



City of Cockburn  
Ordinary Council Meeting  
**Minutes**

For Thursday, 8 December 2022

These Minutes are confirmed

Presiding Member's signature

A handwritten signature in blue ink, which appears to read 'Logan Howarth', is written over a horizontal blue line.

Date: 9 February 2023

**The Council of the City Of Cockburn**  
**Ordinary Council Meeting**  
**Thursday, 8 December 2022**

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## The Council of the City Of Cockburn

### Ordinary Council Meeting Thursday, 8 December 2022

#### Minutes

#### Present

##### Elected Members

Mr L Howlett	-	Mayor (Presiding Member)
Mr T Widenbar	-	Deputy Mayor
Mr K Allen	-	Councillor
Ms P Corke	-	Councillor
Mr T Dewan	-	Councillor
Mr P Eva	-	Councillor
Ms L Kirkwood	-	Councillor
Mrs C Reeve-Fowkes	-	Councillor
Mr M Separovich	-	Councillor

##### In Attendance

Mr A Lees	-	A/Chief Executive Officer
Mr D Arndt	-	Chief of Built and Natural Environment
Ms C Hanrahan	-	A/Executive People Experience & Transformation
Mr N Mauricio	-	A/Chief Financial Officer
Mr J Saraceni	-	A/Chief of Operations
Ms M Todd	-	A/Executive Governance and Strategy
Mr M Faulkner	-	Manager, Business and Economic Development
Ms K Jamieson	-	Head of Community Development and Services (Depart 8.19pm & did not return)
Ms F Gardener	-	Aboriginal Cultural and Visitor Centre Manager (Depart 7.38pm & did not return)
Ms K Rosenfeld	-	Community Grants Coordinator (Depart 8.19pm & did not return)
Mr M Lee	-	System Support Officer (IT Support)
Mrs B Pinto	-	Governance Officer
Mrs S D'Agnone	-	Council Minute Officer



## 1. Declaration of Meeting

The Presiding Member declared the meeting open at 7.00pm.

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

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

The Presiding Member advised the following:

‘This meeting is being recorded and streamed live on the Council’s website, in accordance with Council’s Live Streaming of Council Meetings Policy, which can be viewed on Council’s website.

All reasonable care is taken to maintain your privacy, however, as a visitor in the public gallery, your presence may be recorded, not only verbally but also on camera.

By remaining in the public gallery, it is assumed your consent is given if your image is broadcast.’

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

Nil

## 3. Disclaimer

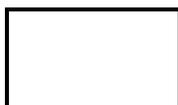
The Presiding Member read the Disclaimer:

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

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

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

Mayor L Howlett	-	Impartiality Interest – Item 14.4.1
Mayor L Howlett	-	Impartiality Interest – Item 15.1.3
Cr L Kirkwood	-	Impartiality Interest – Item 15.1.3
Mayor L Howlett	-	Impartiality Interest – Item 15.1.4



## 5. Apologies & Leave of Absence

Cr C Stone	-	Leave of Absence
Ms V Green, Exec Corporate Affairs	-	Apology
Ms E Milne, Exec Governance & Strategy	-	Apology

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

The following questions were taken on notice at the 10 November 2022 Ordinary Council Meeting. The following responses have been provided:

### Anthony Certoma, Coogee

Item 14.2.1 Payments made from Municipal Fund and Local Procurement Summary – September 2022

Q1. With reference to two separate credit card payments listed on page 337, made by the Senior Youth Justice and Outreach Worker on 22 August 2022 at McDonalds, being \$28.15 and \$22.25 respectively, and described as meeting/workshop catering, can the City clarify the exact nature of the expenses?

A1. \$22.25 – The Youth Justice and Outreach Worker attended a sensitive and challenging appointment with a young person and his legal guardian.

The process they were attending would be long and difficult and as neither had eaten that day some breakfast was provided to sustain them through the difficult and lengthy appointments ahead.

The breakfast meals provided included coffee and orange juice drinks.

\$28.15 - On a separate day the Youth Justice and Outreach Worker attended an official complex and difficult meeting with young person who is a client of the service and their parent (different from the above mentioned).

Breakfast for the two was provided as both were anxious about the appointment which would take several hours to complete.

The breakfast meals provided included coffee, apple, and orange juice drinks.

Q2. Given the recent reports identifying seven out of 10 adults in Australia as being overweight or obese, and that fast food outlets have also been identified as one of the root causes of this health issue, is it appropriate from a public health and local government perspective, to take youths or adolescents to such places to conduct meetings with catering included?

A2. Fast food was purchased for the young people during transit to an appointment.

The City and Youth Services agree that part of developing positive life skills includes looking at healthy eating options, eating regularly and being intentional with nutrition.

Most meetings with young people are conducted at the Youth Centre, where they are able to use the kitchen facilities and cook healthier options and



encourage young people to join the cooking program to develop skills in the kitchen.

Fast food however is at times the most practical option when transporting young people to external appointments where meal provision was not anticipated.

It is well understood that fast food is not the ideal option and balanced nutrition is promoted.

Q3. Doesn't this just reinforce and justify patterns or behaviours that aren't appropriate given the public health crisis facing the majority of Australians now and into the future and its associated required increase in health spending.

A3. This is acknowledged and as per previous answer, Youth Services regularly discuss healthy eating and positive nutrition options with young people.

Youth Services Staff are cognisant and measured about visits to fast food outlets to ensure regular fast-food options are not provided to young people on a regular basis and healthy options are provided where possible.

Q4. Will the City commit to developing an appropriate policy regarding spending ratepayer funds on fast food outlets and it's potential negative impact on public health as it doesn't appear to currently have one?

A4. As mentioned above, promoting health healthy eating and nutritious food preparation programs form part of the Youth Centre activities.

The funding used by the Youth Justice and Outreach Worker to supply breakfast on occasions when transporting young people were externally provided grant funds and not municipal (ratepayer) funds.

## 7. Written Requests for Leave of Absence

Nil

## 8. Public Question Time

### Ms R Sutton, Wattleup

Item 14.1.2 Initiation of Amendment No. 157 (Omnibus Amendment) to Town Planning Scheme No 3

Q1. Why does City of Cockburn continue to ignore my request for an air quality monitor?

A1. The Chief of Built and Natural Environment advised the City of Cockburn does not have air quality monitors that measure odours.

Any complaints regarding odours should be formally lodged using the City's online Public Health Complaint Form.

To assist the City in investigating the allegation, the complaint should be accompanied by a Health Services Record of Nuisance Event Form, which is also available online.



A completed Nuisance Event Form allows a complainant to complete a record of when the incidents occurred and for how long they occurred, which would greatly assist the City in its investigation of the issue.

Q2. Is it standard practice to send legal notices to a constituent immediately after the constituent has lodged a complaint?

A2. The Chief of Built and Natural Environment advised the City believes this may be in relation to the possibility of notices being issued in relation to the investigation of activities on 75 Mortimer Road, by the City's Planning Department.

The activities on 77 Mortimer have been investigated separately from the actions taken in relation to 75 Mortimer Road.

It should be noted that each matter is considered on its own individual merits, depending on the specifics of the compliance matter or the application for consideration.

Q3. What legal action does City of Cockburn intend to take against me on growing edible plants and selling to the public two days per week?

A3. The Chief of Built and Natural Environment advised the City actively assists landowners to bring their properties into compliance with the Town Planning Scheme and other planning legislation.

If it is a use or activity that can be permitted from the subject property, then the City actively encourages the landowners to apply for a retrospective development approval.

If, however, landowners fail to lodge a retrospective development approval, and continue to operate the activity, they may be issued with a Directions Notice, which directs them to cease operations within a certain amount of time.

Should the Notice not be followed, then further legal action may be taken, including prosecution under the *Planning and Development Act 2005*.

Q4. Why is the City of Cockburn making changes to Town Planning Scheme that will add significant financial burden to rural land holders over the Christmas break when land holders will be distracted and unlikely to see your 42-day advertisement?

A4. The Chief of Built and Natural Environment advised that any scheme changes cannot be made until they are formally approved by the Minister and gazetted.

The proposed scheme changes that are to be considered are yet to be initiated, and are also yet to be advertised.

The proposed scheme changes are not retrospective and only apply to new developments. They will have no impact on any existing homes in the City's rural areas.

Should Council grant consent to initiate the scheme amendment, public consultation is not likely to occur until February/March 2023.



Any advertising cannot occur until the Minister for Environmental Protection Authority (EPA) approves and it is gazetted. This is not expected, subject to Council agreeing to initiating the scheme amendment, until early 2023.

**Mr A Certoma, Coogee**

Item 14.4.2 Annual Electors' Meeting and Annual Report

Q1. Regarding motions at Annual Electors' Meetings, it appears that the phrasing and/or construction of the specific wording used in some of the motions precluded the City administration and/or Council from being able to move forward with that particular motion.

Could the City re-commit that they will instruct the applicable staff to be prepared to assist community members if they should seek help with the proper presentation of any motions, at any future Annual Electors' Meeting or Special Electors' Meeting?

A1. The Acting Executive Governance and Strategy advised that if attendees to an Annual Electors' Meeting would like to make a submission for a motion to be considered at the Annual Electors' Meeting, they can contact the City's Governance Team.

Q2. The Executive Governance and Strategy previously advised that City staff would be willing to discuss matters with electors wishing to present matters for Council consideration through Electors' Meetings to support improved process and potential outcomes. I am seeking a continuance of that commitment.

A2. The Acting Executive Governance and Strategy advised yes.

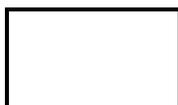
**Mr I Malcolm, Hillman**

Subject: Naval Base Holiday Park

Q1. I have got an opportunity to purchase a shack at the Naval Base Holiday Park and I was wondering what you people are doing with the leases regarding that situation?

A1. The Acting Chief of Operations advised the leases at the Naval Base Shacks expired in August 2022 .

Currently, the City has created a draft lease which is to be advertised to the public, as per section 3.58 of the Local Government Act 1995 in the new year. If endorsed, it will be offered to shack owners.



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## 9. Confirmation of Minutes

### 9.1 (2022/MINUTE NO 0271) Minutes of the Special Council Meeting – 3/11/2022

**Council Decision**

MOVED Cr K Allen SECONDED Cr T Dewan

That Council confirms the Minutes of the Special Council Meeting held on Thursday, 10 November 2022 as a true and accurate record.

**CARRIED 9/0**

### 9.2 (2022/MINUTE NO 0272) Minutes of the Ordinary Council Meeting - 10/11/2022

**Council Decision**

MOVED Cr K Allen SECONDED Cr P Eva

That Council confirms the Minutes of the Ordinary Council Meeting held on Thursday, 10 November 2022 as a true and accurate record.

**CARRIED 9/0**

### 9.3 (2022/MINUTE NO 0273) Minutes of the Special Council Meeting - 17/11/2022

**Council Decision**

MOVED Cr T Dewan SECONDED Cr P Eva

That Council confirms the Minutes of the Special Council Meeting held on Thursday, 17 November 2022 as a true and accurate record.

**CARRIED 9/0**

## 10. Deputations

Nil

## 11. Business Left Over from Previous Meeting (if adjourned)

Nil

## 12. Declaration by Members who have Not Given Due Consideration to Matters Contained in the Business Paper Presented before the Meeting

Nil



**En Bloc Resolution**

7.16pm The following items were carried En Bloc by Simple Resolution of Council:

14.1.1	15.1.1	19.1	20.1	21.1
14.1.3	15.1.6			21.2
14.2.2	16.1			
14.2.3				

7.17pm The following items were carried En Bloc by Absolute Majority Resolution of Council:

14.4.2	15.1.2	15.1.5
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**13. Decisions Made at Electors Meeting**

Nil



## 14 Reports - CEO (and Delegates)

### 14.1 Built and Natural Environment

#### 14.1.1 (2022/MINUTE NO 0274) Initiation of Amendment No. 156 to Town Planning Scheme No. 3 - Modifications to Table 10 - Development Contribution Plans

**Responsible Executive** Chief of Built and Natural Environment  
**Author** Infrastructure Planner  
**Attachments** N/A

#### Officer Recommendation/Council Decision

MOVED Cr C Reeve-Fowkes SECONDED Cr M Separovich  
 That Council:

- (1) AMENDS the City of Cockburn Town Planning Scheme No. 3, pursuant to Section 75 of the *Planning and Development Act 2005*, by
1. Amending Table 10 – Development Contribution Plans of the Scheme Text by inserting additional provisions on the ‘period of operation’ and ‘timing and priority for Development Contribution Plans 1, 4, 5, 6, 8 and 11 to align with the requirements of State Planning Policy 3.6, as follows (additional wording shown in **bold text**) –

<b>Ref No:</b>	<b>DCA 1</b>
<b>Area:</b>	Success North
<b>Provisions:</b>	<p>All landowners within DCA 1 shall make a proportional contribution to the widening and upgrading of Hammond Road between Beeliar Drive and Bartram Road, Success.</p> <p>The proportional contribution is to be determined in accordance with the provisions of clause 5.3 and contained on the Development Contribution Plan.</p> <p>Contributions shall be made towards the following items:</p> <ul style="list-style-type: none"> <li>• Land reserved for Hammond Road under the Metropolitan Region Scheme;</li> <li>• Full earthworks;</li> <li>• Construction of a two-lane road and where the reserve width is less than 40 metres wide, kerbing to the verge side of the carriageway shall be provided;</li> <li>• Dual use path (one side only);</li> <li>• Pedestrian crossings (where appropriate at the discretion of the local government);</li> <li>• Drainage;</li> <li>• Costs to administer cost sharing arrangements – preliminary</li> </ul>



	<p>engineering design and costings, valuations, annual reviews and audits and administrative costs;</p> <ul style="list-style-type: none"> <li>• Servicing infrastructure relocation where necessary.</li> </ul>
<b>Period of operation:</b>	<b>30 June 2033</b>
<b>Timing and priority:</b>	<b>The widening and upgrade of Hammond Road between Beelias Drive and Bartram Road, Success, is to be completed within 1-3 years.</b>
Participants and Contributions	In accordance with the Cost Contribution Schedule adopted by the local government for DCA 1.
<b>Ref No:</b>	<b>DCA 4</b>
Area:	Yangebup West
Provisions:	<p>All landowners within DCA 4 and DCA 5 with the exception of Lots 500 and 600 Shallcross Street and Lots 500 and 504 Storey Place within DCA 4 shall make a proportional contribution of 40.88% of the total cost of constructing Beelias Drive between Stock Road and Spearwood Avenue.</p> <p>The proportional contribution is to be determined in accordance with the provisions of clause 5.3 and contained on the Development Contribution Plan.</p> <p>The contribution shall include the following: -</p> <ul style="list-style-type: none"> <li>• Land requirements for the Other Regional Road reservation between Watson Road and Spearwood Avenue under the MRS;</li> <li>• Land requirements for an average 45 metre wide road reserve between Watson Road and Stock Road and where necessary to accommodate channelisation at intersections and drainage;</li> <li>• Full earthworks;</li> <li>• Construction of a four lane median divided kerbed road;</li> <li>• Dual use path (both sides);</li> <li>• Pedestrian crossings (where appropriate at the discretion of the local government);</li> <li>• Lighting;</li> <li>• Landscaping;</li> <li>• Traffic signals and roundabouts at major intersections;</li> <li>• Drainage</li> <li>• Costs to administer cost sharing arrangements including preliminary engineering design and costings, valuations, annual reviews and audits and administration costs;</li> <li>• Servicing infrastructure relocation where necessary;</li> </ul> <p>Costs for the repayment of any loans raised by the local authority for the purchase of any land for Beelias Drive or for any of the abovementioned works.</p>



<b>Period of operation:</b>	<b>30 June 2033</b>
<b>Timing and priority:</b>	<b>Construction of the infrastructure item has been completed.</b>
Participants and Contributions	In accordance with the Cost Contribution Schedule adopted by the local government for DCA 4.
<b>Ref No:</b>	<b>DCA 5</b>
Area:	Yangebup East
Provisions:	<p>All landowners within DCA 4 and DCA 5 with the exception of Lots 500 and 600 Shallcross Street and Lots 500 and 504 Storey Place within DCA 4 shall make a proportional contribution of 40.88% of the total cost of constructing Beeliar Drive between Stock Road and Spearwood Avenue and all landowners within DCA 5 south of Beeliar Drive shall make a proportional contribution of 30.65% of the cost of Spearwood Avenue between Beeliar Drive and Fancote Avenue and all landowners north of Beeliar Drive shall make a proportional contribution to 100% of the cost of closing Yangebup Road at the Railway Line.</p> <p>The proportional contribution is to be determined in accordance with the provisions of clause 5.3 and contained on the cost contribution schedule.</p> <p>Contributions shall be made towards the following items for Beeliar Drive:</p> <ul style="list-style-type: none"> <li>• Land requirements for the Other Regional Road reservation between Watson Road and Stock Road;</li> <li>• Land requirements for an average 45 metre wide road reserve between Watson Road and Stock Road and where necessary to accommodate channelisation at intersections and drainage;</li> <li>• Full earthworks;</li> <li>• Construction of a four lane median divided kerbed road;</li> <li>• Dual use path (both sides);</li> <li>• Pedestrian crossings (where appropriate at the discretion of the local government);</li> <li>• Lighting;</li> <li>• Landscaping;</li> <li>• Traffic signals and roundabouts at major intersections;</li> <li>• Drainage</li> <li>• Costs to administer cost sharing arrangements including preliminary engineering design and costings, valuations, annual reviews and audits and administration costs;</li> <li>• Servicing infrastructure relocation where necessary;</li> </ul> <p>Costs for the repayment of any loans raised by the local authority for the purchase of any land for Beeliar Drive or for any of the</p>



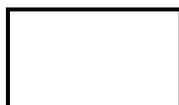
	<p>abovementioned works.</p> <p>Contributions shall be made towards the following items for Spearwood Avenue:</p> <ul style="list-style-type: none"> <li>• Land requirements for a 25 metre wide road reserve;</li> <li>• Full earthworks;</li> <li>• Construction of a two lane kerbed road with channelisation at intersections;</li> <li>• Dual use path (one side only);</li> <li>• Traffic Management devices;</li> <li>• Drainage;</li> <li>• Servicing infrastructure relocation where necessary;</li> </ul> <p>Costs to administer cost sharing arrangements including preliminary engineering design and costings, valuations, annual reviews and audits and administration costs.</p>
<b>Period of operation:</b>	<b>30 June 2033</b>
<b>Timing and priority:</b>	<b>Construction of all infrastructure items has been completed.</b>
Participants and Contributions	In accordance with the Cost Contribution Schedule adopted by the local government for DCA 5.
<b>Ref No:</b>	<b>DCA 6</b>
Area:	Munster
Provisions:	<p>All landowners within DCA6 shall make a proportional contribution to 23.4% of the cost of widening and upgrading of Beelias Drive (Mayor Road) between Stock Road and Cockburn Road, Munster. The proportional contribution is to be determined in accordance with the provisions of clause 5.3 and contained on the Development Contribution Plan.</p> <p>Contributions shall be made towards the following items:</p> <ul style="list-style-type: none"> <li>• Land requirements for the Other Regional Road reservation between Stock Road and Cockburn Road as reserved in the Metropolitan Region Scheme;</li> <li>• Additional land where necessary to accommodate channelisation at intersections and drainage;</li> <li>• Full earthworks;</li> <li>• Construction of a two lane kerbed road;</li> <li>• Dual use path (both sides);</li> <li>• Pedestrian Crossings (where appropriate at the discretion of the local government);</li> <li>• Lighting;</li> <li>• Landscaping;</li> <li>• Traffic management devices;</li> <li>• Drainage;</li> </ul>



	<ul style="list-style-type: none"> <li>• Servicing infrastructure relocation where necessary;</li> <li>• Costs to administer cost sharing arrangements including preliminary engineering design and costings, valuations, annual reviews and audits.</li> </ul> <p>Costs for the repayment of any loans raised by the local government for the purchase of any land for the road reserve or any of the abovementioned works.</p>
<b>Period of operation:</b>	<b>30 June 2033</b>
<b>Timing and priority:</b>	<b>The widening and upgrade of Beeliar Drive (Mayor Road) between Stock Road and Cockburn Road, Munster, is to be delivered within 10 years.</b>
Participants and Contributions	In accordance with the Cost Contribution Schedule adopted by the local government for DCA 6.
<b>Ref No:</b>	<b>DCA 8</b>
Area:	Solomon Road
Provisions:	<p>Landowners within DCA 8 shall make a proportional contribution to the cost of common infrastructure for the Solomon Road Arterial Drainage System.</p> <p>The proportional contribution is to be determined in accordance with the provisions of Clause 5.3 of TPS 3 and contained on the Development Contribution Plan. The Council in its discretion may exclude properties from the DCA area which it deemed to have no development or subdivision potential.</p> <p>Contributions shall be made towards the following items associated with the proposed Solomon Road Arterial Drainage System –</p> <ol style="list-style-type: none"> <li>Full earthworks;</li> <li>Provision of drainage infrastructure;</li> <li>Supply and boring of a pressure main under the Kwinana Freeway and works associated with the proposed pump station;</li> <li>Servicing infrastructure relocation where necessary;</li> <li>Landscaping works around the drainage basin;</li> <li>Cost of land required for the Arterial Drainage basin;</li> <li>Costs to administer cost sharing arrangements including preliminary engineering design and costings, valuations, annual reviews and audits and administration costs.</li> </ol>
<b>Period of operation:</b>	<b>30 June 2033</b>
<b>Timing and priority:</b>	<b>The construction of drainage infrastructure and associated works for the Solomon Road Arterial Drainage System, Jandakot, is to be delivered within 10 years.</b>



<p>Participants and contributions</p>	<p>In accordance with the Cost Contribution Schedule adopted by the local government for DCA 8.</p>
<p><b>Ref No:</b></p>	<p><b>DCA 11</b></p>
<p><b>Area:</b></p>	<p>Muriel Court</p>
<p><b>Provisions:</b></p>	<p>All landowners within DCA 11 shall make contribution to land and infrastructure works required as part of the development of the Muriel Court Development Contribution Area.</p> <p>With the exception of existing lots 3 and 21 Verna Court and Lots 52 and 150 Semple Court, the contribution is to be calculated on the potential number of dwellings that can be constructed on each lot or lots and calculated in accordance with the following:</p> <ul style="list-style-type: none"> <li>• R20 lots – 450m<sup>2</sup></li> <li>• R25 lots – 350m<sup>2</sup></li> <li>• R40 lots – 220m<sup>2</sup></li> <li>• R60 lots – 166m<sup>2</sup></li> <li>• R80 lots – 125m<sup>2</sup></li> <li>• R160 lots – calculated by dividing the lot area (m<sup>2</sup>) by 62.5 to give the number of dwellings.</li> </ul> <p>No contribution required in respect to land and lots required for public open space, drainage, the widening and extension of Muriel Court and Kentucky Court and the widening and realignment of Semple Court.</p> <p>Contributions shall be made towards the following items by all landowners within DCA 11.</p> <ul style="list-style-type: none"> <li>• Pro-rata contribution to the upgrading of North Lake Road between Kentucky Court and Semple Court including upgrading the existing carriageway, construction of the future carriageway, drainage, lighting, landscaping and service relocation where necessary.</li> <li>• The cost of land and works for the widening and realignment of Semple Court between Verna Court and North Lake Road as shown on the Muriel Court Structure Plan. The cost of works is the cost over and above that of providing a normal subdivision road with drainage, lighting, footpaths and parking embayments which will be a cost to the owners of the adjoining land.</li> <li>• The cost of land and works for the realignment of Semple Court shown on the Muriel Court Structure Plan between Berrigan Drive and Verna Court. Works are to include the cost of the carriageways, median landscaping, drainage, lighting and paths.</li> <li>• Traffic management devices along realigned Semple Court and traffic lights at the intersection of Semple Court with Berrigan Drive and North Lake Road.</li> </ul>



	<ul style="list-style-type: none"> <li>• Modifications to existing Semple Court including closures and pavement modifications shown on the Muriel Court Structure Plan.</li> <li>• Cost of land and works for the realignment of Elderberry Drive between Berrigan Drive and Jindabyne Heights.</li> <li>• The cost of land and works for the widening of Muriel Court and Kentucky Court between realigned Semple Court and North Lake Road as shown on the Muriel Court Structure Plan. The cost of works is the cost over and above that of providing a normal subdivision road with drainage, lighting, footpaths and parking embayments which will be a cost to the owners of the adjoining land.</li> <li>• Traffic management devices along Muriel Court and traffic lights at the intersection of Kentucky Court and North Lake Road.</li> <li>• Provision of land for public open space area shown on the Muriel Court Structure Plan and the cost of landscaping and bushland/wetland restoration.</li> <li>• Land and works for internal and off site groundwater control and drainage infrastructure including detention basins, gross pollutant traps, nutrient stripping and landscaping.</li> <li>• Preliminary professional services including drainage, services, geotechnical, site contamination, traffic and planning.</li> <li>• Further detailed studies and design including design guidelines and engineering design of drainage and major roads.</li> <li>• Costs to administer cost sharing arrangements of the DCA including detailed engineering design of drainage and roads the subject to the DCA provisions, cost estimates and schedules, valuations, annual reviews of land and works, audits and administrative costs.</li> <li>• Cost including fees and interest of any loans raised by the local government to undertake any of the works associated with DCA 11.</li> </ul> <p>The following lots shall make a contribution to the cost to administer cost sharing arrangements of the DCA and a proportional contribution to the road and drainage works listed above unless rezoned to residential in which case all of the above requirements will apply.</p> <ul style="list-style-type: none"> <li>• Lot 52 Semple Court 1.25% of the total cost</li> <li>• Lot 3 Verna Court 7.6% of the total cost</li> <li>• Lot 21 Verna Court 1.5% of the total cost</li> </ul>
<p><b>Period of operation:</b></p>	<p><b>30 June 2033</b></p>
<p><b>Timing and priority:</b></p>	<p><b>Construction of infrastructure completed:</b></p> <ul style="list-style-type: none"> <li>• <b>Upgrading North Lake Road between Kentucky Court &amp; Semple Court</b></li> </ul>



	<ul style="list-style-type: none"> <li>• <b>Traffic lights at Kentucky Court &amp; North Lake Road intersection</b></li> </ul> <p><b>Depending on the timing of subdivision and development within the area and where practical, the following infrastructure is to be delivered within 10 years:</b></p> <ul style="list-style-type: none"> <li>• <b>Widening and realignment of Semple Court between Verna Court &amp; North Lake Road</b></li> <li>• <b>Widening and realignment of Semple Court between Berrigan Drive &amp; Verna Court</b></li> <li>• <b>Traffic management devices – Muriel Court</b></li> <li>• <b>Public open space – Land, development &amp; bushland/wetland Restoration</b></li> <li>• <b>Groundwater control &amp; drainage infrastructure</b></li> </ul>
<p>Participants and Contributions</p>	<p>In accordance with the Cost Contribution Schedule adopted by the local government for DCA 11.</p>

(2) NOTES the Amendment is ‘complex’ under the provisions of the *Planning and Development (Local Planning Schemes) Regulations 2015* as it proposes to amend a development contribution plan.

(3) REFERS the Amendment to the Environmental Protection Authority (EPA), pursuant to Clause 81 of the *Planning and Development Act 2005*, by giving to the EPA written notice of this resolution and such written information about the amendment as is sufficient to enable the EPA to comply with Section 48A of the *Environmental Protection Act 1986* in relation to the proposed scheme amendment.

(4) SUBMITS two copies of the proposed Amendment to the Western Australian Planning Commission, pursuant to Regulation 37(2) of the *Planning and Development (Local Planning Schemes) Regulations 2015*, to obtain consent to advertise the scheme amendment; and

(5) Subject to Clauses 81 and 82 of the *Planning and Development Act 2005*, if the Commission advises the City of Cockburn that it is satisfied that the complex amendment is suitable to be advertised, advertise the proposed amendment pursuant to the details prescribed within Regulation 38 of the *Planning and Development (Local Planning Schemes) Regulations 2015*. Regulation 38 specifies advertising must not be less than a period of 60 days.

**CARRIED 9/0**

**Background**

The purpose of this report is for Council to consider initiating an amendment to Town Planning Scheme No. 3 (TPS 3) to introduce provisions for the ‘period of operation’ and ‘priority and timing’ of infrastructure delivery for several existing Development Contribution Plans (DCPs) operating under TPS 3.



There are 12 existing DCPs for development contributions towards infrastructure through the subdivision and development process.

The establishment and operation of a DCP is guided by State Planning Policy, and more recently the *Planning and Development (Local Planning Schemes) Regulations 2015* (the Regulations). Some of TPS 3's existing DCPs pre-date this framework.

A modified *State Planning Policy 3.6 – Infrastructure Contributions* (SPP 3.6) in April 2021 required DCPs without a lifespan or review period to be amended to include:

1. The anticipated lifespan (period of operation) of the DCP
2. The priority and timing for the delivery of infrastructure.

SPP 3.6 requires this within three years of the modified policy (i.e. by April 2024).

The following DCPs do not have a lifespan or review period:

- DCP 1 – Success North
- DCP 4 – Yangebup West
- DCP 5 – Yangebup East
- DCP 6 – Munster
- DCP 8 – Solomon Road
- DCP 11 – Muriel Court.

The provisions are based on guidance provided by SPP 3.6.

### Submission

N/A

### Report

A summary of the proposed amendment is provided below, with discussion on the key considerations.

DCP No.	Summary of Proposed Amendment	
	Period of Operation	Timing and Priority of Infrastructure Delivery
DCP 1	30 June 2033	1-3 years
DCP 4	30 June 2033	N/A – Construction of infrastructure has been completed
DCP 5	30 June 2033	N/A – Construction of infrastructure has been completed
DCP 6	30 June 2033	Within 10 years
DCP 8	30 June 2033	Within 10 years
DCP 11	30 June 2033	Depending on the timing of subdivision and development within the area and where practical, infrastructure is to be delivered within 10 years.



Period of Operation (Lifespan)

A DCP is intended to operate for a limited time, or until the redevelopment process is complete, and the funded infrastructure is delivered.

The Regulations and SPP 3.6 require the timeframe for a DCP in the local planning scheme, and should the period of operation be extended, a scheme amendment is required.

SPP 3.6 recommends a maximum period of 10 years, however, notes that the selected timeframe should correspond with any related strategic, infrastructure and financial planning.

It should also reflect the anticipated growth rates and be some certainty the infrastructure items can be delivered within the timeframes.

The DCPs subject of this amendment pre-date the requirement to specify a period of operation.

They were intended to operate for as long as necessary until all the identified infrastructure is funded.

The areas subject of the DCPs are characterised by fragmented landownership and land constraints, which has slowed the rate of development and led to payment of contributions over an extended period.

This amendment proposes a period of operation to 30 June 2033, representing an approximate period of 10 years. This timeframe has been proposed based on the following:

- All DCP areas subject of this amendment contain lots that have yet to be developed and therefore contributions have not been paid by every landowner
- Whilst the extent of undeveloped land varies, it is considered unlikely that all contributions will be made in the short to medium term due to various constraints, requirements, and/or landowners' willingness or ability to develop
- Infrastructure funded through DCPs 1, 6, 8 and 11 is yet to be delivered
- A longer period of operation affords additional time for the delivery of infrastructure and/or the collection of contributions as development occurs over time
- The proposed timeframe aligns with SPP 3.6's recommended DCP maximum lifespan of 10 years.

If infrastructure has not been delivered and/or the required contributions paid at or near the end of the lifespan of a DCP, the City may seek to extend the period of operation through a further scheme amendment.



### Priority and Timing of Infrastructure Delivery

A DCP needs to include a summary of the estimated timing and priority for the delivery of the infrastructure, which should align with the local government's long-term strategic planning.

The proposed priority and timing identified by this amendment reflect existing circumstances, specifically:

- A short timeframe of one to three years for DCP 1 as construction of the funded infrastructure, being the upgrade of Hammond Road, between Beeliar Drive and Bartram Road, commences this financial year
- Infrastructure funded by DCPs 4 and 5, which included construction of Beeliar Drive between Stock Road and Spearwood Avenue, has already been delivered
- A longer timeframe of up to 10 years is proposed for DCP 6, as the extension of Beeliar Drive, from Stock Road to Cockburn Road, is unlikely to be delivered in the short term due to the complexity of the project and other City-wide infrastructure priorities
- A longer timeframe of up to 10 years is proposed for DCP 8 as the drainage upgrades funded for the Solomon Road Arterial Drainage Scheme area are not urgent and the rate of development in the area has been slow with approximately 24 percent of contributions having been collected to date
- For DCP 11, whilst a longer timeframe of 10 years is proposed for infrastructure delivery, the priority and timing of that delivery is wholly dependent on the uptake of development in the area and is therefore beyond the City's control.

Irrespective, SPP 3.6 recognises flexibility is required when estimating the timing and delivery of infrastructure.

A DCP is subject to an annual review process that can identify changes to priority and timing of infrastructure delivery.

Notwithstanding, should significant changes be identified, it may be appropriate to adjust TPS 3 through a scheme amendment.

### Amendment Type

The Regulations specify three different types of Scheme amendments, being 'basic', 'standard' and 'complex'. Clause 35(2) of the Regulations requires a resolution of the local government specifying the type of amendment and the reasons for the classification.

The proposed amendment is considered to be a 'complex' amendment on the basis that it proposes to amend a DCP.

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

#### Listening & Leading

A community focused, sustainable, accountable and progressive organisation.

- Best practice Governance, partnerships and value for money.



**Budget/Financial Implications**

N/A

**Legal Implications**

- *Planning and Development Act 2005*
- *Planning and Development (Local Planning Schemes) Regulations 2015*
- City of Cockburn Town Planning Scheme No. 3
- State Planning Policy 3.6 – Infrastructure Contributions

**Community Consultation**

As per Part 5 of the Regulations, there are three amendment types: basic, standard, and complex. These are defined in Part 5, Division 1, Regulation 34.

A 'complex' amendment (such as that proposed) requires consultation for a period of 60 days.

**Risk Management Implications**

Should Council resolve to not initiate this amendment, there is a risk that the Minister may, pursuant to clause 76 of the *Planning and Development Act 2005*, order the City to amend TPS 3 to comply with the requirements of SPP 3.6.

Should this occur, the City may lose the ability to influence the drafting of provisions for such an amendment.

It may also cause reputational damage to the City due to its failure to take requisite steps for having a satisfactory local planning scheme.

The introduction of a 'period of operation' for a DCP poses a risk that should insufficient contributions be collected prior to the expiry of the DCP, the WAPC may not support an extension to the lifespan of the DCP.

This may result in the City needing to make up for the shortfall through other funding sources.

The identification of the 'priority and timing' for infrastructure delivery establishes an expectation that the City will deliver funded infrastructure within the specified timeframes.

Whilst there are many factors influencing the City's ability to deliver capital works projects, there is a potential for reputational damage should the City's timing for delivery not align with TPS 3.

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

N/A

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

Nil



### 14.1.2 (2022/MINUTE NO 0275) Initiation of Amendment No.157 (Omnibus Amendment) to Town Planning Scheme No.3

**Responsible Executive** Chief of Built and Natural Environment

**Author** Strategic Planning Officer

**Attachments** 1. Draft Scheme Amendment No.157 Report [↓](#)

#### Officer Recommendation/Council Decision

MOVED Cr L Kirkwood SECONDED Cr T Dewan

That Council:

- (1) AMENDS the City of Cockburn Town Planning Scheme No.3, pursuant to Section 75 of the *Planning and Development Act 2005*, by:
- a. Modifying Table 1 – Zoning Table of the Scheme Text to include ‘Motor Vehicle Wash’ as ‘A’ use in the Local Centre Zone.
  - b. Modifying Clause 4.9.2 (e) (Commercial and Industrial Uses – Landscaping) of the Scheme Text to be re-worded to state ‘There shall be not less than one (1) shade tree planted for every 10 linear metres of verge frontage or for every 50 square metres of the total landscaped area provided on the lot and within the street verge, whichever results in the greater number of trees’.
  - c. Modifying Clause 4.9.2 (f) (Commercial and Industrial Uses – Landscaping) of the Scheme Text to be re-worded to state ‘There shall be not less than one (1) shade tree planted in the car parking area for every three (3) side-by-side car parking spaces provided on the lot’.
  - d. Modifying Clause 4.10.1 (b) (Rural Uses) of the Scheme Text to be re-worded to state ‘Where reticulated water supply is not provided to a lot the landowner, or the subdivider shall be responsible for providing a potable water supply where it is proposed to use the land for the agistment of stock or for residential uses in the Rural Zone’.
  - e. Introducing Clause 4.10.1 (d) (Rural Uses) to the Scheme Text to state ‘Where it is proposed to use the land for residential uses in the Rural Zone and the land is in a Bushfire Prone Area, the landowner shall be responsible for providing a separate water storage tank (constructed in accordance with the technical requirements of the *Guidelines for Planning in Bushfire Prone Areas*), with a minimum capacity of 10,000 litres per habitable building to be used for firefighting purposes only’.
  - f. Introducing Clause 4.10.11 (f) (Resource Zone) to the Scheme Text to state ‘Where reticulated water supply is not provided to a lot the landowner, or the subdivider shall be responsible for providing a potable water supply where it is proposed to use the land for the agistment of stock or for residential uses in the Resource Zone’.
  - g. Introducing Clause 4.10.11 (g) (Resource Zone) to the Scheme Text to state ‘Where it is proposed to use the land for residential uses and a potable water supply is not available, the landowner shall be responsible for providing a rainwater storage tank with a minimum capacity of 90,000 litres in the Resource Zone’.



- h. Introducing Clause 4.10.11 (h) (Resource Zone) to the Scheme Text to state 'Where it is proposed to use the land for residential uses in the Resource Zone and the land is in a Bushfire Prone Area, the landowner shall be responsible for providing a separate water storage tank (constructed in accordance with the technical requirements of the *Guidelines for Planning in Bushfire Prone Areas*), with a minimum capacity of 10,000 litres per habitable building to be used for firefighting purposes only'.
- i. Introducing Clause 4.10.12 (k) (Rural Living Zone) to the Scheme Text to state 'Where reticulated water supply is not provided to a lot the landowner, or the subdivider shall be responsible for providing a potable water supply where it is proposed to use the land for the agistment of stock or for residential uses in the Rural Living Zone'.
- j. Introducing Clause 4.10.11 (l) (Rural Living Zone) to the Scheme Text to state 'Where it is proposed to use the land for residential uses and a potable water supply is not available, the landowner shall be responsible for providing a rainwater storage tank with a minimum capacity of 90,000 litres in the Rural Living Zone'.
- k. Introducing Clause 4.10.12 (m) (Rural Living Zone) to the Scheme Text to state 'Where it is proposed to use the land for residential uses in the Rural Living Zone and the land is in a Bushfire Prone Area, the landowner shall be responsible for providing a separate water storage tank (constructed in accordance with the technical requirements of the *Guidelines for Planning in Bushfire Prone Areas*), with a minimum capacity of 10,000 litres per habitable building to be used for firefighting purposes only'.
- (2) NOTES the Amendment is 'standard' under the provisions of the *Planning and Development (Local Planning Schemes) Regulations 2015* as it satisfies the following criteria of Part 5, Division 1, Regulation 34:
- *an amendment that would have minimal impact on land in the scheme area that is not the subject of the amendment;*
  - *an amendment that does not result in any significant environmental, social, economic or governance impacts on land in the scheme area; and*
  - *any other amendment that is not a complex or basic amendment.*
- (3) REFERS the Amendment to the Environmental Protection Authority (EPA), pursuant to Section 81 of the *Planning and Development Act 2005*, by giving to the EPA written notice of this resolution and such written information about the amendment as is sufficient to enable the EPA to comply with Section 48A of the *Environmental Protection Act 1986* in relation to the proposed scheme amendment.
- (4) Subject to Sections 81 and 82 of the *Planning and Development Act 2005*, ADVERTISES the proposed Amendment pursuant to the details prescribed within Regulation 47 of the *Planning and Development (Local Planning Schemes) Regulations 2015*. Regulation 47 specifies advertising must not be less than a period of 42 days.

**CARRIED 9/0**

## Background

Omnibus amendments to a planning scheme often cover diverse and sometimes unrelated issues. Most amendments to the City of Cockburn Town Planning Scheme No.3 (TPS3) deal with a specific subject or proposal.

Omnibus amendments are a positive practice to ensure our planning scheme is constantly improved.

This report relates to a proposed omnibus amendment (Amendment No 157).

The proposed changes have been identified through the application of the scheme in practice, recent planning enforcement cases, and where improvements to the existing provisions have been highlighted through development applications and conditions.

## Submission

N/A

## Report

The purpose of this amendment is to modify, correct and introduce various controls in the Scheme Text to improve its operation.

Proposed changes as part of this Amendment include:

- Improving landscaping requirements for car parking areas for commercial and industrial development as detailed at Clause 4.9.2 in the Scheme Text
- Modifying the land use permissibility classification for Motor Vehicle Wash in the Local Centre Zone from 'X' to 'A'.
- Clarifying the requirement for water supply for potable water for drinking water for residential uses and/or the agistment of the land for stock in the Rural, Resource and Rural Living Zones
- Introducing requirements for water supply solely for bushfire fighting purposes for land in Bushfire Prone Areas where the land is used and developed for residential uses in the Rural, Resource and Rural Living Zones.

Full details of the proposed changes to the TPS3, including justification and history, are included in the Proposed Amendment No.157 Report (refer Attachment 1).

Amendment No.157 is to be progressed and considered as a standard amendment under the provisions of the *Planning and Development (Local Planning Schemes) Regulations 2015* for the following reasons:



It is an amendment to the local planning scheme that:

- *would have minimal impact on land in the scheme area that is not the subject of the amendment;*
- *does not result in any significant environmental, social, economic or governance impacts on land in the scheme area; and*
- *would not constitute a complex or basic amendment as defined in the regulations.*

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

#### Local Economy

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

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

#### City Growth & Moving Around

A growing City that is easy to move around and provides great places to live.

- An attractive, socially connected and diverse built environment.

#### Listening & Leading

A community focused, sustainable, accountable and progressive organisation.

- Best practice Governance, partnerships and value for money.

### **Budget/Financial Implications**

N/A

### **Legal Implications**

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

### **Community Consultation**

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

Amendment No.157 is considered a standard amendment, therefore, formal advertising is required for a minimum of 42 days in accordance with Part 5, Regulation 47 of the *Planning and Development (Local Planning Schemes) Regulations 2015*.

### **Risk Management Implications**

Omnibus amendments are a positive practice to ensure our planning scheme is constantly improved.



Without this, the City risks a planning scheme which does not reflect best planning practices, current State policy direction, achieve desired outcomes or becomes difficult to enforce.

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

N/A

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

Nil





Town Planning Scheme No.3

Amendment No.157  
(Standard)

*Omnibus Amendment*

*including textual modifications relating to landscaping requirements for commercial and industrial developments, adjusting the land use permissibility class for Motor Vehicle Wash in the Local Centre Zone, and clarifying water supply requirements for residential uses and bushfire fighting purposes in the Rural, Resource and Rural Living Zones.*

**DECEMBER 2022**



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

***City of Cockburn***  
***Town Planning Scheme No.3***  
***Amendment No.157***

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

1. Modifying Table 1 – Zoning Table of the Scheme Text to reflect an ‘A’ use for a ‘Motor Vehicle Wash’ in the Local Centre Zone.
2. Modifying Clause 4.9.2 (e) (Commercial and Industrial Uses – Landscaping) of the Scheme Text to be re-worded to state ‘There shall be not less than one **(1) shade tree** planted for every **10 linear metres** of verge frontage or not less than one for every **50 square metres** of the total landscaped area provided on the lot and within the street verge, whichever results in the greater number of trees’.
3. Modifying Clause 4.9.2 (f) (Commercial and Industrial Uses – Landscaping) of the Scheme Text to be re-worded to state ‘There shall be not less than one **(1) shade tree** planted in the car parking area for every three **(3) side-by-side car parking spaces** provided on the lot’.
4. Modifying Clause 4.10.1 (b) (Rural Uses) of the Scheme Text to be re-worded to state ‘Where reticulated water supply is not provided to a lot the landowner, or the subdivider shall be **responsible** for providing a **potable water supply** where it is proposed to use the land for the agistment of stock or for residential uses in the Rural Zone’.
5. Introducing Clause 4.10.1 (d) (Rural Uses) to the Scheme Text to state ‘Where it is proposed to use the land for residential uses in the Rural Zone and the land is in a Bushfire Prone Area, the landowner shall be responsible for providing a **separate water storage tank** (constructed in accordance with the technical requirements of the *Guidelines for Planning in Bushfire Prone Areas*), with a minimum capacity of 10,000 litres per habitable building to be used **for firefighting purposes only**’.
6. Introducing Clause 4.10.11 (f) (Resource Zone) to the Scheme Text to state ‘Where reticulated water supply is not provided to a lot the landowner, or the subdivider shall be **responsible** for providing a **potable water supply** where it is proposed to use the land for the agistment of stock or for residential uses in the Resource Zone’.
7. Introducing Clause 4.10.11 (g) (Resource Zone) to the Scheme Text to state ‘Where it is proposed to use the land for residential uses and a potable water supply is not available, the landowner shall be responsible for providing a **rainwater storage tank** with a minimum capacity of 90,000 litres in the Resource Zone’.

8. Introducing Clause 4.10.11 (h) (Resource Zone) to the Scheme Text to state 'Where it is proposed to use the land for residential uses in the Resource Zone and the land is in a Bushfire Prone Area, the landowner shall be responsible for providing a **separate water storage tank** (constructed in accordance with the technical requirements of the *Guidelines for Planning in Bushfire Prone Areas*), with a minimum capacity of 10,000 litres per habitable building to be used **for firefighting purposes only**'.
9. Introducing Clause 4.10.12 (k) (Rural Living Zone) to the Scheme Text to state 'Where reticulated water supply is not provided to a lot the landowner, or the subdivider shall be **responsible** for providing a **potable water supply** where it is proposed to use the land for the agistment of stock or for residential uses in the Rural Living Zone'.
10. Introducing Clause 4.10.11 (l) (Rural Living Zone) to the Scheme Text to state 'Where it is proposed to use the land for residential uses and a potable water supply is not available, the landowner shall be responsible for providing a **rainwater storage tank** with a minimum capacity of 90,000 litres in the Rural Living Zone'.
11. Introducing Clause 4.10.12 (m) (Rural Living Zone) to the Scheme Text to state 'Where it is proposed to use the land for residential uses in the Rural Living Zone and the land is in a Bushfire Prone Area, the landowner shall be responsible for providing a **separate water storage tank** (constructed in accordance with the technical requirements of the *Guidelines for Planning in Bushfire Prone Areas*), with a minimum capacity of 10,000 litres per habitable building to be used **for firefighting purposes only**'.

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

It is an amendment to the local planning scheme that:

- *would have minimal impact on land in the scheme area that is not the subject of the amendment;*
- *does not result in any significant environmental, social, economic or governance impacts on land in the scheme area; and*
- *would not constitute a complex or basic amendment as defined in Part 5 Division 1 Regulation 34.*

Dated this \_\_\_\_\_ day of \_\_\_\_\_ 20\_\_

\_\_\_\_\_  
(Chief Executive Officer)

## AMENDMENT REPORT

### 1.0 INTRODUCTION

The purpose of this standard amendment is to:

- Improve the requirement for landscaping in car parking areas detailed at Clause 4.9.2 in the Scheme Text for commercial and industrial development;
- Modify the land use permissibility classification for Motor Vehicle Wash in the Local Centre Zone from an 'X' (not permitted) to an 'A' (discretionary after advertising) use;
- Clarify the requirement for water supply (water tanks) for potable water and for firefighting purposes for residential development in the Rural, Resource and Rural Living Zones.

Full details of the proposed changes to the TPS3, including justification and history are included throughout this report.

### 2.0 BACKGROUND

The most recent Omnibus Scheme Amendment that the City undertook, Amendment No.154 (gazetted on 15 July 2022), made a number of minor changes to the Scheme Text and corrected zone mapping anomalies.

Initiated and processed in parallel, Amendment No.155 (gazetted 13 May 2022), also made minor Scheme Text changes that brought the provisions relating to the 'Resource' Zone into alignment with *State Planning Policy 2.3 – Jandakot Groundwater Protection*.

This Scheme Amendment proposes further changes that were not identified or had not been fully considered through the preparation of the above Amendments.

They have been identified through the daily use of the Scheme by City's planning officers, recent planning enforcement cases, and/or where the need for improvements to the existing Scheme provisions have been highlighted through development applications and conditions.

### 3.0 AMENDMENT TYPE

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

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



This amendment is considered to be a 'standard' amendment, which Regulation 34 describes as:

*standard amendment means any of the following amendments to a local planning scheme —*

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

This proposed amendment satisfies parts (e), (f) and (g) of the above criteria.

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

##### **4.2 State Planning Framework**

This amendment does not propose any changes to Town Planning Scheme No.3 (TPS3) which would contravene or be inconsistent with the State Planning Framework or Metropolitan Region Scheme (MRS). State Planning Framework documents of relevance, as referenced in section 5.0 of this report, include:

- *State Planning Policy 2.5 – Rural Planning*
- *DRAFT State Planning Policy 2.9 – Planning for Water*
- *State Planning Policy 3.0 – Urban Growth and Settlement*
- *State Planning Policy 3.7 – Planning in Bushfire Prone Areas*
- *Guidelines for Planning for Bushfire Prone Areas*
- *State Planning Policy 4.2 – Activity Centres for Perth and Peel*
- *State Planning Policy 7.0 – Design of the Built Environment*



#### 4.1 City of Cockburn Local Planning and Environmental Framework

City documents are of relevance to the changes proposed by this amendment, as referenced in section 5.0 of this report, include:

- *Strategic Community Plan (2020 – 2030)*
- *Climate Change Strategy (2020 – 2030)*
- *Urban Forrest Plan (2018 – 2028)*
- *Local Planning Policy 3.9 – Industrial Development*
- *Local Planning Policy 5.9 – Rainwater Tanks and Renewable Energy System*
- *Local Planning Policy 5.18 – Subdivision and Development – Street Trees*
- *Commercial Lot Development – Good Practice Guide (2013)*

#### 5.0 PROPOSAL

##### Proposal 1

Proposal 1 seeks to change the land use permissibility of 'Motor Vehicle Wash' from an 'X' (*not permitted*) to an 'A' (*not permitted unless the local government has exercised its discretion and has granted planning approval after advertising the proposal in accordance with Clause 64(3) of the deemed provisions*) use within the Local Centre Zone within the TPS3.

