- Positive support from the Hamilton Hill Community Group.

In addition to these positive submissions, the proposed naming also represents an initiative which is reflective of the City's ongoing efforts to be a local government leader in respect of reconciliation. The City's Reconciliation Action Plan provides Action 12.3 which states:

"Encourage the use of Aboriginal names for buildings/parks."

It is recommended that Council support the proposed park naming for final determination prior to submitting the names to Geographic Names Landgate for approval.

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

#### Community, Lifestyle & Security

Create and maintain recreational, social and sports facilities and regional open space.

### **Budget/Financial Implications**

NA

### **Legal Implications**

NA

### **Community Consultation**

Public advertising occurred for a period of 21 days, commencing on 28 November 2017.

Advertising included a notice in the Cockburn Gazette and on the City's website, as well as letters to 419 landowners. Eight submissions were received during the advertising period of which four supported and four objected to the proposal.

### **Risk Management Implications**

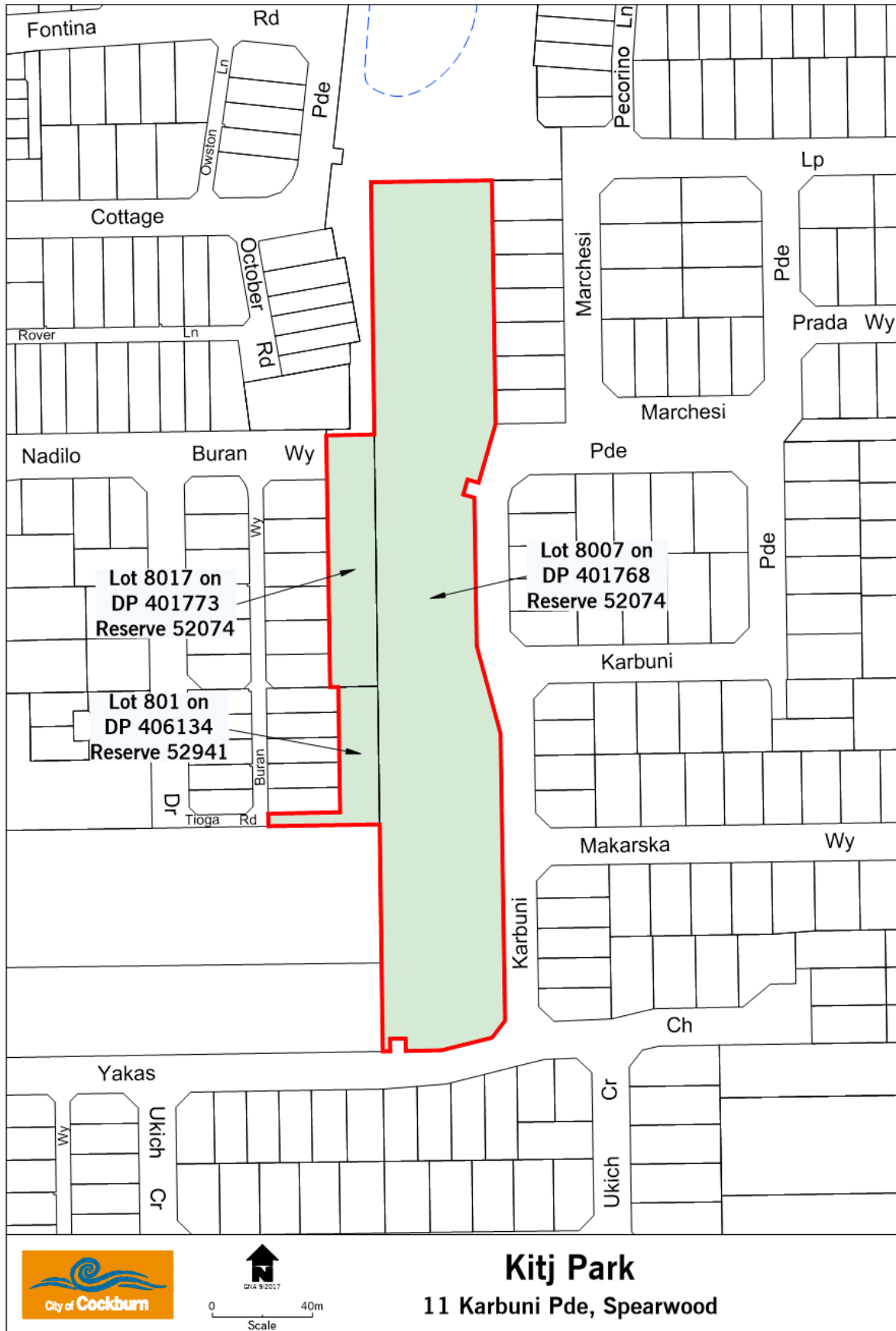
The risk in not supporting naming of the parks includes the lack of awareness of the address and location of the parks, which may impact services like emergency response and general understanding of the parks that exist within Cockburn.

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

The Proponent(s) and those who lodged a submission on the proposal have been advised that this matter is to be considered at the 8 February 2018 Ordinary Council Meeting.

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

Nil.





File No. 147/001

**SCHEDULE OF SUBMISSIONS**  
**PROPOSED PARK NAMES – 22 COTTAGE PARADE & 11 KARBUNI PARADE**

NO.	NAME/ADDRESS	SUBMISSION	RECOMMENDATION
1	Landowner (confidential)	<p><b>OBJECT</b></p> <p>I have received the request for comment letter about naming the public spaces located in my area. I am writing to you to voice my concerns about the names that have been proposed, "Kitj" and "Kooboolong".</p> <p>Personally, I believe these names have absolutely nothing to do with the area or history about the area that we live in today or the meaning of what use to be on the land before it was developed. As you drive around the streets, you notice a lot of older European style homes and even streets named after European families as this area was a place they chose to start their lives when they landed in Australia.</p> <p>We have only recently moved into the area and I believe that these public open spaces should be named in honour of what use to be on the land that we currently live on. We should dedicate more than one open space to the Watson family, as if it was not for them, we would not be living in the area or houses that we do today.</p> <p>I personally feel as though naming the public open spaces "Kitj" and "Kooboolong" would not be a good choice as it does not represent what Eliza Ponds estate is about.</p> <p>Finally, we need to start naming these public open spaces in proper English names that are appropriate for the area and so that everyone can understand and pronounce them.</p>	
2	Hamilton Hill Community Group	<p><b>SUPPORT</b></p> <p>The Hamilton Hill Community Group believes strongly that Aboriginal heritage, culture and connection to land should be acknowledged and celebrated.</p> <p>The build form of Spearwood and surrounding suburb does little to contribute to this, so the naming of our public places represents one of the view ways to express aboriginal values. At a time where we still struggle with reconciliation, these names should serve as a reminder of</p>	





NO.	NAME/ADDRESS	SUBMISSION	RECOMMENDATION
3	Landowner (confidential)	<p>the traditional owners and the pre-colonial history of our suburbs.</p> <p><b>OBJECT</b>            The names chosen are inappropriate, difficult to pronounce and spell. Imagine you want to ask someone to meet you at Kitch park which is spelled differently (already cannot remember the spelling). Please choose a naming that reflects the current society, families and natural habitats. The names picked doesn't bring any positive feelings to the people living nearby. The hassle of pronouncing and spelling such names only diverges people from aboriginal culture than encouraging sympathy. With all due respect the WA geographical naming policy encourages the aboriginal names, but doesn't mandate that. Please listen to the neighbourhood and revise the naming</p>	
4	Therese Arnold 37 Crystalline Road SPEARWOOD WA 6163	<p><b>SUPPORT</b>            I think the 'koo-boo-long' reflects the lakes value and beauty, and water side of Spearwood. The name may help people to think and reflect about how important frogs are in our environment.</p>	
5	Landowner (confidential)	<p><b>OBJECT</b>            The names of the parks do not match the surrounding street names and plaques in the parks, which are all Croatian names and places, I feel names that are of Croatian origins would be better suited</p>	
6	Landowner	<p><b>SUPPORT</b></p>	
7	Landowner	<p><b>SUPPORT</b>            I think it's wonderful to include Aboriginal names in our local parks. There is already plenty of information on plaques and signs about local families/'pioneers', and a lack of acknowledgment of the local Aboriginal community. If there could be signs at each park explaining the meaning of each name, I think that would also be very educational.</p>	
8	landowner	<p><b>OBJECT</b>            I oppose the names for the following reasons.            (1) No option has been given to consider/consult on a name/s that reflects the market garden heritage of the area to provide a real choice to residents (even a dual naming arrangement appears to be provided for under Landgate's Policies and Standards for Geographical Naming in Western Australia.            (2) Council has already for some period of time (circa two years), referred to the park Council has labelled as 11 Karbuni Parade, as Dalmatia Park. Whilst this may have been erroneous on Council's part, it has become what locals refer to the park as.</p>	



9<sup>th</sup> September 2017

Dear Sir / Madam

RE 11 Karbuni Parade & 22 Cottage Parade, Spearwood

The Aboriginal Reference Group (ARG) welcomes the opportunity to have input into the above mentioned parks, with the following names being put forward:

- Spear - kitj pronounced kich or gich
- kooboolong - motor bike frog

The ARG has been in touch with Sharon Gregory who has a strong background in Nyungar language and has her own business Kaart Koort Consultancy.

Sharon has provided the correct information for the naming of the reserve lake, including meaning spelling and pronunciation.

The ARG has agreed that the spelling and meaning are accurate and are pleased to go ahead with the names that are being brought forward.

I trust that the information is useful and please feel free to contact me if you have any queries.

Yours sincerely

Sally – Anne Gamble  
Aboriginal Reference Group  
Co-Chair person

**15.5 PET FRIENDLY HIGH DENSITY LIVING**

**Author(s)** A Trosic  
**Attachments** N/A

**RECOMMENDATION**

That Council receive the officer's report.

**Background**

A request has been received from Deputy Mayor Smith as follows:

*"That a report be prepared to investigate the feasibility of attracting to Cockburn WA's first pet friendly high density living project."*

The following planning report provides discussion on this request.

**Submission**

Nil.

**Report**

It is acknowledged that pet-friendly spaces help to create and maintain healthy communities. There is a well-developed understanding of the value that pets provide in enriching the lives of people, through aspects such as:

- Creating enjoyment and opportunities for social interaction;
- Providing companionship and security;
- Providing assistance particularly to people with care needs (such as assistance dogs for people who suffer from a visual impairment, or who suffer from other mental health issues and disabilities);
- Providing an outlet for owners to be more active and socially inclusiveness in their communities.

Cockburn prides itself on supporting pet ownership and opportunities for pet owners to sensibly enjoy the area through the provision of facilities and parks for example. In respect of this specific request for investigation, is a growing awareness about how pet friendly design can now be extended to consider high density living options, such as where a pet owner and their pet may be seeking to downsize into a smaller dwelling or apartment. This report covers two aspects therefore: the first being how the City broadly supports pet ownership and secondly, discussion of the ideas regarding pet friendly higher density living.

### The City's support for pet ownership

The City takes a strategic approach to providing recreational facilities that are pet-friendly, and there is an extensive range of dog parks across the City. Owners and their pet dogs across the City have excellent access to a wide range of such facilities, and it is important to initially understand that irrespective of dwelling design, a planned network of paths and open spaces must be in place to enable opportunities like dog walking and socialising.

The City has approximately 36 off-lead dog exercise areas where dogs can walk freely without a leash or a lead. Owners can enjoy such opportunities, providing also for their connection and engagement with other pet owners, while always controlling their animal safely. The City also has developed purpose built dog parks, such as those located at Jan Hammond Park (corner of Banning Avenue and Bartram Road) and Yarra Vista Park (corner of Dean Road and Berrigan Drive).

Dog pooch pouches and water fountains are included at many of these places for the convenience of pets and their owners. With the notion of urban consolidation across Perth seeing smaller lot sizes being created already, a significant issue for the City is maintaining locally accessible and well connected parks that enable owners to walk and exercise their pet animals. It could be argued that the wave of higher density pet living is already upon Western Australia, when average lot sizes are compared to those of a decade ago.

So before looking at what the City can do in respect of the physical design and structure of buildings, it is important that the City continue its support of pet owners through such planned provision of local open spaces. It could be argued that high density living already recognises that smaller yards and private spaces on allotments has not compromised people's ability to enjoy pet ownership, and this reflects a strong commitment that the City has to maintaining this as an important part of its inclusive enjoyable communities.

To assist our community, information regarding dog facilities is included on the City's webpage in an interactive map form that is equipped with additional accessibility features including in-map voice and accessible colour choice (see extract below). This particularly recognises that some of our residents rely on dogs to provide assistance to them, and it is important that the City recognise the full spectrum of pet ownership that exists.



As smaller lot sizes, resulting in smaller yards, continues as a contemporary planning approach to managing the regional growth issues of Perth, it is important to continue to provide pet friendly spaces as a basic ordering element to our communities.

#### The concept of pet friendly higher density living

With regard to facilitating pet-friendly higher density residential developments, the primary matter influencing the level of pet-friendliness in grouped or multiple dwellings relates to the strata by-laws and body corporate requirements which often place restrictions on pets. Renters can face the greatest difficulty in this regard as often landlords will chose not to allow pets.

These matters are beyond the scope of local government to be involved with, and these restrictions do not form part of the City's approvals.

Key physical features of pet-friendly designed apartments include good connectivity to adjacent public open space; well-designed, functional private open; maximised landscaping opportunities; and good acoustical privacy. These are also key characteristics that are encouraged to provide high levels of amenity for all residents in higher density developments, including families with children.

Therefore, in terms of 'pet-friendly' designed multiple dwellings, the City's current planning framework already encourages and facilitates developments designed in this way. Should a proposal be made specifically for a pet-friendly higher density living project this could be facilitated within the current framework and no further action is therefore required?

Examples currently receiving media interest and being talked about in respect of their potential for people and pets, include a recent housing project in the City of Manningham, which is being driven by market opportunities as well as the different regime of strata titling laws that apply in the eastern states. Decision making in this regard has many variable, and irrespective of apartment design decision to keep a pet or not especially in an apartment will come down to a large variety of factors outside of local government control. This includes pet selection, relationships with other landowners, strata titling requirements, occupant lifestyles and the like.

The article linked in the request received also notes that some key challenges are strata titling laws and the concerns that a landlord often may have in permitting a renter to keep a pet. Neither of these are capable of being addressed through Council's planning processes.

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

#### Community, Lifestyle & Security

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

### **Budget/Financial Implications**

Nil

### **Legal Implications**

Nil.

### **Community Consultation**

Nil.

### **Risk Management Implications**

There are no risk implications associated with this report, as the recommendation relates to the Council only receiving this report.

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

N/A

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

Nil.

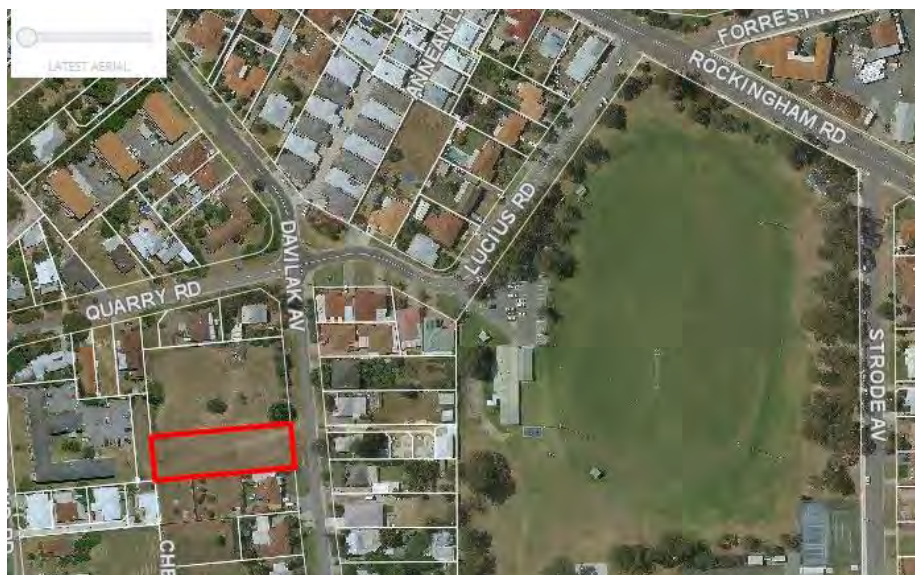
**15.6 OFFER TO PURCHASE LAND - LOT 33 DAVILAK AVENUE,  
HAMILTON HILL****Author(s)** A Trosic**Attachments** N/A**RECOMMENDATION**

That Council:

- (1) accept a conditional offer to acquire Lot 33 Davilak Avenue, Hamilton Hill for a consideration of \$1,250,000 ex. GST from Elba Incorporated subject to no sustainable objection being received by the conclusion of the statutory advertising period pursuant to Section 3.58 of the Local Government Act 1995; and
- (2) amend the 2017/18 adopted municipal budget by transferring \$1,250,000 to the Land Development and Investment Reserve.

**Background**

Lot 33 Davilak Road, Hamilton Hill has been in the ownership of the City of Cockburn since 1947. It is located within the suburb of Hamilton, proximate to excellent levels of natural, social and transport amenities. It is zoned for higher density residential development, and is valued representative of this highest and best use. An offer has been received to purchase the land, and it is recommended that this be accepted by the City. The land in question is shown following:



**Submission**

NA

**Report**

An offer to purchase the land in the form of an Offer and Acceptance Contract has been received from Elba Incorporated. The offer is subject to the purchaser gaining planning approval for a proposed residential and administration support office facility. This is proposed use that is permissible within the Residential zone, and given the size and dimensions of the land is capable of accommodating the physical components of development proposed. A valuation report has been received from Licensed Valuer David Molony from McGee's Property, which identifies a value of the land of \$1.25m ex GST.

The Land Management Strategy 2017-2021 draws upon an analysis of all of the City of Cockburn's freehold land. This analysis identified this particular property as being land that may be available for sale.

Prior to 2012, Lot 33 contained a small drainage sump measuring 20 metres by 10 metres catering for stormwater off Davilak Avenue. This sump, which was located in the centre of the lot and approximately 7 metres from the front boundary, effectively removing any development potential for the land. In 2012, after calculation of the storage capacity required, the open sump was replaced by a series of concrete below ground tanks within the front portion of the land. This has created a development potential for the land, following the sump being filled, compacted and remediated. The purchaser is aware of the tanks and has indicated that they do not impose a detrimental impact on any future development of the land. Any future driveway can be constructed over the tanks.

A condition of the sale is that these tanks will be the subject of an easement in favour of the City of Cockburn for the purpose of drainage. The easement will allow for the future maintenance of the infrastructure.

The prospective purchaser Elba Incorporated is a member operated support organisation that empowers people with disabilities, particularly wheelchair users, to lead enriched lives. This land acquisition is intended to support the administrative functions of the organisation as well as appropriate accessible housing for people in needs who have a disability. Lot 33 is zoned Residential and coded R40/60. It is intended for medium to higher density residential development, as well as accommodating non-residential land uses which are consistent in supporting appropriate levels of residential amenity. A future planning application will deal with the necessary planning assessment and determination that would need to occur, and the offer is subject to this.



An aerial photography going back to 1965, shows that the lot has never been built on, and is therefore deemed to be unimproved. The GST Act determines that sales of unimproved land are GST free if made by the State. The Australian Tax Office has confirmed that Local Governments are the State for this purpose. The valuation report confirms that a purchase price of \$1,250,000 and being not subject to GST represents market value.

In accordance with provisions of the Local Government Act 1995 the proposed disposition was advertised in the West Australian newspaper. Subject to no sustainable objection being received, should Council support the land sale, it will be able to proceed.

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

#### Community, Lifestyle & Security

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

### **Budget/Financial Implications**

Proceeds of the sale totalling \$1,250,000 will be transferred to the Land Development and Investment Reserve.

### **Legal Implications**

Provisions of Section 3.58 of the *Local Government Act 1995* apply.

### **Community Consultation**

Details of the sale have been advertised in a newspaper for State wide publication, as required by Section 3.58 of the *Local Government Act 1995*.

### **Risk Management Implications**

The risk of not supporting this land sale is the opportunity cost of the funds which represent the value of the land. There is also a risk that people who face disability are unable to fund suitable location within 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 8 February 2018 Ordinary Council Meeting.

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

Nil.

**15.7 CLOSURE OF PORTION OF HAMMOND ROAD RESERVE**

**Author(s)** K Sim  
**Attachments** N/A

**RECOMMENDATION**

That Council

- (1) request that the Minister for Lands permanently close portion of Hammond Road, Cockburn Central pursuant to Section 58 of the Land Administration Act 1997; and
- (2) request that the land the subject of the closure be included into Lot 147 Hammond Road, Cockburn Central.

**Background**

The portion of Hammond Road is an unmade road reserve, which has been made redundant on completion of the signalised four way intersection of Hammond Road and Beeliar Drive. This is shown in the image below:



It is appropriate that the land be formally closed as a road reserve, in order to enable its comprehensive development with the adjoining Lot 147.

**Submission**

NA

## Report

In order to deviate Hammond Road and create a traffic controlled intersection of what were the 'staggered' north and south legs, the City acquired land in 2011. This meant that the previously staggered northern leg of Hammond Road was able to be reorientated to become the new intersection which it now is. This was critical to address the danger that the staggered intersection had created with the growth in traffic that had occurred over time.

On the basis of this land acquisition by the City of Cockburn, the State Government Department of Lands have agreed that the now redundant portion of Hammond Road (north) will be closed and provided to the City of Cockburn free of cost. This will then enable it to be dealt with as a developable piece of land, which will benefit from coordinated development with the eastern adjoining portion of Lot 147 and 148, which are also owned by the City. The area of the proposed road closure is 1,739 m<sup>2</sup>, and when added to Lot 147 and 148 totals 3,391m<sup>2</sup>. This land holding in this strategic location can be held by the City for future development or disposition.

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 request will be forwarded to the Department of Planning, Lands and Heritage (Lands Division). The City of Cockburn as the applicant will nominate a Licensed Surveyor to prepare a Deposited Plan consolidating Lot 147, 148 and the Road Closure Land. A new title will then be applied for.

## Strategic Plans/Policy Implications

### Moving Around

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

## Budget/Financial Implications

Any costs involved in preparing the new deposited plan will be minor.

## 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 147 Hammond Road is that the land will be left in the current fragmented state with no possibility of future utilisation.

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

N/A

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

Nil

## 15.8 SOUTH FREMANTLE POWER STATION - COUNCIL ACTION TO INFLUENCE ACTIVATION AND ADAPTIVE REUSE AND UPDATE ON PHOTOGRAPHIC RECORD REQUEST

**Author(s)** D Di Renzo

**Attachments** 1. Industrial Adaptive Reuse Examples [↓](#)

### RECOMMENDATION

That Council

- (1) request that Landcorp and Synergy investigate alternative adaptive reuse options for the South Fremantle Power Station which reflect and take inspiration from the notion of loss, transition, and ruin, rather than attempting to restore the buildings to their original conditions, considering an approach that entails:
  1. Minimal intervention to the place, including stabilisation of the structure and maintaining key sections, without restoring the structures to their original condition.
  2. Conserving most of the significant fabric while removing the degraded roof structure and other unrepairable elements to open up the building (where appropriate), allowing the bones of the structure to be expressed and visible.
  3. Creating flexible space(s) which could accommodate other new design elements including non-permanent and sympathetic freestanding permanent structures for commercial uses such as cafes and shops.
  4. Restoration works and creative lighting that showcases the key features of the building – the sense of scale and ‘cathedral’ like spaces, austere interior, rawness of the materials and design, and the urban artwork.
  5. Interpretation that depicts and traces the lifecycle of the building from its original use through to the decay and abandonment of the site.
  6. Incorporating extensive green and hard landscaping elements in and around the structures to add amenity and recreational function, and to reflect reclamation of the site by nature and the community.
- (2) consider expansion in future seasons of ‘Cockburn Live’ to include temporary creative lighting for the South Fremantle Power Station.

## Background

At the October 2017 Ordinary Council Meeting a Matter for Investigation Without Debate was tabled by Mayor Howlett seeking that a report on how the City can influence the activation of the former South Fremantle Power Station justifying a light rail system from Fremantle into Cockburn Central be brought to future meeting of Council.

In 2014 a master plan for the South Fremantle Power Station was submitted by Landcorp on behalf of Synergy (formerly Verve Energy), the landowners of Lot 2 and 3 Robb Road, North Coogee. The Master Plan was submitted as a requirement of Western Australian Planning Commission ("WAPC"), set out as part of MRS Amendment No. 1180/41 to lift the 'Urban Deferment' which has now occurred.

The purpose of the Master Plan was to demonstrate that the land was appropriate for an 'Urban' zoning, and it is not the plan that will be implemented, or that will facilitate or guide subdivision and development of the land.

A structure plan will be required for the broader 'Power Station Precinct' identified in the District Structure Plan Part 2, and the structure plan will guide subdivision and development of the land.

In the context of the Cockburn Coast project, a memorandum of understanding between Verve Energy (2011) and LandCorp, was signed with a view to investigating the redevelopment potential of the Power Station.

In essence, this report responds to the Matter for Investigation Without Debate by recommending that Council advocate a pragmatic and adaptive re-use model for the building. Whereas grand scale computer imagery as part of the 2014 Master Plan depicted a fully restored and redeveloped building, including relocated switching yard, the City fears this is simply financially unachievable in the short, medium and even long term. For a connected community to exist between Port Coogee and South Beach, Cockburn Coast needs to deliver an outcome for the power station that is realistic and short to medium term. City officers recommend consideration by the State Government of an alternative approach that embrace the notions of loss, transition and decay to create a community orientated public space, as is discussed in this report.

## Submission

N/A

## Report

This report deals with the Mayor's requested Matter for Investigation Without Debate.

### Land Ownership

Lots 2 and 3 are owned by Synergy and include the Power Station structure. Lot 1 is owned by Western Power and includes the switchyard which is still operational.

Lot 2161 is the foreshore to the west of the Power Station, and it is owned by the State of Western Australia and leased by The State Electricity Commission of Western Australia. The cooling pond and groyne associated with the Power Station are located within this lot.

Lot 2167 is a public open space reserve owned by the Crown, and managed by the City of Cockburn.

The purpose of this report is for Council to consider how the City can influence the activation of the former South Fremantle Power Station.

There is considered to be two key ways in which the City can influence activation:

- Potential activation through creative lighting and/or projection artworks as part of future 'Cockburn Live' events.
- Recommending an alternative adaptive reuse approach to Landcorp and Synergy, which is considered realistic in light of market circumstances which exist?

### Cockburn Live - Creative Lighting/Projection Artworks

Access to the Power Station is problematic due to numerous hazards including contamination, and structural instability of certain sections. There are few options to allow public access without a substantial, costly clean up and stabilisation works occurring. Therefore activation options that do not involve access are likely to be the most cost effective ahead of the adaptive reuse and redevelopment of the site.

If the City's 'Cockburn Live' program is successful, in future seasons there is potential for the program to extend north to include the Power Station, and creative lighting and/or projection artworks could be explored with Synergy. This would require restricted access to lighting personnel only.

It is therefore recommended that future seasons of 'Cockburn Live' consider inclusion of a temporary creative lighting show for the Power Station.



This could be a precursor to some more permanent lighting option that could create a virtual second skin for the building and act a signifier for future life and purpose for the building and precinct.

#### Current Master Plan and Adaptive Re-Use options

The current Power Station adaptive reuse and development scenarios, expressed in the Power Station Master Plan, are characterised by:

- Total reconstruction, restoration and reinstatement of the building fabric to its original condition.
- Adaptive reuse at ground level, and substantial residential development above and adjacent to the power station building.

The case study examples included in the master plan were reflective of substantial complete restoration projects such as Tate Modern and Battersea Power Station; and Sydney Powerhouse.

It is the City's understanding that this approach has not been able to demonstrate a financially feasible development scenario. The City understands that coupled with the relocation of the switching yard, adaptation is a difficult proposition and potentially unviable in the circumstances currently envisaged.

This leaves the future of the Power Station uncertain, and in the meantime the building's deterioration continues. This further leaves a undesirable blight on the prized North Coogee coastal strip, and will significantly impact the ability for the Cockburn Coast development to truly span between South Beach at the north and Port Coogee at the south.

In addition to the Power Station being a blight on the City's coastal landscape, if left in its current condition it will hinder urban development in the adjacent area, and the structure planning of the whole 'Power Station' precinct.

It is therefore recommended that some alternative approaches be explored for the adaptive reuse of the building and site.

The structural report for the Power Station indicates the following key points:

- There appears to be no signs of structural distress to the foundations which could be associated with the degradation/failure of the piling system.
- Existing steel columns and beams in most instances will have limited capacity to accept additional loading from construction.

- Long term adaptation of steelwork will require the application of a new paint protection system following sandblasting of steelwork back to parent material.
- The roof slab degradation means that it is beyond economical repair/reinstatement.
- Internal concrete walls may be retained, however they are unlikely to be able to offer support to any additional built form.

In recognition of the state of the building it is considered there may be some more viable options which take an approach that embraces the place as a 'ruin' rather than structures that require full restoration to their original condition. This emphasises a more public space associated with a sensibly adapted building ruin, rather than attempting to restore the building to a privatised structure,

In considering this alternative approach it is worth reflecting on the history of the building as having two lives – 34 years as an operational power station; and 32 years (and counting) as a vacant, abandoned, deteriorated and uncared for building.

The derelict, dystopian condition of the site, which includes its urban art, has become part of its character, and much of the fascination and intrigue with the building and site can be attributed to this. The most recognisable and iconic photographs of the place include the derelict interior and urban art. This character appears more valued by the community, than an attempt to redevelop and adapt the building to the likes of private uses and/or retail uses.

It is therefore considered worthwhile investigating an adaptive re use outcome that will reflect and take inspiration from the notion of loss, transition, and ruin, rather than attempting to restore the building. Such an approach will showcase the rustic and picturesque quality of the place as an industrial 'ruin'. Such will allow the building to be legitimately embraced by the community, recognising at this moment community embrace can only be through illegitimate means.

To summarise, such an approach would entail:

- Minimal intervention to the place, including stabilisation of the structure and maintaining key sections, without restoring the structures to their original condition, or rebuilding elements.
- Conserving most of the significant fabric while removing the degraded roof structure and other unrepairable elements to open up the building (where appropriate), allowing the bones of the structure to be expressed and visible.
- Creating a flexible space which could accommodate other new design elements including non-permanent structures such as marquees, and sympathetic freestanding permanent structures for commercial uses such as cafes and shops.

- Restoration works and creative lighting that showcases the key features of the building – the sense of scale and ‘cathedral’ like spaces, austere interior, rawness of the materials and design, and the urban artwork.
- Interpretation that depicts and traces the lifecycle of the building from its original use through to the decay and abandonment of the site.
- Incorporating extensive green and hard landscaping elements in and around the structures to add amenity and recreational function, and to reflect reclamation of the site by nature and the community.

Such an approach has the potential to enable a more authentic and interesting adaptive reuse outcome, and is likely to have the following benefits:

- Substantial reduction in costs associated with restoration works.
- An adaptive reuse outcome that will not have the uniformity of materials and appearance of a complete restoration which would remove much of the current character and uniqueness of the place.
- Enable a staged redevelopment that could partially occur prior to the relocation of the switchyard because it is not financially reliant on that development occurring.
- Enhancing the site as a distinctive landmark for the Cockburn Coast area that reflects the industrial heritage of the area.
- Greater potential for the building to retain its visual setting and landmark status.
- Greater flexibility and robustness for the use of the spaces inside and around structures and the site.
- Making the space truly public, as it has transitioned towards over the last 30 years due to it being permitted to deteriorate.

This approach to the adaptive reuse of the building could lend itself to accommodating the following types of uses:

- Protected, sheltered extensive foreshore playground/waterpark partially integrated within the structure that could offer a completely unique recreational offering on Perth’s coast.
- Wide variety of public and private recreational uses in and around the building.
- Creation of unique, flexible large space(s) that could accommodate a wide range of uses from outdoor-style cinema, art displays, recreational activities such as BMX events, reception/function centre etc, and function as a flexible performance venue.
- Commercial uses such as cafes and shops within freestanding structures that sit sympathetically within or around the heritage fabric but do not rely on the structure itself.

- Ephemeral and interpretive art installations to explore the themes of defunct technology and building lifecycle.

These ideas are reflected in some case study examples included in Attachment 1.

It is therefore recommended that Council request that Landcorp and Synergy investigate alternative adaptive reuse options for the South Fremantle Power Station which reflect and take inspiration from the notion of loss, transition, and ruin, rather than attempting to restore the buildings to their original conditions, as outlined in this report.

#### Update on Photographic Record Request

At the meeting of 9 March 2017 Council resolved to request that a Synergy, as the landowner of this State Heritage registered building, commission a formal photographic record of the urban art located with the former Power Station.

The City has continued to pursue this request with Synergy, however has been unable to obtain a response from them. As it appears unlikely that they are prepared to undertake the photographic record themselves the City is now seeking permission from Synergy to access the building so that the City can undertake the photographic record.

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

#### City Growth

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

#### Community, Lifestyle & Security

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

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.

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

**Budget/Financial Implications**

N/A

**Legal Implications**

N/A

**Community Consultation**

N/A

**Risk Management Implications**

An alternative adaptive reuse option, and early activation through creative lighting incorporated into City events may improve the likelihood of the redevelopment of the Power Station occurring. The risk of not considering this option is such that a total redevelopment as currently envisaged never occurs.

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

N/A

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

Nil.



**ALTERNATIVE ADAPTIVE REUSE CONCEPTS - PICTORIAL EXAMPLES  
OF FORMER INDUSTRIAL SITES**



**Ricardo Bofill's renovated la fabrica cement factory**



**Burbank Water and Power – Landscaping**





Brisbane Powerhouse



Paddington Reservoir Gardens, Sydney







**Mill City Museum - Washburn 'A' Flour Mill, Minneapolis**



**Zollverein Coal Mine Industrial Complex (Essen, Germany)**



**Szimpla Kert Budapest (Hungarian 'ruin' pubs)**



Landscape Park Duisburg Nord (former steel works)



St. Peter's Seminary , Cardross, Scotland

## 16. FINANCE & CORPORATE SERVICES DIVISION ISSUES

### 16.1 LIST OF PAYMENTS MADE FROM MUNICIPAL AND TRUST FUND - NOVEMBER & DECEMBER 2017

<b>Author(s)</b>	N Mauricio
<b>Attachments</b>	<ol style="list-style-type: none"><li>1. Payments Summary - November 2017 <a href="#">↓</a></li><li>2. Payments Listing - November 2017 <a href="#">↓</a></li><li>3. Payments Summary - December 2017 <a href="#">↓</a></li><li>4. Payments Listing - December 2017 <a href="#">↓</a></li></ol>

#### RECOMMENDATION

That Council receive the List of payments made from the Municipal and Trust Funds for November and December 2017, as attached to the Agenda.

#### Background

Council has delegated its power to make payments from the Municipal or Trust fund to the CEO and other sub-delegates under LGAFCS4.

Regulation 13(1) of the Local Government (Financial Management) Regulations 1996 requires a list of accounts paid under this delegation to be prepared and presented to Council each month.

#### Submission

N/A

#### Report

The lists of accounts paid for November and December 2017 are attached to the Agenda for consideration. The list contains details of all payments made by the City in relation to goods and services purchased by the City, as well summarised totals for credit card payments and salaries and wages.

#### Strategic Plans/Policy Implications

##### Leading & Listening

Deliver sustainable governance through transparent and robust policy and processes

Ensure sound long term financial management and deliver value for money

**Budget/Financial Implications**

All payments made have been provided for within the City's annual budget as adopted and amended by Council.

**Legal Implications**

This item ensures compliance with S 6.10(d) of the Local Government Act 1995 and Regulations 12 & 13 of the Local Government (Financial Management) Regulations 1996.

**Community Consultation**

N/A

**Risk Management Implications**

Council is receiving the list of payments already made by the City in meeting its contractual requirements. This is a statutory requirement and allows Council to review and question any payment made.

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

N/A

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

Nil.

**NOVEMBER PAYMENTS SUMMARY**

**CHEQUE PAYMENTS - Nil**

**ELECTRONIC FUNDS TRANSFER PAYMENT – 713**

EF106584– EF107296

**CANCELLED PAYMENTS - 11**

EF106501  
EF106125  
EF106536  
EF106537  
EF106463  
EF106462  
EF106208  
EF106553  
EF106552  
EF106611  
EF106644







## NOVEMBER PAYMENTS LISTING

## MUNICIPAL &amp; TRUST FUND

Payment Ref.	Account No.	Account/Payee	Date	Value
EF106584	10152	AUST SERVICES UNION PAYROLL DEDUCTIONS	6/11/2017	1,314.25
EF106585	10154	AUSTRALIAN TAXATION OFFICE PAYROLL DEDUCTIONS	6/11/2017	408,760.00
EF106586	10305	CHILD SUPPORT AGENCY PAYROLL DEDUCTIONS	6/11/2017	3,781.55
EF106587	10733	HOSPITAL BENEFIT FUND PAYROLL DEDUCTIONS	6/11/2017	317.80
EF106588	10888	LJ CATERERS CATERING SERVICES	6/11/2017	495.00
EF106589	11001	LOCAL GOVERNMENT RACING & CEMETERIES EMPLOYEES UNION LGRCEU PAYROLL DEDUCTIONS	6/11/2017	184.50
EF106590	11857	CHAMPAGNE SOCIAL CLUB PAYROLL DEDUCTIONS	6/11/2017	536.00
EF106591	11860	45S CLUB PAYROLL DEDUCTIONS	6/11/2017	20.00
EF106592	12025	TELSTRA CORPORATION COMMUNICATIONS SERVICES	6/11/2017	24,712.04
EF106593	13465	KOSMIC ELECTRONIC INDUSTRIES SOUND EQUIPMENT	6/11/2017	9,613.00
EF106594	18553	SELECTUS PTY LTD PAYROLL DEDUCTIONS	6/11/2017	14,735.36
EF106595	19726	HEALTH INSURANCE FUND OF WA PAYROLL DEDUCTIONS	6/11/2017	1,257.35
EF106596	21750	GIANT AUTOS (1997) PTY LTD PURCHASE OF NEW VEHICLE	6/11/2017	24,426.60
EF106597	25987	TOYOTA FLEET MANAGEMENT PAYROLL DEDUCTIONS - NOVATED LEASE	6/11/2017	608.14
EF106598	99996	FIRST CHOICE PATIOS RATES REFUND	6/11/2017	159.35
EF106599	99997	PETER RATTIGAN USE OF BUNGEE TOWER FOR CCTV EQUIPMENT	6/11/2017	2,915.00
EF106600	99997	MELVILLE JUNIOR FOOTBALL CLUB KIDSSPORT - KS012707 - T.CLUNING	6/11/2017	120.00
EF106601	99997	S AND J LIPPERT CODY LIPPERT - JUNIOR SPORT TRAVEL ASSIS	6/11/2017	400.00
EF106602	99997	KARATE UNION OF AUSTRALIA KIDSPORT INVOICE KS014486	6/11/2017	200.00
EF106603	99997	KARATE UNION OF AUSTRALIA KIDSPORT INVOICE KS014494	6/11/2017	200.00
EF106604	99997	MICHELLE HARVEY & TROY GOURLAY CROSSOVER CONTRIBUTION - 42A NORLAND WAY	6/11/2017	150.00
EF106605	99997	MICHELLE HARVEY & TROY GOURLAY CROSSOVER CONTRIBUTION - 42B NORLAND WAY	6/11/2017	150.00
EF106606	99997	MICHELLE HARVEY & TROY GOURLAY CROSSOVER CONTRIBUTION - 42 NORLAND WAY	6/11/2017	300.00
EF106607	26987	CTI RISK MANAGEMENT SECURITY - CASH COLLECTION	7/11/2017	1,505.10
EF106608	10244	BUILDING & CONST INDUSTRY TRAINING FUND LEVY PAYMENT	10/11/2017	49,405.99
EF106609	23302	BUILDING SERVIC BUILDING SERVICES LEVIES	10/11/2017	53,866.90
EF106610	99997	MR STEVEN DUNNING CROSS-OVER CONTRIBUTION - S DUNNING	10/11/2017	300.00
EF106611	99997	MAURICE REPHAEL CROSS-OVER CONTRIBUTION	10/11/2017	300.00
EF106612	99997	ALEX MATTHEWS & GEMMA DI TULLO CROSSOVER CONTRIBUTION 23 DICKERSON LOOP	10/11/2017	300.00
EF106613	99997	JARRAD KING CROSSOVER CONTRIBUTION 28 APATITE STREET	10/11/2017	300.00
EF106614	99997	FIORE & GRAZIA LETIZIA CROSSOVER CONTRIBUTION 22 CAPRI RISE	10/11/2017	300.00
EF106615	99997	WAGISH DESHPANDE CROSSOVER CONTRIBUTION 80 CLEMENTINE BLD	10/11/2017	300.00
EF106616	99997	ALASTAIR PRYOR CROSSOVER CONTRIBUTION 16 FRANGIPANI RD	10/11/2017	300.00
EF106617	99997	MYNARD MALTO CROSSOVER CONTRIBUTION - 21 MERCURY STRE	10/11/2017	300.00
EF106618	99997	THOMAS WILSON 2017 LOCAL GOVERNMENT ELECTIONS NOMINATION FEE REFUND	10/11/2017	80.00
EF106619	99997	MARIYON SLANY 2017 LOCAL GOVERNMENT ELECTIONS NOMINATION FEE REFUND	10/11/2017	80.00
EF106620	99997	JANETIA KNAPP 2017 LOCAL GOVERNMENT ELECTIONS NOMINATION FEE REFUND	10/11/2017	80.00
EF106621	99997	TARUN DEWAN 2017 LOCAL GOVERNMENT ELECTIONS NOMINATION FEE REFUND	10/11/2017	80.00
EF106622	99997	KIM SADLIER 2017 LOCAL GOVERNMENT ELECTIONS NOMINATION FEE REFUND	10/11/2017	80.00
EF106623	99997	MR S M GREENWOOD 2017 LOCAL GOVERNMENT ELECTIONS NOMINATION FEE REFUND	10/11/2017	80.00
EF106624	99997	ANTONINO ROMANO 2017 LOCAL GOVERNMENT ELECTIONS NOMINATION FEE REFUND	10/11/2017	80.00
EF106625	99997	ANTONY SVILICICH 2017 LOCAL GOVERNMENT ELECTIONS NOMINATION FEE REFUND	10/11/2017	80.00
EF106626	99997	HWL EBSWORTH LAWYERS LOT 26 BRIGGS STREET SOUTH LAKE DEPOSIT	10/11/2017	1,000.00
EF106627	99997	PHOEBE CORKE 2017 LOCAL GOVERNMENT ELECTIONS NOMINATION FEE REFUND	10/11/2017	80.00
EF106628	26987	CTI RISK MANAGEMENT SECURITY - CASH COLLECTION	14/11/2017	1,387.45
EF106629	26517	CLICKSUPER PAYROLL DEDUCTIONS	14/11/2017	741,722.47
EF106630	10152	AUST SERVICES UNION	20/11/2017	1,290.03

Payment Ref.	Account No.	Account/Payee	Date	Value
EF106631	10154	PAYROLL DEDUCTIONS AUSTRALIAN TAXATION OFFICE	20/11/2017	407,026.00
EF106632	10305	PAYROLL DEDUCTIONS CHILD SUPPORT AGENCY	20/11/2017	3,715.16
EF106633	10733	PAYROLL DEDUCTIONS HOSPITAL BENEFIT FUND	20/11/2017	317.80
EF106634	10888	PAYROLL DEDUCTIONS LJ CATERERS	20/11/2017	137.50
EF106635	11001	CATERING SERVICES LOCAL GOVERNMENT RACING & CEMETERIES EMPLOYEES UNION LGRCEU	20/11/2017	184.50
EF106636	11857	PAYROLL DEDUCTIONS CHAMPAGNE SOCIAL CLUB	20/11/2017	534.80
EF106637	11860	PAYROLL DEDUCTIONS 45S CLUB	20/11/2017	18.00
EF106638	18553	PAYROLL DEDUCTIONS SELECTUS PTY LTD	20/11/2017	15,115.37
EF106639	19726	PAYROLL DEDUCTIONS HEALTH INSURANCE FUND OF WA	20/11/2017	1,191.40
EF106640	25987	PAYROLL DEDUCTIONS TOYOTA FLEET MANAGEMENT	20/11/2017	608.14
EF106641	26719	PAYROLL DEDUCTIONS - NOVATED LEASE WOOLWORTHS LIMITED (WISH GIFT CARDS)	20/11/2017	14,989.99
EF106642	99997	RETAIL - GIFT CARDS ST VINCENT DE PAUL SOCIETY INC	20/11/2017	5,000.00
EF106643	99997	DONATION COCKBURN VOLUNTEER SEA SEARCH & RESCUE	20/11/2017	8,500.00
EF106644	99997	DONATION ALYA	20/11/2017	5,000.00
EF106645	99997	DONATION CONSTABLE CARE CHILD SAFETY FOUNDATION	20/11/2017	12,000.00
EF106646	99997	DONATION COCKBURN COMMUNITY AND CULTURAL COUNCIL	20/11/2017	9,000.00
EF106647	99997	DONATION RETURNED AND SERVICES LEAGUE - COCKBURN	20/11/2017	10,000.00
EF106648	99997	DONATION MEERILINGA YOUNG CHILDREN'S SERVICES	20/11/2017	10,000.00
EF106649	99997	DONATION COCKBURN TOY LIBRARY	20/11/2017	6,000.00
EF106650	99997	DONATION YANGEBUP FAMILY CENTRE	20/11/2017	12,000.00
EF106651	99997	DONATION THE CHURCHES' COMMISSION ON EDUCATION	20/11/2017	20,000.00
EF106652	99997	DONATION PROJECT PAX FOR VETERANS OF WA INC.	20/11/2017	3,000.00
EF106653	99997	DONATION PETS OF OLDER PEOPLE (POOPS) WA	20/11/2017	3,000.00
EF106654	99997	DONATION BOER WAR MEMORIAL SOCIETY WA INC	20/11/2017	2,000.00
EF106655	99997	DONATION VOLUNTEER HOME SUPPORT INC	20/11/2017	6,000.00
EF106656	99997	DONATION STELLAR CALISTHENICS CLUB	20/11/2017	2,500.00
EF106657	99997	COMMUNITY GRANT - CLUB EQUIPMENT AND PRO GREEN SKILLS INC	20/11/2017	3,520.00
EF106658	99997	COMMUNITY GRANT - NAPPY WORKSHOPS BIBRA LAKE PRIMARY SCHOOL P&C	20/11/2017	10,000.00
EF106659	99997	COMMUNITY GRANT - PLAYGROUND REPLACEMENT FRIENDS OF CLONTARF HILL AND ADJACENT BU	20/11/2017	539.00
EF106660	99997	COMMUNITY GRANT - WEBSITE UPGRADES AND T COCKBURN COMMUNITY MEN'S SHED	20/11/2017	2,500.00
EF106661	99997	COMMUNITY GRANT - SAFE SAW PROJECT HARVEST LAKES RESIDENTS ASSOCIATION	20/11/2017	2,000.00
EF106662	99997	COMMUNITY GRANT - CAROLS BY LAKE 2017 HAMILTON HILL COMMUNITY GROUP	20/11/2017	2,000.00
EF106663	99997	COMMUNITY GRANT - BAKERS SQUARE MUSIC AN ANITA SMALBERGER	20/11/2017	80.00
EF106664	10888	2017 LOCAL GOVERNMENT ELECTIONS NOMINATION FEE REFUND LJ CATERERS	21/11/2017	2,966.71
EF106665	26987	CATERING SERVICES CTI RISK MANAGEMENT	21/11/2017	3,360.55
EF106666	26987	SECURITY - CASH COLLECTION CTI RISK MANAGEMENT	28/11/2017	1,817.15
EF106667	88888	SECURITY - CASH COLLECTION MCLEODS LAW PRACTICE	28/11/2017	56,100.94
EF106668	10009	BALANCE PURCHASE 26L BRIGGS STREET SOUTHLAKE AAA PRODUCTION SERVICES	30/11/2017	2,032.25
EF106669	10058	AUDIO EQUIPMENT HIRE ALSCO PTY LTD	30/11/2017	4,384.35
EF106670	10071	HYGIENE SERVICES/SUPPLIES AUSTRALASIAN PERFORMING RIGHT ASSOC. LTD	30/11/2017	4,513.61
EF106671	10091	LICENCE - PERFORMING RIGHTS ASLAB PTY LTD	30/11/2017	440.00
EF106672	10097	ASPALTING SERVICES/SUPPLIES BLACKWOODS ATKINS	30/11/2017	112.05
EF106673	10118	ENGINEERING SUPPLIES AUSTRALIA POST	30/11/2017	21,481.48
EF106674	10160	POSTAGE CHARGES DORMA AUSTRALIA PTY LTD	30/11/2017	7,986.46
EF106675	10170	AUTOMATIC DOOR SERVICES MACRI PARTNERS	30/11/2017	18,304.00
EF106676	10184	AUDITING SERVICES BENARA NURSERIES	30/11/2017	1,420.65
EF106677	10201	PLANTS BIG W DISCOUNT STORES	30/11/2017	152.00
EF106678	10207	VARIOUS SUPPLIES BOC GASES	30/11/2017	2,159.92
		GAS SUPPLIES		

Payment Ref.	Account No.	Account/Payee	Date	Value
EF106679	10219	<b>BOUSFIELDS MENSWEAR</b> CLOTHING SUPPLIES	30/11/2017	643.85
EF106680	10221	<b>BP AUSTRALIA LIMITED</b> DIESEL/PETROL SUPPLIES	30/11/2017	23,823.64
EF106681	10226	<b>BRIDGESTONE AUSTRALIA LTD</b> TYRE SERVICES	30/11/2017	56,851.72
EF106682	10239	<b>BUDGET RENT A CAR - PERTH</b> MOTOR VEHICLE HIRE	30/11/2017	154.68
EF106683	10246	<b>BUNNINGS BUILDING SUPPLIES PTY LTD</b> HARDWARE SUPPLIES	30/11/2017	2,866.92
EF106684	10255	<b>CABCHARGE AUSTRALIA PTY LTD</b> CABCHARGES	30/11/2017	701.01
EF106685	10256	<b>CABLE LOCATES &amp; CONSULTING</b> LOCATING SERVICES	30/11/2017	647.90
EF106686	10279	<b>CASTROL AUSTRALIA PTY LTD</b> GREASE/LUBRICANTS	30/11/2017	267.12
EF106687	10292	<b>CHADSON ENGINEERING PTY LTD</b> MEDICAL SUPPLIES	30/11/2017	299.20
EF106688	10333	<b>CJD EQUIPMENT PTY LTD</b> HARDWARE SUPPLIES	30/11/2017	5,169.60
EF106689	10346	<b>COATES HIRE OPERATIONS PTY LTD</b> EQUIPMENT HIRING SERVICES	30/11/2017	233.42
EF106690	10354	<b>COCKBURN COMMUNITY AND CULTURAL COUNCIL</b> POSTER BOARDS	30/11/2017	1,100.00
EF106691	10359	<b>COCKBURN PAINTING SERVICE</b> PAINTING SUPPLIES/SERVICES	30/11/2017	8,079.50
EF106692	10375	<b>VEOLIA ENVIRONMENTAL SERVICES</b> WASTE SERVICES	30/11/2017	8,693.52
EF106693	10384	<b>PROGILITY PTY LTD</b> COMMUNICATION SERVICES	30/11/2017	7,034.96
EF106694	10459	<b>DAVID GRAY &amp; CO</b> MOBILE GARBAGE BINS	30/11/2017	77.99
EF106695	10483	<b>LANDGATE</b> MAPPING/LAND TITLE SEARCHES	30/11/2017	5,387.49
EF106696	10526	<b>E &amp; MJ ROSHER PTY LTD</b> MOWER PARTS	30/11/2017	4,406.35
EF106697	10527	<b>EAGLE SPORTS</b> SPORTING GOODS	30/11/2017	1,058.76
EF106698	10528	<b>EASIFLEET MANAGEMENT</b> VEHICLE LEASE	30/11/2017	568.90
EF106699	10535	<b>WORKPOWER INCORPORATED</b> EMPLOYMENT SERVICES - PLANTING	30/11/2017	50,673.17
EF106700	10537	<b>EDUCATIONAL ART SUPPLIES CO</b> ART/CRAFT SUPPLIES	30/11/2017	312.04
EF106701	10580	<b>FC COURIERS</b> COURIER SERVICES	30/11/2017	2,241.04
EF106702	10590	<b>DEPARTMENT OF FIRE AND EMERGENCY SERVICES</b> ESL LEVY & RELATED COSTS	30/11/2017	21,686.42
EF106703	10597	<b>FLEXI STAFF PTY LTD</b> EMPLOYMENT SERVICES	30/11/2017	38,826.98
EF106704	10600	<b>FLICK ANTICIMECT PTY LTD FORMERLY FLICK PEST CONTROL SERVICES</b> PEST CONTROL SERVICES	30/11/2017	385.00
EF106705	10608	<b>FORESHORE REHABILITATION &amp; LANDSCAPING</b> FENCING/LANDSCAPING SERVICES	30/11/2017	1,298.00
EF106706	10609	<b>FORESTVALE TREES P/L</b> PLANTS - TREES/SHRUBS	30/11/2017	550.00
EF106707	10636	<b>FUJI XEROX AUSTRALIA PTY LTD</b> PHOTOCOPY CHARGES	30/11/2017	11,819.79
EF106708	10641	<b>GALVINS PLUMBING SUPPLIES</b> PLUMBING SERVICES	30/11/2017	48.29
EF106709	10655	<b>GHD PTY LTD</b> CONSULTANCY SERVICES	30/11/2017	38,270.60
EF106710	10692	<b>AECOM AUSTRALIA PTY LTD</b> CONSULTANCY SERVICES	30/11/2017	3,065.00
EF106711	10726	<b>HOLTON CONNOR ARCHITECTS &amp; PLANNERS</b> ARCHITECTURAL SERVICES	30/11/2017	528.00
EF106712	10779	<b>J F COVICH &amp; CO PTY LTD</b> ELECTRICAL SERVICES	30/11/2017	62,250.29
EF106713	10783	<b>JANDAKOT METAL INDUSTRIES</b> METAL SUPPLIES	30/11/2017	459.80
EF106714	10787	<b>JANDAKOT ACCIDENT REPAIR CENTRE</b> PANEL BEATING SERVICES	30/11/2017	3,000.00
EF106715	10794	<b>JASON SIGNMAKERS</b> SIGNS	30/11/2017	4,613.24
EF106716	10879	<b>LES MILLS AEROBICS</b> INSTRUCTION/TRAINING SERVICES	30/11/2017	1,612.68
EF106717	10888	<b>LJ CATERERS</b> CATERING SERVICES	30/11/2017	4,289.17
EF106718	10892	<b>LOCAL GOVERNMENT PROFESSIONALS AUSTRALIA WA</b> SUBSCRIPTION	30/11/2017	1,870.00
EF106719	10893	<b>LOCAL GOVT SUPERVISORS ASSOC OF WA INC</b> CONFERENCE/SEMINARS	30/11/2017	1,094.50
EF106720	10913	<b>BUCHER MUNICIPAL PTY LTD</b> PURCHASE OF NEW PLANT / REPAIR SERVICES	30/11/2017	20,521.78
EF106721	10923	<b>MAJOR MOTORS PTY LTD</b> REPAIRS/MAINTENANCE SERVICES	30/11/2017	987.24
EF106722	10942	<b>MCGEES PROPERTY</b> PROPERTY CONSULTANCY SERVICES	30/11/2017	1,925.00
EF106723	10944	<b>MCLEODS</b> LEGAL SERVICES	30/11/2017	24,968.35
EF106724	10982	<b>MODERN TEACHING AIDS PTY LTD</b> TEACHING AIDS	30/11/2017	466.08
EF106725	10991	<b>BEACON EQUIPMENT</b> MOWING EQUIPMENT	30/11/2017	3,721.90
EF106726	11004	<b>MURDOCH UNIVERSITY OFFICE OF FINANCE, PLANNING &amp; REPORTING</b> ANALYSING SERVICES	30/11/2017	528.00
EF106727	11028	<b>NEVERFAIL SPRINGWATER LTD</b>	30/11/2017	621.87

Payment Ref.	Account No.	Account/Payee	Date	Value
EF106728	11029	BOTTLED WATER SUPPLIES NEWCASTLE WEIGHING SERVICES PTY LTD SOFTWARE SUPPORT	30/11/2017	1,622.50
EF106729	11036	NORTHLAKE ELECTRICAL ELECTRICAL SERVICES	30/11/2017	86,072.18
EF106730	11039	NOVUS AUTO GLASS WINDSCREEN REPAIR SERVICES	30/11/2017	790.00
EF106731	11068	VODAFONE HUTCHISON AUSTRALIA PTY LTD PAGING SERVICES	30/11/2017	665.50
EF106732	11077	P & G BODY BUILDERS PTY LTD PLANT BODY BUILDING SERVICES	30/11/2017	2,920.50
EF106733	11152	FULTON HOGAN INDUSTRIES PTY LTD ROAD MAINTENANCE	30/11/2017	3,678.40
EF106734	11155	PK PRINT PTY LTD PRINTING SERVICES	30/11/2017	138.00
EF106735	11182	PREMIUM BRAKE & CLUTCH SERVICE BRAKE SERVICES	30/11/2017	7,712.10
EF106736	11205	QUALITY TRAFFIC MANAGEMENT PTY LTD TRAFFIC CONTROL SERVICES	30/11/2017	38,407.07
EF106737	11208	QUICK CORPORATE AUSTRALIA PTY LTD STATIONERY/CONSUMABLES	30/11/2017	8,134.16
EF106738	11235	REINFORCED CONCRETE PIPES PTY LTD CONCRETE PIPE SUPPLIES	30/11/2017	472.56
EF106739	11247	RICHGRO WA GARDENING SUPPLIES	30/11/2017	1,628.00
EF106740	11284	ROYAL LIFE SAVING SOCIETY AUSTRALIA TRAINING SERVICES	30/11/2017	3,960.00
EF106741	11304	SANAX MEDICAL & FIRST AID SUPPLIES MEDICAL SUPPLIES	30/11/2017	348.89
EF106742	11307	SATELLITE SECURITY SERVICES PTY LTD SECURITY SERVICES	30/11/2017	11,950.88
EF106743	11308	BOSS INDUSTRIAL FORMALLY SBA SUPPLIES HARDWARE SUPPLIES	30/11/2017	4,146.37
EF106744	11331	SHAWMAC PTY LTD CONSULTANCY SERVICES - CIVIL	30/11/2017	6,765.00
EF106745	11332	SHEET METAL FABRICATORS SPEARWOOD METAL FABRICATION	30/11/2017	66.00
EF106746	11337	SHERIDANS FOR BADGES NAME BADGES & ENGRAVING	30/11/2017	305.31
EF106747	11361	SIGMA CHEMICALS PTY LTD CHEMICAL SUPPLIES	30/11/2017	5,096.28
EF106748	11375	SLATER-GARTRELL SPORTS SPORT SUPPLIES	30/11/2017	1,722.60
EF106749	11387	BIBRA LAKE SOILS SOIL & LIMESTONE SUPPLIES	30/11/2017	442.00
EF106750	11425	SOUTHERN METROPOLITAN REGIONAL COUNCIL WASTE DISPOSAL GATE FEES	30/11/2017	587,559.60
EF106751	11447	SPEARWOOD DALMATINAC CLUB INC COMMUNITY GRANT	30/11/2017	2,321.50
EF106752	11459	SPEARWOOD VETERINARY HOSPITAL VETERINARY SERVICES	30/11/2017	1,601.00
EF106753	11469	SPORTS TURF TECHNOLOGY TURF CONSULTANCY SERVICES	30/11/2017	4,675.00
EF106754	11483	ST JOHN AMBULANCE AUST WA OPERATIONS FIRST AID COURSES	30/11/2017	2,047.70
EF106755	11502	STATE LAW PUBLISHER ADVERTISING SERVICES	30/11/2017	1,015.60
EF106756	11511	STATEWIDE BEARINGS BEARING SUPPLIES	30/11/2017	101.95
EF106757	11520	STOP & COPY PRINT CENTRE PTY LTD COPYING SERVICES	30/11/2017	785.00
EF106758	11557	TECHNOLOGY ONE LTD IT CONSULTANCY SERVICES	30/11/2017	9,922.69
EF106759	11625	TOTAL EDEN PTY LTD RETICULATION SUPPLIES	30/11/2017	80,230.56
EF106760	11651	TREE WATERING SERVICES TREE WATERING SERVICES	30/11/2017	5,968.00
EF106761	11658	TRUGRADE MEDICAL SUPPLIES MEDICAL SUPPLIES	30/11/2017	294.00
EF106762	11667	TURFMASTER FACILITY MANAGEMENT TURFING SERVICES	30/11/2017	90,995.83
EF106763	11699	VERNON DESIGN GROUP ARCHITECTURAL SERVICES	30/11/2017	5,621.00
EF106764	11701	VIBRA INDUSTRIA FILTER SUPPLIES	30/11/2017	685.30
EF106765	11708	VITAL PACKAGING PTY LTD PACKAGING SUPPLIES	30/11/2017	9,230.85
EF106766	11722	WA HINO SALES & SERVICE PURCHASE OF NEW TRUCKS / MAINTENANCE	30/11/2017	1,920.84
EF106767	11773	WESFARMERS LANDMARK LIMITED CHEMICAL SUPPLIES	30/11/2017	1,154.78
EF106768	11787	DEPT OF TRANSPORT VEHICLE SEARCH FEES	30/11/2017	120.10
EF106769	11789	WALGA ADVERTISING/TRAINING SERVICES	30/11/2017	2,734.50
EF106770	11793	WESTERN IRRIGATION PTY LTD IRRIGATION SERVICES/SUPPLIES	30/11/2017	10,709.20
EF106771	11795	WESTERN POWER ELECTRICAL SERVICES	30/11/2017	24,468.00
EF106772	11806	WESTRAC PTY LTD REPAIRS/MTNCE - EARTHMOVING EQUIPMENT	30/11/2017	31,521.72
EF106773	11828	WORLDWIDE ONLINE PRINTING - O'CONNOR PRINTING SERVICES	30/11/2017	3,692.82
EF106774	11835	WURTH AUSTRALIA PTY LTD HARDWARE SUPPLIES	30/11/2017	1,054.02
EF106775	11854	ZIPFORM PRINTING SERVICES	30/11/2017	3,577.74

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EF106776	11873	WATTLEUP TRACTORS HARDWARE SUPPLIES	30/11/2017	946.55
EF106777	12014	TUTT BRYANT EQUIPMENT BT EQUIPMENT PTY LTD T/AS EXCAVATING/EARTHMOVING EQUIPMENT	30/11/2017	4,750.12
EF106778	12153	HAYS PERSONNEL SERVICES PTY LTD EMPLOYMENT SERVICES	30/11/2017	6,041.30
EF106779	12174	MATTING SOLUTIONS SAFEWORK MAT SYSTEM	30/11/2017	1,524.48
EF106780	12207	CIVICA PTY LTD SOFTWARE SUPPORT/LICENCE FEES	30/11/2017	528.00
EF106781	12415	FACE PAINTING FUN AND GAMES ENTERTAINMENT SERVICES	30/11/2017	570.00
EF106782	12542	SEALIN GARLETT CEREMONIAL SERVICES	30/11/2017	800.00
EF106783	12712	MISS MAUD CATERING SERVICES	30/11/2017	154.60
EF106784	12796	ISENTIA PTY LIMITED MEDIA MONITORING SERVICES	30/11/2017	189.49
EF106785	12998	PLAYRIGHT AUSTRALIA PTY LTD INSPECTION SERVICES - PLAYGROUNDS	30/11/2017	1,100.00
EF106786	13056	CLEANDUSTRIAL SERVICES PTY LTD CLEANING SERVICES	30/11/2017	81,164.54
EF106787	13111	OCE-AUSTRALIA LIMITED COPIERS/PRINTERS	30/11/2017	4.82
EF106788	13325	MARTINS ENVIRONMENTAL SERVICES WEED SPRAYING SERVICES	30/11/2017	15,526.50
EF106789	13563	GREEN SKILLS INC EMPLOYMENT SERVICES	30/11/2017	23,594.11
EF106790	13582	DBS FENCING FENCING SERVICES	30/11/2017	2,420.00
EF106791	13671	STAPLES AUSTRALIA PTY LTD OFFICE/STATIONERY SUPPLIES	30/11/2017	672.67
EF106792	13825	JACKSON MCDONALD LEGAL SERVICES	30/11/2017	4,950.00
EF106793	13849	MCMULLEN NOLAN & PARTNERS SURVEYORS P/L SURVEYING SERVICES	30/11/2017	2,948.00
EF106794	13860	KRS CONTRACTING WASTE COLLECTION SERVICES	30/11/2017	379.50
EF106795	14258	WARP GROUP PTY LTD ROAD CONSTRUCTION MATERIALS	30/11/2017	7,514.24
EF106796	14311	BBC ENTERTAINMENT ENTERTAINMENT SERVICES	30/11/2017	605.00
EF106797	14350	BAILEYS FERTILISERS FERTILISER SUPPLIES	30/11/2017	2,728.55
EF106798	14593	AUSTREND INTERNATIONAL PTY LTD ALUMINIUM SUPPLIES	30/11/2017	3,995.75
EF106799	14598	ALF REBOLA THE GOOD GUYS ELECTRICAL GOODS	30/11/2017	818.00
EF106800	14777	LGIS INSURANCE BROKING INSURANCE PREMIUMS	30/11/2017	1,282.23
EF106801	14981	CARDILE INTERNATIONAL FIREWORKS FIREWORKS SERVICES	30/11/2017	6,600.00
EF106802	15271	PLE COMPUTERS PTY LTD PLE CORPORATE IT COMPUTER HARDWARE	30/11/2017	1,238.00
EF106803	15393	STRATAGREEN HARDWARE SUPPLIES	30/11/2017	2,916.17
EF106804	15571	ADASOUND PUBLIC ADDRESS PA REPAIRS	30/11/2017	7,581.50
EF106805	15588	NATURAL AREA HOLDINGS PTY LTD WEED SPRAYING	30/11/2017	9,645.91
EF106806	15609	CATALYSE PTY LTD CONSULTANCY SERVICES	30/11/2017	24,200.00
EF106807	15678	A22 PEST CONTROL THE TRUSTEE FOR CALDOW TRADING TRUST PEST CONTROL	30/11/2017	2,736.00
EF106808	15746	WESTERN AUSTRALIA POLICE SERVICE POLICE CLEARANCES	30/11/2017	163.90
EF106809	15785	DIEBACK TREATMENT SERVICES CONSULTANCY SERVICES - ENVIRONMENTAL	30/11/2017	11,310.00
EF106810	15868	CARDNO (WA) PTY LTD CONSULTANCY SERVICES - ENGINEERING	30/11/2017	51,360.66
EF106811	16064	CMS ENGINEERING PTY LTD AIRCONDITIONING SERVICES	30/11/2017	17,174.61
EF106812	16107	WREN OIL WASTE DISPOSAL SERVICES	30/11/2017	16.50
EF106813	16108	ALTIFORM PTY LTD OUTDOOR FURNITURE	30/11/2017	2,281.40
EF106814	16396	MAYDAY EARTHMOVING ROAD CONSTRUCTION MACHINE HIRE	30/11/2017	39,039.00
EF106815	16510	LLOYD GEORGE ACOUSTICS PTY LTD CONSULTANCY SERVICES - ACOUSTIC	30/11/2017	6,457.00
EF106816	16548	RED HOT DESIGN T-SHIRTS/SCREEN PRINTING	30/11/2017	1,527.90
EF106817	16574	JONATHON DE HADLEIGH ENTERTAINMENT SERVICES	30/11/2017	1,550.00
EF106818	16894	TREBLEX INDUSTRIAL PTY LTD CHEMICALS - AUTOMOTIVE	30/11/2017	646.80
EF106819	16940	RAC SECURITY SERVICES SECURITY SERVICES	30/11/2017	200.00
EF106820	16985	WA PREMIX CONCRETE SUPPLIES	30/11/2017	14,801.60
EF106821	16997	AUS SECURE SECURITY SERVICES/PRODUCTS	30/11/2017	500.00
EF106822	17097	VALUE TISSUE PAPER PRODUCTS	30/11/2017	357.06
EF106823	17121	UNDERGROUND POWER DEVELOPMENT PTY LTD ELECTRICAL SERVICES	30/11/2017	14,245.00
EF106824	17471	PIRTEK (FREMANTLE) PTY LTD	30/11/2017	252.57

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		HOSES & FITTINGS		
EF106825	17555	ALLEASING PTY LTD LEASE REPAYMENTS	30/11/2017	206,287.66
EF106826	17600	ERECTOR (WA) GUARD RAILS	30/11/2017	39,852.62
EF106827	17827	NILSEN (WA) PTY LTD ELECTRICAL SERVICES	30/11/2017	3,541.21
EF106828	17887	RED SAND SUPPLIES PTY LTD MACHINERY HIRE	30/11/2017	66.00
EF106829	18114	BOLLIG DESIGN GROUP P/L ARCHITECTURAL SERVICES	30/11/2017	46,414.50
EF106830	18126	DELL AUSTRALIA PTY LTD COMPUTER HARDWARE	30/11/2017	3,680.60
EF106831	18147	AURECON AUSTRALASIA PTY LTD CONSULTANCY - CIVIL ENGINEERING	30/11/2017	423.50
EF106832	18203	NATSYNC ENVIRONMENTAL PEST CONTROL	30/11/2017	3,989.00
EF106833	18272	AUSTRACLEAR LIMITED INVESTMENT SERVICES	30/11/2017	109.23
EF106834	18508	JOHN TURNER BRICK LAYING SERVICES	30/11/2017	1,750.00
EF106835	18533	FRIENDS OF THE COMMUNITY INC. DONATION	30/11/2017	6,892.00
EF106836	18611	PERTH REGION NRM INC NATURAL RESOURCE MGT SERVICES	30/11/2017	5,500.00
EF106837	18695	MYAREE CRANE HIRE CRANE HIRE	30/11/2017	836.00
EF106838	18725	CLARE STACE STORYTELLING/ENTERTAINMENT SERVICES	30/11/2017	5,786.00
EF106839	18734	P & R EDWARDS ENTERTAINMENT SERVICES	30/11/2017	550.00
EF106840	18760	MELVILLE SUBARU VEHICLE PURCHASE	30/11/2017	36,487.03
EF106841	18764	AFFIRMATIVE GROUP BRICK PAVING SERVICES	30/11/2017	2,755.50
EF106842	18799	DOWN TO EARTH TRAINING & ASSESSING TRAINING SERVICES	30/11/2017	400.00
EF106843	18960	RESULTS SALES PROMOTION SALES PROMOTION	30/11/2017	2,278.70
EF106844	18962	SEALANES (1985) P/L CATERING SUPPLIES	30/11/2017	2,942.10
EF106845	19093	FAIRY QUEEN CAROLINE ENTERTAINMENT SERVICES	30/11/2017	550.00
EF106846	19107	FOREVER SHINING MONUMENT	30/11/2017	29,792.45
EF106847	19533	WOOLWORTHS LTD GROCERIES	30/11/2017	3,219.22
EF106848	19541	TURF CARE WA PTY LTD TURF SERVICES	30/11/2017	1,435.50
EF106849	19546	THE BIG PICTURE FACTORY PRINTING SERVICES	30/11/2017	345.40
EF106850	19649	TELSTRA NETWORK INTEGRITY SERVICES COMMUNICATION SERVICES	30/11/2017	84,322.59
EF106851	19657	BIGMATE MONITORING SERVICES PTY LTD COMPUTER HARDWARE/SOFTWARE	30/11/2017	510.40
EF106852	19713	DISKBANK CD'S & DVD'S	30/11/2017	1,447.60
EF106853	19718	SIFTING SANDS CLEANING SERVICES - SAND	30/11/2017	1,846.30
EF106854	20000	AUST WEST AUTO ELECTRICAL P/L AUTO ELECTRICAL SERVICES	30/11/2017	24,353.14
EF106855	20146	DATA#3 LIMITED CONTRACT IT PERSONNEL & SOFTWARE	30/11/2017	6,153.96
EF106856	20307	OCTAGON-BKG LIFTS MAINTENANCE SERVICES	30/11/2017	2,244.00
EF106857	20321	RIVERJET P/L EDUCATING-CLEANING SERVICES	30/11/2017	22,143.00
EF106858	20341	WILHELMINA MARIA HOUWEN GARDENING SERVICES	30/11/2017	2,730.00
EF106859	20535	HOME-GROWN THEATRE DRAMA CLASSES	30/11/2017	2,310.00
EF106860	20549	A1 CARPET, TILE & GROUT CLEANING CLEANING SERVICES - TILES/CARPET	30/11/2017	6,457.00
EF106861	20746	ACCUWEIGH WEIGHING EQUIPMENT	30/11/2017	929.50
EF106862	21005	BRAIN TEASERS OZ PTY LTD EDUCATIONAL PRODUCTS	30/11/2017	66.00
EF106863	21120	SHOREWATER MARINE PTY LTD MARINE CONSTRUCTION SERVICES	30/11/2017	5,976.08
EF106864	21127	JOANNA AYCKBOURN (VOICES IN SINC) INSTRUCTION - SINGING	30/11/2017	500.00
EF106865	21139	AUSTRAFFIC WA PTY LTD TRAFFIC SURVEYS	30/11/2017	6,996.00
EF106866	21193	SPM CONSULTANTS PTY LTD CONSULTANCY SERVICES	30/11/2017	2,091.21
EF106867	21291	CHITTERING VALLEY WORM FARM ENVIRONMENTAL EDUCATION	30/11/2017	3,040.00
EF106868	21294	CAT HAVEN ANIMAL SERVICES	30/11/2017	1,358.00
EF106869	21371	LD TOTAL SANPOINT PTY LTD LANDSCAPING WORKS/SERVICES	30/11/2017	65,240.38
EF106870	21397	THE PLAYROOM O'CONNOR TOYS AND GAMES	30/11/2017	519.26
EF106871	21463	CAPITAL FINANCE AUSTRALIA LTD FINANCIAL SERVICES - LEASE FINANCES	30/11/2017	4,474.47
EF106872	21529	BRAND SUCCESS PROMOTIONAL PRODUCTS	30/11/2017	1,243.00

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EF106873	21554	LADYBIRD ENTERTAINMENT ENTERTAINMENT SERVICES	30/11/2017	650.00
EF106874	21556	VITAL INTERPRETING PERSONNEL CONSULTANCY - EDUCATION	30/11/2017	810.70
EF106875	21627	MANHEIM PTY LTD IMPOUNDED VEHICLES	30/11/2017	103.40
EF106876	21665	MMJ REAL ESTATE (WA) PTY LTD PROPERTY MANAGEMENT SERVICES	30/11/2017	554.58
EF106877	21678	IANNELLO DESIGNS GRAPHIC DESIGN	30/11/2017	346.50
EF106878	21697	ICT EXPRESS PTY LTD CONSULTANCY SERVICES - IT	30/11/2017	2,801.70
EF106879	21744	JB HI FI - COMMERCIAL ELECTRONIC EQUIPMENT	30/11/2017	748.00
EF106880	21747	UNICARE HEALTH WHEELCHAIR HIRE	30/11/2017	542.00
EF106881	21782	WEST COAST TIMBER FLOORING FLOORING SUPPLIES	30/11/2017	1,210.00
EF106882	21915	ECOWATER SERVICES PTY LTD MAINTENANCE SERVICES - WASTE SYSTEMS	30/11/2017	405.70
EF106883	21946	RYAN'S QUALITY MEATS MEAT SUPPLIES	30/11/2017	2,216.37
EF106884	22106	INTELIFE GROUP SERVICES - DAIP	30/11/2017	6,050.88
EF106885	22182	K-LINE FENCING GROUP FENCING SERVICES	30/11/2017	7,227.00
EF106886	22308	DEPARTMENT OF AGRICULTURE & FOOD WEED CONTROL SERVICES/LAB ANALYSIS	30/11/2017	16,877.00
EF106887	22349	FREMANTLE TRAIL TRAILERS - BOAT AND BOX	30/11/2017	594.00
EF106888	22404	CLEVERPATCH PTY LTD ARTS/CRAFT SUPPLIES	30/11/2017	1,574.69
EF106889	22448	CAKES WEST PTY LTD CATERING	30/11/2017	88.92
EF106890	22553	BROWNES FOOD OPERATIONS CATERING SUPPLIES	30/11/2017	710.89
EF106891	22569	SONIC HEALTH PLUS PTY LTD MEDICAL SERVICES	30/11/2017	5,507.31
EF106892	22613	VICKI ROYANS ARTISTIC SERVICES	30/11/2017	600.00
EF106893	22619	KSC TRAINING TRAINING SERVICES	30/11/2017	660.00
EF106894	22624	AUSSIE EARTHWORKS PTY LTD EARTHWORKS	30/11/2017	29,376.00
EF106895	22639	SHATISH CHAUHAN TRAINING SERVICES - YOGA	30/11/2017	985.00
EF106896	22651	SPRAYMASTER SPRAY SHOP SPAYING EQUIPMENT	30/11/2017	1,380.66
EF106897	22658	SERCUL URBAN LANDCARE SERVICES	30/11/2017	495.00
EF106898	22681	ABBEY BLINDS PTY LTD BLINDS	30/11/2017	99.00
EF106899	22682	BEAVER TREE SERVICES PTY LTD TREE PRUNING SERVICES	30/11/2017	55,443.30
EF106900	22752	ELGAS LIMITED GAS SUPPLIES	30/11/2017	585.14
EF106901	22805	COVS PARTS PTY LTD MOTOR PARTS	30/11/2017	979.00
EF106902	22806	PUMA ENERGY (AUSTRALIA) FUELS PTY LTD FUEL SUPPLIES	30/11/2017	63,867.83
EF106903	22854	LGISWA INSURANCE PREMIUMS	30/11/2017	41,733.84
EF106904	22859	TOP OF THE LADDER GUTTER CLEANING GUTTER CLEANING SERVICES	30/11/2017	4,660.00
EF106905	22903	UNIQUE INTERNATIONAL RECOVERIES LLC DEBT COLLECTORS	30/11/2017	371.20
EF106906	22913	AUSTRALIAN OFFICE LEADING BRANDS.COM.AU ENVELOPES	30/11/2017	509.86
EF106907	22949	TASHANA LEE TWEDDLE HEAVENSTRINGS ENTERTAINMENT SERVICES - MUSIC	30/11/2017	1,685.00
EF106908	22967	BLUECHIP TIMING PTY LTD COMPUTER SOFTWARE	30/11/2017	6,490.55
EF106909	23253	KOTT GUNNING LEGAL SERVICES	30/11/2017	502.93
EF106910	23288	ARIANE ROEMMELE AMUSEMENT - CHILDREN'S ACTIVITIES	30/11/2017	605.00
EF106911	23298	THERAPY FOCUS ENTERTAINMENT SERVICES	30/11/2017	200.00
EF106912	23332	WRIGHTS HEAVY RECOVERY TOWING SERVICES	30/11/2017	550.00
EF106913	23348	ZUMBA WITH HONEY FITNESS CLASSES	30/11/2017	792.00
EF106914	23351	COCKBURN GP SUPER CLINIC LIMITED T/A COCKBURN INTEGRATED HEALTH LEASING FEES	30/11/2017	1,810.51
EF106915	23409	GLOBAL SYNTHETICS PTY LTD DRAINAGE, GEOTEXTILES	30/11/2017	3,139.51
EF106916	23457	TOTALLY WORK WEAR FREMANTLE CLOTHING - UNIFORMS	30/11/2017	2,996.48
EF106917	23570	A PROUD LANDMARK PTY LTD LANDSCAPE CONSTRUCTION SERVICES	30/11/2017	2,443.71
EF106918	23579	DAIMLER TRUCKS PERTH PURCHASE OF NEW TRUCK	30/11/2017	62,231.21
EF106919	23685	ASTRO SYNTHETIC TURF PTY LTD SITE INSPECTIONS	30/11/2017	495.00
EF106920	23858	SPECIALISED SECURITY SHREDDING DOCUMENT DESTRUCTION SERVICES	30/11/2017	70.84
EF106921	23971	FIND WISE LOCATION SERVICES	30/11/2017	3,367.65