Such an outcome would be consistent with the Council's resolution to accommodate a Motor Vehicle Wash land use via TPS3 Amendment No.153 for Berrigan Quarter, and Amendment No.5 to the Cell 6 Yangebup / Beeliam Local Structure Plan for the Beeliam Hive Shopping Centre. It would also be consistent with the permissibility that relates to Service Stations on Local Centre zoned land.

The proposed change does not mean that the use is suitable or will be recommended or approved on all Local Centre zoned land but will provide the flexibility for it to be more readily considered in appropriate locations across the broad spectrum of Local Centre zoned properties that currently exist within the City.

Should the amendment be successful, a Local Planning Policy will be prepared (for Council's future consideration) to help guide applicants and decision makers in considering appropriate locations and the information required to accompany such proposals.

For example, the use is unlikely to be considered suitable within immediate proximity to residential use and is expected to trigger the requirement for a Traffic Impact Statement, Acoustic Report / Noise Management Plan and/or an Operation Management Plan, that will be advertised for public comment prior to determination.

Tracked changes													Reason for proposed change			
Proposal 1													<b>Update Table 1 – Zoning Table:</b> To provide the flexibility to consider 'Motor Vehicle Wash' in appropriate location within the 'Local Centre' Zone, consistent with: <ul style="list-style-type: none"> <li>the land use and diversity principles set out in <i>State Planning Policy 4.2 – Activity Centres for Perth and Peel</i>;</li> <li>the permissibility of Service Stations; &amp;</li> <li>recent Council decisions within the same zone.</li> </ul>			
<b>USE CLASS</b>	RESIDENTIAL	REGIONAL CENTRE (See Note 4)	DISTRICT CENTRE	LOCAL CENTRE	MIXED BUSINESS	MIXED USE AMD 96 GG 23/8/15	LIGHT AND SERVICE INDUSTRY	INDUSTRY	RURAL LIVING	RURAL	RESOURCE	SPECIAL USE			DEVELOPMENT	CONSERVATION
<b>COMMERCIAL USES (Cont'd)</b>																
Home Store AMD 96 GG 23/8/15	A	P	P	P	X	X	X	X	A	X					X	X
Commercial Vehicle Parking	D	P	P	A	P	X	P	P	D	D					X	X
Motor Vehicle, Boat or Caravan Sales	X	P	P	X	P	X	P	D	X	X					X	A
Motor Vehicle Hire Premises	X	D	D	X	P	X	P	P	X	X					X	X
Motor Vehicle Wash	X	D	D	A	P	X	P	P	X	X				X	D	
Petrol Filling Station	<del>DELETED AMD 116 GG 06/0/17</del>															
Service Station	X	D	D	A	D	X	P	P	X	X					X	D

Proposals 2-3

Current TPS3 development standards are not achieving the expected and desired landscaping outcomes on verges and in car parking areas for commercial and industrial development throughout the City. Proposals 2 and 3 seek to improve these outcomes.

Specifically, Clause 4.9.2 (e), which currently requires one shade tree to be planted for every 50 square metres of total landscaped area (on the lot and within the street verge), is overly simplistic and fails to adequately address scenarios such as narrow verge and/or garden bed depths that often apply in commercial and industrial development sites.

Similarly, Clause 4.9.2 (f), which currently requires only one shade tree to be planted for every 10 car parking spaces, often results in shade tree spacings (trunk to trunk) of up to 25m. This fails to adequately shade expansive paved areas or cars that park on them for extended periods, thereby doing little to improve employee/customer comfort and exacerbates problems associated with the local urban heat island effect.

As landscaping in commercial and industrial areas is largely limited to within or adjacent public verges or involves the provision of shade trees for consolidated car parking areas, a more practical and easily understood arrangement would be to specify tree requirements based on the linear lot width to a public reserve, and spacing between a specific number of adjoining car parking bays, as per the recommended modifications outlined in the table below:



Tracked changes	Reason for proposed change
Proposals 2-3	
<p>4.9.2 Landscaping</p> <p>a) A minimum <b>on-site</b> provision of <b>ten percent (10%)</b> of the total area of the lot or of a defined portion of the lot, the subject of an Application for Planning Approval, shall be set aside, developed and maintained as a landscaped area.</p> <p>b) Despite <b>clause 4.9.2 a)</b> the local government may reduce the minimum <b>on-site</b> provision to not less than <b>five percent (5%)</b> of the total area of the lot to be set aside, developed and maintained as a landscaped area where the owner agrees in writing either as part of the Application for Planning Approval or separately that all of the street verge abutting the lot shall be included in the landscape area in accordance with <b>clause 4.9.2 c)</b>.</p> <p>c) Where the <b>street verge</b> is included in the landscaped area it shall be developed and maintained by the owner as an integral part of the on-site provision referred to in <b>clause 4.9.2 b)</b>.</p> <p>d) The landscaped area provided on the lot shall have a minimum width of not less than <b>1.5 metres</b> and distributed in areas of not less than <b>4.0 square metres</b>.</p> <p>e) There shall be not less than one <b>(1) shade tree</b> planted for every <b>10 linear metres of frontage to a public reserve, or not less than one for every 50 square metres</b> of the total landscaped area provided on the lot and within the street verge, <b>whichever results in the greater number of trees</b>.</p> <p>f) There shall be not less than one <b>(1) shade tree</b> planted in the car parking area for every <b>three (3) side-by-side 10 car parking spaces</b> provided on the lot.</p> <p>g) The landscaping is to be <b>confined</b> to the area of the lot between the building or the use of the land and the boundaries of the lot adjoining the public road reserve, or other public reserve, unless the local government agrees otherwise in any special circumstance.</p>	<p><b>Update clause 4.9.2 (e) and (f):</b></p> <p>To improve worker and customer comfort and reduce the urban heat island affect, consistent with the climate change objectives of the City's:</p> <ul style="list-style-type: none"> <li>• <i>Strategic Community Plan (2020-2030);</i></li> <li>• <i>Climate Change Strategy (2020-2030); &amp;</i></li> <li>• <i>Urban Forrest Plan (2018-2028).</i></li> </ul> <p>To improve the landscaping outcome on commercial and industrial zoned land consistent with the Landscape Quality, sustainability and Amenity design principles set out in:</p> <ul style="list-style-type: none"> <li>• <i>State Planning Policy 7.0 – Design of the Built Environment.</i></li> </ul> <p>To improve consistency with the standards set out in the City's:</p> <ul style="list-style-type: none"> <li>• <i>Local Planning Policy 3.9 – Industrial Development;</i></li> <li>• <i>Local Planning Policy 5.18 – Subdivision and Development – Street Trees); &amp;</i></li> <li>• <i>Commercial Lot Development – Good Practice Guide (2013).</i></li> </ul>

Proposals 4-11

Proposals 4-11 seek to clarify the requirements for water tanks for both potable and fire-fighting purposes within the Rural, Resource and Rural Living Zones.

Recent legal advice obtained by the City has cast doubt over its ability to rely on Clauses 4.10.1 (b) and (c) to require that a potable water tank be provided for residential uses / dwellings located in the Resource and Rural Living Zones that aren't capable of connection to a reticulated water supply. To ensure enforceable measures are included within the Scheme it has been recommended that Clause 4.10.1 (b) be adjusted to specify application to the Rural zone and additional provisions be specifically inserted into Clauses 4.10.11 (Resource Zone) and



4.10.12 (Rural Living Zone) mandating the requirement for a 90,000 litre rainwater tank for any residential use within those zones.

This change also ensures compliance with the City of Cockburn Heath Local Laws 2000, Division 3 which carries penalties if found to be in contravention.

In reviewing the change, it was further identified that in the Explanatory Notes relating to Element 4: Water of the latest *Guidelines for Planning in Bushfire Prone Areas (Version 1.4 – December 2021)*, the use of a combined tank for drinking and fire-fighting purposes is no longer recommended.

Separation in accordance with section 4.2.3 of AS/NZS 3500.1:2018 is necessary, as stagnant water may alter the quality of the drinking water and the emergency services, by law, may not be able to take water from the water supply to suppress a bushfire. The use of household potable drinking water for firefighting purposes is prohibited under the *Bushfires Act 1954*.

To address this limitation and reflect latest best practice, it is proposed that an additional clause inserted to require the provision of a separate water tank with a minimum capacity of 10,000 litres per habitable building, specifically for fire-fighting purposes.

To avoid any uncertainty identically worded provisions are also proposed for the Resource and Rural Living zones as per the recommended modifications outlined in the table below:

Tracked changes	Reason for proposed change
Proposals 4-5	
<p>4.10 Rural Uses</p> <p>4.10.1 Water Supply</p> <p>a) The use and development of land within the Rural Zone shall be in accordance with the provisions of The Statement of Planning Policy No. 2.5 – Agricultural and Rural Land Use Planning.</p> <p>b) Where reticulated water supply is not provided to a lot the landowner, or the subdivider shall be <b>responsible</b> for providing a <b>potable water supply</b> where it is proposed to use the land for the agistment of stock or for residential <b>purposesuses in the Rural Zone</b>.</p> <p>c) Where it is proposed to use the land for residential purposes and a potable water supply is not available then the landowner shall be responsible for providing a <b>rainwater storage tank</b> with a minimum capacity of 90,000 litres.</p> <p><b>d) Where it is proposed to use the land for residential uses in the Rural Zone and the land is in a Bushfire Prone Area, the landowner shall be responsible for providing a separate water storage tank (constructed in accordance with the technical requirements of the Guidelines for Planning in Bushfire Prone Areas), with a minimum capacity of 10,000 litres per habitable building to be used for firefighting purposes only.</b></p>	<p><b>Update clause 4.10.1 (b):</b></p> <p>To clarify the requirements for potable water tanks in the Rural Zone where a reticulated water supply is not available, consistent with the principles and requirements of:</p> <ul style="list-style-type: none"> <li>• <i>Draft State Planning Policy 2.9 – Planning for Water;</i></li> <li>• <i>State Planning Policy 2.5 – Rural Planning;</i> &amp;</li> <li>• <i>Development Control Policy 3.4 – Subdivision of Rural Land.</i></li> </ul> <p><b>Introduce clause 4.10.1 (d):</b></p> <p>To introduce the requirement for a separate water tank for fire-fighting purposes consistent with the requirements and guidance provided in</p> <ul style="list-style-type: none"> <li>• <i>State Planning Policy 3.7 -Planning in Bushfire Prone Areas;</i> &amp;</li> <li>• <i>Guidelines for Planning in Bushfire Prone Areas.</i></li> </ul>



Tracked changes	Reason for proposed change
Proposals 6-8	
<p>4.10.11 Resource Zone</p> <p>a) The use and development of land within the Resource Zone shall be in accordance with the provisions of -</p> <p>(i) The relevant State Planning Policy for water.</p> <p>(ii) The relevant State Planning Policy for basic raw materials.</p> <p>b) Despite the provisions of clause 4.10.11(a)(i) the Use Classes of Cattery, Dog Kennels and Poultry Farm (housed) are uses not permitted 'X' in the Resource Zone, except that a Cattery and Dog Kennels may be permitted in part of the Resource Zone in accordance with Table 6 - Additional Uses - No. AU7.</p> <p>c) Use Classes of Plant Nursery (wholesale and retail) are to comply with Water Quality Protection Note No. 25: Land use compatibility tables for public drinking water source areas and are not be permitted on lots within the Resource Zone which have an area less than 4 hectares.</p> <p>d) Uses that are identified as 'incompatible' or which are not listed in Water Quality Protection Note No. 25: Land use compatibility tables for public drinking water source areas are 'X' uses in the Resource Zone.</p> <p>e) All uses which are not listed as prohibited ('X') uses in Water Quality Protection Note No. 25: Land use compatibility tables for public drinking water source areas shall be treated as 'D' uses, unless otherwise specified in this Scheme, and shall be referred to the Department of Water and Environmental Regulation for advice and any other authority considered relevant to the application by the local government prior to the local government making its determination.</p> <p><u>f) Where reticulated water supply is not provided to a lot the landowner, or the subdivider shall be <b>responsible</b> for providing a <b>potable water supply</b> where it is proposed to use the land for the agistment of stock or for residential uses in the Resource Zone.</u></p> <p><u>g) Where it is proposed to use the land for residential uses and a potable water supply is not available then the landowner shall be responsible for providing a <b>rainwater storage tank</b> with a minimum capacity of 90,000 litres in the Resource Zone.</u></p> <p><u>h) Where it is proposed to use the land for residential uses in the Resource Zone and the land is in a Bushfire Prone Area, the landowner shall be responsible for providing a <b>separate water storage tank</b> (constructed in accordance with the technical requirements of the Guidelines for Planning in Bushfire Prone Areas), with a minimum capacity of 10,000 litres per habitable building to be used <b>for firefighting purposes only</b>.</u></p>	<p><b>Insert clauses 4.10.11 (f)-(h):</b></p> <p>To clarify the requirements for potable water tanks in the Resource Zone where a reticulated water supply is not available, consistent with the principles and requirements of:</p> <ul style="list-style-type: none"> <li>• <i>Draft State Planning Policy 2.9 – Planning for Water;</i></li> <li>• <i>State Planning Policy 2.5 – Rural Planning; &amp;</i></li> <li>• <i>Development Control Policy 3.4 – Subdivision of Rural Land.</i></li> </ul> <p>To introduce the requirement for a separate water tank for fire-fighting purposes consistent with the requirements and guidance provided in</p> <ul style="list-style-type: none"> <li>• <i>State Planning Policy 3.7 - Planning in Bushfire Prone Areas; &amp;</i></li> <li>• <i>Guidelines for Planning in Bushfire Prone Areas.</i></li> </ul>



Tracked changes	Reason for proposed change
Proposals 9-11	
<p>4.10.12 Rural Living Zone</p> <p>a) Every lot created in the Rural Living Zone shall have located on it a building envelope.</p> <p>b) Where an existing lot in the Rural Living Zone does not have assigned to it a building envelope then the local government shall prescribe a building envelope in accordance with clause 4.10.12 c).</p> <p>c) Despite clause 4.10.2 d) a building envelope within the Rural Living Zone shall not exceed 50% of the lot area or 2000m<sup>2</sup>, whichever is the lesser, and shall have a primary street setback of not less than 6 metres and a side setback of not less than 2.5 metres.</p> <p>d) DELETED BY AMD 72 GG 07/09/10</p> <p>e) Subject to clause 4.10.12 f), a person shall not clear or cause, permit or suffer to be cleared any existing vegetation except for the construction of a vehicular accessway and for the purpose of complying with the requirements of the Bush Fires Act unless the local government has in its discretion granted planning approval.</p> <p>f) A person shall not clear or cause, permit or suffer to be cleared any existing vegetation nearer to a boundary of a Lot than the minimum Building Setback distances referred to in clause 4.10.2 d) and 4.10.2 e) from any road reserve except for the construction of a vehicular accessway and for the purpose of complying with the requirements of the Bush Fires Act.</p> <p>g) The local government, in considering any application for planning approval to clear existing vegetation outside the building envelope on any Land shall have regard to the effects of the proposed clearing on erosion, water quality and other elements of the physical environment and may refer such applications to the Department of Water and Environmental Regulation or the Department of Primary Industries and Regional Development or both for investigation and recommendation, and shall have due regard to those recommendations in its determination of the application for planning approval.</p> <p>h) The local government may, by notice served upon any Owner or occupier of Land to require the preservation of specified trees or groups of trees whether located within or outside the building envelope and thereafter no Owner or occupier shall cut remove or otherwise destroy or cause or suffer to be cut removed or otherwise destroyed any tree or trees so specified unless the local government rescinds the requirement.</p> <p>i) The local government may by notice served upon any Owner or occupier of Land to require that person within the time limited by the notice to plant trees on that Land where in the opinion of the local government the land has been degraded, neglected or allowed to erode to the extent that the condition of the land detracts from the amenity of the locality.</p> <p>j) The erection of buildings and structures shall be of a design and scale and built of materials which will result in the buildings and structures being, in the opinion of the local government, in harmony with the natural environment or rural surroundings in which they are situated.</p>	<p><b>Insert clauses 4.10.12 (k)-(m):</b></p> <p>To clarify the requirements for potable water tanks in the Rural Living Zone where a reticulated water supply is not available, consistent with the principles and requirements of:</p> <ul style="list-style-type: none"> <li>• <i>Draft State Planning Policy 2.9 – Planning for Water;</i></li> <li>• <i>State Planning Policy 2.5 – Rural Planning; &amp;</i></li> <li>• <i>Development Control Policy 3.4 – Subdivision of Rural Land.</i></li> </ul> <p>To introduce the requirement for a separate water tank for fire-fighting purposes consistent with the requirements and guidance provided in</p> <ul style="list-style-type: none"> <li>• <i>State Planning Policy 3.7 - Planning in Bushfire Prone Areas; &amp;</i></li> <li>• <i>Guidelines for Planning in Bushfire Prone Areas.</i></li> </ul>



Tracked changes	Reason for proposed change
<p>k) <u>Where reticulated water supply is not provided to a lot the landowner, or the subdivider shall be <b>responsible</b> for providing a <b>potable water supply</b> where it is proposed to use the land for the agistment of stock or for residential uses in the Rural Living Zone.</u></p> <p>l) <u>Where it is proposed to use the land for residential uses and a potable water supply is not available, the landowner shall be responsible for providing a <b>rainwater storage tank</b> for drinking water purposes only with a minimum capacity of 90,000 litres in the Rural Living Zone.</u></p> <p>m) <u>Where it is proposed to use the land for residential uses in the Rural Living Zone and the land is in a Bushfire Prone Area, the landowner shall be responsible for providing a <b>separate water storage tank</b> (constructed in accordance with the technical requirements of the Guidelines for Planning in Bushfire Prone Areas), with a minimum capacity of 10,000 litres per habitable building to be used <b>for firefighting purposes only</b>.</u></p>	

**5.0 CONCLUSION**

The proposed amendment will provide for corrected and improved planning controls for specific land use and development throughout the City as detailed in the report.



**ADOPTION**

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

.....  
MAYOR

.....  
CHIEF EXECUTIVE OFFICER

**FINAL APPROVAL**

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

.....  
MAYOR

(Seal)

.....  
CHIEF EXECUTIVE OFFICER

Recommended/Submitted for Final Approval

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

DATE.....

Final Approval Granted

.....  
MINISTER FOR PLANNING

DATE.....



**14.1.3 (2022/MINUTE NO 0276) Global Advanced Industry Hub - Proposed Collaboration on Strategic Intent and Statutory Planning Controls**

<b>Responsible Executive</b>	Chief of Built and Natural Environment
<b>Author</b>	Senior Strategic Planner
<b>Attachments</b>	<ol style="list-style-type: none"> <li>1. Global Advanced Industries Hub - Draft Memorandum of Understanding <a href="#">↓</a></li> <li>2. Global Advanced Industries Hub - Planning Strategy and Scheme Proposal <a href="#">↓</a></li> </ol>

**Officer Recommendation/Council Decision**

MOVED Cr C Reeve-Fowkes SECONDED Cr M Separovich  
That Council:

- (1) AUTHORISES the Mayor to endorse the Memorandum of Understanding as set out in Attachment 1, with minor amendments as required by other parties, subject to:
1. Clarification of the study area boundary to exclude land indicated in the City of Cockburn draft local planning strategy as Rural, Rural Living, part of the existing urban footprint or subject to any of the Planning Area's as identified in the draft local planning strategy map.

**CARRIED 9/0**

**Background**

The Western Australian Planning Commission (WAPC), together with the Minister for State Development, has been working with the Cities of Rockingham, Kwinana and Cockburn to prepare a Memorandum of Understanding (MoU) regarding the Global Advanced Industries Hub (GAIH).

This proposal is part of the State Government's plan to promote and coordinate industrial development in the area in anticipation of substantial investment expected over the coming decades.

**Submission**

The stated purpose of the MoU is:

*"To work towards a more harmonious statutory approval framework across the Global Advanced Industry Hub (GAIH), with consistent approaches to planning and development proposals within the region. This will enhance this period of growth, simplify administration of the area, improve user experience, and work towards better and more consistent outcomes."*

A copy of the draft MoU is provided (refer Attachment 1).

A second document, the *Planning Strategy and Scheme Proposal*, is also provided (refer Attachment 2).



This document details of the work to be undertaken should the MoU be endorsed by all three Councils.

**Submission**

N/A

**Report**

**Project Background**



Figure 1 – Planning regions of the Global Advanced Industries Hub  
 The GAIH is the State Government’s name for the coastal industrial areas of Cockburn, Kwinana and Rockingham.



Previously this area was known as the Western Trade Coast.

The figure above has not been produced by the City of Cockburn and indicates areas of contention, such as parts of Hammond Park and Lake Coogee.

It also indicates parts of the City's Rural zones which are not part of the employment areas.

To ensure all parties are clear what areas are not part of this proposal, clarification of the study area is needed. Part (1)1 of the recommendation seeks to address this.

In December 2021 the State Government formed a taskforce to help drive economic investment and development in the area, noting the existing industrial and naval manufacturing capabilities, emerging green energy industries and the future container port.

The CEOs of the three local governments sit on this taskforce, along with key State/industry representatives and the Minister for State Development, Jobs and Trade, Roger Cook.

One area the taskforce is investigating is an alignment of planning controls across the three local governments.

The concern is with three local governments and a redevelopment area managed by Development WA (Latitude 32), the planning controls vary widely, and has detrimental impacts on overall development and ease of doing business in the area.

To this end, an MoU is presented for Council's endorsement (refer Attachment 1).

The MoU sets out the principles and process for the three local governments to work collaboratively to consider amending their planning schemes and policies to create a consistent planning framework.

#### Need for Planning Control Alignment

The three local governments currently have separate planning schemes with little consistency.

There is also the Hope Valley Wattleup Masterplan, which functions in the same manner as a local planning scheme in the redevelopment area known as Latitude 32.

Combined, there are at least 12 zones, numerous reserves and complex planning areas including the Australian Maritime Complex (AMC), Latitude 32 (Hope Valley Wattleup Act) and Mandogalup Improvement Plan Area 47 (IP47).

While each separate area is relatively well planned, there is little cohesion between the areas given they have been developed at different points in time.

This lack of coordination can create significant confusion for businesses.



It is difficult for businesses to know which sites are best suited to their needs and makes 'approval shopping' possible where investors may propose to develop in multiple Council areas with the hope of gaining more favourable approvals.

This type of behaviour undermines the objectives of orderly planning and increases the likelihood of poor long-term outcomes.

### Benefits and Risks

The potential benefits of participating in this project are:

- Making the industrial area more competitive locally and internationally due to ease of doing business
- Enhancing cooperation between the three Councils and State Government, building capacity to work together
- Focussing State Government attention on the area
- If successful, may invite further funding to develop strategic planning across the industrial area to ensure long-term needs are met.

Whilst generally supportive of the initiative, the City has previously raised a number of potential concerns with the proposal, including:

- Proper articulation and understanding of the problem this approach is seeking to solve, before forming up solutions
- The likely difficulties in achieving a one-size-fits-all approach to planning across the area, given the range of industries involved
- The need to involve Development WA. As Latitude 32 contains the largest area of undeveloped industrial land, this will significantly reduce the benefits of aligning planning controls
- The project aims to achieve 'quick wins' in aligning planning schemes and policies ahead of preparing a strategic vision. As a result, some of the 'quick wins' changes may need to be revisited should more detailed strategic planning follow
- Long-standing disagreements over the use of buffers to protect industry have not been resolved (in particular the potential inclusion of buffer areas encompassing land around Lake Coogee and Hammond Park – refer Figure 1). Clarity is suggested in Part (1) 1 of the recommendation to ensure all parties are clear what is excluded from this proposal.

### Strategic Planning

The 2012 Economic and Employment Lands Strategy: non heavy industrial (EELS) represents the State Government's response to an identified shortage of supply of light and general industrial land.

The aim of the Strategy is to ensure that adequate forward planning is undertaken to provide employment land in both the Perth metropolitan and Peel regions over the next 20 years and beyond.



The provision of sufficient industrial land was also part of the scope of the 2018 Perth and Peel @ 3.5M strategic planning framework.

These strategies are high level in nature and do not address the localised issues described briefly in this proposal.

Each Council is required to have a Local Planning Strategy for their local government area, but there is no broader work that looks at the GAIH across those boundaries and considers implementation matters.

### Process and Deliverables

The attached document *Global Advance Industries Hub: Planning Strategy and Scheme Proposal* (refer Attachment 2) sets out the proposed schedule of works and deliverables.

A staged approach is intended which ensures the longer-term items can respond to the initial scope of works covered by the \$200,000 budget, which is:

#### Strategic Review

- Review all relevant schemes and strategies, highlighting the collective vision for the area
- Identify key short-term opportunities to be explored that will add benefit to the region
- Identify further opportunities that require longer term resolution to consider at later stages.

#### Short-Term Actions

- The identified quick wins from the Strategic Review will be considered to bring greater alignment to the planning frameworks across the three local governments, along with identified policy standards and potential conditions, where appropriate, by reviewing each local government, best practice examples and identifying the preferred way forward
- Prepare any necessary amendments or policy documentation as templates each local government can consider.

The timeframe for the above is 24 months (half would involve the consideration period for any scheme amendments or policy changes).

### Obligations on Councils

The recommended amendments to planning schemes and local planning policies will be presented to each Council to consider independently.

While there is no legal obligation to agree to the amendments, the expectation is that the local governments will use their best efforts to implement a single approach.



In the event of a dispute about the most appropriate way forward, the three local governments could meet with the Chair of the WAPC for guidance.

#### Consideration by Kwinana and Rockingham Councils

The City of Kwinana considered this item at its Ordinary Council Meeting on 28 September 2022.

The City of Rockingham considered the item at Committee held 17 October and was endorsed at the Ordinary Council Meeting on 25 October 2022.

Included in both determinations was the ability to accept minor amendments to the MoU.

This is primarily to allow for different signatories to the document as required by each party.

It would also allow minor changes to the content however neither has proposed changes.

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

#### Local Economy

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

- A City that is 'easy to do business with'.
- Increased Investment, economic growth and local employment.

#### Listening & Leading

A community focused, sustainable, accountable and progressive organisation.

- Best practice Governance, partnerships and value for money.

### **Budget/Financial Implications**

The Western Australian Planning Commission will fund and manage the project, with an estimated budget of \$200,000 provided over 24 months.

The funding will allow for employment of a consultant to devise the recommended planning standards and policies to adopt across the region.

It is hoped that, if successful, this will lead to further funding to undertake the more difficult strategic alignment.

No direct funds are required from Council however some staff time will be needed to support the project. This draws City staff away from their regulatory functions and existing project work.



With vacancies in both the strategic and statutory planning teams, this has an impact and the amount of staff time involved will be closely managed.

Once the project is complete, staff time and a small amount of direct financial costs will be needed to undertake any Scheme and policy amendments.

This will not occur until the 2023-24 financial year at earliest and Council will be asked to determine whether to proceed at this point.

### **Legal Implications**

An MoU is not legally binding.

### **Community Consultation**

N/A

### **Risk Management Implications**

Some risk:

- If the study area is not clarified there is potential to cause further confusion and uncertainty to landowners adjacent to, but outside of the employment areas. Several of these are highlighted in other documents such as Perth and Peel @ 3.5 M or the City's draft Local Planning Strategy
- Potential reputational risk with the WAPC and other participating Councils should the City determine not to participate in this project
- Potential for project to not achieve goals given the complexity of industrial needs across the area and the lack of involvement from Development WA (Latitude 32). The working group for the MoU has found some differences in approach and aims that need to be addressed.

These differences are outweighed by the potential benefits. Overall, the identified risks are considered manageable.

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

N/A

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

Nil



# **GLOBAL ADVANCED INDUSTRIES HUB**

## **MEMORANDUM OF UNDERSTANDING**

**BETWEEN**

**MINISTER FOR STATE DEVELOPMENT**

**WESTERN AUSTRALIAN PLANNING COMMISSION**

**CITY OF KWINANA**

**CITY OF ROCKINGHAM**

**and**

**CITY OF COCKBURN**



**Global Advanced Industries Hub  
Memorandum of Understanding**

**PARTIES**

The parties to this Memorandum of Understanding (**MOU**) are:

The **Minister for State Development (State)**

The **Western Australian Planning Commission (WAPC)**

The **City of Kwinana (Kwinana)**;

The **City of Rockingham (Rockingham)**; and

The **City of Cockburn (Cockburn)**

(together the **parties**)

**BACKGROUND**

The State has committed to positioning the Western Trade Coast as a Global Advanced Industries Hub (**GAIH**), and as an investment and trade destination for new and emerging industries.

The Western Trade Coast is a major industrial complex in Perth's south metropolitan area covering 3,900 hectares between Munster and Rockingham. It includes, amongst other things, the Australian Marine Complex, Kwinana Industrial Area, Rockingham Industry Zone and Latitude 32.

The region is home to a range of strategic and advanced industries, including existing critical minerals processing, chemical manufacturing, energy generation and most recently, large-scale ammonia and hydrogen production and export.

The region will become even more significant with the progress of Westport, Western Australia's new container port at Kwinana. Westport will unlock further industrial development, technology innovation and local jobs – linked directly to our export markets.

Combined, the Kwinana, Rockingham and Cockburn areas contribute \$20 billion to the State's GDP and support more than 13,000 jobs. Over the coming decades, the region will be a major focus of industrial development, with unprecedented investment in the areas of defence, port construction, lithium processing and ship-building.

**TERM**

This MoU between the parties will be for a term of five (5) years commencing on the date when the last party to sign, signs this MoU.

**PURPOSE**

To work toward a more harmonious statutory approval framework across the GAIH, with consistent approaches to planning and development proposals within the region. This will enhance this period of growth, simplify the administration of the area, improve user experience, and work toward better and more consistent outcomes.

The parties acknowledge that the provisions of this MoU are not intended to create binding legal obligations between them.

### UNDERTAKINGS

#### **Kwinana, Rockingham and Cockburn**

The three local governments will work collaboratively with a consultant to identify the best practice approach to the statutory mechanisms and will:

- review planning frameworks;
- identify and implement “quick win” outcomes to align statutory provisions;
- participate as key partners in the strategic planning of the region; and
- undertake further improvements to the harmonisation of the statutory administration of the GAIH, as informed by the strategic planning for the region.

#### **State**

##### **The State Government will:**

- support the work of the local governments through supporting funding; and
- work collaboratively with the local governments to plan and promote the region.

#### **WAPC**

##### **The WAPC will:**

- assist with the provision of professional advice; and
- support the progression of changes to statutory planning instruments in a timely manner.

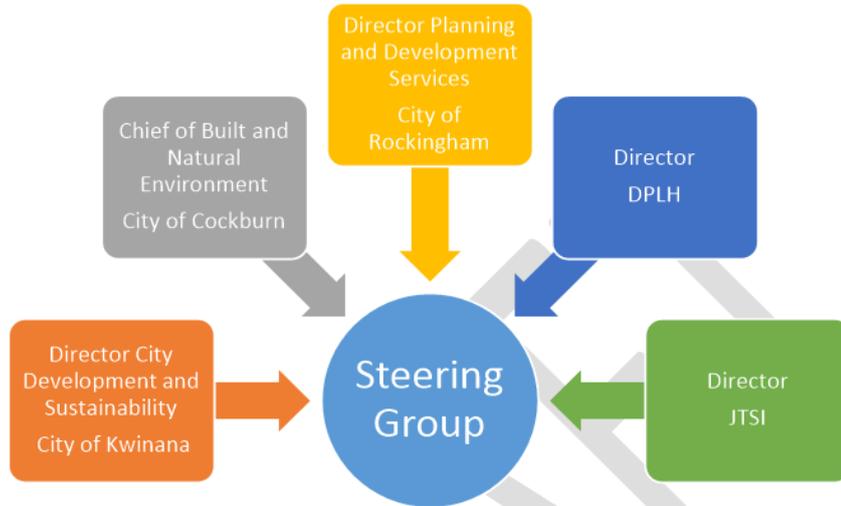
### DESIRED OUTCOME

The parties will work constructively towards the unified planning goal. Notwithstanding the individual roles of the local governments in initiating changes to their planning schemes, the local government parties will present all recommended modifications to create a single approach to their respective elected members for consideration in a timely manner. In the event that the parties cannot agree on what constitutes best practice in a particular circumstance, the parties will be guided by the advice of the Chair of the WAPC.

**GOVERNANCE**

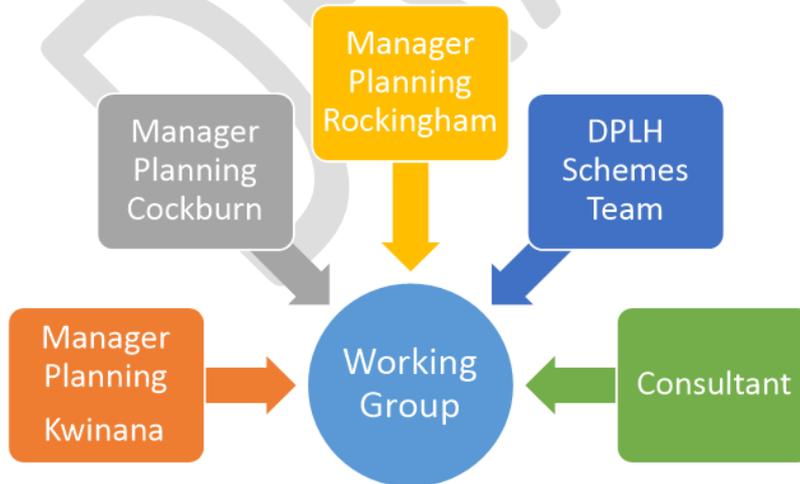
**Project Sponsor** – Chairman WAPC

**Steering Group**



The steering group will manage the appointment of the consultant and measure progress of the project across agreed outcomes.

**Working Group**



The Working Group will meet regularly with the consultant to determine the practical changes that can be implemented across the statutory planning and policy framework.



Signed by and on behalf of the **State of Western Australia:**

Name	Signature	Date

Signed by and on behalf of the **Western Australia Planning Commission:**

Name	Signature	Date

Signed by and on behalf of the **City of Kwinana:**

**Carol Adams, Mayor**

Name	Signature	Date

Signed by and on behalf of the **City of Rockingham:**

**Deb A. Hamblin, Mayor**

Name	Signature	Date

Signed by and on behalf of the **City of Cockburn:**

**Logan K. Howlett**

Name	Signature	Date





# Global Advanced Industries Hub: Planning Strategy and Scheme Proposal

August 2022



## Introduction

The Global Advanced Industries Hub stretches for 15km along Perth's south-western coastline, encompassing three separate local authorities and a range of planning controls.

The State Government is committed to relocating Perth's container port to Kwinana, as well as growing the State's naval construction capability and developing the battery industry in the region.

The region is host to a range of unique industrial sites with operations from numerous multinational corporations. Decisions to come to the region are often based on global economic trends, making the investment decisions comparisons of a range of international options. Therefore, it is important that the region is internationally competitive for potential investors across a range of areas, including planning controls.

## Subject Area

The Global Advanced Industries Hub encompasses approximately 3900 hectares and includes the Australian Marine Complex, Latitude 32, Kwinana Industrial Area and Rockingham Industry Zone. The region contributes \$20 billion to the WA economy every year and employs 13,000 people directly.

While the area may present to investors as a single precinct, there is a complex arrangement of planning and tenure controls, which could be streamlined to simplify the approval processes.



### Objectives

This proposal seeks to find quick win opportunities to help remove the variances between the various planning authorities and find ways of improving industrial planning in the region with the following objectives:

- Single unifying vision for the Global Advanced Industries Hub
- Working towards the development of a coordinated strategic plan to guide the development of the area
- Consistent approach to the planning of the area
- Determine applications efficiently and promptly
- Simplify planning approaches for Industry

### History

In 2010, the State Government lead the development of the Western Trade Coast Spatial Plan. The Land Use Strategy Outcome (figure 1) could serve as the basis for a review of the current strategic objectives of the area. It is noted that the then Western Trade Coast Industries Committee actions were to “promote consistency between Local Governments” as well as other planning jurisdictions. With the area becoming more contested, this objective appears to be more relevant than ever.



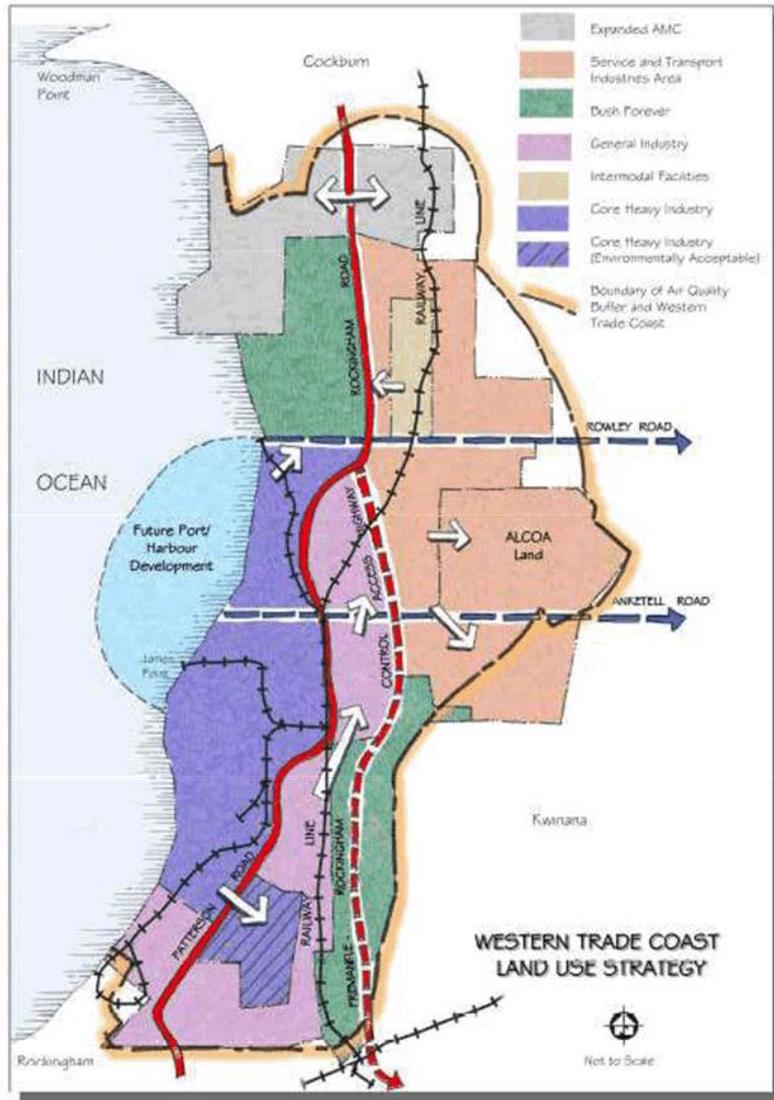


Figure 1 Western Trade Coast Land Use Strategy Concept (2010)

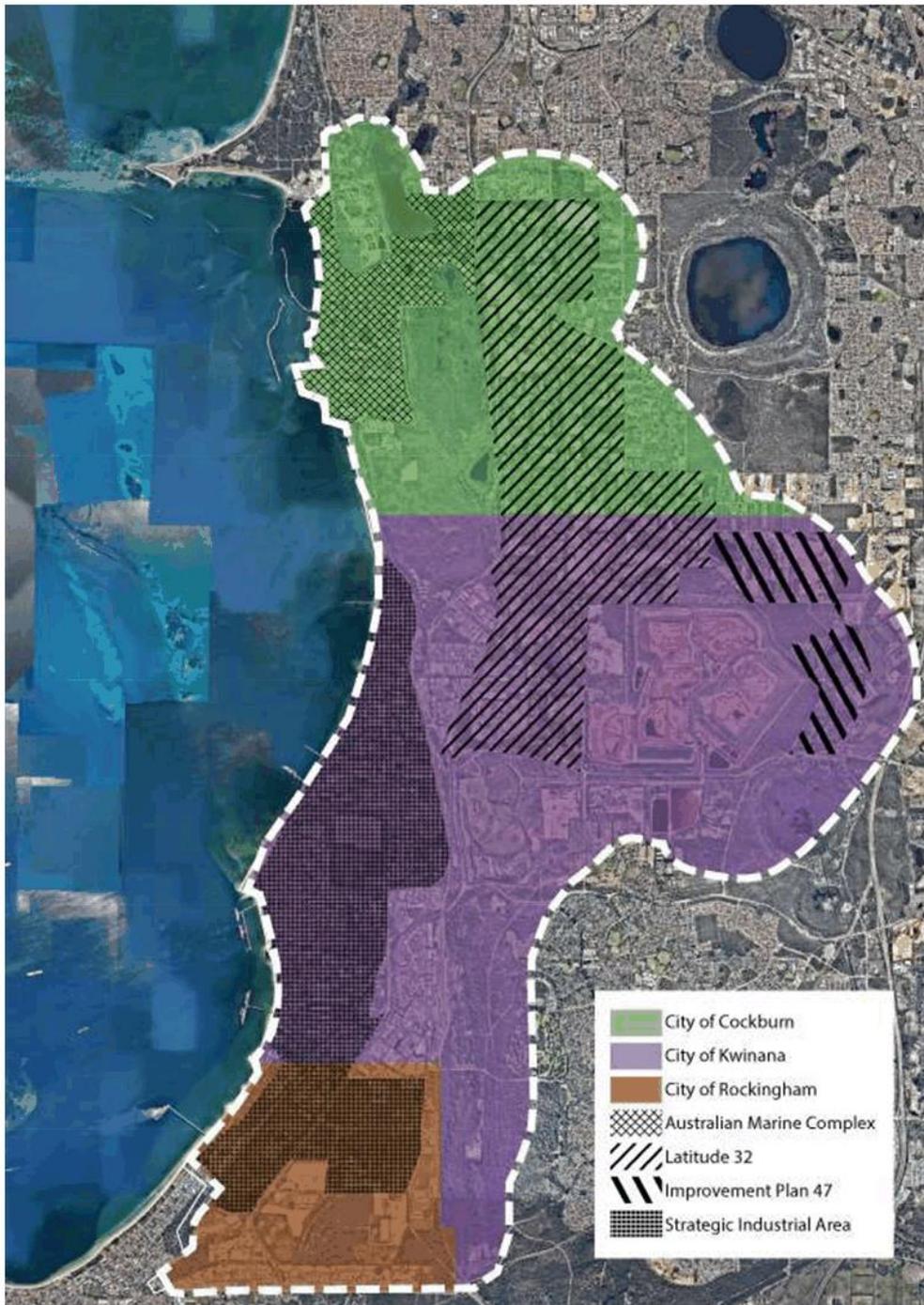


Figure 2 Planning Regions of Global Advanced Industries Hub



## Current Regulatory Framework

The Subject Area is the subject of the following zones and reservations:

### City of Cockburn

Strategic Industry  
Light and Service Industry  
Development zone  
Special Use zone  
Rural  
Rural Living  
Public Purpose  
Parks and Recreation

### City of Kwinana

General Industry  
Service Commercial  
Rural A  
Rural B

### City of Rockingham

General Industry  
Special Industry  
Light Industry  
Special Use zone

In addition to this, there are a range of Metropolitan Region Scheme, Local Planning Scheme reserves and Improvement Plans as well as the Hope Valley Wattleup Redevelopment Act area (where the local planning schemes do not apply)

There is a lack of consistency with regard to zone names, definitions, permissibility of land uses, development standards and processing methods. As an applicant, this can cause confusion as permissibility and development standards can change across what is a conceived by the applicant as a single development area. Equally, developers may currently choose to "shop around" for more lenient planning approvals, where the authorities should be focussed on good planning outcomes only. While adoption of model scheme provisions



may simplify land use and zone names in due course, the development standards will not necessarily become aligned over time without purposeful intervention.

With the Hope Valley Wattleup Redevelopment Act (Latitude 32) and Improvement Area 47 (IP47) areas being controlled by the State, at some point in the future this land will need to be normalised into a scheme. By creating a series of planning instruments that anticipate this normalisation, the local governments can ensure that this can occur with minimal disruption for land owners and developers. Opportunity to bring consistencies into the Latitude 32 planning framework can also be considered as part of this body of work.

### Strategic Framework

Each local government is currently progressing its strategic framework for their collective areas. While this entails the industrial areas, the planning strategies cover a more extensive area of each local authority.

The City of Cockburn is about to advertise their new Local Planning Strategy, having received consent from the WAPC. Similarly, the City of Kwinana has undertaken preliminary consultation for the City's draft Local Planning Strategy and is awaiting consent to advertise.

The City of Rockingham has undertaken significant community consultation in preparation of drafting a new Local Planning Strategy and have undertaken regular reviews of the industrial provision of their scheme to ensure it remains contemporary.

While all three local governments recognise the importance of the region to the State's economy, there remains no single agreed vision or framework for the region.

The second part of the scope would facilitate further studies and development of a joint planning strategy for the area to identify key advantages, protect environmental features and coordinate the orderly planning of the region. The plan would build upon the geographical advantages that the area has and allow for the coordinated planning the development of the new container port, expanded AMC operations and demand for industrial land. The plan would further address the need for further investigation of the optimum interface between the industrial and urban land uses. The development of the strategic plan would complement the spatial planning work completed by the Perth South West Metropolitan Alliance, but offer greater detail regarding spatial requirements and implementation.

### Air Quality Buffer

There is currently significant debate about the appropriate planning controls and location for the air quality buffer that extends around the industrial area. This is a highly contested and immensely complex issue and it is not the purpose of this body of work to address where the buffer should extend in the short term. This issue may be recommended for further exploration as part of a longer term and more detailed study of the strategic planning needs of the region.

### Statutory Framework

One of the objectives of the work package in the short term would be to examine the statutory frameworks situation and identify potential for short term refinements which each local government could discuss as a collective, then progress individually.

### Steering Committee

In order to ensure that the planning controls met State and industry requirements, it is proposed to report to the Global Advanced Industries Taskforce with access to the wider Industry Reference Group to ensure to the proposed changes meet the needs of industry. Management of the project would be determined by the Taskforce. Notwithstanding the involvement of State and industry experts, amendments to individual planning schemes would require adoption of each Council independently.



## Benefits

The benefits of the proposal include simplifying the planning system for applicants and decision-makers, ensuring that government (state and local) have a common understanding of development standards. The updated and uniform approvals system will also demonstrate to investors that the area has a united approach to development, with consistent application of conditions, design guidance and access arrangements.

The future coordinated development of the region has a positive impact more broadly, as economic development in the Global Advanced Industries Hub has significant benefits across the state, particularly in the industrial processing spaces. Additionally, the project will allow for consideration of planning controls needed to support the container port locating to the area, and the freight and logistics uses that will be introduced into the area. Through the application of land use controls, the limited core areas can be preserved for the most critical and heavy industrial uses, whereas other land can be used for less offensive industries as it integrates into the wider metropolitan area.

Consideration can also be given to how Development Assessment Panels apply in the area, where highly expensive, but low complexity applications, such as fuel tanks, are routinely delayed by overly regulatory approval systems. This could create further efficiencies in the processes and help to speed up approvals for simple applications.

## Risks

While this work could occur at a later date, once the redevelopment of Latitude 32 area has been completed, the opportunities from a more holistic planning system may be lost through the anticipated demand created by the Westport Project. Ideally this work should have occurred earlier, however due to competing priorities within local governments, important planning such as this is often overlooked due to prioritisation of residential infill and development.

The biggest risk for the State is that its approval processes are not internationally competitive. While there are benefits to being able to demonstrate a fair, green and ethical supply chain for industry, there remains a requirement for approval pathways to be efficient and address contemporary development issues. With investment decisions being made between Australia, Europe and North America, we cannot afford a regulatory system that does not support a unified position from all tiers of government.

In order to act upon the opportunities that this project would bring and noting the requirement for debating the best practices that each local government and agency bring, this project is best suited to be led by an independent consultant. This would allow for a range of opinions to be brought together and an independent expert provide commentary, facilitation and recommendations of the taskforce.

The project would occur over a number of stages to identify the simple improvements that could be implemented in the short term, while noting longer term strategic issues and opportunities that can be addressed during wider strategic planning for the region.



## Deliverables

The proposed works would deliver the following outcomes, in chronological order:

### *Memorandum of Understanding*

The Local Governments and State Government agree to a cooperative process that is geared towards facilitating enhanced planning outcomes for Industry.

### *Strategic Review*

Review all relevant schemes and strategies, highlighting the collective vision for the area. Identify key short-term opportunities to be explored that will add benefit to the region. Identify further opportunities that require longer term resolution to consider at later stages.

### *Short-Term Actions*

The identified quick wins from the Strategic Review will be considered to bring greater alignment to the planning frameworks across the three local governments, along with identified policy standards and potential conditions, where appropriate, by reviewing each local government, best practice examples and identifying the preferred way forward. Prepare any necessary amendments or policy documentation as templates each local government can consider.

### *Develop United Planning Strategy*

Longer term, the three local governments will seek to work with the State Government on the development of a united spatial vision that looks to strategically locate industry in a way that cluster development, efficient movement of supply chains and prioritisation of finite land resources can be implemented to leverage the greatest economic opportunities for the region. This may include a Planning Strategy or approach for the region that considers the future role of the as a focus for Port uses, Green Energy, Battery Metals and Defence.

### *Develop Long Term Statutory Framework*

In the longer term, opportunities may arise for the area to develop the range of statutory documents or powers that give effect to the changes (such as amendments to Town Planning Schemes, identification of other statutory functions that would assist in the delivery of the collective vision). This would include consideration of opportunities for a more internationally competitive approval process. This could be informed through the identification of more complex issues in the Strategic Review.

It is anticipated that the Strategic Review will be guided by the Steering Group, with regular engagement of the Working Group. In addition, the *Planning and Development Act 2005* will offer further engagement opportunities through the adoption of the planning documents, as required under that legislation.

### Costs

It is anticipated that *Strategic Review* and *Short-Term Actions* will cost \$200,000 in consultant fees. As further development of the regional strategic planning occurs, a second stage, creating greater alignment of statutory functions can be scoped.

The three local governments would contribute in-kind resources to the project through officer time to participate and develop best practice processes, along with the costs of advertising and implementing Scheme and Policy amendments. This is subject to the resourcing and budgeting constraints each local government will face over this period. There will be limitations given existing workloads and resources for the current financial year are already set.

These learnings could then be applied to other Strategic Industrial Areas throughout the State to ensure that the high order industrial estates across WA share a common statutory environment.

## Timeframe

The proposed timeframe to develop the first stages of the project are as follows:

Development of MOU

- 2 Months

Appointment of Consultant

- 2 Months

Meeting with Stakeholders to determine extent of short term wins

- 2 Months

Review of Strategic Plans, meetings with stakeholders and identification of long-term issues and opportunities.

- 4 Months

Development Short-Term wins

- 4 Months + 12 Months adoption

Total: 24 Months

## 14.2 Finance

### 14.2.1 (2022/MINUTE NO 0277) RFT13/2022 - Coogee Beach Swimming Enclosure (Design, Construct, Installation and Maintenance)

<b>Responsible Executive</b>	Chief of Built and Natural Environment
<b>Author</b>	Head of Sustainability and Environment
<b>Attachments</b>	1. Evaluation Summary ( <b>Confidential</b> )

#### Officer Recommendation

That Council:

- (1) ACCEPTS the tender submitted by Craig Justin Moss (Ultimate Limestone) for RFT13/2022 - Coogee Beach Swimming Enclosure (Design, Construct, Installation and Maintenance) for an estimated sum of \$776,550 (Ex GST) over five (5) years from the date of contract award, with a principal instigated option to extend up to a further five (5) years in accordance with the submitted Schedule of Rates for determining variations and/ or additional services; and
- (2) AUTHORISE the City to finalise the contract with Craig Justin Moss (Ultimate Limestone) following a review of the existing barrier and infrastructure.

#### Council Decision

MOVED Cr L Kirkwood SECONDED Cr T Dewan

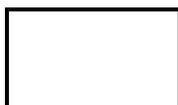
That Council:

- (1) ACCEPTS the tender submitted by Craig Justin Moss (Ultimate Limestone) for RFT13/2022 - Coogee Beach Swimming Enclosure (Design, Construct, Installation and Maintenance) for an estimated sum of \$776,550 (Ex GST) over five (5) years from the date of contract award, with a principal instigated option to extend up to a further five (5) years in accordance with the submitted Schedule of Rates for determining variations and / or additional services subject to a review of the existing barrier and infrastructure; and
- (2) AUTHORISES the City to finalise contract terms with Craig Justin Moss (Ultimate Limestone) following a review in accordance with the tendered schedules and within the estimated sum.

**CARRIED 9/0**

## Background

The City of Cockburn has sought submissions through a public tender to lease for a suitably qualified and experienced contractor for a swimming enclosure at Coogee Beach.



The existing lease of the eco shark barrier located at Coogee Beach is due to expire in November 2022. To ensure a continuance of this service over summer the existing lease has been extended to enable the Tender to be finalised.

The existing barrier has proven to be very popular with the local community as well as those from the surrounding region, with schools from other areas visiting the barrier to attend swimming lessons.

The barrier at Coogee Beach compliments the Coogee Marine Trail with each being a popular attraction. Both help to support Council vision to make Cockburn the best place to be and invest in within the Perth Metropolitan area.

Community consultation was conducted in 2017, with community feedback to retain the existing shark barrier after the initial trial, that indicated 98.8% of respondents wanted the barrier to remain in place.

While there have been no reported shark attacks at Coogee Beach, the barrier does allow the community to experience the joys of swimming safely in the ocean.

All relevant State Government departments or agency approvals are currently in place and held in the name of the City of Cockburn. The following are required;

1. The Department of Transport – Coastal Infrastructure Branch issue an annual jetty license for the structure. Currently the City holds Jetty License number 4332. The license is required to be renewed each year in November.
2. The Department of Lands have issued a Section 91 License (a licence to occupy crown land) to Ultimate Limestone.

Each license would be extended to accommodate any continued deployment of the swimming enclosure.

The City is now seeking to appoint a suitably qualified and experienced contractor to design, supply, install and maintain a swimming enclosure at Coogee Beach.

The existing enclosure has a dimension of 50metres x 300metres x 50metres and is anchored by four pylons. The new enclosure will occupy a similar footprint.

The proposed Contract shall be in force for a period of five (5) years from the date of contract award, with a Principal instigated option to extend up to a further five (5) years.

The Contract is expected to commence in February 2023.

RFT13/2022 – Coogee Beach Swimming Enclosure - Design, Construct, Installation and Maintenance, was advertised on Wednesday, 31 August 2022 within the Local Government tender section of the West Australian newspaper.

The Tender was displayed on the City's E-Tendering website between Wednesday, 31 August 2022 and Thursday, 6 October 2022 inclusive.



## Submission

The request for tender closed at 2:00pm (AWST) Thursday, 6 October 2022 with two (2) submissions received from:

Tenderers Name	Registered Entity Name
Shark Shield	Shark Shield Pty Ltd
Ultimate Limestone	Moss, Craig Justin

## Report

### Compliance Criteria

The following criteria were used to determine whether the submissions received were compliant:

Compliance Criteria	
(a)	Compliance with A01 – RFT13/2022 – Request Document
(b)	Compliance with the General and Special Conditions of Contract
(c)	Compliance with and completion of the Price Schedule in the format provided
(d)	Completion of Qualitative Criteria
(e)	Compliance with ACCC Requirements and completion of Certificate of Warranty
(f)	Acknowledgment of an Addenda Issued
(g)	Attendance at the mandatory site / tender briefing

### Compliance Tenderers

Procurement Services undertook an initial compliance assessment, and all submitted Tenderers were deemed compliant and released for evaluation.

### Evaluation Criteria

Evaluation Criteria	Weighting Percentage
Demonstrated Experience	20%
Tenderer's Resources	10%
Methodology	10%
Sustainability	10%
Local/Regional	10%
Tendered Price	40%
<b>TOTAL</b>	<b>100%</b>



Tender Intent/ Requirements

The City is seeking submissions to lease through the public tender process by Contractors that are suitably qualified and experienced to Design, Construct, Install and Maintain a Swimming Enclosure at Coogee Beach.

Evaluation Panel

The Tender submissions were evaluated by the following City of Cockburn Officers. The Procurement Services representative attended in a probity role only.

Name	Position
Christopher Beaton	Head of Sustainability and Environment
Samantha Standish	Marina Manager
Sabina Rahman-Horstmann	Coastal Management and Planning Engineering
<b>Probity Role Only</b>	
Stephen White	Contracts Officer

Scoring Table – Combined Totals

Tenderer's Name	Percentage Score		
	Non-Cost Evaluation	Cost Evaluation	Total
	60%	40%	100%
Ultimate Limestone**	41.83%	40%	81.83%
Shark Shield	31.67%	25.92%	57.59%

\*\* Recommended Submission

*Evaluation Criteria Assessment*Demonstrated Experience

Ultimate Limestone demonstrated that they have the required experience to design, construct, install and maintain a swimming enclosure. They provided three examples of other swimming enclosures, all of which were in WA. Ultimate Limestone enclosures are Australian made. Good detail was provided about the organisation.

Shark Shield only provided one example that was similar that has been installed in the Bahamas. Details was not provided on how well the enclosure functioned, or issues encountered. Limited details were provided on the organisation.



### Tenderer's Resources

Ultimate Limestone provided good detail in respect to the available resources and measures to attend to incidents. Materials are locally made and available to repair the enclosure with resources deemed adequate by the panel.

Shark Shield provided limited detail around available resources or how they would maintain the enclosure. It was not clear if equipment required to repair the enclosure was locally available.

### Methodology

Ultimate Limestone demonstrated a good understanding of the requirements of the tender and a good understanding of the location. Sufficient detail was provided about installation, inspections and repairs of the enclosure with available materials. Minimal detail was provided about how urgent repairs would be carried out in the event the owner of the enclosure was not contactable.

Shark Shield provided good detail in a Gant Chart of the proposed installation. However, no detail was provided on the inspection routines (onsite) with an alternative system monitoring the enclosure remotely. No detail was provided on how patrons would be notified if the system went down. This enclosure would need to be removed in extreme weather events.

### Sustainability

Ultimate Limestone was assessed as providing the best response in terms of sustainability. Reference was made to the preparation of an Environmental Management Plan with good understanding of the implications of the social and community aspects of sustainability.

Shark Shield indicated they were planning on developing policies in relation to this criterion with a good understanding of environmental governance. Insufficient detail was provided across the criterion that reflected their score.

### Local/Regional

Neither organisation demonstrated adequate local / regional benefit to Cockburn or the South West Metropolitan region. Shark Shield indicated they would use contractors in Henderson which reflected their score.

### Summation

The Evaluation Panel recommends that the submission by Craig Justin Moss trading as Ultimate Limestone be accepted as the most advantageous submission to deliver Tender RFT13/2022 Coogee Beach Swimming Enclosure (Design, Construct, Installation and Maintenance)



Ultimate Limestone provided the best submission in respect to the qualitative and cost criteria as rank 1 with Shark Shield rank 2. The cost evaluation was determined with equivalent components to ensure fairness in the evaluation.

The recommendation is based on;

- The level of demonstrated experience in completing similar work.
- The resources and experience of the personnel to undertake the work
- Sound understanding of the requirements and methodology.
- The best overall value for money and the most advantageous outcome.

The City will need to determine if the existing barrier is fit for purpose and recommend a further amendment to the contract if part of the existing barrier is to be retained. Noting, that the obligation is for the lessee to maintain a swimming enclosure that is fit for purpose for the length of the contract.

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

#### Environmental Responsibility

A leader in environmental management that enhances and sustainably manages our local natural areas and resources.

- Protection and enhancement of our natural areas, bushland, parks and open spaces.

#### Community, Lifestyle & Security

A vibrant healthy, safe, inclusive and connected community.

- Accessible and inclusive community, recreation and cultural services and facilities that enrich our community.
- A safe and healthy community that is socially connected.

#### Listening & Leading

A community focused, sustainable, accountable and progressive organisation.

- Best practice Governance, partnerships and value for money.

### **Budget/Financial Implications**

The current tendered cost per year to lease a swimming enclosure for the Coogee Beach is \$155,310. The service has been budgeted in the City current operating budget using the existing contract costing.

The existing shark barrier contract did not allow for any price increase over the last five years.

The new budget value will be amended to suit the new contract. This cost may be reduced if the review on the existing infrastructure demonstrates fit for purpose and the option to retain part of the existing barrier is endorsed.



## Legal Implications

Section 3.57 of the *Local Government Act 1995* and Part 4 of the *Local Government (Functions and General) Regulations 1996* refers.

A continued Section 91 Licence with the Department of Lands plus an annual Jetty Licence with the Department of Transport will be required, under the name of the City of Cockburn, to enable the barrier to remain.

## Community Consultation

In 2017 community consultation was undertaken prior to the commencement of the existing lease to determine if the community was supportive of retaining a swimming enclosure at Coogee Beach. 98 percent of respondents supported keeping an enclosure at Coogee Beach

## Risk Management Implications

While there has never been a reported shark encounter at Coogee Beach, there is a risk that, should the barrier be removed and an encounter occurs resulting in injury, the City may be held liable.

The removal of the shark barrier has the potential to increase the risk of shark encounters in the area. Consideration should be given to the potential for Council to be blamed, although unfairly, if a shark attack were to occur at Coogee Beach after the barrier is removed.

There is also the risk that the removal of the shark barrier will reduce the number of people visiting the area which may impact on the local economy.

Given the popularity of the barrier there is also a risk of community backlash if the barrier is removed.

## Advice to Proponent(s)/Submitters

The Proponent(s) and those who lodged a submission on the proposal have been advised that this matter is to be considered at the 8 December 2022 Ordinary Council Meeting.

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

Nil



## 14.2.2 (2022/MINUTE NO 0278) Payments Made from Municipal Fund and Local Procurement Summary - October 2022

**Author** Acting Chief Financial Officer

**Attachments**

1. Payments Report Oct 2022 [↓](#)
2. Credit Cards Report Sep (paid Oct) 2022 [↓](#)
3. Fuel Card Report Sep (paid Oct) 2022 [↓](#)

### Officer Recommendation/Council Decision

MOVED Cr C Reeve-Fowkes SECONDED Cr M Separovich  
That Council:

- (1) RECEIVES the list of payments from the Municipal Fund during the month of October 2022, as attached to the Agenda; and
- (2) AMENDS the detailed expenditure reporting requirements for Monthly Corporate Credit Card and Store Card (fuel cards) to only include those cards issued in the name of an Officer (ie: not to include fuel cards issued to the City's fleet).

**CARRIED 9/0**

### Background

Council has delegated its power to make payments from the Municipal or Trust Fund to the Chief Executive Officer and other sub-delegates under Delegated Authority 'Local Government Act 1995 - Payment from Municipal and Trust Funds'.

Regulation 13(1) of the *Local Government (Financial Management) Regulations 1996* requires a list of accounts paid under this delegation to be prepared and presented to Council each month.

It should be noted that the City no longer holds any funds within the Trust Fund, following legislative amendments requiring public open space (POS) cash in lieu contributions to now be held in Municipal reserves.

### Submission

N/A

### Report

Payments made under delegation during the month of October totalled \$17.497 million, and a listing of these is attached to the agenda for review by Council.

These comprise:

- EFT payments (suppliers and sundry creditors) - \$14.074 million (770 payments)
- Payroll payments - \$3.33 million (2 fortnights)
- Corporate credit cards – total of \$84,814 (64 cards used)
- Bank transactional fees (BPay and merchant fees) - \$7,714.



The City has several payment runs each month to ensure its trade suppliers are paid on a timely basis, particularly local and small businesses.

Also attached is the monthly credit card payments report, showing September transactions (paid in October) by cardholder position. There was one transaction made on the Acting CEO’s credit card for \$2.67.

The City’s fuel card report for September (paid in October) shows total spending of \$26,161, (detailed by fleet vehicle), with usage restricted to applicable fuel purchases for the City’s fleet.

These are currently reported to comply with Council’s decision at the March 2022 Ordinary Council Meeting to introduce ‘detailed Monthly Corporate Credit Card and Store Card (fuel cards) Expenditure reporting for all officers issued with a corporate credit card(s)’.

It is recommended that Council stops receiving these in future given their operational nature, are not captured by the upcoming local government reform for employee credit card reporting and are not providing useful public information.

Local Procurement

Monthly statistics on local and regional procurement spend are summarised below, showing the spend amounts and percentages against total spend:

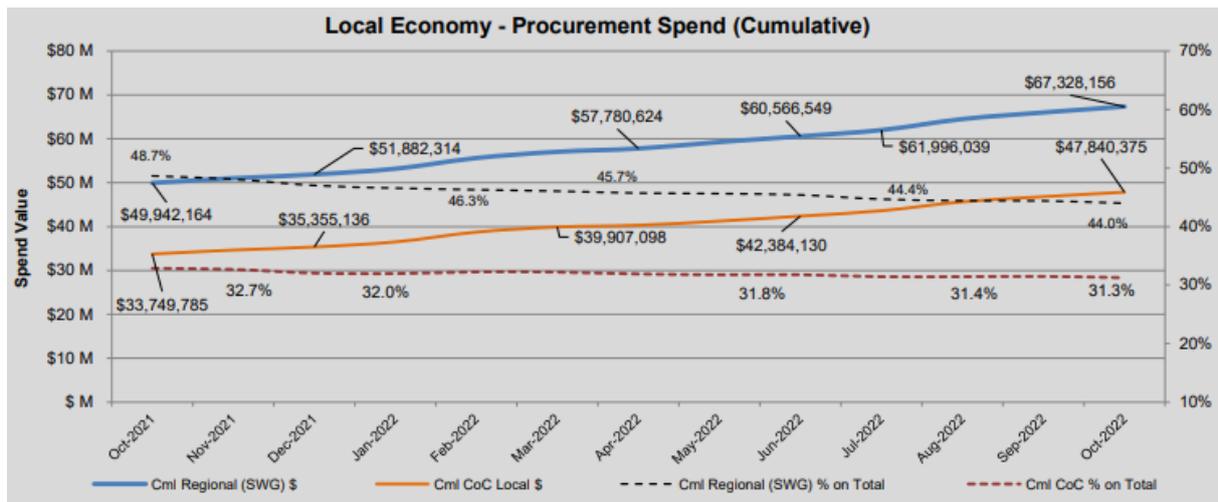
Procurement Report - Local Buy Summary & Trends				October 2022		
Monthly Statistics	Total SWG Spend	\$1,328,676	CoC Local \$	23.4%	Local/Regional \$	30.2%
	CoC Local Spend	\$1,027,847	CoC Local %	32.5%	Local/Regional %	38.5%

In October, local spending within Cockburn made up 23.4 percent of the City’s monthly spend, comprising 32.5 percent of all procurement transactions made for the month.

Within the Perth South West region, this increased to 30.2 percent of monthly spend from 38.5 percent of transactions.

The following one year rolling chart to October 2022 tracks the City’s procurement spend with businesses located within Cockburn and the Perth South West region:





The rolling 12-month cumulative local Cockburn spend was \$47.84 million, representing 31.3 percent of the City's total spend, with \$67.33 million or 44.0 percent of total spend within the Perth South West regional area.

These results track the City's performance in achieving Council's "local and regional economy" principle contained within its Procurement Policy (i.e. a buy local procurement preference).

### Strategic Plans/Policy Implications

#### Local Economy

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

- Thriving local commercial centres, local businesses, and tourism industry.

#### Listening and Leading

A community focused, sustainable, accountable, and progressive organisation

- Best practice Governance, partnerships, and value for money
- High quality and effective community engagement and customer service experiences.

### Budget/Financial Implications

All payments made have been provided for within the City's Annual Budget, as adopted and amended by Council.

### Legal Implications

This item ensures compliance with s6.10(d) of the *Local Government Act 1995* and Regulations 12 and 13 of the *Local Government (Financial Management) Regulations 1996*.



**Community Consultation**

N/A

**Risk Management Implications**

Council is receiving the list of payments already made by the City under delegation in meeting its contractual obligations.

This is a statutory requirement and allows Council to review and clarify any payment that has been made.

**Advice to Proponents/Submitters**

N/A

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

Nil



OCTOBER 2022 PAYMENT LISTING					
MUNICIPAL FUND					
PAYMENT No.	ACCOUNT No.	PAYEE	PAYMENT DESCRIPTION	DATE	VALUE \$
EF153523	26987	Cti Risk Management	Security - Cash Collection	4/10/2022	1,082.95
EF153524	99997	Family Day Care	Fdc Payment We 18/09/2022	6/10/2022	45,627.71
EF153525	26987	Cti Risk Management	Security - Cash Collection	11/10/2022	2,376.45
EF153526	27475	Lara Kirkwood	Elected Member Sitting Fees & Allowance	17/10/2022	470.00
EF153527	27871	Tom Widenbar	Elected Member Sitting Fees & Allowance	17/10/2022	1,652.60
EF153528	27872	Phoebe Corke	Elected Member Sitting Fees & Allowance	17/10/2022	678.46
EF153529	11758	Water Corp Utility Account Only - Please Refer To 11760 When Raising Po	Water Usage / Sundry Charges	17/10/2022	46,439.58
EF153530	99996	Lauren Gibbs	Rates And Property Related Refunds	12/10/2022	256.35
EF153531	99996	Decmil	Rates And Property Related Refunds	12/10/2022	6,052.75
EF153532	99996	Rates And Property Related Eft Refunds (Not Bonds)	Rates And Property Related Refunds	12/10/2022	56.65
EF153533	99996	Frasers Property Australia	Rates And Property Related Refunds	12/10/2022	147.00
EF153534	99996	Vvc Patios	Rates And Property Related Refunds	12/10/2022	147.00
EF153535	99996	Ssb Pty Ltd	Rates And Property Related Refunds	12/10/2022	810.96
EF153536	99996	Forsica Solutions Pty Ltd - Kyle Nesa	Rates And Property Related Refunds	12/10/2022	73.00
EF153537	99996	Forsica Solutions Pty Ltd - Kyle Nesa	Rates And Property Related Refunds	12/10/2022	73.00
EF153538	99996	Joseph Cicanese	Rates And Property Related Refunds	12/10/2022	1,067.28
EF153539	99996	Ranjodh Singh	Rates And Property Related Refunds	12/10/2022	282.99
EF153540	99996	Gusto Realty	Rates And Property Related Refunds	12/10/2022	412.81
EF153541	99996	Quay Marine Agencies Pty Ltd	Rates And Property Related Refunds	12/10/2022	3,527.40
EF153542	99996	Revenuewa	Rates And Property Related Refunds	12/10/2022	77.98
EF153543	99996	Janet Reed	Rates And Property Related Refunds	12/10/2022	249.03
EF153544	99996	Jessiepanuncial	Rates And Property Related Refunds	12/10/2022	233.37
EF153545	99996	B L Mcdonald	Rates And Property Related Refunds	12/10/2022	45.05
EF153546	99996	Larissa Winter	Rates And Property Related Refunds	12/10/2022	256.59
EF153547	99996	C G Florides	Rates And Property Related Refunds	12/10/2022	153.00
EF153548	99996	Lisa Mcpherson	Rates And Property Related Refunds	12/10/2022	432.08
EF153549	99996	Brian Kuzich	Rates And Property Related Refunds	12/10/2022	787.20
EF153550	99996	Ally Fashion Pty Ltd	Rates And Property Related Refunds	12/10/2022	118.30
EF153551	99996	Pave-Mix	Rates And Property Related Refunds	12/10/2022	171.65
EF153552	99996	Bibra Lake Porject Pty Ltd	Rates And Property Related Refunds	12/10/2022	788.04
EF153553	99996	Bibra Lake Project Pty Ltd	Rates And Property Related Refunds	12/10/2022	1,143.56
EF153554	99996	Bibra Lake Project Pty Ltd	Rates And Property Related Refunds	12/10/2022	924.78
EF153555	99996	Peach Speech Pathology	Rates And Property Related Refunds	12/10/2022	1,409.23
EF153556	99996	John Bucowski	Rates And Property Related Refunds	12/10/2022	1,751.67



EF153557	99996	Emmie Rae Del Borrello	Rates And Property Related Refunds	12/10/2022	30.00
EF153558	99996	Qing Chen	Rates And Property Related Refunds	12/10/2022	150.00
EF153559	99996	Tangent Nominees Pty Ltd	Rates And Property Related Refunds	12/10/2022	1,725.83
EF153560	99996	Jayne Kelly	Rates And Property Related Refunds	12/10/2022	417.13
EF153561	99996	The C D Daudu Pty Ltd	Rates And Property Related Refunds	12/10/2022	2,292.27
EF153562	99996	Andantino Pty Ltd	Rates And Property Related Refunds	12/10/2022	56.65
EF153563	88888	Beeliar Management Pty Ltd	Rates And Property Related Refunds	17/10/2022	21,824.11
EF153564	88888	Qube Hammond West Jv	Rates And Property Related Refunds	17/10/2022	26,084.44
EF153565	88888	Aigle Royal Developments	Rates And Property Related Refunds	17/10/2022	183,857.38
EF153566	88888	Qube Hammond West Jv	Rates And Property Related Refunds	17/10/2022	323,374.49
EF153567	99997	David Cecchi	Bibra Lake Fun Run 6Km 2Nd Male 17-30Yo	17/10/2022	60.00
EF153568	99997	David Cecchi	Bibra Lake Fun Run 6Km 2Nd Male Overall	17/10/2022	30.00
EF153569	99997	Ben Mostert	Bibra Lake Fun Run 12Km 2Nd Male 12-16Yo	17/10/2022	60.00
EF153570	99997	Georga Baldock	Bibra Lake Fun Run 12Km 2Nd Female 17-30	17/10/2022	60.00
EF153571	99997	Coc Grants, Donations & Refunds	Grants, Donations & Refunds	17/10/2022	40.00
EF153572	99997	Oung Eun Choi	Junior Sport Travel Ast22-23 Louis Min	17/10/2022	400.00
EF153573	99997	Kari Martin	Refund Of Membership Fee Overpayment	17/10/2022	295.20
EF153574	99997	Spearwood Dalmatinac Sport And Community	Donation - Spearwood Dalmatinac Club Rat	17/10/2022	12,511.00
EF153575	99997	Desperate For Love Dog Pound	Refund Br1905	17/10/2022	110.00
EF153576	99997	Rossmoyne Senior High School	Refund Crn10112788 Br2300	17/10/2022	181.25
EF153577	99997	Jennifer Bowden	Spearwood Library Event With Sharron Boo	17/10/2022	305.00
EF153578	99997	Sharron Elizabeth Booth	Author In Conversation At Spearwood	17/10/2022	300.00
EF153579	99997	Benjamin Broers	Bibra Lake Fun Run 12Km 3Rd Male 12-16Yo	17/10/2022	40.00
EF153580	99997	Helena Kristel	Refund	17/10/2022	60.00
EF153581	99997	Coolbellup Community Association	Small Events Sponsorship	17/10/2022	3,000.00
EF153582	99997	Peter W Simms	Senior Security Subsidy Scheme	17/10/2022	100.00
EF153583	99997	David And Margaret Leigh	Senior Security Subsidy Scheme	17/10/2022	300.00
EF153584	99997	Elwyn Georgina Parker	Senior Security Subsidy Scheme	17/10/2022	200.00
EF153585	99997	I & J Bernard	Senior Security Subsidy Scheme	17/10/2022	200.00
EF153586	99997	Stanley And Irene Ang	Senior Security Subsidy Scheme	17/10/2022	200.00
EF153587	99997	Mattarocchia Rodolfo	Senior Security Subsidy Scheme	17/10/2022	200.00
EF153588	99997	Teow Ming Kong	Senior Security Subsidy Scheme	17/10/2022	100.00
EF153589	99997	M & Mj Mak	Senior Security Subsidy Scheme	17/10/2022	200.00
EF153590	99997	Pg & Mt Newman	Senior Security Subsidy Scheme	17/10/2022	100.00
EF153591	99997	Juliana Aistrope	Senior Security Subsidy Scheme	17/10/2022	200.00
EF153592	99997	Mr & Mrs Coxon	Senior Security Subsidy Scheme	17/10/2022	140.00
EF153593	99997	Miss Marlene Walton	Senior Security Subsidy Scheme	17/10/2022	200.00
EF153594	99997	Anthem Pty Ltd	Cockburn Libraries Author Talk	17/10/2022	550.00
EF153595	99997	Chain Reaction Entertainment	Performance 24/09/2022	17/10/2022	600.00
EF153596	99997	David J Berry	Reimbursement Of Fees Issued	17/10/2022	97.50
EF153597	99997	Michael Limbert	Senior Security Subsidy Scheme	17/10/2022	100.00

EF153598	99997	Loretta Drysdale	Senior Security Subsidy Scheme	17/10/2022	300.00
EF153599	99997	Glenda May	Senior Security Subsidy Scheme	17/10/2022	300.00
EF153600	99997	Julie Knape	Senior Security Subsidy Scheme	17/10/2022	300.00
EF153601	99997	Mrs Marlene Pilbeam	Senior Security Subsidy Scheme	17/10/2022	300.00
EF153602	99997	Hr & Jp Rogers	Senior Security Subsidy Scheme	17/10/2022	300.00
EF153603	99997	Rh & Ja Johnson	Dove Of Love Invoice 0544	17/10/2022	250.00
EF153604	99997	James Culverhouse	Youth Noise Competition	17/10/2022	200.00
EF153605	99997	Antony Svilicich	Neighbourhood Watch Facebook Ad	17/10/2022	67.10
EF153606	99997	Helen M Martin	Senior Security Subsidy Scheme	17/10/2022	200.00
EF153607	99997	St Jerome's Seniors Club	Bus Subsidy	17/10/2022	100.00
EF153608	99997	C L Morris	Lucy Morris Bird Bath Rebate	17/10/2022	26.40
EF153609	99997	Gary & Gail Aulsebrook	Bird Bath Rebate	17/10/2022	49.50
EF153610	99997	Blake Scott	Compost Bin Rebate	17/10/2022	50.00
EF153611	99997	Bradley Boxall	Compost Bin Rebate	17/10/2022	50.00
EF153612	99997	Tihomir & Jadranka Jaksic	Compost Bin Rebate	17/10/2022	50.00
EF153613	99997	Jie Yang	Compost Bin Rebat	17/10/2022	50.00
EF153614	99997	Jt And Nj Cooper	Habitat For Homes Bird Bath Rebate	17/10/2022	50.00
EF153615	99997	Bradley Gaglia	Refund After Opposition Forfeiting	17/10/2022	71.00
EF153616	99997	Caleb S Gaulton	Refund Of Incorrect Netball Payment	17/10/2022	71.00
EF153617	99997	Clair Jane Holland	Nappy And Sanitary Product Rebate	17/10/2022	50.00
EF153618	99997	Elizabeth And Rachael Duncan	Nappy And Sanitary Product Rebate	17/10/2022	31.60
EF153619	99997	Lisa Kip Woodsmith	Nappy And Sanitary Product Rebate	17/10/2022	50.00
EF153620	99997	Gavin Richard Trought And Cheryl Belinda	Nappy And Sanitary Product Rebate	17/10/2022	50.00
EF153621	99997	J A Collins	Nappy And Sanitary Product Rebate	17/10/2022	50.00
EF153622	99997	Lj And Oc Chatt	Nappy And Sanitary Product Rebate	17/10/2022	49.98
EF153623	99997	Kelli Amanda Douglas & Paul Ian Douglas	Nappy And Sanitary Product Rebate	17/10/2022	48.74
EF153624	99997	Gabrielle S Piotto	Nappy And Sanitary Product Rebate	17/10/2022	49.99
EF153625	99997	Kok Hui Chee And Jessica Leigh Parrish C	Nappy And Sanitary Product Rebate	17/10/2022	50.00
EF153626	99997	Jack Hubbard	Crossover Rebate - 10A Batten Street	17/10/2022	150.00
EF153627	99997	A And Mt Berni	Cat Sterilisation Subsidy	17/10/2022	50.00
EF153628	99997	Isobel M Stevenson	Nappy And Sanitary Product Rebate	17/10/2022	50.00
EF153629	99997	Belinda Gray	Nappy And Sanitary Product Rebate	17/10/2022	50.00
EF153630	99997	Jasmin Marie Larsen	Nappy And Sanitary Product Rebate	17/10/2022	50.00
EF153631	99997	Linda Blagg	Compost Bin Rebate	17/10/2022	50.00
EF153632	99997	Kim And Christine French	Compost Bin Rebate	17/10/2022	50.00
EF153633	99997	Jody Ting	Crossover Rebate 13 Clementine Boulevard	17/10/2022	300.00
EF153634	99997	Jacques Lehembre	Crossover Rebate 15 Wintergreen	17/10/2022	300.00
EF153635	99997	Anwyn Ladzinski	Nappy And Sanitary Product Rebate	17/10/2022	50.00
EF153636	99997	Harriet Hawthorne Kenworthy	1St Place In Youth Noise Comp	17/10/2022	300.00
EF153637	99997	Sophia Watkinson	3Rd Prize In Youth Noise Comp	17/10/2022	100.00
EF153638	99997	Rhiana Djamil	Nappy And Sanitary Product Rebate	17/10/2022	50.00



EF153639	99997	Ashlee Somerville	Nappy And Sanitary Product Rebate	17/10/2022	50.00
EF153640	99997	Coogee Beach Progress Association	August 2022 Newsletter	17/10/2022	572.00
EF153641	99997	Harvest Lakes Residents Association	Small Events Sponsorship	17/10/2022	3,000.00
EF153642	99997	Colleen Crowley	Purchase Of New Work Phone	17/10/2022	327.00
EF153643	99997	Our Community Pty Ltd	Smartygrants Annual Access	17/10/2022	20,000.00
EF153644	10152	Aust Services Union	Payroll Deductions	17/10/2022	834.70
EF153645	10154	Australian Taxation Office	Payroll Deductions	17/10/2022	516,102.00
EF153646	10305	Child Support Agency	Payroll Deductions	17/10/2022	586.52
EF153647	11001	Local Government Racing & Cemeteries Employees Union Lgrceu	Payroll Deductions	17/10/2022	44.00
EF153648	19726	Health Insurance Fund Of Wa	Payroll Deductions	17/10/2022	1,117.11
EF153649	27874	Smartsalary	Salary Packaging/Leasing Administration	17/10/2022	11,898.33
EF153650	10035	Adventure World	Entertainment Services	17/10/2022	1,455.00
EF153651	10058	Alsco Pty Ltd	Hygiene Services/Supplies	17/10/2022	260.22
EF153652	10097	Blackwoods Atkins	Engineering Supplies	17/10/2022	96.36
EF153653	10184	Benara Nurseries	Plants	17/10/2022	13,468.17
EF153654	10201	Big W Discount Stores	Various Supplies	17/10/2022	50.00
EF153655	10207	Boc Gases	Gas Supplies	17/10/2022	346.10
EF153656	10359	Cockburn Painting Service	Painting Supplies/Services	17/10/2022	6,270.00
EF153657	10368	Cockburn Wetlands Education Centre	Community Grant	17/10/2022	4,000.00
EF153658	10483	Landgate	Mapping/Land Title Searches	17/10/2022	920.70
EF153659	10485	Department Of Sport And Recreation	Accommodation Deposit	17/10/2022	608.30
EF153660	10528	Easifleet	Vehicle Lease	17/10/2022	506.25
EF153661	10535	Workpower Incorporated	Employment Services - Planting	17/10/2022	7,678.00
EF153662	10589	Fines Enforcement Registry	Fines Enforcement Fees	17/10/2022	4,293.00
EF153663	10590	Department Of Fire And Emergency Services	Esl Levy & Related Costs	17/10/2022	171,163.12
EF153664	10783	Jandakot Metal Industries Pty Ltd	Metal Supplies	17/10/2022	1,301.30
EF153665	10827	Kelyn Training Services	Training Services	17/10/2022	595.00
EF153666	10879	Les Mills Aerobics	Instruction/Training Services	17/10/2022	1,536.48
EF153667	10888	Lj Caterers	Catering Services	17/10/2022	5,538.84
EF153668	10913	Bucher Municipal Pty Ltd	Purchase Of New Plant / Repair Services	17/10/2022	333.45
EF153669	10938	Mrp Pest Management	Pest & Weed Management	17/10/2022	139.70
EF153670	10944	Mcleods	Legal Services	17/10/2022	12,196.64
EF153671	11022	Native Arc	Grants & Donations	17/10/2022	56,111.00
EF153672	11028	Neverfail Springwater Ltd	Bottled Water Supplies	17/10/2022	344.85
EF153673	11036	Northlake Electrical Pty Ltd	Electrical Services	17/10/2022	8,478.28
EF153674	11235	Reinforced Concrete Pipes Pty Ltd	Concrete Pipe Supplies	17/10/2022	7,287.72
EF153675	11247	Richgro Wa	Gardening Supplies	17/10/2022	246.84
EF153676	11267	Rolloways Leisure Centre	Entertainment Services	17/10/2022	378.00
EF153677	11284	The Royal Life Saving Society Wa Inc Pty Ltd	Training Services	17/10/2022	2,310.00
EF153678	11334	Shenton Pumps	Pool Equipment/Services	17/10/2022	24,858.11
EF153679	11425	Resource Recovery Group	Waste Disposal Gate Fees	17/10/2022	1,140.00

EF153680	11483	St John Ambulance Aust Wa Operations	First Aid Courses	17/10/2022	160.00
EF153681	11625	Nutrien Water	Reticulation Supplies	17/10/2022	8,048.79
EF153682	11722	Wa Hino Sales & Service	Purchase Of New Trucks / Maintenance	17/10/2022	2,283.83
EF153683	11739	Wa Spit Roast Company	Catering Services	17/10/2022	7,293.45
EF153684	11789	Walga	Advertising/Training Services	17/10/2022	156.00
EF153685	11793	Western Irrigation Pty Ltd	Irrigation Services/Supplies	17/10/2022	21,872.69
EF153686	11828	Worldwide Online Printing - O'connor	Printing Services	17/10/2022	750.79
EF153687	12014	Tutt Bryant Equipment Bt Equipment Pty Ltd T/As	Excavating/Earthmoving Equipment	17/10/2022	11,607.07
EF153688	12153	Hays Personnel Services Pty Ltd	Employment Services	17/10/2022	13,775.50
EF153689	12207	Civica Pty Ltd	Software Support/Licence Fees	17/10/2022	1,782.00
EF153690	12295	Stewart & Heaton Clothing Co. Pty Ltd	Clothing Supplies	17/10/2022	451.66
EF153691	12497	Trophy Choice	Trophy Supplies	17/10/2022	600.00
EF153692	12500	Ellenby Tree Farm	Plant Supplies	17/10/2022	4,250.95
EF153693	12796	Isentia Pty Ltd	Media Monitoring Services	17/10/2022	1,496.00
EF153694	13492	Chivers Marine	Marine Equipment	17/10/2022	1,332.55
EF153695	13825	Jackson Mcdonald	Legal Services	17/10/2022	3,486.73
EF153696	13998	Air & Power Pty Ltd	Mechanical Parts	17/10/2022	12,224.20
EF153697	14350	Baileys Fertiliser	Fertiliser Supplies	17/10/2022	9,557.79
EF153698	15393	Stratagreen	Hardware Supplies	17/10/2022	2,338.29
EF153699	15588	Natural Area Consulting Management Services	Weed Spraying	17/10/2022	14,915.04
EF153700	16107	Wren Oil	Waste Disposal Services	17/10/2022	33.00
EF153701	16653	Complete Portables Pty Ltd	Supply & Hire Of Modular Buildings	17/10/2022	964.85
EF153702	17555	Maia Financial	Equipment Lease Payments	17/10/2022	32,679.31
EF153703	18126	Dell Australia Pty Ltd	Computer Hardware	17/10/2022	4,443.99
EF153704	18203	Natsync Environmental	Pest Control	17/10/2022	1,287.00
EF153705	18272	Austraclear Limited	Investment Services	17/10/2022	72.57
EF153706	18801	Fremantle Bin Hire	Bin Hire - Skip Bins	17/10/2022	420.00
EF153707	18962	Sealanes (1985) P/L	Catering Supplies	17/10/2022	1,112.90
EF153708	19107	Forever Shining	Monument	17/10/2022	14,245.00
EF153709	19533	Woolworths Ltd	Groceries	17/10/2022	1,237.35
EF153710	20000	Aust West Auto Electrical Pty Ltd	Auto Electrical Services	17/10/2022	32,777.41
EF153711	20535	Home-Grown Theatre	Drama Classes	17/10/2022	660.00
EF153712	21294	Cat Haven	Animal Services	17/10/2022	1,318.90
EF153713	21529	Brand Success	Promotional Products	17/10/2022	2,026.20
EF153714	21577	Lavan	Legal Services	17/10/2022	19,454.50
EF153715	21665	Mmj Real Estate (Wa) Pty Ltd	Property Management Services	17/10/2022	24,586.18
EF153716	21672	Mega Music Australia Pty Ltd	Musical Instruments/Sound Equipment	17/10/2022	1,478.00
EF153717	21678	Iannello Designs	Graphic Design	17/10/2022	1,848.00
EF153718	21697	Ict Express Pty Ltd	Consultancy Services - It	17/10/2022	1,674.20
EF153719	21744	Jb Hi Fi - Commercial	Electronic Equipment	17/10/2022	10,668.94
EF153720	21747	Unicare Health	Wheelchair Hire	17/10/2022	32.80

EF153721	21782	Westcoast Timber Flooring	Flooring Supplies	17/10/2022	29,150.00
EF153722	21946	Ryan's Quality Meats	Meat Supplies	17/10/2022	788.58
EF153723	22553	Brownes Food Operations	Catering Supplies	17/10/2022	442.08
EF153724	22569	Sonic Health Plus Pty Ltd	Medical Services	17/10/2022	397.10
EF153725	22623	Landmark Products Ltd	Landscape Infrastructure	17/10/2022	19,503.00
EF153726	22658	South East Regional Centre For Urban Landcare Inc (Sercul)	Urban Landcare Services	17/10/2022	23,925.00
EF153727	22806	Chevron Australia Downstream Fuels Pty Ltd	Fuel Supplies	17/10/2022	61,411.05
EF153728	22854	Lgiswa	Insurance Premiums	17/10/2022	1,138,119.99
EF153729	23457	Totally Workwear Fremantle	Clothing - Uniforms	17/10/2022	944.28
EF153730	23506	Hudson Global Resources (Aust) Pty Ltd	Human Resources Consult	17/10/2022	12,557.90
EF153731	23550	Henricks Consulting Pty Ltd	Consultancy Services - Human Resources	17/10/2022	1,039.50
EF153732	23848	Greenbase Pty Ltd	Environmental Consultancy	17/10/2022	3,696.00
EF153733	23971	Find Wise Location Services	Locating Services - Underground	17/10/2022	1,005.40
EF153734	24557	Aveling	Consultancy Services	17/10/2022	725.00
EF153735	24643	Bibliotheca Rfid Library Systems Australia Pty Ltd	Purchase Of Library Tags	17/10/2022	1,149.48
EF153736	24725	Feral Invasive Species Eradication Management	Eradication Management Services	17/10/2022	2,524.50
EF153737	24736	Zenien	Cctv Camera Licences	17/10/2022	4,106.47
EF153738	25002	Brain Ambulance Pty Ltd	Education Services	17/10/2022	1,815.00
EF153739	25063	Superior Pak Pty Ltd	Vehicle Maintenance	17/10/2022	10,307.29
EF153740	25121	Imagesource Digital Solutions	Billboards	17/10/2022	2,798.40
EF153741	25128	Horizon West Landscape & Irrigation Pty Ltd	Landscaping Services	17/10/2022	39,433.65
EF153742	25264	Acurix Networks Pty Ltd	Wifi Access Service	17/10/2022	6,360.20
EF153743	25265	Bob Cooper Snake R&R Training	Training Services	17/10/2022	2,838.00
EF153744	25418	Cs Legal	Legal Services	17/10/2022	236.12
EF153745	25822	Fit2work.Com.Au Mercury Search And Selection Pty Ltd	Employee Check	17/10/2022	76.78
EF153746	26114	Grace Records Management	Records Management Services	17/10/2022	1,363.57
EF153747	26211	Amcom Pty Ltd	Internet/Data Services	17/10/2022	9,168.50
EF153748	26251	Healing India Creative Arts	Facilitation Services - Workshops	17/10/2022	395.00
EF153749	26257	Paperbark Technologies Pty Ltd	Arboricultural Consultancy Services	17/10/2022	3,821.55
EF153750	26303	Gecko Contracting Turf & Landscape Maintenance	Turf & Landscape Maintenance	17/10/2022	118,568.41
EF153751	26470	Scp Conservation	Fencing Services	17/10/2022	13,389.20
EF153752	26530	Mephalene Rust Control P/L	Sandblasting Services	17/10/2022	132.00
EF153753	26606	Enviro Infrastructure Pty Ltd	Construction& Fabrication	17/10/2022	8,755.35
EF153754	26610	Tracc Civil Pty Ltd	Civil Construction	17/10/2022	809,007.30
EF153755	26614	Marketforce Pty Ltd	Advertising	17/10/2022	3,801.80
EF153756	26650	Carnival Amusements	Rides And Amusements	17/10/2022	5,909.00
EF153757	26722	Jenelle Russo Studio	Entertainer And Teacher	17/10/2022	160.00
EF153758	26735	Shane McMaster Surveys	Survey Services	17/10/2022	6,820.00
EF153759	26739	Kerb Doctor	Kerb Maintenance	17/10/2022	2,335.18
EF153760	26743	Statewide Turf Services	Turf Renovation	17/10/2022	21,573.20
EF153761	26745	Embroidme Myaree	Embroidery	17/10/2022	1,272.70

EF153762	26778	Robert Walters	Recruitment Services	17/10/2022	1,295.80
EF153763	26782	Soft Landing	Recycling Services	17/10/2022	10,282.58
EF153764	26812	Brooks Choice Removals	Removalists	17/10/2022	2,002.00
EF153765	26814	Circus Enterprises	Entertainment	17/10/2022	100.00
EF153766	26871	John Papas Trailers	Trailer Manufacture	17/10/2022	8,250.00
EF153767	26888	Media Engine	Graphic Design, Marketing, Video Product	17/10/2022	2,257.00
EF153768	26923	Woodlands	Rubbish Collection Equipment	17/10/2022	18,616.35
EF153769	26929	Elan Energy Matrix Pty Ltd	Recycling Services	17/10/2022	876.70
EF153770	26953	Rock And Roll Mountain Biking	Mountain Bike Tours	17/10/2022	997.50
EF153771	26964	South Metropolitan Tafe	Education	17/10/2022	27.40
EF153772	26982	Plantrite	Plants	17/10/2022	715.00
EF153773	26985	Access Icon Pty Ltd	Drainage Products	17/10/2022	1,430.52
EF153774	26987	Cti Risk Management	Security - Cash Collection	17/10/2022	1,239.98
EF153775	27028	Technogym Australia Pty Ltd	Fitness Equipment	17/10/2022	2,354.00
EF153776	27032	Wtp Australia Pty Ltd	Quantity Surveyors	17/10/2022	924.00
EF153777	27054	Vocus Pty Ltd	Telecommunications	17/10/2022	5,125.70
EF153778	27065	Westbooks	Books	17/10/2022	920.37
EF153779	27069	Hart Sport	Sports Equipment	17/10/2022	196.00
EF153780	27082	Kulbardi Pty Ltd	Stationery Supplies	17/10/2022	272.90
EF153781	27143	Embroidme Success	Embroidery Services	17/10/2022	80.30
EF153782	27154	Suez Recycling & Recovery Pty Ltd	Waste Services	17/10/2022	7,840.71
EF153783	27189	Healthstrong Pty Ltd	Home Care	17/10/2022	330.00
EF153784	27241	Landscape Elements	Landscaping Services	17/10/2022	47,915.35
EF153785	27243	Arjohuntleigh Pty Ltd	Supply, Repairs Health Equipemnt	17/10/2022	638.25
EF153786	27269	Payrix Australia	Payment Processing	17/10/2022	1,433.37
EF153787	27334	Westcare Print	Printing Services	17/10/2022	269.50
EF153788	27362	The Mighty Booths	Photobooth	17/10/2022	699.00
EF153789	27396	Ankeet Mehta Spearwood Newspaper Round Delivery	Newspaper Delivery	17/10/2022	19.98
EF153790	27401	Emprise Mobility	Mobility Equipment	17/10/2022	10,242.20
EF153791	27403	Freedom Fairies Pty Ltd	Amusement	17/10/2022	357.50
EF153792	27404	K2 Audiovisual Pty Ltd	Audio Visual Equipment	17/10/2022	11,423.50
EF153793	27423	Mechanical Project Services Pty Ltd	Airconditioning Services	17/10/2022	418.00
EF153794	27426	The Kart Centre Pty. Ltd	Go - Kart Hire	17/10/2022	3,410.00
EF153795	27427	Home Chef	Cooking/Food Services	17/10/2022	179.71
EF153796	27452	Integrated Fuel Services & Solution Pty Ltd	Petroleum Chemical	17/10/2022	2,278.27
EF153797	27455	Site Protective Services	Cctv Parts	17/10/2022	108,536.82
EF153798	27499	Hodge Collard Preston Architects	Architects	17/10/2022	1,919.50
EF153799	27507	Serco Facilities Management Pty Ltd	Cleaning Services	17/10/2022	52,805.53
EF153800	27523	Robert Lawrence Toohey	High Pressure Cleaning	17/10/2022	2,590.50
EF153801	27534	Ralph Beattie Bosworth	Quantity Survey	17/10/2022	10,639.20
EF153802	27539	Jasmin Carpentry & Maintenance	Carpentry	17/10/2022	187.00