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EF106922	24156	LOCATING SERVICES - UNDERGROUND <b>MASTEC AUSTRALIA PTY LTD</b> PURCHASE OF NEW BINS	30/11/2017	96,124.33
EF106923	24183	<b>WELLARD GLASS</b> GLASS REPAIR SERVICES	30/11/2017	22,735.60
EF106924	24189	<b>COMMUNITY TRANSFORMATIONS INC</b> TRAINING SERVICES	30/11/2017	2,500.00
EF106925	24195	<b>PAYNE'S WINDOW CLEANING AND SERVICES</b> WINDOW CLEANING SERVICES	30/11/2017	13,369.08
EF106926	24198	<b>RICOCHET CIRCUS</b> ENTERTAINMENT SERVICES	30/11/2017	2,310.00
EF106927	24275	<b>TRUCK CENTRE WA PTY LTD</b> PURCHASE OF NEW TRUCK	30/11/2017	825.00
EF106928	24281	<b>ECO LOGICAL AUSTRALIA PTY LTD</b> MAPPING SERVICES	30/11/2017	20,793.03
EF106929	24432	<b>TERRA WINES PTY LTD</b> LIQUOR SUPPLIES	30/11/2017	1,327.34
EF106930	24506	<b>AMARANTI'S PERSONAL TRAINING</b> PERSONAL TRAINING SERVICES	30/11/2017	375.00
EF106931	24557	<b>AVELING</b> CONSULTANCY SERVICES	30/11/2017	220.00
EF106932	24591	<b>BELLY DANCE BOMBSHELLS</b> ENTERTAINMENT SERVICES	30/11/2017	1,040.00
EF106933	24595	<b>CONTEMPORARY IMAGE PHOTOGRAPHY PTY LTD</b> PHOTOGRAPHY SERVICES	30/11/2017	1,969.00
EF106934	24599	<b>POOLWERX SPEARWOOD</b> ANALYTICAL SERVICES	30/11/2017	1,685.95
EF106935	24655	<b>AUTOMASTERS SPEARWOOD</b> VEHICLE SERVICING	30/11/2017	3,776.00
EF106936	24736	<b>ZENIEN</b> CCTV CAMERA LICENCES	30/11/2017	6,923.88
EF106937	24748	<b>PEARMANS ELECTRICAL &amp; MECHANICAL SERVICES P/L</b> ELECTRICAL SERVICES	30/11/2017	13,476.98
EF106938	24802	<b>SPARKLES CHILDREN'S ENTERTAINER</b> ENTERTAINMENT SERVICES	30/11/2017	250.00
EF106939	24862	<b>BEARDS SECURITY</b> SECURITY SERVICES	30/11/2017	200.00
EF106940	24864	<b>FREMANTLE FOOTBALL CLUB</b> REIMBURSEMENT - DEVELOPMENT COSTS	30/11/2017	69,039.10
EF106941	24945	<b>NS PROJECTS PTY LTD</b> PROJECT MANAGEMENT SERVICES	30/11/2017	2,967.25
EF106942	24959	<b>PERTH TEMPORARY AIRBRUSH TATTOOS</b> ENTERTAINMENT SERVICES	30/11/2017	700.00
EF106943	24974	<b>SCOTT PRINT</b> PRINTING SERVICES	30/11/2017	10,777.80
EF106944	24976	<b>SNAP PRINTING - COCKBURN CENTRAL</b> PRINTING SERVICES	30/11/2017	133.66
EF106945	25063	<b>SUPERIOR PAK PTY LTD</b> VEHICLE MAINTENANCE	30/11/2017	368.10
EF106946	25102	<b>FREMANTLE MOBILE WELDING</b> WELDING SERVICES	30/11/2017	12,084.60
EF106947	25115	<b>FIG</b> INVESTMENT MANAGEMENT SERVICES	30/11/2017	2,750.00
EF106948	25121	<b>IMAGESOURCE DIGITAL SOLUTIONS</b> BILLBOARDS	30/11/2017	19,128.99
EF106949	25158	<b>MPIRE SECURITY</b> SECURITY SERVICES	30/11/2017	6,949.16
EF106950	25264	<b>ACURIX NETWORKS PTY LTD</b> WIFI ACCESS SERVICE	30/11/2017	1,615.90
EF106951	25418	<b>CS LEGAL</b> LEGAL SERVICES	30/11/2017	31,270.62
EF106952	25586	<b>ENVIROVAP PTY LTD</b> HIRE OF LEACHATE UNITS	30/11/2017	3,410.00
EF106953	25644	<b>DYMOCKS GARDEN CITY</b> PURCHASE OF BOOKS	30/11/2017	842.43
EF106954	25645	<b>YELAKITJ MOORT NYUNGAR ASSOCIATION INC</b> WELCOME TO THE COUNTRY PERFORMANCES	30/11/2017	1,600.00
EF106955	25657	<b>LOCK JOINT AUSTRALIA THE TRUSTEE FOR THE GHERBAZ FAMILY TRUST</b> LOCKSMITH SERVICES	30/11/2017	858.00
EF106956	25713	<b>DISCUS ON DEMAND THE TRUSTEE FOR DISCUS ON DEMAND UNIT TRUST</b> PRINTING SERVICES	30/11/2017	1,580.89
EF106957	25733	<b>MIRACLE RECREATION EQUIPMENT</b> PLAYGROUND INSTALLATION / REPAIRS	30/11/2017	858.00
EF106958	25795	<b>DEPARTMENT OF PLANNING, LANDS AND HERITAGE (FREMANTLE PRISON)</b> TRANSFER OF LAND - LOT 2718 BENEDICK RD	30/11/2017	1,447.00
EF106959	25813	<b>LGCONNECT PTY LTD</b> DEVELOPMENT CONSULTANCY	30/11/2017	23,031.25
EF106960	25874	<b>BRIGHTSKY AUSTRALIA</b> HEALTHCARE PRODUCTS	30/11/2017	216.85
EF106961	25940	<b>LEAF BEAN MACHINE</b> COFFEE BEAN SUPPLY	30/11/2017	600.00
EF106962	25952	<b>CUTTING EDGES</b> SPARE PARTS	30/11/2017	2,288.90
EF106963	25962	<b>ALL LINES</b> LINEMARKING SERVICES	30/11/2017	4,730.00
EF106964	26020	<b>GRANT ELEVATORS</b> LIFT MAINTENANCE	30/11/2017	858.00
EF106965	26029	<b>AUTOSWEEP WA</b> SWEEPING SERVICES	30/11/2017	3,938.00
EF106966	26067	<b>SPRAYKING WA PTY LTD</b> CHEMICAL WEED CONTROL SERVICES	30/11/2017	9,492.95
EF106967	26110	<b>DASH CIVIL CONTRACTING</b> CONCRETING SERVICES	30/11/2017	6,935.50
EF106968	26114	<b>GRACE RECORDS MANAGEMENT</b> RECORDS MANAGEMENT SERVICES	30/11/2017	1,805.87
EF106969	26120	<b>ECOBURBIA</b> ENVIRONMENTAL WASTE WORKSHOPS	30/11/2017	675.00



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EF106970	26121	COCKBURN COMMUNITY MEN'S SHED INC FABRICATION SERVICES	30/11/2017	250.00
EF106971	26160	CORROSION CONTROL ENGINEERING (WA) PTY LTD CONSULTANCY SERVICES	30/11/2017	2,614.70
EF106972	26173	SOUTHSIDE PLUMBING PLUMBING SERVICES	30/11/2017	638.00
EF106973	26195	PLAY CHECK CONSULTING SERVICES	30/11/2017	165.00
EF106974	26211	AMCOM PTY LTD INTERNET/DATA SERVICES	30/11/2017	16,159.11
EF106975	26251	HEALING INDIA GLASS AND GIFTWARES FACILITATION SERVICES - WORKSHOPS	30/11/2017	200.00
EF106976	26257	PAPERBARK TECHNOLOGIES ARBORICULTURAL CONSULTANCY SERVICES	30/11/2017	5,520.00
EF106977	26303	GECKO CONTRACTING TURF & LANDSCAPE MAINTENANCE TURF & LANDSCAPE MAINTENANCE	30/11/2017	134,583.26
EF106978	26314	CPE GROUP TEMPORARY EMPLOYMENT SERVICES	30/11/2017	1,811.19
EF106979	26321	SKATEBOARDING WA SKATEBOARDING CLINICS	30/11/2017	6,000.00
EF106980	26330	KENNARDS HIRE - BIBRA LAKE EQUIPMENT HIRE	30/11/2017	54.00
EF106981	26354	ELECTROFEN REPAIR SERVICES - SECURITY FENCES	30/11/2017	529.10
EF106982	26359	WILSON SECURITY SECURITY SERVICES	30/11/2017	393,842.96
EF106983	26369	ALL RETAINING SYSTEMS CONSTRUCTION SERVICES	30/11/2017	8,415.00
EF106984	26399	PAPERSCOUT THE TRUSTEE FOR PETERS MORRISON FAMILY TRUST GRAPHIC DESIGN SERVICES	30/11/2017	3,168.00
EF106985	26403	CHES POWER GROUP ENGINEERING SOLUTIONS / BACK UP GENERATO	30/11/2017	641.70
EF106986	26418	INTEGRANET TECHNOLOGY GROUP PTY LTD ICT CONSULTANCY SERVICES	30/11/2017	15,070.00
EF106987	26419	EQUIFAX AUSTRALASIA CREDIT RATINGS PTY LTD CREDIT REFERENCE CHECKS	30/11/2017	987.80
EF106988	26423	ALPHA PEST ANIMAL SOLUTIONS INVASIVE SPECIES PTY LTD PEST CONTROL SERVICES	30/11/2017	1,353.00
EF106989	26442	BULLANT SECURITY PTY LTD KEY WEST LOCK SERVICE & SALES LOCKSMITH & SECURITY SERVICES	30/11/2017	8,642.40
EF106990	26470	SCP CONSERVATION AND LAND MANAGEMENT FENCING SERVICES	30/11/2017	26,274.69
EF106991	26516	ULTIMATE LIMESTONE CONSTRUCTION SERVICES	30/11/2017	18,810.00
EF106992	26533	CURTIN UNIVERSITY OF TECHNOLOGY PROGRAM ASSESSMENTS	30/11/2017	88.00
EF106993	26549	SHARON GREGORY (KOORT-KADAK CONSULTANCY) CONSULTANCY SERVICES	30/11/2017	50.00
EF106994	26561	MOSS AND FERN FLORIST	30/11/2017	120.00
EF106995	26574	EVA BELLYDANCE ENTERTAINMENT - BELLY DANCING	30/11/2017	375.00
EF106996	26576	WIZARD TRAINING SOLUTIONS TRAINING SERVICES	30/11/2017	2,310.00
EF106997	26580	ONYX FIT PTY LTD PERSONAL TRAINING, MUAY THIA, BOXING	30/11/2017	1,200.00
EF106998	26586	WA TEMPORARY FENCING SUPPLIES FENCING - TEMPORARY	30/11/2017	935.00
EF106999	26588	SOURCE SEPARATION SYSTEMS P/L PROVIDING WASTE AND RECYCLING BINS	30/11/2017	405.71
EF107000	26606	ENVIRO INFRASTRUCTURE PTY LTD BUILDING CONSTRUCTION & FABRICATION	30/11/2017	66,511.10
EF107001	26613	AVE BIN AND BBQ CLEANING PTY LTD CLEANING SERVICES (BBQ - BINS)	30/11/2017	3,753.50
EF107002	26614	MARKETFORCE PTY LTD ADVERTISING	30/11/2017	3,124.90
EF107003	26619	SPEARWOOD NEWS DELIVERY NEWSPAPER DELIVERY	30/11/2017	1,402.47
EF107004	26625	ANDOVER DETAILERS CAR DETAILING SERVICES	30/11/2017	1,107.56
EF107005	26639	SAFEGUARD INDUSTRIES SECURITY DOORS, SCREENS AND ROLLER SHUTT	30/11/2017	1,900.00
EF107006	26641	ELIZABETH SHELDON ENTERTAINER - MUSICIAN	30/11/2017	2,750.00
EF107007	26643	APOLLO FABRICATIONS FABRICATION SERVICES	30/11/2017	6,880.50
EF107008	26650	CARNIVAL AMUSEMENTS RIDES AND AMUSEMENTS	30/11/2017	5,080.00
EF107009	26655	WORLDWIDE PRINTING SOLUTIONS EAST PERTH PRINTING SERVICES	30/11/2017	5,742.00
EF107010	26663	PERTH KIDS PARTY HIRE CHILDRENS PARTY HIRE	30/11/2017	745.00
EF107011	26673	PROJECT 3 PTY LTD EVENT AND MARKETING AGENCY	30/11/2017	30,800.00
EF107012	26707	A1 MARIO COTELLESA ENTERTAINMENT SERVICES	30/11/2017	880.00
EF107013	26709	TALIS CONSULTANTS PTY LTD WASTE CONSULTANCY	30/11/2017	10,673.85
EF107014	26713	STONERIDGE QUARRIES WA RECYCLING SERVICES	30/11/2017	991.74
EF107015	26721	QUAD SERVICES PTY LTD CLEANING SERVICES	30/11/2017	19,427.73
EF107016	26732	AMARE SAFETY CLOTHING UNIFORMS	30/11/2017	659.80
EF107017	26735	SHANE MCMASTER SURVEYS SURVEY SERVICES	30/11/2017	17,325.00
EF107018	26738	BUBBLE SOCCER PERTH	30/11/2017	1,050.00

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		SOCCER		
EF107019	26739	<b>KERB DOCTOR</b> KERB MAINTENANCE	30/11/2017	4,436.30
EF107020	26746	<b>MOWER CITY</b> LAWN MAINTENANCE	30/11/2017	1,931.00
EF107021	26747	<b>BELL-VISTA FRUIT &amp; VEG</b> FRUIT AND VEGETABLES.	30/11/2017	1,748.29
EF107022	26754	<b>INSIGHT CALL CENTRE SERVICES</b> CALL CENTRE SERVICES	30/11/2017	5,324.12
EF107023	26756	<b>TRENCHBUSTERS PTY LTD</b> EARTHMOVING	30/11/2017	330.00
EF107024	26757	<b>INCREDIBLE CREATURES MOBILE FARM</b> BRINGING ANIMALS TO SHOWS FOR PUBLIC INT	30/11/2017	1,320.00
EF107025	26759	<b>METRO FILTERS</b> CANOPY, FLUE AND FANS CLEANIND AND FILTE	30/11/2017	39.60
EF107026	26761	<b>THE SAND CARD COMPANY</b> ENTERTAINMENT SERVICES	30/11/2017	1,450.00
EF107027	26766	<b>JPW EARTHMOVING PTY LTD</b> EARTHMOVING SERVICES	30/11/2017	2,618.00
EF107028	26768	<b>ESPLANADE HOTEL FREMANTLE BY RYDGES</b> VENUE HIRE	30/11/2017	26,819.50
EF107029	26770	<b>LAKESIDE MOWERS &amp; MOTORCYCLES</b> REPAIRS/MAINTENANCE SERVICES	30/11/2017	157.50
EF107030	26771	<b>INSTANT PRODUCTS HIRE</b> PORTABLE TOILET HIRE	30/11/2017	3,149.30
EF107031	26773	<b>LASER CORPS COMBAT ADVENTRUES</b> ENTRY FEES	30/11/2017	1,040.00
EF107032	26780	<b>METROPOLITAN OMNIBUS COMPANY</b> BUS HIRE	30/11/2017	440.00
EF107033	26786	<b>NUTURF</b> HERBICIDE PRODUCTS	30/11/2017	341.00
EF107034	26791	<b>MONSTERBALL AMUSEMENT &amp; HIRE</b> AMUSEMENT HIRE	30/11/2017	2,280.00
EF107035	26811	<b>ROMERI MOTOR TRIMMERS</b> UPHOLSTERY REPAIR	30/11/2017	99.00
EF107036	26818	<b>THE MAZE</b> AMUSEMENT	30/11/2017	540.00
EF107037	26819	<b>JANDAKOT EARTHMOVING &amp; RURAL CONTRACTORS</b> HIRE SERVICES - EARTHMOVING EQUIPMENT	30/11/2017	1,320.00
EF107038	26823	<b>THE FREEDOM FAIRIES</b> AMUSEMENT	30/11/2017	1,793.00
EF107039	26824	<b>WEB KEY IT PTY LTD</b> WEBSITE CONSULTANCY	30/11/2017	2,351.80
EF107040	26830	<b>ECO EATS CATERING</b> CATERING	30/11/2017	676.20
EF107041	26831	<b>AFL SPORTS READY LTD</b> EDUCATION & TRAINING	30/11/2017	1,339.49
EF107042	26843	<b>ERGOLINK</b> ERGONOMIC OFFICE FURNITURE	30/11/2017	2,856.75
EF107043	26854	<b>IFAP</b> TRAINING	30/11/2017	2,394.00
EF107044	26888	<b>MEDIA ENGINE</b> GRAPHIC DESIGN, MARKETING, VIDEO PRODUCT	30/11/2017	970.00
EF107045	26893	<b>THE BASKETBALL MAN</b> SPORTING GOODS	30/11/2017	330.00
EF107046	26898	<b>SPANDEX ASIA PACIFIC PTY LTD</b> SIGNAGE SUPPLIER	30/11/2017	7,427.09
EF107047	26900	<b>BG &amp; E PTY LTD</b> CONSULTING ENGINEERING	30/11/2017	2,640.00
EF107048	26901	<b>ALYKA PTY LTD</b> DIGITAL CONSULTANCY AND WEB DEVELOPMENT	30/11/2017	12,993.75
EF107049	26904	<b>GREEN SERVICES</b> SUSTAINABILITY EDUCATION FOR HOUSEHOLDS	30/11/2017	4,500.00
EF107050	26909	<b>WEST COAST PROFILERS PTY LTD</b> ROAD PLANING COLD SERVICES	30/11/2017	83,069.23
EF107051	26911	<b>HARVEY NORMAN OCONNOR</b> RETAIL	30/11/2017	398.00
EF107052	26913	<b>MIRANDA KISSELL CONTRACTING</b> CARPENTRY SERVICES	30/11/2017	23,362.20
EF107053	26916	<b>ROCKY BAY INC</b> DISABILITY SERVICES PROVIDER	30/11/2017	3,902.10
EF107054	26917	<b>CIRRUS NETWORKS PTY LTD</b> IT SERVICES	30/11/2017	3,060.42
EF107055	26921	<b>JULIET COGHLAN - PHOTOGRAPHER</b> PHOTOGRAPHY SERVICIES	30/11/2017	1,280.00
EF107056	26929	<b>ELAN ENERGY MATRIX PTY LTD</b> RECYCLING SERVICES	30/11/2017	827.30
EF107057	26934	<b>VULTURE CULTURE</b> EVENTS MANAGEMENT	30/11/2017	13,750.00
EF107058	26935	<b>IRRIGATION WA PTY LTD</b> IRRIGATION SERVICES	30/11/2017	613.25
EF107059	26938	<b>MAJESTIC PLUMBING</b> PLUMBING	30/11/2017	36,232.96
EF107060	26940	<b>FLOORWEST</b> FLOOR COVERINGS	30/11/2017	14,245.00
EF107061	26946	<b>AV TRUCK SERVICES PTY LTD</b> TRUCK DEALERSHIP	30/11/2017	2,212.19
EF107062	26962	<b>DESERT SHADOW PTY LTD</b> ARTISTIC	30/11/2017	1,140.00
EF107063	26964	<b>SOUTH METROPOLITAN TAFE</b> EDUCATION	30/11/2017	617.74
EF107064	26971	<b>MAD COW ENTERTAINMENT</b> AMUSEMENT	30/11/2017	955.00
EF107065	26977	<b>THE YOUNG BOXING WOMAN PROJECT</b> TRAINING/MENTORING	30/11/2017	2,000.00
EF107066	26982	<b>PLANTRITE</b> PLANTS	30/11/2017	570.08

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EF107067	26983	HITECH SPORTS PTY LTD SPORTING EQUIPMENT	30/11/2017	434.50
EF107068	26985	ACCESS ICON PTY LTD DRAINAGE PRODUCTS	30/11/2017	4,086.50
EF107069	26987	CTI RISK MANAGEMENT SECURITY - CASH COLLECTION	30/11/2017	1,247.40
EF107070	26991	OUT OF THE BOX COMMUNITY EVENTS PTY LTD AMUSEMENT	30/11/2017	5,217.30
EF107071	27000	PONY CYCLES PERTH HIRE SERVICE - TOYS	30/11/2017	365.80
EF107072	27002	COCKBURN PARTY HIRE HIRE SERVICES	30/11/2017	13,404.00
EF107073	27006	BIBRA LAKE IGA XPRESS LIQUOR SUPPLIES	30/11/2017	1,777.02
EF107074	27007	LADY LATTE COFFEE VENDOR	30/11/2017	114.50
EF107075	27010	QUANTUM BUILDING SERVICES PTY LTD BUILDING MAINTENANCE	30/11/2017	7,166.50
EF107076	27015	INTELLI TRAC GPS TRACKING	30/11/2017	2,577.37
EF107077	27027	FRIG TECH WA REFRIDGERATION SERVICES	30/11/2017	1,412.86
EF107078	27031	DOWNER EDI WORKS PTY LTD ASPHALT SERVICES	30/11/2017	235,699.27
EF107079	27032	WTP AUSTRALIA PTY LTD QUANTITY SURVEYORS	30/11/2017	2,090.00
EF107080	27044	GRAFFITI SYSTEMS AUSTRALIA GRAFFITI REMOVAL & ANTI-GRAFFITI COATING	30/11/2017	12,601.56
EF107081	27045	GANTNER ELECTRONICS PTY LTD ELECTRICAL	30/11/2017	6,060.45
EF107082	27046	TFH HIRE SERVICES PTY LTD HIRE FENCING	30/11/2017	646.25
EF107083	27052	EVENT MARQUEES MARQUEE HIRE	30/11/2017	1,914.50
EF107084	27054	VOCUS PTY LTD TELECOMMUNICATIONS	30/11/2017	548.90
EF107085	27059	FRONTLINE FIRE AND RESCUE EQUIPMENT MANUFACTURE-FIRE VEHICLES/EQUIPMENT	30/11/2017	8,092.68
EF107086	27063	NATURE PLAY SOLUTIONS PLAYGROUND DESIGN/CONSULTANCY	30/11/2017	31,128.78
EF107087	27064	COMMUNITY FIRST INTERNATIONAL DISABILITY SERVICES	30/11/2017	2,629.00
EF107088	27065	WESTBOOKS BOOKS	30/11/2017	4,960.22
EF107089	27072	NORDIC FITNESS EQUIPMENT FITNESS EQUIPMENT	30/11/2017	945.00
EF107090	27077	CARBON NEUTRAL CARBON SOLUTIONS PROVIDER	30/11/2017	4,950.00
EF107091	27078	INFOCOUNCIL PTY LTD SOFTWARE	30/11/2017	39,267.60
EF107092	27082	KULBARDI PTY LTD STATIONERY SUPPLIES	30/11/2017	1,332.38
EF107093	27085	SAVILLS PROJECT MANAGEMENT PTY LTD PROJECT MANAGEMENT	30/11/2017	18,196.16
EF107094	27093	MAGNETIC AUTOMATION PTY LTD GATES/BARRIERS	30/11/2017	352.00
EF107095	27098	Q2 (Q-SQUARED) DIGITAL DATA SERVICE	30/11/2017	8,800.00
EF107096	27104	BLACK DIAMOND SECURITY (AUSTRALIA) PTY LTD SECURITY	30/11/2017	10,979.10
EF107097	27120	SEE CLEARLY NOW PTY LTD CONSULTANCY - RISK MANAGEMENT	30/11/2017	2,090.00
EF107098	27130	OOH MEDIA SOCIAL SPORTS PTY LTD DIGITAL MARKETING & SOFTWARE SERVICE PRO	30/11/2017	682.00
EF107099	27132	WILMA SCENINI TRAINING & INSTRUCTOR	30/11/2017	500.00
EF107100	27150	ALUMINIUM SEATING SPECIALISTS MANUFACTURING & SUPPLYING ALUMINIUM FURNI	30/11/2017	3,267.00
EF107101	27152	THE KILPATRICK GDOWSKI TRUST ARCHITECTURE, DESIGN, MASTERPLANNING	30/11/2017	825.00
EF107102	27153	C R WARNE TROPHIES PTY. LTD TROPHIES, PLAQUES	30/11/2017	414.92
EF107103	27154	SUEZ RECYCLING & RECOVERY PTY LTD WASTE SERVICES	30/11/2017	32,329.62
EF107104	27165	LYP NATURE PLAY STYLE EQUIPMENT	30/11/2017	1,661.00
EF107105	27166	TJS SERVICES (WA) PTY LTD FACILITY MAINTENANCE SERVICES	30/11/2017	50,071.64
EF107106	27168	NIGHTLIFE MUSIC PTY LTD MUSIC MANAGEMENT	30/11/2017	506.00
EF107107	27177	INITIAL HYGIENE HYGIENE	30/11/2017	2,602.76
EF107108	27183	ANGELA ROSSEN EDUCATION & COMMUNITY OUTREACH	30/11/2017	660.00
EF107109	27185	STONECRAFT MASONRY SOLUTIONS STONE MASON	30/11/2017	4,400.00
EF107110	27186	DIVERSE IT PTY LTD IT SERVICES	30/11/2017	5,456.00
EF107111	27194	ANIMAL CARE EQUIPMENT & SERVICES AUSTRALIA PTY LTD ANIMAL HANDLING & CATCHING EQUIPMENT	30/11/2017	1,167.00
EF107112	27195	ALLFLOW INDUSTRIAL OIL WATER SEPARATORS	30/11/2017	1,562.00
EF107113	27205	CAMERON CHISHOLM NICOL ARCHITECTURAL SERVICES	30/11/2017	840.00
EF107114	27207	PETER HOBBS ARCHITECT ARCHITECTURAL SERVICES	30/11/2017	600.00
EF107115	27208	THE HIRE GUYS BALCATT AND OSBORNE PARK	30/11/2017	872.00

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EF107116	27209	EQUIPMENT HIRE <b>AXIS PLUMBING WA (SMALL WORKS) PTY LTD</b> PLUMBING	30/11/2017	1,005.51
EF107117	27210	<b>URBAN DESIGN LAB</b> LANDSCAPE DESIGN	30/11/2017	600.00
EF107118	27211	<b>CHRIS MELSOM</b> URBAN PLANNING AND DESIGN	30/11/2017	600.00
EF107119	27217	<b>CROTHERS CONSTRUCTION PTY LTD</b> BUILDING CONSTRUCTION SERVICES	30/11/2017	604,020.99
EF107120	27226	<b>SHOWTIME ATTRACTIONS PTY LTD</b> ENTERTAINMENT	30/11/2017	3,850.00
EF107121	27237	<b>LOBEL EVENTS</b> EVENT LIGHTING	30/11/2017	5,325.10
EF107122	27240	<b>CREATIVE DESIGN MODELS</b> SCULPTURE	30/11/2017	2,420.00
EF107123	27242	<b>KP ELECTRIC (AUSTRALIA) PTY LTD</b> ELECTRICAL SERVICES	30/11/2017	28,329.35
EF107124	27244	<b>XTREME BOUNCE PARTY HIRE</b> AMUSEMENT HIRE	30/11/2017	2,460.00
EF107125	27246	<b>VEALE AUTO PARTS</b> SPARE PARTS MECHANICAL	30/11/2017	690.00
EF107126	27257	<b>BLACKWELL &amp; ASSOCIATES</b> LANDSCAPE ARCHITECTS	30/11/2017	9,308.97
EF107127	27260	<b>EQUAL DISABILITY CONSULTANTS</b> CONSULTANCY - DISABILITY	30/11/2017	13,464.00
EF107128	27263	<b>KOMPAN PLAYScape PTY LTD</b> PLAYGROUND EQUIPMENT/PARTS	30/11/2017	7,084.00
EF107129	27269	<b>INTEGRAPAY PTY LTD</b> PAYMENT PROCESSING	30/11/2017	12,023.99
EF107130	27272	<b>BRIDGE HEALTH PTY LTD</b> SPEECH PATHOLOGY SERVICES	30/11/2017	386.25
EF107131	27274	<b>FORTH CONSULTING PTY LTD</b> ENGINEERING SERVICES	30/11/2017	10,450.00
EF107132	27275	<b>HOSPITALITY TOTAL SERVICES</b> HOSPITALITY CONSULTANTS	30/11/2017	10,378.50
EF107133	27282	<b>PERTH PLAYGROUND AND RUBBER</b> PLAYGROUND EQUIP	30/11/2017	27,886.00
EF107134	27283	<b>THE TRUSTEE FOR THE PECKHAM FAMILY TRUST</b> SPORT SURFACES INSTALLATION	30/11/2017	37,180.00
EF107135	27285	<b>XTREME FIRE DETECTION</b> FIRE SAFETY	30/11/2017	2,307.80
EF107136	27288	<b>URBIS</b> CONSULTANCY - PROPERTY	30/11/2017	19,462.30
EF107137	27290	<b>COASTMAC TRAILERS</b> SPECIALTY TRAILER MANUFACTURE	30/11/2017	11,720.00
EF107138	27292	<b>TOM STODDART PTY LTD</b> PARKS FURNITURE	30/11/2017	3,377.00
EF107139	27294	<b>THE TRUSTEE FOR THE MILLENIUM TRUST</b> LANDSCAPING	30/11/2017	111,534.84
EF107140	27295	<b>SON ENERGY SOLUTIONS</b> ELECTRICAL / ENERGY AUDITS	30/11/2017	7,920.00
EF107141	27296	<b>SIMBA GLOBAL (SIMBA AUSTRALIA)</b> BRANDED MERCHANDISE	30/11/2017	983.95
EF107142	27297	<b>ALS INDUSTRIAL PTY LTD</b> MATERIALS TESTING	30/11/2017	2,233.00
EF107143	27306	<b>LASSO E&amp;P PTY LTD</b> ADVERTISING	30/11/2017	491.00
EF107144	27308	<b>JATU CLOTHING &amp; PPE PTY LTD</b> CLOTHING PPE	30/11/2017	1,087.57
EF107145	27310	<b>SWIMPLEX AQUATICS PTY LTD</b> POOL EQUIPMENT MAINTENANCE	30/11/2017	2,915.00
EF107146	27316	<b>TACT ART</b> ARTISTIC SERVICES	30/11/2017	1,100.00
EF107147	27319	<b>NATURE CALLS PORTABLE TOILETS</b> HIRE - PORTABLE LOOS	30/11/2017	847.00
EF107148	27323	<b>GO NUTZ COFFEE AND DONUTZ</b> CATERING SERVICES	30/11/2017	250.00
EF107149	27325	<b>NATIONAL TRADE SUPPLIER</b> BUILDING MODIFICATIONS & EDITIONS	30/11/2017	539.00
EF107150	27330	<b>THE NOSTALGIA BOX</b> VIDEO GAME CONSOLE MUSEUM	30/11/2017	800.00
EF107151	27337	<b>CHRISTINE GROOM</b> ENVIRONMENTAL CONSULTANT	30/11/2017	230.00
EF107152	27341	<b>MEGA OFFICE SUPPIES</b> STATIONERY	30/11/2017	1,940.00
EF107153	27343	<b>ATION PTY LTD</b> CONSULTANCY - FITNESS INDUSTRY	30/11/2017	6,600.00
EF107154	11867	<b>KEVIN JOHN ALLEN</b> MONTHLY COUNCILLOR ALLOWANCE & EXPENSE REIMB	30/11/2017	2,784.99
EF107155	12740	<b>MAYOR LOGAN HOWLETT</b> MONTHLY COUNCILLOR ALLOWANCE	30/11/2017	11,325.83
EF107156	19059	<b>CAROL REEVE-FOWKES</b> MONTHLY COUNCILLOR ALLOWANCE	30/11/2017	2,613.67
EF107157	20634	<b>LEE-ANNE SMITH</b> MONTHLY COUNCILLOR ALLOWANCE	30/11/2017	4,465.00
EF107158	21185	<b>BART HOUWEN (SINCE CANCELLED)</b> MONTHLY COUNCILLOR ALLOWANCE	30/11/2017	2,613.67
EF107159	23338	<b>STEVE PORTELLI</b> MONTHLY COUNCILLOR ALLOWANCE	30/11/2017	2,613.67
EF107160	23339	<b>STEPHEN PRATT</b> MONTHLY COUNCILLOR ALLOWANCE	30/11/2017	2,613.67
EF107161	25352	<b>LYNDSEY SWEETMAN (SINCE CANCELLED)</b> MONTHLY COUNCILLOR ALLOWANCE	30/11/2017	2,613.67
EF107162	25353	<b>PHILIP EVA</b> MONTHLY COUNCILLOR ALLOWANCE	30/11/2017	2,613.67
EF107163	26696	<b>CHAMONIX TERBLANCHE</b> MONTHLY COUNCILLOR ALLOWANCE	30/11/2017	2,613.67

Payment Ref.	Account No.	Account/Payee	Date	Value
EF107164	27326	<b>MICHAEL SEPAROVICH</b> MONTHLY COUNCILLOR ALLOWANCE	30/11/2017	2,613.67
EF107165	27327	<b>CHONTELLE SANDS</b> MONTHLY COUNCILLOR ALLOWANCE	30/11/2017	2,613.67
EF107166	23250	<b>DEPARTMENT OF PLANNING</b> DAP APPLICATIONS & DAP FEES	30/11/2017	4,548.00
EF107167	88888	<b>AIGLE ROYAL DEVELOPMENTS PTY LTD</b> MAINTENANCE BOND REFUND	30/11/2017	16,424.12
EF107168	88888	<b>ALL EARTH GROUP PTY LTD</b> BOND REFUND	30/11/2017	8,208.08
EF107169	88888	<b>ENLIGHTENING MINDS</b> HALL BOND REFUND	30/11/2017	23.43
EF107170	88888	<b>HADI EMAMIFAR</b> HALL BOND REFUND	30/11/2017	150.00
EF107171	88888	<b>SWIFTFLOW</b> BOND REFUND	30/11/2017	1,000.00
EF107172	99997	<b>AURELIE WALSH</b> COMPOST BIN REBATE: AURELIE WALSH	30/11/2017	50.00
EF107173	99997	<b>JANDAKOT FLYERS LITTLE ATHLETICS CLUB</b> KIDSPORT INV KS0014535 X 3	30/11/2017	600.00
EF107174	99997	<b>FREMANTLE PCYC</b> KIDSPORT INVOICE KS014621	30/11/2017	148.50
EF107175	99997	<b>VERONICA GARCIA</b> JUNIOR NETBALL REFUND	30/11/2017	495.00
EF107176	99997	<b>BATEMAN BULLCREEK LITTLE ATHLETICS CLUB</b> KIDSPORT INVOICE KS014629	30/11/2017	400.00
EF107177	99997	<b>COOGEE BEACH CARAVAN RESORT SOCIAL CLUB</b> DELEGATED AUTHORITY LGACS2	30/11/2017	65.00
EF107178	99997	<b>ST JEROMES SENIORS CENTRE</b> DELEGATED AUTHORITY LGACS2	30/11/2017	65.00
EF107179	99997	<b>HAMILTON HILL COMMUNITY GROUP</b> DONATION DA LGACS2	30/11/2017	200.00
EF107180	99997	<b>COCKBURN STATE EMERGENCY SERVICES</b> REIMBURSE COCKBURN STATE EMERGENCY	30/11/2017	2,550.95
EF107181	99997	<b>YANGEBUP PRIMARY</b> DONATION TO SCHOOLS - ACS7	30/11/2017	240.00
EF107182	99997	<b>FREMANTLE PCYC</b> KIDSPORT INV KS014724 - JULIAN MOBILY	30/11/2017	220.00
EF107183	99997	<b>JAMES GERARD</b> COMPOST BIN REBATE-JAMES GERARD	30/11/2017	50.00
EF107184	99997	<b>JANE DULISSE</b> COMPOST BIN REBATE-JANE DULISSE	30/11/2017	50.00
EF107185	99997	<b>MICHAEL PRINCE</b> COMPOST BIN REBATE - MICHAEL PRINCE	30/11/2017	50.00
EF107186	99997	<b>CONCETTA ALVARO</b> COMPOST BIN REBATE - CONCETTA ALVARO	30/11/2017	50.00
EF107187	99997	<b>MEI PING WU</b> COMPOST BIN REBATE - MEI PING WU	30/11/2017	50.00
EF107188	99997	<b>YEOW LENG JAQUELINE CHAN</b> COMPOST BIN REBATE-YEOW CHAN	30/11/2017	50.00
EF107189	99997	<b>JENNIFER AND WILLIAM HOWES</b> COMPOST BIN REBATE- JENNIFER HOWES	30/11/2017	50.00
EF107190	99997	<b>YVONNE HAYNES</b> COMPOST BIN REBATE- YVONNE HAYNES	30/11/2017	50.00
EF107191	99997	<b>KERRY AND ROBERT NICHOLS</b> COMPOST BIN REBATE-KERRY NICHOLS	30/11/2017	50.00
EF107192	99997	<b>DANIEL RIVAS</b> COMPOST BIN REBATE - DANIEL RIVAS	30/11/2017	50.00
EF107193	99997	<b>KATHRYN VAN VUGT</b> BIRD BATH REBATE FORM	30/11/2017	42.50
EF107194	99997	<b>FREMANTLE PCYC</b> KIDSPORT INVOICE KS014753 - GEORGINA	30/11/2017	220.00
EF107195	99997	<b>CAMBIO CUMBRE FUTSAL CLUB</b> KID SPORT INV-KS014660	30/11/2017	200.00
EF107196	99997	<b>JANET WELLS</b> REIMBURSEMENT OF MILEAGE	30/11/2017	30.75
EF107197	99997	<b>COOLBELLUP COMMUNITY SCHOOL</b> DONATION TO SCHOOLS - ACS7	30/11/2017	253.00
EF107198	99997	<b>COCKBURN BASKETBALL ASSOCIATION INC</b> KIDSPORT INV KS014870 - D KAZEMBE	30/11/2017	220.00
EF107199	99997	<b>SPEARWOOD PRIMARY SCHOOL</b> DONATION TO SCHOOLS - ACS7	30/11/2017	240.00
EF107200	99997	<b>CASSANDRA COOPER</b> REIMBURSEMENT OF FOOD PURCHASED SPRING F	30/11/2017	408.00
EF107201	99997	<b>ELIZAVETA ALEXANDROVNA PARNOVA</b> JUNIOR SPORTS TRAVEL ASSISTANCE AWARDS N	30/11/2017	500.00
EF107202	99997	<b>ASSISTING YOUR LIFE TO ACHIEVE (AYLA)</b> DONATION	30/11/2017	5,000.00
EF107203	99997	<b>JANDAKOT BUSHFIRE BRIGADE</b> REIMBURSEMENT JANDAKOT BUSHFIRE BRIGADE	30/11/2017	466.45
EF107204	99997	<b>MRS SALLY PARMENTER</b> UNI FEES SALLY PARAMENTER INV 8929242	30/11/2017	962.00
EF107205	99997	<b>WILLETTON BASEBALL CLUB INC.</b> KID SPORT INV - KS014805 EVAN AND MITCHE	30/11/2017	440.00
EF107206	99997	<b>GAUTAM ARORA</b> CROSSOVER CONTRIBUTION 66 HANBURY LOOP	30/11/2017	300.00
EF107207	99997	<b>INSOO HONG</b> CROSSOVER CONTRIBUTION 32 GORRINGE STREET	30/11/2017	300.00
EF107208	99997	<b>BRYAN ANNEN</b> CROSSOVER CONTRIBUTION 54 DAVILAK AVENUE	30/11/2017	300.00
EF107209	99997	<b>EDWIN SHEEHY</b> CROSSOVER CONTRIBUTION 11 CRYSTALLINE RD	30/11/2017	300.00
EF107210	99997	<b>FRANCIS SAMONG</b> CROSSOVER CONTRIBUTION 139 TINDAL AVENUE	30/11/2017	300.00
EF107211	99997	<b>RISHI BHARDWAJ</b> CROSSOVER CONTRIBUTION 22 SUNSTON BLVD	30/11/2017	300.00
EF107212	99997	<b>EPHRAIM MONTEIRO</b>	30/11/2017	300.00

Payment Ref.	Account No.	Account/Payee	Date	Value
EF107213	99997	CROSSOVER CONTRIBUTION 26 BRONZITE ROAD <b>SERENA &amp; SELWYN KIPLING</b>	30/11/2017	300.00
EF107214	99997	CROSSOVER CONTRIBUTION 43 LULLWORTH <b>MARIUS FREISLICH</b>	30/11/2017	300.00
EF107215	99997	CROSSOVER CONTRIBUTION 24 STORYBOOK WAY <b>MEGAN BELL</b>	30/11/2017	150.00
EF107216	99997	BIBRA LAKE FUN RUN PRIZEMONEY <b>ELLA MATTHEWS</b>	30/11/2017	100.00
EF107217	99997	BIBRA LAKE FUN RUN PRIZEMONEY <b>NADIA GODLEY</b>	30/11/2017	50.00
EF107218	99997	BIBRA LAKE FUN RUN PRIZEMONEY <b>BLAKE TREGONING</b>	30/11/2017	150.00
EF107219	99997	BIBRA LAKE FUN RUN PRIZEMONEY <b>BARTON MINCHAM</b>	30/11/2017	100.00
EF107220	99997	BIBRA LAKE FUN RUN PRIZEMONEY <b>CIARAN MUDIE</b>	30/11/2017	50.00
EF107221	99997	BIBRA LAKE FUN RUN PRIZEMONEY <b>MELANY SMART</b>	30/11/2017	150.00
EF107222	99997	BIBRA LAKE FUN RUN PRIZEMONEY <b>MADISON GOOD</b>	30/11/2017	100.00
EF107223	99997	BIBRA LAKE FUN RUN PRIZEMONEY <b>LUCY LONNQVIST</b>	30/11/2017	50.00
EF107224	99997	BIBRA LAKE FUN RUN PRIZEMONEY <b>MJ JANSEN VAN RENSBURG</b>	30/11/2017	150.00
EF107225	99997	BIBRA LAKE FUN RUN PRIZEMONEY <b>MITCH THOMAS</b>	30/11/2017	100.00
EF107226	99997	BIBRA LAKE FUN RUN PRIZEMONEY <b>JACO JANSEN VAN RENSBURG</b>	30/11/2017	50.00
EF107227	99997	BIBRA LAKE FUN RUN PRIZEMONEY <b>LORETTA WESLEY</b>	30/11/2017	250.00
EF107228	99997	BIBRA LAKE FUN RUN PRIZEMONEY <b>VANESSA CARSON</b>	30/11/2017	200.00
EF107229	99997	BIBRA LAKE FUN RUN PRIZEMONEY <b>GISELLE ALLIEX</b>	30/11/2017	150.00
EF107230	99997	BIBRA LAKE FUN RUN PRIZEMONEY <b>MATT SMITH</b>	30/11/2017	250.00
EF107231	99997	BIBRA LAKE FUN RUN PRIZEMONEY <b>KURT WESLEY</b>	30/11/2017	200.00
EF107232	99997	BIBRA LAKE FUN RUN PRIZEMONEY <b>GEOFF DAVEY</b>	30/11/2017	150.00
EF107233	99997	BIBRA LAKE FUN RUN PRIZEMONEY <b>SUE ZLNAY</b>	30/11/2017	150.00
EF107234	99997	BIBRA LAKE FUN RUN PRIZEMONEY <b>KERRIE TOMLINSON</b>	30/11/2017	100.00
EF107235	99997	BIBRA LAKE FUN RUN PRIZEMONEY <b>CATH BRADSHAW</b>	30/11/2017	50.00
EF107236	99997	BIBRA LAKE FUN RUN PRIZEMONEY <b>MICHAEL KOWAL</b>	30/11/2017	150.00
EF107237	99997	BIBRA LAKE FUN RUN PRIZEMONEY <b>GIOVANNI PUGLISI</b>	30/11/2017	100.00
EF107238	99997	BIBRA LAKE FUN RUN PRIZEMONEY <b>CHRIS GORE</b>	30/11/2017	50.00
EF107239	99997	BIBRA LAKE FUN RUN PRIZEMONEY <b>CHRISTIAN RUGGIERO</b>	30/11/2017	500.00
EF107240	99997	BAND - FROSH FESTIVAL <b>CSDA</b>	30/11/2017	265.32
EF107241	99997	TRANSACTION CHARGES FOR CENTREPAY <b>RYAN PALMER</b>	30/11/2017	50.00
EF107242	99997	COMPOST BIN REBATE - RYAN PALMER <b>JANDAKOT BUSHFIRE BRIGADE</b>	30/11/2017	2,000.00
EF107243	99997	REIMBURSEMENT JANDAKOT BUSHFIRE BRIGADE <b>DELYN CUNNINGHAM</b>	30/11/2017	50.00
EF107244	99997	CAT STERILISATION SUBSIDY - DELYN <b>LEE MURPHY</b>	30/11/2017	50.00
EF107245	99997	COMPOST BIN REFUND <b>ZIBO YE</b>	30/11/2017	50.00
EF107246	99997	COMPOST BIN REFUND <b>SAMAD SAMADI</b>	30/11/2017	300.00
EF107247	99997	CROSSOVER CONTRIBUTION <b>COCKBURN MASTERS SWIMMING CLUB</b>	30/11/2017	12,500.00
EF107248	99997	SPONSORSHIP <b>SOUTHERN LIONS RUGBY UNION FOOTBALL CLUB</b>	30/11/2017	10,000.00
EF107249	99997	SPONSORSHIP <b>NATURE PLAY WA</b>	30/11/2017	10,000.00
EF107250	99997	SPONSORSHIP <b>DANIELLE'S DARKROOM</b>	30/11/2017	3,000.00
EF107251	99997	SPONSORSHIP <b>JERVOISE BAY SAILING CLUB</b>	30/11/2017	12,500.00
EF107252	99997	SPONSORSHIP <b>COCKBURN JUNIOR CRICKET CLUB</b>	30/11/2017	4,950.00
EF107253	99997	COMMUNITY GRANT - 50TH ANNIVERSARY EVENT <b>YANGEBUP PROGRESS ASSOCIATION</b>	30/11/2017	2,000.00
EF107254	99997	COMMUNITY GRANT - CHRISTMAS NATIVITY PRO <b>ALZHEIMERS AUSTRALIA WA LTD</b>	30/11/2017	587.94
EF107255	99997	COMMUNITY GRANT- VOLUNTEERING PROGRAM <b>VINCENT &amp; ANITA CULLEN</b>	30/11/2017	50.00
EF107256	99997	COMPOST BIN REBATE - V & A CULLEN <b>TS COCKBURN WELFARE FUND</b>	30/11/2017	200.00
EF107257	99997	KIDSPORT INV KS015090 - S CAMPBELL <b>TS COCKBURN WELFARE FUND</b>	30/11/2017	200.00
EF107258	99997	KIDSPORT INV KS015091 - T CAMPBELL <b>JI JIE JIAU</b>	30/11/2017	39.90
EF107259	99997	COMPOST BIN REBATE <b>COCKBURN BASKETBALL ASSOCIATION INC</b>	30/11/2017	220.00
EF107260	99997	KIDSPORT INVOICE KS015098 <b>CANCER COUNCIL</b>	30/11/2017	714.80
		PINK RIBBON DAY DONATION		

Payment Ref.	Account No.	Account/Payee	Date	Value
EF107261	99997	COOGEE BEACH PROGRESS ASSOCIATION DELEGATED AUTHORITY LGACS7	30/11/2017	302.50
EF107262	99997	JR PROPERTY SERVICES TRAILER PASS REFUND - RYAN DE JONGE	30/11/2017	45.00
EF107263	99997	MARIE LA FREN AIS REIMBURSEMENT FOR PURCHASE OF	30/11/2017	152.50
EF107264	99997	DEPARTMENT OF HUMAN SERVICES HALL BOND REFUND -DPT.HUMAN SERVICES	30/11/2017	450.00
EF107265	99997	RENZY ENRIQUEZ ARC MEMBERSHIP REFUND - RENZY ENRIQUEZ	30/11/2017	60.00
EF107266	99997	THE POSTER GIRLS DISTRIBUTION OF 70 POSTERS	30/11/2017	102.40
EF107267	10047	ALINTA ENERGY NATURAL GAS & ELECTRCITY SUPPLY	30/11/2017	85,942.53
EF107268	11794	SYNERGY ELECTRICITY USAGE/SUPPLIES	30/11/2017	276,435.95
EF107269	12025	TELSTRA CORPORATION COMMUNICATIONS SERVICES	30/11/2017	2,209.48
EF107270	99996	SCOTT PARK GROUP RATES REFUND	30/11/2017	817.40
EF107271	99996	PERTH PATIO MAGIC RATES REFUND	30/11/2017	147.00
EF107272	99996	PIRAN GROUP RATES REFUND	30/11/2017	294.00
EF107273	99996	MATTEO RUOCCO RATES REFUND	30/11/2017	198.75
EF107274	99996	PTG CONSTRUCTION & DEVELOPMENT RATES REFUND	30/11/2017	288.00
EF107275	99996	DACSON PTY LTD RATES REFUND	30/11/2017	96.00
EF107276	99996	PAUL BARRY PHILLIPS RATES REFUND	30/11/2017	30.00
EF107277	99996	EAMON GREGORY RYAN RATES REFUND	30/11/2017	147.00
EF107278	99996	DOROTHY PARKER RATES REFUND	30/11/2017	30.00
EF107279	99996	LIA STEAD RATES REFUND	30/11/2017	15.00
EF107280	99996	MEND AUSTRALIA PTY LTD RATES REFUND	30/11/2017	400.00
EF107281	99996	EGON HOCHKIRCHER RATES REFUND	30/11/2017	222.21
EF107282	99996	KALMAR FACTORY DIRECT RATES REFUND	30/11/2017	147.00
EF107283	99996	LD & CL COOPER RATES REFUND	30/11/2017	476.34
EF107284	99996	SHERYL BUSHBY RATES REFUND	30/11/2017	250.00
EF107285	99996	DOMINIQUE NELSON RATES REFUND	30/11/2017	1,586.79
EF107286	99996	SAMUEL CORBO RATES REFUND	30/11/2017	1,754.31
EF107287	99996	FP OPERATING ACCOUNT RATES REFUND	30/11/2017	2,338.44
EF107288	99996	LM & RJ DUNCAN RATES REFUND	30/11/2017	206.73
EF107289	99996	METRO SETTLEMENTS TRUST ACCOUNT RATES REFUND	30/11/2017	222.83
EF107290	99996	KRISTINE A MARSHALL RATES REFUND	30/11/2017	1,020.00
EF107291	99996	AVANTE REAL ESTATE TRUST ACCOUNT RATES REFUND	30/11/2017	448.00
EF107292	99996	JAMES GOW RATES REFUND	30/11/2017	2,869.48
EF107293	99996	JANELLE WHYTE RATES REFUND	30/11/2017	1,000.00
EF107294	99996	DW FLETT PTY LTD RATES REFUND	30/11/2017	3,643.62
EF107295	99996	STEFFI NADILO RATES REFUND	30/11/2017	30.00
EF107296	99996	NAOMI CHAPPELL RATES REFUND	30/11/2017	150.00
		<b>LESS CANCELLED PAYMENTS:</b>		
EF106501		AURELIE WALSH	2/11/2017	-50.00
EF106125		KOSMIC ELECTRONIC INDUSTRIES	2/11/2017	-9,613.00
EF106536		KARATE UNION OF AUSTRALIA	2/11/2017	-200.00
EF106537		KARATE UNION OF AUSTRALIA	2/11/2017	-200.00
EF106463		S AND J LIPPERT	2/11/2017	-400.00
EF106462		MELVILLE JUNIOR FOOTBALL CLUB	2/11/2017	-120.00
EF106208		GIANT AUTOS (1997) PTY LTD	2/11/2017	-24,426.60
EF106553		PURE HOMES (B1 HOMES)	2/11/2017	-817.40
EF106552		FIRST CHOICE PATIOS	2/11/2017	-159.35
EF106611		MAURICE REPHAEL	10/11/2017	-300.00
EF106644		ASSISTING YOUR LIFE TO ACHIEVE (AYLA)	27/11/2017	-5,000.00
		<b>PAYMENT LIST TOTAL</b>		<b>8,447,321.12</b>
		<b>BANK FEES AND CREDIT CARD PAYMENTS:</b>		
		BANK FEES		
		MERCHANT FEES COC		4,552.40
		MERCHANT FEES SLLC		
		MERCHANT FEES ARC		
		MERCHANT FEES VARIOUS OUT CENTRES		
		NATIONAL BPAY CHARGE		2,547.84
		RTGS/ACLR FEE		32.00
		NAB TRANSACT FEE		

Payment Ref.	Account No.	Account/Payee	Date	Value
		MERCHANDISE / OTHER FEES		
		CBA CREDIT CARD PAYMENT		139,216.48
				<b>146,348.72</b>
		<b>FAMILY DAY CARE AND IN HOME CARE PAYMENTS:</b>		
		FDC PAYMENTS		146,653.13
		IHC PAYMENTS		259,729.16
				<b>406,382.29</b>
		<b>PAYROLL PAYMENTS:</b>		
1/11/2017		COC24/10/17 Pmt 000106051349 City of Cockburn		\$ 2,662.36
1/11/2017		COC31/10/17 Pmt 000106105732 City of Cockburn		\$ 1,295,244.82
2/11/2017		COC02/11/17 Pmt 000106154392 City of Cockburn		\$ 624.00
2/11/2017		COC02/11/17 Pmt 000106197439 City of Cockburn		\$ 2,106.88
3/11/2017		COC03/11/17 Pmt 000106276900 City of Cockburn		\$ 2,507.13
15/11/2017		COC03/11/17 Pmt 000106797181 City of Cockburn		\$ 4,770.39
15/11/2017		COC14/11/17 Pmt 000106860612 City of Cockburn		\$ 1,305,098.46
16/11/2017		COC16/11/17 Pmt 000106938895 City of Cockburn		\$ 1,232.50
21/11/2017		COC20/11/17 Pmt 000107161677 City of Cockburn		\$ 545.00
29/11/2017		COC17/11/17 Pmt 000107554216 City of Cockburn		\$ 6,783.70
29/11/2017		COC28/11/17 Pmt 000107614925 City of Cockburn		\$ 1,313,569.13
29/11/2017		Rebank 4104 Pmt 000107621112 City of Cockburn		\$ 1,340.90
30/11/2017		COC30/11/17 Pmt 000107711997 City of Cockburn		\$ 812.61
				<b>3,937,297.88</b>
		<b>TOTAL PAYMENTS</b>		<b>12,937,350.01</b>



**DECEMBER PAYMENTS SUMMARY****ELECTRONIC FUNDS TRANSFER PAYMENT – 605**

EF107297– EF107901

**CHEQUE PAYMENTS - Nil****CANCELLED PAYMENTS - 11**EF107239  
EF107245  
EF107240  
EF107246  
EF107161  
EF107158  
EF107221  
EF107217  
EF107168  
026958  
026930



## DECEMBER PAYMENTS LISTING

## MUNICIPAL &amp; TRUST FUND

Payment	Account	Account/Payee	Date	Value
EF107297	11758	WATER CORP UTILITY ACCOUNT ONLY - PLEASE REFER TO 11760 WHEN RAISING PO WATER USAGE / SUNDRY CHARGES	4/12/2017	17,634.20
EF107298	10152	AUST SERVICES UNION PAYROLL DEDUCTIONS	4/12/2017	1,290.01
EF107299	10154	AUSTRALIAN TAXATION OFFICE PAYROLL DEDUCTIONS	4/12/2017	409,691.00
EF107300	10305	CHILD SUPPORT AGENCY PAYROLL DEDUCTIONS	4/12/2017	3,781.69
EF107301	10733	HOSPITAL BENEFIT FUND PAYROLL DEDUCTIONS	4/12/2017	310.65
EF107302	11001	LOCAL GOVERNMENT RACING & CEMETERIES EMPLOYEES UNION LGRCEU PAYROLL DEDUCTIONS	4/12/2017	184.50
EF107303	11857	CHAMPAGNE SOCIAL CLUB PAYROLL DEDUCTIONS	4/12/2017	536.80
EF107304	11860	45S CLUB PAYROLL DEDUCTIONS	4/12/2017	18.00
EF107305	12025	TELSTRA CORPORATION COMMUNICATIONS SERVICES	4/12/2017	15,206.03
EF107306	18553	SELECTUS PTY LTD PAYROLL DEDUCTIONS	4/12/2017	14,310.11
EF107307	19726	HEALTH INSURANCE FUND OF WA PAYROLL DEDUCTIONS	4/12/2017	1,191.40
EF107308	25987	TOYOTA FLEET MANAGEMENT PAYROLL DEDUCTIONS - NOVATED LEASE	4/12/2017	608.14
EF107309	88888	ANGELA CORNELIO BOND REFUND	4/12/2017	5,000.00
EF107310	99996	DALE AND KAREN MILES 1117518	4/12/2017	1,821.57
EF107311	99997	DENISE AND JAMES BROWN PAYMENT FOR LAND	4/12/2017	12,000.00
EF107312	99997	LINDA AND SOO KEE CHAN PAYMENT FOR LAND	4/12/2017	9,770.00
EF107313	26987	CTI RISK MANAGEMENT SECURITY - CASH COLLECTION	5/12/2017	2,993.70
EF107314	99996	TK DANCE RATES REFUND	5/12/2017	4,176.45
EF107315	99997	NADIA GODLEY BIBRA LAKE FUN RUN PRIZEMONEY	5/12/2017	50.00
EF107316	99997	MELANY SMART BIBRA LAKE FUN RUN PRIZEMONEY	5/12/2017	150.00
EF107317	99997	CHRISTIAN RUGGIERO FROSH FESTIVAL 2018 - BAND	5/12/2017	500.00
EF107318	99997	CSDA OFFICIAL DEPARTMENTAL RECEIPT INVOICE 180073979 DEPT OF HUMAN SERVIC	5/12/2017	265.32
EF107319	99997	ZIBO YE COMPOST BIN REFUND	5/12/2017	50.00
EF107320	99997	SAMAD SAMADI TABAR MONFARED CROSSOVER CONTRIBUTION 10 DALMATIA COURT	5/12/2017	300.00
EF107321	99997	LORETTA WESLEY BIBRA LAKE FUN RUN PRIZEMONEY - ADDITION	5/12/2017	50.00
EF107322	99997	MATT SMITH BIBRA LAKE FUN RUN PRIZEMONEY - ADDITION	5/12/2017	50.00
EF107323	10244	BUILDING & CONST INDUSTRY TRAINING FUND LEVY PAYMENT	10/12/2017	51,748.33
EF107324	16396	MAYDAY EARTHMOVING ROAD CONSTRUCTION MACHINE HIRE	10/12/2017	59,983.00
EF107325	23302	BUILDING SERVIC BUILDING SERVICES LEVIES	10/12/2017	51,732.51
EF107326	11741	WESTERN AUSTRALIAN TREASURY CORPORATION LOAN REPAYMENTS DIRECT DEBIT	27/12/2017	1,583,000.00
EF107327	26517	CLICKSUPER PAYROLL DEDUCTIONS	7/12/2017	496,041.52
EF107328	26987	CTI RISK MANAGEMENT SECURITY - CASH COLLECTION	12/12/2017	3,669.35
EF107329	10152	AUST SERVICES UNION PAYROLL DEDUCTIONS	18/12/2017	1,290.00
EF107330	10154	AUSTRALIAN TAXATION OFFICE PAYROLL DEDUCTIONS	18/12/2017	421,481.00
EF107331	10305	CHILD SUPPORT AGENCY PAYROLL DEDUCTIONS	18/12/2017	3,786.88
EF107332	10733	HOSPITAL BENEFIT FUND PAYROLL DEDUCTIONS	18/12/2017	310.65
EF107333	11001	LOCAL GOVERNMENT RACING & CEMETERIES EMPLOYEES UNION LGRCEU PAYROLL DEDUCTIONS	18/12/2017	184.50
EF107334	11857	CHAMPAGNE SOCIAL CLUB PAYROLL DEDUCTIONS	18/12/2017	544.00
EF107335	11860	45S CLUB PAYROLL DEDUCTIONS	18/12/2017	18.00
EF107336	18553	SELECTUS PTY LTD PAYROLL DEDUCTIONS	18/12/2017	16,012.60
EF107337	19726	HEALTH INSURANCE FUND OF WA PAYROLL DEDUCTIONS	18/12/2017	1,191.40
EF107338	25987	TOYOTA FLEET MANAGEMENT PAYROLL DEDUCTIONS - NOVATED LEASE	18/12/2017	608.14
EF107339	10747	IINET LIMITED INTERNET SERVICES	22/12/2017	455.19
EF107340	11758	WATER CORP UTILITY ACCOUNT ONLY - PLEASE REFER TO 11760 WHEN RAISING PO WATER USAGE / SUNDRY CHARGES	22/12/2017	36,032.42
EF107341	10009	AAA PRODUCTION SERVICES AUDIO EQUIPMENT HIRE	22/12/2017	7,944.01
EF107342	10058	ALSCO PTY LTD HYGIENE SERVICES/SUPPLIES	22/12/2017	4,698.02
EF107343	10091	ASLAB PTY LTD ASPHALTING SERVICES/SUPPLIES	22/12/2017	8,272.91
EF107344	10118	AUSTRALIA POST POSTAGE CHARGES	22/12/2017	29,945.56
EF107345	10160	DORMA AUSTRALIA PTY LTD AUTOMATIC DOOR SERVICES	22/12/2017	1,457.50

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EF107346	10165	<b>BANANAS THE CLOWN</b> JUGGLING LESSONS	22/12/2017	480.00
EF107347	10170	<b>MACRI PARTNERS</b> AUDITING SERVICES	22/12/2017	1,294.70
EF107348	10201	<b>BIG W DISCOUNT STORES</b> VARIOUS SUPPLIES	22/12/2017	191.00
EF107349	10207	<b>BOC GASES</b> GAS SUPPLIES	22/12/2017	1,175.73
EF107350	10212	<b>BOSS BOLLARDS</b> SECURITY PRODUCTS	22/12/2017	498.30
EF107351	10219	<b>BOUSFIELDS MENSWEAR</b> CLOTHING SUPPLIES	22/12/2017	515.00
EF107352	10221	<b>BP AUSTRALIA LIMITED</b> DIESEL/PETROL SUPPLIES	22/12/2017	28,482.73
EF107353	10226	<b>BRIDGESTONE AUSTRALIA LTD</b> TYRE SERVICES	22/12/2017	14,290.43
EF107354	10246	<b>BUNNINGS BUILDING SUPPLIES PTY LTD</b> HARDWARE SUPPLIES	22/12/2017	2,502.60
EF107355	10247	<b>BUNZL AUSTRALIA LTD</b> PAPER/PLASTIC/CLEANING SUPPLIES	22/12/2017	798.78
EF107356	10255	<b>CABCHARGE AUSTRALIA PTY LTD</b> CABCHARGES	22/12/2017	847.14
EF107357	10256	<b>CABLE LOCATES &amp; CONSULTING</b> LOCATING SERVICES	22/12/2017	638.00
EF107358	10321	<b>CITY OF CANNING</b> LOST/DAMAGED BOOK FEES	22/12/2017	10,260.69
EF107359	10333	<b>CJD EQUIPMENT PTY LTD</b> HARDWARE SUPPLIES	22/12/2017	1,529.68
EF107360	10346	<b>COATES HIRE OPERATIONS PTY LTD</b> EQUIPMENT HIRING SERVICES	22/12/2017	229.02
EF107361	10375	<b>VEOLIA ENVIRONMENTAL SERVICES</b> WASTE SERVICES	22/12/2017	6,234.34
EF107362	10386	<b>COMMUNITY NEWSPAPER GROUP</b> ADVERTISING SERVICES	22/12/2017	15,705.53
EF107363	10456	<b>DATANET PTY LTD</b> SOFTWARE MODIFICATIONS	22/12/2017	6,630.77
EF107364	10483	<b>LANDGATE</b> MAPPING/LAND TITLE SEARCHES	22/12/2017	9,166.89
EF107365	10526	<b>E &amp; MJ ROSHER PTY LTD</b> MOWER PARTS	22/12/2017	11,358.10
EF107366	10528	<b>EASIFLEET MANAGEMENT</b> VEHICLE LEASE	22/12/2017	568.90
EF107367	10535	<b>WORKPOWER INCORPORATED</b> EMPLOYMENT SERVICES - PLANTING	22/12/2017	7,929.88
EF107368	10580	<b>FC COURIERS</b> COURIER SERVICES	22/12/2017	1,466.84
EF107369	10590	<b>DEPARTMENT OF FIRE AND EMERGENCY SERVICES</b> ESL LEVY & RELATED COSTS	22/12/2017	4,791,981.16
EF107370	10597	<b>FLEXI STAFF PTY LTD</b> EMPLOYMENT SERVICES	22/12/2017	22,352.13
EF107371	10609	<b>FORESTVALE TREES P/L</b> PLANTS - TREES/SHRUBS	22/12/2017	990.00
EF107372	10611	<b>FORPARK AUSTRALIA</b> PLAYGROUND EQUIPMENT	22/12/2017	22,000.00
EF107373	10679	<b>GRASSTREES AUSTRALIA</b> PLANTS & PLANTING SERVICES	22/12/2017	4,642.00
EF107374	10708	<b>HEAVY AUTOMATICS PTY LTD</b> EQUIPMENT MAINTENANCE SERVICES	22/12/2017	366.25
EF107375	10732	<b>HORIZONS WEST BUS &amp; COACHLINES</b> TRANSPORTATION SERVICES	22/12/2017	720.50
EF107376	10779	<b>J F COVICH &amp; CO PTY LTD</b> ELECTRICAL SERVICES	22/12/2017	19,864.26
EF107377	10787	<b>JANDAKOT ACCIDENT REPAIR CENTRE</b> PANEL BEATING SERVICES	22/12/2017	986.79
EF107378	10794	<b>JASON SIGNMAKERS</b> SIGNS	22/12/2017	298.54
EF107379	10814	<b>JR &amp; A HERSEY PTY LTD</b> SAFETY CLOTHING SUPPLIES	22/12/2017	653.40
EF107380	10859	<b>LAKELAND SENIOR HIGH SCHOOL</b> DONATION - CHRISTMAS ON GREEN MUSIC EVENT	22/12/2017	500.00
EF107381	10883	<b>LIFTRITE HIRE &amp; SALES</b> LIFTING SERVICES	22/12/2017	385.00
EF107382	10888	<b>LJ CATERERS</b> CATERING SERVICES	22/12/2017	6,474.05
EF107383	10892	<b>LOCAL GOVERNMENT PROFESSIONALS AUSTRALIA WA</b> SUBSCRIPTION	22/12/2017	1,450.00
EF107384	10913	<b>BUCHER MUNICIPAL PTY LTD</b> PURCHASE OF NEW PLANT / REPAIR SERVICES	22/12/2017	834.85
EF107385	10917	<b>MAGIC NISSAN</b> PURCHASE OF VEHICLES, PARTS & REPAIRS	22/12/2017	20,073.60
EF107386	10923	<b>MAJOR MOTORS PTY LTD</b> REPAIRS/MAINTENANCE SERVICES	22/12/2017	202.71
EF107387	10942	<b>MCGEES PROPERTY</b> PROPERTY CONSULTANCY SERVICES	22/12/2017	1,925.00
EF107388	10944	<b>MCLEODS</b> LEGAL SERVICES	22/12/2017	41,669.11
EF107389	10968	<b>MINIQUIP</b> HIRING SERVICES	22/12/2017	574.75
EF107390	10973	<b>MIRCO BROS PTY LTD</b> FERTILISER SUPPLIES	22/12/2017	215.60
EF107391	10982	<b>MODERN TEACHING AIDS PTY LTD</b> TEACHING AIDS	22/12/2017	2,530.48
EF107392	11022	<b>NATIVE ARC</b> GRANTS & DONATIONS	22/12/2017	536.00
EF107393	11028	<b>NEVERFAIL SPRINGWATER LTD</b> BOTTLED WATER SUPPLIES	22/12/2017	682.97
EF107394	11036	<b>NORTHLAKE ELECTRICAL</b> ELECTRICAL SERVICES	22/12/2017	47,510.23
EF107395	11039	<b>NOVUS AUTO GLASS</b> WINDSCREEN REPAIR SERVICES	22/12/2017	320.00
EF107396	11068	<b>VODAFONE HUTCHISON AUSTRALIA PTY LTD</b> PAGING SERVICES	22/12/2017	665.50

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EF107397	11077	<b>P &amp; G BODY BUILDERS PTY LTD</b> PLANT BODY BUILDING SERVICES	22/12/2017	4,384.60
EF107398	11182	<b>PREMIUM BRAKE &amp; CLUTCH SERVICE</b> BRAKE SERVICES	22/12/2017	10,070.06
EF107399	11205	<b>QUALITY TRAFFIC MANAGEMENT PTY LTD</b> TRAFFIC CONTROL SERVICES	22/12/2017	40,804.65
EF107400	11208	<b>QUICK CORPORATE AUSTRALIA PTY LTD</b> STATIONERY/CONSUMABLES	22/12/2017	3,980.52
EF107401	11244	<b>RESEARCH SOLUTIONS PTY LTD</b> RESEARCH SERVICES	22/12/2017	27,312.46
EF107402	11264	<b>ROCLA PIPELINE PRODUCTS</b> CONCRETE LINER SUPPLIES	22/12/2017	30,920.23
EF107403	11307	<b>SATELLITE SECURITY SERVICES PTY LTD</b> SECURITY SERVICES	22/12/2017	9,046.90
EF107404	11308	<b>BOSS INDUSTRIAL FORMALLY SBA SUPPLIES</b> HARDWARE SUPPLIES	22/12/2017	2,714.50
EF107405	11337	<b>SHERIDANS FOR BADGES</b> NAME BADGES & ENGRAVING	22/12/2017	607.75
EF107406	11361	<b>SIGMA CHEMICALS PTY LTD</b> CHEMICAL SUPPLIES	22/12/2017	4,762.23
EF107407	11425	<b>SOUTHERN METROPOLITAN REGIONAL COUNCIL</b> WASTE DISPOSAL GATE FEES	22/12/2017	577,777.61
EF107408	11483	<b>ST JOHN AMBULANCE AUST WA OPERATIONS</b> FIRST AID COURSES	22/12/2017	267.12
EF107409	11496	<b>STANLEE WA LTD</b> CATERING EQUIPMENT/SUPPLIES	22/12/2017	160.50
EF107410	11502	<b>STATE LAW PUBLISHER</b> ADVERTISING SERVICES	22/12/2017	164.08
EF107411	11546	<b>T FAULKNER &amp; CO</b> INSTALLATIONS/SUPPLY OF HAND RAILS	22/12/2017	6,450.40
EF107412	11557	<b>TECHNOLOGY ONE LTD</b> IT CONSULTANCY SERVICES	22/12/2017	106,510.91
EF107413	11625	<b>TOTAL EDEN PTY LTD</b> RETICULATION SUPPLIES	22/12/2017	107,441.94
EF107414	11642	<b>TRAILER PARTS PTY LTD</b> TRAILER PARTS	22/12/2017	225.65
EF107415	11651	<b>TREE WATERING SERVICES</b> TREE WATERING SERVICES	22/12/2017	15,664.00
EF107416	11657	<b>TRUCKLINE PARTS CENTRES</b> AUTOMOTIVE SPARE PARTS	22/12/2017	90.93
EF107417	11658	<b>TRUGRADE MEDICAL SUPPLIES</b> MEDICAL SUPPLIES	22/12/2017	55.70
EF107418	11667	<b>TURFMASTER FACILITY MANAGEMENT</b> TURFING SERVICES	22/12/2017	5,500.00
EF107419	11699	<b>VERNON DESIGN GROUP</b> ARCHITECTURAL SERVICES	22/12/2017	9,834.00
EF107420	11701	<b>VIBRA INDUSTRIA</b> FILTER SUPPLIES	22/12/2017	502.70
EF107421	11722	<b>WA HINO SALES &amp; SERVICE</b> PURCHASE OF NEW TRUCKS / MAINTENANCE	22/12/2017	4,365.78
EF107422	11739	<b>WA SPIT ROAST COMPANY</b> CATERING SERVICES	22/12/2017	6,849.75
EF107423	11773	<b>WESFARMERS LANDMARK LIMITED</b> CHEMICAL SUPPLIES	22/12/2017	4,686.00
EF107424	11787	<b>DEPT OF TRANSPORT</b> VEHICLE SEARCH FEES	22/12/2017	56.95
EF107425	11789	<b>WALGA</b> ADVERTISING/TRAINING SERVICES	22/12/2017	2,575.00
EF107426	11793	<b>WESTERN IRRIGATION PTY LTD</b> IRRIGATION SERVICES/SUPPLIES	22/12/2017	10,994.85
EF107427	11795	<b>WESTERN POWER</b> ELECTRICAL SERVICES	22/12/2017	515,096.00
EF107428	11806	<b>WESTRAC PTY LTD</b> REPAIRS/MTNCE - EARTHMOVING EQUIPMENT	22/12/2017	2,704.69
EF107429	11810	<b>ABAXA PREVIOUSLY WH LOCATIONS</b> LOCATING SERVICES	22/12/2017	2,553.10
EF107430	11828	<b>WORLDWIDE ONLINE PRINTING - O'CONNOR</b> PRINTING SERVICES	22/12/2017	1,697.85
EF107431	11841	<b>YANGEBUP FAMILY CENTRE INC</b> VENUE HIRE / GRANTS & DONATIONS	22/12/2017	440.00
EF107432	11854	<b>ZIPFORM</b> PRINTING SERVICES	22/12/2017	4,677.54
EF107433	11873	<b>WATTLEUP TRACTORS</b> PURCHASE MOWER	22/12/2017	54,193.30
EF107434	11985	<b>IVO GRUBELICH</b> BUS HIRE	22/12/2017	429.00
EF107435	12153	<b>HAYS PERSONNEL SERVICES PTY LTD</b> EMPLOYMENT SERVICES	22/12/2017	6,558.20
EF107436	12194	<b>MOMAR AUSTRALIA PTY LTD</b> HARDWARE SUPPLIES	22/12/2017	717.75
EF107437	12207	<b>CIVICA PTY LTD</b> SOFTWARE SUPPORT/LICENCE FEES	22/12/2017	1,576.52
EF107438	12295	<b>STEWART &amp; HEATON CLOTHING CO. PTY LTD</b> CLOTHING SUPPLIES	22/12/2017	1,212.68
EF107439	12394	<b>MP ROGERS &amp; ASSOCIATES PTY LTD</b> CONSULTANCY SERVICES - MARINE	22/12/2017	1,956.90
EF107440	12458	<b>KITE KINETICS</b> ENTERTAINMENT SERVICES	22/12/2017	880.00
EF107441	12565	<b>SOUTHERN METRO REGIONAL COUNCIL - LOANS</b> LOAN REPAYMENT	22/12/2017	404,538.65
EF107442	12589	<b>AUSTRALIAN INSTITUTE OF MANAGEMENT</b> TRAINING SERVICES	22/12/2017	1,944.00
EF107443	12621	<b>SETON AUSTRALIA</b> SIGN SUPPLIES	22/12/2017	749.65
EF107444	12656	<b>COOGEE BEACH SURF LIFESAVING CLUB INC</b> POORE GROVE SLSC DEVELOPMENT COSTS	22/12/2017	3,760.00
EF107445	12672	<b>NORMAN DISNEY &amp; YOUNG</b> CONSULTANCY SERVICES	22/12/2017	4,290.00
EF107446	12998	<b>PLAYRIGHT AUSTRALIA PTY LTD</b> INSPECTION SERVICES - PLAYGROUNDS	22/12/2017	385.00
EF107447	13056	<b>CLEANDUSTRIAL SERVICES PTY LTD</b> CLEANING SERVICES	22/12/2017	79,179.55