EF153803	27575	Shred X Secure Destruction	Document Destruction	17/10/2022	10.44
EF153804	27592	Hey Jay Fix IIII Home Maintenance Service	Home Maintenance	17/10/2022	225.00
EF153805	27596	Allwest Plant Hire Australia Pty Ltd	Plant Hire And Civil Contracting	17/10/2022	793.00
EF153806	27617	Atturra Business Applications	Consultancy - It	17/10/2022	12,886.50
EF153807	27622	Truegrade Medical Supplies	Medical Supplies	17/10/2022	2,381.32
EF153808	27631	Aquatic Services Wa Pty Ltd	Pool Equipment & Maintenance	17/10/2022	1,760.00
EF153809	27635	Mammoth Security	Security	17/10/2022	50.09
EF153810	27636	Rackmart Pty Ltd	Storage Supplies	17/10/2022	637.34
EF153811	27657	Positive Balance Massage	Massage Therapy	17/10/2022	200.00
EF153812	27664	Disability Awareness Training	Training Disabilities	17/10/2022	1,400.00
EF153813	27695	Qtm Pty Ltd	Traffic Management	17/10/2022	1,386.00
EF153814	27710	Relay Controls	Electrical Services	17/10/2022	660.00
EF153815	27720	Bj Systems	Security Services	17/10/2022	6,160.00
EF153816	27722	Metra Australia	Software	17/10/2022	2,418.26
EF153817	27803	Born To Sparkle	Entertainment	17/10/2022	445.50
EF153818	27815	Adilam Technologies	Technologie Solutions	17/10/2022	26,947.14
EF153819	27827	Abc Containers	Sea Containers	17/10/2022	494.45
EF153820	27850	Dowsing Group Pty Ltd	Concreting Services	17/10/2022	30,676.90
EF153821	27855	Total Landscape Redevelopment Service Pty Ltd	Tree Watering	17/10/2022	44,737.00
EF153822	27887	The Wilding Project	Sports/Exercise Classes	17/10/2022	480.00
EF153823	27889	Mbl Food Services	Packaging Supplies	17/10/2022	248.16
EF153824	27890	Tabec Pty Ltd	Engineering Services	17/10/2022	12,089.00
EF153825	27894	Homecare Physiotherapy	Healthcare	17/10/2022	10,032.58
EF153826	27917	Go Doors Advanced Automation	Door Maintenance & Repair	17/10/2022	1,771.00
EF153827	27939	Wp Franchise Pty Ltd	Enviromental Education	17/10/2022	484.00
EF153828	27940	A-Smart Pty Ltd	Service & Maintenance	17/10/2022	450.75
EF153829	27950	Greenlite Electrical Contractors Pty Ltd	Electrical Services	17/10/2022	87,754.57
EF153830	27955	Delta Echo Pty Ltd	Consultancy Economic	17/10/2022	2,791.77
EF153831	28003	Taylor Made Design	Graphic Design	17/10/2022	671.00
EF153832	28049	Copy Magic	Printing Services	17/10/2022	1,523.50
EF153833	28055	Alison Bannister Career Coaching	Career Coaching	17/10/2022	544.50
EF153834	28168	Sifting Sands	Sand Cleaning	17/10/2022	616.00
EF153835	28169	Nexacu	Excel Courses	17/10/2022	2,170.00
EF153836	28181	Seaview Rentals	Aquarium Servicing	17/10/2022	3,755.00
EF153837	28197	Lite N Easy Pty Ltd	Food Supplies	17/10/2022	643.73
EF153838	28200	Amy Anne Price	Transcribing	17/10/2022	126.58
EF153839	28201	Select Fresh	Food Supplies	17/10/2022	270.71
EF153840	28214	Beyond Skateboarding	Skateboarding Clinics	17/10/2022	935.00
EF153841	28215	Complete Office Supplies Pty Ltd	Stationery	17/10/2022	853.48
EF153842	28231	Typeset Pty Ltd	Editorial And Business Communications Se	17/10/2022	482.57
EF153843	28233	Western Maze Wa Pty Ltd	Waste Collection Services	17/10/2022	7,161.00

EF153844	28241	Swift Flow Pty Ltd	Plumbing	17/10/2022	13,929.87
EF153845	28246	Hendercare	Nursing Services	17/10/2022	1,672.08
EF153846	28250	Midland Brick Pty Ltd	Bricks/Pavers	17/10/2022	429.47
EF153847	28255	Cleanaway Co Pty Ltd	Waste Services	17/10/2022	12,623.60
EF153848	28256	Simon Tan & Associates Pty Ltd	Electrical Engineering	17/10/2022	2,910.60
EF153849	28258	Garden Care West	Gardening Services	17/10/2022	2,722.50
EF153850	28261	Hazed Services Pty Ltd	Safety - Roof	17/10/2022	2,112.00
EF153851	28264	Garden Organics	Organics Processing	17/10/2022	4,097.06
EF153852	28265	Tree Care Wa	Vegetation Maintenance Services	17/10/2022	9,350.00
EF153853	28277	Gesha Coffee Co	Coffee Supplies	17/10/2022	536.00
EF153854	28289	Grafton General Products	Mobility Equipment	17/10/2022	220.00
EF153855	28297	Techbrain	IT Consultancy	17/10/2022	1,324.40
EF153856	28303	Miracle Recreation Equipment	Playground Equipment	17/10/2022	616.00
EF153857	28304	Moray & Agnew	Legal Services	17/10/2022	9,345.60
EF153858	28306	Business News Pty Ltd	Newspaper Publisher	17/10/2022	44,000.00
EF153859	28319	Wavelength Consulting Pty Ltd	Engineering - Project Management	17/10/2022	4,705.25
EF153860	28327	Human Link Consulting Pty Ltd	Consultancy	17/10/2022	48,400.00
EF153861	28335	Ingoe Fitness	Excercise Workshops	17/10/2022	675.00
EF153862	28336	Holonic Pty Ltd	Consulting - Enviro	17/10/2022	2,970.00
EF153863	28361	Indoor Gardens Pty Ltd	Hiring Indoor Plants	17/10/2022	765.60
EF153864	28371	Flexi Staff	Employment Services	17/10/2022	33,849.93
EF153865	28379	Umwelt (Australia) Pty Ltd	Environmental Surveys	17/10/2022	4,340.88
EF153866	28389	Kinn & Co Pty Ltd	Marketing & Events Management	17/10/2022	8,573.40
EF153867	28394	Jandakot Pet And Stock Supplies	Pet Food Supplies	17/10/2022	75.70
EF153868	28395	Voice Project	Consultancy - Hr	17/10/2022	748.00
EF153869	28399	Abe's Audio	Audio/Video Production	17/10/2022	671.00
EF153870	28402	Edgyx	Workshops	17/10/2022	795.00
EF153871	28409	Sanpoint Pty Ltd	Landscape Services	17/10/2022	30,133.02
EF153872	28410	Wa Temporary Fencing Supplies	Hire Fencing	17/10/2022	361.90
EF153873	28416	Artistralia	Copywright	17/10/2022	275.00
EF153874	10047	Alinta Energy	Natural Gas & Electricity Supply	17/10/2022	28,532.15
EF153875	11794	Synergy	Electricity Usage/Supplies	17/10/2022	410,155.77
EF153876	12025	Telstra Corporation	Communications Services	17/10/2022	20,370.38
EF153877	26987	Cti Risk Management	Security - Cash Collection	18/10/2022	868.20
EF153878	99997	The Wetlands Centre Cockburn	Sponsorship - Wetlands Centre - 2Nd Inst	18/10/2022	5,101.00
EF153879	99997	Family Day Care	Fdc Payment We 16/10/2022	20/10/2022	47,103.80
EF153880	27492	Superchoice Services Pty Limited	Payroll Deductions	20/10/2022	615,436.25
EF153883	10154	Australian Taxation Office	Payroll Deductions	25/10/2022	4,857.00
EF153884	26987	Cti Risk Management	Security - Cash Collection	25/10/2022	1,847.95
EF153885	27277	Department Of Water And Environmental Regulation	Quarterly Land Fill Levy	28/10/2022	3,096,808.26
EF153886	11867	Kevin John Allen	Elected Member Sitting Fees & ICT Allowance	28/10/2022	5,450.83

EF153887	12740	Logan Howlett	Elected Member Sitting Fees & ICT Allowance	28/10/2022	14,508.09
EF153888	19059	Carol Reeve-Fowkes	Elected Member Sitting Fees & ICT Allowance	28/10/2022	6,205.83
EF153889	25353	Philip Eva	Elected Member Sitting Fees & ICT Allowance	28/10/2022	5,805.83
EF153890	27326	Michael Separovich	Elected Member Sitting Fees & ICT Allowance	28/10/2022	6,205.83
EF153891	27327	Chontelle Stone	Elected Member Sitting Fees & ICT Allowance	28/10/2022	5,455.83
EF153892	27475	Lara Kirkwood	Elected Member Sitting Fees & ICT Allowance	28/10/2022	5,765.83
EF153893	27871	Tom Widenbar	Elected Member Sitting Fees & ICT Allowance	28/10/2022	8,122.43
EF153894	27872	Phoebe Corke	Elected Member Sitting Fees & ICT Allowance	28/10/2022	6,562.04
EF153895	28238	Tarun Dewan	Elected Member Sitting Fees & ICT Allowance	28/10/2022	6,285.93
EF153896	99996	Perth Patio Magic Pty Ltd	Rates And Property Related Refunds	28/10/2022	56.65
EF153897	99996	Gregory Ham	Rates And Property Related Refunds	28/10/2022	56.65
EF153898	99996	Complete Approvals	Rates And Property Related Refunds	28/10/2022	147.00
EF153899	99996	Australian Outdoor Liiving	Rates And Property Related Refunds	28/10/2022	147.00
EF153900	99996	Dmj Investment Group	Rates And Property Related Refunds	28/10/2022	441.00
EF153901	99996	Revenuewa	Rates And Property Related Refunds	28/10/2022	65.34
EF153902	99996	Kelly Hatch	Rates And Property Related Refunds	28/10/2022	1,624.77
EF153903	99996	Housing Authority	Rates And Property Related Refunds	28/10/2022	1,583.44
EF153904	99996	Andre Rumantir	Rates And Property Related Refunds	28/10/2022	419.53
EF153905	99996	Rosalind Wancer	Rates And Property Related Refunds	28/10/2022	552.46
EF153906	99996	Lindsay J Rea	Rates And Property Related Refunds	28/10/2022	564.95
EF153907	99996	Renee Sayers	Rates And Property Related Refunds	28/10/2022	900.00
EF153908	99996	Louise Griffiths	Rates And Property Related Refunds	28/10/2022	440.25
EF153909	99996	Kevin James Clark	Rates And Property Related Refunds	28/10/2022	177.98
EF153910	99996	Cyber Real Estate	Rates And Property Related Refunds	28/10/2022	455.44
EF153911	99996	Juan Portillo	Rates And Property Related Refunds	28/10/2022	2,078.42
EF153912	99996	Naomi Scally	Rates And Property Related Refunds	28/10/2022	201.29
EF153913	99996	Teddy Lee	Rates And Property Related Refunds	28/10/2022	1,800.00
EF153914	99996	J & J Pincer	Rates And Property Related Refunds	28/10/2022	147.00
EF153915	10047	Alinta Energy	Natural Gas & Electricity Supply	28/10/2022	2,397.05
EF153916	11794	Synergy	Electricity Usage/Supplies	28/10/2022	25,680.89
EF153917	12025	Telstra Corporation	Communications Services	28/10/2022	15,159.04
EF153918	88888	Mr Gary Clinch	Rates And Property Related Refunds	28/10/2022	500.00
EF153919	88888	Nicole Ritchie	Rates And Property Related Refunds	28/10/2022	6,312.50
EF153920	88888	Camomile Developments	Rates And Property Related Refunds	28/10/2022	7,812.50
EF153921	99997	Louisa Paparo	Bibra Lake Fun Run 12Km 3Rd Female 31-54	28/10/2022	40.00
EF153922	99997	Curtin University	Invoice 12711363	28/10/2022	5,029.90
EF153923	99997	Suzanne Bolton	Refund For Waterslides - Suzanne Bolton	28/10/2022	300.00
EF153924	99997	Barbara Thurston	Customer Refund Slides Cancelled	28/10/2022	300.00
EF153925	99997	The Hub 6163 Inc	Small Events Sponsorship	28/10/2022	1,340.00
EF153926	99997	Beeliar Community Voice	Small Events Sponsorship	28/10/2022	330.00
EF153927	99997	Trevor Whitton	Compost Bin Rebate	28/10/2022	50.00

EF153928	99997	RI And Md Kiely	Compost Bin Rebate Marie Kiely	28/10/2022	50.00
EF153929	99997	Tracy Spencer	Nappy And Sanitary Product Rebate	28/10/2022	50.00
EF153930	99997	Roisin Scully	Nappy And Sanitary Product Rebate	28/10/2022	45.00
EF153931	99997	Alexandra Robinson	Refund Junior Basketball	28/10/2022	105.00
EF153932	99997	Ocean Road Infrastructure Pty Ltd	Refund Dca13	28/10/2022	41,479.48
EF153933	99997	Servau Offcl. Departmental Recpts & Paym	Grants, Donations & Refunds	28/10/2022	256.41
EF153934	99997	M.Cassady & M.Snarska	Waterwise Verge Incentive Scheme Rebate	28/10/2022	195.00
EF153935	99997	The Wildflower Society Of Wa Inc	Invoice 44	28/10/2022	150.00
EF153936	99997	Ashlea Crichton	Adobe Software Use July To Sept	28/10/2022	307.96
EF153937	99997	Cooper Hawley	Cockburn Youth Fund To Buy Canvas, Paint	28/10/2022	400.00
EF153938	99997	David Kursar	Supplies For Yps Event @ Success Library	28/10/2022	38.90
EF153939	99997	Cade Kneale	Refund Treeby Community Facility	28/10/2022	150.00
EF153940	99997	Create Foundation	Refund Treeby Community Facility	28/10/2022	266.00
EF153941	99997	Clare Purkis	Best Stall Winner @ Fur Run Event	28/10/2022	200.00
EF153942	99997	Corrs Chambers Westgarth	Invoice 7036447	28/10/2022	12,714.35
EF153943	99997	Creative Soul Sessions	Invoice Inv-0305	28/10/2022	444.00
EF153944	99997	Atwell Over 50S Club	Bus Subsidy	28/10/2022	100.00
EF153945	99997	Banjup Residents Group Inc	Open Day	28/10/2022	362.84
EF153946	99997	Petbarn Pty Ltd	Petbarn Invoice Rsi00001427 For Fur Run	28/10/2022	600.00
EF153947	99997	Department Of Finance	Refund Of Works Not Carried Out	28/10/2022	5,120.00
EF153948	99997	Mark Roger Lambert	Invoice 00001191	28/10/2022	250.00
EF153949	99997	Alison J Blunsden	Teddy Bear Picnic - Parent Massage	28/10/2022	300.00
EF153950	99997	South Coogee Volunteer Bush Fire Brigade	South Coogee Bushfire Brigade Reimburse	28/10/2022	2,037.35
EF153951	99997	Jandakot Volunteer Bush Fire Brigade	Jandakot Bushfire Brigade Reimbursement	28/10/2022	2,947.46
EF153952	99997	Leeming Rufc	Small Events Sponsorship	28/10/2022	3,300.00
EF153953	99997	Doreen Nelson	Guided Noongar Walk 8 & 22-10-2022	28/10/2022	600.00
EF153954	99997	Doris Getta	Guided Noongar Walk 8 & 22-10-2022	28/10/2022	600.00
EF153955	99997	Fremantle Wolves	Sports Eq Grant Seg 202307	28/10/2022	473.04
EF153956	99997	Cockburn Basketball Association	Sports Eq Grant Seg 202312	28/10/2022	1,100.00
EF153957	99997	Cockburn Junior Cricket Club	Sports Eq Grant Seg 202311	28/10/2022	1,000.00
EF153958	99997	Jandakot Park Cricket Club	Sports Eq Grant Seg 202303	28/10/2022	932.73
EF153959	99997	Fremantle Cockburn Hockey Club	Major Capital Works Grant Application 20	28/10/2022	9,628.75
EF153960	99997	Christine Huggins	Habitat For Homes Bird Bath Rebate	28/10/2022	49.99
EF153961	99997	Joanne Bruce	Habitat For Homes Bird Bath Rebate	28/10/2022	50.00
EF153962	99997	Hayden Miller And Tammy Hodges	Habitat For Homes Bird Bath Rebate	28/10/2022	50.00
EF153963	99997	Abhishek Rana	Habitat For Homes Bird Bath Rebate	28/10/2022	49.99
EF153964	99997	Lien B Kelly	Habitat For Homes Bird Bath Rebate	28/10/2022	26.39
EF153965	99997	Francesca And Mark Sanderson	Habitat For Homes Bird Bath Rebate	28/10/2022	50.00
EF153966	99997	Stuart Hassard	Habitat For Homes Bird Bath Rebate	28/10/2022	49.99
EF153967	99997	Jolien Strauss	Habitat For Homes Bird Bath Rebate	28/10/2022	47.49
EF153968	99997	Mr Mv Alberd	Habitat For Homes Bird Bath Rebate	28/10/2022	50.00



EF153969	99997	Sasha Marie Auld	Habitat For Homes Bird Bath Rebate	28/10/2022	34.50
EF153970	99997	Jasmin Marie Larsen	Habitat For Homes Bird Bath Rebate	28/10/2022	39.99
EF153971	99997	Christiana Mcdonald-Spicer	Habitat For Homes Bird Bath Rebate	28/10/2022	50.00
EF153972	99997	Jarrold Wahlstedt	Habitat For Homes Bird Bath Rebate	28/10/2022	50.00
EF153973	99997	Sophie Australia Wildflower Photography	Wildflower Photography Workshop 22-10-20	28/10/2022	600.00
EF153974	99997	Lisa Brideson	Reimbursement Of Plants	28/10/2022	179.78
EF153975	10010	Aac Id Solutions	Security & Promotional Products	31/10/2022	5,598.96
EF153976	10082	Armandos Sports	Sporting Goods	31/10/2022	176.00
EF153977	10097	Blackwoods Atkins	Engineering Supplies	31/10/2022	169.55
EF153978	10110	Ausrecord	Stationery Supplies	31/10/2022	90.75
EF153979	10118	Australia Post	Postage Charges	31/10/2022	57,085.01
EF153980	10184	Benara Nurseries	Plants	31/10/2022	4,103.86
EF153981	10201	Big W Discount Stores	Various Supplies	31/10/2022	160.00
EF153982	10207	Boc Gases	Gas Supplies	31/10/2022	612.54
EF153983	10221	Bp Australia Pty Ltd	Diesel/Petrol Supplies	31/10/2022	26,161.35
EF153984	10226	Bridgestone Australia Ltd	Tyre Services	31/10/2022	40,474.10
EF153985	10239	Budget Rent A Car - Perth	Motor Vehicle Hire	31/10/2022	2,600.98
EF153986	10246	Bunnings Building Supplies Pty Ltd	Hardware Supplies	31/10/2022	1,428.06
EF153987	10279	Castrol Australia Pty Ltd	Grease/Lubricants	31/10/2022	934.39
EF153988	10287	Centreline Markings	Linemarking Services	31/10/2022	1,650.00
EF153989	10333	Cjd Equipment Pty Ltd	Hardware Supplies	31/10/2022	4,201.46
EF153990	10354	Cockburn Community And Cultural Council	Poster Boards	31/10/2022	1,000.00
EF153991	10357	Cockburn Ice Arena	Entertainment Services	31/10/2022	364.00
EF153992	10359	Cockburn Painting Service	Painting Supplies/Services	31/10/2022	6,331.60
EF153993	10368	Cockburn Wetlands Education Centre	Community Grant	31/10/2022	400.00
EF153994	10384	Progility Pty Ltd	Communication Services	31/10/2022	31,086.00
EF153995	10422	Reitsema Packaging	Road Litter Bags	31/10/2022	875.60
EF153996	10484	Department Of Mines, Industry Regulation And Safety	Building Services Levy	31/10/2022	55,664.31
EF153997	10485	Department Of Sport And Recreation	Accommodation Deposit	31/10/2022	10,516.00
EF153998	10528	Easifleet	Vehicle Lease	31/10/2022	830.54
EF153999	10535	Workpower Incorporated	Employment Services - Planting	31/10/2022	5,481.30
EF154000	10537	Edartsupplies	Art/Craft Supplies	31/10/2022	918.48
EF154001	10589	Fines Enforcement Registry	Fines Enforcement Fees	31/10/2022	2,592.00
EF154002	10590	Department Of Fire And Emergency Services	Esl Levy & Related Costs	31/10/2022	17,268.07
EF154003	10611	Forpark Australia	Playground Equipment	31/10/2022	32,354.30
EF154004	10655	Ghd Pty Ltd	Consultancy Services	31/10/2022	8,350.75
EF154005	10683	Gronbek Security	Locksmith Services	31/10/2022	2,836.10
EF154006	10708	Heavy Automatics Pty Ltd	Equipment Maintenance Services	31/10/2022	2,712.49
EF154007	10783	Jandakot Metal Industries Pty Ltd	Metal Supplies	31/10/2022	2,148.30
EF154008	10787	Jandakot Accident Repair Centre	Panel Beating Services	31/10/2022	2,000.00
EF154009	10791	Jasman Enterprises	High Pressure Cleaning	31/10/2022	921.91

EF154010	10888	Lj Caterers	Catering Services	31/10/2022	8,698.87
EF154011	10912	M2 On Hold	Messaging Services	31/10/2022	396.00
EF154012	10913	Bucher Municipal Pty Ltd	Purchase Of New Plant / Repair Services	31/10/2022	423,076.89
EF154013	10918	Main Roads Wa	Repairs/Maintenance/Funding Contribution	31/10/2022	697.43
EF154014	10923	Major Motors Pty Ltd	Repairs/Maintenance Services	31/10/2022	91,703.04
EF154015	10938	Mrp Pest Management	Pest & Weed Management	31/10/2022	13,435.87
EF154016	10942	Mcgees Property	Property Consultancy Services	31/10/2022	2,750.00
EF154017	10944	Mcleods	Legal Services	31/10/2022	11,259.49
EF154018	10982	Modern Teaching Aids Pty Ltd	Teaching Aids	31/10/2022	179.86
EF154019	10991	Beacon Equipment	Mowing Equipment	31/10/2022	7,864.05
EF154020	11028	Neverfail Springwater Ltd	Bottled Water Supplies	31/10/2022	215.82
EF154021	11036	Northlake Electrical Pty Ltd	Electrical Services	31/10/2022	50,599.27
EF154022	11152	Fulton Hogan Industries Pty Ltd	Road Maintenance	31/10/2022	5,583.60
EF154023	11182	Premium Brake & Clutch Services Pty Ltd	Brake Services	31/10/2022	10,669.56
EF154024	11244	Research Solutions Pty Ltd	Research Services	31/10/2022	8,627.04
EF154025	11284	The Royal Life Saving Society Wa Inc Pty Ltd	Training Services	31/10/2022	216.00
EF154026	11307	Satellite Security Services Pty Ltd	Security Services	31/10/2022	7,373.30
EF154027	11308	Boss Industrial Formally Sba Supplies	Hardware Supplies	31/10/2022	684.71
EF154028	11361	Sigma Chemicals Pty Ltd	Chemical Supplies	31/10/2022	7,528.51
EF154029	11447	Spearwood Dalmatinac Club Inc	Community Grant	31/10/2022	2,312.00
EF154030	11449	Spearwood Florist Ultimate Co Pty Ltd	Floral Arrangements	31/10/2022	245.00
EF154031	11469	Sports Turf Technology Pty Ltd	Turf Consultancy Services	31/10/2022	3,410.00
EF154032	11483	St John Ambulance Aust Wa Operations	First Aid Courses	31/10/2022	1,637.20
EF154033	11625	Nutrien Water	Reticulation Supplies	31/10/2022	11,297.26
EF154034	11701	Vibra Industrial Filtration Australasia	Filter Supplies	31/10/2022	668.14
EF154035	11702	Villa Dalmacia Association Inc.	Spical Club Activities	31/10/2022	1,560.00
EF154036	11789	Walga	Advertising/Training Services	31/10/2022	2,735.00
EF154037	11793	Western Irrigation Pty Ltd	Irrigation Services/Supplies	31/10/2022	29,671.10
EF154038	11806	Westrac Pty Ltd	Repairs/Mtnce - Earthmoving Equipment	31/10/2022	3,729.33
EF154039	11828	Worldwide Online Printing - O'connor	Printing Services	31/10/2022	922.90
EF154040	11854	Zipform Pty Ltd	Printing Services	31/10/2022	9,969.89
EF154041	11873	Wattleup Tractors	Hardware Supplies	31/10/2022	514.04
EF154042	11985	Ivo Grubelich	Bus Hire	31/10/2022	4,900.50
EF154043	12014	Tutt Bryant Equipment Bt Equipment Pty Ltd T/As	Excavating/Earthmoving Equipment	31/10/2022	1,079.89
EF154044	12028	City Of Armadale	Animal Disposal Services	31/10/2022	909.87
EF154045	12153	Hays Personnel Services Pty Ltd	Employment Services	31/10/2022	12,259.98
EF154046	12219	Parks & Leisure Australia	Subscription Renewal	31/10/2022	1,375.00
EF154047	12500	Ellenby Tree Farm	Plant Supplies	31/10/2022	412.50
EF154048	12672	Norman Disney & Young	Consultancy Services	31/10/2022	5,654.88
EF154049	13393	South West Group	Contributions	31/10/2022	11,549.80
EF154050	13492	Chivers Marine	Marine Equipment	31/10/2022	7.80

EF154051	13563	Green Skills Inc	Employment Services	31/10/2022	8,563.98
EF154052	13779	Porter Consulting Engineers	Engineering Consultancy Services	31/10/2022	3,698.75
EF154053	14350	Baileys Fertiliser	Fertiliser Supplies	31/10/2022	14,513.51
EF154054	14530	Donald Veal Consultants Pty Ltd	Consultancy Services	31/10/2022	39,404.75
EF154055	14598	Alf Rebola The Good Guys	Electrical Goods	31/10/2022	2,304.00
EF154056	15393	Stratagreen	Hardware Supplies	31/10/2022	2,436.28
EF154057	15588	Natural Area Consulting Management Services	Weed Spraying	31/10/2022	39,678.89
EF154058	16064	Cms Engineering	Airconditioning Services	31/10/2022	31,132.23
EF154059	16107	Wren Oil	Waste Disposal Services	31/10/2022	533.50
EF154060	16257	The Finishing Touch Gallery	Framing Services	31/10/2022	942.20
EF154061	16396	Mayday Rental	Road Construction Machine Hire	31/10/2022	10,059.50
EF154062	16894	Treblex Industrial Pty Ltd	Chemicals - Automotive	31/10/2022	3,531.00
EF154063	16979	Japanese Truck And Bus Spares Pty Ltd	Spare Parts - Automotive	31/10/2022	15,579.55
EF154064	16985	Wa Premix	Concrete Supplies	31/10/2022	1,582.24
EF154065	17471	Pirtek (Fremantle) Pty Ltd	Hoses & Fittings	31/10/2022	7,391.97
EF154066	17553	Altus Traffic Pty Ltd	Traffic Control Services	31/10/2022	960.82
EF154067	17600	Lightforce Asset Pty Ltd (Erections!)	Guard Rails	31/10/2022	1,237.50
EF154068	17608	Nu-Trac Rural Contracting	Beach Cleaning/Firebreak Construction	31/10/2022	5,468.00
EF154069	18126	Dell Australia Pty Ltd	Computer Hardware	31/10/2022	12,102.20
EF154070	18203	Natsync Environmental	Pest Control	31/10/2022	2,147.00
EF154071	18494	Dept Of Biodiversity, Conservation And Attractions	Licence Renewal	31/10/2022	223.00
EF154072	18799	Down To Earth Training & Assessing	Training Services	31/10/2022	1,095.00
EF154073	18801	Fremantle Bin Hire	Bin Hire - Skip Bins	31/10/2022	420.00
EF154074	18962	Sealanes (1985) P/L	Catering Supplies	31/10/2022	1,568.14
EF154075	19533	Woolworths Ltd	Groceries	31/10/2022	1,967.51
EF154076	19776	Josh Byrne & Associates	Environmental Consultant	31/10/2022	1,056.00
EF154077	19821	Structerre Consulting	Structural Design Consultancy Services	31/10/2022	1,590.60
EF154078	20000	Aust West Auto Electrical Pty Ltd	Auto Electrical Services	31/10/2022	11,844.52
EF154079	20146	Data#3 Limited	Contract It Personnel & Software	31/10/2022	50,469.80
EF154080	20247	Da Christie Pty Ltd	Parks & Recreational Products	31/10/2022	9,537.00
EF154081	20321	Riverjet Pty Ltd	Educting-Cleaning Services	31/10/2022	21,730.50
EF154082	20549	A1 Carpet, Tile & Grout Cleaning	Cleaning Services - Tiles/Carpet	31/10/2022	1,925.00
EF154083	20867	Farm Information Services Pty Ltd	Training/Instruction	31/10/2022	4,800.00
EF154084	20885	Tactile Indicators Perth	Tactiles	31/10/2022	750.00
EF154085	21469	John Hughes Volkswagon	Purchase Of New Vehicle	31/10/2022	8,174.40
EF154086	21627	Manheim Pty Ltd	Impounded Vehicles	31/10/2022	121.00
EF154087	21665	Mmj Real Estate (Wa) Pty Ltd	Property Management Services	31/10/2022	6,385.63
EF154088	21744	Jb Hi Fi - Commercial	Electronic Equipment	31/10/2022	11,637.06
EF154089	21747	Unicare Health	Wheelchair Hire	31/10/2022	52.00
EF154090	21946	Ryan's Quality Meats	Meat Supplies	31/10/2022	459.99
EF154091	22553	Brownes Food Operations	Catering Supplies	31/10/2022	1,259.72

EF154092	22569	Sonic Health Plus Pty Ltd	Medical Services	31/10/2022	2,646.60
EF154093	22613	Vicki Royans	Artistic Services	31/10/2022	450.00
EF154094	22639	Shatish Chauhan	Training Services - Yoga	31/10/2022	2,155.00
EF154095	22658	South East Regional Centre For Urban Landcare Inc (Sercul)	Urban Landcare Services	31/10/2022	1,700.58
EF154096	22749	People Solutions Australasia Pty Ltd	Consultancy Services - Hr	31/10/2022	841.50
EF154097	22752	Elgas Limited	Gas Supplies	31/10/2022	585.44
EF154098	22806	Chevron Australia Downstream Fuels Pty Ltd	Fuel Supplies	31/10/2022	45,869.51
EF154099	22903	Unique International Recoveries Lic	Debt Collectors	31/10/2022	640.00
EF154100	23288	Ariane Roemmele	Amusement - Children's Activities	31/10/2022	900.00
EF154101	23298	Therapy Focus	Entertainment Services	31/10/2022	578.08
EF154102	23351	Cockburn Gp Super Clinic Limited T/A Cockburn Integrated Health	Leasing Fees	31/10/2022	1,113.29
EF154103	23457	Totally Workwear Fremantle	Clothing - Uniforms	31/10/2022	4,260.86
EF154104	23570	A Proud Landmark Pty Ltd	Landscape Construction Services	31/10/2022	11,550.00
EF154105	23579	Daimler Trucks Perth	Purchase Of New Truck	31/10/2022	3,086.49
EF154106	23581	Birdlife Australia Ltd	Donations	31/10/2022	990.00
EF154107	23685	Astro Synthetic Turf Pty Ltd	Site Inspections	31/10/2022	2,750.00
EF154108	23849	Construction Equipment Australia	Plant/Machinery Purchase & Maintenance	31/10/2022	1,822.23
EF154109	23971	Find Wise Location Services	Locating Services - Underground	31/10/2022	520.30
EF154110	24272	Aflex	Aquatic Supplies	31/10/2022	3,296.70
EF154111	24275	Truck Centre Wa Pty Ltd	Purchase Of New Truck	31/10/2022	6,368.84
EF154112	24506	Amaranti's Personal Training	Personal Training Services	31/10/2022	450.00
EF154113	24595	Contemporary Image Photography Pty Ltd	Photography Services	31/10/2022	797.50
EF154114	24655	Automasters Spearwood	Vehicle Servicing	31/10/2022	6,389.10
EF154115	24736	Zenien	Cctv Camera Licences	31/10/2022	3,335.75
EF154116	24816	Consolidated Training Services	Training Services	31/10/2022	1,089.00
EF154117	24974	Scott Print	Printing Services	31/10/2022	13,392.50
EF154118	25063	Superior Pak Pty Ltd	Vehicle Maintenance	31/10/2022	2,164.99
EF154119	25128	Horizon West Landscape & Irrigation Pty Ltd	Landscaping Services	31/10/2022	198.00
EF154120	25418	Cs Legal	Legal Services	31/10/2022	7,409.05
EF154121	25586	Envirovap Pty Ltd	Hire Of Leachate Units	31/10/2022	16,032.50
EF154122	25736	Blue Tang (Wa) Pty Ltd T/As Emerge Associates (The Trustee For The Reef Unit Trust) Emerge Associates	Consultancy Services	31/10/2022	3,850.00
EF154123	25813	Lg Connect Pty Ltd	Erp Systems Development	31/10/2022	9,680.00
EF154124	26120	Ecoburbia	Environmental Waste Workshops	31/10/2022	715.00
EF154125	26251	Healing India Creative Arts	Facilitation Services - Workshops	31/10/2022	975.00
EF154126	26303	Gecko Contracting Turf & Landscape Maintenance	Turf & Landscape Maintenance	31/10/2022	111,397.15
EF154127	26314	Cpe Group	Temporary Employment Services	31/10/2022	11,397.11
EF154128	26403	Ches Power Group Pty Ltd	Engineering Solutions / Back Up Generato	31/10/2022	834.70
EF154129	26470	Scp Conservation	Fencing Services	31/10/2022	10,142.00
EF154130	26512	Xcellerate It Pty Ltd	It Equipment - Ocr Project	31/10/2022	4,840.00
EF154131	26574	Eva Bellydance	Entertainment - Belly Dancing	31/10/2022	300.00



EF154132	26606	Enviro Infrastructure Pty Ltd	Construction& Fabrication	31/10/2022	6,355.23
EF154133	26614	Marketforce Pty Ltd	Advertising	31/10/2022	1,040.20
EF154134	26625	Andover Detailers	Car Detailing Services	31/10/2022	1,441.42
EF154135	26705	Creative Adm	Marketing Services	31/10/2022	14,850.00
EF154136	26709	Talis Consultants Pty Ltd	Waste Consultancy	31/10/2022	12,856.25
EF154137	26735	Shane McMaster Surveys	Survey Services	31/10/2022	6,600.00
EF154138	26739	Kerb Doctor	Kerb Maintenance	31/10/2022	1,620.88
EF154139	26743	Statewide Turf Services	Turf Renovation	31/10/2022	68,906.94
EF154140	26754	Connect Call Centre Services	Call Centre Services	31/10/2022	5,116.65
EF154141	26757	Incredible Creatures Mobile Farm	Bringing Animals To Shows For Public Int	31/10/2022	1,500.00
EF154142	26761	The Sand Card Company	Entertainment Services	31/10/2022	622.50
EF154143	26773	Laser Corps Combat Adventruers	Entry Fees	31/10/2022	1,019.00
EF154144	26778	Robert Walters	Recruitment Services	31/10/2022	4,308.54
EF154145	26811	Romeri Motor Trimmers	Upholstery Repair	31/10/2022	594.00
EF154146	26888	Media Engine	Graphic Design, Marketing, Video Product	31/10/2022	3,586.00
EF154147	26901	Alyka Pty Ltd	Digital Consultancy And Web Development	31/10/2022	14,602.50
EF154148	26917	Cirrus Networks Pty Ltd	It Network & Telephony Services	31/10/2022	7,426.80
EF154149	26929	Elan Energy Matrix Pty Ltd	Recycling Services	31/10/2022	763.95
EF154150	26946	Av Truck Services Pty Ltd	Truck Dealership	31/10/2022	2,909.77
EF154151	26964	South Metropolitan Tafe	Education	31/10/2022	636.90
EF154152	26985	Access Icon Pty Ltd	Drainage Products	31/10/2022	6,925.52
EF154153	26986	Ahal Consulting	Consultancy	31/10/2022	15,576.00
EF154154	26987	Cti Risk Management	Security - Cash Collection	31/10/2022	344.90
EF154155	27002	Cockburn Party Hire	Hire Services	31/10/2022	873.00
EF154156	27010	Quantum Building Services Pty Ltd	Building Maintenance	31/10/2022	2,843.79
EF154157	27011	Baileys Marine Fuel Australia	Fuel	31/10/2022	561.30
EF154158	27015	Intelli Trac	Gps Tracking	31/10/2022	2,630.10
EF154159	27031	Downer Edi Works Pty Ltd	Asphalt Services	31/10/2022	1,735.42
EF154160	27034	Adelby Pty Ltd	Firebreak Construction	31/10/2022	1,925.00
EF154161	27044	Graffiti Systems Australia	Graffiti Removal & Anti-Graffiti Coating	31/10/2022	24,960.10
EF154162	27046	Tfh Hire Services Pty Ltd	Hire Fencing	31/10/2022	3,757.16
EF154163	27052	Event Marquees	Marquee Hire	31/10/2022	3,350.00
EF154164	27059	Frontline Fire & Rescue Equipment	Manufacture-Fire Vehicles/Equipment	31/10/2022	9,499.45
EF154165	27065	Westbooks	Books	31/10/2022	1,284.82
EF154166	27075	Colleagues Nagels	Printing Services	31/10/2022	1,973.68
EF154167	27082	Kulbardi Pty Ltd	Stationery Supplies	31/10/2022	3,004.35
EF154168	27098	Q2 (Q-Squared)	Digital Data Service	31/10/2022	5,115.00
EF154169	27130	Motio Play Pty Ltd	Digital Marketing & Software Service Pro	31/10/2022	709.82
EF154170	27154	Suez Recycling & Recovery Pty Ltd	Waste Services	31/10/2022	60,358.28
EF154171	27168	Nightlife Music Pty Ltd	Music Management	31/10/2022	465.53
EF154172	27179	Plunge & Co Cafe	Catering Services	31/10/2022	462.00

EF154173	27189	Healthstrong Pty Ltd	Home Care	31/10/2022	220.00
EF154174	27198	Green Promotions Pty Ltd	Promotional Supplies	31/10/2022	1,848.00
EF154175	27241	Landscape Elements	Landscaping Services	31/10/2022	3,495.25
EF154176	27246	Veale Auto Parts	Spare Parts Mechanical	31/10/2022	363.20
EF154177	27269	Payrix Australia	Payment Processing	31/10/2022	16,702.41
EF154178	27281	Nr Metal Recycling	Recycling Services	31/10/2022	3,465.00
EF154179	27334	Westcare Print	Printing Services	31/10/2022	1,155.00
EF154180	27348	Message Media	Telecommunications	31/10/2022	575.50
EF154181	27355	Playmaster	Playground Equipment	31/10/2022	22,000.00
EF154182	27381	Fit For Life Exercise Physiology	Exercise Classes	31/10/2022	2,430.00
EF154183	27396	Ankeet Mehta Spearwood Newspaper Round Delivery	Newspaper Delivery	31/10/2022	326.85
EF154184	27401	Emprise Mobility	Mobility Equipment	31/10/2022	2,592.00
EF154185	27404	K2 Audiovisual Pty Ltd	Audio Visual Equipment	31/10/2022	37,957.72
EF154186	27410	The Kit Bag	Ppe Clothing	31/10/2022	2,191.56
EF154187	27423	Mechanical Project Services Pty Ltd	Airconditioning Services	31/10/2022	6,902.65
EF154188	27427	Home Chef	Cooking/Food Services	31/10/2022	841.57
EF154189	27437	Pb Reticulation & Maintenance Services Pty Ltd	Irrigation Services	31/10/2022	1,567.50
EF154190	27444	Veev Group Pty Ltd	Consultancy	31/10/2022	1,144.00
EF154191	27448	Selectro Services Pty Ltd	Electrical	31/10/2022	363.00
EF154192	27455	Site Protective Services	Cctv Parts	31/10/2022	123,852.84
EF154193	27463	Agile Dogs	Dog Training	31/10/2022	495.00
EF154194	27499	Hodge Collard Preston Architects	Architects	31/10/2022	63,435.02
EF154195	27507	Serco Facilities Management Pty Ltd	Cleaning Services	31/10/2022	185,211.47
EF154196	27518	Kyocera Document Solutions Australia Pty Ltd	Photocopying Machines	31/10/2022	3,476.94
EF154197	27519	Euphorium Creative	Events Management	31/10/2022	11,550.00
EF154198	27523	Robert Lawrence Toohy	High Pressure Cleaning	31/10/2022	350.00
EF154199	27534	Ralph Beattie Bosworth	Quantity Survey	31/10/2022	2,172.50
EF154200	27539	Jasmin Carpentry & Maintenance	Carpentry	31/10/2022	1,473.67
EF154201	27548	Standing Fork	Catering	31/10/2022	1,699.50
EF154202	27560	Artem Design Studio Pty Ltd	Architectural Services	31/10/2022	4,901.05
EF154203	27566	Thuroona Services	Asbestos Removal	31/10/2022	1,441.00
EF154204	27579	Soco Studios	Photography Services	31/10/2022	1,694.00
EF154205	27587	New Ground Water Services Pty Ltd	Irrigation/Reticulation	31/10/2022	23,034.00
EF154206	27592	Hey Jay Fix It!! Home Maintenance Service	Home Maintenance	31/10/2022	135.00
EF154207	27610	Rockwater Pty Ltd	Hydrogeological Consultancy	31/10/2022	3,876.95
EF154208	27622	Truegrade Medical Supplies	Medical Supplies	31/10/2022	2,160.89
EF154209	27631	Aquatic Services Wa Pty Ltd	Pool Equipment & Maintenance	31/10/2022	14,627.91
EF154210	27650	Datacom Systems (Au) Pty Ltd	It Sales, Consulting & Service	31/10/2022	59,615.32
EF154211	27657	Positive Balance Massage	Massage Therapy	31/10/2022	100.00
EF154212	27675	Wgawa Pty Ltd	Consultancy Engineering	31/10/2022	18,931.00
EF154213	27676	Blue Force Pty Ltd	Security Services	31/10/2022	79.99



EF154214	27695	Qtm Pty Ltd	Traffic Management	31/10/2022	25,978.10
EF154215	27701	Perth Better Homes	Shade Sails	31/10/2022	36,367.76
EF154216	27702	Archae-Aus Pty Ltd	Consultancy - Cultural	31/10/2022	594.00
EF154217	27724	Active Xchange Pty Ltd	Data Analysis	31/10/2022	4,345.00
EF154218	27725	Universal Marina Systems Wa Pty Ltd	Marina Construction	31/10/2022	1,595.00
EF154219	27731	Alan Ross Architects Pty Ltd	Architectural Services	31/10/2022	2,090.00
EF154220	27741	Betty Lola	Catering - Bakery Products	31/10/2022	450.00
EF154221	27749	Advisian	Consulting - Enginnering	31/10/2022	4,545.20
EF154222	27764	Design Out Crime And Cpted Centre	Consultancy Security	31/10/2022	495.00
EF154223	27797	City Lift Services Pty Ltd	Lift Maintenance	31/10/2022	3,630.00
EF154224	27804	Redfish Technologies	Audio Visual Systems	31/10/2022	16,139.20
EF154225	27806	Creative Canary	Web Hosting	31/10/2022	88.00
EF154226	27809	Ra-One Pty Ltd	Software	31/10/2022	23,474.00
EF154227	27829	Smec Australia Pty Ltd	Consultancy - Engineering	31/10/2022	7,032.74
EF154228	27831	Butler And Brown	Event Management	31/10/2022	38,500.00
EF154229	27850	Dowsing Group Pty Ltd	Concreting Services	31/10/2022	40,138.80
EF154230	27861	Collaborative World Consultants	Consultancy - Engineering	31/10/2022	8,140.00
EF154231	27865	Pritchard Francis Consulting Pty Ltd	Engineering Services	31/10/2022	14,364.90
EF154232	27894	Homecare Physiotherapy	Healthcare	31/10/2022	12,702.15
EF154233	27914	Fleetcare	Software	31/10/2022	2,904.00
EF154234	27917	Go Doors Advanced Automation	Door Maintenance & Repair	31/10/2022	6,662.18
EF154235	27922	Aquatic Recreation Group Wa	Training Services	31/10/2022	800.00
EF154236	27953	Truckline	Spare Parts, Truck/Trailer	31/10/2022	294.94
EF154237	27955	Delta Echo Pty Ltd	Consultancy Economic	31/10/2022	4,097.50
EF154238	27960	Sai Global	Standards	31/10/2022	3,272.13
EF154239	27965	Stantec Australia Pty Ltd	Engineering Services	31/10/2022	10,886.98
EF154240	27969	Perfect Gym Solutions	Software For Gym's	31/10/2022	62,330.84
EF154241	27984	Sabrina Fenwick	Excercise Classes	31/10/2022	480.00
EF154242	27986	Daily Living Products	Mobility Equip	31/10/2022	493.00
EF154243	28001	Corsign Wa Pty Ltd	Sign Making Material	31/10/2022	363.00
EF154244	28003	Taylor Made Design	Graphic Design	31/10/2022	253.00
EF154245	28015	Imprint Plastic	Badges	31/10/2022	468.60
EF154246	28025	The Nappy Guru	Nappy Workshops	31/10/2022	680.00
EF154247	28049	Copy Magic	Printing Services	31/10/2022	880.00
EF154248	28061	Go2cup	Paper Cups	31/10/2022	1,184.70
EF154249	28081	Pool Robotics Perth	Robotic Pool Cleaner	31/10/2022	2,546.32
EF154250	28097	Bubble Soccer Perth	Amusement Services	31/10/2022	750.00
EF154251	28125	Daisy Productions	Master Ceremonies	31/10/2022	650.00
EF154252	28168	Sifting Sands	Sand Cleaning	31/10/2022	1,932.70
EF154253	28171	Smc Marine Pty Ltd	Construction Services	31/10/2022	175,748.19
EF154254	28184	Spearwood Veterinary Hospital	Veterinary Hospital	31/10/2022	70.00

EF154255	28191	Enviro Sweep	Sweeping Services	31/10/2022	4,428.33
EF154256	28196	Brightmark Group Pty Ltd	Cleaning Services	31/10/2022	14,063.17
EF154257	28197	Lite N Easy Pty Ltd	Food Supplies	31/10/2022	758.67
EF154258	28201	Select Fresh	Food Supplies	31/10/2022	158.57
EF154259	28215	Complete Office Supplies Pty Ltd	Stationery	31/10/2022	844.01
EF154260	28217	Southern Cross Care (Wa) Inc	Healthcare Services	31/10/2022	9,893.00
EF154261	28218	Laminar Capital Pty Ltd	Financial Services	31/10/2022	1,474.00
EF154262	28228	Delta Roofing Pty Ltd	Roofing Services	31/10/2022	4,059.00
EF154263	28235	Otium Planning Group Pty Ltd	Management Consulting	31/10/2022	11,129.25
EF154264	28241	Swift Flow Pty Ltd	Plumbing	31/10/2022	17,669.15
EF154265	28246	Hendercare	Nursing Services	31/10/2022	1,597.02
EF154266	28258	Garden Care West	Gardening Services	31/10/2022	1,226.50
EF154267	28261	Hazed Services Pty Ltd	Safety - Roof	31/10/2022	15,389.00
EF154268	28265	Tree Care Wa	Vegetation Maintenance Services	31/10/2022	55,464.31
EF154269	28270	Volunteer Home Support	Aged Care	31/10/2022	176.39
EF154270	28273	Ae Hoskins Building Services	Construction Services	31/10/2022	18,000.00
EF154271	28277	Gesha Coffee Co	Coffee Supplies	31/10/2022	1,515.92
EF154272	28301	Bondin All Metals	Marine Welding, Fabrication	31/10/2022	2,948.00
EF154273	28302	Ohura Group Pty Ltd	Industrial Relations Consulting	31/10/2022	7,480.00
EF154274	28303	Miracle Recreation Equipment	Playground Equipment	31/10/2022	5,142.50
EF154275	28320	Hammond Woodhouse Advisory	Management Consulting	31/10/2022	3,437.50
EF154276	28357	Muse Drafting And Design	Custom Architectural Design And Drafting	31/10/2022	1,320.00
EF154277	28359	P&M Automotive Equipment	Hoist Servicing	31/10/2022	936.10
EF154278	28365	Healthcraft Pty Ltd	Furniture	31/10/2022	39,183.46
EF154279	28371	Flexi Staff	Employment Services	31/10/2022	12,892.65
EF154280	28373	Bos Civil	Civil Construction & Landscaping	31/10/2022	632,946.06
EF154281	28391	Perth Medical Volunteers Inc	First Aid Services	31/10/2022	165.00
EF154282	28392	Mcs Civil Contracting	Engineering/Earthworks	31/10/2022	7,348.00
EF154283	28393	Sage Copywriting	Marketing/Copywriting	31/10/2022	1,247.40
EF154284	28394	Jandakot Pet And Stock Supplies	Pet Food Supplies	31/10/2022	56.90
EF154285	28413	Creative Performing Arts & Tiny Tina	Entertainment	31/10/2022	275.00
EF154286	28428	Wa Bolts Pty Ltd	Fixings & Fasteners	31/10/2022	55.01
EF154287	10747	inet Limited	Internet Services	28/10/2022	1,119.87
EF154288	11758	Water Corp Utility Account Only - Please Refer To 11760 When Raising Po	Water Usage / Sundry Charges	28/10/2022	6,101.92
EF154289	10152	Aust Services Union	Payroll Deductions	31/10/2022	834.70
EF154290	10154	Australian Taxation Office	Payroll Deductions	31/10/2022	496,929.00
EF154291	10305	Child Support Agency	Payroll Deductions	31/10/2022	586.52
EF154292	11001	Local Government Racing & Cemeteries Employees Union Lgrceu	Payroll Deductions	31/10/2022	44.00
EF154293	19726	Health Insurance Fund Of Wa	Payroll Deductions	31/10/2022	1,117.10
EF154294	27874	Smartsalary	Salary Packaging/Leasing Administration	31/10/2022	10,434.44

		<b>TOTAL OF 770 EFT PAYMENTS</b>				<b>14,109,324.46</b>
		<b>LESS: CANCELLED EFT PAYMENTS:</b>				
EF153362	88888	Sundry Creditor Eft	Refund	5/10/2022	-	21,824.11
EF153393	99997	Coc Grants, Donations & Refunds	Grants, Donations & Refunds	5/10/2022	-	60.00
EF153411	99997	Coc Grants, Donations & Refunds	Grants, Donations & Refunds	5/10/2022	-	30.00
EF153417	99997	Coc Grants, Donations & Refunds	Grants, Donations & Refunds	5/10/2022	-	60.00
EF153425	99997	Coc Grants, Donations & Refunds	Grants, Donations & Refunds	5/10/2022	-	60.00
EF153432	99997	Coc Grants, Donations & Refunds	Grants, Donations & Refunds	12/10/2022	-	40.00
EF153484	99997	Coc Grants, Donations & Refunds	Grants, Donations & Refunds	12/10/2022	-	400.00
EF153490	99997	Coc Grants, Donations & Refunds	Grants, Donations & Refunds	5/10/2022	-	295.20
EF153499	99997	Coc Grants, Donations & Refunds	Grants, Donations & Refunds	5/10/2022	-	12,511.00
EF153532	99996	Rates And Property Related Eft Refunds (Not Bonds)	Rates And Property Related Refunds	20/10/2022	-	56.65
EF153571	99997	Coc Grants, Donations & Refunds	Grants, Donations & Refunds	20/10/2022	-	40.00
		<b>TOTAL CANCELLED EFT PAYMENT</b>			-	<b>35,376.96</b>
		<b>TOTAL EFT PAYMENTS ( EXCL. CANCELLED PAYMENTS)</b>				<b>14,073,947.50</b>
		<b>ADD: BANK FEES</b>				
		BPAY BATCH FEE				11.34
		MERCHANT FEES COC				-
		MERCHANT FEES MARINA				-
		MERCHANT FEES ARC				-
		MERCHANT FEES VARIOUS OUT CENTRES				-
		NATIONAL BPAY CHARGE				6,839.04
		RTGS/ACLR FEE				-
		NAB TRANSACT FEE				864.23
		MERCHANDISE / OTHER FEES				
						<b>7,714.61</b>
		<b>ADD: CREDIT CARD PAYMENTS</b>				<b>84,814.20</b>
		<b>ADD: PAYROLL PAYMENTS</b>				



	COC-27/09/22 Pmt 000216028225 City of Cockburn		4/10/2022	1,888.42
	COC-30/09/22 Pmt 000216029064 City of Cockburn		4/10/2022	22,476.43
	COC-04/10/22 Pmt 000216631254 City of Cockburn		12/10/2022	11,898.89
	COC-05/10/22 Pmt 000216631872 City of Cockburn		12/10/2022	2,592.22
	COC-07/10/22 Pmt 000216632451 City of Cockburn		12/10/2022	11,706.61
	COC-09/10/22 Pmt 000216632971 City of Cockburn		12/10/2022	4,265.91
	COC-09/10/22 Pmt 000216688878 City of Cockburn		12/10/2022	1,575,842.77
	COC-30/09/22 Pmt 000216635998 City of Cockburn		12/10/2022	575.74
	COC-10/10/22 Pmt 000216795894 City of Cockburn		13/10/2022	1,739.46
	COC-11/10/22 Pmt 000216796471 City of Cockburn		13/10/2022	1,692.37
	COC-14/10/22 Pmt 000216886298 City of Cockburn		14/10/2022	663.12
	COC-20/10/22 Pmt 000217615488 City of Cockburn		26/10/2022	9,790.55
	COC-21/10/22 Pmt 000217615850 City of Cockburn		26/10/2022	8,879.16
	COC-23/10/22 Pmt 000217658989 City of Cockburn		26/10/2022	1,558,923.22
	COC-27/10/22 Pmt 000217800344 City of Cockburn		27/10/2022	1,044.67
	COC-28/10/22 Pmt 000217844393 City of Cockburn		28/10/2022	94,857.21
	COC-13/10/22 Pmt 000217234588 City of Cockburn		20/10/2022	1,478.42
	COC-14/10/22 Pmt 000217233886 City of Cockburn		20/10/2022	19,976.38
	COC-28/10/22 Pmt 000217887244 City of Cockburn		28/10/2022	208.64
				<b>3,330,500.19</b>
	<b>TOTAL PAYMENTS MADE FOR THE MONTH</b>			<b>17,496,976.50</b>



## City of Cockburn

## Credit Card Transactions Report

Transactions Post Date Between 30-Aug-2022 and 28-Sep-2022

Reference	Date	Status	Service Provider	Card Liability	Description
<b>Acting CEO</b>				<b>2.67</b>	
000155	1/09/2022	Completed	ANNUAL FEE	2.67	Bank and other fees
<b>Adult Services Coordinator</b>				<b>697.28</b>	
CC76664	2/09/2022	Outstanding	eBay O*23-09044-71294	21.95	Supplies and Materials purchases
CC76668	2/09/2022	Outstanding	REDBUBBLE	159.13	Supplies and Materials purchases
CC76616	16/09/2022	Outstanding	WOOLWORTHS 4367	13.70	Meeting/Workshop Catering
CC76474	20/09/2022	Outstanding	MISS MAUD	307.60	Meeting/Workshop Catering
CC76705	21/09/2022	Outstanding	WOOLWORTHS 4367	9.00	Meeting/Workshop Catering
CC76384	21/09/2022	Outstanding	MISS MAUD	27.80	Meeting/Workshop Catering
CC76388	21/09/2022	Outstanding	BIG W 0455	32.00	Supplies and Materials purchases
CC76687	23/09/2022	Outstanding	SQ *CREATIVESOULSESSI	100.00	Supplies and Materials purchases
CC76553	26/09/2022	Outstanding	WOOLWORTHS 4367	6.80	Meeting/Workshop Catering
CC76559	26/09/2022	Outstanding	COLES 0490	19.30	Meeting/Workshop Catering
<b>Art and Culture Coordinator</b>				<b>654.73</b>	
000135	31/08/2022	Completed	Careyou.com.au	566.68	Events and Functions
000135	16/09/2022	Completed	OFFICEWORKS 0620	54.09	Supplies and Materials purchases
000135	26/09/2022	Completed	BUNNINGS 303000	33.96	Consumables
<b>Branch Manager - Spearwood Library</b>				<b>894.61</b>	
000140	1/09/2022	Completed	INDOOR GARDENS PTY L	198.00	Professional Services
000140	9/09/2022	Completed	WANEWSDTI	650.41	Subscriptions and Memberships
000140	20/09/2022	Completed	NEVERFAIL SPRINGWTR	46.20	Consumables
<b>Branch Manager Coolbellup Library</b>				<b>678.26</b>	
CC76364	30/08/2022	Outstanding	WOOLWORTHS 4703	5.40	Meeting/Workshop Catering
CC76365	30/08/2022	Outstanding	SP JB HI-FI ONLINE	40.95	Equipment purchases
CC76618	2/09/2022	Outstanding	Booktopia Pty Ltd	81.74	Supplies and Materials purchases
CC76382	7/09/2022	Outstanding	SpacetCo	110.00	Hire of equipment and facilities

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CC76400	7/09/2022	Outstanding	SP JB HI-FI ONLINE	149.89	Equipment purchases
CC76493	12/09/2022	Outstanding	SANITY WEB STORE	62.94	Consumables
CC76585	16/09/2022	Outstanding	Booktopia Pty Ltd	212.34	Supplies and Materials purchases
CC76414	20/09/2022	Outstanding	WOOLWORTHS 4703	15.00	Meeting/Workshop Catering

**Branch Support Librarian**

**958.24**

CC76686	1/09/2022	Outstanding	ANNUAL FEE	2.67	Subscriptions and Memberships
CC76408	6/09/2022	Outstanding	SP JB HI-FI ONLINE	12.98	Equipment purchases
CC76757	7/09/2022	Outstanding	Booktopia Pty Ltd	361.21	Supplies and Materials purchases
CC76655	8/09/2022	Outstanding	AMAZON AU	45.57	Supplies and Materials purchases
CC76659	8/09/2022	Outstanding	SP JB HI-FI ONLINE	382.69	Equipment purchases
CC76432	20/09/2022	Outstanding	SP JB HI-FI ONLINE	93.92	Equipment purchases
CC76440	20/09/2022	Outstanding	YELLOW RAVEN CAFE	3.20	Events and Functions
CC76511	26/09/2022	Outstanding	NEWS LIMITED	56.00	Subscriptions and Memberships

**Chief Executive Officer**

**28.00**

000161	23/09/2022	Completed	NEWS LIMITED	28.00	Subscriptions and Memberships
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**Chief Financial Officer**

**8,433.80**

000142	31/08/2022	Completed	APPLE.COM/BILL	1.49	Hire of equipment and facilities
000142	8/09/2022	Completed	CURTIN UNIVERSITY	8,388.81	Training & Professional Development
000142	12/09/2022	Completed	CITY OF FREMANTLE	3.50	Travel and Accommodation
000142	23/09/2022	Completed	NEWS LIMITED	40.00	Subscriptions and Memberships

**Chief of Built and Natural Environment**

**503.25**

000128	30/08/2022	Completed	CROWN PERTH PARKING	25.21	Parking Expenses
000128	5/09/2022	Completed	EB *State NRM amp Coas	44.00	Events and Functions
000128	5/09/2022	Completed	UDIAWA	104.04	Conferences and Seminars
000128	15/09/2022	Completed	PROPERTY COUNCI	330.00	Conferences and Seminars

**Chief of Operations**

**3,237.00**

000136	8/09/2022	Completed	TOWN OF CAMBRIDGE	9.00	Parking Expenses
000136	16/09/2022	Completed	WA GOVERNMENT - DMIRS	628.00	Application, Licence, Registration Fees
000136	21/09/2022	Completed	EZI*Irrigation AUS	2,600.00	Training & Professional Development

**Child Care and Seniors Manager**

**828.30**

000125	31/08/2022	Completed	SQ *MUSIC AND THE BRA	119.30	Equipment purchases
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000125	13/09/2022	Completed	FOOTWEAR SOLUTIONS	709.00	Supplies and Materials purchases
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**Child Care Services Manager** **690.00**

CC76465	28/09/2022	Outstanding	MYO*Harmony Kids	690.00	Application, Licence, Registration Fees
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**City Facilities Manager** **265.52**

000132	1/09/2022	Completed	MIDALIA STEEL PTY LT	88.04	Supplies and Materials purchases
000132	15/09/2022	Completed	OZWASHROOM	177.48	Supplies and Materials purchases

**Civil Infrastructure Manager** **1,249.63**

000129	2/09/2022	Completed	CLEANTEX PTY LTD	415.18	Consumables
000129	5/09/2022	Completed	ROAD TANK REPAIRS AND	605.00	Motor vehicle expenses
000129	16/09/2022	Completed	TRACEY LOUISE WILSON	209.65	Equipment purchases
000129	20/09/2022	Completed	TOTAL EDEN	19.80	Equipment purchases

**Cockburn ARC Manager** **546.75**

000157	9/09/2022	Completed	COLES 0333	9.75	Meeting/Workshop Catering
000157	12/09/2022	Completed	SQ *BLACK SALT PANTRY	208.00	Meeting/Workshop Catering
000157	19/09/2022	Completed	POS BUSINESS SYSTEMS	329.00	Equipment purchases

**Collection Development Librarian** **859.20**

000153	9/09/2022	Completed	Booktopia Pty Ltd	105.37	Supplies and Materials purchases
000153	12/09/2022	Completed	BOLINDA PUBLISHING	538.76	Supplies and Materials purchases
000153	12/09/2022	Completed	BOLINDA PUBLISHING	114.80	Supplies and Materials purchases
000153	23/09/2022	Completed	AMAZON AU	100.27	Supplies and Materials purchases

**Communications and Marketing Manager** **3,044.83**

000127	31/08/2022	Completed	DROPBOX*KY4JJ6JC4BH2	18.69	Subscriptions and Memberships
000127	31/08/2022	Completed	WANEWSDTI	28.00	Subscriptions and Memberships
000127	1/09/2022	Completed	CREATIVE MARKET	48.06	Supplies and Materials purchases
000127	1/09/2022	Completed	INTNL TRANSACTION FEE	1.20	Consumables
000127	2/09/2022	Completed	FACEBK *E7WX6HPMT2	587.11	Advertising
000127	6/09/2022	Completed	FAIRFAX SUBSCRIPTIONS	59.00	Subscriptions and Memberships
000127	7/09/2022	Completed	Subway Spearwood 19850	192.00	Meeting/Workshop Catering
000127	14/09/2022	Completed	FAIRFAX SUBSCRIPTIONS	15.00	Subscriptions and Memberships
000127	15/09/2022	Completed	ASANA.COM	404.58	Subscriptions and Memberships
000127	16/09/2022	Completed	SP JB HI-FI ONLINE	65.89	Equipment purchases

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000127	19/09/2022	Completed	CREATIVE MARKET	40.96	Supplies and Materials purchases
000127	19/09/2022	Completed	INTNL TRANSACTION FEE	1.02	Consumables
000127	20/09/2022	Completed	NEWS LIMITED	40.00	Subscriptions and Memberships
000127	26/09/2022	Completed	INTNL TRANSACTION FEE	0.04	Consumables
000127	26/09/2022	Completed	iStock.com	176.00	Subscriptions and Memberships
000127	26/09/2022	Completed	LNK.BIO	1.51	Subscriptions and Memberships
000127	26/09/2022	Completed	MailChimp	534.93	Subscriptions and Memberships
000127	27/09/2022	Completed	BITLY.COM	53.55	Subscriptions and Memberships
000127	27/09/2022	Completed	FAIRFAX SUBSCRIPTIONS	59.00	Subscriptions and Memberships
000127	27/09/2022	Completed	INTNL TRANSACTION FEE	1.34	Consumables
000127	28/09/2022	Completed	QANTAS	688.95	Travel and Accommodation
000127	28/09/2022	Completed	WANEWSDTI	28.00	Subscriptions and Memberships

**Community Development Coordinator**

**2,832.51**

000179	30/08/2022	Completed	THE BISTROT	38.20	Meeting/Workshop Catering
000179	31/08/2022	Completed	SpacetoCo	221.00	Hire of equipment and facilities
000179	31/08/2022	Completed	SpacetoCo	114.00	Hire of equipment and facilities
000179	31/08/2022	Completed	SpacetoCo	110.00	Hire of equipment and facilities
000179	31/08/2022	Completed	SpacetoCo	44.00	Hire of equipment and facilities
000179	6/09/2022	Completed	SpacetoCo	248.50	Hire of equipment and facilities
CC76733	7/09/2022	Outstanding	SpacetoCo	5.00	Hire of equipment and facilities
000179	7/09/2022	Completed	SpacetoCo	190.00	Hire of equipment and facilities
000179	7/09/2022	Completed	SpacetoCo	66.00	Hire of equipment and facilities
000179	7/09/2022	Completed	SpacetoCo	66.00	Hire of equipment and facilities
000179	7/09/2022	Completed	SpacetoCo	52.25	Hire of equipment and facilities
000179	7/09/2022	Completed	SpacetoCo	47.50	Hire of equipment and facilities
000179	8/09/2022	Completed	iStock.com	14.30	Supplies and Materials purchases
000179	8/09/2022	Completed	SpacetoCo	428.50	Hire of equipment and facilities
000179	9/09/2022	Completed	MHA Products	360.25	Supplies and Materials purchases
000179	9/09/2022	Completed	SpacetoCo	57.00	Hire of equipment and facilities
000179	12/09/2022	Completed	BUNNINGS 453000	174.44	Supplies and Materials purchases
000179	12/09/2022	Completed	COLES 0391	42.15	Supplies and Materials purchases
000179	12/09/2022	Completed	Health Freak Cafe	15.00	Meeting/Workshop Catering
000179	12/09/2022	Completed	KMART 1024	269.75	Supplies and Materials purchases
000179	13/09/2022	Completed	GILBERTS FRESH HILTON	109.97	Meeting/Workshop Catering
000179	15/09/2022	Completed	QUARIE BAR AND BRASS	44.50	Meeting/Workshop Catering
000179	15/09/2022	Completed	SPACETOCO VENUE HIRE	22.00	Hire of equipment and facilities

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000179	15/09/2022	Completed	THE QUARIE BAR AND BRA	4.20	Meeting/Workshop Catering
000179	20/09/2022	Completed	SpacetoCo	88.00	Hire of equipment and facilities

**Customer Experience and Marketing Lead 439.50**

CC76704	1/09/2022	Outstanding	SHERIDANS 1913 PTY L	42.85	Supplies and Materials purchases
CC76462	5/09/2022	Outstanding	GOOGLE*YOUTUBEPREMIUM	14.99	Subscriptions and Memberships
CC76599	9/09/2022	Outstanding	KMART	68.75	Supplies and Materials purchases
CC76427	12/09/2022	Outstanding	INTNL TRANSACTION FEE	0.19	Bank and other fees
CC76473	12/09/2022	Outstanding	KMART	-12.75	Supplies and Materials purchases
CC76477	12/09/2022	Outstanding	CRICUT	13.99	Subscriptions and Memberships
CC76481	12/09/2022	Outstanding	COLES 0490	3.00	Meeting/Workshop Catering
CC76483	12/09/2022	Outstanding	PIXEL PERFECT	7.45	Supplies and Materials purchases
CC76489	12/09/2022	Outstanding	CONFECTIONERY WORLD	25.95	Meeting/Workshop Catering
CC76399	13/09/2022	Outstanding	MCDONALDS THOMSNS LKE	28.85	Meeting/Workshop Catering
CC76732	14/09/2022	Outstanding	COLES ONLINE	91.40	Meeting/Workshop Catering
CC76736	14/09/2022	Outstanding	RED DOT STORES	5.99	Supplies and Materials purchases
CC76658	15/09/2022	Outstanding	FACEBK *XQCRQH7DE2	148.84	Advertising

**Customer Experience Coordinator 73.34**

000145	26/09/2022	Completed	Woolworths Online	73.34	Meeting/Workshop Catering
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**Customer Experience Coordinator - ARC 1,525.66**

000162	1/09/2022	Completed	COLES 0490	147.68	Supplies and Materials purchases
000162	6/09/2022	Completed	PERTH ZOO	91.00	Consumables
000162	7/09/2022	Completed	TONY ALE FRUIT & VEGET	23.28	Meeting/Workshop Catering
000162	7/09/2022	Completed	Tony Ale	11.00	Meeting/Workshop Catering
000162	8/09/2022	Completed	PAYPAL *STEPHENWALK	851.95	Events and Functions
000162	28/09/2022	Completed	AUSTRALIAN LEISURE M	380.00	Subscriptions and Memberships
000162	28/09/2022	Completed	NETREGISTRY	20.75	Subscriptions and Memberships

**Events and Culture Manager 1,678.94**

000163	5/09/2022	Completed	CITY FARMERS	774.00	Supplies and Materials purchases
000163	5/09/2022	Completed	FINGER FOOD CATERING	213.18	Meeting/Workshop Catering
000163	12/09/2022	Completed	MYO*Archival Survival	98.07	Subscriptions and Memberships
000163	12/09/2022	Completed	WOOLWORTHS 4367	11.35	Consumables
000163	20/09/2022	Completed	FACEBK *RAMGQHXZD2	13.20	Advertising
000163	20/09/2022	Completed	FACEBK *U7TSQGK2E2	13.20	Advertising

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000163	21/09/2022	Completed	FACEBK HSJRNJP2E2	14.74	Advertising
000163	21/09/2022	Completed	FACEBK PDSKVGB2E2	13.20	Advertising
000163	21/09/2022	Completed	FACEBK ZNTJYG33E2	22.00	Advertising
000163	23/09/2022	Completed	FACEBK BSW26H72E2	33.00	Advertising
000163	23/09/2022	Completed	FACEBK QK4W4GX2E2	33.00	Advertising
000163	23/09/2022	Completed	FACEBK X4JZWGB2E2	44.00	Advertising
000163	26/09/2022	Completed	FACEBK FHNUUGT2E2	77.00	Advertising
000163	26/09/2022	Completed	FACEBK LQNG2H33E2	44.00	Advertising
000163	26/09/2022	Completed	FACEBK TUQLVGK2E2	110.00	Advertising
000163	28/09/2022	Completed	FACEBK AY3B3HB2E2	165.00	Advertising

**Events Officer**

**887.62**

000172	16/09/2022	Completed	SEC*WHOLESALE WEDDING	260.43	Events and Functions
000172	19/09/2022	Completed	WOOLWORTHS 4367	192.40	Events and Functions
000172	20/09/2022	Completed	COCKBURN POLICE STATIO	85.70	Application, Licence, Registration Fees
000172	23/09/2022	Completed	UNDER THE SUN	11.00	Supplies and Materials purchases
000172	23/09/2022	Completed	WOOLWORTHS 4303	71.40	Events and Functions
000172	26/09/2022	Completed	BUNNINGS 303000	99.59	Events and Functions
000172	26/09/2022	Completed	DI LAZZARO & SONS	80.00	Events and Functions
000172	26/09/2022	Completed	WOOLWORTHS 4367	55.60	Supplies and Materials purchases
000172	26/09/2022	Completed	WOOLWORTHS 4367	31.50	Events and Functions

**Executive Governance and Strategy**

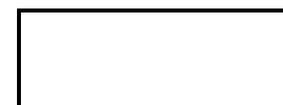
**1,600.20**

000151	8/09/2022	Completed	WOOLWORTHS 4367	176.80	Events and Functions
000151	9/09/2022	Completed	WOOLWORTHS 4367	131.00	Events and Functions
000151	16/09/2022	Completed	QANTAS	1,292.40	Travel and Accommodation

**Family & Community Development Manager**

**1,443.33**

000183	6/09/2022	Completed	RILEYCALLIERESOURCES	59.38	Supplies and Materials purchases
000183	9/09/2022	Completed	SpacetoCo	342.00	Hire of equipment and facilities
000183	9/09/2022	Completed	SpacetoCo	330.00	Hire of equipment and facilities
000183	9/09/2022	Completed	SpacetoCo	190.00	Hire of equipment and facilities
000183	9/09/2022	Completed	SpacetoCo	132.00	Hire of equipment and facilities
000183	19/09/2022	Completed	BITCHES BREW PICTURE	107.00	Supplies and Materials purchases
000183	19/09/2022	Completed	SP WILDWOOD MAPS	142.95	Supplies and Materials purchases
000183	28/09/2022	Completed	WA LOCAL GOVERNMENT AS	140.00	Training & Professional Development



**Head of Community Development & Services****3,483.25**

CC76546	19/09/2022	Outstanding	TRYBOOKING* RECONCILIA	125.50	Conferences and Seminars
CC76464	20/09/2022	Outstanding	MATHRYN ENT(MATT HALE)	3,357.75	Conferences and Seminars

**Head of Community Safety & Ranger Svcs****928.49**

CC76369	30/08/2022	Outstanding	BUNNINGS GROUP LTD	125.05	Supplies and Materials purchases
CC76372	30/08/2022	Outstanding	PAYPAL *ALERTINGDEV	546.70	Supplies and Materials purchases
CC76337	31/08/2022	Outstanding	TOTALLY WORK WEAR FR	96.14	Supplies and Materials purchases
CC76341	31/08/2022	Outstanding	BUNNINGS GROUP LTD	-12.60	Supplies and Materials purchases
CC76615	9/09/2022	Outstanding	POINT PARKING PTY LTD	5.00	Parking Expenses
CC76537	12/09/2022	Outstanding	Starlink Internet	139.00	Subscriptions and Memberships
CC76396	20/09/2022	Outstanding	INTNL TRANSACTION FEE	0.71	Bank and other fees
CC76476	20/09/2022	Outstanding	VENNGAGE.COM	28.49	Subscriptions and Memberships

**Head of Develop Assessment & Compliance****1,230.04**

000173	12/09/2022	Completed	OFFICEWORKS 0609	598.11	Supplies and Materials purchases
000173	13/09/2022	Completed	WA LOCAL GOVERNMENT AS	75.00	Subscriptions and Memberships
000173	15/09/2022	Completed	SP ASTRA CASES AUSTRAL	96.93	Equipment purchases
000173	15/09/2022	Completed	WA LOCAL GOVERNMENT AS	375.00	Conferences and Seminars
000173	19/09/2022	Completed	LGPA	85.00	Conferences and Seminars

**Head of Finance****1,156.00**

000130	21/09/2022	Completed	CPA AUSTRALIA LTD	1,156.00	Conferences and Seminars
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**Head of Information and Technology****577.90**

000182	5/09/2022	Completed	CLOUDFLARE	29.54	Subscriptions and Memberships
000182	5/09/2022	Completed	INTNL TRANSACTION FEE	0.74	Subscriptions and Memberships
000182	5/09/2022	Completed	PEARSON AUSTRALIA GROU	113.30	Supplies and Materials purchases
000182	28/09/2022	Completed	4Cabling	434.32	Supplies and Materials purchases

**Head of Library and Cultural Services****2,918.19**

000156	30/08/2022	Completed	NEWS LIMITED	56.00	Supplies and Materials purchases
CC76458	5/09/2022	Outstanding	SECURE PARKING - COLLI	9.20	Parking Expenses
CC76765	7/09/2022	Outstanding	PAPERLESS POST	32.00	Supplies and Materials purchases
CC76579	9/09/2022	Outstanding	CITY OF PERTH PARKING-	11.21	Parking Expenses
CC76497	12/09/2022	Outstanding	REDSPOT CAR RENTALS	275.78	Hire of equipment and facilities
CC76748	14/09/2022	Outstanding	NOVOTEL SYDNEY PARRAMA	15.00	Conferences and Seminars

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CC76752	14/09/2022	Outstanding	WCC CONCOURSE CARPARK	5.20	Parking Expenses
CC76754	14/09/2022	Outstanding	HE KAFEI PTY LTD	18.00	Conferences and Seminars
CC76758	14/09/2022	Outstanding	VEZINA PTY LTD- BUDG	42.70	Conferences and Seminars
CC76588	16/09/2022	Outstanding	WILSON PARKING SYD139	39.49	Parking Expenses
CC76592	16/09/2022	Outstanding	Pullman Melbourne onth	339.00	Conferences and Seminars
CC76522	19/09/2022	Outstanding	City of Geelong	3.26	Parking Expenses
CC76526	19/09/2022	Outstanding	HERTZ	420.57	Hire of equipment and facilities
CC76564	19/09/2022	Outstanding	Care Park	4.10	Parking Expenses
CC76404	20/09/2022	Outstanding	HERTZ	142.08	Hire of equipment and facilities
CC76418	20/09/2022	Outstanding	INDOOR GARDENS PTY L	495.00	Supplies and Materials purchases
CC76422	20/09/2022	Outstanding	Care Park Cremorne St	31.76	Parking Expenses
CC76426	20/09/2022	Outstanding	BP TULLAMARINE 9063	55.38	Fuel
CC76428	20/09/2022	Outstanding	REDSPOT CAR RENTALS	55.00	Hire of equipment and facilities
CC76434	20/09/2022	Outstanding	REDSPOT CAR RENTALS	55.00	Hire of equipment and facilities
CC76719	21/09/2022	Outstanding	HERTZ	-1.89	Hire of equipment and facilities
000156	23/09/2022	Completed	CNP*THE NEW YORKER	601.32	Subscriptions and Memberships
000156	23/09/2022	Completed	INTNL TRANSACTION FEE	15.03	Subscriptions and Memberships
000156	26/09/2022	Completed	Wheels Media	198.00	Subscriptions and Memberships

**Head of Planning****170.00**

000148	14/09/2022	Completed	MALL MANAGERS WA PTY	20.00	Hire of equipment and facilities
000148	14/09/2022	Completed	WA LOCAL GOVERNMENT AS	150.00	Conferences and Seminars

**Head of Recreation Infrastructure & Svcs****386.97**

000170	6/09/2022	Completed	CPP CONVENTION CENTRE	12.12	Parking Expenses
000170	7/09/2022	Completed	INTNL TRANSACTION FEE	4.25	Bank and other fees
000170	7/09/2022	Completed	OUTGROW	169.85	Subscriptions and Memberships
000170	28/09/2022	Completed	INTNL TRANSACTION FEE	4.90	Bank and other fees
000170	28/09/2022	Completed	QUICKTAPSURVEY	195.85	Subscriptions and Memberships

**Head of Sustainability and Environment****896.63**

000143	31/08/2022	Completed	SurveyMonkey	752.73	Professional Services
000143	1/09/2022	Completed	BUNNINGS 303000	305.47	Supplies and Materials purchases
000143	7/09/2022	Completed	WILSON PARKING P187	7.09	Parking Expenses
000143	15/09/2022	Completed	Tickets-WA Trails Foru	33.00	Conferences and Seminars
000143	26/09/2022	Completed	EB *State NRM amp Coas	-201.66	Conferences and Seminars



**Health Promotion Officer**

**1,358.05**

000152	30/08/2022	Completed	EB *Breaking Barriers	50.00	Supplies and Materials purchases
000152	31/08/2022	Completed	WOOLWORTHS 4703	211.15	Supplies and Materials purchases
000152	1/09/2022	Completed	OFFICEWORKS	38.75	Supplies and Materials purchases
000152	2/09/2022	Completed	BIG W 0444	30.00	Supplies and Materials purchases
000152	2/09/2022	Completed	BIG W 0455	6.00	Supplies and Materials purchases
000152	2/09/2022	Completed	THE REJECT SHOP 611	11.00	Supplies and Materials purchases
000152	6/09/2022	Completed	COLES ONLINE	70.00	Supplies and Materials purchases
000152	7/09/2022	Completed	WOOLWORTHS 4367	2.90	Supplies and Materials purchases
000152	14/09/2022	Completed	BIG W 0455	23.25	Supplies and Materials purchases
000152	14/09/2022	Completed	WOOLWORTHS 4703	100.00	Supplies and Materials purchases
000152	14/09/2022	Completed	WOOLWORTHS 4703	4.10	Supplies and Materials purchases
000152	15/09/2022	Completed	COOGEE BECH SLSC INC	500.00	Supplies and Materials purchases
000152	21/09/2022	Completed	SpacetoCo	308.00	Hire of equipment and facilities
000152	21/09/2022	Completed	WOOLWORTHS 4703	2.90	Supplies and Materials purchases

**Infrastructure & Operations Coordinator**

**1,384.77**

000158	31/08/2022	Completed	INTNL TRANSACTION FEE	0.69	Bank and other fees
000158	31/08/2022	Completed	ZUBTITLE.COM	27.78	Subscriptions and Memberships
000158	2/09/2022	Completed	GECKOBOARD	290.16	Subscriptions and Memberships
000158	2/09/2022	Completed	INTNL TRANSACTION FEE	7.25	Bank and other fees
000158	5/09/2022	Completed	Canva* 03531-4192764	17.99	Subscriptions and Memberships
000158	5/09/2022	Completed	NAAVI PTY LTD	25.00	Subscriptions and Memberships
000158	8/09/2022	Completed	MailChimp	283.90	Subscriptions and Memberships
000158	14/09/2022	Completed	MAGGIE DENT ONLINE	-55.00	Subscriptions and Memberships
000158	14/09/2022	Completed	RLSSWA	159.00	Training & Professional Development
000158	14/09/2022	Completed	WA GOVERNMENT - DMIRS	628.00	Application, Licence, Registration Fees

**Landfill Supervisor HWRP**

**101.20**

CC76470	5/09/2022	Outstanding	BUNNINGS 303000	101.20	Supplies and Materials purchases
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**Library Technician**

**1,936.89**

000150	31/08/2022	Completed	BIGW ONLINE	34.00	Supplies and Materials purchases
000150	2/09/2022	Completed	Booktopia Pty Ltd	272.16	Supplies and Materials purchases
000150	2/09/2022	Completed	SP JB HI-FI ONLINE	426.61	Supplies and Materials purchases
000150	5/09/2022	Completed	AMAZON AU	15.30	Supplies and Materials purchases
000150	5/09/2022	Completed	AMAZON MARKETPLACE AU	52.09	Supplies and Materials purchases

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000150	12/09/2022	Completed	AMAZON MARKETPLACE AU	66.43	Supplies and Materials purchases
000150	15/09/2022	Completed	AMAZON AU	8.12	Supplies and Materials purchases
000150	16/09/2022	Completed	AMAZON AU	17.99	Supplies and Materials purchases
000150	16/09/2022	Completed	AMAZON MARKETPLACE AU	32.91	Supplies and Materials purchases
000150	23/09/2022	Completed	Booktopia Pty Ltd	177.19	Supplies and Materials purchases
000150	23/09/2022	Completed	SAFE4KIDS	25.00	Supplies and Materials purchases
000150	23/09/2022	Completed	SP JB HI-FI ONLINE	648.47	Supplies and Materials purchases
000150	23/09/2022	Completed	SP JB HI-FI ONLINE	110.90	Supplies and Materials purchases
000150	27/09/2022	Completed	AMAZON MARKETPLACE AU	15.90	Supplies and Materials purchases
000150	28/09/2022	Completed	AMAZON MARKETPLACE AU	33.82	Supplies and Materials purchases

**Library Technology Coordinator**

**991.69**

000134	2/09/2022	Completed	INTNL TRANSACTION FEE	3.46	Subscriptions and Memberships
000134	2/09/2022	Completed	ENVATO 63395451	138.51	Subscriptions and Memberships
000134	6/09/2022	Completed	MAILCHIMP *MISC	304.06	Subscriptions and Memberships
000134	14/09/2022	Completed	Windcave	237.35	Subscriptions and Memberships
000134	14/09/2022	Completed	DREAMITHOS* DREAMIT HO	234.70	Subscriptions and Memberships
000134	23/09/2022	Completed	INTNL TRANSACTION FEE	1.80	Subscriptions and Memberships
000134	23/09/2022	Completed	CONTENT-PROTECTOR-PRO	71.81	Subscriptions and Memberships

**Manager Advocacy and Engagement**

**1,295.87**

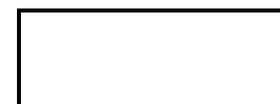
000175	1/09/2022	Completed	CITY OF PERTH PARKING-	5.15	Parking Expenses
000175	1/09/2022	Completed	OFFICEWORKS	796.00	Supplies and Materials purchases
000175	2/09/2022	Completed	JUST PARTY LINEN	210.75	Supplies and Materials purchases
000175	8/09/2022	Completed	OFFICEWORKS 0620	283.97	Supplies and Materials purchases

**Manager Business & Economic Development**

**3,427.03**

CC76344	31/08/2022	Outstanding	WILSON PARKING PER113	20.25	Parking Expenses
CC76632	2/09/2022	Outstanding	CEDA	199.00	Conferences and Seminars
CC76636	2/09/2022	Outstanding	CITY OF VINCENT	2.00	Parking Expenses
CC76761	7/09/2022	Outstanding	MANIAX NORTHBRIDGE	400.00	Conferences and Seminars
CC76663	8/09/2022	Outstanding	EB *2022 WA DEFENCE IN	1,375.00	Conferences and Seminars
CC76501	12/09/2022	Outstanding	CITY OF PERTH PARKING-	4.04	Parking Expenses
CC76507	12/09/2022	Outstanding	CITY OF VINCENT	4.05	Parking Expenses
CC76509	12/09/2022	Outstanding	DEFT*DWA Function Cent	689.42	Conferences and Seminars
CC76598	16/09/2022	Outstanding	QANTAS	42.19	Conferences and Seminars
CC76438	20/09/2022	Outstanding	DEFT*DWA Function Cent	328.90	Conferences and Seminars

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CC76405	28/09/2022	Outstanding	rentalcars.com	362.18	Hire of equipment and facilities
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**Manager Environment Health****208.99**

CC76332	31/08/2022	Outstanding	BOC GAS & GEAR	7.13	Supplies and Materials purchases
CC76543	12/09/2022	Outstanding	LANDGATE	187.60	Supplies and Materials purchases
CC76692	14/09/2022	Outstanding	BOC GAS & GEAR	7.13	Supplies and Materials purchases
CC76451	28/09/2022	Outstanding	BOC GAS & GEAR	7.13	Supplies and Materials purchases

**Manager Recreation Services****1,049.59**

000180	30/08/2022	Completed	MURDOCH POLICE STATION	85.70	Application, Licence, Registration Fees
000180	31/08/2022	Completed	TICKETBO PTY LTD	16.00	Conferences and Seminars
000180	1/09/2022	Completed	SQ *CAFFISSIMO PHOENI	14.90	Events and Functions
000180	13/09/2022	Completed	ARMANDOS SPORTS	890.00	Supplies and Materials purchases
000180	13/09/2022	Completed	ARMANDOS SPORTS	23.99	Consumables
000180	13/09/2022	Completed	BIG W 0455	19.00	Supplies and Materials purchases

**Marina Manager****78.30**

000177	2/09/2022	Completed	BWS LIQUOR 4260	78.30	Events and Functions
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**Organisational Development Coordinator****3,562.10**

CC76362	30/08/2022	Outstanding	PAYPAL *KELYN TRAIN	510.00	Training & Professional Development
CC76722	1/09/2022	Outstanding	ATI MIRAGE TRAINING	569.25	Training & Professional Development
CC76472	5/09/2022	Outstanding	POLINODE - NETWORKS	32.49	Training & Professional Development
CC76514	5/09/2022	Outstanding	INTNL TRANSACTION FEE	0.81	Bank and other fees
CC76436	6/09/2022	Outstanding	ST JOHN AMBULANCE AUST	55.00	Training & Professional Development
CC76751	7/09/2022	Outstanding	AIHR ACADEMY TO INNO	1,325.00	Training & Professional Development
CC76538	19/09/2022	Outstanding	ST JOHN AMBULANCE AUST	160.00	Training & Professional Development
CC76542	19/09/2022	Outstanding	PROGRESSIVE DIAGNOSTIC	385.55	Training & Professional Development
CC76401	28/09/2022	Outstanding	AUST WIDE FIRST AID	135.00	Training & Professional Development
CC76413	28/09/2022	Outstanding	RLSSWA	159.00	Training & Professional Development
CC76417	28/09/2022	Outstanding	ST JOHN AMBULANCE AUST	175.00	Training & Professional Development
CC76421	28/09/2022	Outstanding	ST JOHN AMBULANCE AUST	55.00	Training & Professional Development

**Parenting Service Coordinator****308.60**

000174	31/08/2022	Completed	WOOLWORTHS 4703	54.58	Consumables
000174	9/09/2022	Completed	KMART 1024	47.20	Supplies and Materials purchases
000174	9/09/2022	Completed	UNDER THE SUN	40.50	Supplies and Materials purchases

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000174	14/09/2022	Completed	WOOLWORTHS 4703	54.09	Consumables
000174	19/09/2022	Completed	NEWSXPRESS ARMADALE	25.89	Supplies and Materials purchases
000174	21/09/2022	Completed	WOOLWORTHS 4703	86.34	Consumables

**Parks Operations Coordinator**

**1,994.04**

000071	2/09/2022	Completed	SP JB HI-FI ONLINE	57.99	Consumables
000071	9/09/2022	Completed	CLOGGER	510.00	Consumables
000071	12/09/2022	Completed	PERTH HUSQVARNA	55.00	Consumables
000071	12/09/2022	Completed	SEC*MOBILE MATE	31.55	Consumables
000071	12/09/2022	Completed	STIHL SHOP COCKBURN	132.00	Consumables
000071	13/09/2022	Completed	DIRECTCOMMSUPPLIES	286.00	Consumables
000071	13/09/2022	Completed	DOT - LICENSING	30.50	Motor vehicle expenses
000071	14/09/2022	Completed	CLEANTECH PTY LTD	415.18	Consumables
000071	23/09/2022	Completed	CLASSIC HIRE	96.80	Hire of equipment and facilities
000071	28/09/2022	Completed	PERTH HUSQVARNA	335.00	Consumables
000071	28/09/2022	Completed	SPUD SHED	44.02	Meeting/Workshop Catering

**People Experience Business Partner**

**877.36**

000171	2/09/2022	Completed	EZI*Aha! Consulting	448.36	Professional Services
000171	23/09/2022	Completed	MYO*Sportspeople	214.50	Advertising
000171	23/09/2022	Completed	MYO*Sportspeople	214.50	Advertising

**Recovery Park Coordinator**

**114.82**

CC76708	1/09/2022	Outstanding	RAINSCAPE WATERWISE	114.82	Supplies and Materials purchases
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**Recycling Supervisor**

**241.54**

000169	21/09/2022	Completed	BUNNINGS 303000	241.54	Equipment purchases
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**Senior Centre Coordinator**

**2,695.48**

000124	30/08/2022	Completed	DOMESTIC PORT COOGEE	89.10	Meeting/Workshop Catering
000124	7/09/2022	Completed	SPOTLIGHT 065	18.00	Equipment purchases
000124	8/09/2022	Completed	VERITAS ENGINEERING PT	53.00	Training & Professional Development
000124	20/09/2022	Completed	HUMAN LINK CONSULTING	839.44	Training & Professional Development
000124	21/09/2022	Completed	Captain Cook*24CTTN	1,695.94	Events and Functions

**Senior Centre Programs Booking Officer**

**4,928.01**

000138	31/08/2022	Completed	Endeavour Tavern	1,170.00	Events and Functions
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000138	31/08/2022	Completed	Mega Office Supplies	264.00	Supplies and Materials purchases
000138	31/08/2022	Completed	STANLEE HOSPITALITY	113.85	Supplies and Materials purchases
000138	1/09/2022	Completed	GESHA COFFEE CO	110.00	Professional Services
000138	6/09/2022	Completed	Last Drop Elizabethan	567.00	Events and Functions
000138	8/09/2022	Completed	ALH VENUES 8553	580.00	Events and Functions
000138	8/09/2022	Completed	SpacetoCo	125.00	Hire of equipment and facilities
000138	8/09/2022	Completed	SpacetoCo	95.00	Hire of equipment and facilities
000138	8/09/2022	Completed	SpacetoCo	95.00	Hire of equipment and facilities
000138	12/09/2022	Completed	GESHA COFFEE CO	168.00	Consumables
000138	13/09/2022	Completed	THE KOORLINY ARTS CE	420.00	Events and Functions
000138	14/09/2022	Completed	OFFICEWORKS	48.91	Supplies and Materials purchases
000138	15/09/2022	Completed	SQ *MANDURAH CRUISES	273.21	Events and Functions
000138	16/09/2022	Completed	OFFICEWORKS	129.00	Supplies and Materials purchases
000138	20/09/2022	Completed	CITY OF PERTH	38.50	Events and Functions
000138	20/09/2022	Completed	STH METROPOLITAN TAFE	630.00	Events and Functions
000138	21/09/2022	Completed	THE PACKAGING PLACE	100.54	Supplies and Materials purchases

**Senior Youth Justice and Outreach Worker****227.73**

CC76366	30/08/2022	Outstanding	McDonalds 951639	7.50	Meeting/Workshop Catering
CC76348	31/08/2022	Outstanding	ANKITA PTY LTD	10.60	Meeting/Workshop Catering
CC76355	31/08/2022	Outstanding	McDonalds 951496	13.90	Meeting/Workshop Catering
CC76746	1/09/2022	Outstanding	BIG W 0455	40.00	Supplies and Materials purchases
CC76532	5/09/2022	Outstanding	McDonalds 951496	5.45	Meeting/Workshop Catering
CC76383	13/09/2022	Outstanding	ALDI STORES - BEELIAR	17.04	Meeting/Workshop Catering
CC76385	13/09/2022	Outstanding	COLES EXPRESS 2723	26.00	Meeting/Workshop Catering
CC76650	15/09/2022	Outstanding	Portuguese Delights	80.40	Meeting/Workshop Catering
CC76506	19/09/2022	Outstanding	CITY OF PERTH PARKING-	4.24	Parking Expenses
CC76601	23/09/2022	Outstanding	Hungry Jacks	17.10	Meeting/Workshop Catering
CC76617	23/09/2022	Outstanding	CITY OF VINCENT	5.50	Parking Expenses

**Social Club Coordinator****1,017.36**

CC76420	6/09/2022	Outstanding	WANEWSDTI	35.60	Subscriptions and Memberships
CC76557	9/09/2022	Outstanding	Woolworths Online	764.76	Meeting/Workshop Catering
CC76574	16/09/2022	Outstanding	KIMS FISH & CHIPS	217.00	Meeting/Workshop Catering

**Sr Exec Assistant to Mayor & Councillors****1,508.30**

000146 OCOLE01	7/09/2022	Completed	WA LOCAL GOVERNMENT AS	140.00	Conferences and Seminars
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000146	23/09/2022	Completed	QANTAS	1,621.30	Travel and Accommodation
000146	26/09/2022	Completed	EB *State NRM amp Coas	-88.00	Conferences and Seminars
000146	26/09/2022	Completed	EB *State NRM amp Coas	-165.00	Conferences and Seminars

**Strategic Procurement Manager**

**2,247.40**

000144	30/08/2022	Completed	MISS MAUD	134.65	Meeting/Workshop Catering
000144	5/09/2022	Completed	PLE Computers	128.00	Equipment purchases
000144	7/09/2022	Completed	Domino's Estore Spearw	552.50	Meeting/Workshop Catering
000144	8/09/2022	Completed	Subway Spearwood 19850	270.00	Meeting/Workshop Catering
000144	20/09/2022	Completed	INTNL TRANSACTION FEE	72.50	Bank and other fees
000144	20/09/2022	Completed	LUCKYORANGE.COM	2,899.82	Subscriptions and Memberships
000144	21/09/2022	Completed	MISCELLANEOUS CREDIT	-231.84	Disputed Transaction
000144	21/09/2022	Completed	MISCELLANEOUS CREDIT	-493.65	Disputed Transaction
000144	21/09/2022	Completed	MISCELLANEOUS CREDIT	-519.88	Disputed Transaction
000144	21/09/2022	Completed	MISCELLANEOUS CREDIT	-564.70	Disputed Transaction

**Support Services Lead**

**1,222.49**

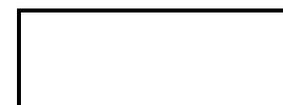
000164	30/08/2022	Completed	Health Freak Cafe	122.60	Meeting/Workshop Catering
000164	30/08/2022	Completed	MISS MAUD	38.80	Meeting/Workshop Catering
000164	31/08/2022	Completed	COLES 0490	122.80	Consumables
000164	2/09/2022	Completed	CITY OF FREMANTLE	3.50	Motor vehicle expenses
000164	8/09/2022	Completed	SpacetoCo	332.50	Hire of equipment and facilities
000164	12/09/2022	Completed	AASW	120.00	Subscriptions and Memberships
000164	12/09/2022	Completed	KMART	112.00	Supplies and Materials purchases
000164	16/09/2022	Completed	Prof Psych Services	220.00	Professional Services
000164	28/09/2022	Completed	ALDI STORES - SUCCESS	60.06	Consumables
000164	28/09/2022	Completed	INTNL TRANSACTION FEE	0.77	Bank and other fees
000164	28/09/2022	Completed	THERAPYBYPRO.COM	30.96	Supplies and Materials purchases
000164	28/09/2022	Completed	WOOLWORTHS 4394	58.50	Consumables

**Waste Education Coordinator**

**473.04**

000147	1/09/2022	Completed	CATCH	67.96	Supplies and Materials purchases
000147	2/09/2022	Completed	TN & VH PTY LTD	22.50	Meeting/Workshop Catering
000147	2/09/2022	Completed	WOOLWORTHS 4995	140.53	Meeting/Workshop Catering
000147	8/09/2022	Completed	BAKERSDELIGHTSTHFREM	21.80	Meeting/Workshop Catering
000147	8/09/2022	Completed	WOOLWORTHS 4387	72.23	Meeting/Workshop Catering
000147	12/09/2022	Completed	IL PANINO BAKERY	27.00	Meeting/Workshop Catering

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000147	13/09/2022	Completed	SCAVACI IGA	73.92	Meeting/Workshop Catering
000147	19/09/2022	Completed	SPUD SHED	47.10	Meeting/Workshop Catering

**Waste Services Manager** **269.28**

000133	16/09/2022	Completed	GLOBAL SYNTHETICS PTY	269.28	Supplies and Materials purchases
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**Waster Services Coordinator** **217.28**

000139	5/09/2022	Completed	ENGINE PROTECTION EQ	217.28	Motor vehicle expenses
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**Young Peoples Services Coordinator** **1,960.93**

000167	1/09/2022	Completed	PAYPAL *PAPERCRAFTW	389.47	Supplies and Materials purchases
000167	2/09/2022	Completed	CORAL WORLD AUSTRALI	100.00	Supplies and Materials purchases
000167	2/09/2022	Completed	PERTH ZOO	103.80	Supplies and Materials purchases
000167	2/09/2022	Completed	Spice Domain	42.86	Supplies and Materials purchases
000167	2/09/2022	Completed	SWADES FOOD & GROCERY	25.73	Supplies and Materials purchases
000167	5/09/2022	Completed	Booktopia Pty Ltd	675.91	Supplies and Materials purchases
000167	5/09/2022	Completed	Booktopia Pty Ltd	200.00	Supplies and Materials purchases
000167	5/09/2022	Completed	COCKBURN ICE ARENA PTY	84.00	Supplies and Materials purchases
000167	7/09/2022	Completed	The WA MUSEUM	30.00	Supplies and Materials purchases
000167	13/09/2022	Completed	BIGW ONLINE	179.75	Supplies and Materials purchases
000167	13/09/2022	Completed	BIGW ONLINE	66.00	Supplies and Materials purchases
000167	13/09/2022	Completed	OFFICEWORKS	63.41	Supplies and Materials purchases

**Young Peoples Services Librarian** **411.95**

000123	30/08/2022	Completed	WOOLWORTHS 4318	8.00	Consumables
000165	8/09/2022	Completed	DYMOCKS BOORAGOON	147.63	Supplies and Materials purchases
000165	15/09/2022	Completed	DYMOCKS BOORAGOON	113.33	Supplies and Materials purchases
000165	16/09/2022	Completed	GARDEN CITY NEWS	11.99	Supplies and Materials purchases
000165	16/09/2022	Completed	TARGET 5076	131.00	Supplies and Materials purchases