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EF107448	13462	<b>ATI-MIRAGE PTY LTD</b> TRAINING SERVICES	22/12/2017	1,389.76
EF107449	13465	<b>KOSMIC ELECTRONIC INDUSTRIES</b> SOUND EQUIPMENT	22/12/2017	80.00
EF107450	13492	<b>CHIVERS MARINE</b> MARINE EQUIPMENT	22/12/2017	1,408.00
EF107451	13563	<b>GREEN SKILLS INC</b> EMPLOYMENT SERVICES	22/12/2017	544.50
EF107452	13670	<b>HISCO PTY LTD</b> HOSPITALITY SUPPLIES	22/12/2017	1,075.47
EF107453	13779	<b>PORTER CONSULTING ENGINEERS</b> ENGINEERING CONSULTANCY SERVICES	22/12/2017	3,300.00
EF107454	13825	<b>JACKSON MCDONALD</b> LEGAL SERVICES	22/12/2017	3,250.87
EF107455	13834	<b>SULO MGB AUSTRALIA PTY LTD</b> MOBILE GARBAGE BINS	22/12/2017	4,161.30
EF107456	13849	<b>MCMULLEN NOLAN &amp; PARTNERS SURVEYORS P/L</b> SURVEYING SERVICES	22/12/2017	3,220.80
EF107457	13860	<b>KRS CONTRACTING</b> WASTE COLLECTION SERVICES	22/12/2017	5,634.75
EF107458	13998	<b>AIR &amp; POWER PTY LTD</b> MECHANICAL PARTS	22/12/2017	440.55
EF107459	14258	<b>WARP GROUP PTY LTD</b> ROAD CONSTRUCTION MATERIALS	22/12/2017	2,784.04
EF107460	14311	<b>BBC ENTERTAINMENT</b> ENTERTAINMENT SERVICES	22/12/2017	220.00
EF107461	14476	<b>COCKBURN PLEASURE BOAT STORAGE</b> STORAGE SERVICES	22/12/2017	1,980.00
EF107462	14593	<b>AUSTREND INTERNATIONAL PTY LTD</b> ALUMINIUM SUPPLIES	22/12/2017	2,317.45
EF107463	14631	<b>WASTE GAS RESOURCES PTY LTD</b> POWER GENERATION	22/12/2017	1,430.00
EF107464	15271	<b>PLE COMPUTERS PTY LTD PLE CORPORATE IT</b> COMPUTER HARDWARE	22/12/2017	619.00
EF107465	15393	<b>STRATAGREEN</b> HARDWARE SUPPLIES	22/12/2017	6,511.27
EF107466	15571	<b>SMOKE AND MIRRORS AUDIO VISUAL</b> PA REPAIRS	22/12/2017	3,267.00
EF107467	15588	<b>NATURAL AREA HOLDINGS PTY LTD</b> WEED SPRAYING	22/12/2017	1,219.90
EF107468	15678	<b>AZZ PEST CONTROL THE TRUSTEE FOR CALDOW TRADING TRUST</b> PEST CONTROL	22/12/2017	2,016.00
EF107469	15746	<b>WESTERN AUSTRALIA POLICE SERVICE</b> POLICE CLEARANCES	22/12/2017	14.90
EF107470	15868	<b>CARDNO (WA) PTY LTD</b> CONSULTANCY SERVICES - ENGINEERING	22/12/2017	35,230.25
EF107471	15914	<b>T-QUIP</b> MOWING EQUIPMENT	22/12/2017	654.90
EF107472	16064	<b>CMS ENGINEERING PTY LTD</b> AIRCONDITIONING SERVICES	22/12/2017	18,360.14
EF107473	16107	<b>WREN OIL</b> WASTE DISPOSAL SERVICES	22/12/2017	33.00
EF107474	16396	<b>MAYDAY EARTHMOVING</b> ROAD CONSTRUCTION MACHINE HIRE	22/12/2017	10,572.43
EF107475	16510	<b>LLOYD GEORGE ACOUSTICS PTY LTD</b> CONSULTANCY SERVICES - ACOUSTIC	22/12/2017	6,710.00
EF107476	16985	<b>WA PREMIX</b> CONCRETE SUPPLIES	22/12/2017	4,982.56
EF107477	17092	<b>CENTRAL SCREENS</b> SECURITY SYSTEMS/PRODUCTS	22/12/2017	100.00
EF107478	17279	<b>AUSSIE COOL SHADES</b> SHADE SAILS & AWNINGS	22/12/2017	33,441.10
EF107479	17471	<b>PIRTEK (FREMANTLE) PTY LTD</b> HOSES & FITTINGS	22/12/2017	722.88
EF107480	17600	<b>ERECTOR (WA)</b> GUARD RAILS	22/12/2017	4,466.00
EF107481	17624	<b>ALLSPORTS LINEMARKING</b> LINEMARKING SERVICES	22/12/2017	1,694.00
EF107482	17827	<b>NILSEN (WA) PTY LTD</b> ELECTRICAL SERVICES	22/12/2017	7,732.45
EF107483	17887	<b>RED SAND SUPPLIES PTY LTD</b> MACHINERY HIRE	22/12/2017	1,095.60
EF107484	18203	<b>NATSYNC ENVIRONMENTAL</b> PEST CONTROL	22/12/2017	385.00
EF107485	18216	<b>REGEN4 ENVIRONMENTAL SERVICES</b> CONSULTANCY - ENVIRONMENTAL	22/12/2017	1,100.00
EF107486	18272	<b>AUSTRACLEAR LIMITED</b> INVESTMENT SERVICES	22/12/2017	924.55
EF107487	18508	<b>JOHN TURNER</b> BRICK LAYING SERVICES	22/12/2017	6,073.00
EF107488	18533	<b>FRIENDS OF THE COMMUNITY INC.</b> DONATION	22/12/2017	4,366.00
EF107489	18695	<b>MYAREE CRANE HIRE</b> CRANE HIRE	22/12/2017	231.00
EF107490	18734	<b>P &amp; R EDWARDS</b> ENTERTAINMENT SERVICES	22/12/2017	690.00
EF107491	18799	<b>DOWN TO EARTH TRAINING &amp; ASSESSING</b> TRAINING SERVICES	22/12/2017	1,940.00
EF107492	18962	<b>SEALANES (1985) P/L</b> CATERING SUPPLIES	22/12/2017	1,721.68
EF107493	19093	<b>FAIRY QUEEN CAROLINE</b> ENTERTAINMENT SERVICES	22/12/2017	1,000.00
EF107494	19107	<b>FOREVER SHINING</b> MONUMENT	22/12/2017	2,640.00
EF107495	19533	<b>WOOLWORTHS LTD</b> GROCERIES	22/12/2017	2,833.68
EF107496	19541	<b>TURF CARE WA PTY LTD</b> TURF SERVICES	22/12/2017	5,211.50
EF107497	19649	<b>TELSTRA NETWORK INTEGRITY SERVICES</b> ASSET RELOCATION SERVICES	22/12/2017	43,962.70
EF107498	19657	<b>BIGMATE MONITORING SERVICES PTY LTD</b> COMPUTER HARDWARE/SOFTWARE	22/12/2017	510.40

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EF107499	19718	<b>SIFTING SANDS</b> CLEANING SERVICES - SAND	22/12/2017	10,183.70
EF107500	19856	<b>WESTERN TREE RECYCLERS</b> SHREDDING SERVICES	22/12/2017	23,083.93
EF107501	20000	<b>AUST WEST AUTO ELECTRICAL P/L</b> AUTO ELECTRICAL SERVICES	22/12/2017	26,006.75
EF107502	20146	<b>DATA#3 LIMITED</b> CONTRACT IT PERSONNEL & SOFTWARE	22/12/2017	3,740.00
EF107503	20321	<b>RIVERJET P/L</b> EDUCTING-CLEANING SERVICES	22/12/2017	22,860.75
EF107504	20547	<b>GARRARDS PTY LTD</b> INSECTICIDES / PESTICIDES	22/12/2017	32.71
EF107505	20549	<b>A1 CARPET, TILE &amp; GROUT CLEANING</b> CLEANING SERVICES - TILES/CARPET	22/12/2017	275.00
EF107506	21005	<b>BRAIN TEASERS OZ PTY LTD</b> EDUCATIONAL PRODUCTS	22/12/2017	132.00
EF107507	21291	<b>CHITTERING VALLEY WORM FARM</b> ENVIRONMENTAL EDUCATION	22/12/2017	132.00
EF107508	21294	<b>CAT HAVEN</b> ANIMAL SERVICES	22/12/2017	1,629.00
EF107509	21371	<b>LD TOTAL SANPOINT PTY LTD</b> LANDSCAPING WORKS/SERVICES	22/12/2017	69,302.39
EF107510	21556	<b>VITAL INTERPRETING PERSONNEL</b> CONSULTANCY - EDUCATION	22/12/2017	311.30
EF107511	21665	<b>MMJ REAL ESTATE (WA) PTY LTD</b> PROPERTY MANAGEMENT SERVICES	22/12/2017	19,157.42
EF107512	21672	<b>MEGA MUSIC AUSTRALIA</b> MUSICAL INSTRUMENTS/SOUND EQUIPMENT	22/12/2017	305.45
EF107513	21697	<b>ICT EXPRESS PTY LTD</b> CONSULTANCY SERVICES - IT	22/12/2017	42,256.50
EF107514	21744	<b>JB HI FI - COMMERCIAL</b> ELECTRONIC EQUIPMENT	22/12/2017	21,124.00
EF107515	21747	<b>UNICARE HEALTH</b> WHEELCHAIR HIRE	22/12/2017	423.00
EF107516	21750	<b>GIANT AUTOS (1997) PTY LTD</b> PURCHASE OF NEW VEHICLE	22/12/2017	23,652.45
EF107517	21782	<b>WEST COAST TIMBER FLOORING</b> FLOORING SUPPLIES	22/12/2017	660.00
EF107518	21915	<b>ECOWATER SERVICES PTY LTD</b> MAINTENANCE SERVICES - WASTE SYSTEMS	22/12/2017	197.90
EF107519	21946	<b>RYAN'S QUALITY MEATS</b> MEAT SUPPLIES	22/12/2017	2,682.41
EF107520	22106	<b>INTELFIE GROUP</b> SERVICES - DAIP	22/12/2017	3,442.56
EF107521	22119	<b>BINDI BINDI DREAMING MARISSA VERMA</b> CONSULT - ABORIGINAL EDUCATION/ENT	22/12/2017	660.00
EF107522	22337	<b>SEGAFREDO ZANETTI AUSTRALIA PTY LTD</b> COFFEE & COFFEE MACHINES	22/12/2017	1,200.40
EF107523	22553	<b>BROWNES FOOD OPERATIONS</b> CATERING SUPPLIES	22/12/2017	604.26
EF107524	22569	<b>SONIC HEALTH PLUS PTY LTD</b> MEDICAL SERVICES	22/12/2017	1,333.20
EF107525	22613	<b>VICKI ROYANS</b> ARTISTIC SERVICES	22/12/2017	450.00
EF107526	22619	<b>KSC TRAINING</b> TRAINING SERVICES	22/12/2017	990.00
EF107527	22624	<b>AUSSIE EARTHWORKS PTY LTD</b> EARTHWORKS	22/12/2017	8,706.50
EF107528	22639	<b>SHATISH CHAUHAN</b> TRAINING SERVICES - YOGA	22/12/2017	2,215.00
EF107529	22681	<b>ABBEY BLINDS PTY LTD</b> BLINDS	22/12/2017	1,328.80
EF107530	22682	<b>BEAVER TREE SERVICES PTY LTD</b> TREE PRUNING SERVICES	22/12/2017	39,361.37
EF107531	22806	<b>PUMA ENERGY (AUSTRALIA) FUELS PTY LTD</b> FUEL SUPPLIES	22/12/2017	71,698.87
EF107532	22903	<b>UNIQUE INTERNATIONAL RECOVERIES LLC</b> DEBT COLLECTORS	22/12/2017	576.00
EF107533	22913	<b>AUSTRALIAN OFFICE LEADING BRANDS.COM.AU</b> ENVELOPES	22/12/2017	917.33
EF107534	23348	<b>ZUMBA WITH HONEY</b> FITNESS CLASSES	22/12/2017	792.00
EF107535	23351	<b>COCKBURN GP SUPER CLINIC LIMITED T/A COCKBURN INTEGRATED HEALTH</b> LEASING FEES	22/12/2017	407.00
EF107536	23450	<b>CLEVER DESIGNS</b> UNIFORMS	22/12/2017	2,448.00
EF107537	23457	<b>TOTALLY WORK WEAR FREMANTLE</b> CLOTHING - UNIFORMS	22/12/2017	711.32
EF107538	23570	<b>A PROUD LANDMARK PTY LTD</b> LANDSCAPE CONTRUCTION SERVICES	22/12/2017	55,114.14
EF107539	23581	<b>BIRDLIFE AUSTRALIA</b> DONATIONS	22/12/2017	715.00
EF107540	23780	<b>VANGUARD PRESS</b> PRINTING SERVICES	22/12/2017	25,322.00
EF107541	23849	<b>JCB CONSTRUCTION EQUIPMENT AUSTRALIA</b> PLANT/MACHINERY	22/12/2017	1,647.95
EF107542	23858	<b>SPECIALISED SECURITY SHREDDING</b> DOCUMENT DESTRUCTION SERVICES	22/12/2017	20.24
EF107543	23971	<b>FIND WISE LOCATION SERVICES</b> LOCATING SERVICES - UNDERGROUND	22/12/2017	1,615.90
EF107544	23974	<b>CONCEPT AUDIO VISUAL (NSW) TRUST</b> AUDIO VISUAL PRODUCTION SERVICES	22/12/2017	132.00
EF107545	24156	<b>MASTEC AUSTRALIA PTY LTD</b> PURCHASE OF NEW BINS	22/12/2017	4,620.00
EF107546	24183	<b>WELLARD GLASS</b> GLASS REPAIR SERVICES	22/12/2017	1,650.00
EF107547	24198	<b>RICOCHECIRUS</b> ENTERTAINMENT SERVICES	22/12/2017	1,210.00
EF107548	24275	<b>TRUCK CENTRE WA PTY LTD</b> PURCHASE OF NEW TRUCK	22/12/2017	1,454.27
EF107549	24281	<b>ECO LOGICAL AUSTRALIA PTY LTD</b> MAPPING SERVICES	22/12/2017	10,277.58

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EF107550	24298	<b>TANKS FOR HIRE</b> EQUIPMENT HIRE	22/12/2017	830.50
EF107551	24386	<b>BLUE PRINT SCREEN ART</b> PRINTING SERVICES	22/12/2017	720.50
EF107552	24506	<b>AMARANTI'S PERSONAL TRAINING</b> PERSONAL TRAINING SERVICES	22/12/2017	300.00
EF107553	24508	<b>REBECCA FLANAGAN</b> EDUCATIONAL MUSICAL LESSONS	22/12/2017	350.00
EF107554	24591	<b>BELLY DANCE BOMBSHELLS</b> ENTERTAINMENT SERVICES	22/12/2017	400.00
EF107555	24595	<b>CONTEMPORARY IMAGE PHOTOGRAPHY PTY LTD</b> PHOTOGRAPHY SERVICES	22/12/2017	621.50
EF107556	24599	<b>POOLWERX SPEARWOOD</b> ANALYTICAL SERVICES	22/12/2017	2,338.00
EF107557	24655	<b>AUTOMASTERS SPEARWOOD</b> VEHICLE SERVICING	22/12/2017	4,526.00
EF107558	24736	<b>ZENIEN</b> CCTV CAMERA LICENCES	22/12/2017	8,585.30
EF107559	24737	<b>ARMADILLO GROUP</b> EQUIPMENT MAINTENANCE	22/12/2017	468.58
EF107560	24748	<b>PEARMANS ELECTRICAL &amp; MECHANICAL SERVICES P/L</b> ELECTRICAL SERVICES	22/12/2017	9,950.35
EF107561	24802	<b>SPARKLES CHILDREN'S ENTERTAINER</b> ENTERTAINMENT SERVICES	22/12/2017	250.00
EF107562	24862	<b>BEARDS SECURITY</b> SECURITY SERVICES	22/12/2017	100.00
EF107563	24864	<b>FREMANTLE FOOTBALL CLUB</b> REIMBURSEMENT - DEVELOPMENT COSTS	22/12/2017	15,358.51
EF107564	24949	<b>BITUMEN SURFACING THE TRUSTEE FOR COMPLETE ROAD SERVICES TRUST</b> BITUMEN SUPPLIES	22/12/2017	716.10
EF107565	24974	<b>SCOTT PRINT</b> PRINTING SERVICES	22/12/2017	572.00
EF107566	25063	<b>SUPERIOR PAK PTY LTD</b> VEHICLE MAINTENANCE	22/12/2017	740.05
EF107567	25102	<b>FREMANTLE MOBILE WELDING</b> WELDING SERVICES	22/12/2017	1,496.00
EF107568	25115	<b>FIIG</b> INVESTMENT MANAGEMENT SERVICES	22/12/2017	2,750.00
EF107569	25121	<b>IMAGESOURCE DIGITAL SOLUTIONS</b> BILLBOARDS	22/12/2017	3,168.00
EF107570	25127	<b>MILMAR DISTRIBUTORS</b> PRINTING SERVICES - ID CARDS	22/12/2017	29.00
EF107571	25158	<b>MPIRE SECURITY</b> SECURITY SERVICES	22/12/2017	8,471.96
EF107572	25262	<b>SANDOVER PINDER ARCHITECTS</b> ARCHITECTURAL SERVICES	22/12/2017	17,197.40
EF107573	25264	<b>ACURIX NETWORKS PTY LTD</b> WIFI ACCESS SERVICE	22/12/2017	5,199.70
EF107574	25332	<b>INTERGRAPH CORPORATION</b> MAPPING SERVICES	22/12/2017	3,379.20
EF107575	25397	<b>MOOBA AUSTRALIA PTY LTD</b> CONSUMABLES	22/12/2017	175.00
EF107576	25415	<b>JANDAKOT STOCK &amp; PET SUPPLIES</b> PET SUPPLIES	22/12/2017	425.10
EF107577	25418	<b>CS LEGAL</b> LEGAL SERVICES	22/12/2017	3,583.26
EF107578	25644	<b>DYMOCKS GARDEN CITY</b> PURCHASE OF BOOKS	22/12/2017	267.11
EF107579	25645	<b>YELAKITJ MOORT NYUNGAR ASSOCIATION INC</b> WELCOME TO THE COUNTRY PERFORMANCES	22/12/2017	800.00
EF107580	25713	<b>DISCUS ON DEMAND THE TRUSTEE FOR DISCUS ON DEMAND UNIT TRUST</b> PRINTING SERVICES	22/12/2017	4,319.58
EF107581	25813	<b>LGCONNECT PTY LTD</b> DEVELOPMENT CONSULTANCY	22/12/2017	6,875.00
EF107582	25822	<b>FIT2WORK.COM.AU MERCURY SEARCH AND SELECTION PTY LTD</b> EMPLOYEE CHECK	22/12/2017	38.39
EF107583	25832	<b>EXTERIA</b> STREET AND PARK INFRASTRUCTURE	22/12/2017	9,223.50
EF107584	25940	<b>LEAF BEAN MACHINE</b> COFFEE BEAN SUPPLY	22/12/2017	400.00
EF107585	26029	<b>AUTOSWEEP WA</b> SWEEPING SERVICES	22/12/2017	3,982.00
EF107586	26067	<b>SPRAYKING WA PTY LTD</b> CHEMICAL WEED CONTROL SERVICES	22/12/2017	21,483.00
EF107587	26110	<b>DASH CIVIL CONTRACTING</b> CONCRETING SERVICES	22/12/2017	8,455.04
EF107588	26114	<b>GRACE RECORDS MANAGEMENT</b> RECORDS MANAGEMENT SERVICES	22/12/2017	1,299.09
EF107589	26120	<b>ECOBURBIA</b> ENVIRONMENTAL WASTE WORKSHOPS	22/12/2017	600.00
EF107590	26195	<b>PLAY CHECK</b> CONSULTING SERVICES	22/12/2017	313.50
EF107591	26211	<b>AMCOM PTY LTD</b> INTERNET/DATA SERVICES	22/12/2017	11,805.40
EF107592	26257	<b>PAPERBARK TECHNOLOGIES</b> ARBORICULTURAL CONSULTANCY SERVICES	22/12/2017	1,310.00
EF107593	26303	<b>GECKO CONTRACTING TURF &amp; LANDSCAPE MAINTENANCE</b> TURF & LANDSCAPE MAINTENANCE	22/12/2017	66,404.49
EF107594	26314	<b>CPE GROUP</b> TEMPORARY EMPLOYMENT SERVICES	22/12/2017	2,838.85
EF107595	26369	<b>ALL RETAINING SYSTEMS</b> CONSTRUCTION SERVICES	22/12/2017	6,710.00
EF107596	26399	<b>PAPERSOUT THE TRUSTEE FOR PETERS MORRISON FAMILY TRUST</b> GRAPHIC DESIGN SERVICES	22/12/2017	935.00
EF107597	26403	<b>CHES POWER GROUP</b> ENGINEERING SOLUTIONS / BACK UP GENERATO	22/12/2017	641.70
EF107598	26417	<b>CHARLES AND VIOLET FITZGERALD, PAULA</b> CAKE DECORATING CLASSES	22/12/2017	550.00
EF107599	26419	<b>EQUIFAX AUSTRALASIA CREDIT RATINGS PTY LTD</b> CREDIT REFERENCE CHECKS	22/12/2017	548.90
EF107600	26423	<b>ALPHA PEST ANIMAL SOLUTIONS INVASIVE SPECIES PTY LTD</b> PEST CONTROL SERVICES	22/12/2017	6,600.00



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EF107601	26442	<b>BULLANT SECURITY PTY LTD KEY WEST LOCK SERVICE &amp; SALES</b> LOCKSMITH & SECURITY SERVICES	22/12/2017	5,784.60
EF107602	26465	<b>HUMPY CAMELS KRAMER, KEVIN JON</b> ENTERTAINMENT SERVICES	22/12/2017	1,700.00
EF107603	26470	<b>SCP CONSERVATION AND LAND MANAGEMENT</b> FENCING SERVICES	22/12/2017	18,785.80
EF107604	26513	<b>CLAREMONT FINANCE CORPORATION (AUSTRALASIA) PTY LTD</b> FINANCIAL SERVICES - XCELLERATE LEASE	22/12/2017	12,221.06
EF107605	26574	<b>EVA BELLYDANCE</b> ENTERTAINMENT - BELLY DANCING	22/12/2017	300.00
EF107606	26586	<b>WA TEMPORARY FENCING SUPPLIES</b> FENCING - TEMPORARY	22/12/2017	550.00
EF107607	26595	<b>STATE 28 INTERIORS</b> INTERIOR DESIGN	22/12/2017	9,636.00
EF107608	26597	<b>WEST COAST SHADE PTY LTD</b> SHADE STRUCTURES	22/12/2017	80,855.00
EF107609	26606	<b>ENVIRO INFRASTRUCTURE PTY LTD</b> CONSTRUCTION & FABRICATION SERVICES	22/12/2017	78,809.19
EF107610	26613	<b>AVE BIN AND BBQ CLEANING PTY LTD</b> CLEANING SERVICES (BBQ - BINS)	22/12/2017	1,519.00
EF107611	26614	<b>MARKETFORCE PTY LTD</b> ADVERTISING	22/12/2017	8,420.95
EF107612	26619	<b>SPEARWOOD NEWS DELIVERY</b> NEWSPAPER DELIVERY	22/12/2017	54.05
EF107613	26625	<b>ANDOVER DETAILERS</b> CAR DETAILING SERVICES	22/12/2017	1,107.56
EF107614	26639	<b>SAFEGUARD INDUSTRIES</b> SECURITY DOORS, SCREENS AND ROLLER SHUTT	22/12/2017	600.00
EF107615	26640	<b>PLAYGROUND CENTRE AUSTRALIA</b> OUTDOOR FITNESS EQUIPMENT	22/12/2017	206.25
EF107616	26648	<b>EMC SOLAR CONSTRUCTION PTY LTD</b> SOLAR ENERGY	22/12/2017	48,137.10
EF107617	26651	<b>FAUNATRACK</b> FAUNA SURVEY	22/12/2017	12,612.60
EF107618	26655	<b>WORLDWIDE PRINTING SOLUTIONS EAST PERTH</b> PRINTING SERVICES	22/12/2017	2,546.00
EF107619	26671	<b>ASV SALES &amp; SERVICE (WA) PTY LTD</b> HIRE SERVICES - EARTHMOVING EQUIP	22/12/2017	5,236.00
EF107620	26673	<b>PROJECT 3 PTY LTD</b> EVENT AND MARKETING AGENCY	22/12/2017	63,800.00
EF107621	26698	<b>MELVILLE MITSUBISHI</b> PURCHASE OF NEW VEHICLES & MAINTENANCE	22/12/2017	22,511.80
EF107622	26699	<b>FORTUS GROUP</b> SPARE PARTS - MECHANICAL	22/12/2017	980.67
EF107623	26700	<b>H2ORB</b> AMUSEMENT SERVICES	22/12/2017	1,400.00
EF107624	26703	<b>PERTH BUSINESS VALUATIONS</b> VALUATION SERVICES	22/12/2017	6,600.00
EF107625	26721	<b>QUAD SERVICES PTY LTD</b> CLEANING SERVICES	22/12/2017	20,003.83
EF107626	26730	<b>TICKETMASTER AUSTRALASIA P/L</b> TICKETS - ENTERTAINMENT	22/12/2017	4,418.30
EF107627	26734	<b>COPYRIGHT AGENCY LTD</b> COPYRIGHT LICENSING	22/12/2017	12,925.09
EF107628	26735	<b>SHANE MCMASTER SURVEYS</b> SURVEY SERVICES	22/12/2017	12,210.00
EF107629	26736	<b>GHEMS HOLDINGS PTY LTD</b> REVEGETATION	22/12/2017	14,394.10
EF107630	26739	<b>KERB DOCTOR</b> KERB MAINTENANCE	22/12/2017	844.80
EF107631	26746	<b>MOWER CITY</b> LAWN MAINTENANCE	22/12/2017	1,018.40
EF107632	26747	<b>BELL-VISTA FRUIT &amp; VEG</b> FRUIT AND VEGETABLES.	22/12/2017	1,068.53
EF107633	26754	<b>INSIGHT CALL CENTRE SERVICES</b> CALL CENTRE SERVICES	22/12/2017	7,177.56
EF107634	26757	<b>INCREDIBLE CREATURES MOBILE FARM</b> BRINGING ANIMALS TO SHOWS FOR PUBLIC INT	22/12/2017	1,405.00
EF107635	26761	<b>THE SAND CARD COMPANY</b> ENTERTAINMENT SERVICES	22/12/2017	1,750.00
EF107636	26770	<b>LAKESIDE MOWERS &amp; MOTORCYCLES</b> REPAIRS/MAINTENANCE SERVICES	22/12/2017	280.00
EF107637	26782	<b>SOFT LANDING</b> RECYCLING SERVICES	22/12/2017	9,386.30
EF107638	26791	<b>MONSTERBALL AMUSEMENT &amp; HIRE</b> AMUSEMENT HIRE	22/12/2017	490.01
EF107639	26800	<b>THE GOODS</b> RETAIL	22/12/2017	748.05
EF107640	26810	<b>RMSS</b> SOFTWARE	22/12/2017	32,718.40
EF107641	26812	<b>BROOKS CHOICE REMOVALS</b> REMOVALISTS	22/12/2017	1,072.50
EF107642	26823	<b>THE FREEDOM FAIRIES</b> AMUSEMENT	22/12/2017	660.00
EF107643	26824	<b>WEB KEY IT PTY LTD</b> WEBSITE CONSULTANCY	22/12/2017	2,082.30
EF107644	26831	<b>AFL SPORTS READY LTD</b> EDUCATION & TRAINING	22/12/2017	1,405.87
EF107645	26843	<b>ERGOLINK</b> ERGONOMIC OFFICE FURNITURE	22/12/2017	1,073.11
EF107646	26845	<b>BARKING WOLF PTY LTD</b> VIDEO PRODUCTION	22/12/2017	5,282.20
EF107647	26888	<b>MEDIA ENGINE</b> GRAPHIC DESIGN, MARKETING, VIDEO PRODUCT	22/12/2017	4,585.00
EF107648	26893	<b>THE BASKETBALL MAN</b> SPORTING GOODS	22/12/2017	8,052.00
EF107649	26898	<b>SPANDEX ASIA PACIFIC PTY LTD</b> SIGNAGE SUPPLIER	22/12/2017	709.65
EF107650	26901	<b>ALYKA PTY LTD</b> DIGITAL CONSULTANCY AND WEB DEVELOPMENT	22/12/2017	8,965.00
EF107651	26909	<b>WEST COAST PROFILERS PTY LTD</b> ROAD PLANING COLD SERVICES	22/12/2017	54,968.80

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EF107652	26911	HARVEY NORMAN OCONNOR RETAIL	22/12/2017	349.00
EF107653	26915	FOCUSED VISION CONSULTING PTY LTD CONSULTING	22/12/2017	4,818.30
EF107654	26917	CIRRUS NETWORKS PTY LTD IT SERVICES	22/12/2017	6,405.47
EF107655	26921	JULIET COGHLAN - PHOTOGRAPHER PHOTOGRAPHY SERVICES	22/12/2017	1,280.00
EF107656	26923	WOODLANDS DISTRIBUTORS & AGENCIES PTY LTD SUPPLY & INSTALL PARKS INFRASTRUCTURE	22/12/2017	63,079.17
EF107657	26929	ELAN ENERGY MATRIX PTY LTD RECYCLING SERVICES	22/12/2017	1,620.85
EF107658	26935	IRRIGATION WA PTY LTD IRRIGATION SERVICES	22/12/2017	495.00
EF107659	26938	MAJESTIC PLUMBING PLUMBING	22/12/2017	34,842.91
EF107660	26939	UDLA PTY LTD LANDSCAPE ARCHITECTURE AND URBAN DESIGN	22/12/2017	1,122.00
EF107661	26946	AV TRUCK SERVICES PTY LTD TRUCK DEALERSHIP	22/12/2017	227.17
EF107662	26952	FOCUS PROMOTIONS PROMOTION - ENTERTAINMENT	22/12/2017	4,581.50
EF107663	26979	DIRECTOFFICE FURNITURE FURNITURE/ COMMERCIAL, OFFICE	22/12/2017	3,696.00
EF107664	26987	CTI RISK MANAGEMENT SECURITY - CASH COLLECTION	22/12/2017	1,247.40
EF107665	26994	KOMODO MUSIC DJ & MC SERVICES	22/12/2017	1,340.00
EF107666	27002	COCKBURN PARTY HIRE HIRE SERVICES	22/12/2017	3,787.50
EF107667	27006	BIBRA LAKE IGA XPRESS LIQUOR SUPPLIES	22/12/2017	3,056.08
EF107668	27010	QUANTUM BUILDING SERVICES PTY LTD BUILDING MAINTENANCE	22/12/2017	16,444.89
EF107669	27015	INTELLI TRAC GPS TRACKING	22/12/2017	1,782.00
EF107670	27027	FRIG TECH WA REFRIDGERATION SERVICES	22/12/2017	316.25
EF107671	27031	DOWNER EDI WORKS PTY LTD ASPHALT SERVICES	22/12/2017	321,249.43
EF107672	27033	FLIGHT CENTRE PHOENIX TRAVEL SERVICES	22/12/2017	7,122.00
EF107673	27035	PHENOMENON EVENT SERVICES PTY LTD EVENT MANAGEMENT	22/12/2017	2,523.80
EF107674	27044	GRAFFITI SYSTEMS AUSTRALIA GRAFFITI REMOVAL & ANTI-GRAFFITI COATING	22/12/2017	7,833.06
EF107675	27045	GANTNER ELECTRONICS PTY LTD DIGITAL ADMITTANCE AND ENTRY CARDS/BANDS (ARC)	22/12/2017	24,992.00
EF107676	27046	TFH HIRE SERVICES PTY LTD HIRE FENCING	22/12/2017	161.56
EF107677	27059	FRONTLINE FIRE AND RESCUE EQUIPMENT MANUFACTURE-FIRE VEHICLES/EQUIPMENT	22/12/2017	2,032.25
EF107678	27064	COMMUNITY FIRST INTERNATIONAL DISABILITY SERVICES	22/12/2017	3,234.00
EF107679	27065	WESTBOOKS BOOKS	22/12/2017	4,104.21
EF107680	27069	HART SPORT SPORTS EQUIPMENT	22/12/2017	232.20
EF107681	27072	NORDIC FITNESS EQUIPMENT FITNESS EQUIPMENT	22/12/2017	945.00
EF107682	27082	KULBARDI PTY LTD STATIONERY SUPPLIES	22/12/2017	508.20
EF107683	27085	SAVILLS PROJECT MANAGEMENT PTY LTD PROJECT MANAGEMENT	22/12/2017	21,933.96
EF107684	27087	TRANSKARD PTY LTD STORAGE SERVICES	22/12/2017	893.05
EF107685	27098	Q2 (Q-SQUARED) DIGITAL DATA SERVICE	22/12/2017	6,798.00
EF107686	27114	BURDETT & GOODISON STRUCTURAL ENGINEERS STRUCTURAL ENGINEER	22/12/2017	2,420.00
EF107687	27130	OOH MEDIA SOCIAL SPORTS PTY LTD DIGITAL MARKETING & SOFTWARE SERVICE PRO	22/12/2017	682.00
EF107688	27131	WEST COAST COMMERCIAL INDUSTRIES LOCKERS	22/12/2017	439.32
EF107689	27154	SUEZ RECYCLING & RECOVERY PTY LTD WASTE SERVICES	22/12/2017	18,354.64
EF107690	27166	TJS SERVICES (WA) PTY LTD FACILITY MAINTENANCE SERVICES	22/12/2017	48,711.59
EF107691	27169	NATURAL POWER SOLUTIONS PTY LTD POWER PROTECTION PRODUCTS	22/12/2017	4,275.70
EF107692	27177	INITIAL HYGIENE HYGIENE	22/12/2017	2,119.83
EF107693	27179	PLUNGE & CO CAFE CATERING SERVICES	22/12/2017	300.00
EF107694	27181	GREEN GURUS CONSULTANCY	22/12/2017	440.00
EF107695	27184	BIRDLIFE AUSTRALIA WESTERN AUSTRALIA CONSERVATION PROJECTS AND EDUCATION	22/12/2017	250.00
EF107696	27192	ANGELO PETKOVIC CABINETS CABINET MAKING	22/12/2017	3,003.00
EF107697	27195	ALLFLOW INDUSTRIAL OIL WATER SEPARATORS	22/12/2017	457.55
EF107698	27197	TURFCARE AUSTRALIA PTY LTD CHEMICAL SUPPLIES	22/12/2017	434.50
EF107699	27200	STOTT HOARE IT SOLUTIONS	22/12/2017	1,114.30
EF107700	27209	AXIS PLUMBING WA (SMALL WORKS) PTY LTD PLUMBING	22/12/2017	721.44
EF107701	27215	METAL WORKS PERTH SIGNAGE	22/12/2017	3,382.50
EF107702	27217	CROTHERS CONSTRUCTION PTY LTD BUILDING CONSTRUCTION SERVICES	22/12/2017	632,816.94

Payment	Account	Account/Payee	Date	Value
EF107703	27227	<b>SURVEY RESULTS</b> SURVEY SERVICES	22/12/2017	2,524.50
EF107704	27230	<b>ESTILL AND ASSOCIATES PTY LTD</b> CONSULTANCY - TRANSPORT	22/12/2017	3,432.00
EF107705	27237	<b>LOBEL EVENTS</b> EVENT LIGHTING	22/12/2017	3,859.57
EF107706	27238	<b>AUTO INGRESS PTY LTD</b> SERVICE AUTO DOORS	22/12/2017	1,418.44
EF107707	27242	<b>KP ELECTRIC (AUSTRALIA) PTY LTD</b> ELECTRICAL SERVICES	22/12/2017	6,337.54
EF107708	27245	<b>BEAUMONDE CATERING</b> CATERING	22/12/2017	2,630.00
EF107709	27246	<b>VEALE AUTO PARTS</b> SPARE PARTS MECHANICAL	22/12/2017	569.10
EF107710	27257	<b>BLACKWELL &amp; ASSOCIATES</b> LANDSCAPE ARCHITECTS	22/12/2017	15,514.95
EF107711	27261	<b>TUDOR HOUSE</b> FLAGS & BANNERS	22/12/2017	693.00
EF107712	27262	<b>VISUAL INSPIRATIONS AUSTRALIA PTY LTD</b> EVENTS MANAGEMENT	22/12/2017	11,000.00
EF107713	27263	<b>KOMPAN PLAYScape PTY LTD</b> PLAYGROUND EQUIPMENT/PARTS	22/12/2017	297.00
EF107714	27264	<b>RSA SIGNS PTY LTD</b> SIGNS	22/12/2017	925.93
EF107715	27266	<b>THE SCENE TEAM</b> PHOTOGRAPHY	22/12/2017	660.00
EF107716	27268	<b>FOCUS ENVIRO</b> GREENWASTE DECONTAMINATION PLANT	22/12/2017	606,412.81
EF107717	27269	<b>INTEGRAPAY PTY LTD</b> PAYMENT PROCESSING	22/12/2017	17,914.07
EF107718	27270	<b>SALMAT MEDIAFORCE PTY LTD</b> DISTRIBUTION SERVICES	22/12/2017	6,596.32
EF107719	27274	<b>FORTH CONSULTING PTY LTD</b> ENGINEERING SERVICES	22/12/2017	5,577.00
EF107720	27280	<b>FLOORWISE PTY LTD</b> FLOORING SERVICES	22/12/2017	3,885.31
EF107721	27285	<b>XTREME FIRE DETECTION</b> FIRE SAFETY	22/12/2017	726.00
EF107722	27288	<b>URBIS</b> CONSULTANCY - PROPERTY	22/12/2017	22,375.10
EF107723	27291	<b>AUSLAN STAGE LEFT</b> CONSULTANCY - INTERPRETING	22/12/2017	1,100.00
EF107724	27294	<b>THE TRUSTEE FOR THE MILLENIUM TRUST</b> LANDSCAPING	22/12/2017	80,059.95
EF107725	27304	<b>LUSH DIGITAL MEDIA PTY LTD</b> MEDIA TRAINING	22/12/2017	7,920.00
EF107726	27305	<b>ROOFEZE</b> ROOF PLUMBING	22/12/2017	2,574.00
EF107727	27308	<b>JATU CLOTHING &amp; PPE PTY LTD</b> CLOTHING PPE	22/12/2017	3,199.71
EF107728	27311	<b>TOX FREE AUSTRALIA</b> WASTE MANAGEMENT	22/12/2017	2,114.49
EF107729	27319	<b>NATURE CALLS PORTABLE TOILETS</b> HIRE - PORTABLE LOOS	22/12/2017	770.00
EF107730	27323	<b>GO NUTZ COFFEE AND DONUTZ</b> CATERING SERVICES	22/12/2017	432.00
EF107731	27324	<b>BEBBCART PTY LTD</b> CARTOGRAPHIC AND DRAFTING SERVICES	22/12/2017	4,416.50
EF107732	27333	<b>SAFETY SOLUTIONS WA PTY LTD</b> SAFETY SERVICES OHS	22/12/2017	1,320.00
EF107733	27334	<b>WESTCARE PRINT</b> PRINTING SERVICES	22/12/2017	1,812.80
EF107734	27342	<b>EASY DRIVE MOBILITY</b> MECHANICAL SERVICES	22/12/2017	2,500.00
EF107735	27343	<b>ATION PTY LTD</b> CONSULTANCY - FITNESS INDUSTRY	22/12/2017	2,200.00
EF107736	27345	<b>ASF PROTECTIVE SERVICES PTY</b> SECURITY SERVICES	22/12/2017	11,225.67
EF107737	27346	<b>OFFICE LINE</b> FURNITURE OFFICE	22/12/2017	1,122.00
EF107738	27348	<b>MESSAGE MEDIA</b> TELECOMMUNICATIONS	22/12/2017	538.08
EF107739	27349	<b>THE PASTA TRUCK</b> CATERING	22/12/2017	3,300.00
EF107740	27355	<b>PLAYMASTER</b> PLAYGROUND EQUIPMENT	22/12/2017	41,800.00
EF107741	27358	<b>ROBIN YAKINTHOU</b> SCULPTOR/ARTIST	22/12/2017	550.00
EF107742	27362	<b>THE MIGHTY BOOTHS</b> PHOTOBOOTH	22/12/2017	2,696.00
EF107743	10047	<b>ALINTA ENERGY</b> NATURAL GAS & ELECTRICITY SUPPLY	22/12/2017	90,807.97
EF107744	11794	<b>SYNERGY</b> ELECTRICITY USAGE/SUPPLIES	22/12/2017	422,675.50
EF107745	11867	<b>KEVIN JOHN ALLEN</b> MONTHLY COUNCILLOR ALLOWANCE	22/12/2017	2,613.67
EF107746	12740	<b>MAYOR LOGAN HOWLETT</b> MONTHLY COUNCILLOR ALLOWANCE	22/12/2017	11,325.83
EF107747	19059	<b>CAROL REEVE-FOWKES</b> MONTHLY COUNCILLOR ALLOWANCE	22/12/2017	2,613.67
EF107748	20634	<b>LEE-ANNE SMITH</b> MONTHLY COUNCILLOR ALLOWANCE	22/12/2017	4,465.00
EF107749	23338	<b>STEVE PORTELLI</b> MONTHLY COUNCILLOR ALLOWANCE	22/12/2017	2,613.67
EF107750	23339	<b>STEPHEN PRATT</b> MONTHLY COUNCILLOR ALLOWANCE	22/12/2017	2,613.67
EF107751	25353	<b>PHILIP EVA</b> MONTHLY COUNCILLOR ALLOWANCE	22/12/2017	2,613.67
EF107752	26696	<b>CHAMONIX TERBLANCHE</b> MONTHLY COUNCILLOR ALLOWANCE	22/12/2017	2,613.67
EF107753	27326	<b>MICHAEL SEPAROVICH</b> MONTHLY COUNCILLOR ALLOWANCE	22/12/2017	2,613.67

Payment	Account	Account/Payee	Date	Value
EF107754	27327	CHONTELLE SANDS MONTHLY COUNCILLOR ALLOWANCE	22/12/2017	2,613.67
EF107755	99996	JACOBA MCKAY RATES REFUND	22/12/2017	20.00
EF107756	99996	KAIYA DOYLE RATES REFUND	22/12/2017	30.00
EF107757	99996	PATRIZIA RICUPERO RATES REFUND	22/12/2017	150.00
EF107758	99996	SOFTWOODS TIMBERYARD PTY LTD RATES REFUND	22/12/2017	147.00
EF107759	99996	VICTOR HOISINGTON RATES REFUND	22/12/2017	222.00
EF107760	99996	BROOK AND MARSH PTY LTD RATES REFUND	22/12/2017	38.00
EF107761	99996	JARDIM HOLDINGS PTY LTD RATES REFUND	22/12/2017	5,250.32
EF107762	99996	THE PATIO GUYS RATES REFUND	22/12/2017	147.00
EF107763	99996	SUSAN ELLIOTT RATES REFUND	22/12/2017	503.17
EF107764	99996	STARPAC CORPORATION PTY LTD RATES REFUND	22/12/2017	2,367.25
EF107765	99996	MICHELLE MCLARNON RATES REFUND	22/12/2017	609.41
EF107766	99996	HARRY SAERAN RATES REFUND	22/12/2017	700.00
EF107767	99996	FP OPERATING ACCOUNT RATES REFUND	22/12/2017	100.00
EF107768	99996	PRM PROPERTY MEVE PTY LTD RATES REFUND	22/12/2017	1,078.35
EF107769	99996	SHARON GLASCOTT RATES REFUND	22/12/2017	260.00
EF107770	99996	LJ HOOKER COCKBURN CITY RATES REFUND	22/12/2017	658.65
EF107771	99996	IVANICA ZANKI RATES REFUND	22/12/2017	854.12
EF107772	99996	FRASERS PROPERTY AUSTRALIA RATES REFUND	22/12/2017	1,728.28
EF107773	99996	TEBTER PROPERTY RATES REFUND	22/12/2017	747.79
EF107774	99996	FRASERS PROPERTY AUSTRALIA RATES REFUND	22/12/2017	2,724.07
EF107775	88888	ALL EARTH GROUP PTY LTD BOND REFUND	22/12/2017	8,208.08
EF107776	88888	WEROK PTY LTD BOND REFUND	22/12/2017	161,292.00
EF107777	88888	PEB DEVELOPMENT BOND REFUND	22/12/2017	13,150.00
EF107778	88888	A B HOUWEN ELECTION NOMINATION FOR 2010 REFUND	22/12/2017	80.00
EF107779	88888	FJ & MJ MCGINTY BOAT PEN LICENCE BOND REFUND	22/12/2017	401.98
EF107780	99997	TANJA COLEMAN COMPOST BIN REBATE	22/12/2017	39.90
EF107781	99997	NINA DAKIN YOUTH ART SCHOLARSHIP	22/12/2017	450.00
EF107782	99997	CATHERINE KELLY YOUTH ART SCHOLARSHIP	22/12/2017	450.00
EF107783	99997	BELLA OLIVIERA YOUTH ART SCHOLARSHIP	22/12/2017	500.00
EF107784	99997	NATHANAEL CROUCH YOUTH ART SCHOLARSHIP	22/12/2017	500.00
EF107785	99997	JESSICA HUNTLEY YOUTH ART SCHOLARSHIP	22/12/2017	500.00
EF107786	99997	ALEXA BEVILACQUA YOUTH ART SCHOLARSHIP	22/12/2017	450.00
EF107787	99997	SIMONE MONDI YOUTH ART SCHOLARSHIP	22/12/2017	450.00
EF107788	99997	SOUTH LAKE OTTEY FAMILY & NEIGHBOURHOOD CULTURAL GRANT	22/12/2017	3,520.00
EF107789	99997	HISTORICAL SOCIETY OF COCKBURN CULTURAL GRANT	22/12/2017	3,585.00
EF107790	99997	BEN TANOVA CASH REIMBURSEMENT - BEN TANOVA	22/12/2017	96.00
EF107791	99997	MATER CHRISTI CATHOLIC PRIMARY SCHOOL DONATION TO SCHOOLS - ACS7	22/12/2017	253.00
EF107792	99997	COOGEE BEACH SLSC GRANTS, DONATIONS & REFUNDS	22/12/2017	295.00
EF107793	99997	PERTH BASKETBALL ASSOCIATION INC. KIDSPORT KS014324 - E. GEMMA	22/12/2017	220.00
EF107794	99997	COCKBURN BASKETBALL ASSOCIATION MAJOR CAPITAL WORKS GRANT	22/12/2017	43,541.30
EF107795	99997	SAN LUU COMPOST BIN REBATE - SAN LUU	22/12/2017	50.00
EF107796	99997	NADIA GODLEY BIBRA LAKE FUN RUN PRIZE WINNER	22/12/2017	50.00
EF107797	99997	STEVEN WADESON COMPOST BIN REBATE - STEVEN WADESON	22/12/2017	50.00
EF107798	99997	ASHMEET MALHI COMPOST BIN REBATE - ASHMEET MALHI	22/12/2017	39.90
EF107799	99997	DEBRA JOY MAY COMPOST BIN REBATE - DEBRA JOY MAY	22/12/2017	50.00
EF107800	99997	BRETT FELLOWS REIMBURSEMENT CLAIM - BRETT FELLOWS	22/12/2017	291.30
EF107801	99997	AARON THOMAS REIMBURSEMENT OF MEMBERSHIP - A THOMAS C	22/12/2017	360.00
EF107802	99997	ROBERTA BUNCE REIMBURSEMENT FOR LUNCH	22/12/2017	122.35
EF107803	99997	COCKBURN COUGARS SOFTBALL AND SPORTING KIDSPORT INV: KS014968	22/12/2017	900.00
EF107804	99997	PHOENIX BEELIAR JUNIOR CRICKET CLUB INC. KIDSPORT INV: KS014436	22/12/2017	297.00

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EF107805	99997	<b>SWAN CANOE CLUB INC</b> KIDSPORT INV: KS015109 JOEL MCNAMARA	22/12/2017	220.00
EF107806	99997	<b>W.L.D WHANAU LEAGUE DEVELOPMENT</b> KIDSPORT INV KS013367 - T TAVITA	22/12/2017	200.00
EF107807	99997	<b>COOGEE BEACH SLSC INC</b> KIDSPORT INV: KS014078 - X2	22/12/2017	400.00
EF107808	99997	<b>COOGEE BEACH SLSC INC</b> KIDSPORT INV: KS014210 - X 2	22/12/2017	195.00
EF107809	99997	<b>DISCO CANTITO ASSOCIATION ( INC )</b> KIDSPORT INV: KS014348 - THUSHAN	22/12/2017	200.00
EF107810	99997	<b>COOGEE BEACH SLSC INC</b> KIDSPORT INV: KS014463 X 2	22/12/2017	295.00
EF107811	99997	<b>FREMANTLE PCYC</b> KIDSPORT KS015241 - F & N REID	22/12/2017	157.85
EF107812	99997	<b>COOGEE BEACH SLSC INC</b> KIDSPORT KS014934 - J.EGAN	22/12/2017	100.00
EF107813	99997	<b>KWINANA LITTLE ATHLETICS CENTRE</b> KIDSPORT KS014858 - 4 CHILDREN	22/12/2017	680.00
EF107814	99997	<b>HARRISDALE HAWKS TEEBALL CLUB</b> KIDSPORT KS014755 - X.NAHAS	22/12/2017	120.00
EF107815	99997	<b>COOGEE BEACH SLSC</b> KIDSPORT KS014498 - INDYANAH SUN	22/12/2017	100.00
EF107816	99997	<b>THE FREMANTLE CITY FOOTBALL CLUB</b> KIDSPORT INV: KS013758 - W FAIRLEY	22/12/2017	220.00
EF107817	99997	<b>BEEILIAR SPIRIT AFC</b> KIDSPORT INV: KS015252 CLOVIS IRAKUNDA	22/12/2017	200.00
EF107818	99997	<b>GUIDES WA</b> KIDSPORT INVOICE KS015281 - GIRL GUIDES	22/12/2017	200.00
EF107819	99997	<b>JETS BASKETBALL CLUB</b> KIDSPORT INVOICE KS015272	22/12/2017	400.00
EF107820	99997	<b>RACHEL ELLEN DEELEY</b> BIN REBATE - RACHEL DEELREY	22/12/2017	50.00
EF107821	99997	<b>SOUTH COOGEE VOL BUSH FIRE BRIGADE</b> INVOICE 301017003	22/12/2017	2,892.52
EF107822	99997	<b>TALIA HOOGWERF</b> PERFORMANCE IVA 2017	22/12/2017	100.00
EF107823	99997	<b>SOUTH COOGEE VOL BUSH FIRE BRIGADE</b> INVOICE 301017004	22/12/2017	200.00
EF107824	99997	<b>LIONS CANCER INSTITUTE INC</b> DONATION DA LGACS2	22/12/2017	200.00
EF107825	99997	<b>CLIFF MCKINLEY</b> STAFF REIMBURSEMENT - STUDY FEES - CLIFF	22/12/2017	2,262.00
EF107826	99997	<b>PARDEEP CHOHAN</b> REIMBURSEMENT OF ADVANCE DIPLOMA	22/12/2017	263.42
EF107827	99997	<b>HANNAH YOUNG</b> SMARTRIDER TRAVEL COSTS	22/12/2017	23.96
EF107828	99997	<b>COMPANION HOME CARE PTY LTD</b> FINAL BALANCE ON HOME CARE STATEMENT - B	22/12/2017	4,249.20
EF107829	99997	<b>BRIDGET WATTS</b> LGACS9 - JUNIOR SPORT TRAVEL ASSISTANCE	22/12/2017	400.00
EF107830	99997	<b>TAMLIN WALTERS</b> LGACS9 - JUNIOR SPORT TRAVEL ASSISTANCE	22/12/2017	400.00
EF107831	99997	<b>DENAE WALTERS</b> LGACS9 - JUNIOR SPORT TRAVEL ASSISTANCE	22/12/2017	400.00
EF107832	99997	<b>JORJA WOODS</b> LGACS9 - JUNIOR SPORT TRAVEL ASSISTANCE	22/12/2017	250.00
EF107833	99997	<b>HANNAH - ROSE SKONIS</b> LGACS9 - JUNIOR SPORT TRAVEL ASSISTANCE	22/12/2017	250.00
EF107834	99997	<b>TAYAH MORGAN</b> LGACS9 - JUNIOR SPORT TRAVEL ASSISTANCE	22/12/2017	400.00
EF107835	99997	<b>CHE STACEY</b> LGACS9 - JUNIOR SPORT TRAVEL ASSISTANCE	22/12/2017	400.00
EF107836	99997	<b>MICHAEL LOWRY</b> LGACS9 - JUNIOR SPORT TRAVEL ASSISTANCE	22/12/2017	400.00
EF107837	99997	<b>ELYSE AINSWORTH</b> LGACS9 - JUNIOR SPORT TRAVEL ASSISTANCE	22/12/2017	400.00
EF107838	99997	<b>MADISON LORETO</b> LGACS9 - JUNIOR SPORT TRAVEL ASSISTANCE	22/12/2017	400.00
EF107839	99997	<b>JAMES MCALEER</b> LGACS9 - JUNIOR SPORT TRAVEL ASSISTANCE	22/12/2017	400.00
EF107840	99997	<b>DOMINIC LEIGHTON</b> LGACS9 - JUNIOR SPORT TRAVEL ASSISTANCE	22/12/2017	400.00
EF107841	99997	<b>JAMES BUCAT</b> LGACS9 - JUNIOR SPORT TRAVEL ASSISTANCE	22/12/2017	400.00
EF107842	99997	<b>SELINA KOO</b> LGACS9 - JUNIOR SPORT TRAVEL ASSISTANCE	22/12/2017	400.00
EF107843	99997	<b>ASHLEIGH POWER</b> LGACS9 - JUNIOR SPORT TRAVEL ASSISTANCE	22/12/2017	400.00
EF107844	99997	<b>NIKITA JAN</b> LGACS9 - JUNIOR SPORT TRAVEL ASSISTANCE	22/12/2017	400.00
EF107845	99997	<b>LUKE HEWINGS</b> LGACS9 - JUNIOR SPORT TRAVEL ASSISTANCE	22/12/2017	400.00
EF107846	99997	<b>SAMANTHA GRAY</b> LGACS9 - JUNIOR SPORT TRAVEL ASSISTANCE	22/12/2017	400.00
EF107847	99997	<b>EMILY ADAMS</b> LGACS9 - JUNIOR SPORT TRAVEL ASSISTANCE	22/12/2017	400.00
EF107848	99997	<b>SASHA ZHOYA</b> LGACS9 - JUNIOR SPORT TRAVEL ASSISTANCE	22/12/2017	400.00
EF107849	99997	<b>LARA DONLADSON</b> LGACS9 - JUNIOR SPORT TRAVEL ASSISTANCE	22/12/2017	400.00
EF107850	99997	<b>KARIM YUSOF</b> LGACS9 - JUNIOR SPORT TRAVEL ASSISTANCE	22/12/2017	400.00
EF107851	99997	<b>LARENZ SMITH</b> LGACS9 - JUNIOR SPORT TRAVEL ASSISTANCE	22/12/2017	400.00
EF107852	99997	<b>TODD HATCHER</b> LGACS9 - JUNIOR SPORT TRAVEL ASSISTANCE	22/12/2017	400.00
EF107853	99997	<b>JAMES EVERITT</b> LGACS9 - JUNIOR SPORT TRAVEL ASSISTANCE	22/12/2017	400.00
EF107854	99997	<b>PATRICK TEPANA</b> LGACS9 - JUNIOR SPORT TRAVEL ASSISTANCE	22/12/2017	400.00
EF107855	99997	<b>GEOFFREY KERR</b> LGACS9 - JUNIOR SPORT TRAVEL ASSISTANCE	22/12/2017	400.00

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EF107856	99997	<b>AMBERLEY WILLIS</b> LGACS9 - JUNIOR SPORT TRAVEL ASSISTANCE	22/12/2017	400.00
EF107857	99997	<b>JOSIAH JAKE WEN LIM</b> LGACS9 - JUNIOR SPORT TRAVEL ASSISTANCE	22/12/2017	400.00
EF107858	99997	<b>NATHANIEL BOND-WILLIAMS</b> LGACS9 - JUNIOR SPORT TRAVEL ASSISTANCE	22/12/2017	400.00
EF107859	99997	<b>KAYLA HARBURN</b> LGACS9 - JUNIOR SPORT TRAVEL ASSISTANCE	22/12/2017	400.00
EF107860	99997	<b>COURTNEY HODDER</b> LGACS9 - JUNIOR SPORT TRAVEL ASSISTANCE	22/12/2017	400.00
EF107861	99997	<b>ZIHAN GUO</b> LGACS9 - JUNIOR SPORT TRAVEL ASSISTANCE	22/12/2017	400.00
EF107862	99997	<b>KIARA JETTA</b> LGACS9 - JUNIOR SPORT TRAVEL ASSISTANCE	22/12/2017	400.00
EF107863	99997	<b>LAUREN CALLAHAN</b> LGACS9 - JUNIOR SPORT TRAVEL ASSISTANCE	22/12/2017	400.00
EF107864	99997	<b>CODY HAMPTON</b> LGACS9 - JUNIOR SPORT TRAVEL ASSISTANCE	22/12/2017	400.00
EF107865	99997	<b>BROADEE BINDER</b> LGACS9 - JUNIOR SPORT TRAVEL ASSISTANCE	22/12/2017	400.00
EF107866	99997	<b>SCOUTS WA WILLAGEE SCOUTS GROUP</b> KIDSPORT INVOICE KS015399	22/12/2017	297.00
EF107867	99997	<b>FREMANTLE PCYC</b> KIDSPORT INVOICE KS015400	22/12/2017	220.00
EF107868	99997	<b>LEEDERVILLE TENNIS CLUB</b> KIDSPORT INVOICE: KS015406	22/12/2017	400.00
EF107869	99997	<b>DEPARTMENT OF HUMAN SERVICES</b> TRANSACTION CHARGES FOR CENTREPAY	22/12/2017	303.93
EF107870	99997	<b>HANNAH YOUNG</b> WELLNESS COMMITTEE - GARDEN BEDS	22/12/2017	55.00
EF107871	99997	<b>MARIA RODRIGUES</b> CAT REFUND - MARIA RODRIGUES - YUURI	22/12/2017	50.00
EF107872	99997	<b>STIRLING COTTAGE</b> SENIOR CENTER - 38 LUNCHES	22/12/2017	608.00
EF107873	99997	<b>KEVIN ATVES</b> COMPOST BIN REBATE - KEVIN ATVES	22/12/2017	50.00
EF107874	99997	<b>JAMIE HULME</b> C067 SURRENDER CARRYOVER - JAMIE HULME	22/12/2017	716.00
EF107875	99997	<b>KAITLIN SPOWART</b> CROSSOVER CONTRIBUTION	22/12/2017	300.00
EF107876	99997	<b>STEVEN LAYBOURN</b> CROSSOVER CONTRIBUTION - S LAYBOURN	22/12/2017	300.00
EF107877	99997	<b>NINKE WIESNER</b> CROSSOVER CONTRIBUTION - N WIESNER	22/12/2017	300.00
EF107878	99997	<b>L ANDREWS &amp; M FAHL</b> CROSSOVER CONTRIBUTION	22/12/2017	300.00
EF107879	99997	<b>TERESA RANDALL</b> CROSSOVER CONTRIBUTION	22/12/2017	300.00
EF107880	99997	<b>BRADLEY ROSS WOK SUN</b> CROSSOVER CONTRIBUTION	22/12/2017	300.00
EF107881	99997	<b>HELENA PEREZA AND FRASER DALY</b> CROSSOVER CONTRIBUTION	22/12/2017	300.00
EF107882	99997	<b>NEIL ARA</b> CROSSOVER CONTRIBUTION	22/12/2017	150.00
EF107883	99997	<b>CAMPANION HOME CARE PTY LTD</b> REPAYMENT OF FEES - CLIENT BARBARA KING	22/12/2017	4,249.20
EF107884	99997	<b>PERTH BASKETBALL ASSOCIATION INC.</b> KIDSPORT INVOICE KS015312	22/12/2017	220.00
EF107885	99997	<b>JERVOISE BAY SCOUT GROUP</b> KIDSPORT INVOICE KS015407	22/12/2017	200.00
EF107886	99997	<b>GARETH ROZARIO</b> MEMBERSHIP RENEWAL -INV101322437	22/12/2017	360.00
EF107887	99997	<b>LISA AND MICHAEL HAYMAN</b> CROSSOVER CONTRIBUTION - L HAYMAN	22/12/2017	100.00
EF107888	99997	<b>SUSAN CONLAN</b> COUNCIL CROSSOVER CONTRIBUTION	22/12/2017	300.00
EF107889	99997	<b>KOK WEI CHAN</b> CROSSOVER CONTRIBUTION - KOK WEI CHAN	22/12/2017	300.00
EF107890	99997	<b>FRANCIRE CREWE</b> CROSSOVER CONTRIBUTION - FRANCIRE CREWE	22/12/2017	300.00
EF107891	99997	<b>DANNY SANTOSO</b> REIMBURSEMENT OF CPA MEMBERSHIP DSANTOSO	22/12/2017	360.00
EF107892	99997	<b>FRANK FONTANA</b> END OF YEAR CELEBRATION LUNCH	22/12/2017	301.00
EF107893	99997	<b>SPEARWOOD HAWKS JUNIOR BASKETBALL CLUB</b> KIDSPORT INV KS015450 - P LYNDEN	22/12/2017	200.00
EF107894	99997	<b>FREMANTLE PCYC</b> KID SPORT INV-KS015432	22/12/2017	148.50
EF107895	99997	<b>GIRL GUIDES WESTERN AUSTRALIA</b> KID SPORT INV-KS015430	22/12/2017	200.00
EF107896	99997	<b>PAULA HART</b> ONE OFF PAYMENT FOR ARTIST CONCEPT DEVE	22/12/2017	550.00
EF107897	99997	<b>BRIDGET NORTON</b> ONE OFF PAYMENT FOR ARTIST CONCEPT DEVE	22/12/2017	550.00
EF107898	99997	<b>ROM KARWACKI</b> REIMBURSEMENT BUILDING INSPECTOR R.KARWA	22/12/2017	330.00
EF107899	10888	<b>LJ CATERERS</b> CATERING SERVICES	19/12/2017	429.00
EF107900	24198	<b>RICOCHET CIRCUS</b> ENTERTAINMENT SERVICES	19/12/2017	550.00
EF107901	26987	<b>CTI RISK MANAGEMENT</b> SECURITY - CASH COLLECTION	19/12/2017	3,632.30
		<b>LESS CANCELLED PAYMENTS:</b>		
EF107239		CHRISTIAN RUGGIERO	4/12/2017	-500
EF107245		ZIBO YE	4/12/2017	-50
EF107240		CSDA OFFICAL DEPARTMENT	4/12/2017	-265.32
EF107246		SAMADSAMADI TABA MONFARED	4/12/2017	-300
EF107161		NR AND LR SWEETMAN	4/12/2017	-2613.67
EF107158		A B HOUWEN	4/12/2017	-2613.67
EF107221		MALANY SMART	5/12/2017	-150
EF107217		NADIA GODLEY	5/12/2017	-50

Payment	Account	Account/Payee	Date	Value
026958		THE PATIO GUYS	5/12/2017	-147
026930		ARNOLD B HOUWEN	8/12/2017	-80
EF107168		ALL EARTH GROUP PTY LTD	11/12/2017	-8208.08
<b>PAYMENT LIST TOTAL</b>				<b>15,080,447.24</b>
<b>BANK FEES AND CREDIT CARD PAYMENTS:</b>				
		BANK FEES		17.22
		MERCHANT FEES COC		12,555.36
		MERCHANT FEES SLLC		49.91
		MERCHANT FEES ARC		6,208.53
		MERCHANT FEES VARIOUS OUT CENTRES		196.94
		NATIONAL BPAY CHARGE		3,898.88
		RTGS/ACLR FEE		19.00
		NAB TRANSACT FEE		1,048.04
		MERCHANDISE / OTHER FEES		
		CBA CREDIT CARD PAYMENT		
				<b>23,993.88</b>
<b>FAMILY DAY CARE AND IN HOME CARE PAYMENTS:</b>				
		FDC PAYMENTS		72,319.02
		IHC PAYMENTS		132,288.86
				<b>204,607.88</b>
<b>PAYROLL PAYMENTS:</b>				
		COC01/12/17 Pmt 000107797923 City of Cockburn	1/12/2017	140.19
		COC12/12/17 Pmt 000108448504 City of Cockburn	13/12/2017	1,334,052.82
		COC29/11/17 Pmt 000108382054 City of Cockburn	13/12/2017	9,597.02
		COC15/12/17 Pmt 000108979136 City of Cockburn	21/12/2017	14,867.98
		COC26/12/17 Pmt 000108985381 City of Cockburn	27/12/2017	1,311,579.72
				<b>2,670,237.73</b>
<b>TOTAL PAYMENTS</b>				<b>17,979,286.73</b>





## 16.2 STATEMENT OF FINANCIAL ACTIVITY AND ASSOCIATED REPORTS - NOVEMBER & DECEMBER 2017

- Author(s)** N Mauricio
- Attachments**
1. Statement of Financial Activity - November 2017  
↓
  2. Statement of Financial Activity - December 2017  
↓

### RECOMMENDATION

That Council

- (1) adopt the Statement of Financial Activity and associated reports for November & December 2017, as attached to the Agenda; and
- (2) amend the 2017-2018 Municipal Budget in accordance with the detailed schedule attached as follows:

Revenue adjustments	Increase	504,799
Transfer from Reserve adjustments	Decrease	35,988
Expenditure adjustments	Decrease	142,184
Transfer to Reserve adjustments	Increase	578,480
Net impact on Municipal Budget closing funds	Increase	32,515

### 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**

Given there was no Council meeting in January, the November 2017 statement also needs to be presented to Council. However, this report only addresses the financial results contained in the December 2017 statement.

### *Opening Funds*

The City had \$6.64M in opening funds (brought forward from the previous year), including \$5.42M of municipal funding required for the carried forward works and projects.

### *Closing Funds*

The City's closing funds position of \$63.85M was \$12.94M higher than the budget forecast to the end of December. This result reflects the net cash flow variances across the operating and capital programs as further detailed in this report.

The 2017/18 revised budget reflects an EOFY closing position of \$0.46M, up from the \$14k originally included in the adopted budget.

This is primarily due to quarantining \$0.44M of the \$0.50M budget allocation for street tree planting.

### *Operating Revenue*

Consolidated operating revenue of \$122.11M was ahead of the YTD budget target by \$1.51M. 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:

<b>Nature or Type Classification</b>	<b>Actual Revenue</b>	<b>Revised Budget YTD</b>	<b>Variance to Budget</b>	<b>FY Revised Budget</b>
	<b>\$M</b>	<b>\$M</b>	<b>\$M</b>	<b>\$M</b>
Rates	96.89	96.93	(0.03)	99.98
Specified Area Rates	0.38	0.33	0.05	0.33
Fees & Charges	16.13	14.87	1.26	26.71
Operating Grants & Subsidies	5.31	5.28	0.03	9.75
Contributions, Donations, Reimbursements	0.61	0.65	(0.03)	1.22
Interest Earnings	2.78	2.54	0.23	4.74
<b>Total</b>	<b>122.11</b>	<b>120.60</b>	<b>1.51</b>	<b>142.74</b>

The material variances at month end were:

- Fees & Charges:
  - Cockburn ARC fee revenue continued to outperform the budget and was \$1.72M ahead of YTD budget. This will be revised in the mid-year budget review.
  - Henderson Waste Recovery Park commercial landfill fees of \$2.61M were \$0.34M behind the YTD budget. However, additional sales of salvaged recyclable materials helped offset this variance by \$0.23M.

- Interest Earnings – these were ahead of YTD budget by \$0.23M and well on track to exceed the full year budget of \$4.74M. This will be addressed in the mid-year budget review.

### *Operating Expenditure*

Operating expenditure of \$68.10M (including asset depreciation) was under the YTD budget by \$4.62M, but this is somewhat impacted by the early close to December processing due to the Christmas shutdown, particularly for materials and contract spending.

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	26.11	26.65	0.54	53.08
Employee Costs - Indirect	0.39	0.49	0.10	1.50
Materials and Contracts	17.95	21.03	3.08	41.02
Utilities	2.46	2.63	0.17	5.23
Interest Expenses	0.33	0.41	0.08	0.82
Insurances	1.62	1.70	0.08	1.70
Other Expenses	4.38	4.76	0.38	9.01
Depreciation (non-cash)	15.21	15.26	0.05	30.45
Amortisation (non-cash)	0.55	0.56	0.01	1.12
Internal Recharging-CAPEX	(0.89)	(0.76)	0.13	(1.41)
<b>Total</b>	<b>68.10</b>	<b>72.72</b>	<b>4.62</b>	<b>142.53</b>

The significant variances at month end were:

- Material and Contracts were collectively \$3.08M under the YTD budget (although affected by the Christmas shutdown) with the significant variances being:
  - Spending across the Community Development business unit was collectively down \$0.40M
  - Henderson landfill running expenses were down \$0.27M
  - Parks maintenance spending under by \$0.70M
  - Facilities maintenance costs are under \$0.20M
  - Cockburn ARC is \$0.31M under spent across maintenance and operations.
- Direct Employee Costs were collectively \$0.54M under the YTD budget with the only material variance belonging to Cockburn ARC which is \$0.41M overspent. However, this is attributable to the high patronage being experienced.
- Other Expenses – Council's donations program was \$0.22M behind the YTD budget target, as was the landfill levy by \$0.24M due to reduced tonnage through the gate.

#### *Capital Expenditure*

The City's total capital spend at the end of December was \$12.87M, representing an under spend of \$7.97M against the YTD budget.

The following table details the budget variance by asset class:

<b>Asset Class</b>	<b>YTD Actuals \$M</b>	<b>YTD Budget \$M</b>	<b>YTD Variance \$M</b>	<b>Revised Budget \$M</b>	<b>Commit Orders \$M</b>
Roads Infrastructure	2.89	5.04	2.15	15.06	2.24
Drainage	0.33	0.53	0.20	1.74	0.04
Footpaths	0.31	0.32	0.01	1.59	0.01
Parks Infrastructure	2.77	3.70	0.93	12.33	3.21
Landfill Infrastructure	0.78	0.24	(0.54)	1.06	0.08
Freehold Land	0.15	0.34	0.19	0.98	0.00
Buildings	4.04	7.07	3.03	20.16	6.73
Furniture & Equipment	0.63	0.93	0.30	0.93	0.09
Information Technology	0.36	1.18	0.82	2.98	0.56
Plant & Machinery	0.62	1.50	0.89	3.56	1.58

Asset Class	YTD Actuals \$M	YTD Budget \$M	YTD Variance \$M	Revised Budget \$M	Commit Orders \$M
<b>Total</b>	<b>12.87</b>	<b>20.85</b>	<b>7.98</b>	<b>60.40</b>	<b>14.53</b>

These results included the following significant project variances:

- Buildings – Cockburn Bowling & Recreation Facility under YTD budget by \$1.55M, Cockburn ARC minor works under by \$0.60M and Community Mens Shed under by \$0.47M.
- Roads Infrastructure – whilst the works program is collectively \$2.15M under YTD budget, only Warton Rd road lighting at \$0.27M has a material variance.
- Plant & Machinery – Heavy plant replacement is \$0.55M under YTD budget primarily due to a rubbish truck (\$0.38M) and landfill hook lift (\$0.21M) both on order. The light fleet replacement program is \$0.34M under YTD budget with \$0.20M on order.
- Furniture & Equipment – is indicating a \$0.30M under spend against YTD budget. However, the 3<sup>rd</sup> bin rollout is behind budget by \$0.52M, whilst an offsetting \$0.22M relating to the Cockburn ARC fitout is covered by the overall budget allocation for the facility.
- Information Technology – A number of hardware and software projects were collectively \$0.72M behind the YTD budget.
- Landfill Infrastructure – the new green waste decontamination plant project was \$0.56M over the YTD budget as it was paid for one month ahead of the cash flow 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 \$1.17M ahead of the YTD budget primarily due to the timing of federal funding for the Cockburn Bowling & Recreation Facility (\$0.96M ahead) and MRD regional road funding (\$0.50M ahead).
- Developer Contribution Area (DCA) contributions were collectively ahead of YTD budget by \$2.01M, with community infrastructure contributions ahead by \$0.49M and roads infrastructure contributions ahead by \$1.52M.

#### *Reserve Transfers*

- Transfers from Reserve were \$2.74M below the YTD budget setting, with reserve funding for capital projects behind budget by \$2.39M. This correlates with under spending within the capital program to the end of December.
- Transfers to financial reserves were \$1.76M above the YTD budget, primarily due to the higher level of DCA developer contributions received (extra \$2.06M transferred) and higher interest earnings (extra \$0.15M). Partially offsetting these are sales proceeds of \$0.38M from the heavy plant replacement program that are yet to be transferred into the plant replacement reserve.

*Cash & Investments*

The closing cash and financial investment holding at month’s end totalled \$163.03M, down \$6.26M from \$169.29M the previous month.

\$114.37M of this balance represented funds held for the City’s financial reserves. The remaining balance of \$48.66M represented cash funding available to meet operational liquidity requirements.

*Investment Performance, Ratings and Maturity*

The City’s investment portfolio made a weighted annualised return of 2.66% for the month, compared to 2.68% the previous two months. This continued to compare favourably against the UBS Bank Bill Index (1.92%) and the FIIG Term Deposit - All Maturities Index (1.81%). The City’s average monthly return will continue to slide as reinvestments are currently made at rates ranging from 2.55% to 2.65%. Also, the City’s 10 year zero coupon bond (Argon - CBA bond) is maturing on 22 January with a face value of \$4M. This has been generating internalised interest returns of 7.17%, which the loss of, will drag down monthly performance going forward. Interest earnings of \$2.77M to the end of December were \$0.23M ahead of the YTD budget.

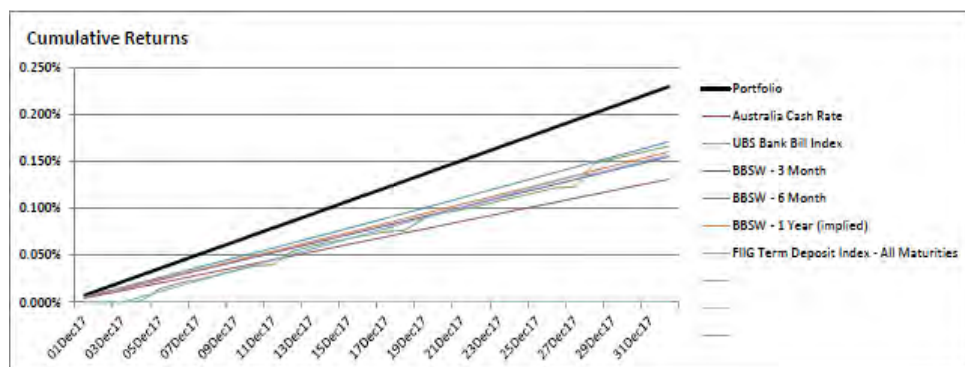


Figure 1: COC Portfolio Returns vs. Benchmarks

The cash rate was most recently reduced at the August 2016 meeting of the Reserve Bank of Australia (by 25bp to 1.50%). Markets currently indicate the next move will most likely be up, but not until late 2018 or early 2019.

The majority of investments are currently held in term deposit (TD) products placed with highly rated APRA (Australian Prudential Regulation Authority) regulated Australian and foreign owned banks. These were invested for terms ranging from three to twelve months. All investments comply with the Council's Investment Policy, other than those made under previous statutory provisions that were grandfathered by updated legislation.

The City's TD investments fall within the following Standard and Poor's short term risk rating categories. The A-1+ investment holding 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%.

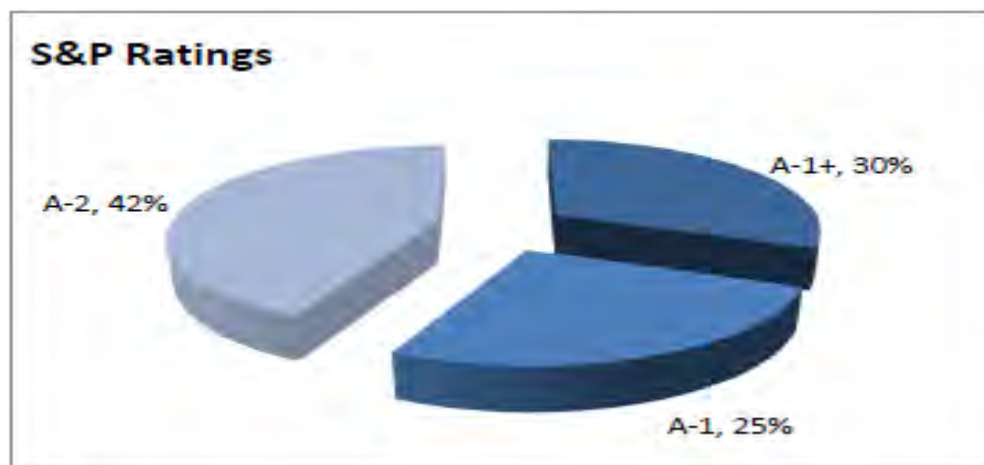


Figure 2: Council Investment Ratings Mix

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 198 days or 6.5 months at the end of December (slightly higher than 192 days the previous month) with the maturity profile graphically depicted below:



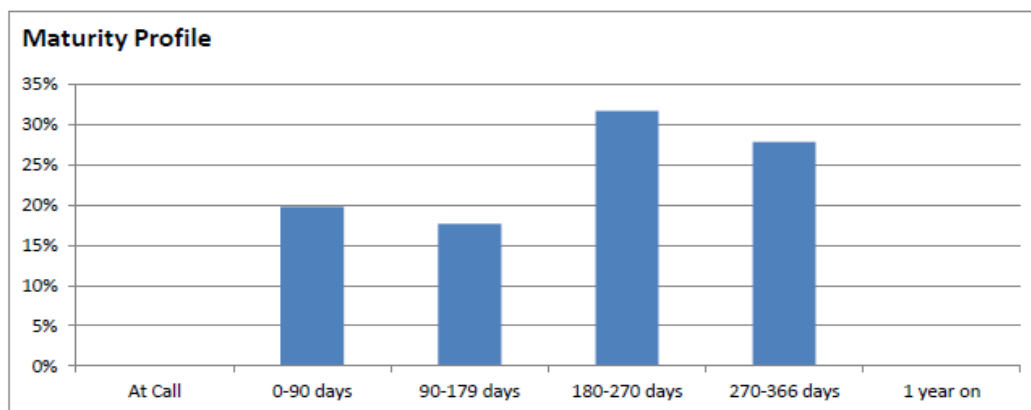


Figure 3: Council Investment Maturity Profile

### *Investment in Fossil Fuel Free Banks*

At month end, the City held 45% (\$72.02M) of its TD investment portfolio with banks deemed free from funding fossil fuel related industries. This was down from 51% (\$83.03M) the previous month and fluctuates due to policy limits and offered returns at time of placement.

### *Budget Revisions*

There were a number of budget amendments identified during the month that require Council adoption. These only have a minimal effect on the City's budget surplus, increasing it by \$32k to \$489k.

The City received a refund of insurance premiums relating to the 2012-13 FY due to LGIS successfully recovering \$325k from the Insurance Commission of Western Australia. This and other premium rebates result in a transfer to the Insurance Reserve of \$393k. Surplus funding of \$169k received under the NDIS state scheme is being transferred into the Restricted Grants Reserve for future refund. \$40k from the budget contingency account is being redirected to cover annual support fees for the City's risk management software not allowed for within the annual budget.

The financial report attached includes a detailed schedule of these and other minor proposed changes.

### *Description of Graphs & Charts*

There is a bar graph tracking Business Unit operating expenditure against budget. This provides a quick view of how the different units are tracking and the comparative size of their budgets.

The Capital Expenditure graph tracks the YTD capital spends against the budget. It also includes an additional trend line for the total of YTD actual expenditure and committed orders. This gives a better indication of how the capital budget is being exhausted, rather than just purely actual cost alone.

A liquidity graph shows the level of Council's net current position (adjusted for restricted assets) and trends this against previous years. This gives a good indication of Council's capacity to meet its financial commitments over the course of the year. Council's overall cash and investments position is provided in a line graph with a comparison against the YTD budget and the previous year's position at the same time.

Pie charts included show the break-up of actual operating income and expenditure by nature and type and the make-up of Council's current assets and liabilities (comprising the net current position).

### *Trust Fund*

At month end, the City held \$12.21M within its trust fund. \$5.55M was related to POS cash in lieu and another \$6.66M 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 increase by \$32,515 to \$489,843 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 30 November 2017

	Actuals	YTD Revised Budget	Variance to YTD Budget	\$ Variance to YTD Budget	Revised Budget	Adopted Budget
	\$	\$	%	\$	\$	\$
<b>Operating Revenue</b>						
Governance	100,331,937	100,061,171	0%	270,766 ✓	106,617,419	108,619,823
Financial Services	461,418	460,134	0%	1,284	662,100	662,100
Information Services	-	625	-100%	(625)	1,500	1,500
Human Resource Management	72,373	121,663	-41%	(49,290)	292,000	292,000
Library Services	20,808	22,144	-6%	(1,336)	53,146	53,146
Recreation & Community Safety	5,237,626	3,797,668	38%	1,439,958 ✓	9,297,863	9,197,863
Community Development & Services	4,447,891	4,136,391	8%	311,500 ✓	8,839,192	8,635,797
Corporate Communications	31,645	48,750	-35%	(17,105)	127,365	13,400
Statutory Planning	434,642	571,667	-24%	(137,025)	1,372,000	1,372,000
Strategic Planning	1,455,438	1,463,299	-1%	(7,860)	2,965,484	2,961,734
Building Services	647,345	754,695	-14%	(107,349)	1,460,650	1,460,650
Environmental Health	276,349	258,625	7%	17,724	325,500	325,500
Waste Services	5,218,916	5,408,801	-4%	(189,885)	9,340,885	9,340,885
Parks & Environmental Services	115,250	35,158	228%	80,092	41,120	10,220
Engineering Services	136,405	103,383	32%	33,021	248,120	248,120
Infrastructure Services	428,126	272,749	57%	155,376	1,097,797	1,097,797
	119,316,170	117,516,924	2%	1,799,247	142,742,140	144,292,534
<b>Total Operating Revenue</b>	<b>119,316,170</b>	<b>117,516,924</b>	<b>2%</b>	<b>1,799,247</b>	<b>142,742,140</b>	<b>144,292,534</b>
<b>Operating Expenditure</b>						
Governance	(1,336,885)	(1,387,248)	-4%	50,362	(4,401,512)	(4,416,012)
Strategy & Civic Support	(334,004)	(466,179)	-28%	132,175	(1,239,217)	(1,234,467)
Financial Services	(3,365,177)	(3,351,817)	0%	(13,360)	(5,534,457)	(5,975,527)
Information Services	(2,409,156)	(2,463,132)	-2%	53,976	(5,277,917)	(5,266,526)
Human Resource Management	(1,134,752)	(1,221,834)	-7%	87,082	(2,845,516)	(2,775,521)
Library Services	(1,544,746)	(1,639,621)	-6%	94,875	(3,758,725)	(3,683,813)
Recreation & Community Safety	(5,748,526)	(6,113,411)	-6%	364,886 ✓	(14,461,444)	(14,253,359)
Community Development & Services	(5,207,607)	(5,286,130)	-1%	78,523	(12,842,332)	(12,251,506)
Corporate Communications	(1,220,637)	(1,411,212)	-14%	190,576	(3,531,490)	(3,417,525)
Statutory Planning	(516,165)	(654,551)	-21%	138,386	(1,576,865)	(1,576,865)
Strategic Planning	(855,201)	(783,832)	9%	(71,369)	(1,911,561)	(1,851,561)
Building Services	(621,554)	(692,514)	-10%	70,961	(1,670,771)	(1,670,771)
Environmental Health	(688,061)	(778,055)	-12%	89,994	(1,864,428)	(1,859,118)
Waste Services	(7,519,212)	(8,135,176)	-8%	615,965 ✓	(19,840,746)	(19,841,080)
Parks & Environmental Services	(4,773,294)	(5,653,977)	-16%	880,684 ✓	(13,430,893)	(13,330,993)
Engineering Services	(3,272,290)	(3,494,154)	-6%	221,865 ✓	(8,093,516)	(7,901,213)
Infrastructure Services	(3,983,472)	(4,327,921)	-8%	344,450 ✓	(10,082,850)	(9,916,832)
	(44,530,737)	(47,860,767)	-7%	3,330,030	(112,364,242)	(111,222,691)

## STATEMENT OF FINANCIAL ACTIVITY

for the period ended 30 November 2017

	Actuals	YTD Revised Budget	Variance to YTD Budget	\$ Variance to YTD Budget	Revised Budget	Adopted Budget
	\$	\$	%	\$	\$	\$
<b>Less:</b> Net Internal Recharging	789,562	643,813	23%	145,749	1,405,992	1,331,071
<b>Add:</b> Depreciation & Amortisation on Non-Current Assets						
Computer Equipment	(411,619)	(416,275)	-1%	4,656	(999,080)	(250,320)
Furniture and Equipment	(168,491)	(148,345)	14%	(20,146)	(356,028)	(203,364)
Plant & Machinery	(1,348,756)	(1,240,529)	9%	(108,227)	(2,999,255)	(2,999,255)
Buildings	(2,476,271)	(2,570,930)	-4%	94,659	(6,063,608)	(5,350,032)
Infrastructure - Roads	(4,639,617)	(4,700,270)	-1%	60,653	(11,280,648)	(11,087,508)
Infrastructure - Drainage	(1,061,542)	(1,051,960)	1%	(9,582)	(2,524,704)	(2,524,704)
Infrastructure - Footpaths	(573,973)	(581,480)	-1%	7,507	(1,395,552)	(1,208,220)
Infrastructure - Parks Equipment	(1,580,366)	(1,605,900)	-2%	25,534	(3,854,160)	(3,701,592)
Landfill Infrastructure	(454,821)	(466,985)	-3%	12,164	(1,120,764)	(1,120,764)
Marina Infrastructure	(396,465)	(405,910)	-2%	9,445	(974,184)	(974,184)
	<b>(13,111,922)</b>	<b>(13,188,584)</b>	<b>-1%</b>	<b>76,662</b>	<b>(31,567,983)</b>	<b>(29,419,943)</b>
<b>Total Operating Expenditure</b>	<b>(56,853,097)</b>	<b>(60,405,538)</b>	<b>-6%</b>	<b>3,552,441</b>	<b>(142,526,233)</b>	<b>(139,311,564)</b>
<b>Change in Net Assets Resulting from Operations</b>	<b>62,463,074</b>	<b>57,111,386</b>	<b>9%</b>	<b>5,351,688</b>	<b>215,907</b>	<b>4,980,970</b>
<b>Non-Operating Activities</b>						
<b>Profit/(Loss) on Assets Disposal</b>						
Plant and Machinery	243,951	115,785	111%	128,166	144,062	(201,388)
Freehold Land	-	-	0%	-	2,513,103	1,763,103
Buildings	-	-	0%	-	-	-
	<b>243,951</b>	<b>115,785</b>	<b>111%</b>	<b>128,166</b>	<b>2,657,165</b>	<b>1,561,715</b>
<b>Capital Expenditure</b>						
Computer Equipment	(334,330)	(964,333)	-65%	630,003	(2,979,778)	(2,197,915)
Furniture and Equipment	(628,868)	(377,430)	67%	(251,438)	(931,930)	(509,000)
Plant & Machinery	(499,017)	(744,270)	-33%	245,253	(3,558,504)	(3,992,000)
Land	(146,422)	(308,507)	-53%	162,085	(982,404)	(110,000)
Buildings	(3,229,210)	(4,979,324)	-35%	1,750,113	(20,162,389)	(17,664,000)
Infrastructure - Roads	(1,712,263)	(1,956,385)	-12%	244,121	(15,063,364)	(11,769,788)
Infrastructure - Drainage	(224,422)	(150,415)	49%	(74,007)	(1,743,654)	(1,000,000)
Infrastructure - Footpaths	(269,231)	(257,711)	4%	(11,520)	(1,590,096)	(1,180,440)
Infrastructure - Parks Equipment	(1,659,388)	(1,830,206)	-9%	170,819	(10,860,064)	(8,592,000)
Infrastructure - Parks Landscaping	(456,239)	(487,374)	-6%	31,135	(1,469,184)	(1,500,000)
Landfill Infrastructure	(204,132)	(238,080)	-14%	33,948	(1,058,385)	(190,000)
<b>Note 1.</b>	<b>(9,363,523)</b>	<b>(12,294,034)</b>	<b>-24%</b>	<b>2,930,511</b>	<b>(60,399,752)</b>	<b>(48,705,143)</b>

## STATEMENT OF FINANCIAL ACTIVITY

for the period ended 30 November 2017

	Actuals	YTD Revised Budget	Variance to YTD Budget	\$ Variance to YTD Budget	Revised Budget	Adopted Budget
	\$	\$	%	\$	\$	\$
<b>Add:</b> Gifted Subdivision Assets	-	-	0%	-	-	-
<b>Add:</b> Land - Vested in Crown	(390,308)	(350,000)	12%	(40,308)	(350,000)	-
<b>Add:</b> Transfer to Reserves	(16,142,927)	(15,027,947)	7%	(1,114,980) X	(31,379,241)	(25,599,306)
<b>Add Funding from</b>						
Non-Operating Grants, Subsidies and Contributions	3,887,867	2,205,872	76%	1,681,996 ✓	13,494,709	11,336,931
Developers Contributions Plans: Cash	3,863,161	2,507,390	54%	1,355,771 ✓	6,017,736	6,017,736
Proceeds on Sale of Assets	824,097	540,530	52%	283,568 ✓	4,673,450	3,578,000
Reserves	7,899,114	9,153,471	-14%	(1,254,357) X	32,569,728	19,082,533
Gifted Subdivision Assets	-	-	0%	-	-	-
	<b>16,474,240</b>	<b>14,407,262</b>	<b>14%</b>	<b>2,066,978</b>	<b>56,755,623</b>	<b>40,015,200</b>
<b>Non-Cash/Non-Current Item Adjustments</b>						
Depreciation on Assets	12,657,100	12,721,599	-1%	(64,499)	30,447,219	28,299,179
Amortisation on Assets	454,821	466,985	-3%	(12,164)	1,120,764	1,120,764
Profit/(Loss) on Assets Disposal	(243,951)	(115,785)	111%	(128,166)	(2,657,165)	(1,561,715)
Loan Repayments	-	-	0%	-	(2,597,176)	(2,597,176)
Non-Current Leave Provisions	25,628	-	0%	25,628	-	-
Deferred Pensioners Adjustment	15,735	-	0%	15,735	-	-
	<b>12,909,334</b>	<b>13,072,800</b>	<b>-1%</b>	<b>(163,466)</b>	<b>26,313,642</b>	<b>25,261,052</b>
Opening Funds	6,643,985	6,643,985	0%	(0)	6,643,985	2,500,000
<b>Closing Funds</b>	<b>72,837,824</b>	<b>63,688,673</b>	<b>14%</b>	<b>9,149,150</b>	<b>457,328</b>	<b>14,487</b>
	-	-		-	-	-







**Notes to Statement of Financial Activity**

**Note 1.**

Additional information on the capital works program including committed orders at end of month:

	Actuals	Commitments at Month End	Commitments & Actuals YTD	YTD Revised Budget	Full Year Revised Budget	Uncommitted at Month End
	\$	\$			\$	\$
<b>Assets Classification</b>						
Computer Equipment	(334,330)	(519,765)	(854,095)	(964,333)	(2,979,778)	2,125,683
Furniture and Equipment	(628,868)	(92,115)	(720,983)	(377,430)	(931,930)	210,947
Plant & Machinery	(499,017)	(1,410,310)	(1,909,327)	(744,270)	(3,558,504)	1,649,178
Land	(146,422)	(8,380)	(154,802)	(308,507)	(982,404)	827,602
Buildings	(3,229,210)	(7,140,373)	(10,369,583)	(4,979,324)	(20,162,389)	9,792,806
Infrastructure - Roads	(1,712,263)	(2,886,216)	(4,598,480)	(1,956,385)	(15,063,364)	10,464,884
Infrastructure - Drainage	(224,422)	(95,119)	(319,541)	(150,415)	(1,743,654)	1,424,113
Infrastructure - Footpaths	(269,231)	(3,905)	(273,137)	(257,711)	(1,590,096)	1,316,959
Infrastructure - Parks Equipment	(1,659,388)	(3,423,377)	(5,082,765)	(1,830,206)	(10,860,064)	5,777,299
Infrastructure - Parks Landscaping	(456,239)	(53,068)	(509,307)	(487,374)	(1,469,184)	959,877
Landfill Infrastructure	(204,132)	(606,114)	(810,247)	(238,080)	(1,058,385)	248,138
	<b>(9,363,523)</b>	<b>(16,238,743)</b>	<b>(25,602,266)</b>	<b>(12,294,034)</b>	<b>(60,399,752)</b>	<b>34,797,486</b>

**Note 2.**

Closing Funds in the Financial Activity Statement are represented by:

	Actuals	YTD Revised Budget	Full Year Revised Budget	Adopted Budget
	\$	\$	\$	\$
<b>Current Assets</b>				
Cash & Investments	169,053,129	185,023,720	113,947,104	115,497,141
Rates Outstanding	34,565,177	2,150,000	2,150,000	2,150,000
Rubbish Charges Outstanding	358,202	120,001	120,000	120,000
Sundry Debtors	3,960,903	4,000,000	4,000,000	4,000,000
GST Receivable	2,401	-	-	-
Prepayments	82,390	420,000	420,000	420,000
Accrued Debtors	4,395	-	-	-
Stock on Hand	24,755	14,000	14,000	14,000
	<b>208,051,353</b>	<b>191,727,721</b>	<b>120,651,104</b>	<b>122,201,141</b>
<b>Current Liabilities</b>				
Creditors	(13,979,407)	(11,302,735)	(11,260,049)	(11,260,049)
Income Received in Advance	(1,195,319)	(1,500,000)	(1,500,000)	(1,500,000)
GST Payable	(587,863)	-	-	-
Withholding Tax Payable	-	-	-	-
Provision for Annual Leave	(4,281,318)	(3,996,835)	(3,992,256)	(3,992,256)
Provision for Long Service Leave	(2,451,508)	(2,000,000)	(2,000,000)	(2,000,000)
	<b>(22,495,415)</b>	<b>(18,799,569)</b>	<b>(18,752,305)</b>	<b>(18,752,305)</b>
<b>Net Current Assets</b>	<b>185,555,938</b>	<b>172,928,152</b>	<b>101,898,799</b>	<b>103,448,836</b>
<b>Add: Non Current Investments</b>	<b>1,048,769</b>	<b>4,825,000</b>	<b>4,825,000</b>	<b>4,825,000</b>
	<b>186,604,707</b>	<b>177,753,152</b>	<b>106,723,799</b>	<b>108,273,836</b>
<b>Less: Restricted/Committed Assets</b>				
Cash Backed Reserves #	(113,766,884)	(114,064,479)	(105,856,269)	(108,259,348)
Deposits & Bonds Liability *	-	-	-	-
	<b>72,837,824</b>	<b>63,688,673</b>	<b>867,530</b>	<b>14,487</b>
<b>Closing Funds (as per Financial Activity Statement)</b>	<b>72,837,824</b>	<b>63,688,673</b>	<b>867,530</b>	<b>14,487</b>

# See attached Reserve Fund Statement

\* See attached Restricted Funds Analysis



Note 3.

Amendments to original budget since budget adoption. Surplus/(Deficit)

Ledger	Project/ Activity	Description	Council Resolution	Classification	Non Change (Non Cash Items) Adjust.	Increase in Available Cash	Decrease in Available Cash	Amended budget Running Balance
					\$	\$	\$	\$
		<b>Budget Adoption</b>		<b>Closing Funds Surplus(Deficit)</b>				<b>14,487</b>
GL	131	Recovery of Multicultural Officer		Operating Income		140		<b>14,627</b>
GL	855	Reduction in Insurance charges		Operating Expenditure		490,416		<b>505,043</b>
GL	105	Reduction in FAGS grant		Operating Income			40,968	<b>464,075</b>
CW	5681	Reduction in Tree Planting CW		Operating Expenditure		445,000		<b>909,075</b>
GL	355	Management cost recovery		Operating Income		11,893		<b>920,968</b>
GL	855	Savings in insurance premium transferred to Reserve		Operating Expenditure			500,000	<b>420,968</b>
				<b>Closing Funds Surplus (Deficit)</b>	<b>0</b>	<b>947,449</b>	<b>540,968</b>	<b>420,968</b>

## Statement of Comprehensive Income *by Nature and Type*

for the period ended 30 November 2017

	Actual	Amended YTD Budget	\$ Variance to YTD Budget	Forecast	Amended Budget	Adopted Budget
	\$	\$	\$	\$	\$	\$
<b>OPERATING REVENUE</b>						
01 Rates	96,891,683	96,760,926	130,757	100,112,206	99,981,449	99,981,449
02 Specified Area Rates	379,392	330,000	49,392	379,392	330,000	330,000
05 Fees and Charges	Note 1 14,098,121	13,074,064	1,024,058	27,738,113	26,714,055	26,710,305
06 Service Charges	-	-	-	-	-	-
10 Grants and Subsidies	5,073,227	4,687,490	385,737	10,139,080	9,753,342	11,382,351
15 Contributions, Donations and Reimbursements	496,478	491,541	4,937	1,225,263	1,220,326	1,145,461
20 Interest Earnings	2,377,268	2,172,903	204,365	4,947,333	4,742,968	4,742,968
25 Other revenue and Income	-	-	-	-	-	-
<b>Total Operating Revenue</b>	<b>119,316,170</b>	<b>117,516,924</b>	<b>1,799,247</b>	<b>144,541,387</b>	<b>142,742,140</b>	<b>144,292,534</b>
<b>OPERATING EXPENDITURE</b>						
50 Employee Costs - Salaries & Direct Oncosts	Note 2 (21,938,775)	(22,586,442)	647,667	(52,435,797)	(53,083,465)	(52,284,525)
51 Employee Costs - Indirect Oncosts	(354,108)	(408,396)	54,288	(1,450,466)	(1,504,754)	(1,491,754)
55 Materials and Contracts	Note 3 (14,997,015)	(17,601,400)	2,604,385	(38,418,356)	(41,022,741)	(40,166,898)
65 Utilities	(2,073,484)	(2,196,761)	123,277	(5,106,020)	(5,229,298)	(5,227,818)
70 Interest Expenses	-	-	-	(816,699)	(816,699)	(816,699)
75 Insurances	(1,621,334)	(1,700,488)	79,154	(1,621,334)	(1,700,488)	(2,228,200)
80 Other Expenses	(3,546,021)	(3,367,280)	(178,741)	(9,185,539)	(9,006,798)	(9,006,798)
85 Depreciation on Non Current Assets	(12,657,100)	(12,721,599)	64,499	(30,382,720)	(30,447,219)	(28,299,179)
86 Amortisation on Non Current Assets	(454,821)	(466,985)	12,164	(454,821)	(1,120,764)	(1,120,764)
<b>Add Back:</b> Indirect Costs Allocated to Capital Works	789,562	643,813	145,749	1,551,741	1,405,992	1,331,071
<b>Total Operating Expenditure</b>	<b>(56,853,097)</b>	<b>(60,405,538)</b>	<b>3,552,441</b>	<b>(138,320,013)</b>	<b>(142,526,233)</b>	<b>(139,311,564)</b>
<b>CHANGE IN NET ASSETS RESULTING FROM OPERATING ACTIVITIES</b>						
	<b>62,463,074</b>	<b>57,111,386</b>	<b>5,351,688</b>	<b>6,221,374</b>	<b>215,907</b>	<b>4,980,970</b>
<b>NON-OPERATING ACTIVITIES</b>						
11, 16 Non-Operating Grants, Subsidies and Contributions	3,887,867	2,205,872	1,681,996	15,176,705	13,494,709	11,336,931
18 Developers Contributions Plans: Cash	3,863,161	2,507,390	1,355,771	7,373,507	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	243,951	115,785	128,166	243,951	2,657,165	1,561,715
<b>Total Non-Operating Activities</b>	<b>7,604,671</b>	<b>4,479,046</b>	<b>3,125,625</b>	<b>22,403,855</b>	<b>21,819,610</b>	<b>18,916,382</b>
<b>NET RESULT</b>	<b>70,067,745</b>	<b>61,590,432</b>	<b>8,477,313</b>	<b>28,625,229</b>	<b>22,035,517</b>	<b>23,897,352</b>

**Notes to Statement of Comprehensive Income**

**Note 1.**

Additional information on main sources of revenue in fees & charges.

	Actual	Amended YTD Budget	Amended Budget	Adopted Budget
	\$	\$	\$	\$
<b><u>Recreation &amp; Community Safety</u></b>				
Recreational Services	236,996	246,283	591,080	591,080
Law and Public Safety	238,437	160,665	385,596	385,596
Cockburn ARC	4,170,635	2,924,535	7,253,485	7,253,485
	4,646,068	3,331,483	8,230,161	8,230,161
<b><u>Waste Services:</u></b>				
Waste Collection Services	2,606,443	2,683,432	2,800,000	2,800,000
Waste Disposal Services	2,610,008	2,725,369	6,540,885	6,540,885
	5,217,378	5,408,801	9,340,885	9,340,885
<b><u>Infrastructure Services:</u></b>				
Port Coogee Marina	414,765	271,792	1,095,500	1,095,500
	414,765	271,792	1,095,500	1,095,500
	10,278,211	9,012,076	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	(1,031,870)	(1,112,400)	(2,629,867)	(2,629,867)
Finance & Corporate Services Division	(3,180,473)	(3,237,862)	(7,508,795)	(7,358,795)
Governance & Community Services Division	(7,962,587)	(7,898,397)	(18,698,338)	(18,241,451)
Planning & Development Division	(2,185,269)	(2,472,043)	(5,869,626)	(5,869,626)
Engineering & Works Division	(7,578,575)	(7,865,740)	(18,376,839)	(18,184,786)
	(21,938,775)	(22,586,442)	(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	(550,958)	(657,598)	(1,888,688)	(1,898,438)
Finance & Corporate Services Division	(1,796,888)	(1,747,131)	(3,510,204)	(3,496,376)
Governance & Community Services Division	(4,466,793)	(5,477,250)	(12,677,730)	(12,158,109)
Planning & Development Division	(425,401)	(407,554)	(1,000,597)	(935,287)
Engineering & Works Division	(7,756,975)	(9,311,867)	(21,945,522)	(21,678,688)
Not Applicable	0	0	0	0
	(14,997,015)	(17,601,400)	(41,022,741)	(40,166,898)



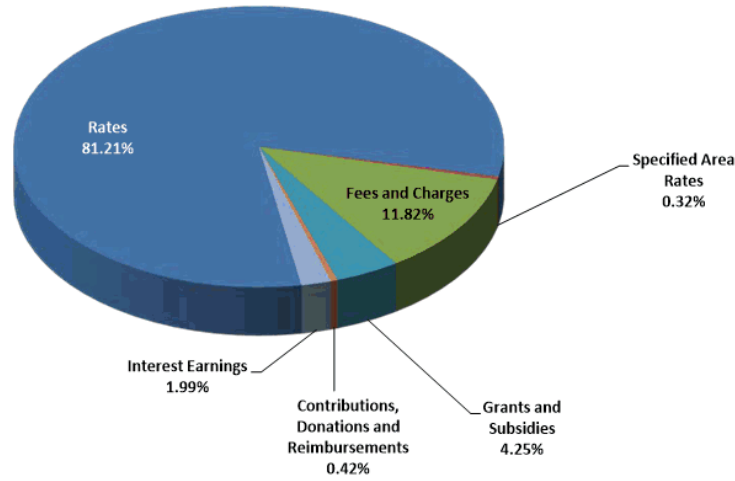
City of Cockburn - Reserve Funds

Financial Statement for Period Ending 30 November 2017

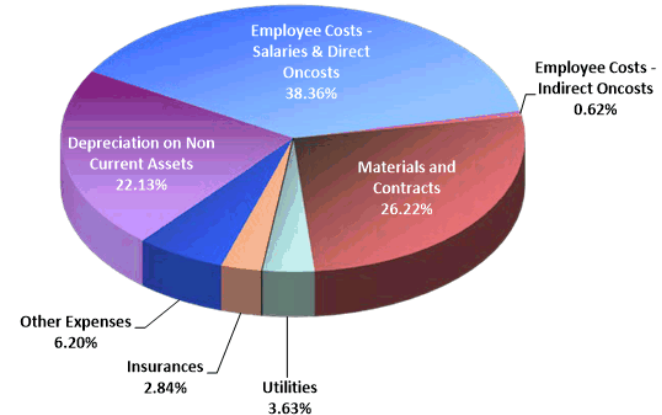
Account Details	Opening Balance		Interest Received		t/f's from Municipal		t/f's to Municipal		Closing Balance	
	Budget	Actual	Budget	Actual	Budget	Actual	Budget	Actual	Budget	Actual
<b>Council Funded</b>										
Bibra Lake Management Plan Reserve	589,288	589,288	10,648	4,960	-	-	(25,000)	-	574,936	594,249
C/FWD Projects Reserve	9,474,600	3,974,994	-	-	-	5,419,903	(7,702,795)	(2,878,098)	1,771,805	6,516,799
CCW Development Fund	1,492,671	500,000	53,000	4,209	-	-	-	-	1,545,671	504,209
Community Infrastructure	13,495,449	13,210,265	109,782	128,194	3,632,000	1,625,749	(3,580,000)	(291,197)	13,657,231	14,673,010
Community Surveillance Levy Reserve	1,314,234	1,097,742	22,594	9,144	200,000	83,333	(509,633)	(94,275)	1,027,195	1,095,944
DCD Redundancies Reserve	41,748	41,748	797	351	-	-	-	-	42,545	42,099
Environmental Offset Reserve	298,185	298,185	7,691	2,510	-	-	-	-	305,876	300,695
Green House Emissions Reductions	349,919	349,919	10,330	3,223	200,000	83,333	(12,203)	-	548,046	436,475
HWRP Post Closure Management	2,359,654	2,359,654	47,780	19,862	-	-	-	-	2,407,434	2,379,517
Information Technology	189,836	290,055	8,082	2,285	100,000	41,667	(168,392)	(80,830)	129,526	253,176
Insurance	327,698	328,198	8,090	4,441	500,000	500,000	(50,000)	-	785,788	832,638
Land Development & Investment Fund Reserve	4,175,384	4,177,766	251,777	34,660	3,760,000	62,500	(1,923,685)	(301,035)	6,263,476	3,973,891
Major Buildings Refurbishment	11,573,486	11,573,486	133,850	99,502	1,500,000	625,000	-	-	13,207,336	12,297,988
Municipal Elections	155,198	155,198	2,681	2,108	120,000	120,000	(200,000)	-	77,879	277,306
Naval Base Shacks	1,072,113	1,077,675	22,969	8,746	75,363	-	(65,000)	(65,000)	1,105,445	1,021,421
Plant & Vehicle Replacement	7,416,058	7,371,172	105,975	65,739	3,375,852	1,265,833	(2,457,792)	(224,804)	8,440,093	8,477,941
Port Coogee Marina Assets Replcmt	-	-	-	-	-	-	(50,000)	-	(50,000)	-
Port Coogee SAR Special Maintenance Reserve	1,246,841	1,246,841	26,794	11,446	274,000	256,000	-	-	1,547,635	1,514,287
Port Coogee SAR Waterways Reserve	112,477	112,477	8,685	1,135	56,000	56,000	(79,742)	-	97,420	169,611
Port Coogee WEMP	1,933,584	2,296,993	40,372	19,335	-	-	(208,192)	-	1,765,764	2,316,328
Roads & Drainage Infrastructure	14,004,556	13,987,382	64,880	119,407	1,500,000	625,000	(2,452,598)	(101,581)	13,116,838	14,630,208
Staff Payments & Entitlements	1,947,631	1,947,631	45,068	14,483	125,000	52,083	(364,053)	(324,053)	1,753,646	1,690,145
Waste & Recycling	13,725,436	13,165,896	348,847	110,025	1,472,079	-	(1,175,893)	(209,963)	14,370,469	13,065,959
Waste Collection Levy	2,731,598	2,437,627	63,366	20,017	1,000,000	-	(621,200)	(109,894)	3,173,764	2,347,749
POS Cash in Lieu (Restricted Funds)	500	-	108,937	0	-	-	-	-	109,437	0
	<b>90,028,144</b>	<b>82,590,191</b>	<b>1,502,995</b>	<b>685,783</b>	<b>17,890,294</b>	<b>10,816,402</b>	<b>(21,646,178)</b>	<b>(4,680,731)</b>	<b>87,775,255</b>	<b>89,411,645</b>
<b>Grant Funded</b>										
Aged & Disabled Vehicle Expenses	248,193	223,193	8,628	1,879	-	-	(56,000)	-	200,821	225,071
CIHF Building Maintenance Resrv	4,497,350	4,621,068	-	40,145	1,450,000	604,167	(20,000)	(13,636)	5,927,350	5,251,744
Family Day Care Accumulation Fund	16,799	8,482	-	71	-	-	-	-	16,799	8,554
Naval Base Shack Removal Reserve	526,838	526,838	10,217	4,435	-	-	-	-	537,055	531,272
Restricted Grants & Contributions Reserv	2,685,102	3,585,466	-	-	-	-	(3,257,292)	(3,201,069)	(572,190)	384,397
UNDERGROUND POWER	227,532	0	-	-	-	-	-	-	227,532	0
Welfare Projects Employee Entitlements	470,402	459,203	9,223	3,982	-	-	-	-	479,625	463,185
	<b>8,672,216</b>	<b>9,424,250</b>	<b>28,068</b>	<b>50,512</b>	<b>1,450,000</b>	<b>604,167</b>	<b>(3,333,292)</b>	<b>(3,214,706)</b>	<b>6,816,992</b>	<b>6,864,224</b>
<b>Development Cont. Plans</b>										
Cockburn Coast DCP14	(109,448)	(109,448)	-	(921)	-	-	(40,177)	-	(149,625)	(110,370)
Community Infrastructure DCP 13	5,964,447	5,964,447	220,238	56,962	5,000,000	2,177,292	(8,463,452)	-	2,721,232	8,198,701
Hammond Park DCP	1,398,439	1,398,439	9,354	12,589	396,000	617,892	(6,559)	-	1,797,235	2,028,920
Munster Development	1,140,711	1,140,711	18,147	9,741	80,000	68,352	(8,045)	-	1,230,812	1,218,804
Muriel Court Development Contribution	(110,762)	(110,762)	-	(768)	100,000	366,392	(11,328)	-	(22,090)	254,863

Packham North - DCP 12	34,792	34,792	1,000	489	150,000	39,156	(9,019)	-	176,773	74,436
Solomon Road DCP	626,939	626,939	16,500	5,277	50,000	-	(5,235)	-	688,204	632,217
Success Nth Development Cont. Plans	2,684,263	2,684,263	15,311	22,595	11,700	270,659	(3,518)	-	2,707,757	2,977,517
Thomas St Development Cont. Plans	12,986	12,986	294	109	-	-	-	-	13,280	13,095
Wattleup DCP 10	91,140	91,140	2,000	1,401	100,000	188,764	(6,559)	(3,677)	186,582	277,627
Yangebup East Development Cont. Plans	1,347,473	1,347,473	6,026	11,346	130,036	652	(3,398)	-	1,480,137	1,359,470
Yangebup West Development Cont. Plans	427,648	427,648	9,195	4,280	-	133,806	(3,118)	-	433,725	565,734
	<b>13,508,629</b>	<b>13,508,629</b>	<b>298,065</b>	<b>123,098</b>	<b>6,017,736</b>	<b>3,862,965</b>	<b>(8,560,407)</b>	<b>(3,677)</b>	<b>11,264,023</b>	<b>17,491,015</b>
<i>Total Reserves</i>	<b>112,208,988</b>	<b>105,523,070</b>	<b>1,829,128</b>	<b>859,394</b>	<b>25,358,030</b>	<b>15,283,533</b>	<b>(33,539,877)</b>	<b>(7,899,114)</b>	<b>105,856,269</b>	<b>113,766,884</b>

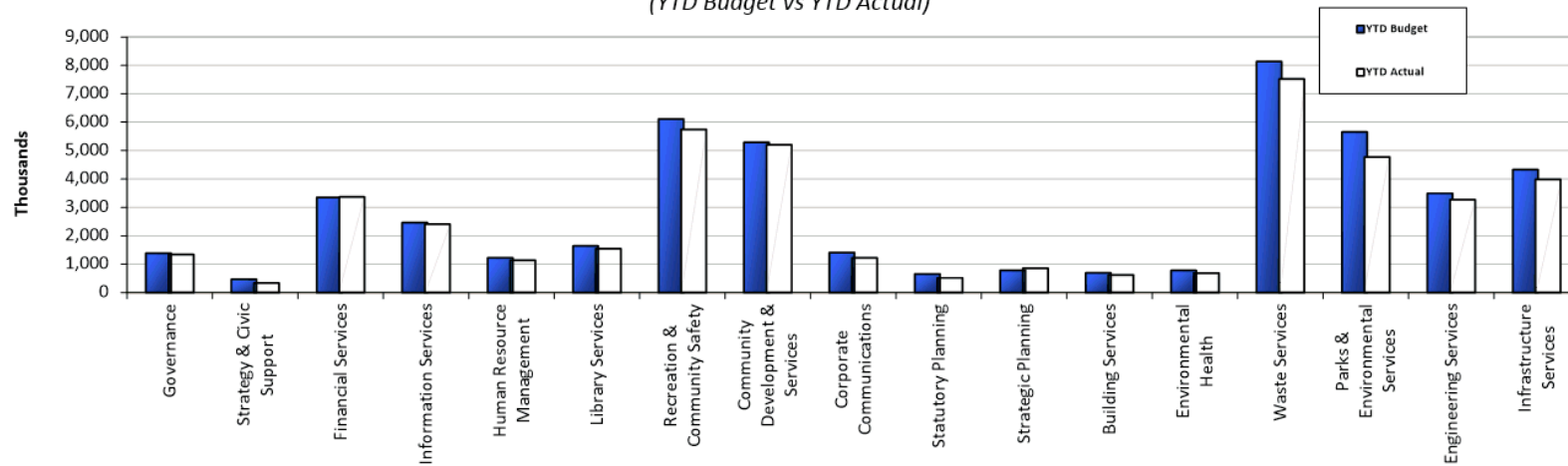
**Operating Income by Nature and Type**  
(YTD Actual)



**Operating Expenditure by Nature and Type**  
(YTD Actual)

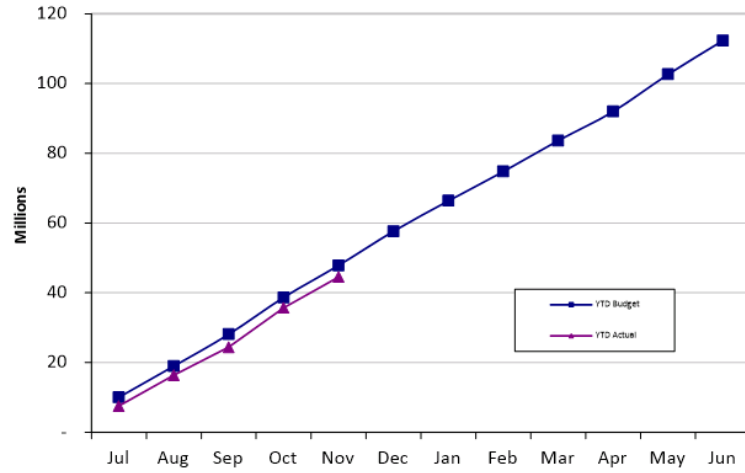


**Operating Expenditure by Business Unit**  
(YTD Budget vs YTD Actual)

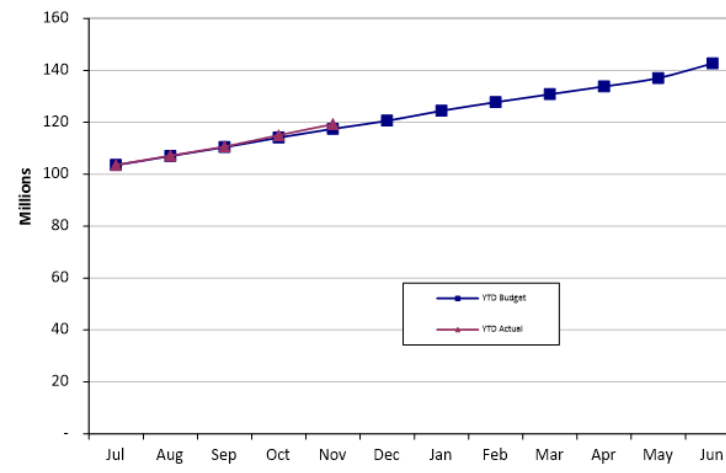




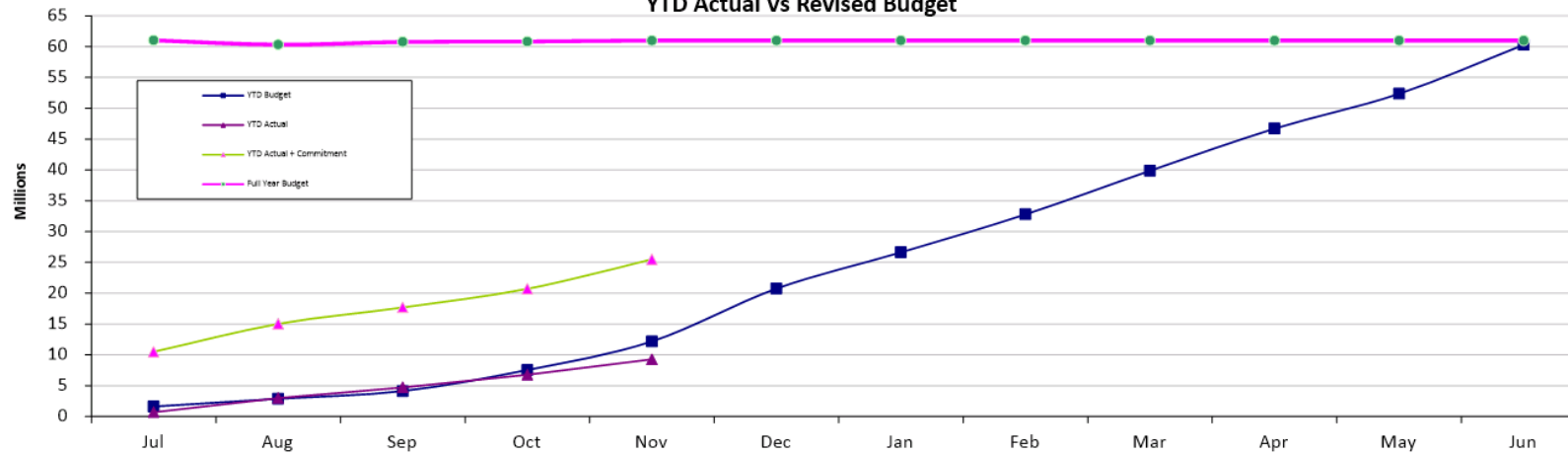
YTD Operating Expenditure Vs YTD Revised Budget



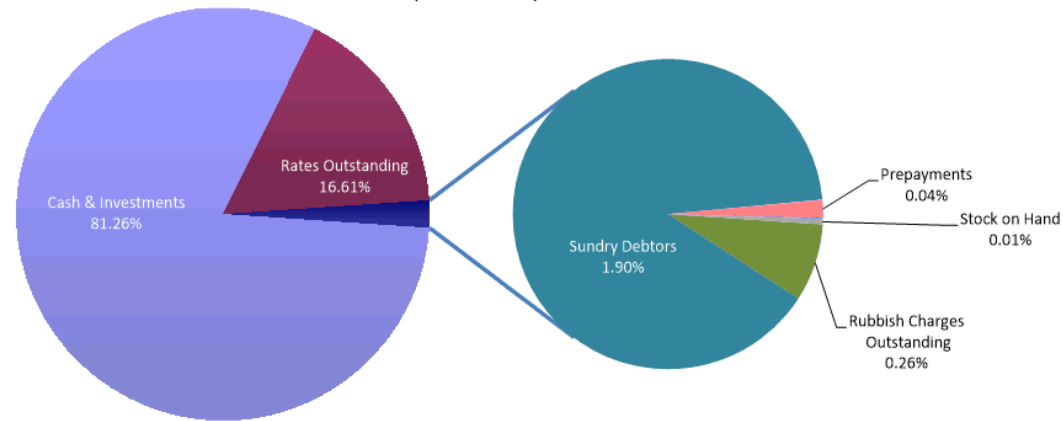
YTD Operating Income Vs YTD Revised Budget



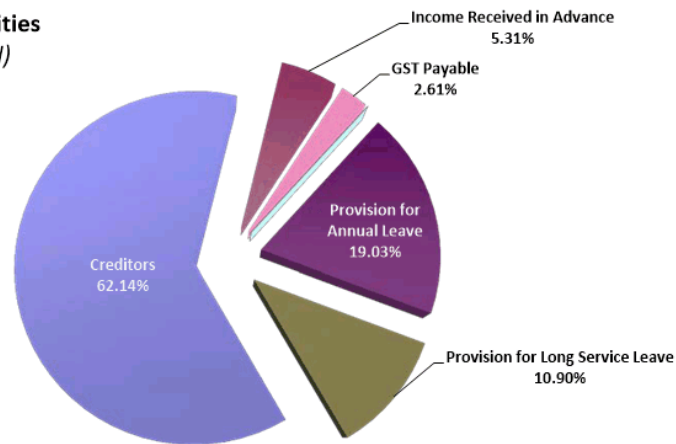
Capital Expenditure  
YTD Actual Vs Revised Budget

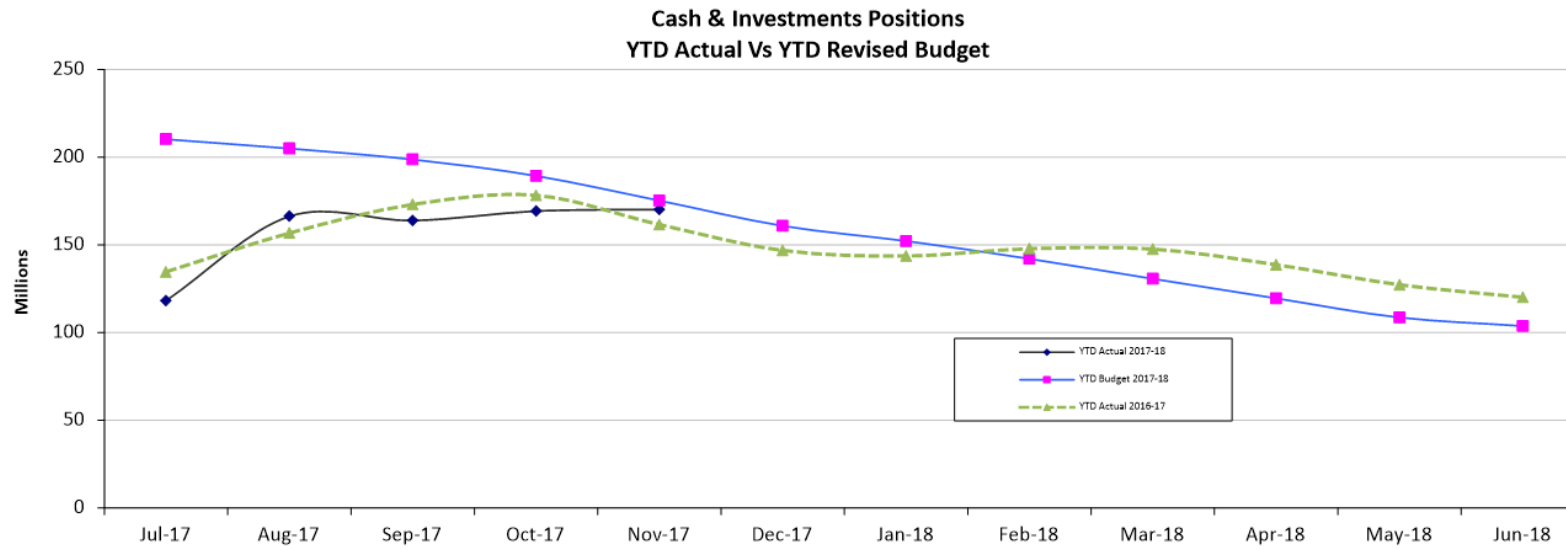
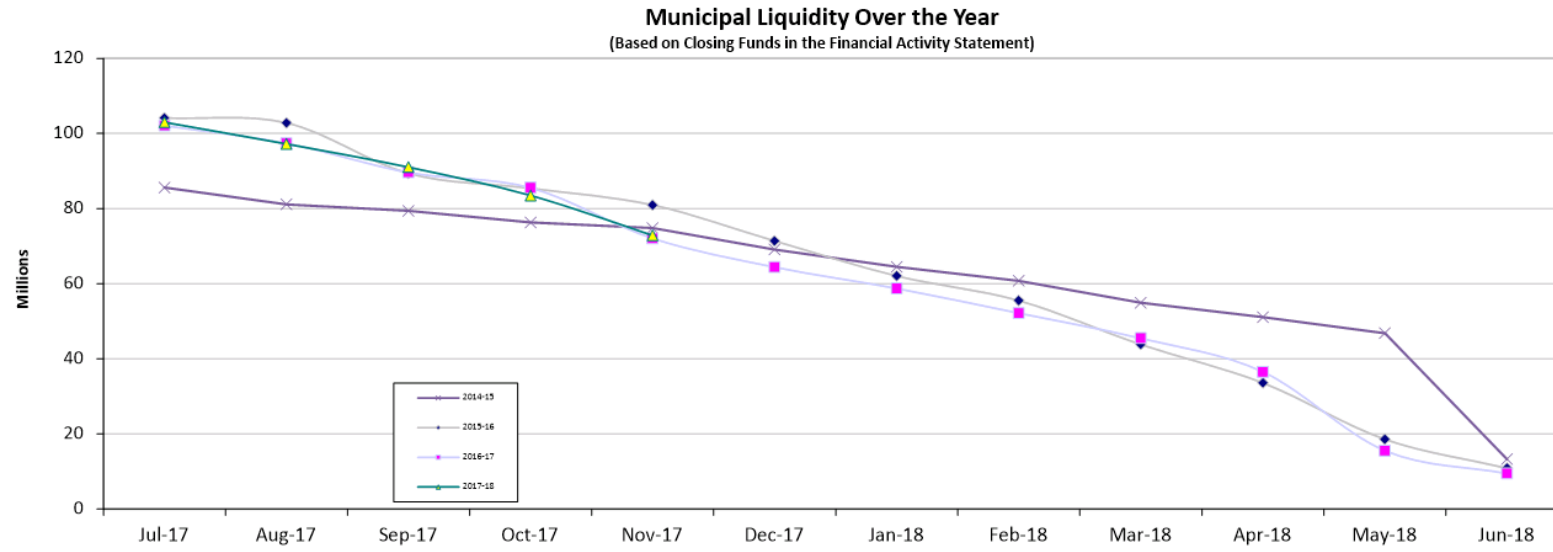


**Current Assets**  
(YTD Actual)



**Current Liabilities**  
(YTD Actual)





## STATEMENT OF FINANCIAL ACTIVITY

for the period ended 31 December 2017

	Actuals	YTD Revised Budget	Variance to YTD Budget	\$ Variance to YTD Budget	Revised Budget	Adopted Budget
	\$	\$	%	\$	\$	\$
<b>Operating Revenue</b>						
Governance	100,697,883	100,579,283	0%	118,600	106,617,419	108,619,823
Financial Services	496,153	530,337	-6%	(34,184)	662,100	662,100
Information Services	-	750	-100%	(750)	1,500	1,500
Human Resource Management	85,565	145,996	-41%	(60,431)	292,000	292,000
Library Services	23,756	26,573	-11%	(2,817)	53,146	53,146
Recreation & Community Safety	6,404,775	4,512,976	42%	1,891,798	9,297,863	9,197,863
Community Development & Services	4,836,811	4,777,439	1%	59,371	8,839,192	8,635,797
Corporate Communications	41,645	110,800	-62%	(69,155)	127,365	13,400
Statutory Planning	500,688	686,000	-27%	(185,312)	1,372,000	1,372,000
Strategic Planning	1,520,243	1,638,659	-7%	(118,416)	2,965,484	2,961,734
Building Services	720,894	854,820	-16%	(133,926)	1,460,650	1,460,650
Environmental Health	280,321	272,750	3%	7,571	325,500	325,500
Waste Services	5,718,628	5,970,527	-4%	(251,899)	9,340,885	9,340,885
Parks & Environmental Services	140,415	36,010	290%	104,405	41,120	10,220
Engineering Services	141,560	124,060	14%	17,500	248,120	248,120
Infrastructure Services	498,836	330,633	51%	168,203	1,097,797	1,097,797
	122,108,173	120,597,613	1%	1,510,560	142,742,140	144,292,534
<b>Total Operating Revenue</b>	<b>122,108,173</b>	<b>120,597,613</b>	<b>1%</b>	<b>1,510,560</b>	<b>142,742,140</b>	<b>144,292,534</b>
<b>Operating Expenditure</b>						
Governance	(2,103,648)	(2,051,119)	3%	(52,529)	(4,401,512)	(4,416,012)
Strategy & Civic Support	(436,537)	(577,164)	-24%	140,627	(1,239,217)	(1,234,467)
Financial Services	(3,665,642)	(3,674,955)	0%	9,312	(5,534,457)	(5,975,527)
Information Services	(2,747,668)	(2,821,425)	-3%	73,756	(5,277,917)	(5,266,526)
Human Resource Management	(1,328,107)	(1,425,903)	-7%	97,796	(2,845,516)	(2,775,521)
Library Services	(1,789,549)	(1,956,122)	-9%	166,573	(3,758,725)	(3,683,813)
Recreation & Community Safety	(6,883,727)	(7,264,444)	-5%	380,717	(14,461,444)	(14,253,359)
Community Development & Services	(6,070,102)	(6,706,460)	-9%	636,358	(12,842,332)	(12,251,506)
Corporate Communications	(1,599,287)	(1,699,279)	-6%	99,993	(3,531,490)	(3,417,525)
Statutory Planning	(615,844)	(774,698)	-21%	158,853	(1,576,865)	(1,576,865)
Strategic Planning	(1,046,293)	(952,336)	10%	(93,957)	(1,911,561)	(1,851,561)
Building Services	(745,595)	(819,391)	-9%	73,796	(1,670,771)	(1,670,771)
Environmental Health	(823,514)	(919,899)	-10%	96,386	(1,864,428)	(1,859,118)
Waste Services	(9,335,095)	(10,018,678)	-7%	683,583	(19,840,746)	(19,841,080)
Parks & Environmental Services	(5,638,435)	(6,723,903)	-16%	1,085,468	(13,430,893)	(13,330,993)
Engineering Services	(3,947,459)	(4,124,309)	-4%	176,850	(8,093,516)	(7,901,213)
Infrastructure Services	(4,452,772)	(5,146,881)	-13%	694,109	(10,082,850)	(9,916,832)
	(53,229,275)	(57,656,965)	-8%	4,427,691	(112,364,242)	(111,222,691)

## STATEMENT OF FINANCIAL ACTIVITY

for the period ended 31 December 2017

	Actuals	YTD Revised Budget	Variance to YTD Budget	\$ Variance to YTD Budget	Revised Budget	Adopted Budget
	\$	\$	%	\$	\$	\$
<b>Less:</b> Net Internal Recharging	888,690	760,500	17%	128,190	1,405,992	1,331,071
<b>Add:</b> Depreciation & Amortisation on Non-Current Assets						
Computer Equipment	(495,019)	(499,530)	-1%	4,511	(999,080)	(250,320)
Furniture and Equipment	(196,961)	(178,014)	11%	(18,947)	(356,028)	(203,364)
Plant & Machinery	(1,615,892)	(1,497,934)	8%	(117,958)	(2,999,255)	(2,999,255)
Buildings	(2,977,999)	(3,069,884)	-3%	91,885	(6,063,608)	(5,350,032)
Infrastructure - Roads	(5,579,670)	(5,640,324)	-1%	60,654	(11,280,648)	(11,087,508)
Infrastructure - Drainage	(1,276,625)	(1,262,352)	1%	(14,273)	(2,524,704)	(2,524,704)
Infrastructure - Footpaths	(690,268)	(697,776)	-1%	7,508	(1,395,552)	(1,208,220)
Infrastructure - Parks Equipment	(1,900,571)	(1,927,080)	-1%	26,509	(3,854,160)	(3,701,592)
Landfill Infrastructure	(546,975)	(560,382)	-2%	13,407	(1,120,764)	(1,120,764)
Marina Infrastructure	(476,794)	(487,092)	-2%	10,298	(974,184)	(974,184)
	<b>(15,756,775)</b>	<b>(15,820,368)</b>	<b>0%</b>	<b>63,593</b>	<b>(31,567,983)</b>	<b>(29,419,943)</b>
<b>Total Operating Expenditure</b>	<b>(68,097,360)</b>	<b>(72,716,834)</b>	<b>-6%</b>	<b>4,619,474</b>	<b>(142,526,233)</b>	<b>(139,311,564)</b>
<b>Change in Net Assets Resulting from Operations</b>	<b>54,010,813</b>	<b>47,880,779</b>	<b>13%</b>	<b>6,130,034</b>	<b>215,907</b>	<b>4,980,970</b>
<b>Non-Operating Activities</b>						
<b>Profit/(Loss) on Assets Disposal</b>						
Plant and Machinery	229,020	222,934	3%	6,087	144,062	(201,388)
Freehold Land	-	(996,897)	-100%	996,897	2,513,103	1,763,103
Buildings	-	-	0%	-	-	-
	<b>229,020</b>	<b>(773,964)</b>	<b>-130%</b>	<b>1,002,984</b>	<b>2,657,165</b>	<b>1,561,715</b>
<b>Capital Expenditure</b>						
Computer Equipment	(358,403)	(1,180,420)	-70%	822,018	(2,979,778)	(2,197,915)
Furniture and Equipment	(632,159)	(931,930)	-32%	299,771	(931,930)	(509,000)
Plant & Machinery	(617,015)	(1,502,017)	-59%	885,002	(3,558,504)	(3,992,000)
Land	(151,947)	(339,123)	-55%	187,176	(982,404)	(110,000)
Buildings	(4,041,471)	(7,071,229)	-43%	3,029,758	(20,162,389)	(17,664,000)
Infrastructure - Roads	(2,888,011)	(5,037,717)	-43%	2,149,706	(15,063,364)	(11,769,788)
Infrastructure - Drainage	(329,506)	(529,547)	-38%	200,041	(1,743,654)	(1,000,000)
Infrastructure - Footpaths	(310,213)	(320,461)	-3%	10,248	(1,590,096)	(1,180,440)
Infrastructure - Parks Equipment	(2,311,081)	(3,055,039)	-24%	743,959	(10,860,064)	(8,592,000)
Infrastructure - Parks Landscaping	(456,386)	(644,374)	-29%	187,988	(1,469,184)	(1,500,000)
Landfill Infrastructure	(778,277)	(238,080)	227%	(540,196)	(1,058,385)	(190,000)
<b>Note 1.</b>	<b>(12,874,468)</b>	<b>(20,849,937)</b>	<b>-38%</b>	<b>7,975,469</b>	<b>(60,399,752)</b>	<b>(48,705,143)</b>

## STATEMENT OF FINANCIAL ACTIVITY

for the period ended 31 December 2017

	Actuals	YTD Revised Budget	Variance to YTD Budget	\$ Variance to YTD Budget	Revised Budget	Adopted Budget
	\$	\$	%	\$	\$	\$
<b>Add:</b> Gifted Subdivision Assets	-	-	0%	-	-	-
<b>Add:</b> Land - Vested in Crown	(409,308)	(350,000)	17%	(59,308)	(350,000)	-
<b>Add:</b> Transfer to Reserves	(18,336,199)	(16,575,867)	11%	(1,760,332) X	(31,379,241)	(25,599,306)
<b>Add Funding from</b>						
Non-Operating Grants, Subsidies and Contributions	4,847,089	3,671,961	32%	1,175,129 ✓	13,494,709	11,336,931
Developers Contributions Plans: Cash	5,022,524	3,008,868	67%	2,013,656 ✓	6,017,736	6,017,736
Proceeds on Sale of Assets	842,779	732,628	15%	110,152	4,673,450	3,578,000
Reserves	9,487,812	12,227,562	-22%	(2,739,750) X	32,569,728	19,082,533
Gifted Subdivision Assets	-	-	0%	-	-	-
	<b>20,200,204</b>	<b>19,641,018</b>	<b>3%</b>	<b>559,186</b>	<b>56,755,623</b>	<b>40,015,200</b>
<b>Non-Cash/Non-Current Item Adjustments</b>						
Depreciation on Assets	15,209,801	15,259,986	0%	(50,185)	30,447,219	28,299,179
Amortisation on Assets	546,975	560,382	-2%	(13,407)	1,120,764	1,120,764
Profit/(Loss) on Assets Disposal	(229,020)	773,964	-130%	(1,002,984) ✓	(2,657,165)	(1,561,715)
Loan Repayments	(1,250,000)	(1,298,073)	-4%	48,073	(2,597,176)	(2,597,176)
Non-Current Leave Provisions	94,836	-	0%	94,836	-	-
Deferred Pensioners Adjustment	15,974	-	0%	15,974	-	-
	<b>14,388,564</b>	<b>15,296,259</b>	<b>-6%</b>	<b>(907,695)</b>	<b>26,313,642</b>	<b>25,261,052</b>
Opening Funds	6,643,985	6,643,985	0%	(0)	6,643,985	2,500,000
<b>Closing Funds</b>	<b>63,852,611</b>	<b>50,914,279</b>	<b>25%</b>	<b>12,938,332</b>	<b>457,328</b>	<b>14,487</b>
	-	-		-	-	-

## 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	(358,403)	(556,801)	(915,204)	(1,180,420)	(2,979,778)	2,064,574
Furniture and Equipment	(632,159)	(88,006)	(720,166)	(931,930)	(931,930)	211,764
Plant & Machinery	(617,015)	(1,582,329)	(2,199,345)	(1,502,017)	(3,558,504)	1,359,160
Land	(151,947)	(3,300)	(155,247)	(339,123)	(982,404)	827,157
Buildings	(4,041,471)	(6,725,521)	(10,766,992)	(7,071,229)	(20,162,389)	9,395,397
Infrastructure - Roads	(2,888,011)	(2,244,306)	(5,132,317)	(5,037,717)	(15,063,364)	9,931,047
Infrastructure - Drainage	(329,506)	(35,799)	(365,305)	(529,547)	(1,743,654)	1,378,349
Infrastructure - Footpaths	(310,213)	(7,610)	(317,823)	(320,461)	(1,590,096)	1,272,273
Infrastructure - Parks Equipment	(2,311,081)	(3,157,082)	(5,468,163)	(3,055,039)	(10,860,064)	5,391,901
Infrastructure - Parks Landscaping	(456,386)	(52,334)	(508,720)	(644,374)	(1,469,184)	960,464
Landfill Infrastructure	(778,277)	(77,615)	(855,892)	(238,080)	(1,058,385)	202,493
	<b>(12,874,468)</b>	<b>(14,530,705)</b>	<b>(27,405,173)</b>	<b>(20,849,937)</b>	<b>(60,399,752)</b>	<b>32,994,580</b>

### Note 2.

Closing Funds in the Financial Activity Statement are represented by:

	Actuals	YTD Revised Budget	Full Year Revised Budget	Adopted Budget
	\$	\$	\$	\$
<b>Current Assets</b>				
Cash & Investments	161,985,072	170,644,855	113,947,104	115,497,141
Rates Outstanding	28,664,242	2,150,000	2,150,000	2,150,000
Rubbish Charges Outstanding	293,224	120,001	120,000	120,000
Sundry Debtors	4,531,356	4,000,000	4,000,000	4,000,000
GST Receivable	495,112	-	-	-
Prepayments	82,643	420,000	420,000	420,000
Accrued Debtors	4,395	-	-	-
Stock on Hand	12,156	14,000	14,000	14,000
	<b>196,068,200</b>	<b>177,348,856</b>	<b>120,651,104</b>	<b>122,201,141</b>
<b>Current Liabilities</b>				
Creditors	(10,154,166)	(11,302,735)	(11,260,049)	(11,260,049)
Income Received in Advance	(1,280,884)	(1,500,000)	(1,500,000)	(1,500,000)
GST Payable	(684,211)	-	-	-
Withholding Tax Payable	-	-	-	-
Provision for Annual Leave	(4,322,133)	(3,996,011)	(3,992,256)	(3,992,256)
Provision for Long Service Leave	(2,451,508)	(2,000,000)	(2,000,000)	(2,000,000)
	<b>(18,892,902)</b>	<b>(18,798,746)</b>	<b>(18,752,305)</b>	<b>(18,752,305)</b>
<b>Net Current Assets</b>	<b>177,175,298</b>	<b>158,550,110</b>	<b>101,898,799</b>	<b>103,448,836</b>
<b>Add: Non Current Investments</b>	<b>1,048,769</b>	<b>4,825,000</b>	<b>4,825,000</b>	<b>4,825,000</b>
	<b>178,224,068</b>	<b>163,375,110</b>	<b>106,723,799</b>	<b>108,273,836</b>
<b>Less: Restricted/Committed Assets</b>				
Cash Backed Reserves #	(114,371,457)	(112,460,831)	(105,856,269)	(108,259,348)
Deposits & Bonds Liability *	-	-	-	-
	<b>63,852,611</b>	<b>50,914,279</b>	<b>867,530</b>	<b>14,487</b>
<b>Closing Funds (as per Financial Activity Statement)</b>	<b>63,852,611</b>	<b>50,914,279</b>	<b>867,530</b>	<b>14,487</b>

# See attached Reserve Fund Statement

\* See attached Restricted Funds Analysis





Note 3.  
Amendments to original budget since budget adoption. Surplus/(Deficit)

Ledger	Project/ Activity	Description	Council Resolution	Classification	Non Change (Non Cash Items) Adjust.	Increase in Available Cash	Decrease in Available Cash	Amended budget Running Balance
					\$	\$	\$	\$
<b>Budget Adoption</b>				<b>Closing Funds Surplus(Deficit)</b>				<b>14,487</b>
GL	131	Recovery of Multicultural Officer		Operating Income		140		<b>14,627</b>
GL	855	Reduction in Insurance charges		Operating Expenditure		490,416		<b>505,043</b>
GL	105	Reduction in FAGS grant		Operating Income			40,968	<b>464,075</b>
CW	5681	Reduction in Tree Planting CW		Operating Expenditure		445,000		<b>909,075</b>
GL	355	Management cost recovery		Operating Income		11,893		<b>920,968</b>
GL	855	Savings in insurance premium transferred to Reserve		Operating Expenditure			500,000	<b>420,968</b>
OP	6827	New lease income at South Lake Child Health Clinic	OCM 14/12/17	Operating Income		3,750		<b>424,718</b>
CW	7742	Vehicle no longer purchased	OCM 14/12/17	Operating Expenditure		9,815		<b>434,533</b>
CW	7779	Vehicle no longer purchased	OCM 14/12/17	Operating Expenditure		22,795		<b>457,328</b>
<b>Closing Funds Surplus (Deficit)</b>					<b>0</b>	<b>983,809</b>	<b>540,968</b>	<b>457,328</b>

## Statement of Comprehensive Income *by Nature and Type*

for the period ended 31 December 2017

	Actual	Amended YTD Budget	\$ Variance to YTD Budget	Forecast	Amended Budget	Adopted Budget
	\$	\$	\$	\$	\$	\$
<b>OPERATING REVENUE</b>						
01 Rates	96,891,792	96,926,298	(34,506)	99,946,943	99,981,449	99,981,449
02 Specified Area Rates	379,392	330,000	49,392	379,392	330,000	330,000
05 Fees and Charges	Note 1 16,134,155	14,870,029	1,264,126	27,978,182	26,714,055	26,710,305
06 Service Charges	-	-	-	-	-	-
10 Grants and Subsidies	5,313,710	5,282,946	30,764	9,784,106	9,753,342	11,382,351
15 Contributions, Donations and Reimbursements	613,179	646,856	(33,677)	1,186,649	1,220,326	1,145,461
20 Interest Earnings	2,775,944	2,541,484	234,460	4,977,428	4,742,968	4,742,968
25 Other revenue and Income	-	-	-	-	-	-
<b>Total Operating Revenue</b>	<b>122,108,173</b>	<b>120,597,613</b>	<b>1,510,560</b>	<b>144,252,700</b>	<b>142,742,140</b>	<b>144,292,534</b>
<b>OPERATING EXPENDITURE</b>						
50 Employee Costs - Salaries & Direct Oncosts	Note 2 (26,107,837)	(26,647,613)	539,776	(52,543,689)	(53,083,465)	(52,284,525)
51 Employee Costs - Indirect Oncosts	(385,250)	(485,872)	100,622	(1,404,132)	(1,504,754)	(1,491,754)
55 Materials and Contracts	Note 3 (17,950,541)	(21,026,525)	3,075,985	(37,946,756)	(41,022,741)	(40,166,898)
65 Utilities	(2,455,289)	(2,629,397)	174,108	(5,055,189)	(5,229,298)	(5,227,818)
70 Interest Expenses	(333,000)	(408,350)	75,350	(741,350)	(816,699)	(816,699)
75 Insurances	(1,621,334)	(1,700,488)	79,154	(1,621,334)	(1,700,488)	(2,228,200)
80 Other Expenses	(4,376,023)	(4,758,720)	382,697	(8,624,101)	(9,006,798)	(9,006,798)
85 Depreciation on Non Current Assets	(15,209,801)	(15,259,986)	50,185	(30,397,034)	(30,447,219)	(28,299,179)
86 Amortisation on Non Current Assets	(546,975)	(560,382)	13,407	(546,975)	(1,120,764)	(1,120,764)
<b>Add Back:</b> Indirect Costs Allocated to Capital Works	888,690	760,500	128,190	1,534,182	1,405,992	1,331,071
<b>Total Operating Expenditure</b>	<b>(68,097,360)</b>	<b>(72,716,834)</b>	<b>4,619,474</b>	<b>(137,346,377)</b>	<b>(142,526,233)</b>	<b>(139,311,564)</b>
<b>CHANGE IN NET ASSETS RESULTING FROM OPERATING ACTIVITIES</b>						
	<b>54,010,813</b>	<b>47,880,779</b>	<b>6,130,034</b>	<b>6,906,323</b>	<b>215,907</b>	<b>4,980,970</b>
<b>NON-OPERATING ACTIVITIES</b>						
11, 16 Non-Operating Grants, Subsidies and Contributions	4,847,089	3,671,961	1,175,129	14,669,838	13,494,709	11,336,931
18 Developers Contributions Plans: Cash	5,022,524	3,008,868	2,013,656	8,031,392	6,017,736	6,017,736
57 Land Ceded to the Crown	(409,308)	(350,000)	(59,308)	(409,308)	(350,000)	-
95 Profit/(Loss) on Sale of Assets	229,020	(773,964)	1,002,984	229,020	2,657,165	1,561,715
<b>Total Non-Operating Activities</b>	<b>9,689,325</b>	<b>5,556,865</b>	<b>4,132,460</b>	<b>22,520,941</b>	<b>21,819,610</b>	<b>18,916,382</b>
<b>NET RESULT</b>	<b>63,700,138</b>	<b>53,437,644</b>	<b>10,262,494</b>	<b>29,427,264</b>	<b>22,035,517</b>	<b>23,897,352</b>

**Notes to Statement of Comprehensive Income**

**Note 1.**

Additional information on main sources of revenue in fees & charges.

	Actual	Amended YTD Budget	Amended Budget	Adopted Budget
	\$	\$	\$	\$
<b><u>Recreation &amp; Community Safety</u></b>				
Recreational Services	286,072	295,540	591,080	591,080
Law and Public Safety	276,600	192,798	385,596	385,596
Cockburn ARC	5,212,410	3,490,788	7,253,485	7,253,485
	<u>5,775,082</u>	<u>3,979,126</u>	<u>8,230,161</u>	<u>8,230,161</u>
<b><u>Waste Services:</u></b>				
Waste Collection Services	2,606,670	2,700,085	2,800,000	2,800,000
Waste Disposal Services	3,109,201	3,270,442	6,540,885	6,540,885
	<u>5,716,799</u>	<u>5,970,527</u>	<u>9,340,885</u>	<u>9,340,885</u>
<b><u>Infrastructure Services:</u></b>				
Port Coogee Marina	485,141	329,484	1,095,500	1,095,500
	<u>485,141</u>	<u>329,484</u>	<u>1,095,500</u>	<u>1,095,500</u>
	<u>11,977,021</u>	<u>10,279,137</u>	<u>18,666,545</u>	<u>18,666,545</u>

**Note 2.**

Additional information on Salaries and Direct On-Costs by each Division.

	Actual	Amended YTD Budget	Amended Budget	Adopted Budget
	\$	\$	\$	\$
Executive Services	(1,219,487)	(1,314,935)	(2,629,867)	(2,629,867)
Finance & Corporate Services Division	(3,758,317)	(3,803,682)	(7,508,795)	(7,358,795)
Governance & Community Services Division	(9,549,150)	(9,341,492)	(18,698,338)	(18,241,451)
Planning & Development Division	(2,630,212)	(2,922,095)	(5,869,626)	(5,869,626)
Engineering & Works Division	(8,950,672)	(9,265,409)	(18,376,839)	(18,184,786)
	<u>(26,107,837)</u>	<u>(26,647,613)</u>	<u>(53,083,465)</u>	<u>(52,284,525)</u>

**Note 3**

Additional information on Materials and Contracts by each Division.