**Youth Centre Coordinator** **1,937.60**

000131	1/09/2022	Completed	GRILLD PTY LTD - COCKB	41.60	Meeting/Workshop Catering
000131	2/09/2022	Completed	BIG W 0444	14.00	Consumables
000131	2/09/2022	Completed	KMART	113.50	Supplies and Materials purchases
000131	2/09/2022	Completed	OFFICEWORKS 0620	96.80	Supplies and Materials purchases
000131	5/09/2022	Completed	COLES ONLINE	145.46	Consumables
000131	5/09/2022	Completed	KMART	-38.00	Supplies and Materials purchases

OCOLE01

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10-Nov-2022





BP Australia Pty Ltd  
 A.B.N. 53 004 085 616  
 GPO Box 1621  
 MELBOURNE VIC 3001

# BP Plus Fleet Control Report

Account Enquiries: Tegan Morosi Telephone: 1800 225 527 Fax:1800 461 693



CITY OF COCKBURN  
 Accounts Payable (Invoice Only) PO  
 067775  
 PO Box 1215  
 BIBRA LAKE DC PRIVATE BOXES WA  
 6965

CITY OF COCKBURN

Account Number: **0050188034** Customer Number: **0115405338**  
 Period Starting: **01/09/2022** Period Ending: **30/09/2022**

Page: 2 of 35  
 Date: 30/09/2022

Card Number Vehicle/Driver	Date	Time	Purchase Location	Site No.	Receipt Number	Customer Reference	Product/Service					Odo meter (km)	KM Span	Litres/100km	Cents /km	
							Description	CPL Price	Litres	Total Exc GST (\$)	GST (\$)					Total Inc GST (\$)
<b>Cost Centre</b>			<b>2097</b>													
							DIESEL	215.49	382.81	38.29	421.10					
							<b>TOTAL</b>	<b>215.49</b>	<b>382.81</b>	<b>38.29</b>	<b>421.10</b>		<b>3419</b>	<b>6.3</b>	<b>12.3</b>	
							<b>YEAR TO DATE</b>	1,652.48	2,850.80	285.08	3,135.88		24336	6.8	12.9	
7050 15405338 03724 1HBT680 2117 WHITE NISSAN XTRAIL WAGON	04/09/22 14/09/22 24/09/22	20:17:57 08:38:32 18:29:06	EMBLETON SPEARWOOD MIDVALE	WA WA WA	8394 6443 6092	011977 007613 066495	ULT DSL ULT DSL ULT DSL	191.17 195.83 193.97	32.53 51.72 53.96	56.54 92.07 95.15	5.65 9.21 9.52	62.19 101.28 104.67	45572 45936 46640	718 364 704	4.5 14.2 7.7	8.7 27.8 14.9
							DIESEL	138.21	243.76	24.38	268.14					
							<b>TOTAL</b>	<b>138.21</b>	<b>243.76</b>	<b>24.38</b>	<b>268.14</b>		<b>1786</b>	<b>7.7</b>	<b>15.0</b>	
							<b>YEAR TO DATE</b>	1,590.01	2,778.29	277.81	3,056.10		14319	11.1	21.3	
<b>Cost Centre</b>			<b>2117</b>													
							DIESEL	138.21	243.76	24.38	268.14					
							<b>TOTAL</b>	<b>138.21</b>	<b>243.76</b>	<b>24.38</b>	<b>268.14</b>		<b>1786</b>	<b>7.7</b>	<b>15.0</b>	
							<b>YEAR TO DATE</b>	1,590.01	2,778.29	277.81	3,056.10		14319	11.1	21.3	
7050 15405338 02981 1GQB542 2165 WHITE MITSUBISHI TRITON UTE	01/09/22 09/09/22 21/09/22	09:22:23 07:17:37 07:09:22	MORLEY GREENWOOD NORTH GREENWOOD NORTH	WA WA WA	6201 9856 9856	024473 017581 018127	ULT DSL ULT DSL ULT DSL	191.17 203.45 193.48	46.25 47.34 52.78	80.37 87.56 92.84	8.04 8.76 9.28	88.41 96.32 102.12	71734 72324 72991	590 667	8.0 7.9	16.3 15.3
							DIESEL	146.37	260.77	26.08	286.85					
							<b>TOTAL</b>	<b>146.37</b>	<b>260.77</b>	<b>26.08</b>	<b>286.85</b>		<b>1257</b>	<b>11.6</b>	<b>22.8</b>	
							<b>YEAR TO DATE</b>	1,434.91	2,514.22	251.39	2,765.61		17132	8.4	16.1	
<b>Cost Centre</b>			<b>2165</b>													
							DIESEL	146.37	260.77	26.08	286.85					
							<b>TOTAL</b>	<b>146.37</b>	<b>260.77</b>	<b>26.08</b>	<b>286.85</b>		<b>1257</b>	<b>11.6</b>	<b>22.8</b>	
							<b>YEAR TO DATE</b>	1,434.91	2,514.22	251.39	2,765.61		17132	8.4	16.1	
7050 15405338 03989 1HMW121 2176 WHITE MITSUBISHI TRITON UTE	01/09/22 06/09/22 09/09/22 16/09/22 21/09/22 29/09/22	12:33:50 13:25:15 07:17:55 11:30:24 13:22:54 14:45:31	BIBRA LAKE COCKBURN CENTRAL BIBRA LAKE BIBRA LAKE BIBRA LAKE BIBRA LAKE	WA WA WA WA WA WA	7451 7395 7451 7451 7451 7451	007463 041488 000068 000329 000630 001109	ULSD G10 ULT DSL ULT DSL ULT DSL ULT DSL ULT DSL	190.17 200.50 P 200.50 P 195.83 193.97 201.50 P	58.45 59.23 42.21 57.23 43.85 52.24	101.05 107.96 76.94 101.88 77.33 95.69	10.10 10.80 7.69 10.19 7.73 9.57	111.15 118.76 84.63 112.07 85.06 105.26	18612 19298 19724 20333 20816 21371	543 686 426 609 483 555	10.8 8.6 9.9 9.4 9.1 9.4	20.5 17.3 19.9 18.4 17.6 19.0



BP Australia Pty Ltd  
 A.B.N. 53 004 085 616  
 GPO Box 1621  
 MELBOURNE VIC 3001

## BP Plus Fleet Control Report

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CITY OF COCKBURN  
 Accounts Payable (Invoice Only) PO  
 067775  
 PO Box 1215  
 BIBRA LAKE DC PRIVATE BOXES WA  
 6965

CITY OF COCKBURN

Account Number: **0050188034**      Customer Number: **0115405338**  
 Period Starting: **01/09/2022**      Period Ending: **30/09/2022**

Page: 3 of 35  
 Date: 30/09/2022

Card Number Vehicle/Driver	Date	Time	Purchase Location	Site No.	Receipt Number	Customer Reference	Product/Service					Odo meter (km)	KM Span	Litres/ 100km	Cents /km	
							Description	CPL Price	Litres	Total Exc GST (\$)	GST (\$)					Total Inc GST (\$)
Cost Centre  7050 15405338 03138 1GTI458 2205 WHITE VOLKSWAGEN CADDY VAN	07/09/22 14/09/22 27/09/22	10:02:37 08:44:29 08:46:36	BIBRA LAKE SPEARWOOD SPEARWOOD	WA WA WA	7451 6443 6443	000978 007614 007862	DIESEL	313.21	560.85	56.08	616.93					
							<b>TOTAL</b>	<b>THIS PERIOD</b>	<b>313.21</b>	<b>560.85</b>	<b>56.08</b>	<b>616.93</b>		<b>3302</b>	<b>9.5</b>	<b>18.7</b>
							<b>YEAR TO DATE</b>	2,003.36	3,526.38	352.63	3,879.01		18545	10.8	20.9	
							DIESEL	313.21	560.85	56.08	616.93					
							<b>TOTAL</b>	<b>THIS PERIOD</b>	<b>313.21</b>	<b>560.85</b>	<b>56.08</b>	<b>616.93</b>		<b>3302</b>	<b>9.5</b>	<b>18.7</b>
<b>YEAR TO DATE</b>	2,003.36	3,526.38	352.63	3,879.01		18545	10.8	20.9								
Cost Centre  7050 15405338 03575 1GZQ778 2217 WHITE TOYOTA CAMRY SEDAN	28/09/22	07:15:44	SUCCESS	WA	5992	005164	BP ULT UNM	171.68	40.09	62.57	6.26	68.83	84769	576	7.0	11.9
							U LP 95 UNM	159.70	35.39	51.38	5.14	56.52	85357	588	6.0	9.6
							U LP 95 UNM	157.44	40.40	57.82	5.78	63.60	85935	578	7.0	11.0
							M/S	115.88	171.77	17.18	188.95					
							<b>TOTAL</b>	<b>THIS PERIOD</b>	<b>115.88</b>	<b>171.77</b>	<b>17.18</b>	<b>188.95</b>		<b>1742</b>	<b>6.7</b>	<b>10.8</b>
<b>YEAR TO DATE</b>	1,476.08	2,414.66	241.47	2,656.13		18575	7.9	14.3								
Cost Centre  7050 15405338 03443 1GYQ281 2235 WHITE FORD RANGER UTILITY	01/09/22 07/09/22 09/09/22 12/09/22 15/09/22 19/09/22	18:49:05 07:52:26 11:58:25 07:43:10 08:00:34 17:49:18	KARNUP COCKBURN CENTRAL MANDURAH COCKBURN CENTRAL COCKBURN CENTRAL PORT KENNEDY	WA WA WA WA WA WA	4088 7395 1993 7395 7395 7395	000383 028227 003383 041885 042184 002116	BP ULT UNM	161.44	46.45	68.17	6.82	74.99	27291	871	5.3	8.6
							M/S	46.45	68.17	6.82	74.99					
							<b>TOTAL</b>	<b>THIS PERIOD</b>	<b>46.45</b>	<b>68.17</b>	<b>6.82</b>	<b>74.99</b>		<b>871</b>	<b>5.3</b>	<b>8.6</b>
							<b>YEAR TO DATE</b>	209.30	330.59	33.06	363.65		3858	5.4	9.4	
							M/S	46.45	68.17	6.82	74.99					
<b>TOTAL</b>	<b>THIS PERIOD</b>	<b>46.45</b>	<b>68.17</b>	<b>6.82</b>	<b>74.99</b>		<b>871</b>	<b>5.3</b>	<b>8.6</b>							
<b>YEAR TO DATE</b>	209.30	330.59	33.06	363.65		3858	5.4	9.4								
Cost Centre	01/09/22 07/09/22 09/09/22 12/09/22 15/09/22 19/09/22	18:49:05 07:52:26 11:58:25 07:43:10 08:00:34 17:49:18	KARNUP COCKBURN CENTRAL MANDURAH COCKBURN CENTRAL COCKBURN CENTRAL PORT KENNEDY	WA WA WA WA WA WA	4088 7395 1993 7395 7395 7395	000383 028227 003383 041885 042184 002116	ULT DSL	191.17	50.27	87.36	8.74	96.10	90873	390	12.9	24.6
							ULT DSL	200.50	62.80	114.46	11.45	125.91	91422	549	11.4	22.9
							ULT DSL	199.50	41.34	74.97	7.50	82.47	91762	340	12.2	24.3
							ULT DSL	195.83	70.36	125.26	12.53	137.79	92372	610	11.5	22.6
							ULT DSL	195.83	46.37	82.55	8.26	90.81	92751	379	12.2	24.0
							ULT DSL	193.97	49.05	86.49	8.65	95.14	93149	398	12.3	23.9



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 6965

CITY OF COCKBURN

Account Number: **0050188034** Customer Number: **0115405338**  
 Period Starting: **01/09/2022** Period Ending: **30/09/2022**

Page: 4 of 35  
 Date: 30/09/2022

Card Number Vehicle/Driver	Date	Time	Purchase Location	Site No.	Receipt Number	Customer Reference	Product/Service					Odo meter (km)	KM Span	Litres/100km	Cents /km		
							Description	CPL Price	Litres	Total Exc GST (\$)	GST (\$)					Total Inc GST (\$)	
Cost Centre	24/09/22	10:06:09	KARNUP	WA	4088	000991	ULT DSL	193.97	52.51	92.59	9.26	101.85	93589	440	11.9	23.1	
	27/09/22	09:03:30	COCKBURN CENTRAL	WA	7395	043008	ULT DSL	178.43	46.04	74.68	7.47	82.15	94000	411	11.2	20.0	
							DIESEL		418.74	738.36	73.86	812.22					
							<b>TOTAL THIS PERIOD</b>		<b>418.74</b>	<b>738.36</b>	<b>73.86</b>	<b>812.22</b>			<b>3517</b>	<b>11.9</b>	<b>23.1</b>
							<b>YEAR TO DATE</b>		3,084.77	5,325.06	532.54	5,857.60		20497	15.0	28.6	
Cost Centre	01/09/22	08:50:30	SPEARWOOD	WA	6443	007332	ULT DSL	191.17	38.65	67.17	6.72	73.89	67291	564	6.9	13.1	
	07/09/22	13:03:01	SPEARWOOD	WA	6443	003965	ULT DSL	197.50 P	42.39	76.11	7.61	83.72	67873	582	7.3	14.4	
	16/09/22	08:59:50	SPEARWOOD	WA	6443	004054	ULT DSL	195.83	42.65	75.93	7.59	83.52	68485	612	7.0	13.6	
	28/09/22	07:59:14	SPEARWOOD	WA	6443	007892	ULT DSL	178.43	44.76	72.60	7.26	79.86	69122	637	7.0	12.5	
							DIESEL		168.45	291.81	29.18	320.99					
						<b>TOTAL THIS PERIOD</b>		<b>168.45</b>	<b>291.81</b>	<b>29.18</b>	<b>320.99</b>			<b>2395</b>	<b>7.0</b>	<b>13.4</b>	
						<b>YEAR TO DATE</b>		723.67	1,304.49	130.46	1,434.95		7909	9.1	18.1		
Cost Centre	02/09/22	12:10:04	MAIDA VALE	WA	6180	007817	ULT DSL	191.17	54.10	94.02	9.40	103.42	147291	673	8.0	15.4	
	14/09/22	06:27:57	COCKBURN CENTRAL	WA	7395	028359	ULT DSL	195.83	70.25	125.06	12.51	137.57	148170	879	8.0	15.7	
	21/09/22	14:40:38	COCKBURN CENTRAL	WA	7395	042694	ULT DSL	193.97	66.85	117.88	11.79	129.67	148990	820	8.2	15.8	
	29/09/22	09:35:29	COCKBURN CENTRAL	WA	7395	028702	ULT DSL	198.50 P	61.10	110.25	11.03	121.28	149783	793	7.7	15.3	
							DIESEL		252.30	447.21	44.73	491.94					
						<b>TOTAL THIS PERIOD</b>		<b>252.30</b>	<b>447.21</b>	<b>44.73</b>	<b>491.94</b>			<b>3165</b>	<b>8.0</b>	<b>15.5</b>	
						<b>YEAR TO DATE</b>		2,245.31	3,827.92	382.81	4,210.73		28277	7.9	14.9		
Cost Centre	09/09/22	15:34:57	NORTH PERTH	WA	6426	047586	BP ULT UNM	171.68	32.67	50.99	5.10	56.09	75037	1012	3.2	5.5	
	19/09/22	09:39:29	BIBRA LAKE	WA	7451	000436	BP ULT UNM	166.17	45.48	68.70	6.87	75.57	75746	709	6.4	10.7	



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CITY OF COCKBURN

Account Number: **0050188034**  
 Period Starting: **01/09/2022**

Customer Number: **0115405338**  
 Period Ending: **30/09/2022**

Page: 5 of 35  
 Date: 30/09/2022

Card Number Vehicle/Driver	Date	Time	Purchase Location	Site No.	Receipt Number	Customer Reference	Product/Service					Odo meter (km)	KM Span	Litres/100km	Cents /km	
							Description	CPL Price	Litres	Total Exc GST (\$)	GST (\$)					Total Inc GST (\$)
SILVER TOYOTA CAMRY SEDAN							M/S		78.15	119.69	11.97	131.66				
							<b>TOTAL</b>	<b>THIS PERIOD</b>	<b>78.15</b>	<b>119.69</b>	<b>11.97</b>	<b>131.66</b>				
							<b>YEAR TO DATE</b>	838.49	1,405.76	140.57	1,546.33	15551	5.4	9.9		
Cost Centre			2296				M/S		78.15	119.69	11.97	131.66				
							<b>TOTAL</b>	<b>THIS PERIOD</b>	<b>78.15</b>	<b>119.69</b>	<b>11.97</b>	<b>131.66</b>				
							<b>YEAR TO DATE</b>	838.49	1,405.76	140.57	1,546.33	15551	5.4	9.9		
7050 15405338 02759 1GLZ772 2307 WHITE MITSUBISHI TRITON UTE	28/09/22	11:55:37	COCKBURN CENTRAL WA	7395	043154		ULT DSL	178.43	58.45	94.81	9.48	104.29	777			
							DIESEL		58.45	94.81	9.48	104.29				
							<b>TOTAL</b>	<b>THIS PERIOD</b>	<b>58.45</b>	<b>94.81</b>	<b>9.48</b>	<b>104.29</b>				
Cost Centre			2307				<b>YEAR TO DATE</b>	933.98	1,605.44	160.53	1,765.97	9392	9.9	18.8		
							DIESEL		58.45	94.81	9.48	104.29				
							<b>TOTAL</b>	<b>THIS PERIOD</b>	<b>58.45</b>	<b>94.81</b>	<b>9.48</b>	<b>104.29</b>				
7050 15405338 03831 1HFX380 2317 SILVER NISSAN XTRAIL WAGON	06/09/22 16/09/22	17:07:11 17:06:06	BIBRA LAKE NORTH PERTH WA	7451 6426	000925 047853		ULP UNM	152.70 P	56.79	78.84	7.88	86.72	34889	10	567.9	867.2
							UPL 95 UNM	159.70	57.21	83.05	8.31	91.36	34700			
							<b>TOTAL</b>	<b>THIS PERIOD</b>	<b>114.00</b>	<b>161.89</b>	<b>16.19</b>	<b>178.08</b>				
Cost Centre			2317				<b>YEAR TO DATE</b>	992.10	1,587.78	158.78	1,746.56	3379	29.4	51.7		
							M/S		114.00	161.89	16.19	178.08				
							<b>TOTAL</b>	<b>THIS PERIOD</b>	<b>114.00</b>	<b>161.89</b>	<b>16.19</b>	<b>178.08</b>				
7050 15405338 02247 1GDT651 2328 WHITE NISSAN XTRAIL SUV	20/09/22	16:02:09	BIBRA LAKE WA	7451	000558		ULSD G10	192.97	37.65	66.05	6.60	72.65	74441			
							<b>TOTAL</b>	<b>THIS PERIOD</b>	<b>114.00</b>	<b>161.89</b>	<b>16.19</b>	<b>178.08</b>				
Cost Centre							<b>YEAR TO DATE</b>	992.10	1,587.78	158.78	1,746.56	3379	29.4	51.7		
							<b>TOTAL</b>	<b>THIS PERIOD</b>	<b>114.00</b>	<b>161.89</b>	<b>16.19</b>	<b>178.08</b>				



BP Australia Pty Ltd  
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# BP Plus Fleet Control Report

Account Enquiries: Tegan Morosi Telephone: 1800 225 527 Fax:1800 461 693



CITY OF COCKBURN  
 Accounts Payable (Invoice Only) PO  
 067775  
 PO Box 1215  
 BIBRA LAKE DC PRIVATE BOXES WA  
 6965

CITY OF COCKBURN

Account Number: **0050188034**  
 Period Starting: **01/09/2022**

Customer Number: **0115405338**  
 Period Ending: **30/09/2022**

Page: 6 of 35  
 Date: 30/09/2022

Card Number Vehicle/Driver	Date	Time	Purchase Location	Site No.	Receipt Number	Customer Reference	Product/Service					Odo meter (km)	KM Span	Litres/100km	Cents /km	
							Description	CPL Price	Litres	Total Exc GST (\$)	GST (\$)					Total Inc GST (\$)
<b>Cost Centre</b>			<b>2328</b>				DIESEL		37.65	66.05	6.60	72.65				
							<b>TOTAL</b>		<b>37.65</b>	<b>66.05</b>	<b>6.60</b>	<b>72.65</b>				
							<b>YEAR TO DATE</b>		420.38	717.69	71.74	789.43		3718	11.3	21.2
							DIESEL		37.65	66.05	6.60	72.65				
7050 15405338 03963 1HLQ161 2336 WHITE FORD RANGER UTILITY	10/09/22 27/09/22	14:36:38 16:52:52	CANNING VALE COCKBURN CENTRAL	WA WA	9804 7395	004253 043074	ULT DSL	200.50 P	74.97	136.65	13.66	150.31	15450	809	9.3	18.6
							ULT DSL	178.43	73.42	119.09	11.91	131.00	16262	812	9.0	16.1
							<b>TOTAL</b>		<b>148.39</b>	<b>255.74</b>	<b>25.57</b>	<b>281.31</b>		<b>1621</b>	<b>9.2</b>	<b>17.4</b>
							<b>YEAR TO DATE</b>		1,325.14	2,262.93	226.28	2,489.21		12456	10.6	20.0
<b>Cost Centre</b>			<b>2336</b>				DIESEL		148.39	255.74	25.57	281.31				
							<b>TOTAL</b>		<b>148.39</b>	<b>255.74</b>	<b>25.57</b>	<b>281.31</b>		<b>1621</b>	<b>9.2</b>	<b>17.4</b>
							<b>YEAR TO DATE</b>		1,325.14	2,262.93	226.28	2,489.21		12456	10.6	20.0
							DIESEL		148.39	255.74	25.57	281.31				
7050 15405338 03948 1HJO790 2346 WHITE FORD RANGER UTILITY	08/09/22 27/09/22	07:59:45	NAVAL BASE	WA	7770	014273	ULT DSL	199.50 P	57.76	104.75	10.48	115.23	21670	681	8.5	16.9
							DIESEL		57.76	104.75	10.48	115.23				
							<b>TOTAL</b>		<b>57.76</b>	<b>104.75</b>	<b>10.48</b>	<b>115.23</b>		<b>681</b>	<b>8.5</b>	<b>16.9</b>
							<b>YEAR TO DATE</b>		1,000.09	1,700.65	170.08	1,870.73		11420	8.8	16.4
<b>Cost Centre</b>			<b>2346</b>				DIESEL		57.76	104.75	10.48	115.23				
							<b>TOTAL</b>		<b>57.76</b>	<b>104.75</b>	<b>10.48</b>	<b>115.23</b>		<b>681</b>	<b>8.5</b>	<b>16.9</b>
							<b>YEAR TO DATE</b>		1,000.09	1,700.65	170.08	1,870.73		11420	8.8	16.4
							DIESEL		57.76	104.75	10.48	115.23				
7050 15405338 03526 1GYO863 2355 WHITE FORD RANGER UTILITY	13/09/22 27/09/22 27/09/22	16:56:31 16:39:50 16:43:33	BIBRA LAKE BIBRA LAKE BIBRA LAKE	WA WA WA	7451 7451 7451	001176 000922 000924	ULSD G10	194.83	49.64	87.92	8.79	96.71	35729	470	10.6	20.6
							ULT DSL	178.43	8.60	13.95	1.39	15.34	36502	773	1.1	2.0
							ULSD G10	177.43	30.19	48.70	4.87	53.57	36502			
							<b>TOTAL</b>		<b>57.76</b>	<b>104.75</b>	<b>10.48</b>	<b>115.23</b>		<b>681</b>	<b>8.5</b>	<b>16.9</b>



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CITY OF COCKBURN

Account Number: **0050188034**      Customer Number: **0115405338**  
 Period Starting: **01/09/2022**      Period Ending: **30/09/2022**

Page: 7 of 35  
 Date: 30/09/2022

Card Number Vehicle/Driver	Date	Time	Purchase Location	Site No.	Receipt Number	Customer Reference	Product/Service					Odo meter (km)	KM Span	Litres/100km	Cents /km	
							Description	CPL Price	Litres	Total Exc GST (\$)	GST (\$)					Total Inc GST (\$)
Cost Centre  7050 15405338 03161 1GT1472 2376 WHITE MITSUBISHI TRITON UTE	28/09/22	16:22:22	BIBRA LAKE	WA	7451	001495	DIESEL		88.43	150.57	15.05	165.62				
							<b>TOTAL</b>		<b>88.43</b>	<b>150.57</b>	<b>15.05</b>	<b>165.62</b>		<b>1243</b>	<b>7.1</b>	<b>13.3</b>
							<b>YEAR TO DATE</b>		434.61	762.99	76.30	839.29		2882	15.1	29.1
							DIESEL		88.43	150.57	15.05	165.62				
							<b>TOTAL</b>		<b>88.43</b>	<b>150.57</b>	<b>15.05</b>	<b>165.62</b>		<b>1243</b>	<b>7.1</b>	<b>13.3</b>
							<b>YEAR TO DATE</b>		434.61	762.99	76.30	839.29		2882	15.1	29.1
Cost Centre  7050 15405338 03013 1GQN292 2387 WHITE MITSUBISHI TRITON UTE	27/09/22	09:47:21	BIBRA LAKE	WA	7451	000864	ULSD G10	177.43	60.66	97.85	9.78	107.63	35727	647	9.4	16.6
							DIESEL		60.66	97.85	9.78	107.63				
							<b>TOTAL</b>		<b>60.66</b>	<b>97.85</b>	<b>9.78</b>	<b>107.63</b>		<b>647</b>	<b>9.4</b>	<b>16.6</b>
							<b>YEAR TO DATE</b>		290.62	495.51	49.54	545.05		4162	7.0	13.1
							DIESEL		60.66	97.85	9.78	107.63				
							<b>TOTAL</b>		<b>60.66</b>	<b>97.85</b>	<b>9.78</b>	<b>107.63</b>		<b>647</b>	<b>9.4</b>	<b>16.6</b>
<b>YEAR TO DATE</b>		290.62	495.51	49.54	545.05		4162	7.0	13.1							
Cost Centre  7050 15405338 03351 1GXF233 2397 WHITE FORD RANGER UTILITY	31/08/22 10/09/22 20/09/22 28/09/22	15:43:15 13:13:49 09:46:50 05:07:10	BIBRA LAKE SOUTH FREMANTLE BIBRA LAKE COCKBURN CENTRAL	WA WA WA WA	7451 9802 7451 7395	007409 005623 000528 043106	ULSD G10		48.62	78.43	7.84	86.27	83839	384	12.7	22.5
							DIESEL		48.62	78.43	7.84	86.27				
							<b>TOTAL</b>		<b>48.62</b>	<b>78.43</b>	<b>7.84</b>	<b>86.27</b>		<b>384</b>	<b>12.7</b>	<b>22.5</b>
							<b>YEAR TO DATE</b>		1,631.74	2,818.92	281.89	3,100.81		12474	13.1	24.9
							DIESEL		48.62	78.43	7.84	86.27				
							<b>TOTAL</b>		<b>48.62</b>	<b>78.43</b>	<b>7.84</b>	<b>86.27</b>		<b>384</b>	<b>12.7</b>	<b>22.5</b>
<b>YEAR TO DATE</b>		1,631.74	2,818.92	281.89	3,100.81		12474	13.1	24.9							
ULT DSL		191.17	71.82	124.82	12.48	137.30	79920	861	8.3	15.9						
ULT DSL		199.50	62.69	113.70	11.37	125.07	18584									
ULT DSL		193.97	62.76	110.67	11.07	121.74	81273									
ULT DSL		178.43	70.12	113.74	11.37	125.11	87209									



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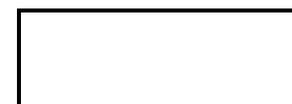
CITY OF COCKBURN  
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 6965

CITY OF COCKBURN

Account Number: **0050188034** Customer Number: **0115405338**  
 Period Starting: **01/09/2022** Period Ending: **30/09/2022**

Page: 8 of 35  
 Date: 30/09/2022

Card Number Vehicle/Driver	Date	Time	Purchase Location	Site No.	Receipt Number	Customer Reference	Product/Service					Odo meter (km)	KM Span	Litres/100km	Cents /km	
							Description	CPL Price	Litres	Total Exc GST (\$)	GST (\$)					Total Inc GST (\$)
<b>Cost Centre</b>			<b>2397</b>				DIESEL		267.39	462.93	46.29	509.22				
							<b>TOTAL</b>		<b>267.39</b>	<b>462.93</b>	<b>46.29</b>	<b>509.22</b>				
							<b>YEAR TO DATE</b>		2,145.77	3,697.48	369.73	4,067.21		861	31.1	59.1
														20224	10.6	20.1
							DIESEL		267.39	462.93	46.29	509.22				
							<b>TOTAL</b>		<b>267.39</b>	<b>462.93</b>	<b>46.29</b>	<b>509.22</b>				
							<b>YEAR TO DATE</b>		2,145.77	3,697.48	369.73	4,067.21		861	31.1	59.1
														20224	10.6	20.1
7050 15405338 03500 1GYZ376 2407 WHITE MITSUBISHI TRITON UTE	06/09/22 21/09/22 26/09/22	11:54:00 11:48:03 22:06:40	NAVAL BASE NAVAL BASE PARMELIA	WA WA WA	7770 7770 6178	014114 015226 006793	ULT DSL	199.50 P	53.72	97.43	9.74	107.17	86608			
							ULT DSL	193.97	53.92	95.08	9.51	104.59	49003			
							ULT DSL	178.43	52.24	84.74	8.47	93.21	49453	450	11.6	20.7
							<b>TOTAL</b>		<b>159.88</b>	<b>277.25</b>	<b>27.72</b>	<b>304.97</b>				
<b>Cost Centre</b>			<b>2407</b>				DIESEL		159.88	277.25	27.72	304.97				
							<b>TOTAL</b>		<b>159.88</b>	<b>277.25</b>	<b>27.72</b>	<b>304.97</b>				
							<b>YEAR TO DATE</b>		1,421.65	2,422.82	242.25	2,665.07		450	35.5	67.8
														6374	22.3	41.8
7050 15405338 03781 1HEJ525 2418 WHITE FORD RANGER UTILITY	02/09/22 08/09/22 16/09/22 28/09/22	12:53:26 20:03:33 11:34:13 16:51:52	BIBRA LAKE BIBRA LAKE BIBRA LAKE BALDIVIS	WA WA WA WA	7451 7451 7451 7374	000720 000049 000330 014689	ULT DSL	191.17	59.67	103.70	10.37	114.07	57242	659	9.1	17.3
							ULSD G10	198.50 P	68.58	123.75	12.38	136.13	58050	808	8.5	16.8
							ULT DSL	195.83	71.82	127.85	12.79	140.64	58823	773	9.3	18.2
							ULT DSL	178.43	70.60	114.52	11.45	125.97	59595	772	9.1	16.3
<b>Cost Centre</b>			<b>2418</b>				DIESEL		270.67	469.82	46.99	516.81				
							<b>TOTAL</b>		<b>270.67</b>	<b>469.82</b>	<b>46.99</b>	<b>516.81</b>				
							<b>YEAR TO DATE</b>		2,318.26	4,000.68	400.07	4,400.75		3012	9.0	17.2
														22569	10.3	19.5
7050 15405338 03898 1HIN859 2438 WHITE FORD RANGER UTILITY	01/09/22 09/09/22 19/09/22	11:58:50 09:26:28 15:53:52	BIBRA LAKE BIBRA LAKE BIBRA LAKE	WA WA WA	7451 7451 7451	007459 000083 000479	ULSD G10	190.17	43.65	75.46	7.55	83.01	2579			
							ULSD G10	198.50 P	63.91	115.33	11.53	126.86	29350	601	10.1	19.5
							ULSD G10	192.97	60.86	106.76	10.68	117.44	29951			
							<b>TOTAL</b>		<b>270.67</b>	<b>469.82</b>	<b>46.99</b>	<b>516.81</b>				



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CITY OF COCKBURN

Account Number: **0050188034** Customer Number: **0115405338**  
 Period Starting: **01/09/2022** Period Ending: **30/09/2022**

Page: 9 of 35  
 Date: 30/09/2022

Card Number Vehicle/Driver	Date	Time	Purchase Location	Site No.	Receipt Number	Customer Reference	Product/Service					Odo meter (km)	KM Span	Litres/100km	Cents /km	
							Description	CPL Price	Litres	Total Exc GST (\$)	GST (\$)					Total Inc GST (\$)
Cost Centre  7050 15405338 03120 1GTE408 2467 WHITE FORD RANGER UTE	19/09/22	13:25:07	COCKBURN CENTRAL WA	7395	042500		DIESEL		168.42	297.55	29.76	327.31				
							<b>TOTAL</b>		<b>168.42</b>	<b>297.55</b>	<b>29.76</b>	<b>327.31</b>		<b>601</b>	<b>28.0</b>	<b>54.5</b>
							<b>YEAR TO DATE</b>		1,726.13	2,975.82	297.60	3,273.42		12619	13.7	25.9
							DIESEL		168.42	297.55	29.76	327.31				
							<b>TOTAL</b>		<b>168.42</b>	<b>297.55</b>	<b>29.76</b>	<b>327.31</b>		<b>601</b>	<b>28.0</b>	<b>54.5</b>
							<b>YEAR TO DATE</b>		1,726.13	2,975.82	297.60	3,273.42		12619	13.7	25.9
Cost Centre  7050 15405338 03971 1HM1124 2497 WHITE FORD RANGER UTE	05/09/22 21/09/22	12:21:33 08:20:07	SPEARWOOD BIBRA LAKE WA	6443 7451	007426 000596		ULT DSL	193.97	65.57	115.63	11.56	127.19	38123	620	10.6	20.5
							DIESEL		65.57	115.63	11.56	127.19				
							<b>TOTAL</b>		<b>65.57</b>	<b>115.63</b>	<b>11.56</b>	<b>127.19</b>		<b>620</b>	<b>10.6</b>	<b>20.5</b>
							<b>YEAR TO DATE</b>		950.24	1,657.51	165.74	1,823.25		4154	22.9	43.9
							DIESEL		65.57	115.63	11.56	127.19				
							<b>TOTAL</b>		<b>65.57</b>	<b>115.63</b>	<b>11.56</b>	<b>127.19</b>		<b>620</b>	<b>10.6</b>	<b>20.5</b>
<b>YEAR TO DATE</b>		950.24	1,657.51	165.74	1,823.25		4154	22.9	43.9							
Cost Centre  7050 15405338 03708 1HCC815 2515 WHITE FORD RANGER UTILITY	03/09/22 10/09/22	17:15:18 16:18:51	SUCCESS COCKBURN CENTRAL WA	5992 7395	004529 041800		ULT DSL	191.17	42.09	73.15	7.31	80.46	9636	277	12.0	24.0
							ULT DSL	200.50	33.19	60.50	6.05	66.55	9913			
							DIESEL		131.38	232.67	23.27	255.94				
							<b>TOTAL</b>		<b>131.38</b>	<b>232.67</b>	<b>23.27</b>	<b>255.94</b>		<b>1300</b>	<b>10.1</b>	<b>19.7</b>
							<b>YEAR TO DATE</b>		1,014.60	1,742.00	174.21	1,916.21		8940	11.3	21.4
							DIESEL		131.38	232.67	23.27	255.94				
<b>TOTAL</b>		<b>131.38</b>	<b>232.67</b>	<b>23.27</b>	<b>255.94</b>		<b>1300</b>	<b>10.1</b>	<b>19.7</b>							
<b>YEAR TO DATE</b>		1,014.60	1,742.00	174.21	1,916.21		8940	11.3	21.4							



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Page: 10 of 35  
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Card Number Vehicle/Driver	Date	Time	Purchase Location	Site No.	Receipt Number	Customer Reference	Product/Service					Odo meter (km)	KM Span	Litres/100km	Cents /km			
							Description	CPL Price	Litres	Total Exc GST (\$)	GST (\$)					Total Inc GST (\$)		
Cost Centre  7050 15405338 03849 1HHB989 2537 WHITE FORD RANGER UTILITY	07/09/22 16/09/22 27/09/22	09:56:41 15:08:13 08:56:18	COCKBURN CENTRAL COCKBURN CENTRAL SPEARWOOD	WA WA WA	7395 7395 6443	028238 042332 007863	DIESEL		75.28	133.65	13.36	147.01						
							<b>TOTAL</b>		<b>75.28</b>	<b>133.65</b>	<b>13.36</b>	<b>147.01</b>						
							<b>YEAR TO DATE</b>		424.80	709.68	70.95	780.63			277	27.2	53.1	
							DIESEL		75.28	133.65	13.36	147.01						
							<b>TOTAL</b>		<b>75.28</b>	<b>133.65</b>	<b>13.36</b>	<b>147.01</b>						
							<b>YEAR TO DATE</b>		424.80	709.68	70.95	780.63			277	27.2	53.1	
Cost Centre  7050 15405338 03344 1GXB734 2555 WHITE SUBARU OUTBACK WAGON	31/08/22 14/09/22 29/09/22	10:10:12 18:53:54 18:58:46	SOUTH FREMANTLE APPLECROSS KARDINYA	WA WA WA	9802 6200 6207	007039 019811 025597	ULT DSL	200.50 P	53.44	97.41	9.74	107.15	32045	610	8.8	17.6		
							ULT DSL		195.83	42.77	76.15	7.61	83.76	32500	455	9.4	18.4	
							ULT DSL		178.43	55.71	90.36	9.04	99.40	33150	650	8.6	15.3	
							DIESEL		151.92	263.92	26.39	290.31						
							<b>TOTAL</b>		<b>151.92</b>	<b>263.92</b>	<b>26.39</b>	<b>290.31</b>						
							<b>YEAR TO DATE</b>		1,619.72	2,831.80	283.21	3,115.01			1715	8.9	16.9	
Cost Centre  7050 15405338 03591 1GXV149 2565 WHITE FORD RANGER UTILITY	15/09/22	08:33:23	SPEARWOOD	WA	6443	000575	DIESEL		151.92	263.92	26.39	290.31						
							<b>TOTAL</b>		<b>151.92</b>	<b>263.92</b>	<b>26.39</b>	<b>290.31</b>						
							<b>YEAR TO DATE</b>		1,619.72	2,831.80	283.21	3,115.01			1715	8.9	16.9	
							DIESEL		151.92	263.92	26.39	290.31						
							<b>TOTAL</b>		<b>151.92</b>	<b>263.92</b>	<b>26.39</b>	<b>290.31</b>						
							<b>YEAR TO DATE</b>		1,619.72	2,831.80	283.21	3,115.01			1715	8.9	16.9	
Cost Centre  7050 15405338 03591 1GXV149 2565 WHITE FORD RANGER UTILITY	15/09/22	08:33:23	SPEARWOOD	WA	6443	000575	ULT DSL		191.17	56.43	98.07	9.81	107.88	95757	1057	5.3	10.2	
							ULT DSL		195.83	53.18	94.67	9.47	104.14	57240				
							ULT DSL		196.50 P	58.09	103.77	10.38	114.15	98900				
							DIESEL		167.70	296.51	29.66	326.17						
							<b>TOTAL</b>		<b>167.70</b>	<b>296.51</b>	<b>29.66</b>	<b>326.17</b>						
							<b>YEAR TO DATE</b>		950.27	1,661.40	166.16	1,827.56			1057	15.9	30.9	
Cost Centre  7050 15405338 03591 1GXV149 2565 WHITE FORD RANGER UTILITY	15/09/22	08:33:23	SPEARWOOD	WA	6443	000575	DIESEL		167.70	296.51	29.66	326.17						
							<b>TOTAL</b>		<b>167.70</b>	<b>296.51</b>	<b>29.66</b>	<b>326.17</b>						
							<b>YEAR TO DATE</b>		950.27	1,661.40	166.16	1,827.56			1057	15.9	30.9	
							ULT DSL		195.83	67.28	119.77	11.98	131.75	40252	679	9.9	19.4	



BP Australia Pty Ltd  
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 MELBOURNE VIC 3001

## BP Plus Fleet Control Report

Account Enquiries: Tegan Morosi Telephone: 1800 225 527 Fax:1800 461 693



CITY OF COCKBURN  
 Accounts Payable (Invoice Only) PO  
 067775  
 PO Box 1215  
 BIBRA LAKE DC PRIVATE BOXES WA  
 6965

CITY OF COCKBURN

Account Number: **0050188034**  
 Period Starting: **01/09/2022**

Customer Number: **0115405338**  
 Period Ending: **30/09/2022**

Page: 11 of 35  
 Date: 30/09/2022

Card Number Vehicle/Driver	Date	Time	Purchase Location	Site No.	Receipt Number	Customer Reference	Product/Service					Odo meter (km)	KM Span	Litres/100km	Cents /km	
							Description	CPL Price	Litres	Total Exc GST (\$)	GST (\$)					Total Inc GST (\$)
Cost Centre  7050 15405338 04094 1HPP327 2575 WHITE ISUZU D-MAX UTE	09/09/22 18/09/22 28/09/22	15:56:58 14:14:12 13:34:25	BIBRA LAKE COCKBURN CENTRAL SPEARWOOD	WA WA WA	7451 7395 6443	000129 042418 004196	DIESEL	67.28	119.77	11.98	131.75					
							<b>TOTAL</b>	<b>67.28</b>	<b>119.77</b>	<b>11.98</b>	<b>131.75</b>		<b>679</b>	<b>9.9</b>	<b>19.4</b>	
							<b>YEAR TO DATE</b>	1,211.06	2,088.13	208.80	2,296.93		11956	10.1	19.2	
							DIESEL	67.28	119.77	11.98	131.75					
<b>TOTAL</b>	<b>67.28</b>	<b>119.77</b>	<b>11.98</b>	<b>131.75</b>		<b>679</b>	<b>9.9</b>	<b>19.4</b>								
<b>YEAR TO DATE</b>	1,211.06	2,088.13	208.80	2,296.93		11956	10.1	19.2								
Cost Centre  7050 15405338 02908 1GNM104 2596 WHITE MITSUBISHI TRITON UTE	31/08/22 07/09/22 16/09/22 29/09/22	07:31:34 14:04:19 11:13:01 10:07:07	BIBRA LAKE BIBRA LAKE BIBRA LAKE BIBRA LAKE	WA WA WA WA	7451 7451 7451 7451	007347 001008 000324 001070	ULSD G10	198.50 P	38.50	69.47	6.95	76.42	3987	367	10.5	20.8
							ULT DSL	195.83	47.87	85.22	8.52	93.74	4412	425	11.3	22.1
							ULT DSL	178.43	48.68	78.96	7.90	86.86	4960	548	8.9	15.9
							DIESEL	135.05	233.65	23.37	257.02					
<b>TOTAL</b>	<b>135.05</b>	<b>233.65</b>	<b>23.37</b>	<b>257.02</b>		<b>1340</b>	<b>10.1</b>	<b>19.2</b>								
<b>YEAR TO DATE</b>	600.62	1,084.79	108.49	1,193.28		8598	7.0	13.9								
DIESEL	135.05	233.65	23.37	257.02												
<b>TOTAL</b>	<b>135.05</b>	<b>233.65</b>	<b>23.37</b>	<b>257.02</b>		<b>1340</b>	<b>10.1</b>	<b>19.2</b>								
<b>YEAR TO DATE</b>	600.62	1,084.79	108.49	1,193.28		8598	7.0	13.9								
Cost Centre  7050 15405338 04086 1HOK035 2606 WHITE FORD RANGER UTILITY	01/09/22 16/09/22	10:14:16 08:05:34	BIBRA LAKE BIBRA LAKE	WA WA	7451 7451	007452 001387	ULSD G10	190.17	52.81	91.30	9.13	100.43	55470	431	12.3	23.3
							ULSD G10	198.50 P	51.94	93.73	9.37	103.10	55900	430	12.1	24.0
							ULSD G10	194.83	57.42	101.70	10.17	111.87	56361	461	12.5	24.3
							ULSD G10	199.50 P	51.63	93.64	9.36	103.00	56784	423	12.2	24.3
DIESEL	213.80	380.37	38.03	418.40												
<b>TOTAL</b>	<b>213.80</b>	<b>380.37</b>	<b>38.03</b>	<b>418.40</b>		<b>1745</b>	<b>12.3</b>	<b>24.0</b>								
<b>YEAR TO DATE</b>	1,296.56	2,248.36	224.83	2,473.19		9460	13.7	26.1								
DIESEL	213.80	380.37	38.03	418.40												
<b>TOTAL</b>	<b>213.80</b>	<b>380.37</b>	<b>38.03</b>	<b>418.40</b>		<b>1745</b>	<b>12.3</b>	<b>24.0</b>								
<b>YEAR TO DATE</b>	1,296.56	2,248.36	224.83	2,473.19		9460	13.7	26.1								
ULT DSL	191.17	66.72	115.95	11.60	127.55	3883	397	16.8	32.1							
ULT DSL	195.83	64.47	114.77	11.48	126.25	4290	407	15.8	31.0							



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CITY OF COCKBURN  
 Accounts Payable (Invoice Only) PO  
 067775  
 PO Box 1215  
 BIBRA LAKE DC PRIVATE BOXES WA  
 6965

CITY OF COCKBURN

Account Number: **0050188034** Customer Number: **0115405338**  
 Period Starting: **01/09/2022** Period Ending: **30/09/2022**

Page: 12 of 35  
 Date: 30/09/2022

Card Number Vehicle/Driver	Date	Time	Purchase Location	Site No.	Receipt Number	Customer Reference	Product/Service					Odo meter (km)	KM Span	Litres/100km	Cents /km	
							Description	CPL Price	Litres	Total Exc GST (\$)	GST (\$)					Total Inc GST (\$)
Cost Centre  7050 15405338 02528 1GHC971 2617 WHITE HYUNDAI ACCENT HATCH	02/09/22 12/09/22 20/09/22 30/09/22	09:02:08 11:18:52 11:04:23 09:36:01	SUCCESS BIBRA LAKE KARDINYA COCKBURN CENTRAL	WA WA WA WA	5992 7451 6207 7395	004460 000228 025267 043316	DIESEL	131.19	230.72	23.08	253.80					
							<b>TOTAL</b>	<b>131.19</b>	<b>230.72</b>	<b>23.08</b>	<b>253.80</b>		<b>804</b>	<b>16.3</b>	<b>31.6</b>	
							<b>YEAR TO DATE</b>	629.74	1,148.84	114.89	1,263.73		3580	17.6	35.3	
							DIESEL	131.19	230.72	23.08	253.80					
							<b>TOTAL</b>	<b>131.19</b>	<b>230.72</b>	<b>23.08</b>	<b>253.80</b>		<b>804</b>	<b>16.3</b>	<b>31.6</b>	
							<b>YEAR TO DATE</b>	629.74	1,148.84	114.89	1,263.73		3580	17.6	35.3	
Cost Centre  7050 15405338 03112 1GRB219 2626 WHITE MITSUBISHI TRITON UTE	20/09/22	09:54:48	BIBRA LAKE	WA	7451	000529	U/LP UNM	157.92	30.18	43.33	4.33	47.66	89908	368	8.2	13.0
							U/LP UNM	150.37	29.30	40.05	4.01	44.06	90317	409	7.2	10.8
							U/LP UNM	147.90 P	30.94	41.60	4.16	45.76	90742	425	7.3	10.8
							U/LP UNM	164.90 P	31.19	46.75	4.68	51.43	91162	420	7.4	12.2
							M/S	121.61	171.73	17.18	188.91					
							<b>TOTAL</b>	<b>121.61</b>	<b>171.73</b>	<b>17.18</b>	<b>188.91</b>		<b>1622</b>	<b>7.5</b>	<b>11.6</b>	
<b>YEAR TO DATE</b>	873.07	1,344.49	134.46	1,478.95		10049	8.7	14.7								
Cost Centre  7050 15405338 04037 1H0Q717 2656 FORD RANGER XL SC	01/09/22 07/09/22 15/09/22 27/09/22	07:12:16 13:15:24 10:59:29 05:41:15	COCKBURN CENTRAL COCKBURN CENTRAL COCKBURN CENTRAL COCKBURN CENTRAL	WA WA WA WA	7395 7395 7395 7395	041165 041564 028427 042974	ULT DSL	193.97	53.00	93.45	9.35	102.80	28800	330	16.1	31.2
							DIESEL	53.00	93.45	9.35	102.80					
							<b>TOTAL</b>	<b>53.00</b>	<b>93.45</b>	<b>9.35</b>	<b>102.80</b>		<b>330</b>	<b>16.1</b>	<b>31.2</b>	
							<b>YEAR TO DATE</b>	936.93	1,597.12	159.75	1,756.87		4730	19.8	37.1	
							DIESEL	53.00	93.45	9.35	102.80					
							<b>TOTAL</b>	<b>53.00</b>	<b>93.45</b>	<b>9.35</b>	<b>102.80</b>		<b>330</b>	<b>16.1</b>	<b>31.2</b>	
<b>YEAR TO DATE</b>	936.93	1,597.12	159.75	1,756.87		4730	19.8	37.1								
7050 15405338 04037 1H0Q717 2656 FORD RANGER XL SC	01/09/22 07/09/22 15/09/22 27/09/22	07:12:16 13:15:24 10:59:29 05:41:15	COCKBURN CENTRAL COCKBURN CENTRAL COCKBURN CENTRAL COCKBURN CENTRAL	WA WA WA WA	7395 7395 7395 7395	041165 041564 028427 042974	ULT DSL	191.17	70.78	123.01	12.30	135.31	6272	537	13.2	25.2
							ULT DSL	200.50 P	72.53	132.20	13.22	145.42	6805	533	13.6	27.3
							ULT DSL	195.83	71.44	127.18	12.72	139.90	7315	510	14.0	27.4
							ULT DSL	178.43	75.73	122.84	12.28	135.12	7885	570	13.3	23.7
							<b>TOTAL</b>	<b>191.17</b>	<b>70.78</b>	<b>123.01</b>	<b>12.30</b>	<b>135.31</b>				