	Actual	Amended YTD Budget	Amended Budget	Adopted Budget
	\$	\$	\$	\$
Executive Services	(888,349)	(806,683)	(1,888,688)	(1,898,438)
Finance & Corporate Services Division	(2,001,482)	(1,994,690)	(3,510,204)	(3,496,376)
Governance & Community Services Division	(5,378,005)	(6,568,048)	(12,677,730)	(12,158,109)
Planning & Development Division	(529,364)	(509,003)	(1,000,597)	(935,287)
Engineering & Works Division	(9,153,341)	(11,148,101)	(21,945,522)	(21,678,688)
Not Applicable	0	0	0	0
	<u>(17,950,541)</u>	<u>(21,026,525)</u>	<u>(41,022,741)</u>	<u>(40,166,898)</u>



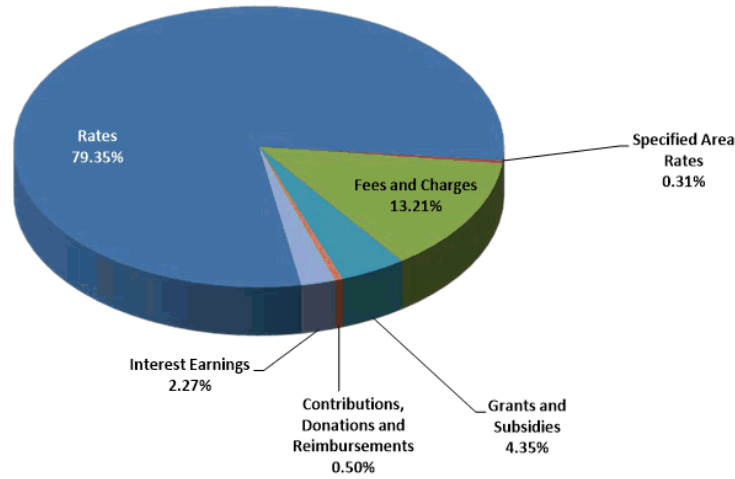
City of Cockburn - Reserve Funds

Financial Statement for Period Ending 31 December 2017

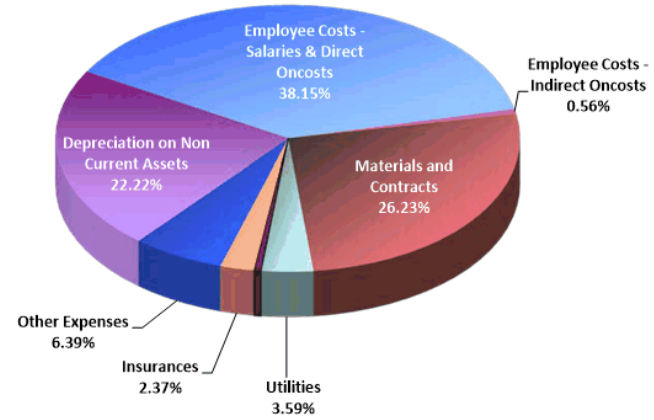
Account Details	Opening Balance		Interest Received		t/f's from Municipal		t/f's to Municipal		Closing Balance	
	Budget	Actual	Budget	Actual	Budget	Actual	Budget	Actual	Budget	Actual
<b>Council Funded</b>										
Bibra Lake Management Plan Reserve	589,288	589,288	10,648	6,036	-	-	(25,000)	-	574,936	595,324
C/FWD Projects Reserve	9,474,600	3,974,994	-	-	-	5,419,903	(7,702,795)	(3,855,052)	1,771,805	5,539,845
CCW Development Fund	1,492,671	500,000	53,000	5,121	-	-	-	-	1,545,671	505,121
Community Infrastructure	13,495,449	13,210,265	109,782	154,746	3,632,000	1,730,082	(3,580,000)	(341,367)	13,657,231	14,753,725
Community Surveillance Levy Reserve	1,314,234	1,097,742	22,594	11,127	200,000	100,000	(509,633)	(105,446)	1,027,195	1,103,423
DCD Redundancies Reserve	41,748	41,748	797	428	-	-	-	-	42,545	42,176
Environmental Offset Reserve	298,185	298,185	7,691	3,054	-	-	-	-	305,876	301,239
Green House Emissions Reductions	349,919	349,919	10,330	4,013	200,000	100,000	(12,203)	(1,650)	548,046	452,282
HWRP Post Closure Management	2,359,654	2,359,654	47,780	24,168	-	-	-	-	2,407,434	2,383,823
Information Technology	189,836	290,055	8,082	2,743	100,000	50,000	(168,392)	(80,830)	129,526	261,967
Insurance	327,698	328,198	8,090	5,947	500,000	500,000	(50,000)	-	785,788	834,145
Land Development & Investment Fund Reserve	4,175,384	4,177,766	251,777	41,851	3,760,000	118,091	(1,923,685)	(326,901)	6,263,476	4,010,807
Major Buildings Refurbishment	11,573,486	11,573,486	133,850	121,756	1,500,000	750,000	-	-	13,207,336	12,445,242
Municipal Elections	155,198	155,198	2,681	2,610	120,000	120,000	(200,000)	-	77,879	277,808
Naval Base Shacks	1,072,113	1,077,675	22,969	10,595	75,363	-	(65,000)	(65,000)	1,105,445	1,023,269
Plant & Vehicle Replacement	7,416,058	7,371,172	105,975	81,080	3,375,852	1,519,000	(2,457,792)	(300,709)	8,440,093	8,670,544
Port Coogee Marina Assets Replcmt	-	-	-	-	-	-	(50,000)	-	(50,000)	-
Port Coogee SAR Special Maintenance Reserve	1,246,841	1,246,841	26,794	14,186	274,000	323,392	-	-	1,547,635	1,584,420
Port Coogee SAR Waterways Reserve	112,477	112,477	8,685	1,442	56,000	56,000	(79,742)	-	97,420	169,918
Port Coogee WEMP	1,933,584	2,296,993	40,372	23,526	-	-	(208,192)	-	1,765,764	2,320,520
Roads & Drainage Infrastructure	14,004,556	13,987,382	64,880	145,881	1,500,000	750,000	(2,452,598)	(101,581)	13,116,838	14,781,682
Staff Payments & Entitlements	1,947,631	1,947,631	45,068	17,541	125,000	62,500	(364,053)	(357,553)	1,753,646	1,670,120
Waste & Recycling	13,725,436	13,165,896	348,847	133,669	1,472,079	-	(1,175,893)	(759,031)	14,370,469	12,540,534
Waste Collection Levy	2,731,598	2,437,627	63,366	24,265	1,000,000	-	(621,200)	(29,894)	3,173,764	2,431,998
POS Cash in Lieu (Restricted Funds)	500	-	108,937	0	-	-	-	-	109,437	0
	<b>90,028,144</b>	<b>82,590,191</b>	<b>1,502,995</b>	<b>835,786</b>	<b>17,890,294</b>	<b>11,598,969</b>	<b>(21,646,178)</b>	<b>(6,325,016)</b>	<b>87,775,255</b>	<b>88,699,930</b>
<b>Grant Funded</b>										
Aged & Disabled Vehicle Expenses	248,193	223,193	8,628	2,286	-	-	(56,000)	-	200,821	225,479
CIHF Building Maintenance Resrv	4,497,350	4,621,068	-	49,649	1,450,000	665,586	(20,000)	(13,636)	5,927,350	5,322,666
Family Day Care Accumulation Fund	16,799	8,482	-	87	-	-	-	-	16,799	8,569
Naval Base Shack Removal Reserve	526,838	526,838	10,217	5,396	-	-	-	-	537,055	532,234
Restricted Grants & Contributions Reserv	2,685,102	3,585,466	-	-	-	-	(3,257,292)	(3,126,483)	(572,190)	458,983
UNDERGROUND POWER	227,532	0	-	-	-	-	-	-	227,532	0
Welfare Projects Employee Entitlements	470,402	459,203	9,223	4,845	-	-	-	-	479,625	464,048
	<b>8,672,216</b>	<b>9,424,250</b>	<b>28,068</b>	<b>62,263</b>	<b>1,450,000</b>	<b>665,586</b>	<b>(3,333,292)</b>	<b>(3,140,120)</b>	<b>6,816,992</b>	<b>7,011,979</b>
<b>Development Cont. Plans</b>										
Cockburn Coast DCP14	(109,448)	(109,448)	-	(1,121)	-	-	(40,177)	-	(149,625)	(110,569)
Community Infrastructure DCP 13	5,964,447	5,964,447	220,238	71,798	5,000,000	2,995,880	(8,463,452)	-	2,721,232	9,032,125
Hammond Park DCP	1,398,439	1,398,439	9,354	16,260	396,000	622,436	(6,559)	-	1,797,235	2,037,136
Munster Development	1,140,711	1,140,711	18,147	11,946	80,000	68,352	(8,045)	-	1,230,812	1,221,009
Muriel Court Development Contribution	(110,762)	(110,762)	-	(307)	100,000	366,392	(11,328)	-	(22,090)	255,324

Packham North - DCP 12	34,792	34,792	1,000	623	150,000	39,156	(9,019)	(19,000)	176,773	55,571
Solomon Road DCP	626,939	626,939	16,500	6,421	50,000	-	(5,235)	-	688,204	633,361
Success Nth Development Cont. Plans	2,684,263	2,684,263	15,311	27,983	11,700	535,802	(3,518)	-	2,707,757	3,248,048
Thomas St Development Cont. Plans	12,986	12,986	294	133	-	-	-	-	13,280	13,119
Wattleup DCP 10	91,140	91,140	2,000	1,903	100,000	256,370	(6,559)	(3,677)	186,582	345,736
Yangebup East Development Cont. Plans	1,347,473	1,347,473	6,026	13,806	130,036	652	(3,398)	-	1,480,137	1,361,930
Yangebup West Development Cont. Plans	427,648	427,648	9,195	5,303	-	133,806	(3,118)	-	433,725	566,757
	<b>13,508,629</b>	<b>13,508,629</b>	<b>298,065</b>	<b>154,749</b>	<b>6,017,736</b>	<b>5,018,846</b>	<b>(8,560,407)</b>	<b>(22,677)</b>	<b>11,264,023</b>	<b>18,659,547</b>
<i>Total Reserves</i>	<b>112,208,988</b>	<b>105,523,070</b>	<b>1,829,128</b>	<b>1,052,798</b>	<b>25,358,030</b>	<b>17,283,401</b>	<b>(33,539,877)</b>	<b>(9,487,812)</b>	<b>105,856,269</b>	<b>114,371,457</b>

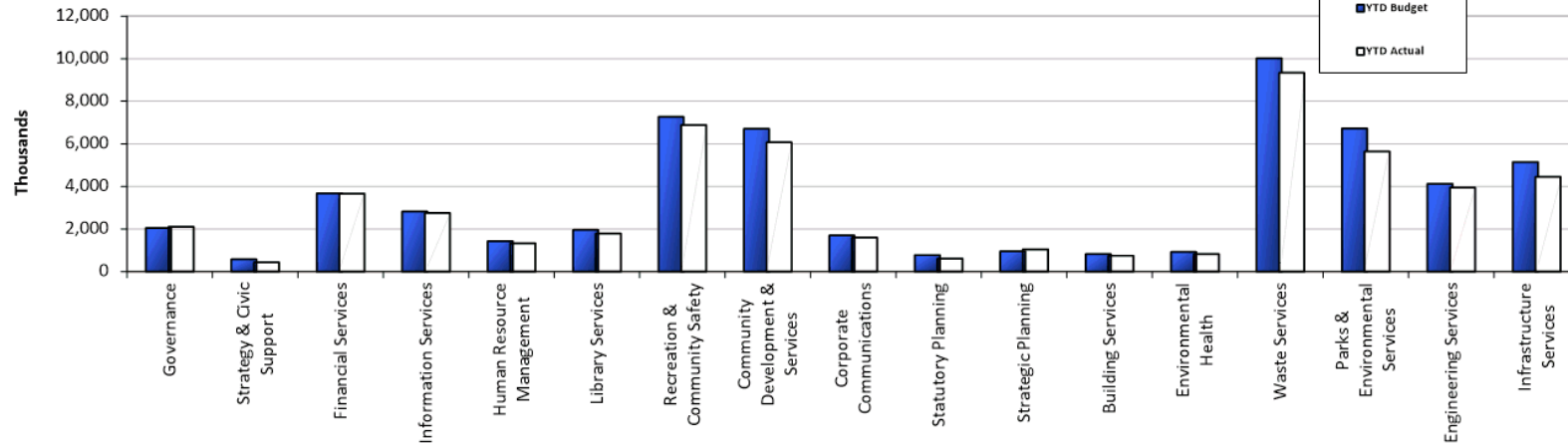
**Operating Income by Nature and Type**  
(YTD Actual)

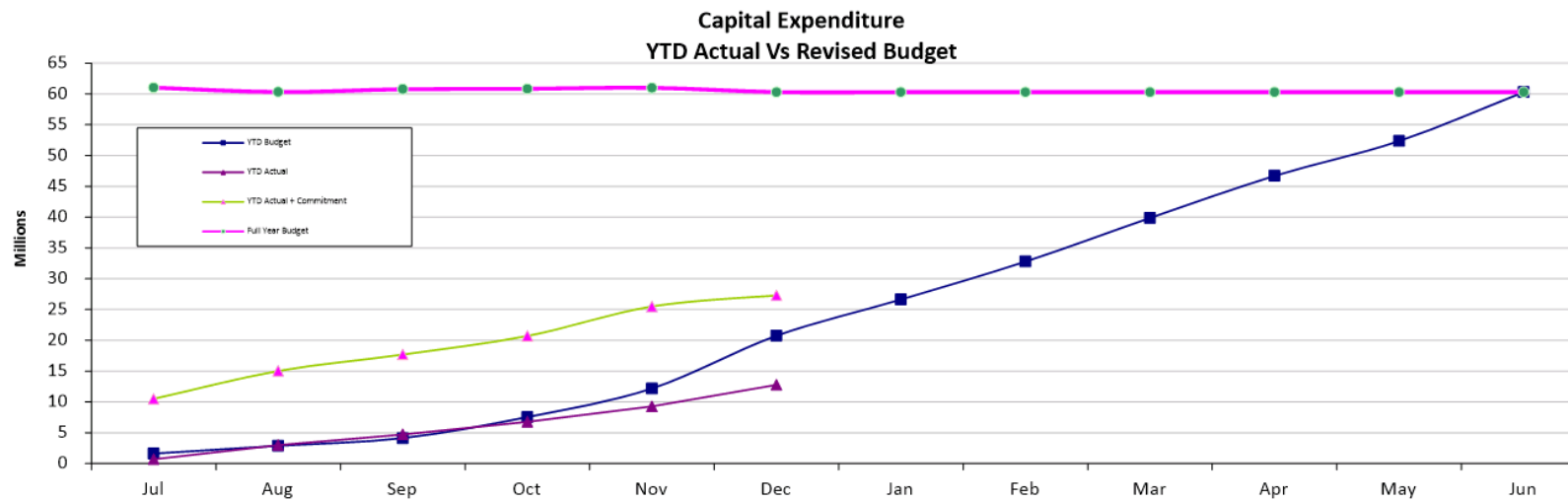
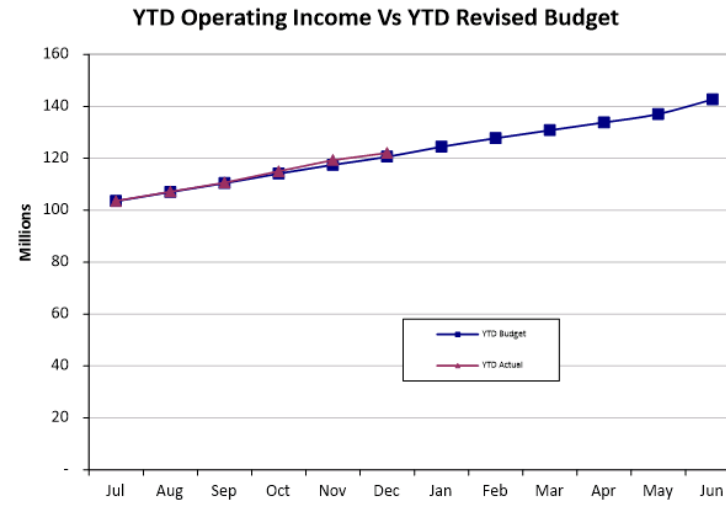
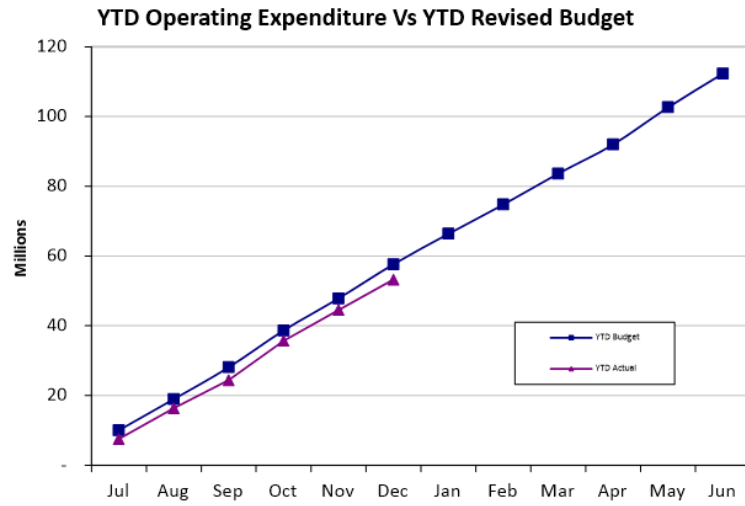


**Operating Expenditure by Nature and Type**  
(YTD Actual)

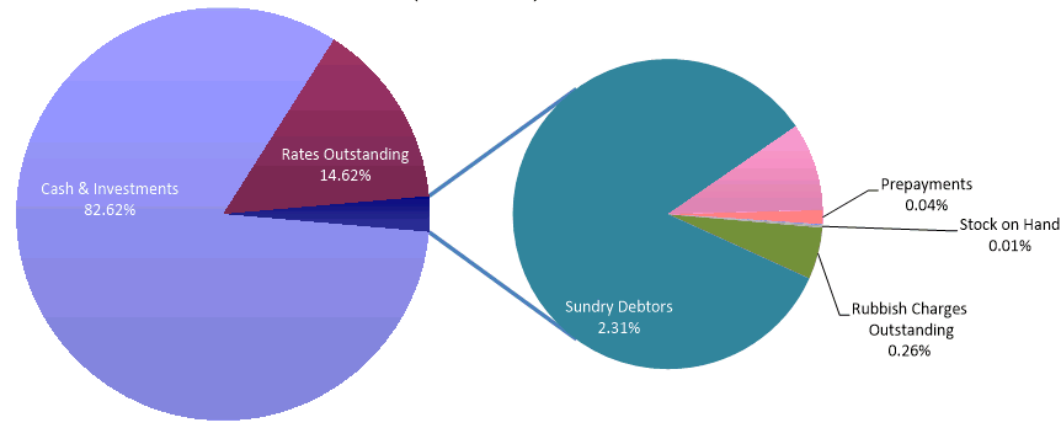


**Operating Expenditure by Business Unit**  
(YTD Budget vs YTD Actual)

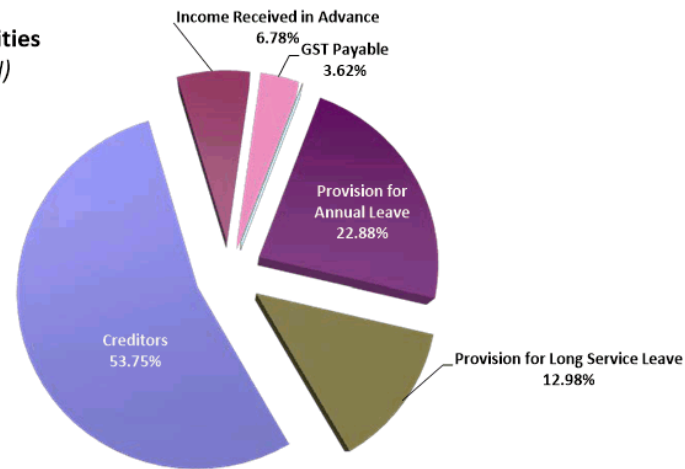




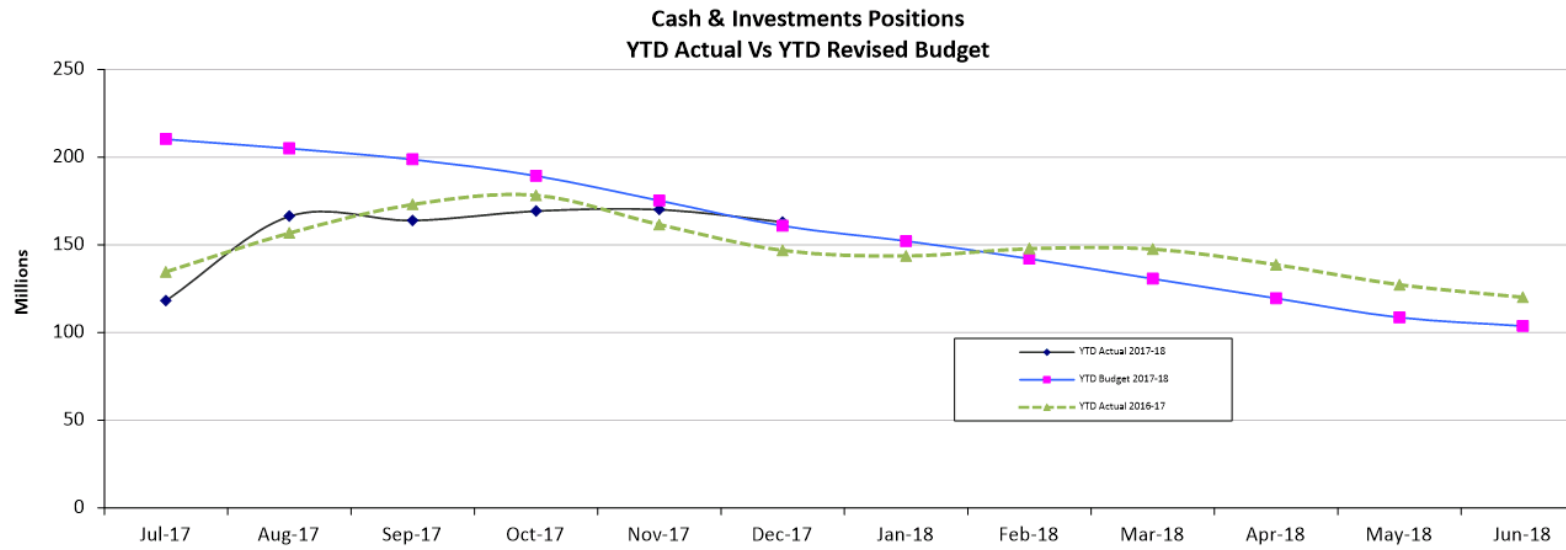
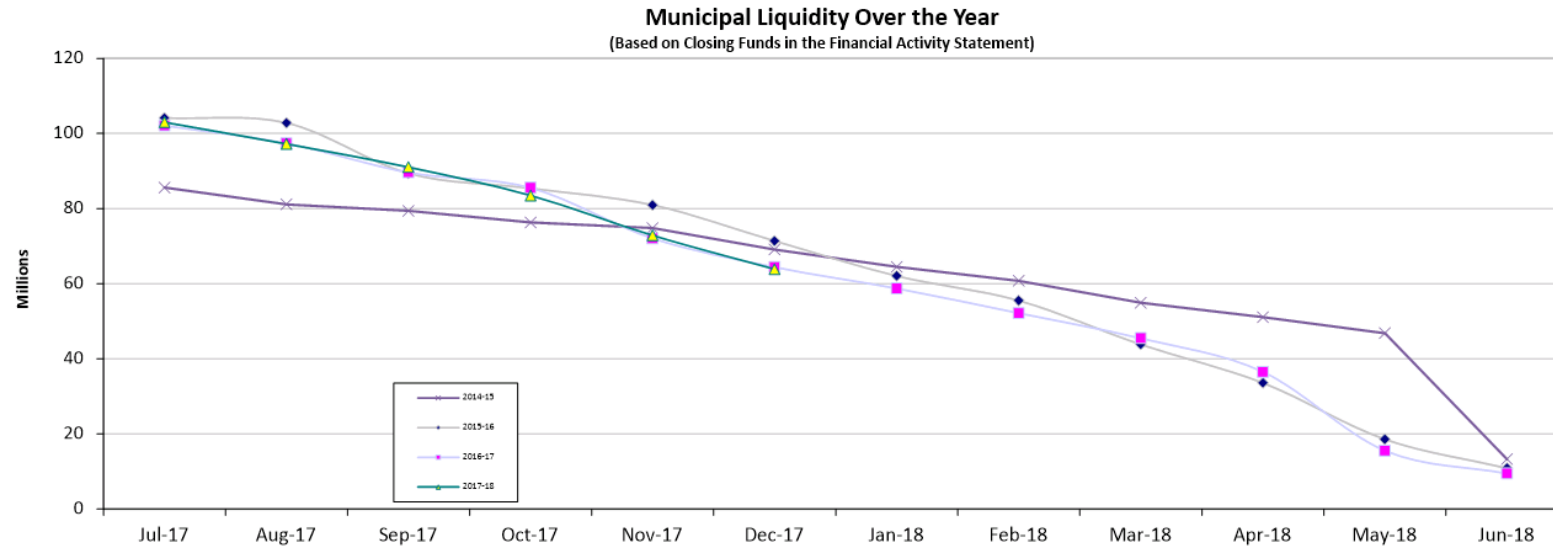
**Current Assets**  
(YTD Actual)



**Current Liabilities**  
(YTD Actual)









**DETAILED BUDGET AMENDMENTS REPORT**

for the period ended 31 December 2017

PROJECT/ACTIVITY LIST		DESCRIPTION	ADD/LESS	EXPENDITURE	TF TO RESERVE	FUNDING SOURCES			
						RESERVE	EXTERNAL	MUNICIPAL	NON-CASH
112-6299	Corporate Governance	RMSS Risk Management Software annual support	ADD	40,000				(40,000)	
328-4793	Youth Diversion	Transfer of remaining fund in Reserve 79 to Reserve 78	ADD		14,012	(14,012)			
518-6383	Corporate Communication Unit Management	Copyright licence funded from Contingency Fund	ADD	13,000				(13,000)	
855-6719	Insurance Rebate	Increase budget with reserve transfer, reimbursement and rebate received. Rebate is transferred to Insurance Reserve	ADD		393,580	50,000	(443,580)		
OP8272	Contingency Fund	Funding copyright licence	LESS	(13,000)				13,000	
OP8272	Contingency Fund	Funding RMSS Risk Management Software support	LESS	(40,000)				40,000	
OP8813	NDIS	Balancing project by transferring excess fund to Reserve 73 temporarily	LESS	(107,662)	168,881		(61,219)		
OP8987	DCPFS Youth Diversion	Transfer surplus to reserve	LESS	(2,007)	2,007				
OP8987	DCPFS Youth Diversion	Balancing and closing project	LESS	(32,515)				32,515	
				<b>(142,184)</b>	<b>578,480</b>	<b>35,988</b>	<b>(504,799)</b>	<b>32,515</b>	<b>0</b>



**16.3 MID-YEAR REVIEW OF 2017-18 MUNICIPAL BUDGET****Author(s)** N Mauricio**Attachments** 1. Mid-Year Budget Review Schedule 2017-18 [↓](#)**RECOMMENDATION**

That Council amend the Municipal Budget for 2017/18 as set out in the schedule of budget amendments attached to the Agenda.

**TO BE CARRIED BY AN ABSOLUTE MAJORITY OF COUNCIL****Background**

Council adopted its annual Municipal Budget at the Ordinary Council Meeting in June 2017 and in accordance with statutory provisions, a formal report on the performance of the budget to the end of December is presented to the February 2018 Ordinary Council Meeting.

Section 33A (1) of the Local Government (Financial Management) Regulations 1996 requires Council to review the six monthly performance of its annual budget between 1 January and 31 March each year.

**Submission**

N/A

**Report**

The objective of the budget review exercise is to identify and address any significant variations to Council's adopted budget. The City's managers were required to assess financial requirements for their service areas and propose any changes with a supporting brief explanation as to why these are required. The detailed schedule attached to the Agenda consolidates the submissions made, after having been reviewed and assessed by Finance. It is worth noting that the recommended budget amendments to the municipal budget are in addition to those made through the monthly Council agenda items on the financial reports.

The results of the budget review undertaken and its impact on the City's closing municipal budget position for 2017/18 is demonstrated in the following summary table. This is showing a net reduction of \$224,231 in the closing budget surplus from \$489,843 to \$265,612.

*Projected Budget Position for 2017-18 following budget review:*

Adopted Closing Municipal Position for 2017/18	\$14,487	Surplus
LESS net budget adjustments before statutory budget review	\$475,356	Reported in monthly Agenda
<b>Closing Municipal Position before mid-year review</b>	<b>\$489,843</b>	<b>Surplus</b>
<b>Mid-year budget review items:</b>		
Net revenue (external funding)	\$1,950,816	Increased revenue
Net adjustment – sale of assets	-\$1,626,891	Reduced sale of asset proceeds
Net adjustment - operating expenditure	-\$462,619	Increased operating spending
Net adjustment - capital expenditure	-\$1,679,492	Increased capital spending
T/F from Reserves	\$2,104,192	Increased transfer from Reserves
T/F to Reserves	-\$510,237	Increased transfer to Reserves
<b>Net mid-year budget review adjustment</b>	<b>-\$224,231</b>	<b>Reduced Surplus</b>
<b>Closing Municipal Position after mid-year review</b>	<b>\$265,612</b>	<b>Surplus</b>

*Net Revenue*

The net increase to revenue of \$1.95m includes the following significant items:

- Additional revenue for the Cockburn ARC of \$3.15m (increasing to a total of \$10.90m), as patronage levels far exceed business plan forecasts.
- An additional \$1.13m in developer contribution plan revenue.
- Interest revenue from investments is forecast to be \$0.20m higher than the adopted budget of \$4.03m.

- Rebate of rates revenue to Jandakot Airport Holdings of \$0.15m.
- Reduced revenue for the waste landfill facility of \$1.30m down to a total of \$5.06m.
- Development application fees are reduced by \$0.35m to \$0.65m due to lower development activity.
- Building permits are also reduced by \$0.20m down to \$0.90m reflecting lower levels of housing construction in the City.
- Reduced pen fees for the Port Coogee Marina of \$0.41m due to the accounting treatment for the portion of fees paid beyond 2017-18.
- Net funding reduction of \$0.31m for the Cockburn Bowling Club and Recreation facility due to the reduced cost construction (federal grant is pro rata of cost).

#### *Sale of Assets*

Revenue from the sale of assets will be \$1.63m lower due to land sales of \$1.75m not expected to proceed due to adverse market conditions. The sale of plant items will generate an additional \$0.12m.

#### *Operating Expenditure*

- Cockburn ARC operating expenses will be \$1.11m higher as a result of the increased patronage and comprises mainly employee costs.
- Operating costs for the waste landfill will be lower by \$1.16m, mostly due to lower landfill levy charges (down \$0.96m).
- Waste collection costs will be \$0.32m higher mainly due to entry fees for the RRRC from higher tonnage (extra \$0.25m).
- Statutory planning expenses reduced by \$0.23m due to lower development activity (\$0.19m lower staff costs).
- Building services expenditure reduced by \$0.14m due to the lower level of house construction (\$0.13m lower staff costs).

#### *Capital Expenditure*

The City's capital program is being increased by a net \$1.68m and this includes the following key changes:

- \$1.7m for the new Spearwood Ave bridge (funded from the roads reserve), with another \$2.0m needing to be funded in 2018-19

- Quarantined funding of \$0.44m has been reinstated for the street tree planting program. This had been temporarily transferred to the budget surplus during a review of the parks operating budget.
- An additional \$0.22m for the operations centre upgrade due to additional contingency and fit-out costs.
- \$0.24m for a re-roof of the Wally Hagan stadium to address water ingress issues.
- The Cockburn Men's Shed needs an additional \$0.17m in order to meet development approval and building permit requirements.
- A net reduction of \$44k for the Cockburn Bowling & Recreation facility, which includes a funding increase from municipal of \$0.26m, offsetting reduced federal funding due to a lower construction cost to when grant was first applied for.
- A deferral of \$0.10m in design costs for the Wetlands Education Centre (down to \$0.30m) as unlikely to be spent in 2017-18.
- Design costs for the Frankland Park Recreation Centre & Ovals also reduced by \$0.10m (to \$0.30m) due to the delay caused by contaminated soil issues.
- The parks capital program (excluding street trees) has been reduced by a net \$0.39m. This includes Cordelia Ave streetscape (\$0.25m) and Ramsay Park (\$0.24m), which are unable to be completed in the current FY.
- The land development and subdivision program has been reduced by \$0.25m with a number of projects being deferred due to timing issues.
- \$0.13m included for Atwell Reserve floodlighting, which was not carried forward from last year (mostly externally funded).
- A \$0.15m reduction in the capital budget for provision of parking at the Port Coogee Marina (\$0.28m down to \$0.13m).
- Purchase of nine mobile CCTV towers at a total cost of \$0.11m.

#### *Transfers to Reserves*

- Additional developer contribution plan revenue of \$1.13m will be held in reserve.



- The additional net revenue from the Cockburn ARC allows for a \$1.50m transfer into the CCW development reserve for future needs.
- Planned land sales totalling \$1.75m will no longer take place this year and be transferred into the land development reserve.
- Transfers into the Waste Collection Reserve (reduced \$0.40m) and Waste & Recycling Reserve (reduced \$0.15m) have been adjusted in line with operating budget adjustments.

#### *Transfers from Reserves*

- \$1.7m is being allocated from the roads & drainage reserve to fund the Spearwood Ave bridge works.
- The major buildings refurbishment reserve is providing \$0.24m for the re-roof of the Wallan Hagan stadium.
- Reserve funding of \$0.25m not needed for land development projects.
- The Community Surveillance Reserve is funding the \$0.11m acquisition of mobile CCTV towers.

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

#### City Growth

Maintain service levels across all programs and areas.

#### 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**

The Municipal Budget will be amended in accordance with the recommended changes as contained in the report attachment. The result is a reduction of \$224,231 in the municipal budget surplus down to \$265,612.

### **Legal Implications**

N/A

**Community Consultation**

N/A

**Risk Management Implications**

The City is required to prepare and adopt a Mid-Year Budget Review as part of the financial reporting requirements of the Local Government Act. Failure to adopt the results of the review process in the attached report will make the City non-compliant with this legislative requirement. It could also impair the City's financial capacity to deliver the budgeted works and services.

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

N/A

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

Nil

**City of Cockburn  
Mid-Year Budget Review 2017-2018**

Service Unit	Account Number	Ledger	Expenditure	TF to RSV	External	Reserve	Proceeds	Muni Cash Impact	Justification
			+/-	+/-	+/-	+/-	+/-		
111 - General_Purpose_Income	105-5990 - Interest Earnings - Municipal	GL	0	0	100,000	0	0	(100,000)	Term deposit investments outperforming the budget
111 - General_Purpose_Income	105-5992 - Interest Earnings - Reserve	GL	0	100,000	100,000			0	Term deposit investments outperforming the budget
111 - General_Purpose_Income	960 -7862 TF to Res - CCW Development Fund Reserve	GL	0	1,500,000	0	0	0	1,500,000	TF Cockburn ARC operating surplus to reserve to fund future development and refurbishment works
111 - General_Purpose_Income	100-5077 GRV – Part Year Rates	GL	0	0	(150,000)	0	0	150,000	Jandakot Airport Holdings - rates rebate increased to include internal communications audit
113 - Other_Governance	112-6212 Audit - Internal	GL	20,000	0	0	0	0	20,000	
211 - Accounting_Services	150-6110 Conferences & Seminars	GL	2,000	0	0	0	0	2,000	FBT 2x\$600 + XLOne Intro \$800
212 - Property_Rates_Revenue	145-6215 Bank Charges	GL	50,000	0	0	0	0	50,000	Increase in budget required due to increase in volume of electronic payments/direct debits (90% electronic)
212 - Property_Rates_Revenue	145-6314 Valuations	GL	(25,000)	0	0	0	0	(25,000)	Anticipating reduction in values received from Landgate.
212 - Property_Rates_Revenue	145-5301 Administration Fees	GL	0	0	(40,000)	0	0	40,000	Reduction in admin fees due to more ratepayers on direct debit. Approximately 2,800 less on instalments = \$42,000 (2,800 x \$15) less in admin fees
214 - Procurement_Services	122-6000 Salaries	GL	25,365	0	0	0	0	25,365	Additional casual relief required given Gary's retirement.
214 - Procurement_Services	122-6100 Superannuation	GL	4,953	0	0	0	0	4,953	Additional casual relief required given Gary's retirement.
221 - Information Communication and Technology	CW1423 - WAN Redundancy Works: Mesh Creation	CW	(55,482)	0	0	(55,482)	0	0	This is a saving and can be returned to source
221 - Information Communication and Technology	CW1424 - UPS devices for high-end computing devices	CW	(9,000)	0	0	(9,000)	0	0	This is a saving and can be returned to source
221 - Information Communication and Technology	CW1436 - Cisco 2000 Series Switch	CW	(11,411)	0	0	0	0	(11,411)	This is a saving and can be returned to source
221 - Information Communication and Technology	CW1438 - Henderson Weighbridge Office ICT fitout	CW	(15,000)	0	0	(15,000)	0	0	Transfer to OP8824
221 - Information Communication and Technology	CW1440 - Replacement microwave for Rotary Hill	CW	(10,000)	0	0	0	0	(10,000)	Transfer to CW1439
221 - Information Communication and Technology	CW1439 - Public Wi-Fi Expansion	CW	15,000	0	0	0	0	15,000	Transfer from CW1440 \$10k & CW1442 \$5k
221 - Information Communication and Technology	CW1442 - SMS Transactional System (for DR)	CW	(5,000)	0	0	0	0	(5,000)	Transfer to CW1439
221 - Information Communication and Technology	125-6112 Training Expenses	GL	(9,000)	0	0	0	0	(9,000)	Please journal \$9k to GL125-6229

Service Unit	Account Number	Ledger	Expenditure	TF to RSV	External	Reserve	Proceeds	Muni Cash Impact	Justification
			+/-	+/-	+/-	+/-	+/-		
221 - Information Communication and Technology	125-6341 Minor Computer Hardware	GL	(10,000)	0	0	0	0	(10,000)	Please journal \$5k to GL125-6299. Please also journal \$5k to GL125-6303
221 - Information Communication and Technology	125-6229 Professional Services	GL	18,090	0	0	0	0	18,090	
221 - Information Communication and Technology	125-6299 Software Support Expenses	GL	5,000	0	0	0	0	5,000	Added \$5k to cover additional TechOne support & maintenance costs (for new modules this FY.)
221 - Information Communication and Technology	125-6303 Subscriptions	GL	5,000	0	0	0	0	5,000	
221 - Information Communication and Technology	125-6112 Training Expenses	GL	(9,090)	0	0	0	0	(9,090)	Please journal to 125-6229 Professional Services
221 - Information Communication and Technology	124-6600 Telecommunication Expenses	GL	(2,277)	0	0	0	0	(2,277)	Transfer all monies to 125-6600, then close all 12x-6600 (in IS only) except 125-6600.
221 - Information Communication and Technology	124-6000 Salaries	GL	15,000	0	0	0	0	15,000	Increase of \$15k to cover Out Of Hours ICT Support Service for 6 months
221 - Information Communication and Technology	125-6600 Telecommunication Expenses	GL	3,615	0	0	0	0	3,615	\$2277 from GL124-6600 \$1339 from GL873-6600 Transfer \$8248.18 to OP8246
221 - Information Communication and Technology	OP8250 - Network Configuration & Improvement	OP	(12,186)	0	0	(12,186)	0	0	Transfer \$3937.82 to OP8824 (it is 8824 - General IT/IS Projects.
221 - Information Communication and Technology	OP8246 - Tablets/ Laptops Purchases – Execs Councillor SMT	OP	8,248	0	0	8,248	0	0	Transfer from OP8250 \$15k from CW1438 \$3937 from OP8250 \$62296 from CW1411 \$50000 from OP8823
221 - Information Communication and Technology	OP8824 - General IT/IS Projects	OP	131,233	0	0	131,233	0	0	
221 - Information Communication and Technology	OP8823 - CCW Cockburn ARC Facility - Tech Programme Management	OP	(50,000)	0	0	(50,000)	0	0	Transfer to OP8824
222 - Records	CW1419 - Upgrade ECM Software	CW	(2,000)	0	0	(2,000)	0	0	This account is no longer required as funds are now included in GL 130-6229 for any ECM upgrades and/or consulting expenses required. Budget can be handed back. request to increase budget by 2,000 to cover software expenses not included in initial budget. Trapeze Desktop ECM Adaptor - required for software used by Planning & Building to process electronic assessments (\$2,000) and Camtasia software (\$510.82) required to develop video tutorials for ECM (following feedback from ECM staff survey).
222 - Records	130-6299 Software Support Expenses	GL	2,511	0	0	0	0	2,511	
222 - Records	130-6249 Courier Expenses	GL	(5,500)	0	0	0	0	(5,500)	To reflect YTD spend
222 - Records	130-6229 Professional Services	GL	(5,000)	0	0	0	0	(5,000)	Low spend year to date

Service Unit	Account Number	Ledger	Expenditure	TF to RSV	External	Reserve	Proceeds	Muni Cash Impact	Justification
			+ / (-)	+ / (-)	+ / (-)	+ / (-)	+ / (-)		
223 - GIS_Services	CW1444 - ESRI	CW	24,000	0	0	0	0	24,000	Required
223 - GIS_Services	CW1446 - Urban Forest	CW	(7,000)	0	0	0	0	(7,000)	Journal CW1446 funds (\$7k) to CW1444 please
223 - GIS_Services	CW1445 - Smart Parking	CW	(20,000)	0	0	0	0	(20,000)	Journal to \$17k CW1444 please. Return 3k to reserve or muni funds.
223 - GIS_Services	CW1458 - Parking Management System	CW	(40,000)	0	0	0	0	(40,000)	Return funds , please.
223 - GIS_Services	CW1460 - Traffic Management System	CW	(25,000)	0	0	0	0	(25,000)	Return funds, please.
223 - GIS_Services	873-6600 Telecommunication Expenses	GL	(1,339)	0	0	0	0	(1,339)	Journal to 125-6600 please
223 - GIS_Services	873-6299 Software Support Expenses	GL	15,000	0	0	0	0	15,000	Increase to cater for Dial Before You Dig subscription.
223 - GIS_Services	OP8825 - Waste Truck Mobility System	OP	(25,000)	0	0	(25,000)	0	0	This project has been paid for from Phase I budget. Completed.
224 - Business_Systems_Services	CW1457 - Online Payments	CW	(15,000)	0	0	0	0	(15,000)	Transfer \$15k to GL128-6229 - project cost was included in Consultancy PPO74711
224 - Business_Systems_Services	CW1453 - eProcurement	CW	(30,000)	0	0	0	0	(30,000)	Transfer \$30k to GL128-6229 - this project completed, no further costs
224 - Business_Systems_Services	CW1089 - Facilities Booking System for Youth Centre, Seniors and Rec	CW	(5,000)	0	0	(5,000)	0	0	Transfer \$5000 to CW1396 - Phase 1 completed and rolling budget into Phase 2 (CW1396)
224 - Business_Systems_Services	CW1449 - Cockburn 'Litter Busters' Tech Requirements	CW	(80,000)	0	0	0	0	(80,000)	Transfer to CW1396 (\$20k), CW1431 (\$20k), CW1433 (\$40) - project not going ahead
224 - Business_Systems_Services	CW1396 - Intellileisure Online	CW	25,000	0	0	5,000	0	20,000	Transfer \$20k from CW1449 - to cover \$16k over budget
224 - Business_Systems_Services	CW1431 - New software to replace Cambron	CW	20,000	0	0	0	0	20,000	Phase 2
224 - Business_Systems_Services	CW1433 - New software project management	CW	40,000	0	0	0	0	40,000	Transfer \$20k from CW1449 - to cover expected expenses of over \$90k currently ordered
224 - Business_Systems_Services	CW1411 - Redevelopment of City Website	CW	(122,296)	0	0	(122,296)	0	0	Transfer \$40k from CW1449 - to cover expected expenses of over \$90k currently ordered
224 - Business_Systems_Services	CW1463 - Website Replacement Project - Phase II	CW	60,000	0	0	60,000	0	0	Transfer \$60k to CW1463 - this was Phase 1, rolling 1/2 remaining budget to Phase 2.
224 - Business_Systems_Services	CW1368 - Mobility	CW	(19,000)	0	0	(19,000)	0	0	Transfer remaining monies to OP8824 for future journal requests re outstanding/future ABP and web-based projects.
224 - Business_Systems_Services	CW1429 - ECR for Property & Rating module	CW	6,000	0	0	6,000	0	0	Transfer \$60k from CW1411 - this is Phase 2, rolling 1/2 remaining budget from Phase 1
224 - Business_Systems_Services	CW1414 - Replacement of Agenda & Minutes System	CW	13,000	0	0	13,000	0	0	Transfer \$6k to CW1429, \$13k to CW1414 - project complete, no further costs
224 - Business_Systems_Services	CW1369 - Recreation and Leisure Centre Software	CW	(7,750)	0	0	(7,750)	0	0	Transfer \$6k from CW1368 - to cover project costs
224 - Business_Systems_Services	CW1398 - Delegated Authorities Replacement	CW	7,750	0	0	7,750	0	0	Transfer \$13k from CW1368 - to cover costs over budget
224 - Business_Systems_Services	CW1459 - Redev of Council Chamber AV Systems	CW	40,000	0	0	0	0	40,000	Transfer \$7750 to CW1398 - was part of Phase 1 (CW1089) and that project is complete. Phase 2 of CW1089 receiving funds from other CW.
224 - Business_Systems_Services	CW1459 - Redev of Council Chamber AV Systems	CW	40,000	0	0	0	0	40,000	Transfer \$7750 from CW1369 - to cover costs over budget.
224 - Business_Systems_Services	CW1459 - Redev of Council Chamber AV Systems	CW	40,000	0	0	0	0	40,000	Increased scope

Service Unit	Account Number	Ledger	Expenditure	TF to RSV	External	Reserve	Proceeds	Muni Cash Impact	Justification
			+/-	+/-	+/-	+/-	+/-		
224 - Business_Systems_Services	128-6303 Subscriptions	GL	(1,000)	0	0	0	0	(1,000)	
224 - Business_Systems_Services	128-6600 Telecommunication Expenses	GL	(1,200)	0	0	0	0	(1,200)	
224 - Business_Systems_Services	128-6304 Sundry Minor Expenses	GL	2,170	0	0	0	0	2,170	
224 - Business_Systems_Services	128-6278 Minor Furniture & Equipment	GL	30	0	0	0	0	30	
224 - Business_Systems_Services	128-6229 Professional Services	GL	45,000	0	0	0	0	45,000	
231 - Human_Resources	140-6000 Salaries	GL	(95,311)	0	0	0	0	(95,311)	Reduce salary & super due to double up in OP9062 (Watson & Garlett)
231 - Human_Resources	140-6100 Superannuation	GL	(9,875)	0	0	0	0	(9,875)	Reduce salary & super due to double up in OP9062 (Watson & Garlett)
311 - Management_Libraries	605-6289 Promotion	GL	(6,000)	0	0	0	0	(6,000)	Transfer \$6,000 to CW4650 - Spearwood Refurbishment Project. Towards promotional signage.
311 - Management_Libraries	605-6257 Equipment Maintenance	GL	(2,000)	0	0	0	0	(2,000)	Transfer \$2,000 to CW4650 - Spearwood Refurbishment Project. Equipment upgrade.
311 - Management_Libraries	605-6278 Minor Furniture & Equipment	GL	(2,000)	0	0	0	0	(2,000)	Transfer \$2,000 to CW4650 - Spearwood Refurbishment Project. Towards loose furniture purchase.
311 - Management_Libraries	605-6287 Printing & Stationery	GL	(3,000)	0	0	0	0	(3,000)	Transfer \$3,000 to CW4650 - Spearwood Refurbishment Project. Towards glazing film.
311 - Management_Libraries	605-6341 Minor Computer Hardware	GL	(5,000)	0	0	0	0	(5,000)	Transfer \$5,000 to CW4650 - Spearwood Refurbishment Project. Towards instillation of computer equipment and IT requirements.
311 - Management_Libraries	605-6299 Software Support Expenses	GL	(5,000)	0	0	0	0	(5,000)	Transfer \$6,000 to CW4650 - Spearwood Refurbishment Project. Towards WiFi and IT requirements.
311 - Management_Libraries	605-6298 Software Purchase	GL	(5,000)	0	0	0	0	(5,000)	Transfer \$5,000 to CW4650 - Spearwood Refurbishment Project. Towards WiFi and IT requirements.
313 - Coolbellup_Library	615-6278 Minor Furniture & Equipment	GL	(4,000)	0	0	0	0	(4,000)	Transfer \$4,000 to Spearwood Refurbishment Project CW4650 towards loose furniture purchases. Coolbellup will hold off their requirements until the new FY.
314 - Success_Library	CW4624 - Balcony Modifications	CW	(9,200)	0	0	0	0	(9,200)	Request to transfer \$2000 to GL620-6304 Sundry Minor Expenses. The balcony modifications were completed by the building maintenance budget however \$2000 is required for the continued leasing of plants for the balcony and internal spaces of Success Library. Funding will be requested for this annual expense in the 18/19 FY. The remaining \$7200 to be transferred to OP46250 - Spearwood Refurbishment. Project to be used to fund shortfalls in the Spearwood Refurbishment Project.
323 - Recreational_Services	CW5821 - Sports lighting control units	CW	(1,368)	0	0	0	0	(1,368)	Project completed under budget

Service Unit	Account Number	Ledger	Expenditure	TF to RSV	External	Reserve	Proceeds	Muni Cash Impact	Justification
			+/-	+/-	+/-	+/-	+/-		
323 - Recreational_Services	CW5817 - Atwell Reserve Floodlights	CW	126,214	0	113,645	12,570	0	0	Variation due to high water table identified in July. Increased contribution from club (\$9,000 income already received) and an additional \$9,000 of municipal was approved by Rob Avarad/Nelson Mauricio (July). As such, \$21k difference reduced to \$12k which is proposed to be allocated to CW5820)
323 - Recreational_Services		CW	50,000	0	0	0	0	50,000	<b>NEW</b> - Forward works (Conduit and trenching) for Floodlighting at Calleya (Treeby) as part of Stage 1 Developer Works (falls outside developer responsibility and DCP13) - Project supported by Stuart Downing.
323 - Recreational_Services	555-6000 Salaries	GL	(56,691)	0	0	0	0	(56,691)	Duplication of Club Development Officer Salary in OP9257 - request additional \$14k for casual wages to cover leave and high duties.
323 - Recreational_Services	555-6100 Superannuation	GL	(7,324)	0	0	0	0	(7,324)	Duplication of Club Development Officer Super in OP9257
323 - Recreational_Services	OP6221 - Malabar Reserve - BMX Toilet Block	OP	25,000	0	0	0	0	25,000	Consultancy fees required to undertake Geotech, Concept Design, Cost Estimate and Lifecycle cost analysis for external grant application due in early 18/19 for approx. \$800k as project is listed in LTFP and CSRFP for 18/19 and 19/20.
323 - Recreational_Services	OP6260 - Sporting Wall of Fame	OP	20,000	0	0	0	0	20,000	\$20,000 budget as per approval to carry forward to 17/18
323 - Recreational_Services	OP8173 - KidSport	OP	60,000	0	60,000	0	0	0	Original budget of \$155,000 included \$35,000 for Club Development Officer grant (\$35,000 already re-allocated/journalled to OP9257 in December). \$61,032 overspend last FY covered by \$120k grant income already received this FY. In addition, approval for a further \$60k of grant funds to 31 December 2017 although only expect \$30,000 required. Post 1 January 2018, new agreement with DSR whereby funding supplied monthly to CoC by DSR post expenditure to clubs. Expect \$97,100 of expenditure for remainder of this FY and \$73,500 of income (June 2018 expenditure recouped from DSR in July 2018 given new terms of agreement).
323 - Recreational_Services	OP9367 - Implement Management Agreement	OP	(5,000)	0	0	0	0	(5,000)	Only \$5,000 required for Lakelands Hockey Project
323 - Recreational_Services	OP8829 - Western Suburbs Sports Precinct Study	OP	94,000	0	0	94,000	0	0	\$94,000 as per approval to carry forward to 17/18
323 - Recreational_Services	OP8872 - Healthy Canteen Funding Program	OP	(2,500)	0	0	0	0	(2,500)	New initiative only launching in second half of FY18

Service Unit	Account Number	Ledger	Expenditure	TF to RSV	External	Reserve	Proceeds	Muni Cash Impact	Justification
			+/-)	+/-)	+/-)	+/-)	+/-)		
328 - Law_and_Public_Safety	CW1434 - CCTV Operations Room	CW	2,280	0	0	0	0	2,280	Spend in 2017/18 financial year was due to late invoicing from contractors for finalisation of the project prior to the Depot opening.
328 - Law_and_Public_Safety	CW1472 - Ranger Vehicle Base Sets ,Repeater & Portable Boosters	CW	6,000	0	0	6,000	0	0	Extra funding required for CCTV body camera integration for frontline Ranger staff
328 - Law_and_Public_Safety	CW1468 - CCTV Cockburn ARC Boardwalk	CW	4,000	0	0	4,000	0	0	increase need for unforeseen risk of polymer poles installed by Landcorp, which was contrary to information provided by Parks. Increase will allow for the changeover of poles to the correct CCTV rated poles preventing a future safety hazard.
328 - Law_and_Public_Safety		CW	110,000	0	0	110,000	0	0	<b>NEW</b> RDK CCTV Towers - RDK Fleet expansion project funded from Community Surveillance Reserve
328 - Law_and_Public_Safety	180-6122 Protective Clothing	GL	2,500	0	0	0	0	2,500	Several safety related matters have been raised by the current non unisex uniform, the increase in budget will allow for a uniformed uniform for male and female employees taking into consideration heat related stress.
328 - Law_and_Public_Safety	180-6278 Minor Furniture & Equipment	GL	3,000	0	0	0	0	3,000	Increase in budget required for required safety equipment and replace ageing non-functional equipment.
328 - Law_and_Public_Safety	165-5322 Dog Registration Fees	GL	0	0	70,000	0	0	(70,000)	Dog registrations outpacing the budget
328 - Law_and_Public_Safety	165-6223 Cat Sterilisation Program	GL	(5,000)	0	0	0	0	(5,000)	Low spend year to date
328 - Law_and_Public_Safety	165-6379 Dog Microchipping expenses	GL	(10,000)	0	0	0	0	(10,000)	Low spend year to date
328 - Law_and_Public_Safety	165-6267 Legal Expenses	GL	(10,000)	0	0	0	0	(10,000)	Low spend year to date
328 - Law_and_Public_Safety	165-6206 Advertising Expenses	GL	(5,000)	0	0	0	0	(5,000)	Low spend year to date
328 - Law_and_Public_Safety	OP8831 - Ranger Electronic Mobilisation	OP	5,000	0	0	5,000	0	0	incorporate RFID scanning into dog parks and dog off leash areas to capture patrolling data by Rangers.
328 - Law_and_Public_Safety	OP8834 - CCTV Rotary Look Out equipment up grade	OP	3,550	0	0	3,550	0	0	Spend in 2017/18 financial year was due to late invoicing from contractor.
328 - Law_and_Public_Safety	OP8178 - CCTV Annual Maintenance	OP	38,000	0	0	38,000	0	0	Increase in expenditure is to cover the cost of separating the CCTV and Corporate administration CCTV networks due to the ongoing threat of cyber security attacks and network issues.
328 - Law_and_Public_Safety	OP9355 - Fire Hydrants	OP	(3,500)	0	0	0	0	(3,500)	Works will not be completed within 2017/18. Training cost have been covered by outside funding and mitigation works have reduced public education with the use of the trailer for 2017/18
328 - Law_and_Public_Safety	OP8175 - Fire Prevention Training Trailer	OP	(1,500)	0	0	0	0	(1,500)	Variation approved during fitout progress, slightly over budget
329 - Cockburn ARC	CW4674 - Cockburn ARC Curtin Fitout	CW	3,384	0	0	0	0	3,384	



Service Unit	Account Number	Ledger	Expenditure	TF to RSV	External	Reserve	Proceeds	Muni Cash Impact	Justification
			+/-	+/-	+/-	+/-	+/-		
329 - Cockburn ARC	600-5603 Admission Fee	GL	0	0	274,416	0	0	(274,416)	Admission fees to pool remain strong, anticipate a favourable variance to remain at June 30.
329 - Cockburn ARC	600-5604 Membership Fee	GL	0	0	462,512	0	0	(462,512)	Active memberships far exceeded adopted budget assumptions and original projections for health club and pools.
329 - Cockburn ARC	600-5618 Other Hire and Rental Charges	GL	0	0	(40,569)	0	0	40,569	Reduction in hire revenue, due to commercial tri club not proceeding with booking following EOI process.
329 - Cockburn ARC	600-6000 Salaries	GL	140,139	0	0	0	0	140,139	Additional 3,000 casual lifeguard hours projected, to ensure appropriate levels of supervision based on attendances. Employee costs included for operations team leader position approved by CEO.
329 - Cockburn ARC	600-6100 Superannuation	GL	16,030	0	0	0	0	16,030	Super adjusted and calculated based on additional casual hours and 1 x permanent position
329 - Cockburn ARC	600-6112 Training Expenses	GL	1,000	0	0	0	0	1,000	Additional \$1,000 budgeted for training of new lifeguards
329 - Cockburn ARC	600-6234 Consumables	GL	10,000	0	0	0	0	10,000	No budget allowance was made for watch around water bands and other consumables required to operate the aquatic facility. 5K YTD, anticipate 10K
329 - Cockburn ARC	600-6257 Equipment Maintenance	GL	8,000	0	0	0	0	8,000	Increase in budget to accommodate maintenance requirements for pool automatic cleaners, 4K YTD
329 - Cockburn ARC	600-6278 Minor Furniture & Equipment	GL	20,000	0	0	0	0	20,000	Increase in budget to accommodate some modifications to plant room for chemical storage and additional safety items.
329 - Cockburn ARC	600-6285 Pool Chemicals	GL	(20,000)	0	0	0	0	(20,000)	Reduction in pool chemicals based on current use, saving to offset increase in minor furniture account
329 - Cockburn ARC	601-5605 Learn to Swim Revenue	GL	0	0	357,912	0	0	(357,912)	Active enrolments in learn to swim program far exceeded adopted budget and original projections for swim school program, revenue increased accordingly.
329 - Cockburn ARC	601-6000 Salaries	GL	116,461	0	0	0	0	116,461	Additional 3,700 casual hours projected, to ensure appropriate levels of staffing to accommodate programming based on current performance.
329 - Cockburn ARC	601-6100 Superannuation	GL	4,658	0	0	0	0	4,658	Super adjusted and calculated based on additional casual hours
329 - Cockburn ARC	601-6110 Conferences & Seminars	GL	(600)	0	0	0	0	(600)	
329 - Cockburn ARC	601-6121 Uniforms	GL	(1,500)	0	0	0	0	(1,500)	Saving, uniform purchase is covered under 599 overheads
329 - Cockburn ARC	601-6257 Equipment Maintenance	GL	(1,200)	0	0	0	0	(1,200)	Saving, expenditure not required
329 - Cockburn ARC	601-6278 Minor Furniture & Equipment	GL	4,000	0	0	0	0	4,000	Increase in expenditure relates to purchase of various equipment required to operate the swim school program

Service Unit	Account Number	Ledger	Expenditure	TF to RSV	External	Reserve	Proceeds	Muni Cash Impact	Justification
			+/-	+/-	+/-	+/-	+/-		
329 - Cockburn ARC	601-6303 Subscriptions	GL	(1,000)	0	0	0	0	(1,000)	Saving, swim school licence covered under overheads for year 1
329 - Cockburn ARC	603-5603 Admission Fee	GL	0	0	(133,954)	0	0	133,954	Admission fee assumptions were incorrect, budget reduced accordingly, offset with membership revenue
329 - Cockburn ARC	603-5604 Membership Fee	GL	0	0	299,892	0	0	(299,892)	Active memberships far exceeded adopted budget assumptions and original projections for health club and group fitness.
329 - Cockburn ARC	603-5765 Sundry Reimbursements	GL	0	0	6,250	0	0	(6,250)	Revenue for disposal of indoor cycle bikes from SLLC, not budgeted for
329 - Cockburn ARC	603-6000 Salaries	GL	(11,183)	0	0	0	0	(11,183)	Reduction due to fewer group fitness classes operating than budgeted
329 - Cockburn ARC	603-6100 Superannuation	GL	(2,028)	0	0	0	0	(2,028)	Reduction in super due to reduction in casual hours
329 - Cockburn ARC	603-6278 Minor Furniture & Equipment	GL	8,000	0	0	0	0	8,000	Increase in budget to accommodate additional equipment required in response to member feedback and active member numbers in group fitness
329 - Cockburn ARC	603-6303 Subscriptions	GL	15,000	0	0	0	0	15,000	Increase in budget to accommodate licence fees for PPCA, APRA and Les Mills monthly licence fees, which are higher than adopted budget due to additional classes offered.
329 - Cockburn ARC	608-6000 Salaries	GL	44,209	0	0	0	0	44,209	Additional 1900 casual hours projected, to cover membership enquiries with casual membership consultant.
329 - Cockburn ARC	608-6100 Superannuation	GL	7,029	0	0	0	0	7,029	Super adjusted and calculated based on additional casual hours
329 - Cockburn ARC	640-6000 Salaries	GL	234,193	0	0	0	0	234,193	Additional casual hours to cover increase in customer service officer requirements than original projections
329 - Cockburn ARC	640-6100 Superannuation	GL	15,265	0	0	0	0	15,265	Super adjusted and calculated based on additional casual hours
329 - Cockburn ARC	641-5318 Creche Fees	GL	0	0	27,217	0	0	(27,217)	Increase in creche admission fees, anticipated projected performance to maintain favourable variance as of December 2017
329 - Cockburn ARC	641-5547 Birthday Parties	GL	0	0	(16,824)	0	0	16,824	Reduction in birthday party revenue, due to incorrect budget assumptions
329 - Cockburn ARC	641-5554 Indoor Play Centre	GL	0	0	(5,965)	0	0	5,965	Reduction in indoor play revenue, due to fewer than anticipated attendances to the play centre
329 - Cockburn ARC	641-5617 Term Program Revenue	GL	0	0	(30,000)	0	0	30,000	Reduction in term program revenue due to fewer than projected enrolments for the play active program
329 - Cockburn ARC	641-6000 Salaries	GL	42,030	0	0	0	0	42,030	Increase in creche casual hours due to the addition of Saturday AM creche service
329 - Cockburn ARC	641-6100 Superannuation	GL	5,118	0	0	0	0	5,118	Super adjusted and calculated based on additional casual hours
329 - Cockburn ARC	645-5603 Admission Fee	GL	0	0	80,000	0	0	(80,000)	Increase in casual admission fees for stadium, based on current performance and favourable variance YTD

Service Unit	Account Number	Ledger	Expenditure	TF to RSV	External	Reserve	Proceeds	Muni Cash Impact	Justification
			+/-	+/-	+/-	+/-	+/-		
329 - Cockburn ARC	645-5606 Netball Revenue	GL	0	0	220,000	0	0	(220,000)	Original budget for stadium revenue was under 5160 (sports general) revenue has been attributed to correct natural accounts, netball based on current nominated teams and slight increase with closure of courtside
329 - Cockburn ARC	645-5607 Soccer Revenue	GL	0	0	170,000	0	0	(170,000)	Original budget for stadium revenue was under 5160 (sports general) revenue has been attributed to correct natural accounts, Soccer based on current nominated teams and slight increase with closure of courtside
329 - Cockburn ARC	645-5608 Basketball Revenue	GL	0	0	270,000	0	0	(270,000)	Original budget for stadium revenue was under 5160 (sports general) revenue has been attributed to correct natural accounts, Basketball based on current nominated teams and slight increase with closure of courtside
329 - Cockburn ARC	645-5610 Sports General revenue	GL	0	0	(466,327)	0	0	466,327	Sports general budget to be reallocated to netball, soccer and basketball natural accounts. Overall increase of 273K revenue
329 - Cockburn ARC	645-5618 Other Hire and Rental Charges	GL	0	0	50,886	0	0	(50,886)	Increase in hirers exceeding budget projections, favourable variance to remain
329 - Cockburn ARC	645-6000 Salaries	GL	154,557	0	0	0	0	154,557	Increase in casual hours of 5,869 due to higher than anticipated sporting nominations. Super adjusted and calculated based on additional casual hours
329 - Cockburn ARC	645-6100 Superannuation	GL	16,324	0	0	0	0	16,324	Increase in retail revenue due to higher than anticipated revenue taken to date, offset with increase in stock purchase
329 - Cockburn ARC	646-5619 Sale of Merchandise and Retail Items	GL	0	0	40,000	0	0	(40,000)	Increase in stock purchases due to first year operation and requirement to stock up goods onsite, offset with income.
329 - Cockburn ARC	646-6210 Materials	GL	50,000	0	0	0	0	50,000	Reduction in revenue, due to fewer contracted PTs being recruited during year 1 operation
329 - Cockburn ARC	648-5482 Personal Training	GL	0	0	(48,118)	0	0	48,118	Reduction in admission fees, casual entry to health club due to majority of customers choosing to sign up as members
329 - Cockburn ARC	648-5603 Admission Fee	GL	0	0	(8,599)	0	0	8,599	Increase in membership revenue, based on higher than projected active members
329 - Cockburn ARC	648-5604 Membership Fee	GL	0	0	1,641,172	0	0	(1,641,172)	Reduction in internal revenue for EBA membership, only active members using the facility are charged monthly to limit financial impact on the City.
329 - Cockburn ARC	648-5700 Contributions, Donations & Reimbursement	GL	0	0	(46,000)	0	0	46,000	Increase of 3,000 casual hours to accommodate extra demands on the health club with casual gym instructors
329 - Cockburn ARC	648-6000 Salaries	GL	90,452	0	0	0	0	90,452	Super adjusted and calculated based on additional casual hours
329 - Cockburn ARC	648-6100 Superannuation	GL	7,241	0	0	0	0	7,241	

Service Unit	Account Number	Ledger	Expenditure	TF to RSV	External	Reserve	Proceeds	Muni Cash Impact	Justification
			+/-	+/-	+/-	+/-	+/-		
329 - Cockburn ARC	648-6266 Equipment Leasing Expenses	GL	28,484	0	0	0	0	28,484	Increase in expenditure to cover lease fees with additional cardio equipment approved as part of the gym extension project
329 - Cockburn ARC	648-6278 Minor Furniture & Equipment	GL	(2,000)	0	0	0	0	(2,000)	Slight savings to offset overexpenditure in 6304
329 - Cockburn ARC	648-6303 Subscriptions	GL	(2,200)	0	0	0	0	(2,200)	Slight savings to offset overexpenditure in 6304
329 - Cockburn ARC	648-6304 Sundry Minor Expenses	GL	5,000	0	0	0	0	5,000	Increase in expenditure for additional minor equipment in health club
329 - Cockburn ARC	649-5324 Lease Revenue	GL	0	0	50,000	0	0	(50,000)	Budget assumptions did not include revenue for curtin university, adjusted to include
329 - Cockburn ARC	599-6620 Gas Expenses	GL	62,734	0	0	0	0	62,734	Increase in gas charges, for increased gas consumption in response to delay in geothermal bore. Anticipate to recoup a portion through liquidated damages in contract
329 - Cockburn ARC	599-6215 Bank Charges	GL	50,000	0	0	0	0	50,000	Increase in bank fees and credit card debit fees, due to increased number of debits each fortnight. This relates to the bank and links pay fees for direct debit system
329 - Cockburn ARC	599-6222 Cash Collection Expenses	GL	(13,000)	0	0	0	0	(13,000)	Reduction in cash collection charges, due to City wide contract
329 - Cockburn ARC	599-6224 Catering	GL	(5,000)	0	0	0	0	(5,000)	Reduction in catering charges for Cockburn Arc
329 - Cockburn ARC	599-6234 Consumables	GL	15,000	0	0	0	0	15,000	Increase in consumables, due to increased attendances at Cockburn ARC
329 - Cockburn ARC	599-6299 Software Support Expenses	GL	10,000	0	0	0	0	10,000	Increase in software support charges, due to increased licence requirements for Links Modular Solutions
329 - Cockburn ARC	599-6319 First Aid Supplies	GL	(2,500)	0	0	0	0	(2,500)	Reduction in requirements.
329 - Cockburn ARC	599-6600 Telecommunication Expenses	GL	(5,800)	0	0	0	0	(5,800)	Budget assumptions incorrect, reduction in budget
340 - Corporate_Communications_Unit_Management	518-6383 Copyright License	GL	11,750	0	0	0	0	11,750	not budgeted for in corporate communications - was previously from Governance budget

Service Unit	Account Number	Ledger	Expenditure	TF to RSV	External	Reserve	Proceeds	Muni Cash Impact	Justification
			+/-	+/-	+/-	+/-	+/-		
342 - Events and Culture	OP9470 - Coogee Live	OP	30,000	0	0	0	0	30,000	We have raised \$100K in cash sponsorship. We fell short of our goal by \$30K, receiving \$30K less from Healthway than anticipated. We can run this event on any budget, but to retain sponsors after the first year and to get new sponsors, it is important to make the wow factor as big as possible. The budget we have in total through sponsorship, council budget and contras is \$294k. Of the \$294k \$102K is allocated to operations which comprises all of the entertainment and costs such as security, staging, lighting, fencing, shuttle buses (infrequent – hourly service). We only have \$12k currently allocated for a ten minute laser light show on the Saturday night and we were hoping that this would be our big drawcard. If additional budget is secured, it would be allocated to increasing the length of the laser light show to provide more of a wow, providing more frequent shuttle buses and adding to the cultural art/performance component. See attachment for more detail
343 - Customer Service	137-6000 Salaries	GL	53,000	0	0	0	0	53,000	casuals are permanently engaged to ensure customer service levels are maintained generally and to provide back up for sickness, annual leave, long service leave
411 - Statutory_Planning	500-5320 Development Application Fees	GL	0	0	(350,000)	0	0	350,000	Reduced complex/major planning applications due to deflated property market in 2017/2018.
411 - Statutory_Planning	500-5323 Fines & Penalties	GL	0	0	(45,000)	0	0	45,000	No prosecutions undertaken ytd.
411 - Statutory_Planning	500-6000 Salaries	GL	(179,654)	0	0	0	0	(179,654)	Comp Officer took 4months additional unpaid leave and two Officers incorrectly listed as FTE in 17/18 budget should have been 0.5 FTE each.
411 - Statutory_Planning	500-6100 Superannuation	GL	(14,572)	0	0	0	0	(14,572)	In line with YTD spend
411 - Statutory_Planning	500-6229 Professional Services	GL	(15,000)	0	0	0	0	(15,000)	Reduced based on YTD spend
411 - Statutory_Planning	500-6267 Legal Expenses	GL	(25,000)	0	0	0	0	(25,000)	Reduced based on YTD spend
421 - Strategic_Planning	505-5425 Zoning Amendment Fees	GL	0	0	(2,500)	0	0	2,500	Reduction in amendment fees to reflect that amendments received have been more minor in nature
421 - Strategic_Planning	505-6267 Legal Expenses	GL	22,000	0	0	0	0	22,000	Additional costs due to legal expenses associated with the Swires matter, plus potential continuation of SAT matter associated with the DFES site whereby the previous landowner is seeking a determination by the SAT on whether the land is injuriously affected by reason of the structure plan showing local roads and POS

Service Unit	Account Number	Ledger	Expenditure	TF to RSV	External	Reserve	Proceeds	Muni Cash Impact	Justification
			+/-	+/-	+/-	+/-	+/-		
421 - Strategic_Planning	505-6206 Advertising Expenses	GL	2,500	0	0	0	0	2,500	Additional costs associated with additional advertising potentially associated with the survey mailout for the Yangebup Revitalisation Strategy Reduction as new AUTOCAD software is not needed
421 - Strategic_Planning	505-6298 Software Purchase	GL	(9,000)	0	0	0	0	(9,000)	
421 - Strategic_Planning	505-6305 Title Searches	GL	2,500	0	0	0	0	2,500	Costs associated with land titling issues
421 - Strategic_Planning	505-6312 Transparencies & Maps	GL	(5,000)	0	0	0	0	(5,000)	Reduction due to not being needed
421 - Strategic_Planning	505-6266 Equipment Leasing Expenses	GL	(1,500)	0	0	0	0	(1,500)	Budget not utilised past 2 years - covered by IS
423 - Land_Administration	CW1530 - Lot 1 Berrigan Dr, South Lake Rezoning & Subdivision	CW	(4,994)	0	0	(4,994)	0	0	Not taking place this financial year
423 - Land_Administration	CW1548 - Lot 40 Cervantes Loop - surveying and construction of access	CW	(197,000)	0	0	(197,000)	0	0	Not taking place this financial year
423 - Land_Administration	CW1592 - Lot 80 Beeljar Drive land rationalisation, subdivision and s	CW	(50,000)	(750,000)	0	(50,000)	(750,000)	0	This project was previously completed
423 - Land_Administration	CW1598 - Lot 804 Beeljar Drive (N/E) sale	CW	(8,221)	0	0	(8,221)	0	0	Minor reduction
423 - Land_Administration	CW1614 - Subdivision dev of Lot 915 and Reserve 38537 Goldsmith Rd	CW	0	(1,000,000)	0	0	(1,000,000)	0	Sale unlikely in current market
423 - Land_Administration	CW1616 - Subdivision of land - Lot 18 Scales Way, Spearwood	CW	(50,000)	0	0	(50,000)	0	0	Not taking place this financial year
423 - Land_Administration	CW1619 - Purchase of Lot 26 Briggs Street South Lake	CW	57,101	0	0	57,101	0	0	Per Council resolution to secure land
423 - Land_Administration	872-6305 Title Searches	GL	5,000	0	0	0	0	5,000	Increase activity associated with property interests
423 - Land_Administration	OP8190 - Land Acquisition/Disposal Cost	OP	70,000	0	(3,000)	0	0	73,000	Increase in budget to deal with valuation costs associated with Jandakot Rd project, which are currently an additional \$28K plus the potential for needing to pay for a further valuation if a landowner requests
424 - Development_Contribution_Plans	892-5762 Owners Contributions	GL	0	0	524,102	0	0	(524,102)	Increase contributions
424 - Development_Contribution_Plans	892-7242 TF to Res - Success Nth Developmen Contr	GL	0	524,102	0	0	0	524,102	Increase transfer to reserve
424 - Development_Contribution_Plans	895-5762 Owners Contributions	GL	0	0	133,806	0	0	(133,806)	Increase contributions
424 - Development_Contribution_Plans	895-7262 TF to Res - Yangebup West Development	GL	0	133,806	0	0	0	133,806	Increase transfer to reserve
424 - Development_Contribution_Plans	896-5762 Owners Contributions	GL	0	0	(125,036)	0	0	125,036	Reduction due to no subdivision
424 - Development_Contribution_Plans	896-7272 TF to Res - Yangebup East Development	GL	0	(125,036)	0	0	0	(125,036)	Reduction transfer to reserve
424 - Development_Contribution_Plans	900-5762 Owners Contributions	GL	0	0	230,114	0	0	(230,114)	Increase contributions

Service Unit	Account Number	Ledger	Expenditure	TF to RSV	External	Reserve	Proceeds	Muni Cash Impact	Justification
			+/-	+/-	+/-	+/-	+/-		
424 - Development_Contribution_Plans	900-7582 TF to Res - Hammond Park Development Contri	GL	0	230,114	0	0	0	230,114	Increase transfer to reserve
424 - Development_Contribution_Plans	901-5762 Owners Contributions	GL	0	0	156,370	0	0	(156,370)	Increase contributions
424 - Development_Contribution_Plans	901-7712 TF to Res - Wattleup DCP 10	GL	0	156,370	0	0	0	156,370	Increase transfer to reserve
424 - Development_Contribution_Plans	902-5762 Owners Contributions	GL	0	0	266,392	0	0	(266,392)	Increase contributions
424 - Development_Contribution_Plans	902-7632 TF to Res - Muriel Court Development Contribution	GL	0	266,392	0	0	0	266,392	Increase transfer to reserve
424 - Development_Contribution_Plans	905-5762 Owners Contributions	GL	0	0	(50,000)	0	0	50,000	DCA fully collected
424 - Development_Contribution_Plans	905-7682 TF to Res - Solomon Rd Development Contri	GL	0	(50,000)	0	0	0	(50,000)	Reduction transfer to reserve
431 - Building Services	730-6000 Salaries	GL	(120,713)	0	0	0	0	(120,713)	
431 - Building Services	730-5305 Building Permits	GL	0	0	(200,000)	0	0	200,000	
431 - Building Services	730-5323 Fines & Penalties	GL	0	0	(10,000)	0	0	10,000	
431 - Building Services	730-6267 Legal Expenses	GL	(15,000)	0	0	0	0	(15,000)	
431 - Building Services	730-6299 Software Support Expenses	GL	(10,000)	0	0	0	0	(10,000)	
441 - Environmental Health Services	200-6267 Legal Expenses	GL	5,000	0	0	0	0	5,000	Additional cost of legal opinions about proposed changes to Public Building Regs, plus fees for a complex prosecution of a Food Premises.
441 - Environmental Health Services	OP9050 - Contaminated Sites Investigation (Council Owned Sites)	OP	85,000	0	0	85,000	0	0	Investigations by consultants of Frankland Reserve and Howson Way and Malabar Way are progressing. The works at Frankland are costed at up to \$55K plus GST. Funds to come out of the Contaminated Sites reserve account.
511 - Waste_Collection_Services	CW1980 - 2 Operation sheds for Staging and Delivery of Bins - Include	CW	15,000	0	0	15,000	0	0	Concrete floor installed, water tanks and pump to capture water.
511 - Waste_Collection_Services	480-5550 MSW & Recycling Removal Charges Levied	GL	0	0	(85,000)	0	0	85,000	Average est \$35K Bimonthly - Expect 3*35 = \$105K Apprx
511 - Waste_Collection_Services	480-6806 Contribution - SMRC	GL	89,527	0	0	0	0	89,527	Invoice for Charges higher than budget
511 - Waste_Collection_Services	810-6304 Sundry Minor Expenses	GL	3,000	0	0	0	0	3,000	Additional \$3000 for Coffs Harbour Training Mickey - New Natural Account to be added for Training.
511 - Waste_Collection_Services	480-7592 TF to Res - Waste Collection Reserve	GL	0	(404,131)	0	0	0	(404,131)	

Service Unit	Account Number	Ledger	Expenditure	TF to RSV	External	Reserve	Proceeds	Muni Cash Impact	Justification
			+ / (-)	+ / (-)	+ / (-)	+ / (-)	+ / (-)		
511 - Waste_Collection_Services	OP8207 - Entry Fees - Rrrc	OP	246,032	0	0	0	0	246,032	Underprovided at Budget Time upon direction from the SMRC estimate of 26000T which was accepted by executive - staff original projections inline with current actuals (13774 Tonne to RRRC as at 31 Dec 2017 (Actual charges to Dec 53.35M)). The projections were based on the delayed impact of the third bin rollout 3rd bin rollout has identified additional broken/damaged bin
511 - Waste_Collection_Services	OP8212 - MGB Bin Maintenance	OP	7,023	0	0	0	0	7,023	
511 - Waste_Collection_Services	OP8269 - Mattress & Ewaste Recovery	OP	97,354	0	0	0	0	97,354	
511 - Waste_Collection_Services	OP8991 - Illegal Dumping	OP	(94,000)	0	0	0	0	(94,000)	
511 - Waste_Collection_Services	OP9552 - Greenwaste Bulk Collection	OP	(16,000)	0	0	0	0	(16,000)	
511 - Waste_Collection_Services	OP8210 - Trailer Passes - RRRC Greenwaste	OP	(10,000)	0	0	0	0	(10,000)	
511 - Waste_Collection_Services	OP9551 - Annual Junk Collection	OP	(3,805)	0	0	0	0	(3,805)	
512 - Waste_Disposal_Services	CW1991 - Waste Supply Agreement - Talis Consultants	CW	25,000	0	0	25,000	0	0	Contractor separating steel at verge collection rather than at landfill. More efficient process and better yield for scrap steel. Lower numbers to date - balance for over increases Reduced spending Reduced spending Reduced spending Contingency funds required to cover Talis Consultants. \$140K returned December 17 - Should we move to WC Transfer Balance to CW1982 Transfer Balance to CW1982 Transfer Balance to CW1982 Increase to capture full cost of Decontamination plant installation Unplanned - Emergency Pump failure - \$11K increase needed John king - Talis consulting - increase scope of work \$12k. \$50K additional to create building elevations for DA submission and \$13k DA application fee. 1 more major Average of \$21K per month - Lower Gas Recovery Reduced tonnes through the gate, 2nd half FY estimate drop of 1000 tonnes based on historical and trailer passes reduction Reduction in tonnage x 0.64 Training - Coffs Harbour- Mike Leachate reduction levels not a high as expected. Return of 20 Tonne excavator to Mayday Hire
512 - Waste_Disposal_Services	CW1986 - Fence Replacement	CW	(5,628)	0	0	(5,628)	0	0	
512 - Waste_Disposal_Services	CW1988 - Litter Prevention	CW	(12,500)	0	0	(12,500)	0	0	
512 - Waste_Disposal_Services	CW1989 - Mobile Wind Barriers	CW	(40,000)	0	0	(40,000)	0	0	
512 - Waste_Disposal_Services	CW1982 - Green Waste Decontamination Plant - Waste Recycling Reserve	CW	58,128	0	0	58,128	0	0	
512 - Waste_Disposal_Services	CW1990 - Pump Monitors	CW	11,000	0	0	11,000	0	0	
512 - Waste_Disposal_Services	CW1929 - Materials Recovery Facility - Design and Documentation	CW	91,413	0	0	91,413	0	0	
512 - Waste_Disposal_Services	485-5414 Sale - Salvaged Recyclable Materials	GL	0	0	251,390	0	0	(251,390)	
512 - Waste_Disposal_Services	485-5501 Sale of Gas - Waste Gas Resources	GL	0	0	(46,796)	0	0	46,796	
512 - Waste_Disposal_Services	485-5560 Landfill Fees	GL	0	0	(1,507,108)	0	0	1,507,108	
512 - Waste_Disposal_Services	485-6811 Landfill Levy	GL	(964,549)	0	0	0	0	(964,549)	
512 - Waste_Disposal_Services	805-6112 Training Expenses	GL	3,000	0	0	0	0	3,000	
512 - Waste_Disposal_Services	485-7142 TF to Res - Waste & Recycling	GL	0	(145,714)	0	0	0	(145,714)	
512 - Waste_Disposal_Services	OP8305 - Leachate Treatment	OP	(100,000)	0	0	0	0	(100,000)	
512 - Waste_Disposal_Services	OP8304 - Henderson Landfill Site Operations	OP	(95,250)	0	0	0	0	(95,250)	



Service Unit	Account Number	Ledger	Expenditure	TF to RSV	External	Reserve	Proceeds	Muni Cash Impact	Justification
			+/-	+/-	+/-	+/-	+/-		
520 - Parks_and_Environmental_Services_Unit_Mgmt	493-6000 Salaries	GL	20,030	0	0	0	0	20,030	Vehicle Allowance not budgeted for following return of council allocated vehicle.
520 - Parks_and_Environmental_Services_Unit_Mgmt	493-6150 Fringe Benefits Tax	GL	(7,188)	0	0	0	0	(7,188)	vehicle replaced with allowance - no FBT for SMT manager
521 - Parks_Construction_and_Maintenance	CW5648 - Hamilton Hill Revitalisation - Davilak Reserve	CW	(28,141)	0	0	(28,141)	0	0	Surplus funds to cover CW5764 and balance to CW5675
521 - Parks_Construction_and_Maintenance	CW5845 - Beaumont Park Deck Renewal, Success	CW	(8,140)	0	0	0	0	(8,140)	Surplus funds to cover CW5675
521 - Parks_Construction_and_Maintenance	CW5764 - Owgen Park_Irrigation Renewal	CW	18,500	0	0	0	0	18,500	Carried fwd from 2016/17
521 - Parks_Construction_and_Maintenance	CW5765 - Pipeline Park_Irrigation Renewal	CW	79,119	0	0	0	0	79,119	Additional project costs
521 - Parks_Construction_and_Maintenance	CW5763 - Bakers Square_Irrigation Renewal	CW	(25,620)	0	0	(25,620)	0	0	Reduction in project costs. Surplus funds to cover CW5675 with balance to CW5261
521 - Parks_Construction_and_Maintenance	CW5807 - Simms Road (HH Revitalisation)	CW	98,052	0	0	0	0	98,052	Increase in project scope to meet community expectations
521 - Parks_Construction_and_Maintenance	CW5849 - Classon Park Playground Renewal, Leeming	CW	(20,000)	0	0	0	0	(20,000)	Under resourced to deliver project this FY. Project to be resubmitted for '18/19 Budget.Funds to cover CW5765
521 - Parks_Construction_and_Maintenance	CW5854 - Drinking Fountains (2)	CW	(20,000)	0	0	0	0	(20,000)	Under resourced to deliver project this FY. Project to be resubmitted for '18/19 Budget.Funds to cover CW5765
521 - Parks_Construction_and_Maintenance	CW5881 - Radiata Park Deck Renewal, Aubin Grove	CW	(21,455)	0	0	0	0	(21,455)	Surplus funds to cover CW 5807 and balance CW5765
521 - Parks_Construction_and_Maintenance	CW5869 - Jarvis Park Irrigation Renewal	CW	(89,880)	0	0	0	0	(89,880)	Surplus funds to cover CW 5807
521 - Parks_Construction_and_Maintenance	CW5261 - Bibra Lake MP Adventure Playground	CW	17,950	0	0	0	0	17,950	Additional project costs
521 - Parks_Construction_and_Maintenance	CW5681 - City Street Tree Planting Requests	CW	445,000	0	0	0	0	445,000	Quarantined funds returned to budget
521 - Parks_Construction_and_Maintenance	CW5898 - Landscaping Dean Road/Berrigan Drive intersection	CW	100,000	0	0	0	0	100,000	Initial project budget allocation didn't reflect landscaping following road construction. Additional funds to be transferred from Roads CW3769
521 - Parks_Construction_and_Maintenance	CW5882 - Ramsay Park Improvements	CW	(245,000)	0	0	0	0	(245,000)	Works deferred and will receive priority funding in 2018/19

Service Unit	Account Number	Ledger	Expenditure	TF to RSV	External	Reserve	Proceeds	Muni Cash Impact	Justification
			+/-)	+/-)	+/-)	+/-)	+/-)		
521 - Parks_Construction_and_Maintenance	CW5851 - Cordelia Streetscape	CW	(250,000)	0	0	0	0	(250,000)	Project to be resubmitted for '18/19 Budget
522 - Environmental_Management	CW5834 - POS & NAMS Strategy Consolidation	CW	(50,000)	0	0	0	0	(50,000)	Transfer to new CW - Coogee Beach Stairs
522 - Environmental_Management		CW	50,000	0	0	0	0	50,000	<b>NEW</b> Coogee Beach Stairs. Funds to be transferred from CW 5834
530 - Engineering_Services_Unit_Management	830-6000 Salaries	GL	20,300	0	0	0	0	20,300	Vehicle Allowance not budgeted for following return of council allocated vehicle.
531 - Road_Construction_and_Maintenance	CW3743 - Jandakot Warton Road turning pocket	CW	22,600	0	0	0	0	22,600	Transfer \$32,500 from CW 3792 (Russell Road opposite Moylan) and \$56,000 from CW 3795 (Sudlow Road Spearwood to Ambitious), to CW 3743 (Jandakot Watron turning pocket- BSP) to cover cost of land aquisition -correction of budget between CW3743, CW3741 & CW3744 to correct error in previous amendment
531 - Road_Construction_and_Maintenance	CW3741 - Warton Rd (Armadaled to JandakotRd)- Install Road Lighting	CW	136,400	0	0	0	0	136,400	Total cost project invoice paid to Western power -correction of budget between CW3743, CW3741 & CW3744 to correct error in previous amendment
531 - Road_Construction_and_Maintenance	CW3744 - Spearwood Avenue Rockingham Road upgrade	CW	(70,000)	0	0	0	0	(70,000)	-correction of budget between CW3743, CW3741 & CW3744 to correct error in previous amendment
531 - Road_Construction_and_Maintenance	CW3616 - Verde Drive Extension footpath	CW	43,547	0	0	0	0	43,547	The fund supposed to be carried forward from 2016/17 - Boyd Crescent new Path project completed. Transfer \$43,547 to CW3616 (Verde Drive Extension footpath, and rename this prject as Boyd Crescent new footpath) from CW3794 (Success Sporting Complex drainage upgrad)
531 - Road_Construction_and_Maintenance	CW3794 - Success Sporting Complex drainage upgrade	CW	(43,547)	0	0	0	0	(43,547)	Transfer \$43,547 from CW3794 (Success Sporting Complex drainage upgrad) to CW3616 (Verde Drive Extension footpath)
531 - Road_Construction_and_Maintenance	CW3624 - Bike network review	CW	(50,000)	0	0	0	0	(50,000)	Transfer \$50,000 to the new project under Activity 696 - City of Cockburn District Traffic Study from CW3624 (Bike network review)
531 - Road_Construction_and_Maintenance	CW3706 - Imlah Court - Closure at Prinsep Rd	CW	19,504	0	0	0	0	19,504	Transfer \$19,504 from CW3785 (Hanlon Street Sump Catchment study) to CW3706 (Imlah Court - Closure at Prinsep Rd) to cover the traffic management cost increase
531 - Road_Construction_and_Maintenance	CW3785 - Hanlon Street Sump Catchment study and increase capacity	CW	(19,504)	0	0	0	0	(19,504)	Transfer \$19,504 to CW3706 (Imlah Court - Closure at Prinsep Rd) from CW3785 (Hanlon Street Sump Catchment study)
531 - Road_Construction_and_Maintenance	CW3792 - Russell Road opposite Moylan	CW	(32,500)	0	0	0	0	(32,500)	Transfer \$32,500 to CW 3743 (Jandakot Watron turning pocket- BSP) from CW 3792 (Russell Road opposite Moylan) project completed

Service Unit	Account Number	Ledger	Expenditure	TF to RSV	External	Reserve	Proceeds	Muni Cash Impact	Justification
			+/-	+/-	+/-	+/-	+/-		
531 - Road_Construction_and_Maintenance	CW3795 - Sudlow Road Spearwood to Ambitious Design and Construct	CW	(56,500)	0	0	0	0	(56,500)	Transfer \$56,500 to CW 3743 (Jandakot Watron turning pocket- BSP) from CW 3795 (Sudlow Road Spearwood to Ambitious Design and Construct) project completed
531 - Road_Construction_and_Maintenance	CW3696 - Gibbs and Liddelow Roundabout	CW	68,237	0	0	0	0	68,237	Transfer \$68,237 from CW 3721 (Postans Road upgrade) to CW 3696 (Gibbs and Liddelow Roundabout), to cover additional Wesern Power cost
531 - Road_Construction_and_Maintenance	CW3721 - Postans Road upgrade	CW	(68,237)	0	0	0	0	(68,237)	Transfer \$68,237 to CW 3696 (Gibbs and Liddelow Roundabout) to cover additional Wesern Power cost from CW 3721 (Postans Road upgrade), project completed 2016/17
531 - Road_Construction_and_Maintenance	CW3769 - Mayor Road Street Lighting upgrade	CW	(120,000)	0	0	0	0	(120,000)	Transfer \$100,00 from CW 3769 (Mayor Road Street Lighting upgrade) to CW 5898 (Landscaping Dean Road/Berrigan Drive int) Park to cover landscaping cost for Berrigan Dr project
531 - Road_Construction_and_Maintenance	CW3436 - Subdivisional Works	CW	20,000	0	0	0	0	20,000	Transfer \$20,000 from CW 3769 (Mayor Road Street Lighting upgrade) to CW 3436 (Subdivisional Works) to recurring CW no budget allocation
531 - Road_Construction_and_Maintenance	CW - 694 - Resurfacing - CW	CW	0	0	0	0	0	0	Transfer \$53,507 from CW 3747 (Beckett Close - Asquith to Beckett) to CW 3753 (Discovery (North Lake to Sustainable) to cover night work cost
531 - Road_Construction_and_Maintenance	CW - 694 - Resurfacing - CW	CW	0	0	0	0	0	0	Transfer \$14,077 from CW 3754 (Emile Court) to CW 3761 (Redmond Road) to cover night work cost
531 - Road_Construction_and_Maintenance	CW3386 - CoC Drainage Catchment Study	CW	17,615	0	0	0	0	17,615	Transfer \$17,615 from CW3694 (Mayor Road Rockingham to Fawcett) to CW3386 (CoC Drainage Catchment Study) to complete CoC Drainage Strategy
531 - Road_Construction_and_Maintenance	CW3694 - Mayor Road Rockingham to Fawcett	CW	(47,615)	0	0	0	0	(47,615)	Transfer \$17,615 to CW3386 (CoC Drainage Catchment Study) to complete CoC Drainage Strategy and \$30,000 to the new reserve resurfacing project Wentworth Parade - Beaumont Parkway to Dunlap Ave (South End)
531 - Road_Construction_and_Maintenance	CW3872 - Doolette (Spearwood to Phoenix)	CW	(77,667)	0	0	0	0	(77,667)	Transfer \$77,667 to CW3800 (Cockburn Road (Gemma To Navel Base Car Park)) from CW3872 Doolette (Spearwood to Phoenix) to cover cost for traffic management and night work cost
531 - Road_Construction_and_Maintenance		CW	1,700,000	0	0	1,700,000	0	0	<b>NEW</b> Spearwood Avenue Bridge (Yangebup Rd to Barrington St), \$1.7M from reserve in 2017/18 and a remaining fund of \$2.0M will be requested in 2018/19

Service Unit	Account Number	Ledger	Expenditure	TF to RSV	External	Reserve	Proceeds	Muni Cash Impact	Justification
			+/-	+/-	+/-	+/-	+/-		
531 - Road_Construction_and_Maintenance		CW	138,200	0	92,133	16,067	0	30,000	NEW MRRG resurfacing Wentworth Parade - Beaumont Parkway to Dunlap Ave (South End), 2/3 MRRG \$92,133 and 1/3 CoC \$46,067, transfer \$30,000 from CW3694 Mayor Road Rockingham to Fawcet
531 - Road_Construction_and_Maintenance	CW3800 - Cockburn Road (Gemma To Navel Base Car Park)	CW	77,867	0	0	0	0	77,867	Transfer \$77,667 from CW3872 Doolette (Spearwood to Phoenix) to CW3800 (Cockburn Road (Gemma To Navel Base Car Park)) to cover cost for traffic management and night work cost <b>NEW</b> project under Activity 696, Transfer \$50,000 from CW3624 (Bike network review) to City of Cockburn District Traffic Study
531 - Road_Construction_and_Maintenance		OP	50,000	0	0	0	0	50,000	
531 - Road_Construction_and_Maintenance	OP8814 - Crossover Construction	OP	(40,000)	0	(20,000)	0	0	(20,000)	Lower level of activity
531 - Road_Construction_and_Maintenance	OP8569 - Graffiti Removal	OP	(40,000)	0	0	0	0	(40,000)	Lower level of spend being experienced
540 - Infrastructure_Services_Unit_Management	835-6000 Salaries	GL	20,300	0	0	0	0	20,300	Vehicle Allowance not budgeted for following return of council allocated vehicle.
543 - Facilities_Mtce_and_Management	CW4379 - Disability Access Audit & Improvements	CW	(22,000)	0	0	0	0	(22,000)	Underspend to cover forecast overspend in program
543 - Facilities_Mtce_and_Management	CW4490 - Coogee Beach Facilities - Refurbishments	CW	3,968	0	0	0	0	3,968	Funds required to cover expense incurred last FY without carry forward of budget.
543 - Facilities_Mtce_and_Management	CW4567 - Civic & Community Buildings Various - Floor Covering Replace	CW	(4,000)	0	0	0	0	(4,000)	Underspend to cover forecast overspend in program
543 - Facilities_Mtce_and_Management	CW4608 - Civic and Community Bids Various - HVAC replacement	CW	(40,000)	0	0	0	0	(40,000)	Underspend to cover forecast overspend in program
543 - Facilities_Mtce_and_Management	CW4616 - Naval Base - Toilet Blocks refurbishment	CW	31,534	0	0	31,534	0	0	Excessive deterioration found in roof framing of southern toilet block, necessitating replacement of framing and ceilings. Extra funds from the Naval Base Reserve Fund required to cover the increased cost.
543 - Facilities_Mtce_and_Management	CW4636 - Civic and Community Buildings - Sign Upgrade	CW	(10,000)	0	0	0	0	(10,000)	Underspend to cover forecast overspend in program
543 - Facilities_Mtce_and_Management	CW4639 - Civic and Community Buildings - Asbestos Removal	CW	(20,255)	0	0	0	0	(20,255)	Underspend to cover forecast overspend in program
543 - Facilities_Mtce_and_Management	CW4640 - Civic and Community Buildings - BBQ Replacement for Parks &	CW	5,000	0	0	0	0	5,000	Additional funds required to cover final cost of this years replacement program.

Service Unit	Account Number	Ledger	Expenditure	TF to RSV	External	Reserve	Proceeds	Muni Cash Impact	Justification
			+/-	+/-	+/-	+/-	+/-		
543 - Facilities_Mtce_and_Management	CW4645 - Civic and Community Buildings - Swipe Card	CW	(10,000)	0	0	0	0	(10,000)	Underspend to cover forecast overspend in program
543 - Facilities_Mtce_and_Management	CW4647 - Civic and Community Buildings - Exterior and Interior Paint	CW	(20,000)	0	0	0	0	(20,000)	Underspend to cover forecast overspend in program
543 - Facilities_Mtce_and_Management	CW4648 - Civic and Community Buildings - Car Park Linemarking	CW	(10,000)	0	0	0	0	(10,000)	Underspend to cover forecast overspend in program
543 - Facilities_Mtce_and_Management	CW4654 - Old Jandakot Primary School	CW	1,277	0	0	0	0	1,277	Funds required to cover expense incurred last FY without carry forward of budget.
543 - Facilities_Mtce_and_Management	CW4685 - Bibra Lake Community Centre	CW	(1,858)	0	0	0	0	(1,858)	Underspend to cover forecast overspend in program
543 - Facilities_Mtce_and_Management	CW4686 - Civic and Community Buildings - Furniture Replacement	CW	(25,000)	0	0	0	0	(25,000)	Underspend to cover forecast overspend in program
543 - Facilities_Mtce_and_Management	CW4687 - Cockburn Seniors Centre	CW	10,543	0	0	0	0	10,543	Additional funds required to cover committed and actual expense incurred to complete the project.
543 - Facilities_Mtce_and_Management	CW4689 - Coogee Beach Jetty	CW	(20,000)	0	0	0	0	(20,000)	Underspend to cover forecast overspend in program
543 - Facilities_Mtce_and_Management	CW4692 - Davilak Clubrooms	CW	(4,418)	0	0	0	0	(4,418)	Underspend to cover forecast overspend in program
543 - Facilities_Mtce_and_Management	CW4696 - Jandakot Hall Refurbishment	CW	(4,576)	0	0	0	0	(4,576)	Underspend to cover forecast overspend in program
543 - Facilities_Mtce_and_Management	CW4699 - Jean Willis Centre Activity Room	CW	(35,000)	0	0	0	0	(35,000)	Underspend to cover forecast overspend in program
543 - Facilities_Mtce_and_Management	CW4700 - Lucius Park Changeroom	CW	(10,000)	0	0	0	0	(10,000)	Underspend to cover forecast overspend in program
543 - Facilities_Mtce_and_Management	CW4701 - Mellor Park Changerooms	CW	4,285	0	0	0	0	4,285	Additional funds required to cover committed and actual expense incurred to complete the project.
543 - Facilities_Mtce_and_Management	CW4702 - Operations Centre Message Board	CW	(5,000)	0	0	0	0	(5,000)	Underspend to cover forecast overspend in program
543 - Facilities_Mtce_and_Management	CW4704 - South Lake Child Care Centre	CW	(1,911)	0	0	0	0	(1,911)	Underspend to cover forecast overspend in program

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			+/-	+/-	+/-	+/-	+/-		
543 - Facilities_Mtce_and_Management	CW4385 - Operations Centre - New Op Cntr Building Design & Constructi	CW	225,945	0	0	0	0	225,945	Carried forward budget funding insufficient to complete the Stage 1 works for occupancy, extra expenses incurred for approved construction contract variations, design & external project management costs, carpark works, and extra scope items including AV fitout and external animal care facilities and relocation of standpipe. Overall expecting reduced total project costs through significant savings in subsequent Stage 2/3 works 2018/19.
543 - Facilities_Mtce_and_Management	CW4628 - Community Mens Shed, Cockburn Central	CW	168,766	0	0	0	0	168,766	Further work required in excess of original budget allowance including to meet DA & Building Permit requirements, extra boundary wall and fence works, carpark sealing, additional internal doors and ceiling.
543 - Facilities_Mtce_and_Management	CW4684 - Beale Park / Kent St Sewer Connection	CW	15,000	0	0	0	0	15,000	Additional funds required for sewer connection including for deeper weighted down sewer pump tank
543 - Facilities_Mtce_and_Management	CW4690 - Coogee Tennis Courts	CW	(11,022)	0	0	0	0	(11,022)	Underspend to cover forecast overspend in program
543 - Facilities_Mtce_and_Management	CW4697 - Jandakot Tennis Courts	CW	(10,395)	0	0	0	0	(10,395)	Underspend to cover forecast overspend in program
543 - Facilities_Mtce_and_Management	CW4695 - Howson Way Site	CW	1,980	0	0	0	0	1,980	Additional funds required to cover anticipated cost of water point connection.
543 - Facilities_Mtce_and_Management	CW4539 - PV Installation Project	CW	(1,441)	0	0	(1,441)	0	0	Project complete, funds returned.
543 - Facilities_Mtce_and_Management	CW4678 - Refurbish Old Depot Admin	CW	(24,000)	0	0	0	0	(24,000)	Project complete, funds returned.
543 - Facilities_Mtce_and_Management	CW4679 - Refurbish Old Engineering Area	CW	30,000	0	0	0	0	30,000	Additional funds sought to cover the associated project costs for w'station shifts in Finance-Revenue,Procurement, GIS & IS/IT areas and conversion of the ex. Call Centre area to a meeting room.
543 - Facilities_Mtce_and_Management	CW4396 - Admin Building Office Modifications	CW	(35,501)	0	0	(35,501)	0	0	Funds returned to cover overspend elsewhere.
543 - Facilities_Mtce_and_Management	CW4471 - Civic Bldg Energy Reduction Initiative	CW	90	0	0	90	0	0	Funds required to cover expense incurred last FY without carry forward of budget.
543 - Facilities_Mtce_and_Management	CW4642 - Coogee Beach CCTV upgrade	CW	(489)	0	0	0	0	(489)	Project complete, funds returned.

Service Unit	Account Number	Ledger	Expenditure	TF to RSV	External	Reserve	Proceeds	Muni Cash Impact	Justification
			+/-	+/-	+/-	+/-	+/-		
543 - Facilities_Mtce_and_Management	CW4643 - Bibra Lake Adventure Playground CCTV Stage 1	CW	(2,069)	0	0	(2,069)	0	0	Reduced final project cost as against budget once \$4,000 expense is journaled to CW4201.
543 - Facilities_Mtce_and_Management	CW4650 - Spearwood Library - Refurbishments	CW	49,695	0	0	0	0	49,695	Overspend anticipated once final cost of required fitout furniture allowed for.
543 - Facilities_Mtce_and_Management	CW4682 - Administration Building - Call Centre Relocation	CW	281	0	0	0	0	281	Project complete, minor adjustment to cover final cost.
543 - Facilities_Mtce_and_Management	CW4653 - South Lake Leisure Centre - Decommissioning	CW	(6,611)	0	0	0	0	(6,611)	Project complete, funds returned.
543 - Facilities_Mtce_and_Management		CW	20,000	0	0	0	0	20,000	<b>NEW</b> Atwell Clubrooms building security improvements required. Best means to eliminate the ongoing water ingress during rain events which are causing safety issues on the courts. Budget to cover expected contract costs and project management allowance. There's potential for the re-roofing expense not to be wasted when the facility is revamped under the Sport & Rec Plan in a number of years time and will serve to lessen the urgency to attend to this building early under that plan. Item supported by Travis M & Andrew T.
543 - Facilities_Mtce_and_Management	CW4238 - Phoenix Central Revitalisation Plan	CW	(15,790)	0	0	(15,790)	0	0	Not proceed with any works this FY
543 - Facilities_Mtce_and_Management	CW4698 - Jandakot VFBF Constructions	CW	22,364	0	0	0	0	22,364	Additional funding sought for added contingency as project cost based on scaled back scope still has potential to exceed current funding. New project. Southwell Community Centre building security improvements (external floodlighting etc), works undertaken July/August at request of R Avarad and this capital related cost currently being held on the building's OP6058 account.
543 - Facilities_Mtce_and_Management		CW	10,000	0	0	0	0	10,000	
543 - Facilities_Mtce_and_Management	CW4649 - Jean Willis Centre - Refurbishments	CW	4,455	0	0	0	0	4,455	Small overspend incurred to complete.
543 - Facilities_Mtce_and_Management	CW4651 - Azelia Ley - Minor refurbishments	CW	5,390	0	0	0	0	5,390	Funds required to cover expense incurred last FY without carry forward of budget.
543 - Facilities_Mtce_and_Management	CW4691 - CVES Jandakot	CW	(17,000)	0	0	0	0	(17,000)	Project complete, balance of funds being returned.

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			+/-)	+/-)	+/-)	+/-)	+/-)		
543 - Facilities_Mtce_and_Management	CW4680 - Wetland Education Centre - Design	CW	(100,000)	0	0	0	0	(100,000)	Reduce budget due to shift in project timeline.
543 - Facilities_Mtce_and_Management	CW4676 - Frankland Park Recreation Centre & Ovals - Design	CW	(100,000)	0	0	0	0	(100,000)	Reduce budget as project has been delayed due to soil contamination issues.
543 - Facilities_Mtce_and_Management	CW4630 - Cockburn Bowling & Recreation Facility Construction	CW	(44,000)	0	(306,000)	0	0	262,000	Funding adjustments as construction will come in under budget <b>NEW</b> Wattleup Hall demolition, building no longer required and is suffering serious vandalism and periodic storm damage.
543 - Facilities_Mtce_and_Management		OP	50,000	0	0	0	0	50,000	
543 - Facilities_Mtce_and_Management	OP6193 - Coogee Beach SLC	OP	16,839	0	0	0	0	16,839	More funds required due to expanded Facilities involvement with servicing of the facility.
543 - Facilities_Mtce_and_Management	OP9873 - Manning Reserve BBQ Maintenance	OP	(16,839)	0	0	0	0	(16,839)	Underspend to cover forecast overspend in other parts of the OP program
543 - Facilities_Mtce_and_Management	OP6044 - Jess Thomas Child Health Centre	OP	(314)	0	0	0	0	(314)	Funds not required, building demolished in previous FY.
544 - Plant_Maintenance	CW7147 - Hayter 7 Gang Mower Parks	CW	(10,406)	0	0	(11,790)	5,500	(4,116)	Lower than forecast purchase value, higher proceeds value
544 - Plant_Maintenance	CW7778 - PL778 Landfill Hooklift	CW	(13,336)	0	0	(90,672)	90,000	(12,664)	Lower than forecast purchase value, higher proceeds value
544 - Plant_Maintenance	CW7520 - Light Fleet Small Passenger Bus PL 520 (part cost)	CW	0	0	0	5,000	(5,000)	0	Lower forecast proceeds value
544 - Plant_Maintenance	CW7530 - Light Vehicle- Business Systems Manager	CW	(34,000)	29,334	0	(21,000)	16,334	0	Disposal of PL530 in lieu of allowance. higher proceeds value
544 - Plant_Maintenance	CW7223 - Hilux Dual Cab 4X4 Utility - Environ Field Services	CW	(6,184)	0	0	(21,002)	14,818	0	Higher than forecast proceeds value
544 - Plant_Maintenance	CW7337 - Environmental Svs Trailer	CW	(24,345)	0	0	(23,345)	(1,000)	0	Lower than forecast purchase value
544 - Plant_Maintenance	CW7797 - Youth Services - Yth Justice Vehicle (New)	CW	(29,000)	0	0	0	0	(29,000)	Cancelled. Vehicle was leased. No proceeds as vehicle was forecast as new purchase.
544 - Plant_Maintenance	CW7625 - PL 626 Canopy to suit PL265	CW	(12,000)	0	0	(12,000)	0	0	Canopy in gd condition. Replacement cancelled.
544 - Plant_Maintenance	CW7297 - Seniors 33 seater bus	CW	16,543	0	0	634	15,909	0	Higher than forecast purchase value and higher proceeds value - Based on submission
544 - Plant_Maintenance	CW7249 - Light Fleet Parks I Southall Supervisor PL2492	CW	(3,266)	0	0	(6,811)	3,545	0	Lower than forecast purchase value, higher proceeds value
544 - Plant_Maintenance	CW7253 - Light Fleet Parks P Godridge Supervisor PL2533	CW	(3,783)	0	0	(56)	(3,727)	0	Lower than forecast purchase value, lower proceeds value
544 - Plant_Maintenance	CW7259 - Light Fleet Facilities Mtce 4x2 Ute PL259	CW	(5,018)	0	0	(5,018)	0	0	Lower than forecast purchase value
544 - Plant_Maintenance	CW7531 - PL 531 HACC D Burridge	CW	(29,000)	0	0	(29,000)	0	0	Lower than forecast purchase value
544 - Plant_Maintenance	CW7548 - PL 548 Workshop Ute	CW	(4,382)	0	0	(4,382)	0	0	Lower than forecast purchase value
544 - Plant_Maintenance	CW7561 - New Waste Bin larger capacity Ute	CW	(12,875)	0	0	(12,875)	0	0	Lower than forecast purchase value. No proceeds value as new.
544 - Plant_Maintenance	CW7795 - Street Tree Officer - New	CW	(7,800)	0	0	0	0	(7,800)	Lower than forecast purchase value. No proceeds value as new.
544 - Plant_Maintenance	CW7796 - Waste Education Utility	CW	(4,265)	0	0	(4,265)	0	0	Lower than forecast purchase value. No proceeds value as new.



Service Unit	Account Number	Ledger	Expenditure	TF to RSV	External	Reserve	Proceeds	Muni Cash Impact	Justification
			+/-	+/-	+/-	+/-	+/-		
544 - Plant_Maintenance	CW7798 - Youth Services - Yth Outreach Vehicle (New)	CW	(7,998)	0	0	0	0	(7,998)	Lower than forecast purchase value. No proceeds value as new.
544 - Plant_Maintenance	CW7759 - PL759 Truck Rubbish Recycle 29m3	CW	(1,829)	0	0	18,171	(20,000)	0	Lower than forecast proceeds value
544 - Plant_Maintenance	CW7723 - PL723 Roads Crew Cab (CW7723)	CW	(7,421)	0	0	(5,942)	3,460	(4,939)	Lower than forecast purchase value, higher proceeds value
544 - Plant_Maintenance	CW7724 - PL724 Roads Crew Cab (CW7724)	CW	(7,389)	0	0	(952)	(1,498)	(4,939)	Lower than forecast purchase value, lower proceeds value
544 - Plant_Maintenance	CW7101 - JCB Backhoe 3CX-PS - Roads	CW	0	0	0	0	10,000	(10,000)	Higher than forecast proceeds value
544 - Plant_Maintenance	CW7528 - Nissan Dualis 2WD Hatch	CW	(41,007)	0	0	(5,685)	(35,322)	0	Lower purchase value. Incorrect values applied to purchase and proceeds budgets.
544 - Plant_Maintenance	CW7711 - Roads Flocon Maintenance Truck PL711	CW	(6,191)	0	0	(3,883)	9,090	(11,398)	Lower purchase value, higher proceeds value.
544 - Plant_Maintenance		CW	11,000	0	0	10,000	1,000	0	b/fwd replacement of PL6441 Env sys trailer.
544 - Plant_Maintenance		CW	35,000	0	0	35,000	0	0	<b>NEW</b> Elevated work platform for ARC and CHCF
544 - Plant_Maintenance		CW	30,000	0	0	30,000	0	0	<b>NEW</b> All terrain forklift - Operations Centre and satellite sites - we require an all terrain forklift to move bins and other items around the sites the existing forklift cannot complete
544 - Plant_Maintenance		CW	38,000	0	0	18,000	20,000	0	<b>NEW</b> PL5412 vehicle replacement
544 - Plant_Maintenance		CW	3,000	0	0	3,000	0	0	<b>NEW</b> PL6289 canopy
544 - Plant_Maintenance		CW	30,000	0	0	30,000	0	0	<b>NEW</b> Roads light truck w/sign board
544 - Plant_Maintenance		CW	15,000	0	0	15,000	0	0	<b>NEW</b> Waste Team. Portable compressor and air/grease lines - compressor required to run second high pressure cleaner to ensure all waste trucks can be cleaned at end of day.
544 - Plant_Maintenance		CW	8,000	0	0	8,000	0	0	<b>NEW</b> Floor cleaning machine for Animal Care Facility
545 - Marina and Coastal Services	CW4706 - Marina Chafers for C/D Jetty pull up area	CW	15,000	0	0	15,000	0	0	Extra funding required for Structural Engineering Assessment - from Marina Reserve
545 - Marina and Coastal Services	CW4707 - Port Coogee Marina Precinct carpark, bin store and path acce	CW	(150,000)	0	0	0	0	(150,000)	Works to cost less
545 - Marina and Coastal Services	836-6000 Salaries	GL	18,680	0	0	0	0	18,680	Incorporate Manager vehicle allowance \$17k, pay increment for 2IC and additional funds as 0.5 FTE worked full time hours during periods 1-6.
545 - Marina and Coastal Services	836-5599 Marina Pen Fees - Direct	GL	0	0	(415,099)	0	0	415,099	Prepaid Pen Lease fee received in 16/17, not transferred to 17/18
545 - Marina and Coastal Services	836-6150 Fringe Benefits Tax	GL	(4,717)	0	0	0	0	(4,717)	vehicle replaced with allowance - no FBT
545 - Marina and Coastal Services	836-5601 Fuel Facility Revenue	GL	0	0	(14,000)	0	0	14,000	No revenue as fuel facility will not be commissioned this FY
545 - Marina and Coastal Services	836-5901 Sundry Minor Revenue	GL	0	0	48,500	0	0	(48,500)	Rectification works contributions received.
545 - Marina and Coastal Services	836-7912 Tf to Res - Port Coogee WEMP	GL	0	45,000	0	0	0	45,000	TF Rectification works contributions into WEMP reserve for future use
545 - Marina and Coastal Services	OP6254 - Port Coogee Marina Pens	OP	5,000	0	20,000	0	0	(15,000)	New Sundry Minor Income - recoup of Electricity from Pen Holders. Incorporating additional \$5k for security

Service Unit	Account Number	Ledger	Expenditure	TF to RSV	External	Reserve	Proceeds	Muni Cash Impact	Justification
			+ / (-)	+ / (-)	+ / (-)	+ / (-)	+ / (-)		
545 - Marina and Coastal Services	OP6257 - Port Coogee Marina Groundwater Interception Device	OP	0	0	0	50,000	0	(50,000)	Part funding to come from WEMP Reserve
545 - Marina and Coastal Services	OP6266 - Ngarkai Beach Rock Removal & Beach Reshaping	OP	0	0	0	90,000	0	(90,000)	Part funding to come from WEMP Reserve
			2,142,112	510,237	1,950,816	2,104,192	(1,626,891)	224,231	

## 17. ENGINEERING & WORKS DIVISION ISSUES

### 17.1 ASSET MANAGEMENT STRATEGY 2017/18 - 2023/24

**Author(s)** T Green

**Attachments** 1. Asset Management Strategy [↓](#)

#### RECOMMENDATION

That Council endorse the Asset Management Strategy as attached to the Agenda.

#### Background

The City of Cockburn currently manages in excess of \$1.3b worth of assets and infrastructure on behalf of the community. These Assets can be broadly categorized into roads, drains, footpaths, buildings, park infrastructure, marine, coastal and computer and communication infrastructure. Effective asset management is a fundamental responsibility for the City and provides the foundation for providing and maintaining quality services and facilities to the City's residential and business communities.

Council continues to develop, improve and increase its maturity for all aspects of operational and strategic Asset Management and this is strengthened by the 2017/18 to 2023/24 Asset Management Strategy. This strategy defines how asset management will be applied to the City assets and defines what will be delivered for/by the organization within a broad overarching strategy for Asset Management.

#### Submission

The Asset Management Strategy has been developed in accordance with the Department of Local Government and Communities Asset Management Framework and the Council's Asset Management Policy SC39.

#### Report

The attached Asset Management Strategy has been prepared for the purpose of mapping out the future direction from 2017/18 to 2023/24 to continue the implementation and improvement of Asset Management at the City of Cockburn. This document and the actions detailed within reflect the City's progression, current maturity and the organization's drive to develop and enhance asset management planning processes and practices.

The Strategy provides a summary of the achievements to date (from the previous 2008 to 2013 Asset Management Strategy) and details the key areas of asset management project delivery going forward.

Included are timeframes and budgeting implications for asset condition assessments, ongoing development of the Asset Management Information Systems (AMIS) and the timing for the development of new/updated asset management plans, which act as informing strategies for the City's Corporate Planning Framework and long term financial plan development.

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

#### Community, Lifestyle & Security

Provide for community facilities and infrastructure in a planned and sustainable manner.

Create and maintain recreational, social and sports facilities and regional open space.

#### Leading & Listening

Deliver sustainable governance through transparent and robust policy and processes.

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

Provide for community and civic infrastructure in a planned and sustainable manner, including administration, operations and waste management.

### **Budget/Financial Implications**

There are four high level Project Programs that will require funding to enable the City to continue to improve its implementation of best practice strategic and operational asset management throughout the life of this strategy.

The estimated capital funding resources required within the seven year period of the strategy associated with these programs is outlined in the following table:

<b>Item</b>	<b>Project Program</b>	<b>Estimated Budget</b>
1	Development of the City's Technology One Asset Management Information Systems (AMIS)	\$190,000
2	Mobility Field Based Equipment Provision & Replacement	\$251,600
3	Infrastructure Asset Condition Surveys	\$480,000

4	Asset Management Continuous Improvement and Benchmarking Audit	\$20,000
<b>Total budget Required</b>		<b>\$941,600</b>

### Legal Implications

The Asset Management Strategy implementation, including risk assessment and asset condition assessment and monitoring, will significantly assist in ensuring that our infrastructure assets are provided and maintained in a manner that minimises Council's exposure to legal actions, e.g. through personal injuries. It also contributes to ensure the City meets the requirements set by the Dept. of Local Government & Communities in respect to the asset management framework.

### Community Consultation

Whilst the development of the Asset Management Strategy did not involve community consultation directly, the City's Asset Management Planning processes utilises internal and external Customer Satisfaction surveys to assist and guide the setting of service levels. The application of the Strategy is effectively internal to the City's corporate and operational areas of business with minimal external stakeholder and public interface.

### Risk Management Implications

The City's Asset Management maturity has been achieved by consistent Budget and Executive level support across all aspects of Asset Management including data collection projects for all asset classes. The funding has enabled the City to establish accurate and current data providing a platform to create reliable and sustainable renewal financial projections and asset valuations.

Additionally the financial investment and Executive level support in the City's AMIS has assisted the Asset Services Team and Engineering & Works Directorate to deliver a Technology One Enterprise Asset Management system which is recognised as one of the most advanced systems developed in Australia.

Failure to adequately fund asset management at the City would weaken the strong position, successes and objectives achieved during the life of the previous Asset Management Strategy. The City's Asset Management Framework is a fundamental element of the City's Corporate Planning Framework and failure to support the Strategy and its Framework will subsequently impact on the accuracy and credibility of the financial projections established in the LTFP, asset valuations and the quality and ongoing development of the City's AMIS.

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

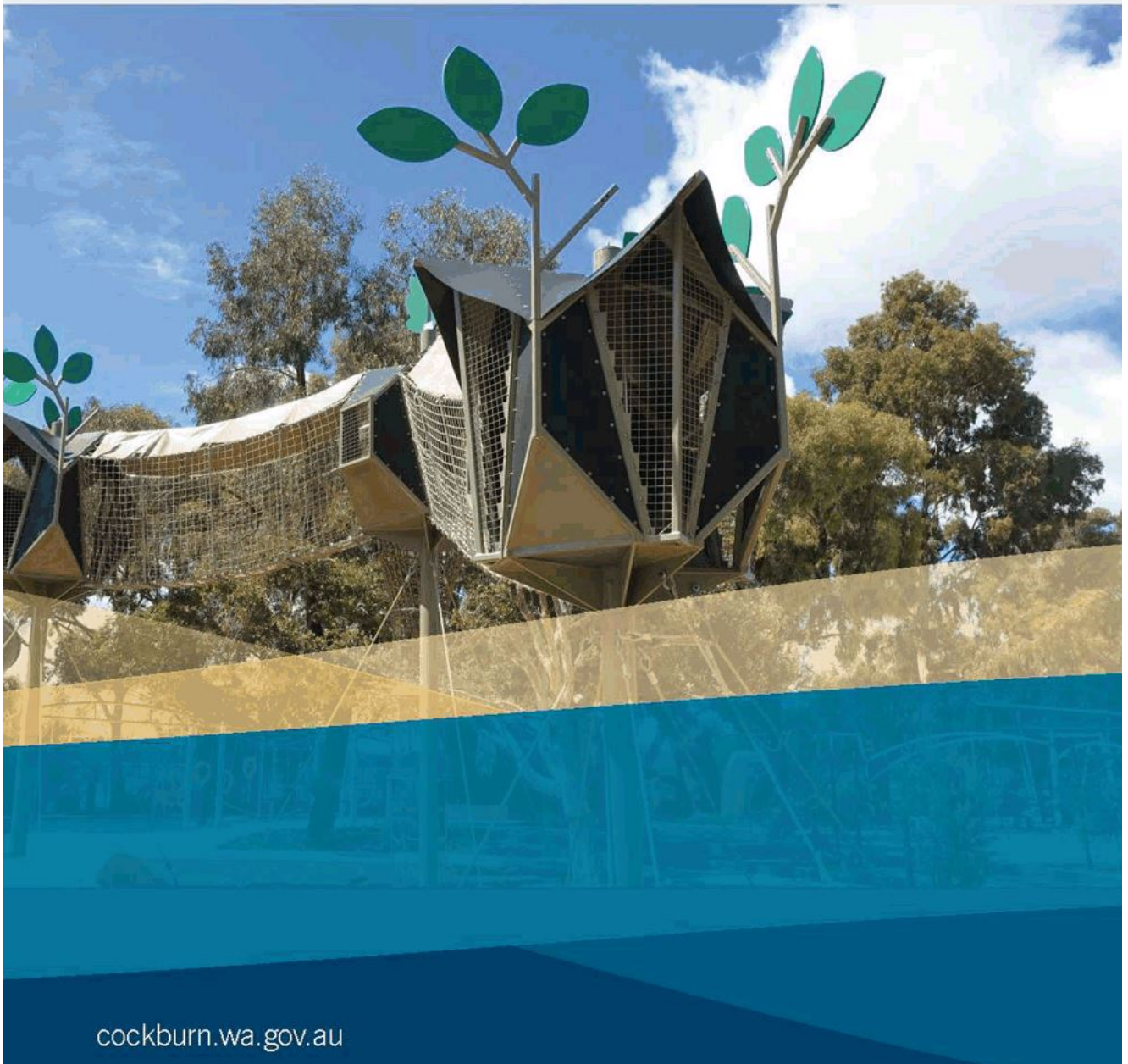
N/A

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

N/A



City of Cockburn  
**ASSET MANAGEMENT STRATEGY**  
**2017/18 – 2023/24**



[cockburn.wa.gov.au](http://cockburn.wa.gov.au)

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## Executive Summary

This Strategy outlines the City's planned implementation and integration of best practice Asset Management planning, systems and processes into Council's operations. The Strategy is linked to the City's Asset Management Policy and Asset Management Plans and is a key element of the City's Corporate Planning Framework.

The implementation of the Strategy will be principally managed and delivered by the City's Asset Management Services team with involvement from other Service Units within the Engineering & Works Directorate and other Directorates' including the Financial Services and Information Services Business Units.

The Strategy arises from several strategic objectives of the Strategic Community Plan, principally:

### **Community, Lifestyle and Security**

Providing safe, attractive, healthy programs and infrastructure for a diverse range of activity and people

### **Leading & Listening**

Being accountable to our community and engaging through multiple communication channels

### **Major Objectives**

There are four Major Objectives that will enable the City to continue to improve its implementation of best practice strategic and operational asset management throughout the life of this strategy:

- 10.1 Asset Management Plan Development & Adoption
- 10.2 Completion of Infrastructure Asset Condition Surveys
- 10.3 Completion of an Asset Management Continuous Improvement and Benchmarking Audit
- 10.4 Further Implementation & Development of the Technology One Asset Management Information System (AMIS)

These objectives are further explored in Sections 9 & 10.

**Resources**

The estimated capital funding proposed for the life of the Strategy is detailed below:

Item	Project Program	Estimated Budget
1	Mobility Field Based Equipment Provision & Replacement	\$251,600
2	Further Implementation & Development of the Technology One Asset Management Information Systems (AMIS)	\$190,000
3	Infrastructure Asset Condition Surveys	\$480,000
4	Asset Management Continuous Improvement and Benchmarking Audit	\$20,000
<b>Total budget Required</b>		<b>\$941,600</b>

**Systems or Communications/Marketing Implications**

The City's Asset Management Information System (AMIS) is the Technology One Enterprise Asset Management system which has integration to Financials, Property and GIS. The system consists of Registers of the City's various infrastructure assets and work systems to record and manage asset maintenance activities and capital project management. Additionally the system provides extensive reporting capability with work scheduling and mobile update functionality.

Whilst the Asset Management Strategy did not engage in community consultation directly the City's Asset Management Planning Framework utilises internal and external Customer Satisfaction surveys to assist to guide the setting of service levels that are key to the management and maintenance of the City's assets. The application and consultation of the Strategy is effectively internal to the City's corporate and operational areas of business with minimal external stakeholder and public interface.

## 1 Introduction

This Strategy outlines the City's planned implementation and integration of best practice Asset Management planning, systems and processes into Council's operations. The Strategy is linked to the Asset Management Policy and Asset Management Plans and is a key element of the City's Corporate Planning Framework.

Whilst Asset Management Strategies would normally cover a five year period, this Strategy is framed to cover a further two years from 2017 - 2018 to 2023 - 2024. This is proposed on account of the good progress achieved under the previous Asset Management Strategy and to provide alignment with the City's Corporate Planning Framework and the development cycle of the City's Asset Management Plans.

This is further explored in Section 6 - Links to the Strategic Community Plan 2016 – 2026 and Corporate Planning Framework.

The Strategy arises from the following objectives of the Strategic Community Plan, principally:

### **Community, Lifestyle and Security**

Providing safe, attractive, healthy programs and infrastructure for a diverse range of activity and people

2. Provide for community facilities and infrastructure in a planned and sustainable Manner
4. Create and maintain recreational, social and sports facilities and regional open space

### **Leading & Listening**

Being accountable to our community and engaging through multiple communication channels

1. Deliver sustainable governance through transparent and robust policy and processes
2. Ensure sound long term financial management and deliver value for money
5. Provide for community and civic infrastructure in a planned and sustainable manner, including administration, operations and waste management

The City's Asset Management Policy, Strategy, Plans and objectives are aligned to the International Infrastructure Maintenance Manual (IIMM) ensuring the direction and delivery of the City's Asset Management Strategies are aligned to best practice and Australian industry standards.

Asset Management Strategy

5

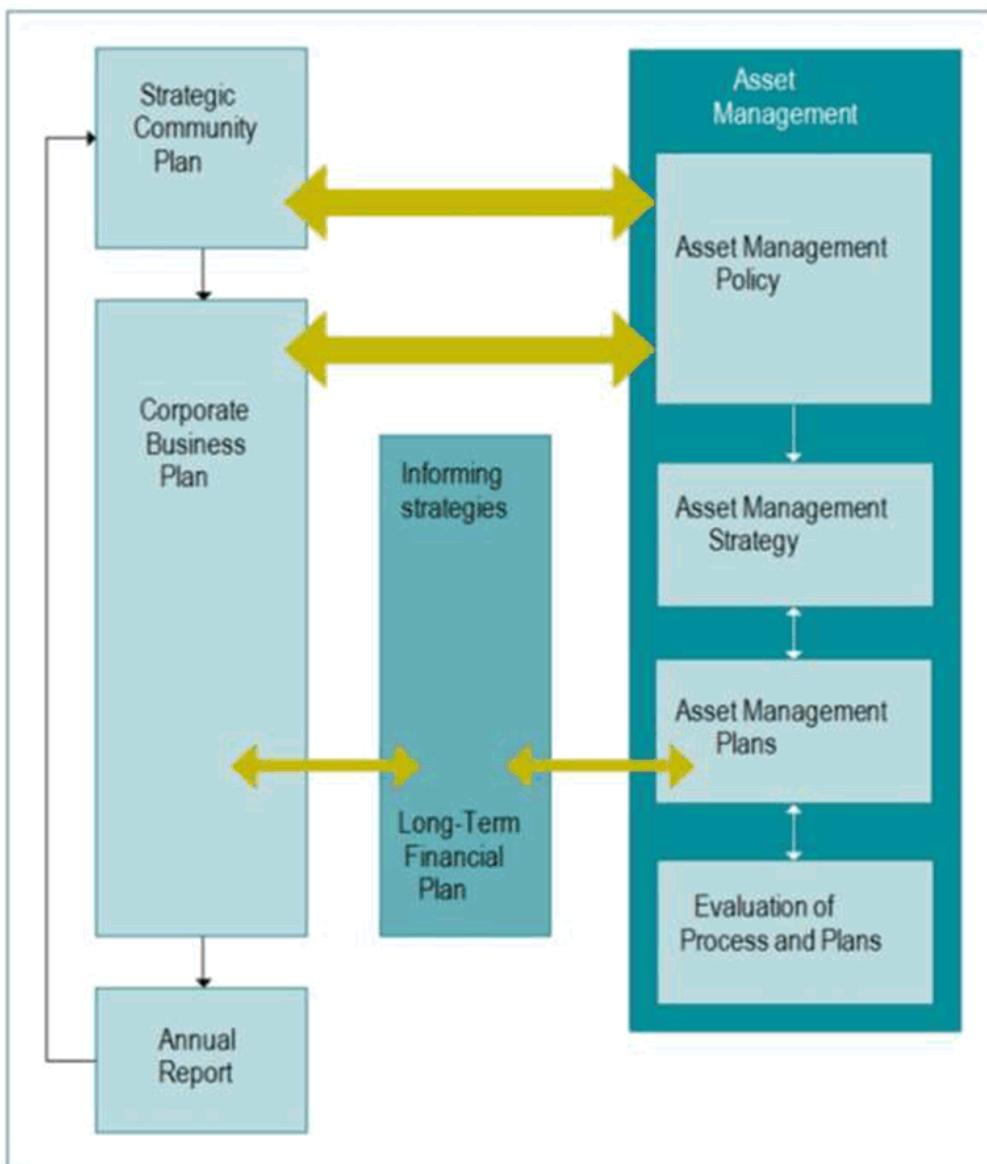
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31/01/2018

## 2 Asset Management Framework

The City's Asset Management Framework has been aligned to the Western Australian Department of Local Government and Communities Asset Management Framework since the Framework became a legislative requirement in 2012.

The City has established and embedded all asset management related elements from the Framework into the City's Corporate Planning Framework.



## 2.1 Dept. of Local Government & Communities - Sustainability Ratio Performance

There are three key performance indicators for financial sustainability as recommended in the Department of Local Government & Communities (LG) Asset Management National Framework and Guidelines.

The aim of the Framework is to enhance the sustainable management of local government assets by encouraging 'whole of life' and 'whole of organisation' approaches and the effective identification and management of risks associated with the use of the assets.

### 2.1.1 Asset Consumption Ratio (ACR)

This ratio shows the written down current value of the City's depreciable assets relative to their 'as new' value in up to date prices.

It is calculated by dividing the written down value, also known as the Fair Value, by the current replacement cost from the City's operational and financial asset registers.

Asset Group	Asset Consumption Ratio (ACR) (%)				
	2012 - 2013	2013 - 2014	2014 - 2015	2015 - 2016	2016 - 2017
Roads	69.87	69.56	71.53	69.46	60.91
Buildings	56.54	53.52	64.40	63.00	74.22
Parks & Environment	61.80	66.05	63.57	62.99	64.31
Marine & Coastal	NC	NC	NC	NC	98.2
Fleet & Plant	63.39	57.81	55.99	55.00	63.12
Drainage*	80.91	79.92	80.52	80.31	80.61
ICT	12.29	9.12	36.57	61	45
Footpaths	71.09	72.66	73.28	73.52	62.81

**(NC) Not Calculated** – As the Marina was donated to the City in July 2016.

The target ratio should be between 50% and 75%. A ratio of less than 50% indicates

a rapid deterioration of the asset base, whilst a ratio greater than 75% may indicate either an over investment in the asset base, assets with a longer useful life or an organisation that is still experiencing growth.

\* The Drainage ACR is greater than 75% due to the majority of their assets having high useful life's (100 years) and as a result of the City receiving donated assets with a Current Replacement Cost of \$24.6m since 2012.

### 2.1.2 Asset Sustainability Ratio (ASR)

This ratio indicates whether assets are being replaced or renewed at the same rate that the overall asset stock is wearing out. It is calculated by dividing the annual capital expenditure spent (funding) on renewals by the annual depreciation expense

The forecast ratios have been calculated on an accumulative basis.

Asset Group	Forecast Asset Sustainability Ratio (accumulative)					
	2018-2019	2019-2020	2020-2021	2021-2022	2022-2023	2023-2024
Roads	2%	5%	30%	57%	39%	25%
Buildings	10%	27%	23%	15%	27%	32%
Parks & Environment	33%	34%	38%	34%	39%	38%
Fleet & Plant	75%	59%	113%	117%	108%	73%
Drainage	27%	30%	33%	33%	35%	36%
Footpaths	28%	37%	132%	188%	40%	3%

The Asset Sustainability Ratio is calculated based on a projected yearly depreciation increase of 1.75% from the Long Term Financial Plan (LTFP).

The target ratio should be between 90% - 110%.

The ICT and Marine & Coastal Asset Group have been omitted as the ratio will be calculated during the development of the 2017 - 2018 to 2019 - 2020 AMP.

2.1.3 Asset Renewal Funding Ratio (ARFR)

This is an indicator as to the ability of the City to fund the projected asset renewals in the future and therefore continue to provide existing levels of service, without additional operating income or reductions in operating expenses, or an increase in net financial liabilities above that currently projected.

It is calculated by dividing the projected capital expenditure on renewals (condition-based) over the 10 years by the LTFP budget allocation on renewals over the same period.

Asset Group	Asset Renewal Funding Ratio					
	2018-2019	2019-2020	2020-2021	2021-2022	2022-2023	2023-2024
Roads	75%	80%	85%	90%	95%	100%
Buildings	75%	80%	85%	90%	95%	100%
Parks & Environment	75%	80%	85%	90%	95%	100%
Fleet & Plant	75%	80%	85%	90%	95%	100%
Drainage	75%	80%	85%	90%	95%	100%
Footpaths	75%	80%	85%	90%	95%	100%

The Asset Renewal Funding Ratio is calculated based on LTFP funding and a graduated increase of 75% in 2018 – 2019 to 100% in 2023 - 2024.

The ICT and Marine & Coastal Asset Group have been omitted as the ratio will be calculated during the development of the 2017 - 2018 to 2019 - 2020 AMP.

The target ratio should be between 95% and 105%. A ratio of between 50% and 75% indicates that adequate provision is not being made for the future renewal of assets.

### 3 The City's Assets

#### 3.1 State of the Assets

The financial status of Council owned assets as at 30 June 2017 is shown in Table 1.

#### Asset Summary

Asset Group	Replacement Cost (\$000)	Fair Value (\$000)	Annual Depreciation (\$000)
Roads	\$577,410,636	\$351,679,673	\$13,234,068
Buildings	\$288,548,238	\$215,145,419	~\$5,360,475
Parks & Environment	\$62,627,361	\$40,278,320	\$3,376,249
Marine & Coastal	\$52,608,256	\$51,343,715	~\$946,000
Fleet & Plant	\$23,147,536	\$14,341,903	~\$2,872,152
Drainage	\$253,243,592	\$204,129,169	\$2,532,436
ICT	\$4,472,378	\$3,595,365	\$1,165,817
Footpaths	\$65,378,280	\$41,062,238	\$1,369,284
<b>Total</b>	<b>\$1,327,436,277</b>	<b>\$921,575,802</b>	<b>\$20,437,592</b>

Table 1

\* Includes Cockburn ARC

The lower fair value for Buildings and Marine & Coastal assets is on account of the recent handover of the Port Coogee Marina Complex and the recent construction and handover of Cockburn ARC.



### 3.2 Condition summary graph

The condition summary of Council owned assets as at 30 June 2017 is shown in Table 2

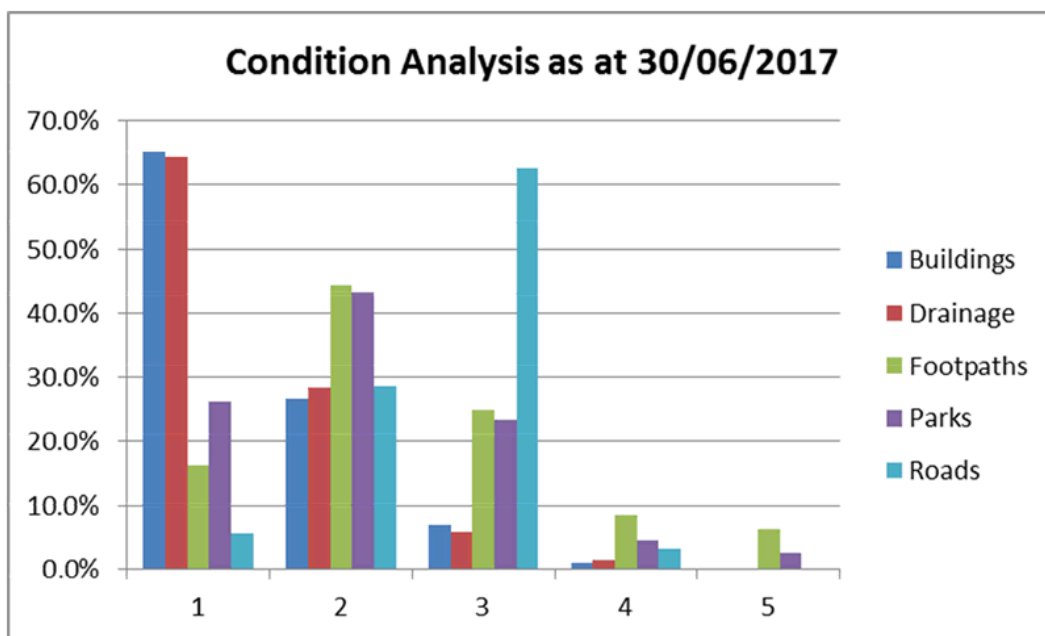


Table 2

The condition profile for the City's Assets are measured using a 1-5 scoring system outlined below.

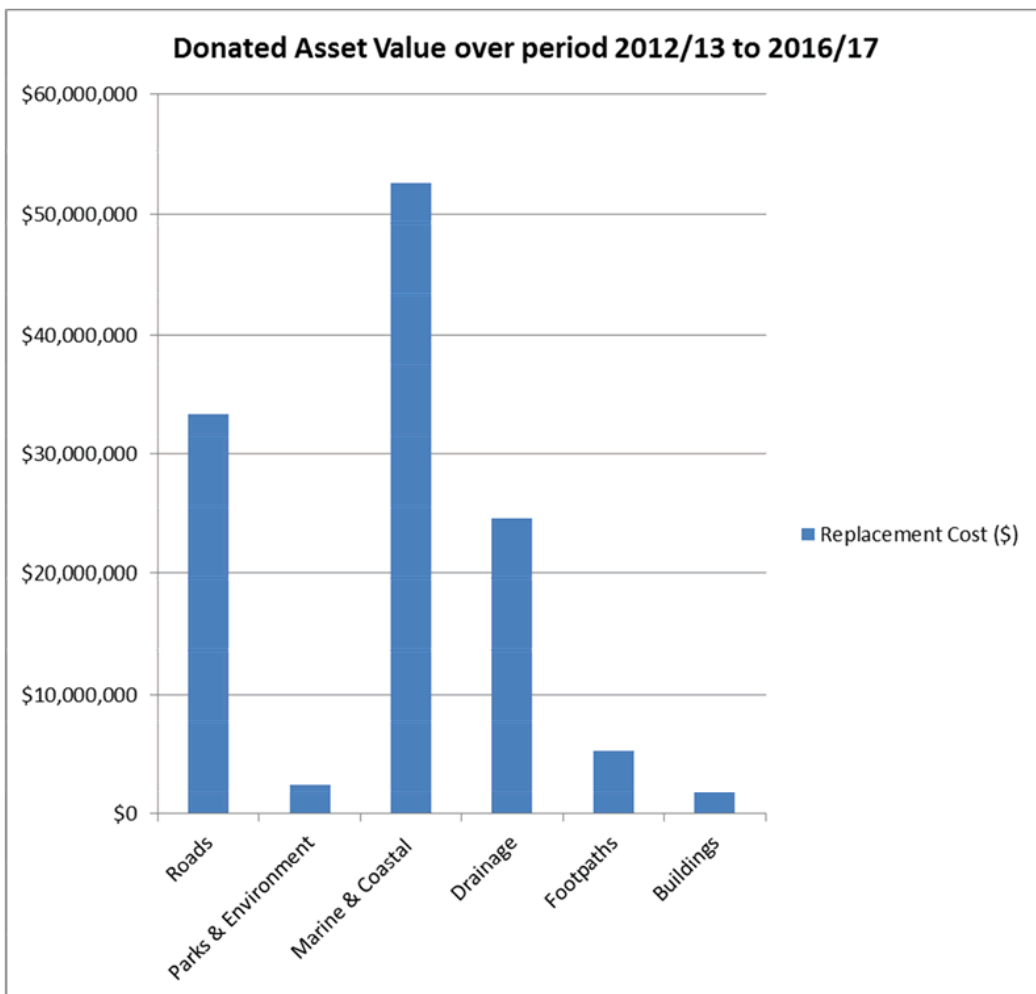
Rating	Condition	Description
1	Excellent	A new asset or an asset in overall excellent condition with only a slight condition decline
2	Good	An asset in an overall good condition but with minor signs of deterioration evident, serviceability may be slightly impaired. Minor maintenance is required
3	Moderate	An asset with obvious signs of deterioration. Significant maintenance is required
4	Poor	An asset in a poor condition. Condition deterioration is severe and serviceability is becoming limited. Significant renewal or upgrade is required
5	Very poor	An asset that has failed and is no longer serviceable. There would be a risk in leaving the asset in service. Replacement is required

**Please note:** Condition ratings for Marine, Fleet & Plant and ICT Infrastructure assets are to be determined during development of the 2017 - 2018 to 2019 - 2020 Asset Management Plans.

### 3.3 Growth – Donated Assets Summary 2012 - 2017

The City continues to experience growth in its assets across all infrastructure areas through its own construction works and from external sources arising from developer handover of new subdivisions and other donated assets.

The total replacement cost for donated assets between 2012 and 2017 has been valued at \$119,951,616. A detailed group based breakdown of the donated assets is provided in the following graph.



**Please note:** No donated Assets have been received for Fleet & Plant and ICT Infrastructure for the period of 2012/13 to 2016/17.

## 4 Review of Achievements to Date




The previous Asset Management Strategy and Implementation Action Plan outlined four high level objectives.

The following table provides a review and current status of these objectives and the specific deliverables that were targeted for implementation.

### Key to status

- Not Started
- In Progress
- Established as an Operational Practices/Process

Objective 1 Development of Asset Management Plans for all major asset classes		
Deliverable	Status	Comments
AMP's developed for all major asset classes	<span style="color: green;">●</span>	<p>In 2013 the City adopted core level AMP's for the following asset classes:</p> <ol style="list-style-type: none"> <li>1. Road Infrastructure</li> <li>2. Drainage Infrastructure</li> <li>3. Buildings</li> <li>4. Footpath Infrastructure</li> <li>5. Parks &amp; Environment</li> </ol> <p>For the period of 2014 - 2017 the previous 5 AMP's were enhanced to intermediate level and were joined by a sixth AMP (Fleet &amp; Plant). These AMP's were the first AMP's which established linkages to the City's LTFP in the form 10 year projected renewal programs and incorporating LTFP funding strategies back into the plans (completing the circle).</p> <p>New and revised AMP's are currently in development for the period of 2017- 2018 to 2019 - 2020. The existing six plans will be updated and will be joined by two new plans for Marine &amp; Coastal Infrastructure and ICT Infrastructure.</p>

<b>Objective 2</b> Implementation of an Asset Management Information System (AMIS) establishing one centralised database with capability and functionality to capture the following:		
<b>Deliverables</b>	<b>Status</b>	<b>Comments</b>
Asset Condition		All assets recorded within the City's AMIS are rated on a scoring system of 1 -5. Asset Condition ratings are established via external or internal inspection audits except drainage assets which have been calculated based on useful life and the construction year.
Level of Service measures – current and desirable;		The City's Community and Technical Levels of Services have been established in each of the City's AMP's and incorporated into the City's AMIS. The City's AMIS is capable of measuring performance for planned and reactive maintenance against these services levels. This has been established for Parks with further development required for other asset groups.
Integration with Corporate Information Systems i.e., Financial Management and GIS systems		<p>The City's Operational Asset register is integrated with the GIS Asset Register on a one to one basis. The GIS environment is the master data set and is updated by approved and trained staff. The Technology One system is reconciled and synced with the GIS register monthly as part of the Assets Services Team's data standards and quality assurance procedures.</p> <p>Alignment with the City's Financial asset registers is carried out yearly upon the completion of the following infrastructure asset revaluations.</p> <ol style="list-style-type: none"> <li>1. Roads &amp; Paths Infrastructure</li> <li>2. Parks Infrastructure</li> <li>3. Drainage Infrastructure</li> <li>4. Signs, Lighting and Fencing Infrastructure</li> </ol> <p>Buildings, Marina and Fleet &amp; Plant are revalued by the City's Financial Services Business Unit and are not derived from the Operational asset registers managed by Asset Services.</p>

Deliverables	Status	Comments
Age and Anticipated Remaining Useful Life;	●	All assets have been assigned an appropriate useful life to a group or hierarchy level based on industry, internal knowledge and historical data which is utilised for long term planning and integration into the City's Long Term Financial Plan.
Asset Revaluations for cost estimating purposes and long term planning.	●	<p>Since 2012 Asset Services have carried out yearly fair value based asset revaluations for Road, Footpath, Drainage and Park infrastructure. The revaluation reports have been developed within the City's AMIS and are aligned to the City's Financial asset registers.</p> <p>Financial Services continue to carry out revaluations every 3 years for the Marina and Buildings via external audit and for plant &amp; machinery infrastructure internally.</p>

**Objective 3**  
 Development of renewal programs (10 year) for inclusion in the Long Term Financial Plan (LTFP).

Deliverable	Status	Comments
Forward works programs for all major asset classes.	●	<p>Created as part of the City's Asset Management Planning Process and the development cycle for the City's AMP's. The renewal programs and AMP's act as informing strategies to support the development of the LTFP.</p> <p>Renewal programs have been integrated into the previous two LTFP's. The City's next AMP's will again inform the next LTFP (2018 - 2019 to 2027 - 2028) which will be adopted in the 2<sup>nd</sup> Quarter of 2018.</p> <p>The renewal programs provide 10 year projections based on asset condition, useful life and various asset attribute data to determine replacement costs depending on the projected year for replacement/rehabilitation.</p>

Objective 4 Data Management strategy Inc. formalised processes developed for the following:		
Deliverables	Status	Comments
Periodic scheduled condition assessments	●	<p>The City has established a regular funding model to carry out asset condition audits typically on rolling 4 year cycles for each of the major asset classes.</p> <p>Whilst the Assets Team and various internal Operational Teams have the capability to carry out inspections and condition assessments outsourcing these periodically scheduled surveys provides the most consistent, manageable and resource efficient approach.</p>
Greater responsibility and ownership for the management of data by Managers & Asset Custodians.	●	<p>The Asset Team is responsible for the governance and quality assurance of the asset data received for donated assets or generated via the City's capital work programs.</p> <p>The responsibility for updating and capturing the data has been decentralised with the improvement of the City's AMIS and the introduction of Data Entry Forms in GIS which provide designated users access to create, maintain and dispose of assets in a controlled and auditable environment.</p> <p>The creation of the following process maps have established clear roles and responsibilities across the organisation to ensure that data management is a fundamental element of day to day business:</p> <ol style="list-style-type: none"> <li>1. New Assets Capture: Final Design or As Constructed (Major Capital Projects only)</li> <li>2. New Subdivisions (Donated Assets) DSPEC &amp; RSPEC.</li> <li>3. New/Renewal of Assets (Minor Capital Projects i.e. resurfacing, playgrounds, building infrastructure.</li> <li>4. New Subdivisions (Donated Assets) OSPEC.</li> <li>5. Disposal of Assets</li> </ol>

Deliverables	Status	Comments
<p>External and internal handover processes for sub divisions and capital works programs</p>	<p>●</p>	<p>Formal ASPEC handover processes for new subdivisions for Road and Drainage Infrastructure (RSPEC &amp; DSPEC) have been established, ensuring that asset as-constructed data from external surveyors and developers is consistent with established industry standards and the City’s asset register configuration.</p> <p>OSPEC (Open spaces) has not yet been adopted as a subdivisional development handover requirement however the data structure is established across the City’s AMIS (Technology One), with all internal data capture aligned to the specification.</p> <p>A data specification for the handover of Building assets is not aligned to ASPEC but is based on the City’s internal data requirements. The data structure has been embedded into all Engineering &amp; Works building service and project related contracts and tenders where a handover of asset data is required.</p>
<p>Adoption, alignment and integration of ASPEC data specification into the City’s AMIS and subdivision design specification.</p>	<p>●</p>	<p>The City has established the ASPEC data specification across the City’s AMIS and GIS operational registers.</p> <p>Additionally the specification is currently being reviewed to determine suitability for the capture of asset related data for internal capital work projects.</p>

## 5 Vision, Values, Mission

### 5.1 Vision

*“To ensure that Council’s infrastructure and other assets are provided and maintained in a manner that achieves the community and technical service levels that we aspire to and our Stakeholders require of us, in a cost effective manner through an optimal balance of creation, preservation, enhancement and disposal.”*

### 5.2 Mission

The City’s mission is to make the City of Cockburn the most attractive place to live, work, visit and invest in, within the Perth metropolitan area.

### 5.3 Values

#### 1. Customer Service

We are committed to giving the best possible customer service

Demonstrable Behaviours:

- a. Understands and abides by the City of Cockburn Customer Service Charter
- b. Promotes a positive image of the City of Cockburn
- c. Communicates effectively

#### 2. Excellence

We strive for Excellence

Demonstrable Behaviours:

- a. Demonstrates motivation to constantly strive for self-improvement
- b. Understands and accepts the concept of continuous improvement
- c. Displays self-motivation to stay focused and committed to a task



### 3. Safety

Safety is an Integral part of all that we do

Demonstrable Behaviours:

- a. Works within the City's OSH policies and procedures
- b. Identifies and reports safety issues
- c. Contributes to safety discussions

### 4. Accountability

We are honest. We are accountable for our actions and decisions

Demonstrable Behaviours:

- a. Takes responsibility for the consequences of actions and decisions
- b. Confronts controversial or difficult issues in an objective manner
- c. Identifies and appreciates the value of performing duties according to the intent of company policies and guidelines
- d. Demonstrates and communicates a high level of ownership and commitment to achieving results

### 5. Sustainability

We consider the natural, financial and social implication of our decisions

Demonstrable Behaviours:

- a. Evaluates future implications of current decisions and actions
- b. Avoids 'waste' of resources
- c. Understands the needs of customers and the community
- d. Considers the impact of decisions on the environment

### 5.4 Asset Management Governance & Structure

To provide alignment to the Dept. of Local Government and Communities Asset Management Framework the City has established five Service Areas and Programs to manage, support and deliver Asset Management across the Organisation.

The Asset Services S/U promotes and proactively leads an Organisational approach to asset management across the five service areas, by establishing integral links with Financial Services, Information Services inc GIS and Business Systems and Human Resources.

Service Area	Program
<b>1. Strategic Asset Management</b>	<ol style="list-style-type: none"> <li>1. Policy &amp; Strategy Development</li> <li>2. Projected 10 Year Renewal for LTFP development</li> <li>3. 4 year rolling program development - Asset deterioration modelling.</li> </ol>
<b>2. Operational Asset Management</b>	<ol style="list-style-type: none"> <li>1. Recording and reporting Levels of Service &amp; cost capture</li> <li>2. Established Processes for capturing As-constructed asset information inc new, renewal, upgrade &amp; disposal</li> </ol>
<b>3. Asset Information Management Systems (operational &amp; capital)</b>	<ol style="list-style-type: none"> <li>1. Implementation, Development, Integration, Training &amp; Support of the City's AMIS and associated data and processes.</li> </ol>
<b>4. Asset Inspections and Audits (Internal &amp; External)</b>	<ol style="list-style-type: none"> <li>1. Budget preparation, scoping and management of external audits.</li> <li>2. Internal programmed inspections based on asset performance and risk.</li> </ol>
<b>5. Asset Management Procedures and Practices</b>	<ol style="list-style-type: none"> <li>1. Asset Management Plan Development</li> <li>2. Asset Management Benchmarking and Compliance with Legislation (Dept. of LG's Framework)</li> <li>3. Infrastructure Revaluations for all Asset Groups</li> <li>4. Data &amp; Process Improvement Initiatives</li> </ol>

The Asset Services Service Unit resides within the Infrastructure Services Business Unit of the Engineering and Works Directorate. The Service Unit has evolved over a number of years reflecting the growing maturity of the City's asset management practices and procedures and the competencies of the Team members.

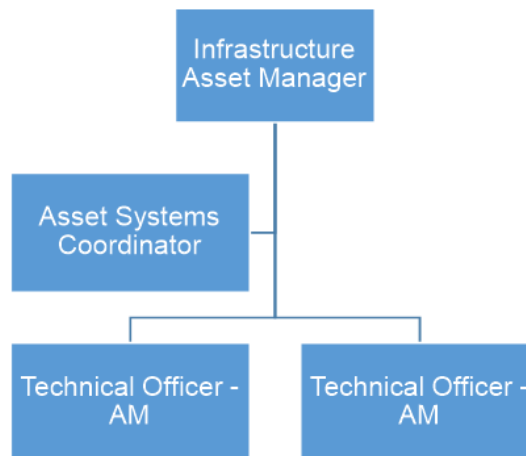
The Service Unit has diversified in its approach to asset management by developing efficient, sustainable and more accountable procedures and processes, The focus ensures that continuous improvement of asset management is a core goal of the team and the organisation. Additionally the Team has prioritised the development and enhancement of the City's AMIS as a core deliverable across the Engineering & Works Directorate, whilst also contributing and supporting Corporate wide improvements initiatives, i.e. Project Portfolio Management (PPM), Request Management and the Australasian LG Performance Excellence Program.

The Service Unit commences this Strategy period with four full time employee (FTE) positions as represented below that collectively have skills and experience in the following areas:

**Internal Skills**

1. Engineering & Infrastructure Provision
2. Information & Communication Technology (ICT) & Systems
3. Project Management.
4. Process Improvement
5. Change Management
6. Financial (Valuations)
7. GIS Technologies/Mapping

**Asset Services Team Structure**



Reporting to and supported by the Manager Infrastructure Services the Infrastructure Asset Manager has responsibility for the development and direction of asset management across the organisation, including direct responsibility for the delivery and implementation of each of the major objectives outlined in the Asset Management Strategy and the Improvement Strategies from the City's Asset Management Plans.

## 5.6 Levels of Service

For each asset group target technical and community levels of service are established and documented in the relevant Asset Management Plans. These service levels include operational targets such as number of times a park will be mowed each year, as well as technical standards that need to be complied with.

Service levels are set with the aim of achieving an acceptable standard that meets community expectations without over servicing and thus incurring unnecessary costs for the City.

Developing mechanisms for determining the accurate cost of delivering services remains a significant undertaking for many Local Governments as it requires structured agreed operational activities and an Asset Management Information System (AMIS) that has the functionality to capture, report and monitor operational activities to form a true and real life baseline of current and historical performance.

### 5.6.1 Current Status

For the Parks & Environment Business Unit, planned maintenance regimes have been capturing service level data for the previous three financial years for Irrigation, Mowing, Landscaping, Tractor Mowing and Asset Maintenance activities within the City's AMIS based on the following criteria:

1. Performance Measurement: Planned Maintenance frequency established (ranging from 7, 14, 21 and 28 days through to monthly and yearly intervals).
2. Budget & Performance Recording: Estimated Hours vs Actual Hours for each instance of maintenance activity (Labour Hrs.).

The AMIS has been developed to produce reports as detailed on the following page and represents the most advanced form of service level data capture and reporting within the Engineering & Works Directorate.

**Mowing Maintenance Summary**

(Scheduled vs Completed Visits and Estimated vs Actual Hours)

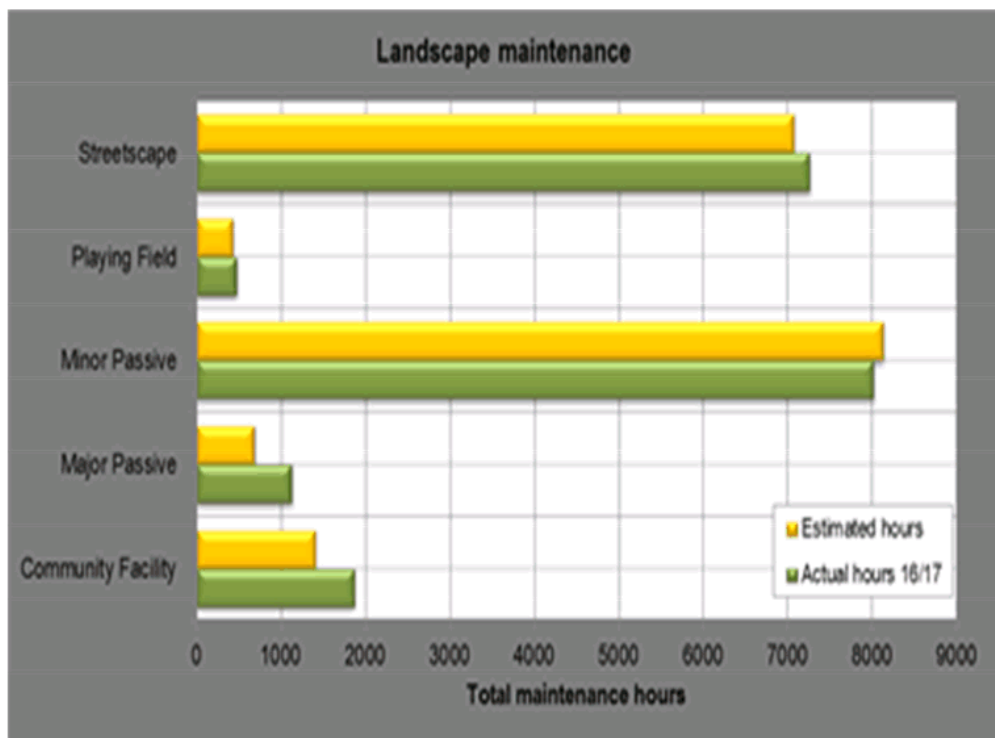
Grouped by Parks Class for financial year 2016 - 2017.

PARK CLASS	MOWING				
	Est hours	Actual hrs	No of scheduled visits	No of visits completed	% of visits Completed
Community Facility	2607.5	2138.8	447	263	58.8%
Major Passive	5265	4099.7	260	191	73.5%
Minor Passive	29852	28335.54	4301	3018	70.2%
Playing Field	7345	7691.2	676	519	76.8%
Streetscape	6193	4128.78	1193	617	51.7%
<b>TOTAL</b>	<b>51262.5</b>	<b>46394.02</b>	<b>6877</b>	<b>4608</b>	<b>67.0%</b>

**Landscaping Maintenance Summary**

(Estimated vs Actual Hours)

Grouped by Parks Class for 2016 - 2017.



### 5.6.2 Future Developments and Improvements

Within the 2018 -2019 financial year the capability to better capture service frequencies and costs will be extended to the Facilities & Plant and Roads Services S/U's. Additionally with the future implementation of eContractor the City will be able to monitor and report on the performance of appointed contractors, thus ensuring that awarded contracts can be performance managed to the same degree as our internal operational maintenance teams.

For the Parks & Environment Business Unit there will be a review of the historical service data prior to the commencement of 2018 – 2019 financial year that will assist to refine service levels.

The recording and reporting of service levels within the City's AMIS represents a significant millstone for operational asset management activities. Furthermore, over the next two to three years future forecasting of operational and maintenance budgets from actual asset based service levels and historical operational performance data will improve upon current forecasting techniques and methods.

## 5.7 Risk Management

In 2015 the City implemented a Risk Management & Safety System (RMSS) in which all operational and strategic risks are captured, rated and receives ongoing monitoring based on their level of risk.

Additionally, in 2017 the Risk Management Framework was adopted with the aim of supporting an integrated and effective organisational wide approach to risk management.

The implementation of the Framework will:

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

The Risks associated with Asset Management are categorised as Strategic and Operational as detailed below.

### Strategic Risks

1. Public Safety (Risk Rating – Moderate)  
Failure to provide an environment that promotes health, safety and wellbeing of community
2. Strong Financial Position (Risk Rating – Moderate)  
Inability to sustain City's strong financial position
3. Coastal Hazards (Risk Rating – Low)  
Fail to consider and adequately manage coastal planning and related coastal erosion

### Operational Risks

1. Asset Management Legislation (Revaluations) (Risk Rating – Low)  
Failure to comply with relevant asset management regulations (Accounting Standards)
2. Asset Management Plans (Risk Rating – Low)  
Failure of Council and Services Areas to update and utilise asset management plans
3. Asset Management Plans & LTFP (Risk Rating – Low)  
Lack of reliable, accurate/or current data for asset management

Each of the risks are reviewed with current and proposed control measures being assessed yearly to ensure industry standards and potential advancements are considered and incorporated as required.

## 5.8 Asset Deterioration, modeling and Optimisation

During the life of this Strategy the City intends to invest in the Technology One Strategic Asset Management (SAM) Prediction Modelling & Optimisation solution. The implementation of the software will enable the City to utilise the existing asset data to project with greater certainty and accuracy future renewal periods/remaining life and future expenditure for capital works programs (refurbishment, upgrade, renewal and disposal) and the LTFP.

With the introduction of the modelling and optimisation technology all ASPEC assets will be enhanced from recording the standard condition rating 1-5 scoring system to include function, capacity, utilisation, operating and maintenance costs and finally risk which will be rated on a 1-10 scoring system in line with ISO 31000.

The purpose of this additional criteria will be to formalise appropriate intervention strategies and to determine with greater accuracy and confidence future intervention points for Renewal, Upgrade, New and Disposal of assets during their lifecycle.

Additionally the proposed improvements to the City's asset data sets will provide the specification for all future externally sought asset data condition surveys, ensuring that the City continues to further strengthen our processes and standards for data capture and collection.

This initiative is further explored in section 7 Objectives / Plan & Resources point 4.4 Strategic Asset Management (SAM)

## 5.9 Data & Systems to support Asset Management

The City has invested consistently on all aspects of asset management including implementation of systems, training and data management improvement initiatives.

This investment has enabled the Engineering & Works Directorate to modernise and embed continuous improvement and best practice across its operational activities with the aim of establishing sustainable and efficient procedures to improve the City's operational and strategic asset management objectives.

For approximately 10 years the City has been a consortium member of ASPEC Digital Data Specification which is an industry standard specification for the supply of digital data relating to 'As Constructed' infrastructure asset information.

The City has adopted the international specification for Road, Drainage, and Openspace hard infrastructure and has embedded these specifications across our GIS and Technology One Asset Registers. With the alignment of the specification and our asset registers, the handover of digital donated assets from Surveyors into the City's AMIS has been simplified and streamlined.



### 5.10 Asset Management Information Systems (AMIS)

Since 2008 the City has invested approximately \$400,000 in the ongoing implementation and development of the Technology One Asset Management Information System (AMIS) and associated systems.

The City's AMIS is recognised as a market leader and as an advanced asset management system across the Western Australian Local Government community. Additionally both Technology One LTD & Gissa International PTY LTD promotes the City and its AMIS as a reference site for other clients due to the level of functionality established and the integration and alignment with the ASPEC Data specification.

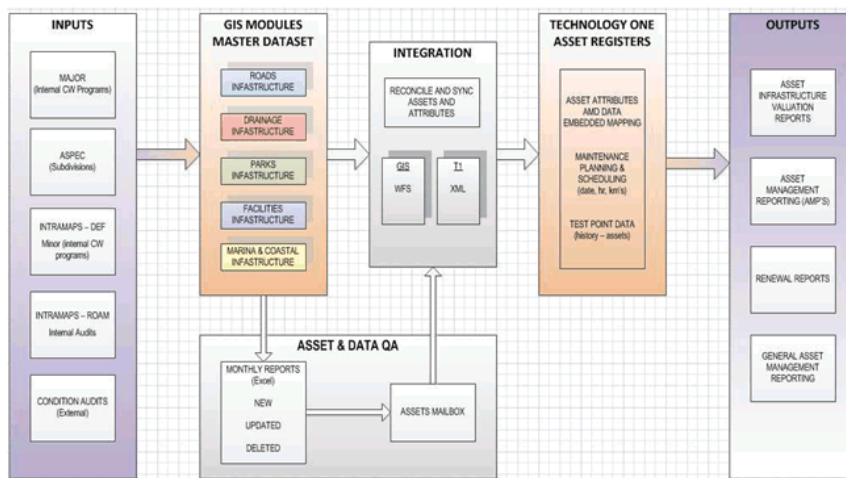
**Notable Achievements:**

1. Implementation of Work Management Mobility (currently 49 Tablets deployed).
2. Implementation of GIS Integration with Intramaps.
3. Utilising work orders for electronic Timesheets and cost capture for operational activities within the Engineering & Works Directorate.
4. Asset Revaluation and Asset Management Plan reporting.

The City has utilised functionality from the Technology One AMIS and Intramaps solutions to establish and ensure ongoing management, responsibility and quality assurance of asset data. This is supported further by the creation and acceptance of documented processes with defined roles, responsibilities and ownership that is auditable and accountable.

The screen shot below represents the workflow of the City's Operational Asset Register including the various inputs, environments the data is captured, the integration points and quality assurance elements established to manage the agreed organisational outputs.