BP Australia Pty Ltd  
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# BP Plus Fleet Control Report

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CITY OF COCKBURN  
 Accounts Payable (Invoice Only) PO  
 067775  
 PO Box 1215  
 BIBRA LAKE DC PRIVATE BOXES WA  
 6965

CITY OF COCKBURN

Account Number: **0050188034** Customer Number: **0115405338**  
 Period Starting: **01/09/2022** Period Ending: **30/09/2022**

Page: 13 of 35  
 Date: 30/09/2022

Card Number Vehicle/Driver	Date	Time	Purchase Location	Site No.	Receipt Number	Customer Reference	Product/Service					Odo meter (km)	KM Span	Litres/100km	Cents /km		
							Description	CPL Price	Litres	Total Exc GST (\$)	GST (\$)					Total Inc GST (\$)	
Cost Centre  7050 15405338 03914 1HIN742 2667 WHITE MITSUBISHI TRITON UTE	05/09/22 13/09/22 27/09/22	11:02:42 05:29:57 09:30:10	BIBRA LAKE WEMBLEY BIBRA LAKE	WA WA WA	7451 6211 7451	000791 092070 000863	DIESEL		290.48	505.23	50.52	555.75					
							<b>TOTAL</b>		<b>290.48</b>	<b>505.23</b>	<b>50.52</b>	<b>555.75</b>		<b>2150</b>	<b>13.5</b>	<b>25.8</b>	
							<b>YEAR TO DATE</b>		578.38	1,030.78	103.07	1,133.85		6837	8.5	16.6	
							DIESEL		290.48	505.23	50.52	555.75					
Cost Centre  7050 15405338 03823 1HGH898 2677 WHITE MITSUBISHI TRITON UTE	07/09/22 14/09/22	08:21:42 07:07:26	COCKBURN CENTRAL COCKBURN CENTRAL	WA WA	7395 7395	028229 028366	ULT DSL	200.50 P	58.94	107.43	10.74	118.17	22600	489	12.1	24.2	
							ULT DSL		195.83	61.79	110.00	11.00	121.00	23101	501	12.3	24.2
							ULT DSL		178.43	59.83	97.05	9.70	106.75	23607	506	11.8	21.1
							DIESEL		180.56	314.48	31.44	345.92					
Cost Centre  7050 15405338 03765 1HEI019 2687 WHITE ISUZU D-MAX UTE	02/09/22 08/09/22 13/09/22 21/09/22 25/09/22	13:10:27 08:07:23 13:25:19 12:09:10 11:29:58	BIBRA LAKE BIBRA LAKE BIBRA LAKE BIBRA LAKE BIBRA LAKE	WA WA WA WA WA	7451 7451 7451 7451 7451	000722 001062 001153 000624 000804	ULT DSL		190.17	66.38	114.75	11.48	126.23	35184	534	12.4	23.6
							ULT DSL		198.50 P	60.73	109.59	10.96	120.55	35688	504	12.0	23.9
							ULT DSL		194.83	65.97	116.85	11.68	128.53	36188	500	13.2	25.7
							ULT DSL		193.97	64.90	114.45	11.44	125.89	36699	511	12.7	24.6
Cost Centre  7050 15405338 03823 1HGH898 2677 WHITE MITSUBISHI TRITON UTE	07/09/22 14/09/22	08:21:42 07:07:26	COCKBURN CENTRAL COCKBURN CENTRAL	WA WA	7395 7395	028229 028366	ULT DSL		195.83	54.03	108.85	10.89	119.74	30756	522	11.4	22.9
							ULT DSL		195.83	54.03	96.19	9.62	105.81	31205	449	12.0	23.6
							DIESEL		113.75	205.04	20.51	225.55					
							<b>TOTAL</b>		<b>113.75</b>	<b>205.04</b>	<b>20.51</b>	<b>225.55</b>		<b>971</b>	<b>11.7</b>	<b>23.2</b>	
Cost Centre  7050 15405338 03765 1HEI019 2687 WHITE ISUZU D-MAX UTE	02/09/22 08/09/22 13/09/22 21/09/22 25/09/22	13:10:27 08:07:23 13:25:19 12:09:10 11:29:58	BIBRA LAKE BIBRA LAKE BIBRA LAKE BIBRA LAKE BIBRA LAKE	WA WA WA WA WA	7451 7451 7451 7451 7451	000722 001062 001153 000624 000804	ULT DSL		1849.49	3,180.18	318.05	3,498.23					
							<b>YEAR TO DATE</b>		1,849.49	3,180.18	318.05	3,498.23		12976	14.3	27.0	
							DIESEL		113.75	205.04	20.51	225.55					
							<b>TOTAL</b>		<b>113.75</b>	<b>205.04</b>	<b>20.51</b>	<b>225.55</b>		<b>971</b>	<b>11.7</b>	<b>23.2</b>	



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# BP Plus Fleet Control Report

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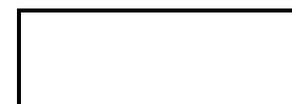
CITY OF COCKBURN  
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 067775  
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 BIBRA LAKE DC PRIVATE BOXES WA  
 6965

CITY OF COCKBURN

Account Number: **0050188034** Customer Number: **0115405338**  
 Period Starting: **01/09/2022** Period Ending: **30/09/2022**

Page: 14 of 35  
 Date: 30/09/2022

Card Number Vehicle/Driver	Date	Time	Purchase Location	Site No.	Receipt Number	Customer Reference	Product/Service					Odo meter (km)	KM Span	Litres/100km	Cents /km			
							Description	CPL Price	Litres	Total Exc GST (\$)	GST (\$)					Total Inc GST (\$)		
Cost Centre  7050 15405338 03229 1GTA665 2697 WHITE ISUZU D-MAX UTE	31/08/22 14/09/22 22/09/22 28/09/22	13:53:20 12:01:43 11:39:12 16:43:36	BIBRA LAKE BIBRA LAKE BIBRA LAKE BIBRA LAKE	WA WA WA WA	7451 7451 7451 7451	007391 001223 001471 001034	DIESEL		315.60	557.25	55.72	612.97						
							<b>TOTAL</b>	<b>THIS PERIOD</b>	<b>315.60</b>	<b>557.25</b>	<b>55.72</b>	<b>612.97</b>			<b>2565</b>	<b>12.3</b>	<b>23.9</b>	
							<b>YEAR TO DATE</b>		1,262.21	2,303.59	230.37	2,533.96			10422	12.1	24.3	
							DIESEL		315.60	557.25	55.72	612.97						
							<b>TOTAL</b>	<b>THIS PERIOD</b>	<b>315.60</b>	<b>557.25</b>	<b>55.72</b>	<b>612.97</b>			<b>2565</b>	<b>12.3</b>	<b>23.9</b>	
							<b>YEAR TO DATE</b>		1,262.21	2,303.59	230.37	2,533.96			10422	12.1	24.3	
Cost Centre  7050 15405338 03922 1HJA763 2706 WHITE FORD RANGER UTILITY	06/09/22 21/09/22 29/09/22	17:07:59 16:10:24 13:16:49	COCKBURN CENTRAL COCKBURN CENTRAL BIBRA LAKE	WA WA WA	7395 7395 7451	041512 042704 001095	ULSD G10	190.17	60.21	104.09	10.41	114.50	70646	484	12.4	23.7		
							ULSD G10	194.83	57.11	101.15	10.12	111.27	71090	444	12.9	25.1		
							ULSD G10	192.97	41.80	73.33	7.33	80.66	71440	350	11.9	23.0		
							ULSD G10	177.43	57.73	93.12	9.31	102.43	71898	458	12.6	22.4		
							DIESEL		216.85	371.69	37.17	408.86						
							<b>TOTAL</b>	<b>THIS PERIOD</b>	<b>216.85</b>	<b>371.69</b>	<b>37.17</b>	<b>408.86</b>			<b>1736</b>	<b>12.5</b>	<b>23.6</b>	
<b>YEAR TO DATE</b>		2,420.04	4,112.07	411.19	4,523.26			18969	12.8	23.8								
DIESEL		216.85	371.69	37.17	408.86													
<b>TOTAL</b>	<b>THIS PERIOD</b>	<b>216.85</b>	<b>371.69</b>	<b>37.17</b>	<b>408.86</b>			<b>1736</b>	<b>12.5</b>	<b>23.6</b>								
<b>YEAR TO DATE</b>		2,420.04	4,112.07	411.19	4,523.26			18969	12.8	23.8								
Cost Centre  7050 15405338 03336 1GVU053 2723 WHITE ISUZU FIRE TRUCK	14/09/22	21:23:29	COCKBURN CENTRAL	WA	7395	042160	ULT DSL	200.50 P	72.48	132.11	13.21	145.32	22195	582	12.5	25.0		
							ULT DSL	193.97	70.17	123.74	12.37	136.11	22833	638	11.0	21.3		
							ULT DSL	201.50 P	35.67	65.35	6.53	71.88	23162	329	10.8	21.8		
							DIESEL		178.32	321.20	32.11	353.31						
							<b>TOTAL</b>	<b>THIS PERIOD</b>	<b>178.32</b>	<b>321.20</b>	<b>32.11</b>	<b>353.31</b>			<b>1549</b>	<b>11.5</b>	<b>22.8</b>	
							<b>YEAR TO DATE</b>		1,698.45	2,879.47	287.93	3,167.40			10350	16.4	30.6	
DIESEL		178.32	321.20	32.11	353.31													
<b>TOTAL</b>	<b>THIS PERIOD</b>	<b>178.32</b>	<b>321.20</b>	<b>32.11</b>	<b>353.31</b>			<b>1549</b>	<b>11.5</b>	<b>22.8</b>								
<b>YEAR TO DATE</b>		1,698.45	2,879.47	287.93	3,167.40			10350	16.4	30.6								
ULSD G10		194.83	61.00	108.05	10.80	118.85	777											





BP Australia Pty Ltd  
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# BP Plus Fleet Control Report

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CITY OF COCKBURN  
 Accounts Payable (Invoice Only) PO  
 067775  
 PO Box 1215  
 BIBRA LAKE DC PRIVATE BOXES WA  
 6965

CITY OF COCKBURN

Account Number: **0050188034**  
 Period Starting: **01/09/2022**

Customer Number: **0115405338**  
 Period Ending: **30/09/2022**

Page: 16 of 35  
 Date: 30/09/2022

Card Number Vehicle/Driver	Date	Time	Purchase Location	Site No.	Receipt Number	Customer Reference	Product/Service					Odo meter (km)	KM Span	Litres/100km	Cents /km		
							Description	CPL Price	Litres	Total Exc GST (\$)	GST (\$)					Total Inc GST (\$)	
<b>Cost Centre</b>			<b>2777</b>				DIESEL		221.10	391.28	39.12	430.40					
							<b>TOTAL</b>		<b>221.10</b>	<b>391.28</b>	<b>39.12</b>	<b>430.40</b>					
							<b>YEAR TO DATE</b>		1,648.71	2,825.00	282.51	3,107.51		3534	6.3	12.2	
														13241	12.5	23.5	
							DIESEL		221.10	391.28	39.12	430.40					
							<b>TOTAL</b>		<b>221.10</b>	<b>391.28</b>	<b>39.12</b>	<b>430.40</b>					
							<b>YEAR TO DATE</b>		1,648.71	2,825.00	282.51	3,107.51		3534	6.3	12.2	
														13241	12.5	23.5	
7050 15405338 00548 1DAQ568 2783 TOYOTA LANDCRUISER	05/09/22	13:21:12	SUCCESS WA	5992	004588		ULT DSL	200.50 P	50.00	91.14	9.11	100.25	187850				
							ULP UNM		157.90 P	10.00	14.35	1.44	15.79				
							ULT DSL		198.50 P	26.59	47.98	4.80	52.78	777			
							ULP UNM		164.90 P	2.60	3.90	0.39	4.29				
							DIESEL		76.59	139.12	13.91	153.03					
							M/S		12.60	18.25	1.83	20.08					
							<b>TOTAL</b>		<b>89.19</b>	<b>157.37</b>	<b>15.74</b>	<b>173.11</b>					
							<b>YEAR TO DATE</b>		727.26	1,231.44	123.14	1,354.58		1953	37.2	69.4	
<b>Cost Centre</b>			<b>2783</b>				DIESEL		76.59	139.12	13.91	153.03					
							M/S		12.60	18.25	1.83	20.08					
							<b>TOTAL</b>		<b>89.19</b>	<b>157.37</b>	<b>15.74</b>	<b>173.11</b>					
							<b>YEAR TO DATE</b>		727.26	1,231.44	123.14	1,354.58		1953	37.2	69.4	
7050 15405338 03872 1HIN860 2797 WHITE FORD RANGER UTE	21/09/22	14:23:29	COCKBURN CENTRAL WA	7395	042692		ULT DSL		193.97	66.55	117.35	11.74	129.09	25182	700	9.5	18.4
							DIESEL		66.55	117.35	11.74	129.09					
							<b>TOTAL</b>		<b>66.55</b>	<b>117.35</b>	<b>11.74</b>	<b>129.09</b>					
							<b>YEAR TO DATE</b>		1,452.13	2,499.83	249.98	2,749.81		12086	12.0	22.8	
<b>Cost Centre</b>			<b>2797</b>				DIESEL		66.55	117.35	11.74	129.09					
							<b>TOTAL</b>		<b>66.55</b>	<b>117.35</b>	<b>11.74</b>	<b>129.09</b>					
							<b>YEAR TO DATE</b>		1,452.13	2,499.83	249.98	2,749.81		12086	12.0	22.8	
														700	9.5	18.4	
7050 15405338 03864 1HFX818 2808 BLUE NISSAN X-TRAIL	06/09/22	08:18:05 14:41:57	BIBRA LAKE HUNTINGDALE WA	7451 6117	000863 060234		ULP UNM		152.70 P	58.00	80.52	8.05	88.57	31388	700	8.3	12.7
							ULP UNM		152.74	58.00	80.54	8.05	88.59	32069	681	8.5	13.0
							<b>TOTAL</b>		<b>66.55</b>	<b>117.35</b>	<b>11.74</b>	<b>129.09</b>					
							<b>YEAR TO DATE</b>		1,452.13	2,499.83	249.98	2,749.81		12086	12.0	22.8	



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CITY OF COCKBURN  
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 6965

CITY OF COCKBURN

Account Number: **0050188034** Customer Number: **0115405338**  
 Period Starting: **01/09/2022** Period Ending: **30/09/2022**

Page: 17 of 35  
 Date: 30/09/2022

Card Number Vehicle/Driver	Date	Time	Purchase Location	Site No.	Receipt Number	Customer Reference	Product/Service					Odo meter (km)	KM Span	Litres/100km	Cents /km	
							Description	CPL Price	Litres	Total Exc GST (\$)	GST (\$)					Total Inc GST (\$)
<b>Cost Centre</b>  7050 15405338 03567 1GYU017 2836 TOYOTA CAMRY SEDAN	15/09/22	10:17:53	BIBRA LAKE WA	7451	001308	M/S		116.00	161.06	16.10	177.16					
						<b>TOTAL</b>		<b>116.00</b>	<b>161.06</b>	<b>16.10</b>	<b>177.16</b>		<b>1381</b>	<b>8.4</b>	<b>12.8</b>	
						<b>YEAR TO DATE</b>		1,248.02	1,920.94	192.07	2,113.01		12038	10.4	17.6	
						M/S		116.00	161.06	16.10	177.16					
						<b>TOTAL</b>		<b>116.00</b>	<b>161.06</b>	<b>16.10</b>	<b>177.16</b>		<b>1381</b>	<b>8.4</b>	<b>12.8</b>	
						<b>YEAR TO DATE</b>		1,248.02	1,920.94	192.07	2,113.01		12038	10.4	17.6	
<b>Cost Centre</b>  7050 15405338 04060 1HNM845 2857 WHITE ISUZU D-MAX UTE	17/09/22	12:24:05	COCKBURN CENTRAL WA	7395	028465	BP ULT UNM	163.70	43.67	64.99	6.50	71.49	46438	888	4.9	8.1	
						M/S		43.67	64.99	6.50	71.49					
						<b>TOTAL</b>		<b>43.67</b>	<b>64.99</b>	<b>6.50</b>	<b>71.49</b>		<b>888</b>	<b>4.9</b>	<b>8.1</b>	
						<b>YEAR TO DATE</b>		559.54	892.58	89.26	981.84		7925	7.1	12.4	
						M/S		43.67	64.99	6.50	71.49					
						<b>TOTAL</b>		<b>43.67</b>	<b>64.99</b>	<b>6.50</b>	<b>71.49</b>		<b>888</b>	<b>4.9</b>	<b>8.1</b>	
<b>Cost Centre</b>  7050 15405338 02510 1GHC724 2866 WHITE MITSUBISHI TRITON UTE	02/09/22 15/09/22 27/09/22	09:59:24 07:57:12 06:52:02	BIBRA LAKE BIBRA LAKE BIBRA LAKE	WA WA WA	7451 7451 7451	000698 001290 000845	ULT DSL	195.83	58.59	104.31	10.43	114.74	6589	1000	5.9	11.5
							DIESEL		58.59	104.31	10.43	114.74				
							<b>TOTAL</b>		<b>58.59</b>	<b>104.31</b>	<b>10.43</b>	<b>114.74</b>		<b>1000</b>	<b>5.9</b>	<b>11.5</b>
							<b>YEAR TO DATE</b>		708.49	1,290.84	129.08	1,419.92		5683	12.5	25.0
							DIESEL		58.59	104.31	10.43	114.74				
							<b>TOTAL</b>		<b>58.59</b>	<b>104.31</b>	<b>10.43</b>	<b>114.74</b>		<b>1000</b>	<b>5.9</b>	<b>11.5</b>
7050 15405338 02510 1GHC724 2866 WHITE MITSUBISHI TRITON UTE	02/09/22 15/09/22 27/09/22	09:59:24 07:57:12 06:52:02	BIBRA LAKE BIBRA LAKE BIBRA LAKE	WA WA WA	7451 7451 7451	000698 001290 000845	ULSD G10	190.17	57.29	99.05	9.90	108.95	51741	762	8.4	16.4
							ULT DSL	195.83	63.76	113.51	11.35	124.86	52503	762	8.4	16.4
							ULSD G10	177.43	56.16	90.58	9.06	99.64	53147	644	8.7	15.5



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CITY OF COCKBURN  
 Accounts Payable (Invoice Only) PO  
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 BIBRA LAKE DC PRIVATE BOXES WA  
 6965

CITY OF COCKBURN

Account Number: **0050188034** Customer Number: **0115405338**  
 Period Starting: **01/09/2022** Period Ending: **30/09/2022**

Page: 18 of 35  
 Date: 30/09/2022

Card Number Vehicle/Driver	Date	Time	Purchase Location	Site No.	Receipt Number	Customer Reference	Product/Service					Odo meter (km)	KM Span	Litres/100km	Cents /km	
							Description	CPL Price	Litres	Total Exc GST (\$)	GST (\$)					Total Inc GST (\$)
Cost Centre  7050 15405338 04011 1HJU694 2877 WHITE ISUZU D-MAX UTILITY	07/09/22 12/09/22 19/09/22	18:16:59 14:02:56 16:27:39	SPEARWOOD COCKBURN CENTRAL COCKBURN CENTRAL	WA WA WA	6443 7395 7395	007461 041928 042509	DIESEL	177.21	303.14	30.31	333.45					
							<b>TOTAL</b>	<b>177.21</b>	<b>303.14</b>	<b>30.31</b>	<b>333.45</b>		<b>1406</b>	<b>12.6</b>	<b>23.7</b>	
							<b>YEAR TO DATE</b>	1,154.48	1,945.33	194.52	2,139.85		9141	12.6	23.4	
							DIESEL	177.21	303.14	30.31	333.45					
							<b>TOTAL</b>	<b>177.21</b>	<b>303.14</b>	<b>30.31</b>	<b>333.45</b>		<b>1406</b>	<b>12.6</b>	<b>23.7</b>	
							<b>YEAR TO DATE</b>	1,154.48	1,945.33	194.52	2,139.85		9141	12.6	23.4	
Cost Centre  7050 15405338 02486 1GEH032 2883 WHITE ISUZU FIRE TRUCK	31/08/22 03/09/22 10/09/22	21:13:23 17:23:52 14:54:44	SUCCESS COCKBURN CENTRAL COCKBURN CENTRAL	WA WA WA	5992 7395 7395	004381 028148 041795	ULT DSL	197.50 P	60.79	109.15	10.91	120.06	20193	497	12.2	24.2
							ULT DSL	195.83	50.88	90.58	9.06	99.64	20791	598	8.5	16.7
							ULT DSL	193.97	58.69	103.49	10.35	113.84	21138	347	16.9	32.8
							DIESEL	170.36	303.22	30.32	333.54					
							<b>TOTAL</b>	<b>170.36</b>	<b>303.22</b>	<b>30.32</b>	<b>333.54</b>		<b>1442</b>	<b>11.8</b>	<b>23.1</b>	
							<b>YEAR TO DATE</b>	996.60	1,787.06	178.71	1,965.77		5782	17.2	34.0	
Cost Centre  7050 15405338 03096 1GSG891 2896 WHITE FORD RANGER UTE	03/09/22 10/09/22 19/09/22 27/09/22	06:25:24 06:40:57 21:00:11 09:48:32	BALDIVIS BALDIVIS BALDIVIS BALDIVIS	WA WA WA WA	7375 7375 7374 7374	106438 107008 022328 005284	DIESEL	170.36	303.22	30.32	333.54					
							<b>TOTAL</b>	<b>170.36</b>	<b>303.22</b>	<b>30.32</b>	<b>333.54</b>		<b>1442</b>	<b>11.8</b>	<b>23.1</b>	
							<b>YEAR TO DATE</b>	1,640.25	2,772.02	277.20	3,049.22		9630	17.0	31.7	
							ULT DSL	191.17	18.00	31.28	3.13	34.41	777			
							ULSD G10	190.17	46.10	79.70	7.97	87.67	777			
							ULSD G10	200.50 P	40.12	73.13	7.31	80.44	15925			
DIESEL	104.22	184.11	18.41	202.52												
<b>TOTAL</b>	<b>104.22</b>	<b>184.11</b>	<b>18.41</b>	<b>202.52</b>												
<b>YEAR TO DATE</b>	719.86	1,235.47	123.53	1,359.00		754	95.5	180.2								
Cost Centre  7050 15405338 03096 1GSG891 2896 WHITE FORD RANGER UTE	03/09/22 10/09/22 19/09/22 27/09/22	06:25:24 06:40:57 21:00:11 09:48:32	BALDIVIS BALDIVIS BALDIVIS BALDIVIS	WA WA WA WA	7375 7375 7374 7374	106438 107008 022328 005284	DIESEL	104.22	184.11	18.41	202.52					
							<b>TOTAL</b>	<b>104.22</b>	<b>184.11</b>	<b>18.41</b>	<b>202.52</b>					
							<b>YEAR TO DATE</b>	719.86	1,235.47	123.53	1,359.00		754	95.5	180.2	
							ULT DSL	191.17	52.41	91.08	9.11	100.19	77291	392	13.4	25.6
							ULT DSL	199.50 P	54.55	98.94	9.89	108.83	77776	485	11.2	22.4
							ULT DSL	193.97	71.38	125.87	12.59	138.46	78304	528	13.5	26.2
ULT DSL	178.43	47.41	76.90	7.69	84.59	78705	401	11.8	21.1							



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CITY OF COCKBURN

Account Number: **0050188034**      Customer Number: **0115405338**  
 Period Starting: **01/09/2022**      Period Ending: **30/09/2022**

Page: 19 of 35  
 Date: 30/09/2022

Card Number Vehicle/Driver	Date	Time	Purchase Location	Site No.	Receipt Number	Customer Reference	Product/Service					Odo meter (km)	KM Span	Litres/100km	Cents /km	
							Description	CPL Price	Litres	Total Exc GST (\$)	GST (\$)					Total Inc GST (\$)
Cost Centre  7050 15405338 03666 1GCX392 2943 WHITE MITSUBISHI ROSA BUS	31/08/22 06/09/22 16/09/22 20/09/22	10:05:53 09:12:45 14:42:50 10:54:38	SUCCESS BIBRA LAKE BIBRA LAKE BALDIVIS	WA WA WA WA	5992 7451 7451 7374	004352 000874 000358 022361	DIESEL	225.75	392.79	39.28	432.07					
							<b>TOTAL</b>	<b>225.75</b>	<b>392.79</b>	<b>39.28</b>	<b>432.07</b>		<b>1806</b>	<b>12.5</b>	<b>23.9</b>	
							<b>YEAR TO DATE</b>	2,241.50	3,780.54	378.05	4,158.59		13993	16.0	29.7	
							DIESEL	225.75	392.79	39.28	432.07					
							<b>TOTAL</b>	<b>225.75</b>	<b>392.79</b>	<b>39.28</b>	<b>432.07</b>		<b>1806</b>	<b>12.5</b>	<b>23.9</b>	
							<b>YEAR TO DATE</b>	2,241.50	3,780.54	378.05	4,158.59		13993	16.0	29.7	
Cost Centre  7050 15405338 03930 1GVT630 2965 WHITE MITSUBISHI TRITON UTE	13/09/22 19/09/22 27/09/22	12:15:32 10:01:06 11:39:51	BIBRA LAKE MANDURAH BIBRA LAKE	WA WA WA	7451 1993 7451	001142 009716 000874	ULT DSL	191.17	53.95	93.75	9.38	103.13	107514			
							ULT DSL	200.50 P	56.82	103.56	10.36	113.92	107776	262	21.7	43.5
							ULSD G10	194.83	62.30	110.35	11.03	121.38	108660	884	7.0	13.7
							ULT DSL	193.97	46.26	81.57	8.16	89.73	108302			
							DIESEL	219.33	389.23	38.93	428.16					
							<b>TOTAL</b>	<b>219.33</b>	<b>389.23</b>	<b>38.93</b>	<b>428.16</b>		<b>1146</b>	<b>19.1</b>	<b>37.4</b>	
<b>YEAR TO DATE</b>	1,796.32	3,088.41	308.88	3,397.29		7705	23.3	44.1								
DIESEL	219.33	389.23	38.93	428.16												
<b>TOTAL</b>	<b>219.33</b>	<b>389.23</b>	<b>38.93</b>	<b>428.16</b>		<b>1146</b>	<b>19.1</b>	<b>37.4</b>								
<b>YEAR TO DATE</b>	1,796.32	3,088.41	308.88	3,397.29		7705	23.3	44.1								
Cost Centre  7050 15405338 03674 1EWR786 2993 WHITE MITSUBISHI ROSA BUS	06/09/22 15/09/22 28/09/22	15:46:13 10:03:54 10:19:56	BIBRA LAKE BIBRA LAKE BIBRA LAKE	WA WA WA	7451 7451 7451	000918 001302 000993	ULT DSL	200.50 P	59.05	107.64	10.76	118.40	115832	1092	5.4	10.8
							ULT DSL	195.83	61.74	109.91	10.99	120.90	115450			
							ULT DSL	178.43	63.03	102.24	10.22	112.46	115987	537	11.7	20.9
							DIESEL	165.55	285.54	28.55	314.09					
							<b>TOTAL</b>	<b>165.55</b>	<b>285.54</b>	<b>28.55</b>	<b>314.09</b>		<b>1428</b>	<b>11.6</b>	<b>22.0</b>	
							<b>YEAR TO DATE</b>	2,610.12	4,540.32	454.03	4,994.35		18542	14.1	26.9	
DIESEL	165.55	285.54	28.55	314.09												
<b>TOTAL</b>	<b>165.55</b>	<b>285.54</b>	<b>28.55</b>	<b>314.09</b>		<b>1428</b>	<b>11.6</b>	<b>22.0</b>								
<b>YEAR TO DATE</b>	2,610.12	4,540.32	454.03	4,994.35		18542	14.1	26.9								

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CITY OF COCKBURN

Account Number: **0050188034**  
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Customer Number: **0115405338**  
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Page: 20 of 35  
 Date: 30/09/2022

Card Number Vehicle/Driver	Date	Time	Purchase Location	Site No.	Receipt Number	Customer Reference	Product/Service					Odo meter (km)	KM Span	Litres/100km	Cents /km	
							Description	CPL Price	Litres	Total Exc GST (\$)	GST (\$)					Total Inc GST (\$)
Cost Centre  7050 15405338 03740 1HCL935 4255 WHITE FORD RANGER UTILITY	06/09/22 10/09/22 22/09/22	11:25:26 08:59:31 12:22:35	BIBRA LAKE HUNTINGDALE FORRESTDALE	WA WA WA	7451 6117 8609	000892 059889 064116	DIESEL		183.82	319.79	31.97	351.76				
							<b>TOTAL</b>		<b>183.82</b>	<b>319.79</b>	<b>31.97</b>	<b>351.76</b>				
							<b>YEAR TO DATE</b>		1,533.46	2,652.59	265.25	2,917.84		1629	11.3	21.6
														7271	21.1	40.1
Cost Centre  7050 15405338 02742 1GLP881 4264 SILVER FORD FOCUS HATCH	07/09/22 27/09/22	07:38:18 08:24:09	SOUTH FREMANTLE SPEARWOOD	WA WA	9802 6443	005582 007860	DIESEL		183.82	319.79	31.97	351.76				
							<b>TOTAL</b>		<b>183.82</b>	<b>319.79</b>	<b>31.97</b>	<b>351.76</b>				
							<b>YEAR TO DATE</b>		1,533.46	2,652.59	265.25	2,917.84		1629	11.3	21.6
														7271	21.1	40.1
Cost Centre  7050 15405338 03906 1HG1138 4294 WHITE MITSUBISHI TRITON UTE	08/09/22 27/09/22	13:40:58 21:44:10	COCKBURN CENTRAL PARMELIA	WA WA	7395 6178	041639 006832	ULT DSL	200.50 P	64.20	117.02	11.70	128.72	718			
							ULT DSL	199.50 P	62.98	114.23	11.42	125.65	33347			
							ULT DSL	193.97	62.75	110.65	11.07	121.72	7777			
							DIESEL		189.93	341.90	34.19	376.09				
<b>TOTAL</b>		<b>189.93</b>	<b>341.90</b>	<b>34.19</b>	<b>376.09</b>											
<b>YEAR TO DATE</b>		2,081.17	3,570.42	357.02	3,927.44		13409	15.5	29.3							
Cost Centre  7050 15405338 03906 1HG1138 4294 WHITE MITSUBISHI TRITON UTE	08/09/22 27/09/22	13:40:58 21:44:10	COCKBURN CENTRAL PARMELIA	WA WA	7395 6178	041639 006832	U/LP UNM	158.56	44.47	64.10	6.41	70.51	100731	476	9.3	14.8
							U/LP UNM	148.10	41.05	55.27	5.53	60.80	101150	419	9.8	14.5
							M/S		85.52	119.37	11.94	131.31				
							<b>TOTAL</b>		<b>85.52</b>	<b>119.37</b>	<b>11.94</b>	<b>131.31</b>				
<b>YEAR TO DATE</b>		664.60	1,024.67	102.46	1,127.13		895	9.6	14.7							
Cost Centre  7050 15405338 03906 1HG1138 4294 WHITE MITSUBISHI TRITON UTE	08/09/22 27/09/22	13:40:58 21:44:10	COCKBURN CENTRAL PARMELIA	WA WA	7395 6178	041639 006832	M/S		85.52	119.37	11.94	131.31				
							<b>TOTAL</b>		<b>85.52</b>	<b>119.37</b>	<b>11.94</b>	<b>131.31</b>				
							<b>YEAR TO DATE</b>		664.60	1,024.67	102.46	1,127.13		895	9.6	14.7
														5910	11.2	19.1
Cost Centre  7050 15405338 03906 1HG1138 4294 WHITE MITSUBISHI TRITON UTE	08/09/22 27/09/22	13:40:58 21:44:10	COCKBURN CENTRAL PARMELIA	WA WA	7395 6178	041639 006832	ULT DSL	200.50 P	65.03	118.54	11.85	130.39	74327	673	9.7	19.4
							ULT DSL	178.43	62.21	100.91	10.09	111.00	74978	651	9.6	17.1
							<b>TOTAL</b>		<b>85.52</b>	<b>119.37</b>	<b>11.94</b>	<b>131.31</b>				
<b>YEAR TO DATE</b>		664.60	1,024.67	102.46	1,127.13		895	9.6	14.7							



BP Australia Pty Ltd  
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 MELBOURNE VIC 3001

## BP Plus Fleet Control Report

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CITY OF COCKBURN  
 Accounts Payable (Invoice Only) PO  
 067775  
 PO Box 1215  
 BIBRA LAKE DC PRIVATE BOXES WA  
 6965

CITY OF COCKBURN

Account Number: **0050188034**      Customer Number: **0115405338**  
 Period Starting: **01/09/2022**      Period Ending: **30/09/2022**

Page: 21 of 35  
 Date: 30/09/2022

Card Number Vehicle/Driver	Date	Time	Purchase Location	Site No.	Receipt Number	Customer Reference	Product/Service					Odo meter (km)	KM Span	Litres/100km	Cents /km	
							Description	CPL Price	Litres	Total Exc GST (\$)	GST (\$)					Total Inc GST (\$)
Cost Centre  7050 15405338 03518 1GYZ376 4491 MINOR PLANT - WHITE TRITON	21/09/22	11:44:08	NAVAL BASE	WA	7770	015225	DIESEL		127.24	219.45	21.94	241.39				
							<b>TOTAL</b>		<b>127.24</b>	<b>219.45</b>	<b>21.94</b>	<b>241.39</b>				
							<b>YEAR TO DATE</b>		1,018.52	1,760.83	176.09	1,936.92		1324	9.6	18.2
														10641	9.6	18.2
Cost Centre  7050 15405338 02866 1GNL074 5043 WHITE KIA SPORTAGE WAGON	03/09/22 15/09/22	11:24:59 07:30:34	WAIKIKI SPEARWOOD	WA	1858 6443	020892 007633	DIESEL		127.24	219.45	21.94	241.39				
							<b>TOTAL</b>		<b>127.24</b>	<b>219.45</b>	<b>21.94</b>	<b>241.39</b>				
							<b>YEAR TO DATE</b>		1,018.52	1,760.83	176.09	1,936.92		1324	9.6	18.2
														10641	9.6	18.2
Cost Centre  7050 15405338 03799 1EVGB12 5211 SILVER KIA CARNIVAL WAGON	07/09/22	08:41:11	BIBRA LAKE	WA	7451	000971	U/LP UNM	152.74	100.81	139.97	14.00	153.97	49003			
							M/S		100.81	139.97	14.00	153.97				
							<b>TOTAL</b>		<b>100.81</b>	<b>139.97</b>	<b>14.00</b>	<b>153.97</b>				
							<b>YEAR TO DATE</b>		524.75	803.42	80.34	883.76		2248	23.3	39.3
Cost Centre  7050 15405338 03799 1EVGB12 5211 SILVER KIA CARNIVAL WAGON	07/09/22	08:41:11	BIBRA LAKE	WA	7451	000971	U/LT DSL	191.17	49.22	85.54	8.55	94.09	90642	652	7.5	14.4
							U/LT DSL	195.83	46.72	83.17	8.32	91.49	91292	650	7.2	14.1
							DIESEL		95.94	168.71	16.87	185.58				
							<b>TOTAL</b>		<b>95.94</b>	<b>168.71</b>	<b>16.87</b>	<b>185.58</b>				
<b>YEAR TO DATE</b>		956.25	1,623.25	162.33	1,785.58		1302	7.4	14.3							
							8664	11.0	20.6							
Cost Centre  7050 15405338 03799 1EVGB12 5211 SILVER KIA CARNIVAL WAGON	07/09/22	08:41:11	BIBRA LAKE	WA	7451	000971	DIESEL		95.94	168.71	16.87	185.58				
							<b>TOTAL</b>		<b>95.94</b>	<b>168.71</b>	<b>16.87</b>	<b>185.58</b>				
							<b>YEAR TO DATE</b>		956.25	1,623.25	162.33	1,785.58		1302	7.4	14.3
														8664	11.0	20.6
Cost Centre  7050 15405338 03799 1EVGB12 5211 SILVER KIA CARNIVAL WAGON	07/09/22	08:41:11	BIBRA LAKE	WA	7451	000971	U/LT DSL	200.50 P	61.72	112.50	11.25	123.75	50367	746	8.3	16.6



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CITY OF COCKBURN  
 Accounts Payable (Invoice Only) PO  
 067775  
 PO Box 1215  
 BIBRA LAKE DC PRIVATE BOXES WA  
 6965

CITY OF COCKBURN

Account Number: **0050188034** Customer Number: **0115405338**  
 Period Starting: **01/09/2022** Period Ending: **30/09/2022**

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 Date: 30/09/2022

Card Number Vehicle/Driver	Date	Time	Purchase Location	Site No.	Receipt Number	Customer Reference	Product/Service					Odo meter (km)	KM Span	Litres/ 100km	Cents /km		
							Description	CPL Price	Litres	Total Exc GST (\$)	GST (\$)					Total Inc GST (\$)	
Cost Centre  7050 15405338 03534 1GYO868 5251 WHITE FORD TRANSIT VAN	07/09/22 21/09/22 27/09/22	15:28:37 11:50:07 14:34:36	BIBRA LAKE BIBRA LAKE BIBRA LAKE	WA WA WA	7451 7451 7451	001020 000620 000901	DIESEL		61.72	112.50	11.25	123.75					
							<b>TOTAL</b>		<b>61.72</b>	<b>112.50</b>	<b>11.25</b>	<b>123.75</b>		<b>746</b>	<b>8.3</b>	<b>16.6</b>	
							<b>YEAR TO DATE</b>		711.63	1,243.11	124.31	1,367.42		8515	8.4	16.1	
							DIESEL		61.72	112.50	11.25	123.75					
							<b>TOTAL</b>		<b>61.72</b>	<b>112.50</b>	<b>11.25</b>	<b>123.75</b>		<b>746</b>	<b>8.3</b>	<b>16.6</b>	
							<b>YEAR TO DATE</b>		711.63	1,243.11	124.31	1,367.42		8515	8.4	16.1	
Cost Centre  7050 15405338 04045 1GMJ053 5313 WHITE MAZDA 6 SEDAN	08/09/22 21/09/22	07:38:13 07:13:41	BIBRA LAKE BIBRA LAKE	WA WA	7451 7451	001052 000588	ULSD G10	198.50 P	54.36	98.09	9.81	107.90	42200				
							ULSD G10		192.97	57.82	101.44	10.14	111.58	40800			
							ULSD G10		177.43	52.64	84.91	8.49	93.40	41393	593	8.9	15.8
							DIESEL		164.82	284.44	28.44	312.88					
							<b>TOTAL</b>		<b>164.82</b>	<b>284.44</b>	<b>28.44</b>	<b>312.88</b>		<b>593</b>	<b>27.8</b>	<b>52.8</b>	
							<b>YEAR TO DATE</b>		1,153.14	1,956.27	195.65	2,151.92		6461	17.8	33.3	
Cost Centre  7050 15405338 03880 1HGQ065 5404 WHITE VW TIGUAN WAGON	09/09/22 28/09/22	08:05:04 18:40:58	BIBRA LAKE COCKBURN CENTRAL	WA WA	7451 7395	000077 043191	ULP UNM	158.56	34.28	49.41	4.94	54.35	45888	369	9.3	14.7	
							ULP UNM		152.74	32.66	45.35	4.53	49.88	46278	390	8.4	12.8
							M/S		66.94	94.76	9.47	104.23					
							<b>TOTAL</b>		<b>66.94</b>	<b>94.76</b>	<b>9.47</b>	<b>104.23</b>		<b>759</b>	<b>8.8</b>	<b>13.7</b>	
							<b>YEAR TO DATE</b>		291.47	453.50	45.36	498.86		2361	12.3	21.1	
							M/S		66.94	94.76	9.47	104.23					
<b>TOTAL</b>		<b>66.94</b>	<b>94.76</b>	<b>9.47</b>	<b>104.23</b>		<b>759</b>	<b>8.8</b>	<b>13.7</b>								
<b>YEAR TO DATE</b>		369.18	568.81	56.89	625.70		3178	11.6	19.7								
BP ULT UNM		171.68	53.48	83.46	8.35	91.81	12027	1023	5.2	9.0							
ULP 95 UNM		157.44	32.06	45.88	4.59	50.47	12393	366	8.8	13.8							



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 6965

CITY OF COCKBURN

Account Number: **0050188034**      Customer Number: **0115405338**  
 Period Starting: **01/09/2022**      Period Ending: **30/09/2022**

Page: 23 of 35  
 Date: 30/09/2022

Card Number Vehicle/Driver	Date	Time	Purchase Location	Site No.	Receipt Number	Customer Reference	Product/Service					Odo meter (km)	KM Span	Litres/100km	Cents /km	
							Description	CPL Price	Litres	Total Exc GST (\$)	GST (\$)					Total Inc GST (\$)
<b>Cost Centre</b>  7050 15405338 03328 1GVQ031 5423 WHITE TOYOTA CAMRY SEDAN	19/09/22	10:52:29	SPEARWOOD	WA	6443	007709	M/S		85.54	129.34	12.94	142.28				
							<b>TOTAL</b>		<b>85.54</b>	<b>129.34</b>	<b>12.94</b>	<b>142.28</b>		<b>1389</b>	<b>6.2</b>	<b>10.2</b>
							<b>YEAR TO DATE</b>		557.84	903.83	90.38	994.21		6110	9.1	16.3
							M/S		85.54	129.34	12.94	142.28				
							<b>TOTAL</b>		<b>85.54</b>	<b>129.34</b>	<b>12.94</b>	<b>142.28</b>		<b>1389</b>	<b>6.2</b>	<b>10.2</b>
							<b>YEAR TO DATE</b>		557.84	903.83	90.38	994.21		6110	9.1	16.3
<b>Cost Centre</b>  7050 15405338 03419 1GXW202 5434 BLUE VOLKSWAGEN TIGUAN	11/09/22	11:11:39	BULL CREEK	WA	6521	831210	U/LP UNM	148.90 P	40.03	54.18	5.42	59.60	24270	747	5.4	8.0
							M/S		40.03	54.18	5.42	59.60				
							<b>TOTAL</b>		<b>40.03</b>	<b>54.18</b>	<b>5.42</b>	<b>59.60</b>		<b>747</b>	<b>5.4</b>	<b>8.0</b>
							<b>YEAR TO DATE</b>		216.04	328.61	32.86	361.47		2255	9.6	16.0
							M/S		40.03	54.18	5.42	59.60				
							<b>TOTAL</b>		<b>40.03</b>	<b>54.18</b>	<b>5.42</b>	<b>59.60</b>		<b>747</b>	<b>5.4</b>	<b>8.0</b>
<b>YEAR TO DATE</b>		216.04	328.61	32.86	361.47		2255	9.6	16.0							
<b>Cost Centre</b>  7050 15405338 03716 1HBW349 5463 WHITE FORD RANGER UTILITY	09/09/22	13:31:35	BIBRA LAKE	WA	7451	001098	BP ULT UNM	171.68	58.73	91.66	9.17	100.83	56734	684	8.6	14.7
							M/S		58.73	91.66	9.17	100.83				
							<b>TOTAL</b>		<b>58.73</b>	<b>91.66</b>	<b>9.17</b>	<b>100.83</b>		<b>684</b>	<b>8.6</b>	<b>14.7</b>
							<b>YEAR TO DATE</b>		711.42	1,162.02	116.21	1,278.23		6062	11.7	21.1
							M/S		58.73	91.66	9.17	100.83				
							<b>TOTAL</b>		<b>58.73</b>	<b>91.66</b>	<b>9.17</b>	<b>100.83</b>		<b>684</b>	<b>8.6</b>	<b>14.7</b>
<b>YEAR TO DATE</b>		711.42	1,162.02	116.21	1,278.23		6062	11.7	21.1							
							ULT DSL	200.50 P	68.44	124.75	12.47	137.22	26670	859	8.0	16.0



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CITY OF COCKBURN

Account Number: **0050188034** Customer Number: **0115405338**  
 Period Starting: **01/09/2022** Period Ending: **30/09/2022**

Page: 24 of 35  
 Date: 30/09/2022

Card Number Vehicle/Driver	Date	Time	Purchase Location	Site No.	Receipt Number	Customer Reference	Product/Service					Odo meter (km)	KM Span	Litres/100km	Cents /km			
							Description	CPL Price	Litres	Total Exc GST (\$)	GST (\$)					Total Inc GST (\$)		
<b>Cost Centre</b>  7050 15405338 03559 1GZB377 5473 WHITE TOYOTA CAMRY SEDAN	19/09/22	15:57:46	BIBRA LAKE	WA	7451	000480	DIESEL		68.44	124.75	12.47	137.22						
							<b>TOTAL</b>		<b>68.44</b>	<b>124.75</b>	<b>12.47</b>	<b>137.22</b>						
							<b>YEAR TO DATE</b>		855.64	1,439.22	143.91	1,583.13		859	8.0	16.0		
														6142	13.9	25.8		
							DIESEL		68.44	124.75	12.47	137.22						
							<b>TOTAL</b>		<b>68.44</b>	<b>124.75</b>	<b>12.47</b>	<b>137.22</b>						
<b>Cost Centre</b>  7050 15405338 03070 1GQN293 5493 WHITE MITSUBISHI TRITON UTE	05/09/22 13/09/22 16/09/22 28/09/22	10:50:33 15:42:42 12:45:54 11:16:53	COCKBURN CENTRAL BIBRA LAKE BIBRA LAKE SOUTH FREMANTLE	WA WA WA WA	7395 7451 7451 9802	028184 001170 000339 005851	BP ULT UNM	166.17	45.63	68.93	6.89	75.82	777					
							M/S		45.63	68.93	6.89	75.82						
							<b>TOTAL</b>		<b>45.63</b>	<b>68.93</b>	<b>6.89</b>	<b>75.82</b>						
							<b>YEAR TO DATE</b>		876.96	1,361.44	136.13	1,497.57		9725	9.0	15.4		
							<b>TOTAL</b>		<b>45.63</b>	<b>68.93</b>	<b>6.89</b>	<b>75.82</b>						
<b>Cost Centre</b>  7050 15405338 04003 1HND795 5503 WHITE FORD RANGER UTE	14/09/22	10:07:34	BIBRA LAKE	WA	7451	001212	ULT DSL	200.50 P	57.79	105.34	10.53	115.87	96535	567	10.2	20.4		
							ULT DSL		195.83	61.06	108.70	10.87	119.57	97120	585	10.4	20.4	
							ULT DSL		195.83	35.87	63.85	6.39	70.24	97474	354	10.1	19.8	
							ULT DSL		178.43	50.53	81.96	8.20	90.16	97956	482	10.5	18.7	
							DIESEL		205.25	359.85	35.99	395.84						
							<b>TOTAL</b>		<b>205.25</b>	<b>359.85</b>	<b>35.99</b>	<b>395.84</b>						
							<b>YEAR TO DATE</b>		2,254.12	3,892.50	389.25	4,281.75		1988	10.3	19.9		
														20583	11.0	20.8		
							DIESEL		205.25	359.85	35.99	395.84						
							<b>TOTAL</b>		<b>205.25</b>	<b>359.85</b>	<b>35.99</b>	<b>395.84</b>						
							<b>YEAR TO DATE</b>		2,254.12	3,892.50	389.25	4,281.75		1988	10.3	19.9		
														20583	11.0	20.8		
ULT DSL		195.83	72.72	129.46	12.95	142.41	79072	853	8.5	16.7								



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CITY OF COCKBURN

Account Number: **0050188034**  
 Period Starting: **01/09/2022**

Customer Number: **0115405338**  
 Period Ending: **30/09/2022**

Page: 25 of 35  
 Date: 30/09/2022

Card Number Vehicle/Driver	Date	Time	Purchase Location	Site No.	Receipt Number	Customer Reference	Product/Service					Odo meter (km)	KM Span	Litres/100km	Cents /km	
							Description	CPL Price	Litres	Total Exc GST (\$)	GST (\$)					Total Inc GST (\$)
7050 15405338 03856 1HHE012 5523 WHITE FORD RANGER UTILITY	01/09/22 16/09/22	07:58:28 08:36:59	SUCCESS BIBRA LAKE	WA WA	5992 7451	004401 000314	DIESEL		72.72	129.46	12.95	142.41				
							<b>TOTAL</b>		<b>72.72</b>	<b>129.46</b>	<b>12.95</b>	<b>142.41</b>				
							<b>YEAR TO DATE</b>		883.88	1,601.30	160.14	1,761.44		853	8.5	16.7
							DIESEL		72.72	129.46	12.95	142.41				
							<b>TOTAL</b>		<b>72.72</b>	<b>129.46</b>	<b>12.95</b>	<b>142.41</b>		853	8.5	16.7
							<b>YEAR TO DATE</b>		1,100.29	1,931.27	193.14	2,124.41		7437	14.8	28.6
7050 15405338 02874 1GNE148 5532 SILVER MITSUB TRITON UTE	31/08/22 19/09/22	07:37:04 18:01:01	SPEARWOOD BIBRA LAKE	WA WA	6443 7451	007308 001437	ULT DSL	191.17	66.14	114.95	11.49	126.44	9019	778	8.5	16.3
							ULTSD G10	194.83	57.68	102.16	10.22	112.38	9644	625	9.2	18.0
							DIESEL		123.82	217.11	21.71	238.82				
							<b>TOTAL</b>		<b>123.82</b>	<b>217.11</b>	<b>21.71</b>	<b>238.82</b>		1403	8.8	17.0
							<b>YEAR TO DATE</b>		427.80	765.46	76.54	842.00		4273	10.0	19.7
							DIESEL		123.82	217.11	21.71	238.82				
<b>TOTAL</b>		<b>123.82</b>	<b>217.11</b>	<b>21.71</b>	<b>238.82</b>		1403	8.8	17.0							
<b>YEAR TO DATE</b>		427.80	765.46	76.54	842.00		4273	10.0	19.7							
7050 15405338 03542 1GYZ082 5542 WHITE SUBARU FORESTER WAGON	07/09/22 16/09/22	09:27:36 09:48:01	SPEARWOOD SPEARWOOD	WA WA	6443 6443	007457 004057	UPL UNM	144.90 P	40.32	53.11	5.31	58.42	30448			
							UPL UNM	150.37	44.04	60.20	6.02	66.22	777			
							DIESEL		105.46	184.51	18.45	202.96				
							<b>TOTAL</b>		<b>105.46</b>	<b>184.51</b>	<b>18.45</b>	<b>202.96</b>		630	16.7	32.2
							<b>YEAR TO DATE</b>		644.94	1,123.35	112.32	1,235.67		6436	10.0	19.2
							DIESEL		105.46	184.51	18.45	202.96				
<b>TOTAL</b>		<b>105.46</b>	<b>184.51</b>	<b>18.45</b>	<b>202.96</b>		630	16.7	32.2							
<b>YEAR TO DATE</b>		644.94	1,123.35	112.32	1,235.67		6436	10.0	19.2							