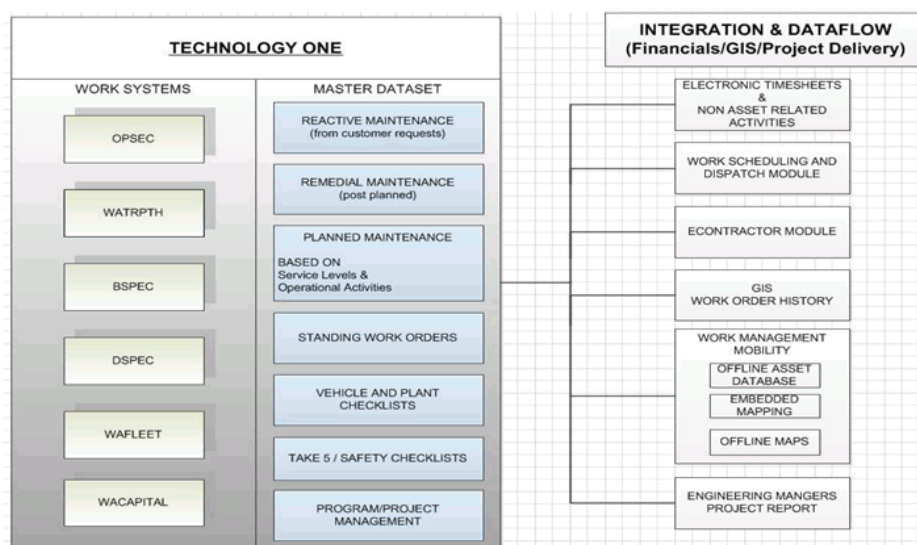
**Operational Asset Management Register Configuration and Workflow developed by the Asset Services Service Unit.**



The following asset registers and associated work systems have been developed and deployed:

- \* Road, Footpath Road Item Infrastructure
- \* Plant & Machinery
- \* Parks – Soft & Hard Infrastructure
- \* Drainage (Asset Register only)
- \* Buildings
- \* Marine & Coastal Infrastructure (Asset Register only)

**Operational Asset Management Work Systems Configuration and Workflow developed by the Asset Services Service Unit.**



Additional Projects and AMIS functionality established:

- \* Capital Projects Management
- \* GIS Integration – Reconciliation & Synchronisation modules
- \* Work Management Mobility inc offline Database & Maps for 49 Crews/Tablets
- \* Electronic Asset Data Collection via Intranets Roam
- \* Work Scheduling & Dispatch – Plant, Parks & Roads - Trial
- \* Electronic Timesheets for Plant and Parks via Work Orders
- \* Asset Revaluation reports for Auditors (ASPEC)
- \* Asset Management Plan reporting

Development of the City’s AMIS will continue throughout the life of this Strategy and will focus on the continuous improvement, development and refinement of our systems and associated procedures and practices.

Objectives and Plans relating to the ongoing development of the City’s AMIS by Asset Services is further explored in section 7 Objective / Plans and Resources.

## 6 Links to the Strategic Community Plan 2016 – 2026 and Corporate Planning Framework.

The City's Asset Management Planning Framework, led by the Asset Management Policy outlines the City's responsibilities for managing Council infrastructure assets establishing an organisational approach to asset management that supports and informs the City's Corporate Planning Framework.

### 6.1 Asset Management Strategy

This Asset Management Strategy in conjunction with the Asset Management Policy provides the City with the high level long-term approach to Asset Management including AM action plans and objectives for managing the City's assets.

Whilst the Asset Management Strategy is normally a five year document, this revision will have a 7 year life and will cover the development and delivery of the next two Asset Management Plans (2017 - 2018 to 2019 - 2020 and 2020 - 2021 to 2023 - 2024).

From 2024 - 2025 onwards the Strategy will cover four year cycles providing financial and strategic alignment to the City's Corporate Planning Framework. This will ensure that Asset Management Plans and its overarching Asset Management Strategy are developed in parallel, cover the same period and future funding needs are incorporated directly into the LTFP (Asset Renewals from AMP's and Objective/Plans from the AMS).

The following diagram provides a visual representation of the periods and timelines of the City's Corporate Planning Framework. The Asset Management Plans and Strategy act as informing strategies to the Corporate Framework demonstrating the City's increasing maturity whilst recognising the importance of Asset Management related activities on the long term financial sustainability of the organisation.

FINANCIAL YEAR	16/17	17/18	18/19	19/20	20/21	21/22	22/23	23/24	24/25	25/26	26/27	27/28	
STRATEGIC COMMUNITY PLAN (SCP)	2016/17 - 2025/26			2020/21 - 2029/30				2024/25 - 2033/34					
CORPORATE BUSINESS PLAN (CBP)	2016/17 - 2019/20				2020/21 - 2023/24				2024/25 - 2033/34				
NEW LONG TERM FINANCIAL PLAN (LTFP)	2016/17 - 2025/26				2020/21 - 2029/30				2024/25 - 2033/34				
LTFP 2 year review			18/19 - 27/28				22/23 - 31/32				26/27 - 35/36		
NEW ASSET MANAGEMENT PLAN (AMP)		2017/18 - 2019/20		2020/21 - 2023/24 (10yr projections 20/21 to 29/30)				2024/25 - 2027/28 (10yr projections 24/25 to 33/34)					
AMP 2 year review (Desktop)						10 YR renewal projections 22/23 to 31/32					10 YR renewal projections 26/27 to 35/36		
ASSET MANAGEMENT STRATEGY (AMS)		2017/18 - 2023/24						2024/25 - 2027/28					

## 6.2 Asset Management Plans

The City created its 1<sup>st</sup> AMP's in 2013 when five plans were adopted for the Asset Groups shown in the table below. The AMP's were developed to a basic level as per the International Infrastructure Maintenance Manual (IIMM) and reflected the City's maturity at that time.

### Asset Management Plan Development History

Asset Management Plan	2013	2014 – 17	2017/18 – 19/20
Drainage Infrastructure	✓	✓	✓
Footpath Infrastructure	✓	✓	✓
Road Infrastructure	✓	✓	✓
Buildings	✓	✓	✓
Parks & Environment	✓	✓	✓
Plant & Fleet		✓	✓
Marine & Coastal Infrastructure			✓
ICT Infrastructure			✓

To establish closer integration and alignment with the City's LTFP each of the above AMP's and in addition Plant & Fleet were revised and readopted for the period of 2014 -2017. Following an internal review the AMP's were assessed in line with the IIMM as intermediate level plans reflecting the City's continued improvement and growing maturity.

The Assets Team is currently reviewing the six current AMP's and working closely with the Business Unit's to establish a further two new AMP's for Marine & Coastal Infrastructure and ICT Infrastructure.

The development of the 2017 - 2018 to 2019 0 2020 (3 years) AMP's will support the 2 yearly review of the current LTFP (2016 - 2017 to 2025 - 2026), which will commence in November 2017 with planned completion in the 1<sup>st</sup> Quarter of 2018.

The eight AMP's will be adopted early 2018 and will act as bridging plans until alignment with the City's four yearly Corporate Planning Framework is achieved.

## 7 Objectives / Plan & Resources

### 7.1 Asset Management Plan Development

As the City's AM practices have matured and become established into the Corporate Planning Framework from 2021 - 2022 the City's Asset Management Planning process and AMP's will be developed for 4 year periods with 2 year reviews similar to the approach established for the development of the City's LTFP's.

Outlined below is a detailed view of the proposed future development cycle of the City's AMP's during the life of the Strategy further reinforcing the plans as key informing strategies for the development and review of the City's LTFP's, derived from the latest asset valuations, growth, operating and sustainability ratios and 10 year renewals (funding projections).

The City's eight AMP's for 2017 - 2018 to 2019 - 2020 (listed under section 6.2) will be redeveloped and accompanied by a 9<sup>th</sup> AMP specifically developed for Cockburn ARC from 2020 -2021 onwards.

**Development schedule of Asset Management Plans during the life of the Asset Management Strategy.**

Activity	Renewal Projections	Development Period	
AMP 17/18 to 19/20	2018 - 2019 to 2027 - 2028	Jul-17	Feb-18
AMP 20/21 to 23/24	2020 -2021 to 2029 - 2030	Jul-19	Feb-20
2 Year LTFP Review (Revaluations & Renewals Projections)	2022 -2023 to 2031 - 2032	Jul-21	Sep-21

### 7.2 Completion of Infrastructure Asset Condition Surveys

The City recognises the importance and its responsibility to manage its assets to achieve optimum life whilst maintaining levels of service. The need for the City to schedule 4 yearly surveys for major asset groups will ensure that the City has a greater understanding of what assets we have and how they are performing.

The scheduling of surveys will fall due during the financial year prior to the development of the City's Asset Management Plans ensuring that AMP's, Capital

Work Programs and renewal projections for the LTFP are formed from the very latest condition based asset data.

Each audit will be internally developed and managed by Asset Services two Technical Officers in conjunction with key personnel from each of the various Engineering Directorate Business Units to ensure the following:

**Audit Requirements and Deliverables:**

1. Alignment with ASPEC Data Standards (R,O,B & M specs).
2. All assets condition rated on a 1-5 scale (See page 10 for further details)
3. Identification of Asset Defects to develop work programs and manage risk.
4. Data provided spatially to provide easy transition into the City's AMIS.
5. Asset ratings captured for function, capacity, utilisation to support and development and future projections from the City's Technology One Strategic Asset Management (SAM) Prediction Modelling & Optimisation solution.

### 7.3 Completion of an Asset Management Continuous Improvement and Benchmarking Audit

The City will engage an outside and independent resource to audit, assess and benchmark its Strategic and Operational asset management practices. The initiative will be designed to take a City wide approach to ensure current status and future requirements are recognised and acted upon.

**Benchmarking Focus areas:**

1. Strategic long term planning (LTFP Integration)
2. Budget & Annual report inc Asset Revaluations
3. Asset management policy
4. Asset management strategy
5. Asset management plans
6. Governances and management
7. Defining levels of service
8. Data and systems
9. Skills and processes

**Expected Benefits:**

1. Further strengthen the City's Asset Management Planning Framework
2. Benchmark performance and ensure compliance with the International Infrastructure Maintenance Manual (IIMM)
3. Review and Alignment with the requirements of ISO 55000 on the City's Asset Management Framework.

## 7.4 Further Implementation and Development of the Technology One Asset Management Information System (AMIS)

### 7.4.1 Electronic Timesheets for Roads and Facilities Operational Activities

Currently the City has established electronic timesheets for Plant Services and Park Services with the mechanics and leading hands responsible for capturing crew and/or combined actual hours electronically via the work order systems developed within the City's Technology One AMIS.

With the completion of the Facilities Asset Management Systems build and the 2<sup>nd</sup> and final phase of the Roads Mobility project due to be completed by first quarter of 2018 the intent is to provide similar functionality for all business areas within the Engineering & Works Directorate.

#### **Expected Functionality and Benefits:**

1. Removal of the daily paper based timesheet.
2. Reduced resources required by Finance and Payroll Services to process operational staff timesheets.
3. Introduce a concept of weekly exception reporting signed off by supervisor and or lead staff.
4. Improved data accuracy as Actual Hours are entered electronically to work orders via tablets.
5. Remove double handling of data by establishing the key personal as the single point of data entry for the completion of work orders.

### 7.4.2 Continued rollout off Mobility, including GIS access in the field and in field asset data access and updating.

The City has invested significantly in the deployment of workforce mobility across the Engineering & Works Directorate with currently 49 tablets in Roads, Parks, Bushland and the Workshop, with Facilities planned for early 2018.

Whilst the early phases of mobility have focused on establishing a baseline for utilisation across operational activities in the form of defining and developing levels of service, and capturing operational risk a greater emphasis will be placed on the continued development of operational mobility to refine, enhance and improve the work practices of the operational teams across the Engineering & Works Directorate. Additionally future phases will also focus on developing solutions and technology to enhance the processes for capturing and recording asset related data and defects.

#### **Expected Functionality and Benefits:**

1. Recording and reporting of Irrigation monthly flow meter readings to assist Parks Services in managing water usage across the City's Public Open Spaces.

2. Workshop/Plant Management: Advanced functionality to establish electronic processes for notifying plant operators that services are due and providing plant operators functionality to raise breakdown work orders to assist in notifying the workshop that reactive maintenance is required
3. Real time data capture of asset data (Attribute & Spatial) via Intramaps Room removing the need for paper and Microsoft based templates.
4. Electronic processes for capturing new, renewal and disposed assets in the field.
5. Enhance the decentralised processes for capture/updating of asset data.

### 7.4.3 eContractor Management

The City has an increasing external/contractor based workforce providing both planned and reactive maintenance across the Engineering & Works Directorate.

The introduction of the eContractor Module will streamline and enhance all aspects of how the City's manages its contractors and their activities by improving the coordination and assignment of work activities, providing real-time updating, remove double handling of data whilst increasing awareness and visibility by establishing roles and responsibilities to ensure timely updating and completion of work.

Additionally setting, monitoring and reporting Service Levels relating to contract management and performance would be achievable and provide alignment with the planned and reactive maintenance reporting and management practices established for internal crews/resources.

The eContractor module is a web based application for smart mobile devices that enables contractors to provide immediate updates on their current assigned work.

#### **Expected Functionality and Benefits:**

1. Contractors are able to update and complete Work Orders in real time.
2. Contractors are able to locate, update and complete work orders spatially with embedded mapping capabilities.
3. Contractors can identify possible follow on work via work requests, and create and complete work orders while on site.
4. The application supports work order generation for the purpose of condition inspection and defect management recording.

### 7.4.4 Strategic Asset Management (SAM) - Prediction Modelling & Optimisation

The City has primarily focused on the development of an advanced operational AMIS which is utilised extensively within the operational business areas of the Engineering and Works Directorate.

The procurement and implementation of a SAM environment has been identified as a key project, which will be sought to enhance and evolve the City's AMIS providing a higher level of visibility and confidence in terms of asset optimisation and



deterioration modelling, funding prioritisation for future rolling capital work programs and 10 year renewal funding projections for the LTFP.

**Expected Functionality and Benefits:**

1. Manage asset lifecycle risk, renewal and maintenance costs
2. Understand assets with pre-defined degradation curves for all asset groups for condition, risk, maintenance and renewal.
3. Annual review of degradation curves based on asset work history.

**7.4.5 Project Portfolio Management System Implementation (PPM)**

The PPM project is a corporate initiative in which resources from Asset Services form part of both the Project Management Office (PMO) and the Technical Working Group (TWG) established to ensure successful delivery and outcomes for the project.

The purpose is to establish an organisation wide PPM which is flexible and can be adapted for use on capital and non-capital projects. This would be used to support the project management as defined by the Project Governance Framework.

The targeted phased PPM implementation Go Live for the Engineering & Works and Governance & Community Services Directorates' is by Jan 2019.

**Additional Functionality and Benefits:**

1. Platform for development of an enhanced Project Management Framework and Methodology to be applied within the city which will continuously improve and evolve.
2. Improved collegiate communication - across units, divisions and project managers.
3. Improved transparency of what is occurring within the organisation, from a project perspective.
4. Improved vision of all corporate projects and goal congruence within the organisation, potential for collaboration and resource/knowledge sharing relating to key projects
5. Improved organisational learning by facilitating a "lessons learnt" phase as part of project closure.
6. Changed values and cultures through streamlining of methodology, guidelines and language.

Whilst the PPM project is not core to Asset Management across the City the involvement of the Infrastructure Asset Manager and the Asset Services team will ensure continued alignment with the City's AMIS whilst enhancing internal and external project management and delivery across the Engineering and Work and Governance and Community Directorates'.

### 7.6.6 Facilities Asset Management System (Work System only)

Development and implementation of a Work Management System to capture operational asset management activities to the building level, functional areas and/or critical assets

#### Additional Functionality and Benefits:

1. Operational Register developed in GIS & Technology One.



GIS view of Building Structure (Building & Functional Areas)

2. Works system to capture service levels and risk for Planned and Reactive maintenance activities.
3. Maintenance processing functionality for scheduled/planned maintenance.
4. System reporting including AMP related data extracts and reports.
5. eContractor – Increasing visibility and communication with contracted staff.
6. Work Management Mobility.
7. Scheduling of Inspections and defect management.

### 7.4.7 Marine & Coastal Asset Management System (Work System Only)

Development and Implementation of a Work Management System to capture operational asset management activities for a range of Marine & Coastal Assets (Sea/Break Water walls, Gangways, Piles, Service Lines & Points)

#### Additional Functionality and Benefits:

1. Operational Register developed in GIS and Technology One.



GIS Aerial View of Marine Assets (Points, Lines & Polygons)

2. Works system to capture service levels and risk for Planned and Reactive maintenance activities.
3. Maintenance Processing functionality for scheduled/planned maintenance.
4. System reporting including AMP related data extracts and reports.
5. Scheduling of Inspections and defect management.
6. eContractor – Increasing visibility and communication with contracted staff.

## 8. Summary of Community Consultation

Whilst the Asset Management Strategy did not engage in community consultation directly the City's Asset Management Planning Framework utilises internal and external Customer Satisfaction surveys to assist to guide the setting of service levels that are key to the management and maintenance of the City's assets. The application and consultation of the Strategy is effectively internal to the City's corporate and operational areas of business with minimal external stakeholder and public interface.

## 9. Resourcing the Plan

The Asset Management Strategy has identified four major objectives that will be managed and delivered internally by the Asset Services Team, assisted by a proposed financial outlay of approximately \$1m in capital funds across the strategy timeframe (2017 - 2018 to 2023 - 2024) for a range of services and products required to achieve the objectives outlined below.

As at December 2017 the projected budgets for the Project & Implementation of the Asset Management Strategies Objectives and Plans are not incorporated into the City's current 2016 - 2026 Long Term financial Plan, however as the LTFP is due for review and re-adoption in the 2<sup>nd</sup> quarter of 2018 the intent is for the required funding to be incorporated.

### 9.1 Mobility Field Based Equipment Provision & Replacement

The City is committed to modernising and providing technology to its operational workforce and this will be further reinforced with the continued funding and provision of mobile technology and infrastructure providing greater efficiencies and real time services to the Community.

The estimated replacement cost is based on capital funding, however the preference moving forward would be to seek ownership from Information Services so that provision of all future tablet replacements are managed via lease agreement similar to the majority of the City's ICT Infrastructure.

#### Estimated Mobility Infrastructure Budget

Tablet Replacement Program (No)	Replacement Year	Funding Status	Estimated budget for replacement (\$)
19	2019 - 2020	Planned	76,000
10	2020 -2021	Planned	41,000
6	2021- 2022	Planned	25,200
6	2022- 2023	Planned	25,800
19	2023 - 2024	Planned	83,600
<b>Estimated Budget required (\$)</b>			<b>251,600</b>

The estimated budget for replacement is based on the purchase cost of \$4,000 per device from 2019/20 with increments of \$100 per device thereafter.

## 9.2 Continued Implementation and Development of the Technology Asset Management Information System (AMIS)

The AMIS is reaching its final years of its Major Development phase with the implementation of a Strategic Asset Management (SAM) system being recognised as the remaining unfunded key element from the City's 10 year Implementation Strategy.

Beyond the spend detailed below it is largely expected that from 2020 - 2021 that unless new functionality and/or technology becomes available from Technology One the ongoing enhancement and development of the City's AMIS will be resourced internally with minimal capital expenditure anticipated.

### Estimated AMIS Development Budget.

Project Description	Delivery Year	Funding Status	Estimated Budget (\$)
Electronic Timesheets for Roads and Facilities (OP Capture)	2017 - 2018	Internal Skills & Resources	0
E-contractor Management	2017 - 2018	Secured 2016/17	30,000
Facilities Asset Management System (Register & Work System)	2017 - 2018	Internal Skills & Resources	0
Project Portfolio Management System Implementation (PPM)*	2017 - 2018 & 2018 - 2019	Secured 2016/17	290,000
Continued rollout off Mobility, including GIS access	2017 - 2018	Internal Skills & Resources	0
Marine & Coastal Asset Management System (Register & Work System)	2018 - 2019	Internal Skills & Resources	0
Strategic Asset Management (SAM)**	2018 -2019 & 2019 -2020	Planned	190,000
<b>Estimated Budget required (\$) (extra to funds already secured)</b>		<b>190,000</b>	

- \* Corporate implementation not solely related to the development of the AMIS.
- \*\* Estimated Budget is calculated on sole purchase of product and licensing.

**9.3 Asset Condition Surveys – Estimated Cost as at December 2017**

Future funding for Asset condition surveys are scheduled in line with the City's Asset Management Plan development cycle, ensuring that the asset data is accurate, timely and reliable for the purpose of supporting the development of 10 year renewal projections for the City's LTFP and 4 year rolling capital programs.

**Estimated Asset Condition Surveys Budget**

<b>Asset Class</b>	<b>Audit Year</b>	<b>Funding Status</b>	<b>Estimated budget (\$)</b>
Buildings Infrastructure	2018 - 2019	Secured*	90,000
Marine & Coastal Infrastructure	2018 - 2019	Secured*	30,000
Parks Hard Infrastructure	2018 - 2019	Secured*	80,000
Road & Footpath Infrastructure	2018 - 2019	Planned	120,000
Buildings Infrastructure	2022 - 2023	Planned	100,000
Marine & Coastal Infrastructure	2022 - 2023	Planned	40,000
Parks Hard Infrastructure	2022 - 2023	Planned	90,000
Road & Footpath Infrastructure	2022 - 2023	Planned	130,000
<b>Estimated Budget required (\$) (extra to funds already secured)</b>	<b>480,000</b>		

\* Secured during 2017 - 2018 budget with the funds being carried forward.

The estimated budget for each audit is based on actual costs from previous surveys and reflects the City's ongoing asset infrastructure growth.

#### 9.4 Asset Management Benchmarking Audit

The intent is to seek future funding to carry out an independent assessment of all aspects of the City's asset management practices, which will consist of internal workshops, interviews, evaluation and a report being developed collating the findings of the audit and key recommendations for the future of Asset Management at the City.

##### Estimated Asset Management Benchmarking Audit Budget

Project Description	Delivery Year	Funding Status	Estimated Budget (\$)
Asset Management Benchmarking Audit	2020 -2021	Planned	20,000
<b>Estimated Budget required (\$)</b>	<b>20,000</b>		

## 10. Measuring Achievement / Performance Measures

To assess the effectiveness of the Strategy, four major objectives have been identified for action and completion. For each objective various milestones and performance criteria has been established to enable effective reporting and measurement over the life of the Strategy.

For further information on each of the Major Objectives please refer to Section 7.

### 10.1 Asset Management Plan Development

Existing AMP's will be re-developed internally by Asset Services in consultation with relevant Senior and Operational Managers twice over the life of the Strategy for the periods of 2017 - 2018 to 2019 - 2020 and 2020 -2021 to 2023 -2024.

Additionally, a new Asset Management Plan for Cockburn ARC will be developed for the period of 2020 - 2021 to 2023 - 2024.

### 10.2 Completion of Infrastructure Asset Condition Surveys

Funding will be sought for financial years 2018 - 2019 and 2022 - 2023 to carry out external condition surveys for the following Asset Classes:

- Buildings Infrastructure\*
- Marine & Coastal Infrastructure\*
- Parks Hard Infrastructure\*
- Road & Footpath Infrastructure

\* Budget secured during 2017 -2018 and will be carried forward into 2018 - 2019.

### 10.3 Completion of an Asset Management Continuous Improvement and Benchmarking Audit

Provision of an independent resource to audit, assess and benchmark the City's Strategic and Operational asset management practices. This initiative will determine the future direction and funding requirements required for future strategies.



#### 10.4 Further Implementation and Development of Technology One Asset Management Information System (AMIS)

<b>Project Description</b>	<b>Delivery Year</b>	<b>Measure of Achievement</b>
Electronic Timesheets for Roads and Facilities (OP Capture)	2017 - 2019	Implementation
Facilities Asset Management System (Work Management System only)	2017 - 2018	Implementation
E-contractor Management	2017 - 2019	Implementation across all Engineering & Works Contractors
Project Portfolio Management System Implementation (PPM)	2017 - 2019	Implementation
Continued rollout off Mobility, including GIS access in the field and in field asset data access and updating.	2017 - 2018	Implementation for all Operational teams within the Engineering & Works with functionality developed to capture all assets constructed through Internal Capital Works programs
Marine & Coastal Asset Management System (Work Management System only)	2017 - 2018	Implementation
Strategic Asset Management (SAM) (Prediction Modelling & Optimisation)	2018 - 2020	Implementation and embedded into the development of the 2020 - 2021 to 2023 - 2024 AMP and 4 year rolling capital renewal programs from 2021.

## 11. Reporting format

Reporting of achievements from this strategy will be via reporting in the Annual Report, via the Annual Business Plan and as part the Engineering & Works Directorate bi-monthly project updates.

Additionally, following the completion of the 4 major Objectives/Plans detailed in section 10 most notably the completion of the Asset Management Benchmarking Audit the Asset Management Strategy will be subject to a comprehensive review during 2021 - 2022 which will inform the future direction of Asset Management practices and procedures across the Organisation and shape future AM Strategies and proposed funding requirements.

## 12. Reference and Demographic Information

1. Strategic Community Plan 2016 - 2026
2. Asset Management Policy
3. Project Brief Project Portfolio Management - June 2017
4. Risk Management Framework
5. Asset Management Planning Framework
6. Technology One: eContractor Factsheet
7. Technology One: SAM Prediction Modelling & Optimisation Factsheet
8. International Infrastructure Management Manual

## 13. Definitions

**AMIS**

Asset Management Information System

**AMP**

Asset Management Plan

**AMS**

Asset Management Strategy

**ASPEC**

The key objective of the specifications is to record and provide "As Constructed" digital data in a GIS ready format

**DSPEC**

As constructed digital asset data specification Drainage Infrastructure

**OSPEC**

As constructed digital asset data specification Open space Hard Infrastructure

**RSPEC**

As constructed digital asset data specification for Road & footpath Infrastructure

**PPM**

Project Portfolio Management

**B/U**

Business Unit

**GIS**

Geographical Information System

**LG**

Local Government

**ISO55000**

An international standard covering management of physical assets

**ISO31000**

An international standard providing principles and generic guidelines on risk management.

**ICT**

Information, Communication and Technology

**LTFP**

Long Term Financial Plan

**IIMM**

International Infrastructure Maintenance Manual

**CRC**

Current Replacement Cost

**S/U**

Service Unit

**City of Cockburn**

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**17.2 RFT34/2017 - BRIDGE CONSTRUCTION & ASSOCIATED ROADWORKS(BARRINGTON STREET TO BEELIAR DRIVE) FORTY (40) WEEK CONSTRUCTION**

**Author(s)** O Pereira

**Attachments** 1. RFT34/2017 Bridge Construction & Roadworks Spearwood Ave Duplication (**CONFIDENTIAL**)

**RECOMMENDATION**

That Council accept the Tender submission from Ertech Pty Ltd for RFT 34/2017 – Bridge Construction & Associated Roadworks - Spearwood Avenue Duplication (Barrington Street to Beeliar Drive), for the total estimated contract value of \$7,987,144.48 (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 is seeking the services of a suitably qualified and experienced Road and Bridge Construction Contractor for the duplication and improvement of Spearwood Ave (from Barrington Street to Beeliar Drive) and the Construction of Bridge 5382.

The construction period is Forty (40) weeks.

The City imposed a prequalification requirement for tenderers on these works in accordance with Main Roads WA (MRWA) - National Prequalification System for Civil (Road & Bridge) Construction Contracts.

The scope includes upgrading the street lighting (to be undertaken by Western Power), installing stormwater drainage and the installation of line-marking and signage (by Main Roads WA), along with landscaping. Additional costs of approximately \$100,000 are required for service relocations of various utilities, which is separate to this tender.

Tender number RFT34/2017 Bridge Construction & Associated Roadworks - Spearwood Avenue Duplication (Barrington Street to Beeliar Drive), was advertised on Wednesday 15 November 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 15 November 2017 and Wednesday 13 December 2017. A Mandatory Tender Briefing was conducted at the City's Operations Centre, 52 Wellard Road, Bibra Lake on Thursday 23 November 2017.

## Submission

Tenders closed at 2:00pm (AWST) Wednesday, 13 December 2017. Submissions were received from the following five (5) companies:

<b>Tenderer's Name:</b>	<b>Registered Business Name</b>
Densford Civil Pty Ltd	Densford Civil Pty Ltd
MACA Civil	MACA Civil
Georgiou Group Pty Ltd	Georgiou Group Pty Ltd
Ertech Pty Ltd	Ertech Pty Ltd
JAXON Construction Pty Ltd	JAXON Construction Pty Ltd

## Report

### Compliance Criteria

The following criteria were used to determine whether the submissions received were compliant:

	<b>Compliance Criteria</b>
A	Compliance with A03 – RFT34/2017 - Conditions of Responding and Tendering
B	Compliance with B01 – RFT34/2017 – Scope of Works & 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) B04 – RFT34/2017 – Price Schedule
J	Compliance with ACCC Requirements and completion of A05 – RFT34/2017 – Certificate of Warranty.
K	Acknowledgement of any Addenda issued.

### Compliance Tenderers

Procurement Services undertook the initial compliance assessment and all five (5) submitted Tenders were deemed compliant and released for evaluation.

All tenderers except JAXON Construction Pty Ltd complied with the Main Roads WA National Prequalification System for Civil (Road & Bridge) Construction Contracts requirement.

#### Evaluation Criteria

<b>Evaluation Criteria</b>	<b>Weighting Percentage</b>
Demonstrated Experience	20%
Tenderers Resources	15%
Methodology	15%
Sustainability	10%
Tendered Price	40%
<b>TOTAL</b>	<b>100%</b>

#### Tender Intent/ Requirements

The intent of this Tender is to select a suitably qualified and experienced Road and Bridge Construction Contractor for the duplication and improvement of Spearwood Ave (from Barrington Street to Beeliar Drive) and the Construction of Bridge 5382.

#### Evaluation Panel

The Tender submissions were evaluated by the following City of Cockburn officers. The Procurement Services representative attended in a probity role only.

<b>Name</b>	<b>Position &amp; Organisation</b>
Mr Ossie Pereira (Chair)	Engineering Design Manager
Mr Stuart Downing	Director, Financial & Corporate Services
Mr Ah Lek Tang (SME)	Roads Contracts Coordinator
Mr Charles Sullivan	Director, Engineering & Works Services
Mrs Jadranka Kiurski (SMT)	Manager – Engineering Services
Probity Officer	
Mr Stephen White	Contracts Officer (Operations Centre)

Scoring Table – Combined Totals

Tenderer's Name	Percentage Score		
	Non-Cost Evaluation	Cost Evaluation	Total
	60%	40%	100%
JAXON Construction Pty Ltd – TENDER WITHDRAWN	34.56%	40.00%	74.56%
<b>Ertech Pty Ltd**</b>	<b>34.49%</b>	<b>34.52%</b>	<b>69.01%</b>
Georgiou Group Pty Ltd	36.02%	32.66%	68.68%
Densford Civil Pty Ltd	33.29%	30.45%	63.74%
MACA Civil	28.95%	25.42%	54.37%

\*\* Recommended Submission

*Evaluation Criteria Assessment*Demonstrated Experience

Jaxon Construction presented projects of relevant experience and in particular two major bridge projects in partnership with their subcontractor Omega Construction. The Jaxon Construction submission demonstrated to the Panel that they have identified and will provide a competent team with the appropriate level of experience required to undertake the required works.

Ertech Pty Ltd also presented a range of projects with relevant experience including one road bridge construction project.

Densford Civil presented some diverse projects but only one bridge refurbishment project was provided. Their Bridge Supervisor assisted in the construction of the original bridge in Spearwood Avenue.

MACA Ltd presented numerous similar projects in civil works. Their bridge projects were completed by Brocol Construction.

Tenderers 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 Civil, Georgiou Group, Ertech Pty Ltd and Jaxon Construction all scored well for this criterion and demonstrated a good understanding of the key issues for the project. While MACA Ltd 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 Tenderers confirmed that the estimated 40 week construction period is achievable; however, Densford Civil estimated a 37 week period, and Jaxon Construction stated that they can complete the construction in 30 weeks if required to.

### 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

The submission by Jaxon Construction ranked the overall the highest in respect to demonstrated experience, capacity, understanding the required works with an appropriate methodology in undertaking these works. However Jaxon Construction withdrew their submission by written notification to the City dated 31 January 2018. The evaluation panel then determined that the next highest ranked submission by Ertech Pty Ltd was recommended as the preferred tenderer.

A referee check was undertaken on Ertech 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 the submission from Ertech Pty Ltd as being the most advantageous to deliver Tender No. RFT34/2017 Bridge Construction & Associated Roadworks - Spearwood Avenue Duplication (Barrington Street to Beeliar Drive).

The recommendation is based on:

- The Tenderers submission represented best value for money;
- The level of 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
- Providing 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**

This project is to be funded from Capital Works budget account number CW3742 (Spearwood Avenue Duplication – Beeliar to Barrington) with an allocation of \$3,700,000 in the current financial year. The project will be undertaken across the 2017/2018 and 2018/2019 financial years with sufficient funding available to complete the project. The total project cost will be distributed as follows:

- \$2,466,000 - WA Government (State)
- \$2,100,000 - Federal Government
- \$3,990,000 – City of Cockburn

The difference between the above total project cost and the contract proposed for Ertech Pty Ltd is the service relocation costs and Main Roads WA charges totalling \$657,000.

### **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.

The City has requested a financial review of the recommended tender. The review is currently being performed by Corporate Scorecard with the outcome provided to or at the OCM.

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

The Proponent(s) and those who lodged a submission on the proposal have been advised that this matter is to be considered at the 8 February 2018 Ordinary Council Meeting.

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

Nil.

**17.3 RFT36-2017 - PLAYGROUND SOFTFALL SAND) CLEANING AND REPLENISHMENT**

**Author(s)** A Waters

**Attachments** 1. RFT26/2017 - Playground Softfall (White Sand) Cleaning and Replenishment - Confidential  
**(CONFIDENTIAL)**

**RECOMMENDATION**

That Council accept the Tender submission from Sifting Sands for RFT 36/2017 Playground Soft Fall (White Sand) Cleaning and Replenishment, for an estimated contract sum of \$141,787.05 Ex GST, for a period of three (3) years from the date of award; with Principal instigated options to extend the period for one (1) subsequent year period and up to an additional twelve (12) months after that, to a maximum of five (5) years, 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 a suitably qualified and experienced Contractor for the Cleaning and Replenishment of Playground Soft Fall (White Sand) in the Principal's various parks and reserves. Most locations shall be cleaned once per annum, with some sites cleaned more frequently and some locations with more than one playground. Additional cleaning / replenishment services are to be undertaken "on request / as required" throughout the proposed Contract period.

The Principal's objective is to produce a safe playable sand soft fall area free of weeds and debris with maximum impact absorbing properties together with the removal and safe disposal of contaminants that may cause harm to the public.

The scope of works and services includes, but are not limited to:

- (a) Annual cleaning of sand soft fall areas at various parks and reserves (approximately 225 locations).
- (b) Replenishment of white washed sand; and
- (c) Safe disposal of contaminants.

The proposed Contract shall be in place for a period of three (3) years from the date of award; with Principal instigated options to extend the period for a subsequent one (1) year period and up to an additional twelve (12) months after that, to a maximum of five (5) years.

Tender Number RFT 36/2017 Playground Soft Fall (White Sand) Cleaning & Replenishment, was advertised on Wednesday 15 November 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 15 November 2017 and Thursday 30 November 2017.

### Submission

Tenders closed at 2:00pm (AWST) Thursday 30 November 2017 and four (4) tender submissions were received from:

1. Workzone Pty Ltd;
2. The Trustee for Sandrehlyn Trust - T/As Sifting Sands;
3. Intelife Group Ltd; and
4. Madeleine Corp Pty Ltd – T/As Safer Sands

### Report

#### Compliance Criteria

The following criteria were used to determine whether the submissions received were compliant:

	<b>Compliance Criteria</b>
A	Compliance with <b>A03 – RFT 36-2017 - Conditions of Responding and Tendering</b>
B	Compliance with <b>B01 – RFT 36-2017 Specification</b>
C	Provision of Respondent's Contact Person's details
D	Compliance with Financial Position Requirements
E	Provision of Reference details
F	Compliance with Insurance requirements and provision of details
G	Completion of Qualitative Criteria
H	Compliance with and completion of Price Schedule <b>B02 – RFT 36-2017 – Price Schedule</b>
I	Compliance with ACCC Requirements and completion of <b>A05 – RFT 36-2017 – Certificate of Warranty</b>
J	Acknowledgement of any Addenda issued.

Compliance Tenderers

All four (4) Tenderers were deemed compliant

Evaluation Criteria

Tenders were assessed against the following criteria:

<b>Evaluation Criteria</b>	<b>Weighting Percentage</b>
Demonstrated Experience	20%
Tenderers Resources	20%
Methodology	15%
Sustainability	5%
Tendered Price	40%
<b>TOTAL</b>	<b>100%</b>

Tender Intent/ Requirements

The intent of this Tender is to select a suitably qualified and experienced Contractor to undertake the Cleaning and Replenishment of Playground Soft Fall (White Sand) in the Principal's various parks and reserves

Evaluation Panel

The tender submissions were evaluated by the following:

1. Alison Waters – Parks Operations Coordinator (Chairperson);
2. Lou Vieira – Parks Manager; and
3. John West – Manager Building Services (SMT).

Scoring Table – Combined Totals

<b>Tenderer's Name</b>	<b>Percentage Scores</b>		
	<b>Cost Evaluation</b>	<b>Non - Cost Evaluation</b>	<b>Total</b>
	<b>40%</b>	<b>60%</b>	<b>100%</b>
Intelife Group Ltd	40.00%	39.67%	79.67%
Sifting Sands**	26.58%	50.93%	77.51%
Workzone Pty Ltd	26.80%	35.53%	62.33%

Safer Sands	29.94%	30.53%	60.47%
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\*\* Recommended Submission

### *Evaluation Criteria Assessment*

#### Demonstrated Experience

Sifting Sands scored highest in this criterion as they demonstrated the most experience to meet the City of Cockburn requirements as detailed in the Specifications and Request document. Sifting Sands were the appointed the sole contractor for cleaning soft fall throughout the City from 2012 with no contract management issues identified. They also have previous experience with similar contracts for a number of other local governments and respond to reactive requests from state government businesses.

Intelife and Safer Sands demonstrated relevant experience with two other local government organisations whilst Workzone demonstrated the least amount of experience with a small scope of works with one local government organisation.

#### Tenderer's Resources

Sifting Sands demonstrated they had sufficient resources in line with the scope of works, an extensive amount of machines, qualified operators and flexibility to conduct scheduled and reactive works. The technical specification of their sand sifting machine indicates that they can reach a depth of 150mm which meets the minimum requirement of the City.

Intelife demonstrated adequate resources and access to a landscape contractor company for additional parts. The technical specification of their sand sifting machines indicates they can only reach a depth of 100mm. To achieve the 150mm requirements of the technical specification they indicated hand sifting of the remaining 50mm depth throughout the entire playground sand pit.

Workzone detailed only one machine which has the capacity to sift only to 100mm and did not provide contingency measure responses. Safer Sands did not provide a response regarding contingency.

#### Methodology

Sifting Sands clearly demonstrated they understood the scope of services and were able to meet the requirements of the City. They provided a detailed methodology, including annual maintenance plan, to undertake the services.

Workzone and Intelife ranked second with both demonstrating an understanding of the scope of works and their methodologies identified machine sifting to a depth of 100mm with hand raking and shovelling to achieve the required depth. Safer Sands did not address this criterion.

#### Sustainability

Sifting Sands provided good responses to this criterion providing details of their environmental and ethical purchasing policies. Workzone provided details of their Environmental Management Systems Certification and sustainability and environmental policy. Intelife provided a good response regarding disability enterprise however scored poorly regarding sustainability overall. Safer Sands provided very poor or no responses.

#### Summation

The evaluation panel recommends that Council accept the submission from Sifting Sands, for an estimated contract sum of \$141,787.05 Ex GST, for a period of three (3) years from the date of award; with Principal instigated options to extend the period for one (1) subsequent year period and up to an additional twelve (12) months after that, to a maximum of five (5) years, in accordance with the submitted Schedule of Rates; and the additional schedule of rates for determining variations and/or additional services as being the most advantageous tenderer to deliver the requirement of Playground Soft Fall (White Sand) Cleaning and Replenishment.

The recommendation is based on

- Scoring substantially higher in Qualitative Criteria
- Demonstrated experience in performing similar work for other local governments;
- A range of personnel that have experience in managing the works associated with the requirements of the contract;
- Having the required resources, contingency measures and reactive capacity to undertake the works;
- Having a machine that can mechanically clean the soft fall sand to the 150mm depth as specified in the contract requirements; and
- The best investment to deliver a uniformed service to meet Australian Standards, delivery timeframes and priced to reflect the physical works to be undertaken in accordance with the specifications.

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

##### Community, Lifestyle & Security

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



### Economic, Social & Environmental Responsibility

Sustainably manage our environment by protecting, managing and enhancing our unique natural resources and minimising risks to human health.

### **Budget/Financial Implications**

The total contract value for conducting soft fall cleaning and replenishment services is \$47,262.35 (ex GST) per annum based on 225 playground sites and 6 long jump pits. This is less than the existing contracted annual price of \$50,466.15 with the incumbent, Sifting Sands.

The 2017/2018 Parks Operating budget (Various OPs sub activity 124) has a budget allocation of \$42,430 based on cleaning 200 playground sites. As the new schedule commences in November 2018, the 2018/19 parks operating budget can be adjusted to reflect the new contracted rate.

### **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 above mentioned recommendation not be accepted, a number of risk associated implications may occur.

Contaminants could remain in the playground sand soft fall resulting in degradation of the soft fall impact attenuation properties. This doesn't align with guidelines for properties and maintenance of sand soft fall as outlined in AS4422.

Not conducting sand replenishment could lead to injury, additional public liability claims and potential litigation as the sand is not being maintained to an adequate level for impact attenuation as outlined in AS4422 and AS4685.

The City may receive additional complaints and potential public liability claims and litigation due to potential injury to children from hazards buried in the soft fall (e.g. needle sticks, glass, rocks, tree roots) in playground soft fall.

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

N/A

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

Nil

## 18. COMMUNITY SERVICES DIVISION ISSUES

### 18.1 PROPOSED LEASE AGREEMENT WITH SOUTHERNCROSS CARE FOR COOLBELLUP AGE FRIENDLY DEVELOPMENT

<b>Author(s)</b>	G Bowman
<b>Attachments</b>	1. SCC Concept plan <a href="#">↓</a> 2. Site Plan and Lease area <a href="#">↓</a>

#### RECOMMENDATION

That Council enter into negotiations for a lease agreement with Southern Cross Care WA incorporated (SCC) with the following key terms and conditions:

- (1) that the lease agreement be in accordance with the Request For Proposal 01/2012 -Lease Land requirements;
- (2) 50 year lease term plus 49 year option to renew;
- (3) SCC to pay rent of \$11,000 excluding GST per annum plus a CPI rent review per annum;
- (4) SCC to be responsible for all outgoings including but not limited to rates, water, sewerage, electricity, gas, telecommunications, rubbish collection, emergency services levy and land ta;
- (5) SCC and the City to be responsible for their own legal costs;
- (6) Coolbellup Residents and Cockburn Residents to be given priority where deemed feasible;
- (7) 20% of the Independent Living Units to be delivered as affordable rental accommodation for low income households by the end of the final stage of development;
- (8) SCC to implement an agreed capital works program in accordance with the Request for Proposal 01/2012- Lease Land requirements;
- (9) SCC to be responsible for all development costs including the Developer contribution scheme, and will be required to complete the agreed development in accordance within 5 years of lodging the development application approval, subject to certain conditions;
- (10) SCC to be responsible for all maintenance including structural and major maintenance;
- (11) SCC to be responsible for all operational costs for the facilities and services on the site;

- (12) SCC to effect and maintain public liability insurance (for no less than \$20million), building insurance, contents insurance and workers compensation insurance;
- (13) SCC to keep detailed records of occupancy statistics for affordable accommodation and appoint a qualified person to audit the occupancy of the senior units e.g. number of senior units that are occupied by low income households (all information will be kept confidential by City);
- (14) SCC to be responsible for meeting all statutory requirements and approvals; and
- (15) subject to WAPC consent to the Lease pursuant to the requirements of the Planning & Development Act 2005 and all other terms and conditions to be to the satisfaction of the Chief Executive Officer.

### **Background**

In June 2002 the Minister for Education announced a review of schools in Coolbellup, which resulted in the closure of the three primary school sites (Coolbellup, North Lake and Koorilla) and the construction of a new consolidated school on Len Packham Reserve. Len Packham Reserve, as an important City of Cockburn Reserve, would be significantly impacted by this decision and accordingly required careful consideration.

The remainder of the Koorilla site to be developed by Lend Lease/Landcorp is identified for proposed medium density residential development (R30-R60) to capitalise on the site's proximity to the Town Centre.

At the beginning of the strategic planning processes for the former school sites, the City embarked on a process to consider how it would best see the return of the reserve land to the community of Coolbellup. It was realised very early on that given the already high percentage of POS in the Coolbellup area (and particularly in close proximity to the Koorilla school site) the City should undertake investigations as to whether a different form of community purpose reserve land would be appropriate. This was specifically aimed at considerations for a community purpose that would address an issue of recognised community need, as well as support continuing efforts in terms of improvements to the town centre.

This investigation was initially informed by Council's adopted Aged Friendly Strategic Plan (2009) which had an adopted action to:

*“consider the potential for the development of aged care accommodation in future when considering options for the development/redevelopment of land which may be suitable for such purposes.”*

The Strategic Plan highlighted the severe shortage of affordable aged care accommodation within the Coolbellup area, and being of an important strategic need.

From a contemporary perspective, within the next 5 years the City has forecast a shortfall of 435 aged care beds. The anticipated shortfall of beds is due to the ageing of the population (particularly Coolbellup, Spearwood and Hamilton Hill) and the limited land available to create additional aged accommodation, in the older parts of the City like Coolbellup.

The opportunity to provide affordable aged care is further hindered by the need to acquire large land parcels (which are limited) and the high costs to purchase such land. To make affordable aged care accommodation viable, the land is usually required to be provided free to the not-for-profit operator or leased at a reduced rate. However, there is currently no funding for the purchase of land by the Commonwealth and there is insufficient funding by the Commonwealth for capital works construction and operation funding. This highlights the importance of providing affordable land to enable not-for-profit organisations to operate.

This created the unique opportunity to consider the reserve land owed to the City for a community purpose of aged care which has a demonstrated need in the Coolbellup area. A 2ha site has been adopted through the City’s planning processes, and consented to by the Western Australian Planning Commission through its endorsement of structure plans, and exists as the western half of the former Koorilla School site. It is located at 10 Benedick Road Coolbellup on the corner of Cordelia and Coolbellup Avenues, and is adjacent to residential, medical, retail, commercial and community facilities.

The City and Council have pursued the idea of utilising the 2ha site for an aged care facility further and have presented the previous concepts to the Coolbellup Community Group, officers from the Department of Planning (DoP) and Department of Lands (DoL). The outcome of these discussions was there were no major impediments to the proposal, on the basis that the Coolbellup suburb already had adequate distribution of POS in the area.

The DoL advised that it would be suitable for the City to acquire the land under Section 75 of the *Land Administration Act 1997* “*Transfer of Crown land in fee simple subject to conditions*”. This arrangement enables the City to partner with a not-for-profit age care provider in developing the land and provide an important community benefit. A

briefing paper was submitted to the Minister for Lands on 15 September 2015 and the City was granted approval in 2016.

The establishment of an aged care facility will assist in providing for the severe shortage of affordable aged care accommodation that exists particularly within the western parts of the City of Cockburn.

### **Submission**

The City received a Request For Proposal response from Southern Cross Care WA Incorporated on the 17 October 2017 which was compliant with all Council key terms and requirements for RFP 01/2012 Lease Land Age Friendly Development Coolbellup WA.

### **Report**

The location of the proposed lease area at 10 Benedick Road Coolbellup is reserve land owned by the City for a community purpose of aged care. The 2ha site has been adopted through the City's planning processes, and consented to by the Western Australian Planning Commission through its endorsement of structure plans, and exists as the western half of the former Koorilla School site. A site map can be seen at Attachment 2.

The City undertook a Request for Proposal process in 2012 and received two compliant submissions. One submission was from Bethanie Group and the other from Southern Cross Care WA Inc. The Request for Proposal stipulated the following key requirements to deliver affordable Seniors Accommodation and Aged Care Accommodation on the 2 Ha site.

- a. A minimum of one hundred (100) beds of Residential Aged Care accommodation on the site with a mixture of Low care , High care and Dementia specific beds provided within the Proposal that are affordable to low income consumers.
- b. At least of twenty percent (20%) of the Seniors Independent living accommodation available on the site are affordable to low income consumers/households for the term of the lease.
- c. That the City will enter into a long term lease of 50 years plus 49 year option with the not-for-profit organisation at a substantially reduced rate of \$11,000 per annum plus cpi. This will ensure that the land is provided for affordable aged care accommodation in perpetuity and will meet security of tenure requirements in accordance with the Retirement Villages Act. Without the incentive of a reduced rent, the site would not be economically viable to the not-for-profit sector to develop.

Council resolved at the OCM held on the 17 September 2012 the following:

- (1) accept the proposal submitted by Bethanie Group Incorporated, for Proposal No. RFP 01/2012 - Lease Land - Aged Friendly Development, Coolbellup WA; and
- (2) enter into negotiations with the Bethanie Group Inc. regarding an agreement to lease in accordance with the request for proposal for the two (2) hectare lease site situated at the corner of Cordelia and Coolbellup Avenues in Coolbellup.

Due to Local Government reform, an issue with land contamination and the staging of the land transfer from Landcorp the land availability was delayed for 4 years.

In 2016, after the site earth works were complete and the land was ready to be developed Bethanie Group decided to withdraw from the lease negotiations with the City of Cockburn due to project funding and timing capacity reasons.

The land has been transferred from the State of Western Australia to the City in fee simple.

The Council is therefore able to enter into lease negotiations, subject to WAPC consent to the Lease pursuant to the requirements of the Planning & Development Act 2005, with another suitably qualified and experienced not for profit organisation which has the capacity to deliver the original Request For Proposal requirements.

Following Bethanie Group withdrawing from lease negotiations, the City approached the second compliant not for profit respondent to the original 2012 Request for Proposal which is Southern Cross Care WA Inc. to determine interest in negotiating an updated Request For Proposal.

SCC subsequently decided that they would commit to developing an updated Request For Proposal which required a significant investment in architectural and consultancy resources.

SCC submitted the updated proposal to the City on the 17 October 2017.

The SCC revised RFP proposal has been evaluated by the City's Procurement Services Unit as being compliant with all elements of the City's Request For Proposal 01/12 Lease- Land Age Friendly Development Coolbellup WA.

The SCC Proposal Response provides a range of seniors' housing that meets the needs of low and moderate income households, delivered within a model that offers access to high quality care, either residential or home care, tenant management and maintenance services to householders and the broader precinct.

Stage 1 comprises 12 two (2) bed villas and 34 two bed apartments and communal facilities, and will provide the financial base for the ongoing development of the site and address the City of Cockburn's identified need to provide housing opportunities to older and smaller household types in higher density developments. At the completion of the development, 20% of these dwellings will be converted to rental properties for affordable housing. These apartments will receive home based care for those who have that need and as the Commonwealth releases higher Level Care packages, provide the opportunity for the residents to receive the highest levels of care possible, within their home.

Stage 2 will comprise 18 dementia specific residential aged care places and 53 two bed, two bath dual keyed aged care apartments along with common services, built to a standard which facilitates the use of these aged care apartments as either residential aged care beds or stand - alone apartments.

The development of these apartments will be at the forefront of innovation and represent true 'ageing in place' dwellings not associated with a stand - alone aged care facility.

As with each stage, there will be provision of communal facilities which will provide amenity to the residents within each stage until the central communal facilities are completed.

As stated, these apartments are built specifically for the residents to 'age in place' and are suitable for care provision, utilising either home based care, or residential care, models.

Stage 3 will provide a further 78 two bed, two bath dual keyed aged care apartments along with under croft parking and communal facilities. Once again, these apartments are suitable for care provision, utilising either home based care, or residential care, models.

These 18 dementia places are the only permanent residential bed places on the site, with the 131 dual keyed aged care apartments in stages 2 and 3, providing the flexibility to increase or decrease the number of aged care places in line with demand, potentially to a maximum 280 residential care places should that become necessary.



### Priority Access to Coolbellup and Cockburn Residents

Priority access to Coolbellup and Cockburn residents will be a key imperative of the marketing program for the development. Southern Cross Care will focus its marketing efforts through the use of print advertising in community newspapers and through its web based advertising. Southern Cross Care will market the project through participation in community information events. Affordable accommodation will be prioritised for those residents who meet the affordable housing criteria and show a strong link to the Coolbellup and Cockburn areas.

### Concept Plan

The proposed development of the lease area, bounded to the north and west by Cordelia Avenue and Coolbellup Avenue is laid out in the architectural drawings in Attachment 1. (Drawings 3161 SK1 – SK4).

Stage 1 comprises 12 two-bedroom two bath apartments Villas and 34 two bedroom two bath apartments and communal facilities on the eastern side of the site.

Stage 2 comprises 18 dementia specific residential aged care places and 53 two bed two bath dual keyed aged care apartments with communal facilities on the southern side of the site.

Stage 3 Completion 2023 comprises 78 two bed two bath dual keyed aged care apartments, communal facilities and allied services in a 4 storey building on the northern side of the site, fronting Cordelia Avenue.

The entire development will be extensively landscaped to promote a village environment and sense of community. Pedestrian links to the shopping centre to the north will be provided promoting use of the community facilities which include a library, medical centre and community centre.

Parking will be provided on site for residents, staff and visitors according to the parking requirements of the City of Cockburn.

This is a significant capital works development estimated at approximately \$60 Million over all stages. Southern Cross Care will be responsible for all the development and ongoing operational costs for the Facility.

If agreed, Southern Cross Care will partner with the City through a land lease to enable the identified community need for additional Residential Aged Care and affordable seniors` accommodation to be delivered in Coolbellup.

The recommended key terms of the lease and the proposed development include:

1. a long term lease period of 50 years, with an optional further term of 49 years which was determined as necessary for the development to be viable for a not for profit organisation;
2. agreed rent in the RFP is \$11,000 plus GST per annum, subject to an annual CPI review is also considered necessary to enable the organisation to have the capacity to develop and manage the site;
3. ensures accommodation priority is given to Coolbellup residences, as the facility will be constructed on the excess of POS in the area; and
4. SCC will also be responsible for all development, and operational costs.

It is therefore requested that subject to the recommended key terms and conditions Council consent to enter into negotiations for a long term Lease Agreement with Southern Cross Care WA Inc.

### **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.

#### 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**

Southern Cross Care will be responsible for all capital works development costs including the developer contribution costs which are

estimated to be \$60 Million in Value. Southern Cross Care will also be responsible for the all operational costs for the Aged Care and Seniors Accommodation development.

SCC will be responsible for its own legal costs and other administration costs.

The City will be responsible for the final costs in drawing up the lease agreement and lease registration cost. The City will receive an \$11,000 plus CPI rental payment per annum.

### **Legal Implications**

The City of Cockburn is exempt from the requirements of section 3.58 *Local Government Act 1995* by way of s30(b)(i) *Local Government (Functions and General Regulations) 1996* because Southern Cross Care WA incorporated is deemed to be an organisation that has the 'objects of which are of a charitable, benevolent, religious, cultural, educational, recreational, sporting or other like nature'.

### **Community Consultation**

Community consultation was carried out in earlier stages of the process to determine the community need for the land use.

### **Risk Management Implications**

If Council enters into the lease negotiations then the land is likely to be developed into a \$60 Million Residential Aged Care and Affordable Seniors accommodation development which will benefit Cockburn residents and meet an identified community need. If Council does not proceed with the lease negotiations then it is likely to cause reputation damage as significant investment has been undertaken by Southern Cross Care in good faith in developing a revised Request For Proposal response which meets all of the original Council requirements.

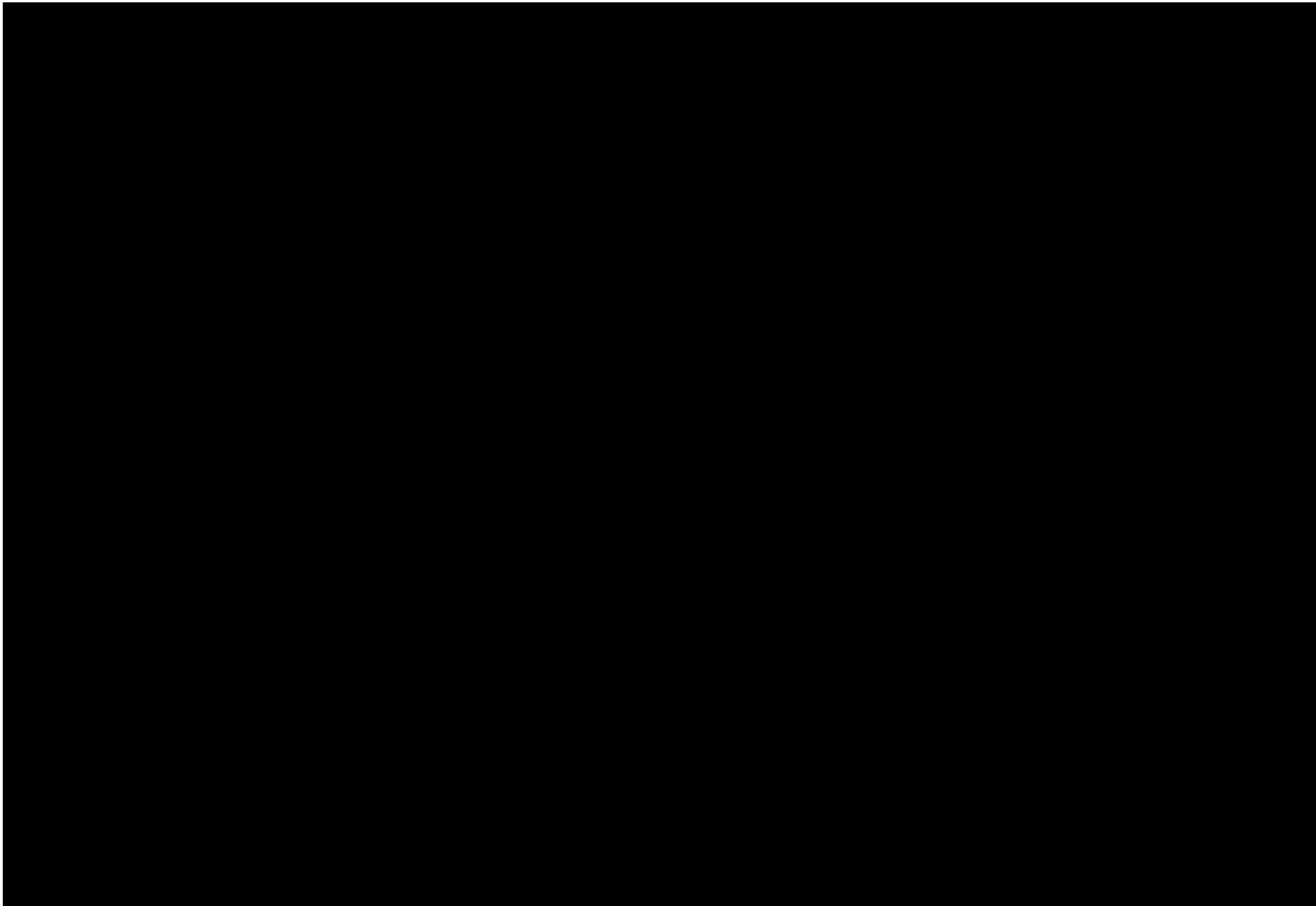
### **Advice to Proponent(s)/Submissioners**

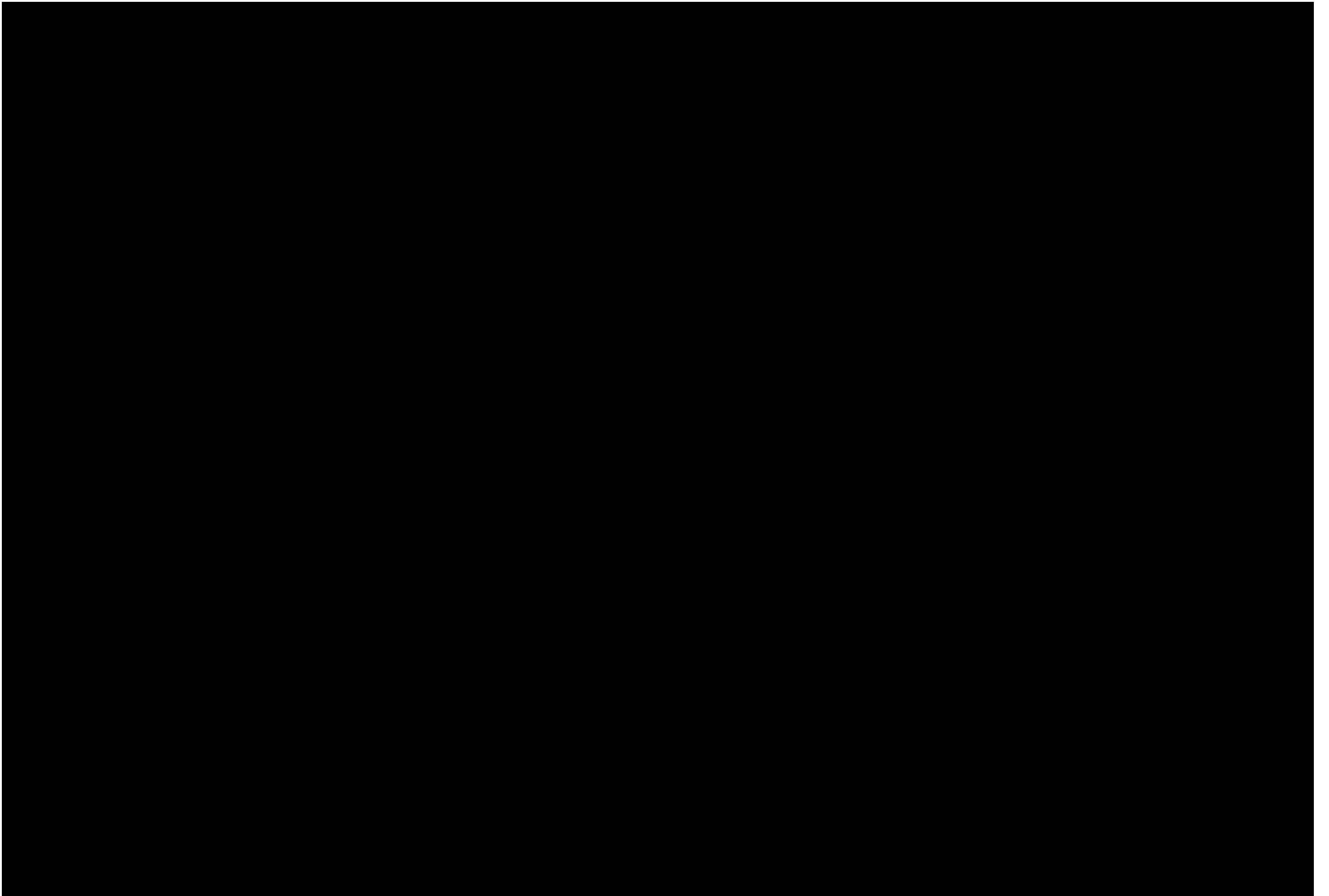
The Proponent(s) have been advised that this matter is to be considered at the 8 February 2018 Ordinary Council Meeting.

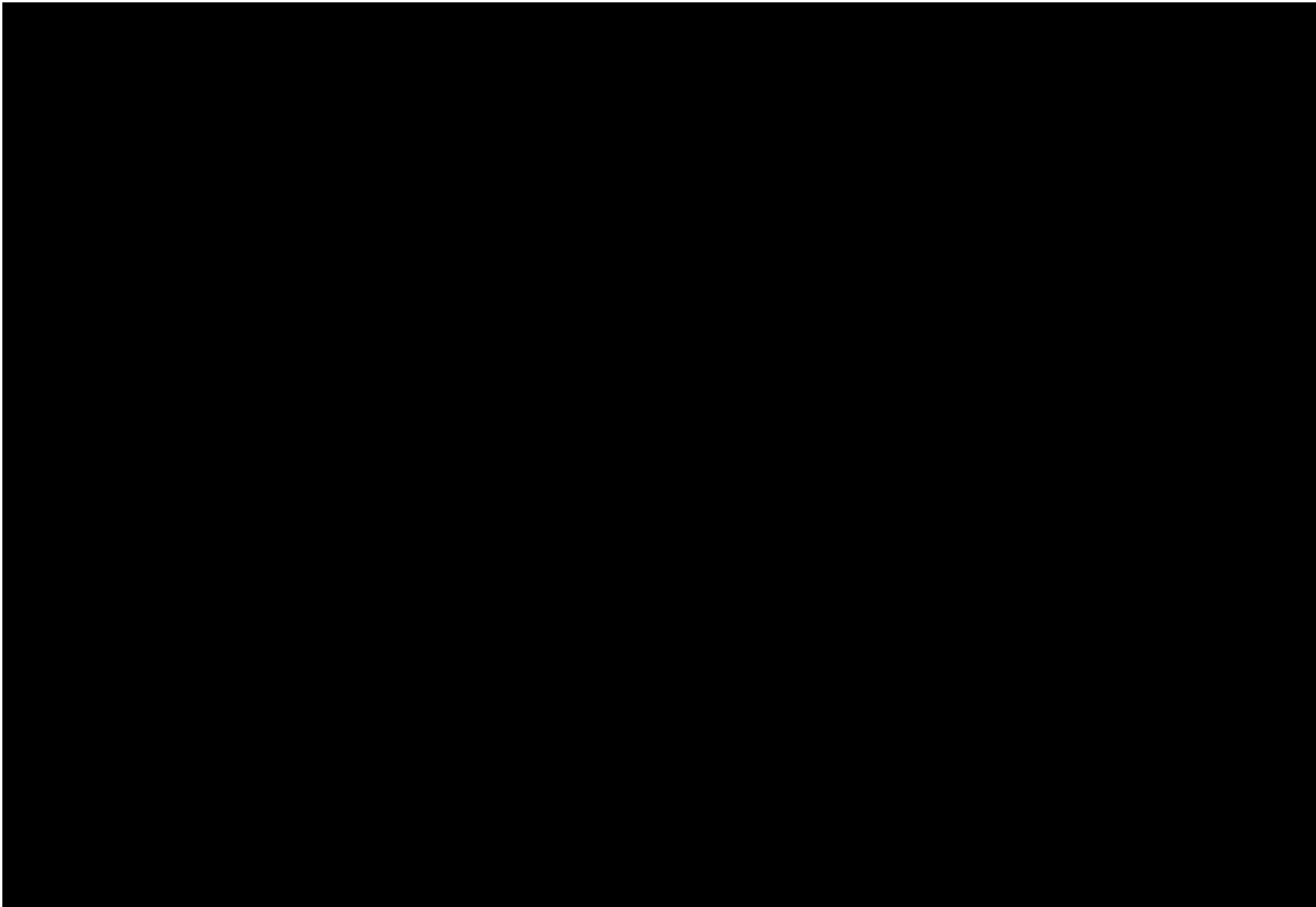
### **Implications of Section 3.18(3) *Local Government Act, 1995***

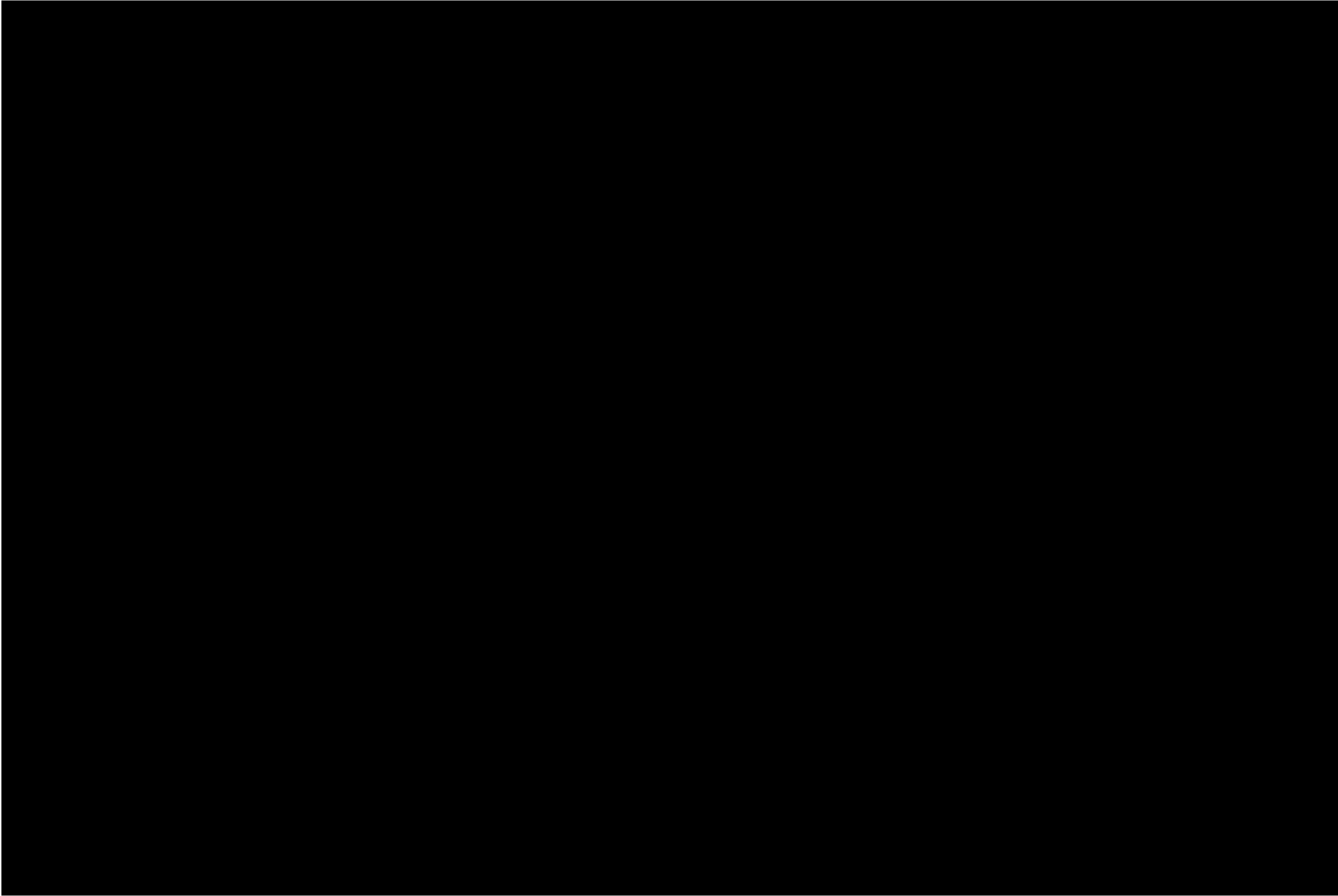
Nil



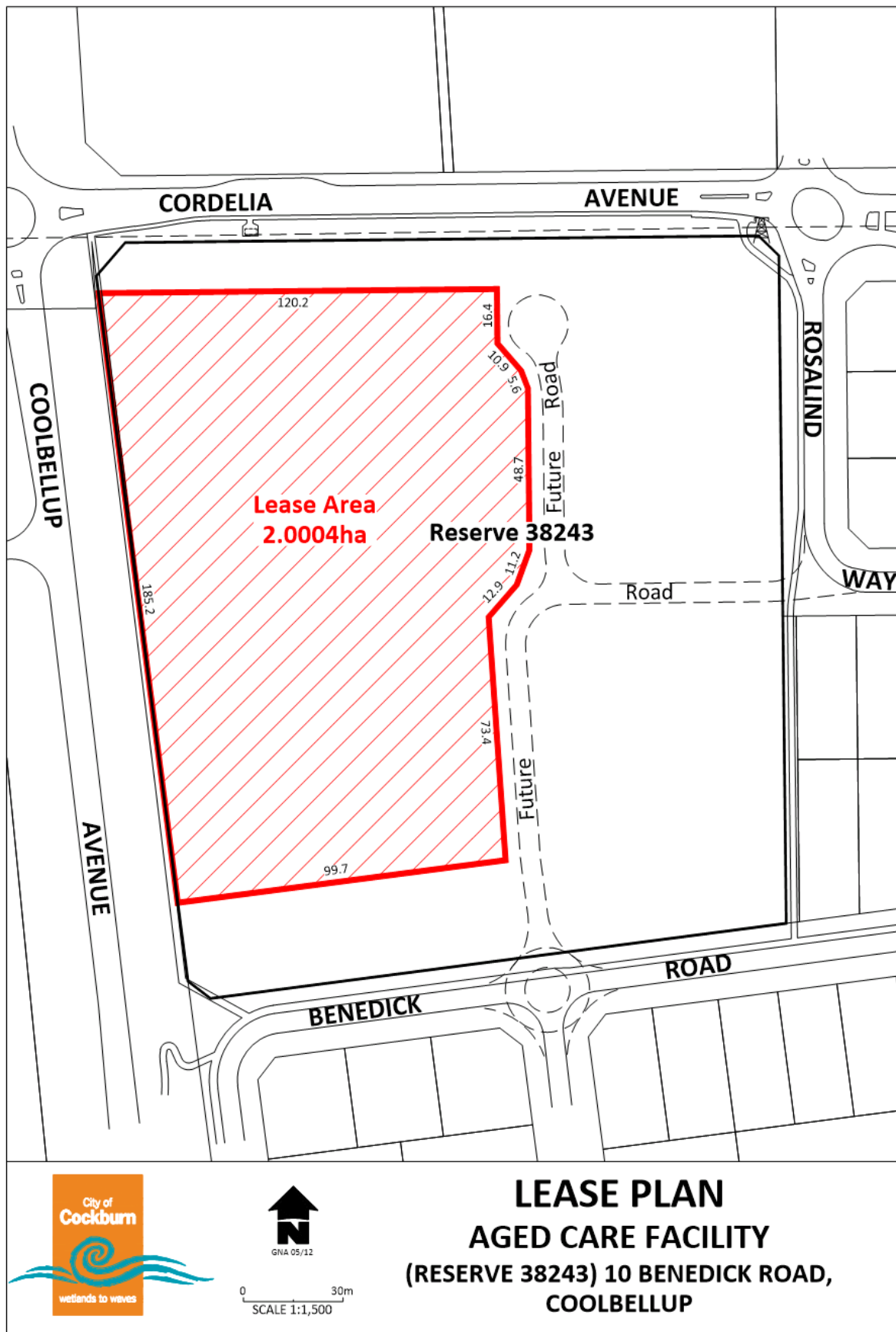












**18.2 ADOPTION OF DISABILITY ACCESS AND INCLUSION PLAN 2017-22**

<b>Author(s)</b>	G Bowman and B Freeman
<b>Attachments</b>	<ol style="list-style-type: none"><li>1. Final Draft DAIP 2017-2022 - approved by Dept of Communities <a href="#">↓</a></li><li>2. Draft DAIP Implementation Plan 2017-2022 - final <a href="#">↓</a></li><li>3. Budget Implications Report <a href="#">↓</a></li></ol>

**RECOMMENDATION**

That Council

- (1) adopt the Disability Access and Inclusion Plan 2017-2022 and associated Implementation Plan, as attached to the agenda;
- (2) ensure that any financial implications of the Plan are included for consideration in Council's strategic and Annual budget planning documents;
- (3) require an annual progress report of the Disability Access and Inclusion Plan to be provided each year to the Department of Communities (formerly Disability Services Commission) by 30 June each year;
- (4) require progress of the Disability Access and Inclusion Plan to be included in the City's Annual Report, as required by the Disability Services Act 1993 (amended 2004); and
- (5) review the Disability Access and Inclusion Plan by February 2022.

**Background**

The Disability Services Act 1993 (amended 2004) requires public authorities to develop and implement a Disability Access and Inclusion Plan (DAIP), which must be reviewed at least every five years.

The Act requires public authorities to continuously work toward improving access and inclusion for people with disability across seven mandated outcome areas; services and events, facilities and buildings, information, customer service, complaints processes, public consultations and employment opportunities provided by the authority.

The principle of this legislation is to ensure that people with disability can access services provided by local governments in Western Australia and that these services facilitate increased independence, opportunities and inclusion for people with disability in the community.

DAIPs provide a framework for the public authority to identify areas where access and inclusion can be improved and strategies for how to address them.

The City's progress toward achieving its DAIP strategies must be reported annually to the Department of Communities (formerly Disability Services Commission) and be included in the City's annual report.

The City's first DAIP was implemented in 2007-2012 and its second DAIP was developed for 2012-2017. Following a process of research and consultation, the City's next DAIP for 2017-2022 has been developed.

### **Submission**

N/A

### **Report**

It is a requirement of the Disability Services Act (1993) that the City review its DAIP at least every 5 years. The City's existing DAIP was due for renewal in November 2017 however the Department of Communities granted an extension until February 2018.

The City has undertaken a process to review the City's DAIP 2012-2017 in line with legislative requirements.

Following a Request for Quote for Consultancy Services, the City contracted EQUAL Disability Consultants to review the DAIP 2012-2017 and develop strategies for a new five year plan in collaboration with the Manager Community Development and the Disability Access and Inclusion Officer.

The consultant has:

- Reviewed the existing Disability Access and Inclusion Plan 2012-2017.
- Consulted with relevant City staff, consumers, community organisations and Service Providers to identify existing and potential access and inclusion issues within the City.
- Developed a revised DAIP 2017-2022 that meets with the requirements of the Disability Services Act, the City's Position Statement on Access and Equity, and the identified consultation and research process.
- Undertaken demographic analysis and research to identify current and future trends in the disability sector.
- Developed a new DAIP which outlines specific strategies relevant to each mandated outcome area.

- Included the City of Cockburn Disability Reference Group in the review process.
- Presented a briefing to Elected Members on the revised DAIP.

The review and consultation process has found that the City's DAIP 2012–2017 provided a sound framework to develop and maintain a wide range of initiatives, and support systemic changes within council processes to promote access and inclusion.

A list of initiatives undertaken during the City's DAIP 2012-2017 which promote access and inclusion are included in the reviewed Plan. Some of the key initiatives were:

- Auslan interpreting introduced at some events.
- Access considerations during upgrades at beaches, playgrounds and other Council facilities.
- Installation of a Changing Place at Bibra Lake Regional Playground.
- Accessible facilities at the Cockburn ARC.
- City of Cockburn and Cockburn ARC websites achieving AA-level Web Content Accessibility Guideline accreditation.

According to 2016 statistics, an estimated 13,420 (12.8%) people with disability live in the City of Cockburn. Furthermore, 3952 (9.8%) of residents in the City of Cockburn identify as providing unpaid care to a person with disability, long term illness or old age. Access difficulties can also be experienced by other cohorts of the population, including seniors, people with temporary disability through injury or illness, people with language barriers and families with young children, resulting in a broad need for accessible local communities.

The Act requires the City to address the following seven outcome areas.

1. People with disability have the same opportunities as other people to access the services of, and any event organised by the City of Cockburn.
2. People with disability have the same opportunities as other people to access the buildings and facilities of the City of Cockburn.
3. People with disability receive information from City of Cockburn in a format that will enable them to access the information as readily as other people are able to access it.
4. People with disability receive the same level and quality of service from City of Cockburn staff as other people receive.

5. People with disability have the same opportunities as others to make complaints to the City of Cockburn.
6. People with disability have the same opportunities as other people to participate in any public consultation by City of Cockburn.
7. People with disability have the same opportunities as other people to obtain and maintain employment with the City of Cockburn.

The review and consultation process has identified priority strategies for the City's new DAIP across each of the seven mandated outcome areas.

A separate Implementation Plan has been developed which outlines actions the relevant Business and Service divisions across the City can undertake to achieve the DAIP strategies. There are 109 actions in the Plan, shared across City Business and Service divisions as appropriate. Each action identifies the estimated time for completion, the Manager responsible, and the estimated resource implication. This level of detail will assist the City to implement the DAIP in accordance with the requirements of the Act.

The Disability Access and Inclusion Officer have consulted with relevant Business and Service Unit Managers to determine whether the actions are; achievable; timely; and whether they have resource implications.

Ten priority actions have been identified from the Implementation Plan:

1. Develop a City of Cockburn-specific checklist and resources for the provision of accessible events and services.
2. Develop a policy that will require officers to consider accessibility in project planning and budgeting, including when to employ an accredited access consultant or involve the Disability Reference Group.
3. Continue to improve the accessibility and compliance of buildings, parks and pathways around the City.
4. Emergency evacuation procedure development, reviews and testing will consider disability egress requirements across City sites.
5. Staff to receive training in digital accessibility, including how to create accessible Word and PDF documents, as the City strives to achieve and maintain its WCAG 2.0 accreditation for all new and existing websites.
6. Implement a comprehensive suite of awareness training on inclusion for City staff.

7. Upgrade the City's beach wheelchair to a model which meets a wider range of disability needs and review ways beach wheelchairs can be made more available to the public
8. Develop an e-newsletter to disseminate access and inclusion information and celebrate City successes with community subscribers
9. Develop linkages with local Disability Employment Services and Disability Support Organisations to promote advertised employment opportunities at the City of Cockburn
10. Develop 'Good Practice' guidelines for businesses within Cockburn to promote access and inclusion and the employment of people with disability

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

#### Moving Around

Identify gaps and take action to extend the coverage of the cycle way, footpath and trail networks.

#### Community, Lifestyle & Security

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

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

#### Economic, Social & Environmental Responsibility

#### Leading & Listening

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

### **Budget/Financial Implications**

The Disability Services Act requires the City take all practicable measures to ensure the DAIP is implemented by the authority, its officers, employees, and relevant agents and contractors, subsequent to it being accepted by the Department of Communities.

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

As contained in the Plan and in the attached Budget Implications Report, over the five year period it is estimated that \$493,000 of additional municipal resources will be required to implement the strategy actions across the City.

The actions have been discussed with relevant Managers and the additional resource implications have been discussed with the Director of Finance.

### **Legal Implications**

The Western Australian Disability Services Act 1993 (amended 2004) requires state government agencies and local government authorities to:

- Develop a DAIP which furthers the principles and objectives of the Act and the seven Standards in Schedule 2 of the Disability Services Regulations 2013
- Take all practicable measures to ensure that the plan is implemented by the local government, its officers, employees and relevant agents and contractors
- Review its plan at least every 5 years
- Undertake public consultation, as specified in the regulations, when preparing, reviewing or amending its plan
- Communicate the review or amended plan to its employees through the methods specified in the Disability Services Regulations 2013
- Lodge review reports, amended plans or new plans with the Department of Communities (formerly the Disability Services Commission).
- Report to the Department of Communities annually on progress made by the Local Government and its Agents and Contractors in achieving the DAIP outcomes.
- Report information about DAIP progress in the Annual Report.
- Make the DAIP available in alternative formats on request.

Other legislation that impact on the provision of accessible services, facilities and information include:

- The Commonwealth Disability Discrimination Act (1992).
- The Equal Opportunity Act (Western Australia amended 1988).
- Building Code of Australia, Access to Premises Standards and Australian Standards.
- Web Content Accessibility Guidelines 2.0.

The City's existing DAIP was due on November 7, 2017, however the Department of Communities have granted an extension until February 2018. The new DAIP is required to be lodged with the Department of Communities as soon as possible after it has been formally adopted by Council.

### **Community Consultation**

The consultants spoke with and listened to people with disability, family members and carers of people with disability, disability advocates, disability service providers, interested community members and City staff.

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

- online survey
- hard copy survey
- at a public meeting with Auslan interpreting
- face to face interview
- phone interview
- SMS feedback.

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

The consultation was promoted:

- in the Cockburn Gazette
- on the City of Cockburn and Comment on Cockburn websites
- on the City's Facebook page
- at the City's Libraries, Seniors Centre, Youth Centre, ARC and administration building
- via the Disability Reference Group
- directly to key stakeholders in the networks of the consultants and the Disability Access and Inclusion Officer via email and social media.

A total of 203 individual submissions were received during the consultation including 130 from community members and 73 from staff.

Of the community respondents:

- 54% identified as having a disability
- 72% were City of Cockburn residents
- 53% identified as being a disability advocate



- 36% were service providers
- 6.5% were from a non-English speaking background

Of the staff respondents, 10.5% identified as having a disability while 31.5% had an immediate family member with disability.

The consultation findings indicate that overall, people with disability enjoy living in the City of Cockburn and residents with disability highly value and utilise Cockburn's inclusive community facilities, programs and services.

Themes from the consultation included resident satisfaction with the City's:

- Youth Services
- Cockburn Community Care
- Seniors Centre
- Cockburn ARC's accessible facilities, in particular the warm water pool and facilitation of inclusive basketball
- Changing Place Facility and accessible play equipment at Bibra Lake Regional Playground
- Beach matting and beach wheelchair
- New City website
- Cockburn Soundings
- Travel Smart consultation method and process
- Having a Disability Access and Inclusion Officer position

The consultation findings also identified some areas the City can improve.

Themes from the consultation for improvement included:

- Physical access to City buildings and events, such as steep inclines and terrain.
- Signage at the administration building and Integrated Health Facility.
- Transport and accessing facilities at City events, i.e. bins, shelter and water and adequate provision of parking, drop off points, toilets and information.
- Entry at the ARC, including affordability of fees and court hire costs, the ARC not being a RecLink provider and staff application of the Companion Card; i.e. carers not just spectating but being allowed to participate.

- More ACROD bays in general and more consideration of the location of ACROD bays.
- Emergency egress for people with disability at public buildings, such as visual alerts for people who are deaf at the ARC and administration building.
- Ongoing improvements to pathways in parks, streets and public spaces including continuity of pathways to play equipment, barbecues, water, seating.
- More accessible housing availability, there are not enough accessible houses or rentals, including space to store equipment.
- Ongoing consideration to accessible beaches, including sand-build up at Coogee Beach and accessible change facilities.
- Need to ensure captioning on all videos posted by the City.
- Staff training – need for accessible information training and more disability awareness training, focusing on inclusion.
- Some staff are not aware of the complaints process and details are not clearly outlined on the website for the public.
- Need to better promote supports available for public consultation, such as interpreting.
- Need to actively engage with the disability community for employment.

### **Risk Management Implications**

If the Plan is adopted as recommended the financial implications of the actions contained in the Plan will need to be considered by Council in the relevant financial year and included in the Long Term Financial Plan and Workforce Plan.

If the plan is not adopted by Council the City will not have a current DAIP and will be non-compliant to its obligations under the Disability Services Act 1993.

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

N/A

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

Nil



# Disability Access and Inclusion Plan

**2017 – 2022**

**This DAIP is available in alternative formats on request, including electronically by e-mail or through the website, audio format, hard copy and large print.**

**DRAFT**

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## Executive Summary

The City of Cockburn's Disability Access and Inclusion Plan 2017 – 2022 outlines their commitment to building an accessible community for all residents, visitors and investors, supporting their mission:

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

Current figures indicate that disability impacts on up to one third of our population, being people with disability and carers.

The City acknowledges the environment plays a substantial role in determining the extent to which a person experiences disability and recognises it has an important role to play in creating accessible and welcoming communities (including but not limited to physical, digital and social environments), as this can substantially assist in reducing the impact of disability amongst community members.

To develop this plan, City of Cockburn was informed by feedback from the community; including individuals with disability, organisations who support people with disability and families, carers and advocates of people with disability. The City also listened to their staff, acknowledging gaps in knowledge and skills whilst recognising inclusive practices currently in place, looking for opportunity to further enhance, strengthen and build on these. Background research into legislation, recognised good practices and trends, rounded out the information used to develop strategies within the plan.

The plan, with the associated implementation plan will guide the City through the next five years as it works to develop a community that is inclusive and welcoming of all members by strengthening strategies already in place and working to overcome barriers identified to full inclusion for all community members. The Disability Access and Inclusion Plan outlines how the City will achieve this in the seven legislated areas of:

- Services and events
- Facilities and buildings
- Information
- Customer service
- Complaints processes
- Public consultations
- Employment opportunities at the City

## 1 Introduction

The City of Cockburn is committed to creating an accessible and inclusive community for everyone. The aim of this Disability Access and Inclusion Plan is to help the City with the coordination of planning and activities to ensure all community members have equal access to:

1. Services and events
2. Facilities and buildings
3. Information
4. Customer service
5. Complaints processes
6. Public consultations
7. Employment opportunities at the City

### Vision and Mission

The City's mission is to make the City the most attractive place to live, work, visit and invest, within the Perth Metropolitan area.

The City's Access and Equity Position Statement outlines its commitment to maintain and improve the quality of life of its residents. This is achieved by creating an accessible and inclusive community in which information, services, facilities, decision-making processes and other activities are open and available to all residents, and in which resources are distributed equitably according to need. The Statement was most recently reviewed on 8 September 2016.

### Disability demographics

The [Australian Bureau of Statistics](#) conducts a survey of Disability, Ageing and Carers every five years. Data from the 2015 Survey of Disability, Ageing and Carers estimated that 4.3 million Australians, or 18.3% of the population, had a disability. Add to that the estimated 2.7 million Australians who are carers (12% in 2012), and disability therefore impacts on about one third of the population.

By 2026 the number of people with disabilities in Western Australia is expected to increase by more than 210,000, due mainly to our ageing population. The proportion of the State's population of people aged under 65 with disability is expected to remain relatively steady.

### Who lives in Cockburn?

The City of Cockburn is one of Perth's fastest growing local government areas. From 2011 to 2016 the City's population increased by 16.5%. The current population of more than 110,000 people is projected to grow by almost 50% by 2036.

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According to the Australian Bureau of Statistics, Census of Population and Housing, 2016 statistics, there are an estimated 13,420 (12.8%) people with disability living in the City of Cockburn. This includes 3,952 (3.8%) people who have a severe or profound disability (identify as in need of assistance). See Appendix 1 for further information on the changing need for assistance over time.

A total of 8205 (9.8%) of the population in City of Cockburn identified as providing unpaid care to a person with disability, long term illness or old age.

The average age of a City of Cockburn resident is 35 years, with 23.6% of the population aged newborn to 17, and 16.4% aged 60 years and over.

Other diversity factors within the City of Cockburn are:

- 7.7% of the population is aged over 70 years,
- 34% were born overseas, and
- 21% speak a language other than English at home.

### Where do people live?

The following table outlines where people who require assistance live within the City of Cockburn.

<b>Suburb</b>	<b>Population identifies as requiring assistance.</b>	<b>Percentage of total number of people requiring assistance (3978)</b>
<b>Yangebup</b>	281	7.1%
<b>Success</b>	287	7.2%
<b>Spearwood</b>	616	15.5%
<b>South Lake</b>	283	7.1%
<b>North Lake</b>	38	1.0%
<b>Munster</b>	140	3.5%
<b>Leeming</b>	284	7.1%
<b>Jandakot</b>	61	1.5%
<b>Hammond Park</b>	78	2.0%
<b>Hamilton Hill</b>	627	15.8%
<b>Coolbellup</b>	289	7.3%
<b>Coogee</b>	164	4.1%
<b>Bibra Lake</b>	273	6.9%
<b>Beeliar</b>	229	5.8%
<b>Banjup</b>	52	1.3%
<b>Aubin Grove</b>	187	4.7%
<b>Henderson</b>	0	0.0%
<b>Cockburn Central</b>	38	1.0%
<b>North Coogee</b>	35	0.9%
<b>Wattleup</b>	16	0.4%



## Legislation

The [Disability Services Act 1993](#) (amended 2004) requires all local governments to have and implement a Disability Access and Inclusion Plan (DAIP), which must be reviewed at least every five years.

The Act adopts consistent definitions and assurances as outlined in other related Acts and Conventions, including:

- Western Australian Equal Opportunity Act 1984 (amended 1988)
- Commonwealth Disability Discrimination Act 1992
- United Nations Convention of the Right of Persons with a Disability

The Act defines disability as that which:

- is attributable to an intellectual, psychiatric, cognitive, neurological, sensory or physical impairment or a combination of those impairments;
- is permanent, or likely to be permanent;
- may or may not be of a chronic or episodic nature;
- results in –
  - substantially reduced capacity of the person for communication, social interaction, learning or mobility; and
  - a need for continuing support services.

The Act further requires that:

- All practicable measures must be undertaken to ensure the DAIP is implemented by the City, its officers and relevant agents and contractors
- Public consultation must be undertaken by key stakeholders
- Public consultation must be advertised through the local government's local paper
- The DAIP must be made available in alternative formats on request
- The DAIP must be lodged with the Disability Services Commission
- The DAIP must be promoted on the City's website and advertised in the local paper
- Progress of the DAIP must be reported annually to the Department of Communities (Disability Services)
- The DAIP progress is to be reported in the City's Annual Report.

The City acknowledges the environment plays a substantial role in determining the extent to which a person experiences disability and recognises it has an important role to play in creating accessible and welcoming communities (including but not limited to physical, digital and social environments), as this can assist in reducing the impact of disability amongst community members.

The City of Cockburn also recognises the DAIP has relevance for many other community members who may experience access difficulties, including:

- Families with young children
- Seniors
- People with temporary disability through injury or illness
- People with language barriers
- People with other access needs such as workers with trolleys.

Some ways the DAIP will benefit the groups above include:

- Strategies being developed in line with the principles of Universal Access
- Ongoing strategies to ensure information is available in alternative formats
- Review of City signage, pathways and building access
- Ongoing strategies to provide accessible and inclusive events and services, and
- Review and development of relevant training for staff and volunteers.

## 2 Current Services

The City of Cockburn provides a range of [services, activities, and events](#) inclusive of people with disability as well as initiatives to ensure this inclusivity; including:

- Sponsorships and grants.
- Dedicated Disability Access and Inclusion Officer.
- The City has a Disability Reference Group available to give feedback and advice to the City on projects, initiatives and service.
- Recreation Services including access to the Kidsport program.
- Cockburn Support Services - community service for individuals or families, including counselling, advocacy, referrals, groups and workshops.
- Financial Counselling - free, community service for individuals or families to develop the skills, knowledge and confidence to take control of their finances
- Cockburn Parenting Service – offers parenting support to families with young people up to 18 years, to manage the challenges of parenting and build close, connected relationships.
- Library Services offer a home delivery program, inclusive activities and adaptive technology.
- Cockburn Community Care provides respite, support and services for people with disability.
- Inclusive services and events through Kwobarup Aboriginal Club, Cockburn Seniors Centre and Youth Services.
- The Creating Accessible Events Checklist is provided to event hosts within the City.

## 3 Achievements to Date

The City of Cockburn has made considerable progress over the years to provide or improve access for people with a disability. Progress against the City's 2012 – 2017 DAIP has been reported annually to the Department of Community Services – Disability Services (formerly known as Disability Services Commission). Feedback during the consultation acknowledged some of the reported progress to date including:

- Auslan interpreting introduced at some events, and on request
- Creation of the full time Disability Access and Inclusion Officer position
- Provision of inclusive services for children and parents, youth and seniors
- Provision of the Companion Card program at the Cockburn Aquatic and Recreation Centre (ARC)
- Access considerations during upgrades at beaches, playgrounds and other Council facilities
- Development of the accessible beach at Port Coogee, also known as Ngarkal Beach
- Installation of accessible play equipment at Bibra Lake Regional Playground
- Installation of a Changing Place Facility at Bibra Lake
- Design of the Cockburn ARC includes a number of access features
- Upgrading of pathways in response to community feedback
- City of Cockburn and Cockburn ARC websites achieved Web Content Accessibility Guidelines 2.0 AA level accreditation
- Consultation with the City of Cockburn Disability Reference Group during the planning stage for developments
- Public consultations conducted using a range of formats, including focus groups
- Employment of the Supported Work Crew and individuals with disability.

The consultation also provided positive community and staff feedback regarding the high quality inclusive service provided by the City of Cockburn Youth Services, Seniors Centre, Cockburn ARC, Library and Cockburn Community Care.

'The Youth Centre is easy for the youth with disability to access, now our child goes back there independently'. Community member

In September 2017, the City of Cockburn's leadership as a local government in the inclusion of people with disability in employment, the formation of a Disability Reference Group and inclusion in other City activities; was recognised when CEO, Stephen Cain was awarded the Lighthouse Project's Metropolitan Local Government Leadership Award.

#### **4 Links to the Strategic Community Plan 2016 – 2026**

The DAIP contributes to the City's overarching work in meeting the themes and objectives of the City's Strategic Community Plan:

<b>Community Strategic Plan Themes</b>	<b>DAIP strategy links</b>
<b>City Growth</b> Planning for the population growth of our City and maintaining a strong financial position	7.1
<b>Moving Around</b> Facilitating safe, efficient, connected and sustainable movement around the City	1.4 2.2, 2.4, 2.5, 2.6 7.2
<b>Community, Lifestyle &amp; Security</b> Providing safe, attractive, healthy programs and infrastructure for a diverse range of activity and people	1.1, 1.3, 1.5 2.3, 2.7
<b>Economic, Social &amp; Environmental Responsibility</b> Enabling a sustainable future economically, socially and environmentally; including business activity, job opportunities and sustainable use of resources	1.2, 1.6 2.1 4.1, 4.2, 4.3, 4.4, 4.5 7.3, 7.4, 7.5.
<b>Leading and Listening</b> Being accountable to our community and engaging through multiple effective communication channels	3.1, 3.2, 3.3, 3.4, 3.5 5.1, 5.2, 5.3, 5.4 6.1, 6.2, 6.3

## 5 Consultation

While reviewing the City of Cockburn's DAIP 2012-2017 and developing a new five year DAIP, consultation was carried out with staff and community members to identify progress to date, remaining barriers to access and inclusion and potential strategies to be incorporated into the new DAIP.

The City engaged E-QUAL to work on the stakeholder engagement with the City's Disability Access and Inclusion Officer. The engagement plan including a draft community survey which was reviewed by the City's DAIP Steering Group and Disability Reference Group.

During the consultation period, community members and agencies could have their

say by:

- Completing an online survey or a hard copy survey
- Attending a public meeting with Auslan interpreting provided
- Calling E-QUAL for a phone survey
- Providing SMS feedback
- Requesting an alternative feedback option e.g. survey in an alternative format or opportunity to meet with consultants

Staff could have their say by:

- Completing an online survey
- Attending an internal workshop

The promotion of the consultation included advertising:

- In the Cockburn Gazette local newspaper on Tuesday 5th, 12th and 19th September 2017
- On the City of Cockburn and Comment on Cockburn websites
- On the City's Facebook
- At the City of Cockburn Libraries (Coolbellup, Spearwood and Success), Seniors Centre, Youth Centre, Aquatic and Recreation Centre and administration building
- To all staff via email and intranet notification
- Directly to the DAIP Steering Group and Disability Reference Group
- Directly to other key stakeholders identified by the City and the consultants including service providers from government and non-government agencies, disability, aged care, children, youth, Aboriginal and culturally and linguistically diverse backgrounds, through email and social media

A total of 203 individual submissions were received during the consultation including 130 from community members and 73 from staff.

Community members who contributed to the consultation identified as:

- Having a disability – 54%
- Resident of City of Cockburn – 72%
- Disability Advocate – 53%
- Service Provider 36%
- From a non-English speaking background – 6.5%

Note – not all contributors provided demographic information.

Of the 73 staff who completed the survey, 10.5% identified as having a disability while 31.5% had an immediate family member with disability.

The consultation recognised what the City of Cockburn is doing well to ensure inclusion of all community members, such as:

- Support for inclusive sporting groups, including access to the basketball courts at the Cockburn ARC.
- Initiatives at the Jean Willis Centre (Cockburn Community Care) such as use of accessible vehicles, installation of a ramp and sensory garden and linking with other services and organisations.
- Consideration of inclusive play when developing playgrounds, including the installation of accessible play equipment at Birbra Lake.
- Consideration of access during refurbishment of City facilities.

When they refurbish public toilets and pathways they are considering access.  
Community member

- Providing accessible information in a range of ways including park signage, the city Website and the newsletter 'Cockburn Soundings'.
- Providing accessible training for all staff members, including the Work Crew members.
- Conducting the Travel Smart consultation.
- Including the Disability Reference Group in planning for projects, such as the ARC and Bibra Lake Playground.
- Involving all staff, including the Work Crew, in the Strategic Planning Process.

The consultation also identified barriers to access and inclusion within the City. These barriers included:

- Physical access to events, including access to facilities such as bins, water, toilets and play equipment once at the event.
- Physical access to all facilities at playgrounds and Public Open Spaces.
- Limited access to some areas within the Cockburn Aquatic and Recreation Centre (ARC).
- Location of Acrod parking at the Cockburn ARC.

'There is no parking at the ARC that doesn't involve crossing a road, they need to put a zebra crossing in, I am not sure if there is a low speed limit. This will make it safer for all children, not just children with disability'. Community member

- Need for accessible, safe road crossings between public transport and shopping centres and other facilities.
- Need for clearer signage in some areas and at events.
- Lack of captioning on City of Cockburn videos.
- Concerns around evacuation process at City facilities during an emergency for people with disability.

'Apart from in the pool area, there are no visual warning lights in the ARC complex. As a deaf person, if I am in the gym I don't know what is going on if there is an emergency'. Community member

- Need for more City information in alternative formats.
- Desire for regular staff training around diversity and inclusion.
- Need for simple complaints and feedback process that is easy for all to access.

'You constantly hear within the organisation to "put that in writing" - and that is difficult for people with English as their second language'. Staff member

The consultation also recognised opportunities for City of Cockburn to further embed practice and policy that supports the objectives of the DAIP.

This included:

- building additional strategies and checks into current procedures such as extending building checks beyond the current code requirements to enhance access

'Buildings seem to still be built to only Australian Standards which do not often appear adequate. We should have an access consultant involved at key stages throughout each project but from the beginning'. Staff member

- Broadening the objective of Outcome 7 to include supporting opportunities for employment for people with disability beyond City recruitment, to the community, including the City's Social Procurement Guidelines.

'Working with employers to provide education, awareness and opportunities on inclusive workplaces'. Community member

## 6 Developing the strategies

To develop the strategies, the City examined:

- Barriers and issues identified by the consultation,
- What the community and staff consultations identified as strategies, programs and practices that are working well to support access and inclusion for people with disability,
- What had been achieved through the implementation of the previous DAIP, along with strategies that had not been fully achieved,
- City of Cockburn demographics,
- Current legislative requirements, and
- Trends and best practices in the disability sector.

A workshop was held with City of Cockburn staff, representing the majority of the City's business units, to develop strategies for the DAIP 2017 – 2022, by reviewing the previous DAIP strategies and consultation feedback. The workshop was well attended and provided the opportunity for staff to enhance their understanding of the seven DAIP outcomes and how the City can continue to grow as an accessible and inclusive community.

The review of legislative requirements, trends and good practices showed that City of Cockburn has relevant and contemporary practice in place that can be further enhanced. Examples of this include:

- The 2014 revision of the Disability Services Act resulted in the previously optional Outcome 7 – employment opportunities for people with disability, becoming a mandatory requirement. The City of Cockburn has implemented a number of strategies to increase their number of employees with disability including:
  - Working with a local Disability Employment Service to employ Supported Work Crews,
  - Traineeship and work experience opportunities;
  - Implementation of social procurement processes and guidelines facilitating contracts to be awarded to Australian Disability Enterprises, supporting their employment of people with disability.

The success of the supported work crews was been highlighted in the comment made by a crew member during the consultation;

'It is good that the logo is on my uniform – that I work for City of Cockburn. People ask me what I do, and I say, I work for City of Cockburn'. Staff member.

- The voice of people with disability, families and carers has grown stronger over the past decade. This has been supported through legislative and policy directions providing significant investment in leadership development for people with disability and funding for self-advocacy/peer support groups as well as other factors including strong campaigning for the National Disability Insurance Scheme (NDIS) bringing people together and greater connectivity through social media. The City of Cockburn Disability Reference Group provides a valuable avenue for collaboration on the implementation of the DAIP.

As a result of the consultations and review, the following themes and priorities emerged:

- The need to embed practices and opportunities that enhance inclusion of people with disability and with other diverse backgrounds to fully participate in



City of Cockburn events, services and facilities.

- The need to adequately resource the strategies in the DAIP.
- Access requirements and checks need to be built into all stages of projects, developments and refurbishments conducted by City of Cockburn to ensure the end product is as accessible as the original vision.
- Embedding a commitment to continual review and improvement will strengthen the City's commitment to inclusion.

These practices and opportunities will continue to be strengthened and reached by strategies within the DAIP 2017 – 2022.

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## 7 Strategies

**Outcome 1 - People with disability have the same opportunities as other people to access the services of, and any event organised by the City of Cockburn.**

Strategies	
1.1	Develop accessible event resources, including a City of Cockburn specific checklist for staff.
1.2	Continue to improve induction and orientation of grant recipients, agents and contractors, on the City's requirements around access and inclusion reporting.
1.3	Apply Continuous Improvement Principles to accessibility of services provided by City of Cockburn, including a review of Companion Card procedures where relevant.
1.4	Consider transport needs and ease of access when planning events and delivery of services, including clear communication of options.
1.5	Continue to provide communication supports at events and services and respond to individual support requests.
1.6	Continue the provision of existing inclusive free and low cost activities by the City of Cockburn

**Outcome 2 - People with disability have the same opportunities as other people to access the buildings and other facilities of City of Cockburn.**

Strategies	
2.1	Allocate specific annual funding for buildings and facilities to meet optimal accessibility requirements.
2.2	New buildings and facilities, including significant upgrades, will adhere to, and where possible, exceed minimum disability access requirements.
2.3	Incorporate into policy the requirement to engage accredited access experts for City projects and redevelopments.
2.4	Review and implement evacuation plans considering disability at all City sites.
2.5	Continue to review and improve footpaths, dual use paths, public toilets, parking and signage.
2.6	Review community and recreation facilities, including facilities within public open spaces, to ensure continuous paths of travel are available, planned and maintained.
2.7	Facilities and equipment are provided that assist people with specific requirements.

**Outcome 3 – People with disability receive information from City of Cockburn in a format that will enable them to access the information as readily as other people are able to access it.**

Strategies	
3.1	Ensure marketing material and information produced by the City considers accessibility.
3.2	Aim to maintain and achieve WCAG 2.0 AA compliance of City websites and other digital platforms, through continuous improvement.
3.3	Promote availability of documents in alternative formats and provide them within a nominated timeframe.
3.4	Continue to promote events and services using a range of media.
3.5	Develop and implement a language services policy and procedures for interpreting and translation, including the National Relay Service and obtaining information in alternative formats on request

**Outcome 4 - People with disability receive the same level and quality of service from City of Cockburn staff as other people receive.**

Strategies	
4.1	Review Health and Safety Training and induction to include access and inclusion considerations.
4.2	Conduct a regular training needs survey of all staff and volunteers to identify and address staff training needs around access and inclusion.
4.3	Develop and implement a comprehensive suite of training on inclusion.
4.4	Ensure all staff have access to current information and resources around access and inclusion, including communication strategies and accessible information.
4.5	Develop the skills of relevant staff regarding universal access, inclusion , industry regulations and best practice.

**Outcome 5 – People with disability have the same opportunities as others to make complaints to the City of Cockburn.**

Strategies	
5.1	Review the complaints process considering accessibility of information, requirements of people with disability or English as their second language, and the supports and resources available.
5.2	Create more awareness of City of Cockburn's complaints procedure.
5.3	Ensure relevant staff are able to provide quality customer service responding to complaints, considering communication needs of all.
5.4	Review complaints and feedback process and wording to ensure people are confident to make the complaint without fear of retribution.

**Outcome 6 – People with disability have the same opportunities as other people to participate in any public consultation by City of Cockburn.**

Strategies	
6.1	Develop strategies to ensure community engagement is inclusive of people with disability.
6.2	Promote community engagements using a range of media, considering the needs of people with disability.
6.3	Ensure staff and contractors involved in community engagement are aware of alternative communication strategies.

**Outcome 7 – People with disability have the same opportunities as other people to obtain and maintain employment with City of Cockburn.**

Strategies	
7.1	Develop and resource strategies to increase employment opportunities within City of Cockburn for people with disability.
7.2	Ensure Personal Emergency Evacuation Plans (PEEPS) for all staff and volunteers with identified long or short term disability or medical condition are implemented where appropriate.
7.3	Build upon ways to increase employment opportunities for people with diverse backgrounds in the community through social procurement strategies and support of small businesses within the City of Cockburn.
7.4	Continue to review and improve the recruitment and retention strategy to ensure equal access for all.
7.5	Increase the number of traineeships which include pathways to ongoing employment at City of Cockburn.

## 8 Implementing the Plan

An internal implementation plan, has been developed for delivery by all the City's business units.

It will be used by the City to track the progress and achievements of the DAIP and assist with the annual reporting to the Department of Communities.

It will also consider what new and ongoing resources (including funding required and staffing resources) are required for this Plan.

### Promoting the DAIP

City of Cockburn will also promote the availability of the new DAIP by;

- Notice in the Cockburn Gazette local newspaper
- On the City of Cockburn and Comment on Cockburn website
- To all staff via email and intranet notification
- Directly to the DAIP Steering Group and Disability Reference Group

A summary document of the City of Cockburn DAIP 2017 – 2022 will also be made available.

### Agents and Contractors

The City of Cockburn is required under the Act to inform agents and contractors of their obligations to the DAIP. The City achieves this by:

- Including a note in contract agreements that Contractors are expected to conduct their business in line with the City's DAIP.
- Contractors are required to submit a Contractors DAIP report to the City (on completion of the Contract or the 1st of June annually whilst the contract is in place.
- Grant recipients are required to complete a 'Disability Access and Inclusion Plan Checklist' with their applications, outlining how their grant will meet DAIP requirements.

## 9 Reporting

It is a requirement of the WA Disability Services Act (1993) amended in 2004 and 2014, that all public authorities develop and implement a Disability Access and Inclusion Plan (DAIP) that outlines the ways in which the authority will ensure that people with disability have equal access to its facilities and services. The DAIP must be lodged with the Department of Community Services (Disability Services, formerly Disability Services

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Commission), reported on annually by 30 June each year and reviewed at least every five years.

## 10 References

Australian Bureau of Statistics, Survey of Disability, Ageing and Carers 2015  
<http://www.abs.gov.au/AUSSTATS/abs@.nsf/0/56C41FE7A67110C8CA257FA3001D080B?Opendocument>

.id the population experts  
<http://profile.id.com.au/cockburn/>

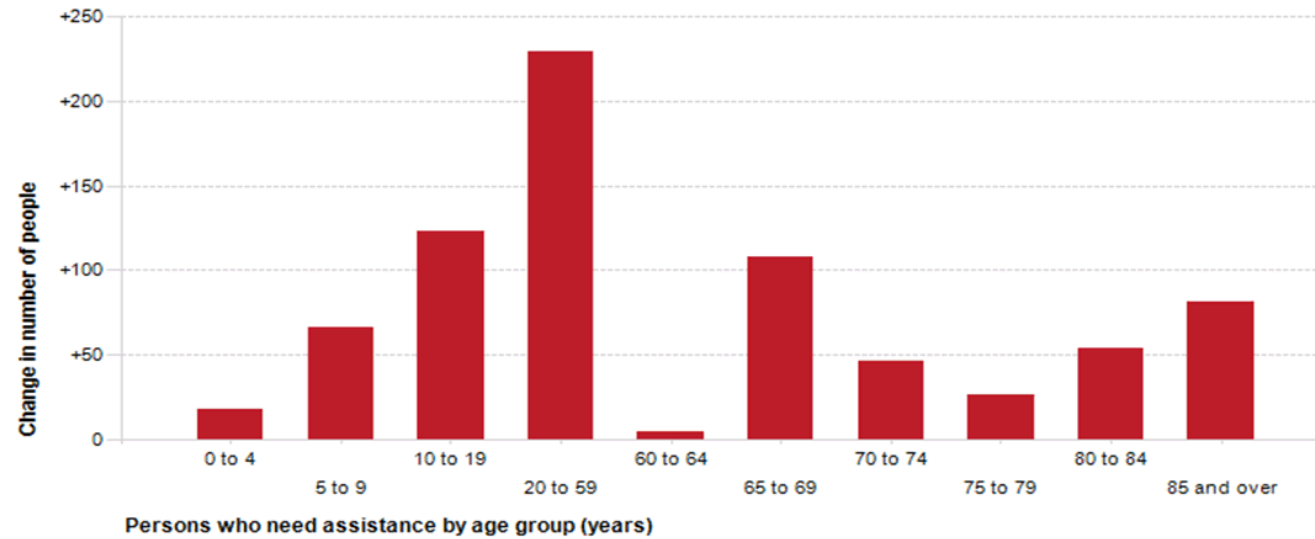
Disability Services Act WA 1993 as amended 2004 and 2014  
[https://www.slp.wa.gov.au/legislation/statutes.nsf/main\\_mrtitle\\_267\\_homepage.html](https://www.slp.wa.gov.au/legislation/statutes.nsf/main_mrtitle_267_homepage.html)

## Appendix 1

The graph below shows that between 2011 and 2016, the greatest number of people who experienced a change in circumstances, leading to requiring assistance with core activities, occurred in the 20 – 59 yrs age group, with an increase of over 200.

### Change in need for assistance with core activities, 2011 to 2016

City of Cockburn - Total persons



Source: Australian Bureau of Statistics, Census of Population and Housing, 2011 and 2016 (Usual residence data)  
 Compiled and presented in profile.id by .id, the population experts.



The graph shows the change in number of people (vertical axis) in age groups (horizontal axis) who need assistance, from 2011 to 2016.

Ranking the age groups from group of lowest change to group with most change is:

- 60 to 64yrs
- 0 (birth) to 4yrs
- 75 to 79yrs
- 70 to 74yrs (increase of under 50 people)
- 80 to 84yrs (increase of over 50 people)
- 5 to 9yrs
- 85yrs and over
- 65 to 69yrs (increase of over 100 people)
- 10 to 19yrs
- 20 to 59yrs (increase of over 200 people)

The source of the graph is .id the population experts. The graph was developed by .id population experts using Australian Bureau of Statistics, Census of Population and Housing 2011 and 2016 data of people residing in the City of Cockburn.

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# IMPLEMENTATION PLAN

## Disability Access and Inclusion Plan 2017 – 2022



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<b>Outcome 1 - People with disability have the same opportunities as other people to access the services of, and any event organised by the City of Cockburn.</b>						
<b>Strategy 1.1 Develop accessible event resources, including a City of Cockburn specific checklist for staff.</b>						
<b>#</b>	<b>Actions</b>	<b>Leader &amp; key contributors</b>	<b>Budget</b>	<b>Timeframe</b>	<b>Measures of success</b>	<b>Status update</b>
1.1.1	Review, update and/or create documented procedures as required for access-related resources, ensuring best practice is reflected	DAIO (L) Diversity & Inclusion Events Seniors Communications	Utilise existing resources	2017/2018 and ongoing	<ul style="list-style-type: none"> <li>Procedures documented</li> </ul>	
1.1.2	Develop a City of Cockburn-specific resource or checklist for event organisers which includes available equipment, links to relevant processes (in 1.1.1) and disability access information for major event sites	DAIO (L) Events	Utilise existing resources	2017/2018	<ul style="list-style-type: none"> <li>Event resource documented</li> </ul>	
1.1.3	Include an 'accessible events' module in the annual events workshop for staff	Events (L) DAIO	Utilise existing resources	2018/2019 and ongoing	<ul style="list-style-type: none"> <li>Module is included in training agenda</li> </ul>	
1.1.4	Review assistive equipment for accessible events to ensure there is sufficient provision for demand, upgrade or replacement as required	DAIO (L) Seniors	\$5000	2018/2019	<ul style="list-style-type: none"> <li>New or replacement equipment purchased as required</li> </ul>	
1.1.5	Raise awareness of accessible events and services to staff through Intranet notifications and other media as appropriate	DAIO	Utilise existing resources	2018/2019 and ongoing	<ul style="list-style-type: none"> <li>Intranet notification is posted annually in September</li> </ul>	
1.1.6	Consider funding opportunities as they arise which will improve access to City events and services via provision of new/additional adaptive technologies and/or equipment	Grants (L) DAIO	Utilise existing resources	Ongoing	<ul style="list-style-type: none"> <li>Grant opportunities are shared with DAIO</li> <li>Considerations are documented</li> </ul>	

<b>Strategy 1.2 Continue to improve induction and orientation of grant recipients, agents and contractors, on the City's requirements around access and inclusion reporting.</b>						
<b>#</b>	<b>Actions</b>	<b>Leader &amp; key contributors</b>	<b>Budget</b>	<b>Timeframe</b>	<b>Measures of success</b>	<b>Status update</b>
1.2.1	Review current Contract and Procurement processes to ensure DAIP requirements are adequately reflected and considered	Procurement (L) DAIO	Utilise existing resources	2017/2018	• Procurement and contract processes are updated	
1.2.2	Conduct a sample survey with contractors and grant recipients about their understanding of the City's expectations and requirements for the DAIP	DAIO (L) Grants Procurement Community Engagement	Utilise existing resources	2018/2019	• Survey is undertaken	
1.2.3	Investigate ways the City can further promote and encourage Contractor DAIP compliance and reporting, such as including modules in Contractor Inductions, staff online procurement training etc	DAIO (L) Procurement Learning & Development Human Resources	Utilise existing resources	2019/2020	• Findings are documented	
1.2.4	Incorporate a DAIP component into contract performance audits when they occur	Procurement (L)	Utilise existing resources	2018/2019 and ongoing	• DAIP component is included in contract performance monitoring	
1.2.5	Review 'Guide to Running Community Events' document for grant recipients and community organisations ensuring accessibility considerations are up to date	Recreation Services (L) Events Community Development DAIO	Utilise existing resources	2017/2018	• Review 'Guide to Running Community Events' is updated	
<b>Strategy 1.3 Apply Continuous Improvement Principles to accessibility of services provided by City of Cockburn, including a review of Companion Card procedures where relevant.</b>						
<b>#</b>	<b>Actions</b>	<b>Leader &amp; key contributors</b>	<b>Budget</b>	<b>Timeframe</b>	<b>Measures of success</b>	<b>Status update</b>
1.3.1	Review Companion Card procedures at the Cockburn ARC to ensure the	ARC (L) DAIO	Utilise existing	2018/2019	• Staff receive instruction on the	

	'two for one' objective of the scheme is appropriately understood and implemented by staff		resources		correct application of the Companion Card	
1.3.2	Review existing City feedback methods and develop promotional material to display at City services and events to encourage community feedback for ongoing improvement	Communications (L) DAIO	Utilise existing resources	2019/2020	<ul style="list-style-type: none"> <li>Fewer complaints</li> <li>Feedback methods are reviewed</li> <li>Information is displayed at service locations and events</li> </ul>	
1.3.3	Specific service evaluation forms will be updated to collect feedback about any issues with access or participation	Libraries (L)	Utilise existing resources	2018/2019	<ul style="list-style-type: none"> <li>Evaluation forms are updated to receive feedback for improving accessibility or inclusion in library events</li> </ul>	
<b>Strategy 1.4 Consider transport needs and ease of access when planning events and delivery of services, including clear communication of options.</b>						
<b>#</b>	<b>Actions</b>	<b>Leader &amp; key contributors</b>	<b>Budget</b>	<b>Timeframe</b>	<b>Measures of success</b>	<b>Status update</b>
1.4.1	Ensure importance of accessible transport is highlighted in event resources and training (as per 1.1)	DAIO (L)	Utilise existing resources	2017/2018 and ongoing	<ul style="list-style-type: none"> <li>Event organisers are more aware of transport options to their event</li> </ul>	
1.4.2	Update the City website to include access features of various facilities and buildings hired by the public for services and events	Recreation Services (L) Facilities DAIO	Utilise existing resources	2019/2020	<ul style="list-style-type: none"> <li>Website includes accessibility information</li> </ul>	
1.4.3	Ensure transport and access options are communicated in advertising material for events and services including the website	Event organisers (L) Communications	Utilise existing resources	2018/2019 and ongoing	<ul style="list-style-type: none"> <li>Transport information is included on event material where applicable</li> </ul>	
1.4.4	Review signage and wayfinding at	Community	\$30,000	2019/2020	<ul style="list-style-type: none"> <li>Budget is provided</li> </ul>	



	the Cockburn Health and Community Facility and systematically implement recommendations	Development Manager Strategic Planning DAIO			<ul style="list-style-type: none"> <li>Review is undertaken</li> </ul>	
<b>Strategy 1.5 Continue to provide communication supports and events and services and respond to individual support requests</b>						
#	Actions	Leader & key contributors	Budget	Timeframe	Measures of success	Status update
1.5.1	Continue to support an interpreting and translation budget for City services and events, including proactively arranging Auslan interpreting at the annual Christmas Carols and Celebrate Ability events annually	Communications (L) Community Development Manager	Utilise existing resources	Ongoing	<ul style="list-style-type: none"> <li>Interpreting and translation is provided</li> </ul>	
1.5.2	Continue to support the budget to cover specific support requests	Family and Community Development Manager (L)	As per 2.7.2	Ongoing	<ul style="list-style-type: none"> <li>Budget is provided</li> </ul>	
1.5.3	All promotional material to promote accessible events and contact details to request specific supports and ensure Auslan interpreted events are well promoted with the Auslan symbol	Communications (L)	Utilise existing resources	Ongoing	<ul style="list-style-type: none"> <li>Promotional material includes contact information and the international symbol of disability and/or Auslan symbol as applicable</li> </ul>	
1.5.4	Technologies implemented to enhance efficiency of customer service to consider accessibility (eg touch screen processing)	Libraries (L) ARC (L) Information Systems	Utilise existing resources	Ongoing	<ul style="list-style-type: none"> <li>Accessibility is incorporated into decision making processes</li> </ul>	
<b>Strategy 1.6 Continue the provision of existing inclusive free and low cost activities by the City of Cockburn</b>						
#	Actions	Leader & key contributors	Budget	Timeframe	Measures of success	Status update
1.6.1	Ongoing support for the continued	DAIO	Utilise	Ongoing	<ul style="list-style-type: none"> <li>Support is provided</li> </ul>	

	provision of grant-funded inclusive community services as per the City of Cockburn Grant & Fee Funded Human Services Strategic Plan		existing resources		for re-tendering for inclusive community services as required	
1.6.2	Provide support to new initiatives that will benefit the health, wellbeing and social inclusion of people with disability	Co-Health (L) Grants DAIO Community Development	Utilise existing resources	Ongoing	<ul style="list-style-type: none"> <li>New initiatives are supported during set up, promotion and administration to ensure inclusivity and accessibility</li> </ul>	
1.6.3	Review and/or promote the accessibility of existing CoC term time/school holiday non-sporting activities/programs for children with disabilities in support of the Children and Families Strategy	DAIO (L) Childrens Services	Utilise existing resources	2018/2019	<ul style="list-style-type: none"> <li>Term and school holiday programs are reviewed and promoted</li> </ul>	
1.6.4	Undertake review of the annual 'Celebrate Ability' event so the event is held at the most suitable location and adequate budgeting is reflected	DAIO (L) Events	\$2500	2017/2018	<ul style="list-style-type: none"> <li>Event review is undertaken and documented</li> <li>Budget is reviewed</li> </ul>	

<b>Outcome 2 - People with disability have the same opportunities as other people to access the buildings and other facilities of City of Cockburn.</b>						
<b>Strategy 2.1 Allocate specific annual funding for buildings and facilities to meet optimal accessibility requirements.</b>						
<b>#</b>	<b>Actions</b>	<b>Leader &amp; key contributors</b>	<b>Budget</b>	<b>Timeframe</b>	<b>Measures of success</b>	<b>Status update</b>
2.1.1	Submit a budget request to enable a new disability access audit to be undertaken of City buildings, considering accessible emergency egress and signage requirements where applicable. Any amounts not used for the audit can be used to implement initial actions recommended in the audit	Infrastructure (L)	\$60,000 in two financial years	2018/2019 2020/2021	• Budget provided	
2.1.2	Support the ongoing provision of an annual budget to enable systematic upgrade to City buildings based on priorities identified in the access audit and customer feedback	Infrastructure (L)	Utilise existing resources	Ongoing	• Budget provided	
2.1.3	Continue to submit an annual budget request to enable upgrades to pathways in response to community feedback and/or ongoing upgrades to ensure existing paths are compliant for disability access	Engineering (L)	Utilise existing resources	Ongoing	• Budget provided	
2.1.4	Submit an annual budget request for playground upgrades, including response to community feedback, for accessible playground equipment	Parks (L) Community Development Manager	\$50,000	2018/2019 and ongoing	• Budget provided	

<b>Strategy 2.2 New buildings and facilities, including significant upgrades, will adhere to, and where possible, exceed minimum disability access requirements</b>						
<b>#</b>	<b>Actions</b>	<b>Leader &amp; key contributors</b>	<b>Budget</b>	<b>Timeframe</b>	<b>Measures of success</b>	<b>Status update</b>
2.2.1	Implement systematic improvements of buildings and facilities as prioritised and funded in relevant access audits (as per 2.1)	Infrastructure	As per 2.1.2	2018/2019	<ul style="list-style-type: none"> <li>Improvements are implemented</li> </ul>	
2.2.2	City staff to keep up to date with changes to compliance requirements and amend any relevant practices or guidelines accordingly	Learning & Development (L) Infrastructure Engineering Parks Building Services Statutory Planning	Utilise existing resources	Ongoing	<ul style="list-style-type: none"> <li>Staff access resources and link with relevant peak bodies for remaining updated in matters relating to their roles</li> </ul>	
<b>Strategy 2.3 - 2.3 Incorporate into policy the requirement to engage accredited access experts for City projects and redevelopments</b>						
<b>#</b>	<b>Actions</b>	<b>Leader &amp; key contributors</b>	<b>Budget</b>	<b>Timeframe</b>	<b>Measures of success</b>	<b>Status update</b>
2.3.1	Liaise with the Senior Management Team to review an existing policy that requires City officers to adequately consider and budget for accessibility, including employing accredited accessibility expert/s and/or consulting with the Disability Reference Group in early stages and throughout the project as appropriate	Community Development Manager (L) Senior Management Team Statutory Planning	Utilise existing resources	2018/2019 and ongoing	<ul style="list-style-type: none"> <li>Policy incorporates changes</li> </ul>	
2.3.2	Investigate building DAIP reporting requirements and accessibility checkpoints into project management systems used by City officers	Community Development Manager (L) Senior Management Team	Utilise existing resources	2018/2019 and ongoing	<ul style="list-style-type: none"> <li>Considerations are documented</li> </ul>	

<b>Strategy 2.4 - Review and implement evacuation plans considering disability at all City sites.</b>						
<b>#</b>	<b>Actions</b>	<b>Leader &amp; key contributors</b>	<b>Budget</b>	<b>Timeframe</b>	<b>Measures of success</b>	<b>Status update</b>
2.4.1	Ensure the physical and sensory needs of people with disability are considered when developing and/or reviewing evacuation plans across City sites, and ensure details are updated on signage	Safety (L) Infrastructure Recreation Services Civic Support	Utilise existing resources	Ongoing	<ul style="list-style-type: none"> <li>Evacuation procedures are updated with accessibility information</li> <li>Signage is updated</li> </ul>	
2.4.2	Ensure all new and existing staff and visitors are aware of emergency egress / disability egress protocol, and evacuation testing includes testing of disability protocols	Safety (L)	Utilise existing resources	2018/2019 and ongoing	<ul style="list-style-type: none"> <li>Staff and visitors are suitably inducted</li> <li>Evacuation testing evaluations includes disability egress</li> </ul>	
<b>Strategy 2.5 - Continue to review and improve footpaths, dual use paths, public toilets, parking and signage.</b>						
<b>#</b>	<b>Actions</b>	<b>Leader &amp; key contributors</b>	<b>Budget</b>	<b>Timeframe</b>	<b>Measures of success</b>	<b>Status update</b>
2.5.1	Support the new Parking Strategy with creating and implementing an incentive scheme for businesses to proactively upgrade ACROD parking to the most recent Standards	Engineering (L)	Utilise existing resources	2017/18 and ongoing	<ul style="list-style-type: none"> <li>Parking strategy is adopted</li> </ul>	
2.5.2	Continue to update signage around the City to adhere with the updated Style Guides, and consider options to further enhance accessibility of signage for people with disability	Infrastructure (L) Communications Parks	Utilise existing resources	Ongoing	<ul style="list-style-type: none"> <li>Signage is improved around the City</li> <li>New signage options consider accessibility for people with disability</li> </ul>	
2.5.3	Continue to monitor for opportunities for further Changing Place facilities	DAIO (L) Infrastructure	Utilise existing	Ongoing	<ul style="list-style-type: none"> <li>Consideration of Changing Places is</li> </ul>	

	to be built around Cockburn and feedback community priorities to project planners	Strategic Planning Parks	resources		documented in staff liaisons	
2.5.4	Planning of new ACROD bays to consider the distance and directness of pathways to principle entrance	Infrastructure (L) Project managers Statutory Planning Engineering	Utilise existing resources	2018/2019 and ongoing	<ul style="list-style-type: none"> <li>Project management considers parking and pathways early in planning process</li> </ul>	
2.5.5	Explore methods and opportunities to promote to the community access issues such as ACROD parking rules and etiquette	DAIO (L) Communications	\$1000	2019/2020	<ul style="list-style-type: none"> <li>Community promotion is implemented in multiple formats</li> </ul>	
2.5.6	Provide support to the POS and NAMS Strategy to systematically improve access in playgrounds and Public Open Spaces	Parks (L) Infrastructure Engineering	Utilise existing resources	Ongoing	<ul style="list-style-type: none"> <li>Support is provided for access improvements as required</li> </ul>	
2.5.7	Support investigations to provide additional universal accessible toilets across City sites, such as at the Port Coogee Marina and in City buildings, including at active reserves	Infrastructure (L) Recreation Services	Utilise existing resources	Ongoing	<ul style="list-style-type: none"> <li>Investigations are documented</li> </ul>	
<b>Strategy 2.6 Review community and recreation facilities, including facilities within public open spaces, to ensure continuous paths of travel are available, planned and maintained.</b>						
<b>#</b>	<b>Actions</b>	<b>Leader &amp; key contributors</b>	<b>Budget</b>	<b>Timeframe</b>	<b>Measures of success</b>	<b>Status update</b>
2.6.1	Review the City's active reserves, parks and playgrounds to create a priority list for an access audit (to be budgeted for in future planning) which will review pathway access to facilities such as bins, water fountains, shade, public toilets etc, in meeting compliance to disability access standards.	DAIO (L) Parks Engineering Infrastructure Recreation Services Public Health	Utilise existing resources	2020/2021	<ul style="list-style-type: none"> <li>Review is undertaken and documented</li> </ul>	

2.6.2	Ongoing enforcement of footpath clearance and adherence to ACROD parking laws	Rangers	Utilise existing resources	Ongoing	<ul style="list-style-type: none"> <li>Local Laws are enforced</li> </ul>	
<b>Strategy 2.7 Facilities and equipment are provided that assist people with specific requirements.</b>						
#	Actions	Leader & key contributors	Budget	Timeframe	Measures of success	Status update
2.7.1	Ensure disability specific equipment in community facilities, such as adult change facilities and hearing loop systems, are regularly maintained, including adequate budgeting for formal maintenance and supplier services	Infrastructure (L) ARC (L)	Utilise existing resources	Ongoing	<ul style="list-style-type: none"> <li>Maintenance schedule is implemented</li> </ul>	
2.7.2	Increase 'access to events and consultation budget' and broaden scope of budget to ensure adequate funding is available for the beach matting to be laid each summer, including sand preparation as required	DAIO (L) Infrastructure	\$1000	2017/2018 and ongoing	<ul style="list-style-type: none"> <li>Budget is increased</li> <li>Beach matting is laid annually</li> </ul>	
2.7.3	Investigate possibility of purchasing a new and/or additional beach wheelchairs for Cockburn beaches	DAIO (L)	\$12,000	2018/2019	<ul style="list-style-type: none"> <li>Investigation is undertaken</li> </ul>	
2.7.4	Support the creation of a dedicated storage space for the beach wheelchair/s at Port Coogee Marina	Infrastructure (L) DAIO	Utilise existing resources	2018/2019	<ul style="list-style-type: none"> <li>Options are reviewed and documented</li> </ul>	
2.7.5	Review booking procedures of the beach wheelchair/s with view to broader availability to the public	DAIO (L) Infrastructure	Utilise existing resources	2018/2019	<ul style="list-style-type: none"> <li>Options are reviewed and documented</li> </ul>	

<b>OUTCOME 3 People with disability receive information from City of Cockburn in a format that will enable them to access the information as readily as other people are able to access it.</b>						
<b>Strategy 3.1 Ensure marketing material and information produced by the City considers accessibility.</b>						
<b>#</b>	<b>Actions</b>	<b>Leader &amp; key contributors</b>	<b>Budget</b>	<b>Timeframe</b>	<b>Measures of success</b>	<b>Status update</b>
3.1.1	Marketing material to comply with the City's updated Style Guide	Communications (L)	Utilise existing resources	Ongoing	<ul style="list-style-type: none"> <li>Compliant marketing material</li> </ul>	
3.1.2	Marketing and information material to be audited on request against accessibility recommendations supplied by the Department of Communities	DAIO (L)	Utilise existing resources	Ongoing	<ul style="list-style-type: none"> <li>Marketing material is checked for accessibility compliance against Department of Communities recommendations</li> </ul>	
3.1.3	Information that is produced in hard copy is also available on the City's website	Communications (L)	Utilise existing resources	Ongoing	<ul style="list-style-type: none"> <li>Printed promotional information will also be available on the City's relevant websites</li> </ul>	
3.1.4	Provide support to Communications for their Content Management Plan in the ongoing provision of 'writing to be understood' training for all website editing staff, including refresher opportunities	Communications (L)	Utilise existing resources	Ongoing	<ul style="list-style-type: none"> <li>Training is provided</li> </ul>	
<b>Strategy 3.2 Aim to maintain and achieve WCAG 2.0 AA compliance of City websites and other digital platforms, through continuous improvement.</b>						
<b>#</b>	<b>Actions</b>	<b>Leader &amp; key contributors</b>	<b>Budget</b>	<b>Timeframe</b>	<b>Measures of success</b>	<b>Status update</b>
3.2.1	Support to Information Systems to implement an annual auditing/advice budget to ensure ongoing compliance with WCAG.20 recommendations	Information Systems (L)	Utilise existing resources	Ongoing	<ul style="list-style-type: none"> <li>Budget is provided</li> </ul>	



3.2.2	Ensure accessibility is budgeted and planned for with future new websites and existing website upgrades, and other digital platform project planning	Information Systems (L)	Utilise existing resources	Ongoing	<ul style="list-style-type: none"> <li>Project planning reflects accessibility consideration with sufficient allocation of resources within the budget</li> </ul>	
3.2.3	Provide support to Communications for their Content Management Plan in promoting ways community members can provide feedback on their website experiences	Communications	Utilise existing resources	Ongoing	<ul style="list-style-type: none"> <li>Website includes information about how users can submit feedback</li> </ul>	
3.2.4	Specialised accessibility training is provided for communications and website staff	Learning & Development (L) Communications Information Systems Libraries	\$7000	2018/2019 and as required	<ul style="list-style-type: none"> <li>Relevant staff receive specialised training for website accessibility</li> </ul>	
3.2.5	Continue to investigate options for staff to receive training in creating accessible Word documents and PDFs	DAIO (L) Learning & Development Communications Information Systems Civic Support	\$10,000	2019/2020	<ul style="list-style-type: none"> <li>Options are documented</li> </ul>	
3.2.6	Implement a systematic upgrade of new and existing PDF documents to accessible format on the City's websites	Communications (L)	Utilise existing resources	2018/2019 and ongoing	<ul style="list-style-type: none"> <li>Number of PDFs also available in accessible format is systematically increased</li> </ul>	
<b>Strategy 3.3 Promote availability of documents in alternative formats and provide them within a nominated timeframe.</b>						
<b>#</b>	<b>Actions</b>	<b>Leader &amp; key contributors</b>	<b>Budget</b>	<b>Timeframe</b>	<b>Measures of success</b>	<b>Status update</b>
3.3.1	Ensure ongoing availability of funding for providing information in alternative formats on request	DAIO (L)	Utilise existing resources	Ongoing	<ul style="list-style-type: none"> <li>Budget continues to be provided</li> </ul>	
3.3.2	Updated procedures (1.1.1) will	DAIO (L)	Utilise	2017/2018	<ul style="list-style-type: none"> <li>Documented</li> </ul>	

	include timeframe information		existing resources		procedures include timeframe information	
3.3.3	Promote roles and responsibilities to staff in addressing requests for information in alternative formats	DAIO (L)	Utilise existing resources	2018/2019 and ongoing	<ul style="list-style-type: none"> <li>Staff are aware of their responsibilities and the role of the DAIO</li> </ul>	
<b>Strategy 3.4 Continue to promote events and services using a range of media.</b>						
<b>#</b>	<b>Actions</b>	<b>Leader &amp; key contributors</b>	<b>Budget</b>	<b>Timeframe</b>	<b>Measures of success</b>	<b>Status update</b>
3.4.1	Ensure the website remains up to date with accurate event information	Communications (L) Event organisers Website editors	Utilise existing resources	Ongoing	<ul style="list-style-type: none"> <li>Website information is accurate</li> </ul>	
3.4.2	Ensure inclusive events continue to be advertised on social media platforms	Communications (L)	Utilise existing resources	2017/2018 and ongoing	<ul style="list-style-type: none"> <li>Events are advertised on social media</li> </ul>	
3.4.3	Investigate the possibility of introducing a standard sentence to use on all social media posts about accessible events and services in Cockburn welcoming diversity	DAIO (L) Communications	Utilise existing resources	2019/2020 and ongoing	<ul style="list-style-type: none"> <li>Liaisons are documented and/or standard sentence introduced on social media posts</li> </ul>	
3.4.4	Ensure Auslan interpreted events are communicated and promoted with at least 3 weeks' notice to the community, where possible	DAIO (L) Communications	Utilise existing resources	2018/2019 and ongoing	<ul style="list-style-type: none"> <li>Information is promoted to the Deaf community with at least 3 weeks prior notice as applicable</li> </ul>	
3.4.5	Develop an e-newsletter which can be prescribed to from the City's main website to disseminate information about access and inclusion and celebrate successes with subscribers	DAIO (L) Communications	Utilise existing resources	2018/2019 and ongoing	<ul style="list-style-type: none"> <li>E-newsletter is produced</li> </ul>	
3.4.6	Provide support to Communications for their Content Management Plan to	Communications (L) DAIO	Utilise existing	Ongoing	<ul style="list-style-type: none"> <li>User journey on the City's website is</li> </ul>	

	improve user journey on the City's website, by improving linkages between webpages and accessibility information	Website editors	resources		improved for people with access needs	
<b>Strategy 3.5 Develop and implement a language services policy and procedures for interpreting and translation, including the National Relay Service and obtaining information in alternative formats on request</b>						
#	Actions	Leader & key contributors	Budget	Timeframe	Measures of success	Status update
3.5.1	Develop and promote Language Services policy and interpreting procedures to all staff	Diversity and Inclusion (L) DAIO Communications	Utilise existing resources	2017/2018	<ul style="list-style-type: none"> <li>• Language policy is created</li> <li>• Policy is promoted to staff through internal communication channels</li> <li>• Staff are aware of Language Services Policy</li> </ul>	
3.5.2	Create public advertising for informing the community to promote their right to request interpreting, such as posters and use of digital media	Diversity and Inclusion (L) DAIO Communications	Utilise existing resources	2018/2019	<ul style="list-style-type: none"> <li>• Posters and advertising material is created</li> <li>• Material is available in all City service centres</li> </ul>	
3.5.3	Investigate if customer service staff require further training or refresher training on the National Relay Service	Customer Service (L)	Utilise existing resources	2017/2018	<ul style="list-style-type: none"> <li>• Customer Service to advise if free NRS training is required for staff</li> </ul>	

<b>OUTCOME 4 People with disability receive the same level and quality of service from City of Cockburn staff as other people receive.</b>						
<b>Strategy 4.1 Review Health and Safety Training and induction to include access and inclusion considerations</b>						
<b>#</b>	<b>Actions</b>	<b>Leader &amp; key contributors</b>	<b>Budget</b>	<b>Timeframe</b>	<b>Measures of success</b>	<b>Status update</b>
4.1.1	Investigate ways disability access considerations can be incorporated into Occupational Health and Safety training, at the minimum considering emergency egress	Safety (L)	Utilise existing resources	2018/2019	<ul style="list-style-type: none"> <li>Induction / training information is updated</li> </ul>	
4.1.2	Explore opportunities for online induction/s to include a DAIP module	DAIO (L) Learning & Development	Utilise existing resources	2018/2019	<ul style="list-style-type: none"> <li>Online module/s are implemented</li> </ul>	
<b>Strategy 4.2 Conduct a regular training needs survey of all staff and volunteers to identify and address staff training needs around access and inclusion.</b>						
<b>#</b>	<b>Actions</b>	<b>Leader &amp; key contributors</b>	<b>Budget</b>	<b>Timeframe</b>	<b>Measures of success</b>	<b>Status update</b>
4.2.1	Utilise Comment on Cockburn to undertake biennial surveys to gather feedback on staff priorities on training needs around access and inclusion	DAIO (L) Community Engagement Learning and Development	Utilise existing resources	2019/2020	<ul style="list-style-type: none"> <li>Staff survey is conducted biennially</li> </ul>	
<b>Strategy 4.3 Develop and implement a comprehensive suite of awareness training on inclusion</b>						
<b>#</b>	<b>Actions</b>	<b>Leader &amp; key contributors</b>	<b>Budget</b>	<b>Timeframe</b>	<b>Measures of success</b>	<b>Status update</b>
4.3.1	Create an action plan for the development and implementation of training modules and topics for awareness relevant to the DAIP for staff, including customer service, Companion Cards, complaints processes, disability access and mental health, with a focus on inclusion and what that means for people with disability	DAIO (L) Learning & Development	Utilise existing resources	2017/2018	<ul style="list-style-type: none"> <li>Action plan is documented</li> </ul>	

4.3.2	Increase current 'Mental Health Training' training budget and broaden scope to allow for broader range of training to be provided (as per action plan in 4.3.1) to increase staff awareness and skills related to access and inclusion	DAIO (L)	\$10,000	2018/2019 and ongoing	<ul style="list-style-type: none"> <li>Adequate resourcing provided</li> <li>Staff awareness and knowledge improves</li> </ul>	
4.3.3	Explore opportunities to promote DAIP awareness through the City's online Learning and Management system and internal training programs	DAIO (L) Learning & Development	Utilise existing resources	2018/2019	<ul style="list-style-type: none"> <li>Online training is introduced/updated</li> </ul>	
<b>Strategy 4.4 Ensure all staff have access to current information and resources around access and inclusion, including communication strategies and accessible information.</b>						
<b>#</b>	<b>Actions</b>	<b>Leader &amp; key contributors</b>	<b>Budget</b>	<b>Timeframe</b>	<b>Measures of success</b>	<b>Status update</b>
4.4.1	Continue to subscribe to the Institute of Access Training Australia's Access Awareness E-books on an annual basis	DAIO (L)	Included in 4.3.2	Ongoing	<ul style="list-style-type: none"> <li>Access awareness e-books are subscribed to annually</li> </ul>	
4.4.2	Promote the Access Awareness e-books at least quarterly through Intranet notifications	DAIO (L)	Utilise existing resources	2017/2018 and ongoing	<ul style="list-style-type: none"> <li>Staff receive reminders and notifications of this resource every 3 months</li> </ul>	
<b>Strategy 4.5 Develop the skills of relevant staff regarding universal access, inclusion and industry regulations and best practice.</b>						
<b>#</b>	<b>Actions</b>	<b>Leader &amp; key contributors</b>	<b>Budget</b>	<b>Timeframe</b>	<b>Measures of success</b>	<b>Status update</b>
4.5.1	Staff are supported and encouraged to undertake further training to obtain skills and knowledge on universal access and best practice related to their area of work	Business and Service Managers (L) Learning and Development	Utilise existing resources	Ongoing	<ul style="list-style-type: none"> <li>Staff are offered formal training opportunities in relevant access-related courses</li> </ul>	

<b>Outcome 5 – People with disability have the same opportunities as others to make complaints to the City of Cockburn.</b>						
<b>Strategy 5.1 Review the complaints process considering accessibility of information, requirements of people with disability or English as their second language, and the supports and resources available.</b>						
<b>#</b>	<b>Actions</b>	<b>Leader &amp; key contributors</b>	<b>Budget</b>	<b>Timeframe</b>	<b>Measures of success</b>	<b>Status update</b>
5.1.1	Review the internal complaints document considering accessibility of information, requirements of people with disability or English as their second language, and the supports and resources available	Customer Service (L) DAIO Diversity & Inclusion	Utilise existing resources	2018/2019	<ul style="list-style-type: none"> <li>Complaints process is updated</li> </ul>	
5.1.2	Create an internal guideline to clarify the role of the Disability Access and Inclusion Officer in complaints	DAIO (L) Customer Service	Utilise existing resources	2019/2020	<ul style="list-style-type: none"> <li>Guideline is created and shared with Customer Service staff</li> </ul>	
<b>Strategy 5.2 Create more awareness of City of Cockburn’s complaints procedure.</b>						
<b>#</b>	<b>Actions</b>	<b>Leader &amp; key contributors</b>	<b>Budget</b>	<b>Timeframe</b>	<b>Measures of success</b>	<b>Status update</b>
5.2.1	Review how the complaints process is currently promoted to the public and investigate ways to further promote feedback opportunities	Communications (L) DAIO Diversity & Inclusion	Utilise existing resources	2019/2020	<ul style="list-style-type: none"> <li>Complaints process is promoted</li> </ul>	
5.2.2	Explore ways to raise community awareness about the positive aspects of making enquiries, complaints or provision of feedback	Communications (L) DAIO	Utilise existing resources	2019/2020	<ul style="list-style-type: none"> <li>Complaints processes become more visible in City communications</li> </ul>	
5.2.3	Ensure City complaints processes are included in any internal training related to customer service and disability awareness, including new staff induction	Customer Service (L) Learning & Development DAIO	Utilise existing resources	2018/2019	<ul style="list-style-type: none"> <li>Complaints processes become modules in all applicable training</li> <li>Staff are aware of City’s expectations of staff in handling</li> </ul>	

					complaints	
5.2.4	Promote the updated internal complaints document (5.1.1) amongst staff	Communications (L)	Utilise existing resources	2018/2019 and ongoing	<ul style="list-style-type: none"> <li>Intranet notifications will be used to remind staff of complaints processes annually</li> </ul>	
<b>Strategy 5.3 Ensure relevant staff are able to provide quality customer service responding to complaints, considering communication needs of all.</b>						
<b>#</b>	<b>Actions</b>	<b>Leader &amp; key contributors</b>	<b>Budget</b>	<b>Timeframe</b>	<b>Measures of success</b>	<b>Status update</b>
5.3.1	Ensure staff who deal with the public have opportunities to receive 'dealing with difficult customer' training or similar to ensure they feel equipped to deal with customers presenting with possible difficult behaviours	Learning & Development (L) DAIO	Utilise existing resources	2017/2018 and ongoing	<ul style="list-style-type: none"> <li>Training is offered at least bi-annually or as required</li> </ul>	
5.3.2	Contact centre and front-line staff are inducted in the National Relay Service and people's right to interpreting and support in making a complaint	Customer Service (L) Human Resources	Utilise existing resources	Ongoing	<ul style="list-style-type: none"> <li>Staff inductions include information on interpreting and the NRS</li> </ul>	

<b>Outcome 6 – People with disability have the same opportunities as other people to participate in any public consultation by City of Cockburn.</b>						
<b>Strategy 6.1 Develop strategies to ensure community engagement is inclusive of people with disability.</b>						
<b>#</b>	<b>Actions</b>	<b>Leader &amp; key contributors</b>	<b>Budget</b>	<b>Timeframe</b>	<b>Measures of success</b>	<b>Status update</b>
6.1.1	Create an Auslan interpreted video to display on Comment on Cockburn, to encourage the Deaf community's participation in public consultation and raise awareness of access to interpreting services.	Community Engagement (L) Communications DAIO	\$3000	2018/2019	<ul style="list-style-type: none"> <li>Video is created and uploaded</li> </ul>	
6.1.2	Review the feasibility of assessing the accessibility of information on Comment on Cockburn to ensure it is adequate for the City's accessibility standards (WCAG 2.0 AA rating)	Information Systems (L) Community Engagement	Utilise existing resources	2018/2020	<ul style="list-style-type: none"> <li>Investigations are documented</li> </ul>	
6.1.3	Create a list of accessible venues for holding public consultations, including options for portable equipment such as augmented hearing devices (link to 1.1.1)	DAIO (L)	Utilise existing resources	2019/2020	<ul style="list-style-type: none"> <li>List is created and made available to staff</li> </ul>	
6.1.4	Update Community Engagement Guidelines to include lead times to allow for adequate promotion and participation of people with alternative communications needs (link to 3.4.4)	Community Engagement (L) DAIO	Utilise existing resources	2017/2018	<ul style="list-style-type: none"> <li>Community Engagement Guidelines are updated</li> </ul>	
<b>Strategy 6.2 Promote community engagements using a range of media, considering the needs of people with disability.</b>						
<b>#</b>	<b>Actions</b>	<b>Leader &amp; key contributors</b>	<b>Budget</b>	<b>Timeframe</b>	<b>Measures of success</b>	<b>Status update</b>
6.2.1	Update Community Engagement Guidelines to include guidance on when it is appropriate to engage with	Community Engagement (L) DAIO	Utilise existing resources	2017/2018	<ul style="list-style-type: none"> <li>Community Engagement Guidelines are</li> </ul>	



	the Disability Reference Group				updated	
6.2.2	Include consultation opportunities in the proposed newsletter (as per strategy 3.4)	DAIO (L)	Utilise existing resources	2018/2029	<ul style="list-style-type: none"> <li>Significant consultation opportunities are promoted in e-newsletter</li> </ul>	
6.2.3	Media imagery for promoting community engagements will regularly feature positives images of people with disability	Communications (L) Community Engagement	Utilise existing resources	2017/2018 and ongoing	<ul style="list-style-type: none"> <li>Images used in media will feature people with disability at least twice? per year</li> </ul>	
<b>Strategy 6.3 Ensure staff and contractors involved in community engagement are aware of alternative communication strategies</b>						
<b>#</b>	<b>Actions</b>	<b>Leader &amp; key contributors</b>	<b>Budget</b>	<b>Timeframe</b>	<b>Measures of success</b>	<b>Status update</b>
6.3.1	Review Community Engagement Framework and other templates to ensure consultants used for public consultation understand the need to meet communication requirements of all community members	Community Engagement (L) DAIO	Utilise existing resources	2019/2020	<ul style="list-style-type: none"> <li>Relevant templates are updated</li> </ul>	

<b>Outcome 7 – People with disability have the same opportunities as other people to obtain and maintain employment with City of Cockburn.</b>						
<b>Strategy 7.1 Develop and resource strategies to increase employment opportunities within City of Cockburn for people with disability.</b>						
<b>#</b>	<b>Actions</b>	<b>Leader &amp; key contributors</b>	<b>Budget</b>	<b>Timeframe</b>	<b>Measures of success</b>	<b>Status update</b>
7.1.1	Promote the benefits of employing people with disability with Senior Management Teams	Community Development Manager (L) DAIO	Utilise existing resources	2019/2020	<ul style="list-style-type: none"> <li>Promotion is documented, such as meeting minutes and resources</li> </ul>	
7.1.2	Investigate whether procedures can be developed which will see public employment vacancies distributed to local Disability Employment Services and Disability Support Organisations	Human Resources (L) DAIO	Utilise existing resources	2018/2019	<ul style="list-style-type: none"> <li>Advertisements are regularly disseminated to DES and DSO networks</li> </ul>	
7.1.3	Uptake opportunity to form a 12-month local government partnership with the National Disability Recruitment Coordinator and access free training and resources for employment of people with disability	Human Resources (L) DAIO	Utilise existing resources	2018/2019	<ul style="list-style-type: none"> <li>Partnership agreement signed and fulfilled</li> </ul>	
<b>Strategy 7.2 Ensure Personal Emergency Evacuation Plans (PEEPS) for all staff and volunteers with identified long or short term disability or medical condition are implemented where appropriate.</b>						
<b>#</b>	<b>Actions</b>	<b>Leader &amp; key contributors</b>	<b>Budget</b>	<b>Timeframe</b>	<b>Measures of success</b>	<b>Status update</b>
7.2.1	Invite existing staff to contact their manager/Safety team if they feel they require a PEEP to ensure they can safely exit their workspaces in the event of an evacuation or emergency	Safety (L)	Utilise existing resources	2018/2019	<ul style="list-style-type: none"> <li>Staff request a PEEP</li> </ul>	
7.2.2	Review employment processes to ensure people who need PEEPs can identify at the commencement of their employment the need for a PEEP	Human Resources (L) Safety (L)	Utilise existing resources	2018/2019	<ul style="list-style-type: none"> <li>PEEPs are included in employment information</li> </ul>	

					packages	
7.2.3	Educate managers on the importance of ensuring all their staff have their evacuation needs considered	Human Resources (L)	Utilise existing resources	2018/2019	<ul style="list-style-type: none"> <li>Managers receive information and instruction about evacuation considerations for staff with specific needs</li> </ul>	
<b>Strategy 7.3 Build upon other ways to increase employment opportunities for people with diverse backgrounds in the community through social procurement strategies and support of small businesses within the City of Cockburn.</b>						
<b>#</b>	<b>Actions</b>	<b>Leader &amp; key contributors</b>	<b>Budget</b>	<b>Timeframe</b>	<b>Measures of success</b>	<b>Status update</b>
7.3.1	Continue to promote social procurement contract opportunities in staff training and inviting Western Australian Disability Enterprise's to submit tender and quotation requests as opportunities arise	Project managers (L) Procurement	Utilise existing resources	2018/2019	<ul style="list-style-type: none"> <li>Staff awareness of social procurement increase</li> <li>Social procurement contracts increase</li> </ul>	
7.3.2	Develop and distribute 'good practice' guidelines for businesses within Cockburn to promote the benefits of employing people with disability	DAIO (L) Statutory Planning Environmental Health	Utilise existing resources	2020/2021	<ul style="list-style-type: none"> <li>Resources for public distribution are developed</li> </ul>	
<b>Strategy 7.4 Continue to review and improve the recruitment and retention strategy to ensure equal access for all.</b>						
<b>#</b>	<b>Actions</b>	<b>Leader &amp; key contributors</b>	<b>Budget</b>	<b>Timeframe</b>	<b>Measures of success</b>	<b>Status update</b>
7.4.1	Collate and analyse employment data of people with disability against Cockburn demographic information of people with disability living in Cockburn	Human Resources	Utilise existing resources	2018/2019	<ul style="list-style-type: none"> <li>Employment and population statistics are available</li> </ul>	
7.4.2	Include questions in exit interviews to establish if suitable disability support was provided, if needed and	Human Resources	Utilise existing resources	2018/2019	<ul style="list-style-type: none"> <li>Exit interview questions are updated</li> </ul>	

	applicable					
<b>Strategy 7.5 Increase the number of traineeships which include pathways to ongoing employment at the City</b>						
#	Actions	Leader & key contributors	Budget	Timeframe	Measures of success	Status update
7.5.1	Provide dedicated traineeships for people with disability which lead to further employment opportunities with the City	Human Resources (L) Business and Service Managers	Utilise existing resources	Ongoing	<ul style="list-style-type: none"> <li>• Traineeship opportunities are considered for people with disability</li> </ul>	
7.5.2	As per 7.1.2, ensure advertised vacancies for traineeships are shared with Disability Employment providers	Human Resources (L)	Utilise existing resources	Ongoing	<ul style="list-style-type: none"> <li>• Advertised positions are distributed to employment services</li> </ul>	

Strategy Action Number	Action	Budget Type	17/18	18/19	19/20	20/21	21/22	Total
1.1.4	Portable hearing systems	New Non Recurrent		5000.00				
1.4.4	Wayfinding signage at Cockburn Integrated Health (inc assessment)	New Non Recurrent			\$30,000			
1.6.4	Celebrate Ability event - accessible stage and busses	Increase to current budget		2500	2500	2500	2500	
2.1.1	Access audit of City buildings, considering disability egress and signage	New Non Recurrent		60000		60000		
2.1.4	Accessible play equipment - playground upgrades and community requests	New Recurrent Operating		50000	50000	50000	50000	
2.5.5	Advertising budget - community education	Increase to current budget			1000			
2.7.2	Increase existing - lay beach matting	Increase to current budget		1000	1000	1000	1000	
2.7.3	New beach wheelchairs x 2	New Non Recurrent		12000				
3.2.3	Website Accessibility course for specific staff	New Recurrent Operating		7000	7000	7000	7000	
3.2.4	Accessible Word & PDF training for staff	New Recurrent Operating		10000	10000	10000	10000	
4.3.2	Disability awareness training and resources	New Recurrent Operating		10000	10000	10000	10000	
6.1.1	Auslan interpreted video for Comment on Cockburn	New Non Recurrent		3000				
<b>Total</b>			<b>0</b>	<b>\$160,500</b>	<b>\$111,500</b>	<b>\$140,500</b>	<b>\$80,500</b>	<b>\$493,000</b>

## 19. EXECUTIVE DIVISION ISSUES

### 19.1 MINUTES OF CHIEF EXECUTIVE OFFICER PERFORMANCE & SENIOR STAFF KEY PROJECTS APPRAISAL COMMITTEE MEETING - 30 NOVEMBER 2017

**Author(s)** S Cain

**Attachment** 1. Minutes of the Chief Executive Officer Performance and Senior Staff Key Projects Appraisal Committee Meeting 30 November 2017  
**(CONFIDENTIAL)**

#### **RECOMMENDATION**

That Council receive the Minutes of the Confidential Chief Executive Officer Performance & Senior Staff Key Projects Appraisal Committee Meeting held on Thursday, 30 November 2017, and adopt the recommendations contained therein.

#### **Background**

The Chief Executive Officer Performance & Senior Staff Key Projects Appraisal Committee conducted a meeting on 30 November 2017. The Minutes of the meeting are required to be presented.

#### **Submission**

N/A

#### **Report**

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

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

##### Leading & Listening

Deliver sustainable governance through transparent and robust policy and processes.

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

Nil

**Legal Implications**

The conduct of the appraisal is part of the contractual agreement with the CEO.

**Community Consultation**

Minutes of the Committee refer.

**Risk Management Implications**

The tri-annual meetings of the CEO Committee have been designed to ensure Council manages its employer obligations to the CEO and minimises any risks that could come from a breakdown in relationships.

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

N/A

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

Sections 5.38 and 5.39 LGA detail the reporting and contractual requirement for the CEO. The completion of this assessment is in accordance with these provisions.

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

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**

Nil

**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