BP Australia Pty Ltd  
 A.B.N. 53 004 085 616  
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 MELBOURNE VIC 3001

# BP Plus Fleet Control Report

Account Enquiries: Tegan Morosi Telephone: 1800 225 527 Fax:1800 461 693



CITY OF COCKBURN  
 Accounts Payable (Invoice Only) PO  
 067775  
 PO Box 1215  
 BIBRA LAKE DC PRIVATE BOXES WA  
 6965

CITY OF COCKBURN

Account Number: **0050188034** Customer Number: **0115405338**  
 Period Starting: **01/09/2022** Period Ending: **30/09/2022**

Page: 26 of 35  
 Date: 30/09/2022

Card Number Vehicle/Driver	Date	Time	Purchase Location	Site No.	Receipt Number	Customer Reference	Product/Service					Odo meter (km)	KM Span	Litres/ 100km	Cents /km								
							Description	CPL Price	Litres	Total Exc GST (\$)	GST (\$)					Total Inc GST (\$)							
Cost Centre  7050 15405338 03773 1HDY134 5552 WHITE ISUZU MUX WAGON	21/09/22	13:32:44	BIBRA LAKE	WA	7451	000632	M/S		84.36	113.31	11.33	124.64											
							<b>TOTAL</b>		<b>84.36</b>	<b>113.31</b>	<b>11.33</b>	<b>124.64</b>											
							<b>YEAR TO DATE</b>		895.92	1,387.02	138.72	1,525.74		5241	17.1	29.1							
							M/S		84.36	113.31	11.33	124.64											
Cost Centre  7050 15405338 03690 1HBD279 5701 WHITE ISUZU D-MAX UTILITY	06/09/22	05:24:00	BIBRA LAKE	WA	7451	000839	ULSD G10	198.50	P	25.45	45.93	4.59	50.52	81602	152	16.7	33.2						
							ULSD G10	198.50	P	20.60	37.17	4.89	40.89	81846	244	8.4	16.8						
							ULT DSL	197.50	P	24.66	44.27	4.43	48.70	82050	204	12.1	23.9						
							ULT DSL	198.50	P	30.19	54.48	5.45	59.93	82309	259	11.7	23.1						
							ULT DSL	197.50	P	29.98	53.83	5.38	59.21	82589	280	10.7	21.1						
							ULT DSL	195.83		30.63	54.53	5.45	59.98	82867	278	11.0	21.6						
							ULSD G10	194.83		1.03	1.83	0.18	2.01	83340									
							ULSD G10	194.83		54.33	96.23	9.62	105.85	83340	473	0.2	0.4						
							ULSD G10	194.83		36.82	64.86	6.49	71.35										
							ULSD G10	194.83		41.44	73.40	7.34	80.74	84055									
							ULSD G10	192.97		46.82	82.14	8.21	90.35	884434									
							ULT DSL	193.97		38.43	67.76	6.78	74.54	86764									
							ULT DSL	193.97		31.86	56.18	5.62	61.80	85048									
							ULT DSL	178.43		26.60	43.15	4.31	47.46	85300	252	10.6	18.8						
							ULT DSL	178.43		23.15	37.55	3.76	41.31	85506	206	11.2	20.1						
							ULSD G10	194.50	P	28.46	50.32	5.03	55.35	85743	237	12.0	23.4						
							<b>TOTAL</b>																
							<b>THIS PERIOD</b>																
							<b>YEAR TO DATE</b>																



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 Accounts Payable (Invoice Only) PO  
 067775  
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 BIBRA LAKE DC PRIVATE BOXES WA  
 6965

CITY OF COCKBURN

Account Number: **0050188034** Customer Number: **0115405338**  
 Period Starting: **01/09/2022** Period Ending: **30/09/2022**

Page: 27 of 35  
 Date: 30/09/2022

Card Number Vehicle/Driver	Date	Time	Purchase Location	Site No.	Receipt Number	Customer Reference	Product/Service					Odo meter (km)	KM Span	Litres/ 100km	Cents /km			
							Description	CPL Price	Litres	Total Exc GST (\$)	GST (\$)					Total Inc GST (\$)		
Cost Centre  7050 15405338 03609 1GZL076 5711 WHITE NISSAN QASHQAI SUV			5701				DIESEL	490.25	863.63	86.36	949.99							
							<b>TOTAL</b>	<b>490.25</b>	<b>863.63</b>	<b>86.36</b>	<b>949.99</b>							
							<b>THIS PERIOD</b>											
							<b>YEAR TO DATE</b>	4,033.40	6,813.10	681.33	7,494.43		28532	14.1	26.3			
							DIESEL	490.25	863.63	86.36	949.99							
							<b>TOTAL</b>	<b>490.25</b>	<b>863.63</b>	<b>86.36</b>	<b>949.99</b>							
							<b>THIS PERIOD</b>											
							<b>YEAR TO DATE</b>	4,033.40	6,813.10	681.33	7,494.43		28532	14.1	26.3			
							U/LP UNM	157.92	50.15	72.00	7.20	79.20	138467					
							U/LP UNM	157.92	39.85	57.21	5.72	62.93	138796	329	12.1	19.1		
U/LP UNM	152.70 P	22.45	31.16	3.12	34.28	138971	175	12.8	19.6									
U/LP UNM	152.70 P	21.78	30.24	3.02	33.26	139183	212	10.3	15.7									
U/LP UNM	158.56	20.57	29.65	2.97	32.62	139369	186	11.1	17.5									
U/LP UNM	173.40	56.76	89.47	8.95	98.42	139934	565	10.0	17.4									
<b>TOTAL</b>	<b>THIS PERIOD</b>	<b>211.56</b>	<b>309.73</b>	<b>30.98</b>	<b>340.71</b>													
<b>YEAR TO DATE</b>	5,283.62	8,214.81	821.55	9,036.36		26496	19.9	34.1										
M/S	211.56	309.73	30.98	340.71														
<b>TOTAL</b>	<b>THIS PERIOD</b>	<b>211.56</b>	<b>309.73</b>	<b>30.98</b>	<b>340.71</b>													
<b>YEAR TO DATE</b>	5,283.62	8,214.81	821.55	9,036.36		26496	19.9	34.1										
Cost Centre  7050 15405338 03617 1GZL077 5721 WHITE NISSAN QASHQAI SUV			5711				U/LP UNM	157.92	22.88	32.85	3.28	36.13	777					
							U/LP UNM	157.92	42.33	60.77	6.08	66.85	130026					
							U/LP UNM	157.92	18.87	27.09	2.71	29.80	136208					
							U/LP UNM	157.92	25.00	35.89	3.59	39.48	136369	161	15.5	24.5		
							U/LP UNM	157.92	15.90	22.83	2.28	25.11	135888					
							U/LP UNM	157.92	21.13	30.34	3.03	33.37	136772	884	2.4	3.8		
							U/LP UNM	157.92	15.40	22.11	2.21	24.32	136894	122	12.6	19.9		
							U/LP UNM	157.70 P	15.68	22.48	2.25	24.73	137060	166	9.4	14.9		
							U/LP UNM	158.56	17.66	25.45	2.55	28.00	13714					
							U/LP UNM	158.56	39.15	56.44	5.64	62.08	137503					
							U/LP UNM	158.56	16.49	23.77	2.38	26.15	137680	177	9.3	14.8		
							U/LP UNM	158.56	22.47	32.39	3.24	35.63	777					
							U/LP UNM	158.56	15.43	22.25	2.22	24.47	138066					
							U/LP UNM	158.56	22.25	32.07	3.21	35.28	444					
							U/LP UNM	158.56	23.15	33.37	3.34	36.71	777					
							U/LP UNM	158.56	19.36	27.91	2.79	30.70	138655					
							U/LP UNM	150.37	7.17	9.80	0.98	10.78	138711	56	12.8	19.2		
							U/LP UNM	150.37	10.36	14.16	1.42	15.58	138795	84	12.3	18.5		

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CITY OF COCKBURN  
 Accounts Payable (Invoice Only) PO  
 067775  
 PO Box 1215  
 BIBRA LAKE DC PRIVATE BOXES WA  
 6965

CITY OF COCKBURN

Account Number: **0050188034** Customer Number: **0115405338**  
 Period Starting: **01/09/2022** Period Ending: **30/09/2022**

Page: 28 of 35  
 Date: 30/09/2022

Card Number Vehicle/Driver	Date	Time	Purchase Location	Site No.	Receipt Number	Customer Reference	Product/Service					Odo meter (km)	KM Span	Litres/100km	Cents /km		
							Description	CPL Price	Litres	Total Exc GST (\$)	GST (\$)					Total Inc GST (\$)	
Cost Centre  7050 15405338 03625 1GZL075 5731 WHITE NISSAN QASHQAI SUV	13/09/22	11:25:52	BIBRA LAKE	WA	7451	001136	ULP UNM	150.37	8.48	11.59	1.16	12.75	138882	87	9.7	14.7	
	13/09/22	17:35:43	BIBRA LAKE	WA	7451	001179	ULP UNM	150.37	9.66	13.21	1.32	14.53	138957	75	12.9	19.4	
	15/09/22	05:29:03	BIBRA LAKE	WA	7451	001271	ULP UNM	150.37	36.04	49.26	4.93	54.19	139359	402	9.0	13.5	
	23/09/22	01:01:41	SUCCESS	WA	5992	005052	ULP UNM	152.74	26.98	37.46	3.75	41.21	139644	285	9.5	14.5	
	24/09/22	00:30:51	SUCCESS	WA	5992	005078	ULP UNM	152.74	17.11	23.75	2.38	26.13	139819	175	9.8	14.9	
	24/09/22	17:23:59	BIBRA LAKE	WA	7451	000793	ULP UNM	152.74	22.42	31.13	3.11	34.24	114014				
	26/09/22	04:13:08	SUCCESS	WA	5992	005110	ULP UNM	148.10	55.21	74.34	7.43	81.77	777				
	27/09/22	04:01:47	SUCCESS	WA	5992	005124	ULP UNM	148.10	20.80	28.00	2.80	30.80	777				
	29/09/22	19:40:37	SPEARWOOD	WA	6443	007938	ULP UNM	154.90 P	34.40	48.45	4.84	53.29	141250				
							M/S		601.78	849.16	84.92	934.08					
							<b>TOTAL</b>	<b>THIS PERIOD</b>	<b>601.78</b>	<b>849.16</b>	<b>84.92</b>	<b>934.08</b>		<b>2674</b>	<b>22.5</b>	<b>34.9</b>	
							<b>YEAR TO DATE</b>		5,754.69	8,860.63	886.15	9,746.78		34981	16.5	27.9	
								M/S	601.78	849.16	84.92	934.08					
							<b>TOTAL</b>	<b>THIS PERIOD</b>	<b>601.78</b>	<b>849.16</b>	<b>84.92</b>	<b>934.08</b>		<b>2674</b>	<b>22.5</b>	<b>34.9</b>	
							<b>YEAR TO DATE</b>		5,754.69	8,860.63	886.15	9,746.78		34981	16.5	27.9	
		31/08/22	16:58:25	SPEARWOOD	WA	6443	007323	ULP UNM	157.92	19.07	27.37	2.74	30.11	114688	159	12.0	18.9
		01/09/22	17:30:48	BIBRA LAKE	WA	7451	007491	ULP UNM	157.92	25.54	36.66	3.67	40.33	14872			
		05/09/22	17:41:03	BIBRA LAKE	WA	7451	000829	ULP UNM	152.70 P	28.21	39.16	3.92	43.08	119455			
		08/09/22	16:46:40	SPEARWOOD	WA	6443	003954	ULP UNM	144.90 P	26.70	35.17	3.52	38.69	116465			
		09/09/22	17:31:36	BIBRA LAKE	WA	7451	000136	ULP UNM	158.56	18.95	27.32	2.73	30.05	115791			
		10/09/22	17:28:39	BIBRA LAKE	WA	7451	000171	ULP UNM	158.56	27.83	40.12	4.01	44.13	1160868			
		11/09/22	17:32:05	BIBRA LAKE	WA	7451	000184	ULP UNM	158.56	39.55	57.01	5.70	62.71	777			
		12/09/22	17:39:03	BIBRA LAKE	WA	7451	000275	ULP UNM	150.37	36.01	49.23	4.92	54.15	123456			
		13/09/22	17:30:02	BIBRA LAKE	WA	7451	001177	ULP UNM	150.37	38.60	52.76	5.28	58.04	777			
		16/09/22	05:04:30	COCKBURN CENTRAL	WA	7395	042259	ULP UNM	150.37	38.73	52.95	5.29	58.24	11717			
	21/09/22	17:28:55	BIBRA LAKE	WA	7451	001464	ULP UNM	152.74	47.36	65.76	6.58	72.34	118080				
	22/09/22	17:34:07	BIBRA LAKE	WA	7451	000681	ULP UNM	152.74	37.73	52.39	5.24	57.63	118669				
	23/09/22	04:51:41	BIBRA LAKE	WA	7451	000683	ULP UNM	152.74	17.11	23.75	2.38	26.13	777				
	24/09/22	05:23:32	BIBRA LAKE	WA	7451	000767	ULP UNM	152.74	36.17	50.22	5.02	55.24	777				
	27/09/22	05:34:57	BIBRA LAKE	WA	7451	000834	ULP UNM	148.10	55.75	75.06	7.51	82.57	119398				
	28/09/22	02:45:56	SPEARWOOD	WA	6443	007886	ULP UNM	148.10	25.89	34.85	3.49	38.34	777				
	28/09/22	17:12:18	SPEARWOOD	WA	6443	004206	ULP UNM	148.10	23.77	32.00	3.20	35.20	11987				
	29/09/22	03:38:12	SOUTH FREMANTLE	WA	9602	005862	ULP UNM	164.90 P	13.95	20.91	2.09	23.00	119982				
	29/09/22	17:42:09	BIBRA LAKE	WA	7451	001131	ULP UNM	173.40	26.64	41.99	4.20	46.19	120158	176	15.1	26.2	



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CITY OF COCKBURN

Account Number: **0050188034** Customer Number: **0115405338**  
 Period Starting: **01/09/2022** Period Ending: **30/09/2022**

Page: 29 of 35  
 Date: 30/09/2022

Card Number Vehicle/Driver	Date	Time	Purchase Location	Site No.	Receipt Number	Customer Reference	Product/Service					Odo meter (km)	KM Span	Litres/100km	Cents /km			
							Description	CPL Price	Litres	Total Exc GST (\$)	GST (\$)					Total Inc GST (\$)		
Cost Centre  7050 15405338 04078 1GZL082 5741 WHITE NISSAN QASHQAI SUV			5731				M/S	583.56	814.68	81.49	896.17							
							<b>TOTAL</b>	<b>THIS PERIOD</b>	<b>583.56</b>	<b>814.68</b>	<b>81.49</b>	<b>896.17</b>		<b>335</b>	<b>174.2</b>	<b>267.5</b>		
								<b>YEAR TO DATE</b>	1,880.06	2,768.63	276.90	3,045.53		9877	19.0	30.8		
								M/S	583.56	814.68	81.49	896.17						
								<b>TOTAL</b>	<b>THIS PERIOD</b>	<b>583.56</b>	<b>814.68</b>	<b>81.49</b>	<b>896.17</b>		<b>335</b>	<b>174.2</b>	<b>267.5</b>	
								<b>YEAR TO DATE</b>	1,880.06	2,768.63	276.90	3,045.53		9877	19.0	30.8		
		31/08/22		05:38:59	BIBRA LAKE	WA 7451	007328		UPL UNM	157.92	13.90	19.95	2.00	21.95	150995	115	12.1	19.1
		31/08/22		23:45:33	SOUTH FREMANTLE	WA 9802	005493		UPL UNM	157.92	33.16	47.61	4.76	52.37	777			
		02/09/22		04:53:33	BIBRA LAKE	WA 7451	007498		UPL UNM	157.92	23.54	33.79	3.38	37.17	151255			
		03/09/22		17:04:00	SPEARWOOD	WA 6443	007388		UPL UNM	152.90 P	31.67	44.02	4.40	48.42	151481			
		04/09/22		17:43:18	BIBRA LAKE	WA 7451	007564		UPL UNM	157.70 P	31.93	45.77	4.58	50.35	151718	226	14.0	21.4
		05/09/22		05:27:01	BIBRA LAKE	WA 7451	007569		UPL UNM	157.70 P	22.69	32.53	3.25	35.78	151942	237	13.5	21.2
		06/09/22		20:19:38	BIBRA LAKE	WA 7451	000933		UPL UNM	152.70 P	38.68	53.69	5.37	59.06	152300	224	10.1	16.0
		08/09/22		05:17:10	BIBRA LAKE	WA 7451	001031		UPL UNM	158.56	27.28	39.32	3.93	43.25	152266	358	10.8	16.5
		08/09/22		17:24:17	BIBRA LAKE	WA 7451	000046		UPL UNM	158.56	16.87	24.32	2.43	26.75	152467	66	41.3	65.5
		09/09/22		05:20:19	BIBRA LAKE	WA 7451	000053		UPL UNM	158.56	15.53	22.38	2.24	24.62	152637	101	16.7	26.5
		10/09/22		05:26:05	COCKBURN CENTRAL	WA 7395	041760		UPL UNM	158.56	18.09	26.07	2.61	28.68	152839	170	9.1	14.5
		12/09/22		05:20:07	COCKBURN CENTRAL	WA 7395	041855		UPL UNM	150.37	14.10	19.27	1.93	21.20	152988	202	9.0	14.2
		13/09/22		13:46:30	BIBRA LAKE	WA 7451	001157		UPL UNM	150.37	13.29	18.16	1.82	19.98	153118	149	9.5	14.2
		14/09/22		16:55:47	BIBRA LAKE	WA 7451	001260		UPL UNM	150.37	21.92	29.96	3.00	32.96	153280	130	10.2	15.4
		15/09/22		03:47:16	SPEARWOOD	WA 6443	007630		UPL UNM	150.37	14.11	19.29	1.93	21.22	153428	162	13.5	20.3
		15/09/22		17:23:21	BIBRA LAKE	WA 7451	001351		UPL UNM	150.37	21.29	29.10	2.91	32.01	153620	148	9.5	14.3
		16/09/22		05:32:24	BIBRA LAKE	WA 7451	001361		UPL UNM	150.37	18.51	25.30	2.53	27.83	153755	192	11.1	16.7
		16/09/22		15:23:00	BIBRA LAKE	WA 7451	000362		UPL UNM	150.37	30.06	41.09	4.11	45.20	153850	135	13.7	20.6
	17/09/22	05:29:42	BIBRA LAKE	WA 7451	000367		UPL UNM	150.37	19.49	26.65	2.66	29.31	153967	95	31.6	47.6		
	18/09/22	05:19:13	SPEARWOOD	WA 6443	007687		UPL UNM	148.90 P	28.59	38.70	3.87	42.57	154155	117	16.7	25.1		
	18/09/22	13:32:00	BIBRA LAKE	WA 7451	000402		UPL UNM	150.37	31.33	42.83	4.28	47.11	154300	188	15.2	22.6		
	19/09/22	05:33:58	BIBRA LAKE	WA 7451	000410		UPL UNM	152.74	25.87	35.92	3.59	39.51	154384	145	21.6	32.5		
	20/09/22	05:38:28	BIBRA LAKE	WA 7451	000488		UPL UNM	148.70 P	23.92	32.34	3.23	35.57	154570	84	30.8	47.0		
	21/09/22	05:13:02	SPEARWOOD	WA 6443	007743		UPL UNM	144.90 P	22.68	29.87	2.99	32.86	154735	186	12.9	19.1		
	23/09/22	03:33:38	SPEARWOOD	WA 6443	007783		UPL UNM	152.74	13.59	18.87	1.89	20.76	154859	165	13.7	19.9		
	24/09/22	05:34:04	BIBRA LAKE	WA 7451	000788		UPL UNM	152.74	20.59	28.59	2.86	31.45	155037	124	11.0	16.7		
	25/09/22	01:24:30	SPEARWOOD	WA 6443	007825		UPL UNM	152.74	1.31	1.82	0.18	2.00	777	178	11.6	17.7		
	28/09/22	03:53:09	COCKBURN CENTRAL	WA 7395	043105		UPL UNM	148.10	30.38	40.90	4.09	44.99	155340					
	28/09/22	17:33:03	BIBRA LAKE	WA 7451	001499		UPL UNM	148.10	26.36	35.49	3.55	39.04	155581	241	10.9	16.2		
	29/09/22	05:22:43	BIBRA LAKE	WA 7451	001042		UPL UNM	158.70 P	26.89	38.79	3.88	42.67	156620	1039	2.6	4.1		

BP Australia Pty Ltd  
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 MELBOURNE VIC 3001

# BP Plus Fleet Control Report



Account Enquiries: Tegan Morosi Telephone: 1800 225 527 Fax:1800 461 693

CITY OF COCKBURN  
 Accounts Payable (Invoice Only) PO  
 067775  
 PO Box 1215  
 BIBRA LAKE DC PRIVATE BOXES WA  
 6965

CITY OF COCKBURN

Account Number: **0050188034** Customer Number: **0115405338**  
 Period Starting: **01/09/2022** Period Ending: **30/09/2022**

Page: 30 of 35  
 Date: 30/09/2022

Card Number Vehicle/Driver	Date	Time	Purchase Location	Site No.	Receipt Number	Customer Reference	Product/Service					Odo meter (km)	KM Span	Litres/100km	Cents /km	
							Description	CPL Price	Litres	Total Exc GST (\$)	GST (\$)					Total Inc GST (\$)
Cost Centre  7050 15405338 03641 1GZL083 5751 WHITE NISSAN QASHQAI SUV			5741				M/S	677.62	942.39	94.25	1036.64					
				<b>TOTAL</b>	<b>THIS PERIOD</b>	<b>677.62</b>	<b>942.39</b>	<b>94.25</b>	<b>1,036.64</b>			<b>5177</b>	<b>13.1</b>	<b>20.0</b>		
				<b>YEAR TO DATE</b>		2,827.09	4,424.57	442.50	4,867.07			17387	16.3	28.0		
				M/S	677.62	942.39	94.25	1036.64								
				<b>TOTAL</b>	<b>THIS PERIOD</b>	<b>677.62</b>	<b>942.39</b>	<b>94.25</b>	<b>1,036.64</b>			<b>5177</b>	<b>13.1</b>	<b>20.0</b>		
				<b>YEAR TO DATE</b>		6,429.88	9,872.50	987.31	10,859.81			36192	17.8	30.0		
				U/LP UNM	158.56	40.66	58.61	5.86	64.47	135098	425	9.6	15.2			
				U/LP UNM	158.56	13.83	19.94	1.99	21.93	125210						
				U/LP UNM	158.56	1.91	2.75	0.28	3.03	135222						
				U/LP UNM	158.56	25.13	36.23	3.62	39.85	135503						
		U/LP UNM	158.56	10.51	15.15	1.51	16.66	135592	281	8.9	14.2					
		U/LP UNM	158.56	20.38	29.37	2.94	32.31	135762	89	11.8	18.7					
		U/LP UNM	158.56	33.20	47.85	4.79	52.64	135777	170	12.0	19.0					
		U/LP UNM	150.37	22.77	31.13	3.11	34.24	136329								
		M/S	168.39	241.03	24.10	265.13										
		<b>TOTAL</b>	<b>THIS PERIOD</b>	<b>168.39</b>	<b>241.03</b>	<b>24.10</b>	<b>265.13</b>			<b>965</b>	<b>17.4</b>	<b>27.5</b>				
		<b>YEAR TO DATE</b>		4,333.07	6,846.43	684.64	7,531.07			22437	19.3	33.6				
7050 15405338 04144 1HRT159 5751 WHITE NISSAN QASHQAI SUV	17/09/22	05:30:41	BIBRA LAKE	WA	7451	000368	U/LP UNM	150.37	20.67	28.25	2.83	31.08	136507			
	19/09/22	09:54:03	BIBRA LAKE	WA	7451	000439	U/LP UNM	148.70	13.03	17.62	1.76	19.38	135965			
	20/09/22	03:18:58	SPEARWOOD	WA	6443	007726	U/LP UNM	148.90	57.72	78.14	7.81	85.95	137152	1187	4.9	7.2
	21/09/22	17:35:32	BIBRA LAKE	WA	7451	001465	U/LP UNM	152.74	35.11	48.75	4.88	53.63	137477	325	10.8	16.5
	22/09/22	03:29:49	COCKBURN CENTRAL	WA	7395	042721	U/LP UNM	152.74	15.28	21.22	2.12	23.34	137627	150	10.2	15.6
	22/09/22	16:54:58	BIBRA LAKE	WA	7451	000678	U/LP UNM	152.74	18.50	25.69	2.57	28.26	137825	198	9.3	14.3
	23/09/22	17:32:19	BIBRA LAKE	WA	7451	000761	U/LP UNM	152.74	16.96	23.55	2.35	25.90	137988	163	10.4	15.9
	24/09/22	17:30:08	BIBRA LAKE	WA	7451	000794	U/LP UNM	152.74	14.74	20.46	2.05	22.51	138138	150	9.8	15.0
	26/09/22	16:28:48	BIBRA LAKE	WA	7451	000831	U/LP UNM	148.10	27.73	37.34	3.73	41.07	138416	278	10.0	14.8
	27/09/22	03:40:14	COCKBURN CENTRAL	WA	7395	042969	U/LP UNM	148.10	16.35	22.01	2.20	24.21	138561	145	11.3	16.7
			M/S	236.09	323.03	32.30	355.33									
			<b>TOTAL</b>	<b>THIS PERIOD</b>	<b>236.09</b>	<b>323.03</b>	<b>32.30</b>	<b>355.33</b>			<b>2596</b>	<b>9.1</b>	<b>13.7</b>			
			<b>YEAR TO DATE</b>		236.09	323.03	32.30	355.33			2596	9.1	13.7			



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CITY OF COCKBURN  
 Accounts Payable (Invoice Only) PO  
 067775  
 PO Box 1215  
 BIBRA LAKE DC PRIVATE BOXES WA  
 6965

CITY OF COCKBURN

Account Number: **0050188034** Customer Number: **0115405338**  
 Period Starting: **01/09/2022** Period Ending: **30/09/2022**

Page: 31 of 35  
 Date: 30/09/2022

Card Number Vehicle/Driver	Date	Time	Purchase Location	Site No.	Receipt Number	Customer Reference	Product/Service					Odo meter (km)	KM Span	Litres/100km	Cents /km	
							Description	CPL Price	Litres	Total Exc GST (\$)	GST (\$)					Total Inc GST (\$)
<b>Coast Centre</b>			<b>5761</b>				M/S	404.48	564.06	56.40	620.46					
	<b>TOTAL</b>							<b>THIS PERIOD</b>	<b>404.48</b>	<b>564.06</b>	<b>56.40</b>	<b>620.46</b>		<b>3561</b>	<b>11.4</b>	<b>17.4</b>
							<b>YEAR TO DATE</b>	4,569.16	7,169.46	716.94	7,886.40		25033	18.3	31.5	
7050 15405338 03682 1HAS515 5761 WHITE NISSAN QASHQAI WAGON	31/08/22	04:45:30	SUCCESS	WA	5992	004327										
	01/09/22	05:34:14	BIBRA LAKE	WA	7451	007421										
	02/09/22	05:33:17	BIBRA LAKE	WA	7451	007502										
	03/09/22	05:33:02	BIBRA LAKE	WA	7451	000750										
	04/09/22	04:27:19	COCKBURN CENTRAL	WA	7395	041325										
	05/09/22	05:18:30	BIBRA LAKE	WA	7451	007568										
	06/09/22	05:20:56	BIBRA LAKE	WA	7451	000839										
	07/09/22	04:47:56	BIBRA LAKE	WA	7451	000935										
	10/09/22	05:18:05	BIBRA LAKE	WA	7451	000142										
	12/09/22	04:59:55	BIBRA LAKE	WA	7451	000189										
	13/09/22	05:31:39	BIBRA LAKE	WA	7451	000284										
	14/09/22	05:31:56	BIBRA LAKE	WA	7451	001185										
	14/09/22	17:14:35	BIBRA LAKE	WA	7451	001262										
	15/09/22	05:06:38	SUCCESS	WA	5992	004836										
	16/09/22	05:30:23	BIBRA LAKE	WA	7451	001360										
	16/09/22	17:22:56	BIBRA LAKE	WA	7451	001406										
	17/09/22	05:42:12	COCKBURN CENTRAL	WA	7395	042350										
	18/09/22	22:53:03	COCKBURN CENTRAL	WA	7395	042439										
	21/09/22	01:25:11	SUCCESS	WA	5992	004999										
	21/09/22	17:26:59	BIBRA LAKE	WA	7451	001462										
	22/09/22	03:46:06	COCKBURN CENTRAL	WA	7395	042722										
	22/09/22	17:30:22	BIBRA LAKE	WA	7451	000680										
	23/09/22	17:31:19	BIBRA LAKE	WA	7451	000760										
	25/09/22	17:30:27	BIBRA LAKE	WA	7451	000810										
	26/09/22	17:03:41	BIBRA LAKE	WA	7451	000832										
	27/09/22	17:17:47	BIBRA LAKE	WA	7451	000928										
	28/09/22	05:17:21	BIBRA LAKE	WA	7451	000947										
29/09/22	04:31:23	COCKBURN CENTRAL	WA	7395	028686											
							M/S	680.88	952.07	95.20	1047.27					
<b>TOTAL</b>							<b>THIS PERIOD</b>	<b>680.88</b>	<b>952.07</b>	<b>95.20</b>	<b>1,047.27</b>		<b>6811</b>	<b>10.0</b>	<b>15.4</b>	
							<b>YEAR TO DATE</b>	5,737.08	8,846.41	884.57	9,730.98		42243	13.6	23.0	
<b>Coast Centre</b>			<b>5761</b>				M/S	680.88	952.07	95.20	1047.27					
<b>TOTAL</b>							<b>THIS PERIOD</b>	<b>680.88</b>	<b>952.07</b>	<b>95.20</b>	<b>1,047.27</b>		<b>6811</b>	<b>10.0</b>	<b>15.4</b>	
							<b>YEAR TO DATE</b>	5,737.08	8,846.41	884.57	9,730.98		42243	13.6	23.0	
7050 15405338 03807	13/09/22	09:08:32	BIBRA LAKE	WA	7451	001126	ULSD G10	194.83	49.43	87.55	8.75	96.30	24976	647	7.6	14.9

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CITY OF COCKBURN  
 Accounts Payable (Invoice Only) PO  
 067775  
 PO Box 1215  
 BIBRA LAKE DC PRIVATE BOXES WA  
 6965

CITY OF COCKBURN

Account Number: **0050188034** Customer Number: **0115405338**  
 Period Starting: **01/09/2022** Period Ending: **30/09/2022**

Page: 32 of 35  
 Date: 30/09/2022

Card Number Vehicle/Driver	Date	Time	Purchase Location	Site No.	Receipt Number	Customer Reference	Product/Service					Odo meter (km)	KM Span	Litres/100km	Cents /km	
							Description	CPL Price	Litres	Total Exc GST (\$)	GST (\$)					Total Inc GST (\$)
1HFK120 5971 WHITE FORD RANGER UTILITY  <b>Cost Centre</b>  5971	29/09/22	09:08:25	WILLETON WA	1812	001756		ULT DSL	196.50 P	56.57	101.05	10.11	111.16	27509	2533	2.2	4.4
							DIESEL		106.00	188.60	18.86	207.46				
							<b>TOTAL THIS PERIOD</b>		<b>106.00</b>	<b>188.60</b>	<b>18.86</b>	<b>207.46</b>				
							<b>YEAR TO DATE</b>		1,036.42	1,817.09	181.73	1,998.82				
							DIESEL		106.00	188.60	18.86	207.46				
							<b>TOTAL THIS PERIOD</b>		<b>106.00</b>	<b>188.60</b>	<b>18.86</b>	<b>207.46</b>		<b>3180</b>	<b>3.3</b>	<b>6.5</b>
							<b>YEAR TO DATE</b>		1,036.42	1,817.09	181.73	1,998.82		12375	8.4	16.2
7050 15405338 04136 1GGP946 6911 SILVER HYUNDAI I30 HATCH  <b>Cost Centre</b>  6911	08/09/22	09:57:57	COCKBURN CENTRAL WA	7395	041608		ULP UNM	158.56	33.36	48.09	4.81	52.90	40883	416	8.0	12.7
							M/S		33.36	48.09	4.81	52.90				
							<b>TOTAL THIS PERIOD</b>		<b>33.36</b>	<b>48.09</b>	<b>4.81</b>	<b>52.90</b>				
							<b>YEAR TO DATE</b>		99.72	142.81	14.28	157.09				
							M/S		33.36	48.09	4.81	52.90				
							<b>TOTAL THIS PERIOD</b>		<b>33.36</b>	<b>48.09</b>	<b>4.81</b>	<b>52.90</b>		<b>416</b>	<b>8.0</b>	<b>12.7</b>
							<b>YEAR TO DATE</b>		99.72	142.81	14.28	157.09		812	12.3	19.3
7050 15405338 00787 1DMM606 7602 WHITE ISUZU TRUCK  <b>Cost Centre</b>  7602	10/09/22	09:21:14	COCKBURN CENTRAL WA	7395	041770		ULSD G10	200.50 P	26.71	48.68	4.87	53.55	777			
							DIESEL		26.71	48.68	4.87	53.55				
							<b>TOTAL THIS PERIOD</b>		<b>26.71</b>	<b>48.68</b>	<b>4.87</b>	<b>53.55</b>				
							<b>YEAR TO DATE</b>		669.55	1,103.35	110.34	1,213.69				
							DIESEL		26.71	48.68	4.87	53.55				
							<b>TOTAL THIS PERIOD</b>		<b>26.71</b>	<b>48.68</b>	<b>4.87</b>	<b>53.55</b>				
							<b>YEAR TO DATE</b>		669.55	1,103.35	110.34	1,213.69		213	314.3	569.8
7050 15405338 03757 1HDS430 7922 WHITE FORD RANGER UTILITY	12/09/22	11:50:39	SPEARWOOD WA	6443	007564		ULT DSL	195.83	66.93	119.15	11.92	131.07	40203	703	9.5	18.6



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 6965

CITY OF COCKBURN

Account Number: **0050188034**      Customer Number: **0115405338**  
 Period Starting: **01/09/2022**      Period Ending: **30/09/2022**

Page: 33 of 35  
 Date: 30/09/2022

Card Number Vehicle/Driver	Date	Time	Purchase Location	Site No.	Receipt Number	Customer Reference	Product/Service					Odo meter (km)	KM Span	Litres/100km	Cents /km	
							Description	CPL Price	Litres	Total Exc GST (\$)	GST (\$)					Total Inc GST (\$)
Cost Centre  7050 15405338 02692 1GJT235 7951 WHITE HYUNDAI I30 HATCH	05/09/22 29/09/22	13:01:46 11:34:45	BIBRA LAKE BIBRA LAKE	WA WA	7451 7451	000806 001083	DIESEL		66.93	119.15	11.92	131.07				
							<b>TOTAL</b>		<b>66.93</b>	<b>119.15</b>	<b>11.92</b>	<b>131.07</b>		<b>703</b>	<b>9.5</b>	<b>18.6</b>
							<b>YEAR TO DATE</b>		1,371.91	2,285.44	228.55	2,513.99		13920	9.9	18.1
							DIESEL		66.93	119.15	11.92	131.07				
Cost Centre  7050 15405338 02601 1GIR690 7961 WHITE MITSUBISHI TRITON UTE	18/09/22	12:44:10	BIBRA LAKE	WA	7451	000399	ULT DSL	200.50 P	41.40	75.46	7.55	83.01	75968	660	6.3	12.6
							ULT DSL	201.50 P	43.11	78.97	7.90	86.87	76653	685	6.3	12.7
							<b>TOTAL</b>		<b>84.51</b>	<b>154.43</b>	<b>15.45</b>	<b>169.88</b>		<b>1345</b>	<b>6.3</b>	<b>12.6</b>
							<b>YEAR TO DATE</b>		597.67	1,025.43	102.56	1,127.99		6384	9.4	17.7
Cost Centre  7050 15405338 02635 1GJF670 7981 WHITE HYUNDAI I30 HATCH	14/09/22	12:05:15	COCKBURN CENTRAL	WA	7395	042109	ULSD G10	194.83	64.49	114.23	11.42	125.65	335562			
							DIESEL		64.49	114.23	11.42	125.65				
							<b>TOTAL</b>		<b>64.49</b>	<b>114.23</b>	<b>11.42</b>	<b>125.65</b>		<b>571</b>	<b>62.9</b>	<b>121.5</b>
							<b>YEAR TO DATE</b>		358.91	630.70	63.06	693.76		571	62.9	121.5



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CITY OF COCKBURN

Account Number: **0050188034** Customer Number: **0115405338**  
 Period Starting: **01/09/2022** Period Ending: **30/09/2022**

Page: 34 of 35  
 Date: 30/09/2022

Card Number Vehicle/Driver	Date	Time	Purchase Location	Site No.	Receipt Number	Customer Reference	Product/Service					Odo meter (km)	KM Span	Litres/ 100km	Cents /km	
							Description	CPL Price	Litres	Total Exc GST (\$)	GST (\$)					Total Inc GST (\$)
Cost Centre  7050 15405338 03815 1HCR245 8206886 SILVER MITSUBISHI OUTLANDER	01/09/22 14/09/22 21/09/22	20:18:12 08:24:31 15:11:11	CANNING VALE HUNTINGDALE LESMURDIE	WA WA WA	9073 6117 6334	006744 060000 876353	DIESEL	40.84	72.71	7.27	79.98					
							<b>TOTAL</b>	<b>40.84</b>	<b>72.71</b>	<b>7.27</b>	<b>79.98</b>					
							<b>YEAR TO DATE</b>	194.08	338.65	33.87	372.52		1368	14.2	27.2	
							DIESEL	40.84	72.71	7.27	79.98					
							<b>TOTAL</b>	<b>40.84</b>	<b>72.71</b>	<b>7.27</b>	<b>79.98</b>					
							<b>YEAR TO DATE</b>	194.08	338.65	33.87	372.52		1368	14.2	27.2	
Cost Centre  7050 15405338 02593 OTHER Other OTHER	01/09/22 12/09/22 28/09/22	11:34:28 17:52:54 08:16:34	WILLETTON CANNING VALE SUCCESS	WA WA WA	6508 9073 5992	034368 005913 005166	U/LP UNM	158.37	54.85	78.96	7.90	86.86	25520	1228	4.5	7.1
							U/LP UNM	150.37	50.65	69.24	6.92	76.16	26077	557	9.1	13.7
							U/LP UNM	152.74	52.24	72.54	7.25	79.79	26677	600	8.7	13.3
							M/S	157.74	220.74	22.07	242.81					
							<b>TOTAL</b>	<b>157.74</b>	<b>220.74</b>	<b>22.07</b>	<b>242.81</b>					
							<b>YEAR TO DATE</b>	897.42	1,387.44	138.73	1,526.17		9405	9.5	16.2	
Cost Centre  7050 15405338 02593 OTHER Other OTHER	01/09/22 12/09/22 28/09/22	11:34:28 17:52:54 08:16:34	WILLETTON CANNING VALE SUCCESS	WA WA WA	6508 9073 5992	034368 005913 005166	U/LP UNM	157.92	51.23	73.55	7.35	80.90	777			
							U/LP UNM	150.81	48.85	66.97	6.70	73.67	49945			
							U/LP UNM	148.10	48.94	65.89	6.59	72.48	50474	529	9.3	13.7
							M/S	149.02	206.41	20.64	227.05					
							<b>TOTAL</b>	<b>149.02</b>	<b>206.41</b>	<b>20.64</b>	<b>227.05</b>					
							<b>YEAR TO DATE</b>	10,864.73	24,505.33	2,450.60	26,955.93		5295	205.2	509.1	
Cost Centre  Other			Other				M/S	149.02	206.41	20.64	227.05					
							<b>TOTAL</b>	<b>149.02</b>	<b>206.41</b>	<b>20.64</b>	<b>227.05</b>					
							<b>YEAR TO DATE</b>	10,864.73	24,505.33	2,450.60	26,955.93		5295	205.2	509.1	



BP Australia Pty Ltd  
 A.B.N. 53 004 085 616  
 GPO Box 1621  
 MELBOURNE VIC 3001

## BP Plus Fleet Control Report

Account Enquiries: Tegan Morosi Telephone: 1800 225 527 Fax:1800 461 693



CITY OF COCKBURN  
 Accounts Payable (Invoice Only) PO  
 067775  
 PO Box 1215  
 BIBRA LAKE DC PRIVATE BOXES WA  
 6965

CITY OF COCKBURN

Account Number: **0050188034**      Customer Number: **0115405338**  
 Period Starting: **01/09/2022**      Period Ending: **30/09/2022**

Page: 35 of 35  
 Date: 30/09/2022

Card Number Vehicle/Driver	Date	Time	Purchase Location	Site No.	Receipt Number	Customer Reference	Product/Service					Odo meter (km)	KM Span	Litres/ 100km	Cents /km
							Description	CPL Price	Litres	Total Exc GST (\$)	GST (\$)				
<b>CUSTOMER TOTAL</b>							DIESEL	9713.21	17066.09	1706.62	18772.71				
							M/S	4760.18	6716.90	671.74	7388.64				
							<b>GRAND TOTAL</b>	<b>THIS PERIOD</b>	<b>14,473.39</b>	<b>23,782.99</b>	<b>2,378.36</b>	<b>26,161.35</b>		<b>120681</b>	<b>12.0</b>
							<b>YEAR TO DATE</b>	152,990.94	262,302.07	26,230.48	288,532.55		1072200	14.3	26.9



**14.2.3 (2022/MINUTE NO 0279) Monthly Financial Reports - October 2022**

**Author** Acting Chief Financial Officer

**Attachments** 1. Monthly Financial Report October 2022 [↓](#)

**Officer Recommendation/Council Decision**

MOVED Cr C Reeve-Fowkes SECONDED Cr M Separovich

That Council:

- (1) ADOPTS the Monthly Financial Report containing the Statement of Financial Activity and other financial information for the month of October 2022, as attached to the Agenda.

**CARRIED 9/0**

**Background**

*Local Government (Financial Management) Regulations 1996* prescribe that a Local Government is to prepare each month a Statement of Financial Activity.

Regulation 34(2) requires the Statement of Financial Activity to be accompanied by documents containing:

1. Details of the composition of the closing net current assets (less restricted and committed assets)
2. Explanation for each material variance identified between year to date (YTD) budgets and actuals
3. Any other supporting information considered relevant by the Local Government.

Regulation 34(4)(a) prescribes that the Statement of Financial Activity and accompanying documents be presented to Council within two months after the end of the month to which the statement relates.

The regulations require the information reported in the statement to be shown either by nature or type, statutory program, or business unit.

The City has chosen to report the information according to nature or type and its organisational business structure.

*Local Government (Financial Management) Regulations 1996* - Regulation 34 (5) states "Each financial year, a Local Government is to adopt a percentage or value, calculated in accordance with the Australian Accounting Standards, to be used in statements of financial activity for reporting material variances."

This regulation requires Council to annually set a materiality threshold for the purpose of disclosing budget variances within monthly financial reporting.

The materiality threshold has been set by Council at \$300,000 for the 2022-23 financial year (FY23).



Detailed analysis of budget variances is an ongoing exercise, with necessary budget amendments either submitted for Council approval through the Expenditure Review Committee or included in the City's mid-year budget review required by legislation.

### **Submission**

N/A

### **Report**

The attached Monthly Financial Report for October 2022 has been prepared in accordance with the Local Government Act and the associated Financial Management Regulations.

This was reviewed by management, with the following commentary addressing key financial results and the City's budgetary performance to the end of the month.

#### Opening Surplus

The amended budget opening surplus is now \$8.06 million and includes the \$5.56 million municipal funding for the City's carry forward projects adopted by Council at its September meeting.

The other \$2.5 million was a conservative estimate of the uncommitted closing surplus from FY22 used in balancing the funding commitment in the FY23 budget.

The unaudited opening surplus amount reported in the October financial report is \$11.93 million, (\$3.87 million greater than the budget surplus).

Once the City's audit is complete, the confirmed additional funds will be brought to Council (via the Expenditure Review Committee) for determination in accordance with Council's Corporate Strategic Planning and Budget Policy.

#### Closing Surplus

The City's YTD closing surplus to the end of October was \$107.47 million, versus a YTD budget of \$93.17 million.

This represents a favourable variance of \$14.29 million, inclusive of the additional (unaudited) opening surplus and other variances across the FY23 operating and capital budget reported in the sections following.

#### Operating Revenue

Operating revenue of \$140.19 million was \$2.80 million ahead of YTD budget for October.



The following table summarises the operating revenue budget performance by nature:

Revenue from operating activities	Amended		YTD Actual \$	YTD Variance \$
	Full Year Budget \$	YTD Budget \$		
Rates	118,200,000	117,271,087	117,178,438	(92,649)
Specified Area Rates	624,000	613,000	598,751	(14,249)
Operating Grants, Subsidies, Contributions	14,639,274	3,917,562	3,286,653	(630,909)
Fees and Charges	36,770,902	14,044,709	16,652,418	2,607,709
Service Charges	500,000	500,000	0	(500,000)
Interest Earnings	2,725,280	1,246,788	2,103,897	857,109
Profit/(Loss) Asset Sale	4,202,648	(208,284)	367,166	575,450
<b>Total</b>	<b>177,662,104</b>	<b>137,384,862</b>	<b>140,187,323</b>	<b>2,802,461</b>

Material variances identified in the City's operating revenue were identified as follows:

- Fees and Charges (\$2.60 million ahead of YTD budget):
  - Landfill operations revenue was \$2.45 million ahead of budget due to higher volumes of waste coming through (tracking to outperform full year budget).
- Service Charges (\$0.50 million under YTD budget):
  - Underground power charges have not been levied due to delay in finalising the agreement and commencing construction (will be addressed in the mid-year budget review).
- Interest Earnings (\$0.85 million over YTD budget):
  - Interest on invested funds was \$0.90 million ahead of YTD budget (will significantly outperform the budget and will be addressed in the mid-year budget review).
- Operating Grants, Subsidies, Contributions (\$0.63 million under YTD budget)
  - Community Development service funding is under by \$0.40 million, with Cockburn Care (\$0.26m under – timing issue) and Family Day Care services (\$0.18m under – lower numbers).



Operating Expenditure

Operating expenditure to the end of October of \$51.55 million was under YTD budget by \$3.58 million.

The following table summarises the operating expenditure budget variance performance by nature:

Expenditure from operating activities	Amended		YTD Actual \$	YTD Variance \$
	Full Year Budget \$	YTD Budget \$		
Employee costs	69,123,007	21,859,743	20,011,060	(1,848,683)
Materials & Contracts	44,214,029	13,542,249	10,844,959	(2,697,290)
Utility charges	6,100,264	2,053,311	1,849,892	(203,419)
Depreciation/Amortisation	37,563,705	12,012,030	11,426,234	(585,796)
Interest/Finance Costs	500,939	12,168	12,566	398
Insurance expenses	2,015,300	2,015,300	2,102,898	87,598
Other expenditure	11,465,513	3,640,580	5,301,427	1,660,847
<b>Total</b>	<b>170,982,757</b>	<b>55,135,381</b>	<b>51,549,036</b>	<b>(3,586,345)</b>

Significant variances identified in the City's operating expenditure were identified as follows:

- Employee Costs (\$1.85 million under YTD budget):
  - There are salary budget variances across all business units totalling \$1.57 million, due to the Enterprise Agreement increase factored into the budget not being paid, lower leave entitlement (reduced provisions) and above average staff vacancies due to tight labour market.
  - Leave entitlement reductions contributed a net \$0.57 million to the variance, reflecting the positive impact of leave management strategies.
- Materials and Contracts (\$2.69 million under YTD budget):
  - Environment, Parks & Streetscapes service unit showing a \$0.51 million underspend against YTD budget mostly due to seasonal factors.
  - City Facilities service unit had a \$0.46 million underspend variance in contract costs across the facilities maintenance program.
  - Environmental Management, Policy & Planning service unit had a net underspend of \$0.45 million against YTD budget (includes rehabilitating former Roe 8 reserve \$0.16m under).
  - Cockburn ARC was showing an underspend of \$0.30 million in its YTD contract spend.
- Other Expenditure (\$1.66 million over YTD budget):
  - Landfill levy was showing a \$1.44 million overspend variance, correlating with the additional tonnage presented.



Capital Expenditure

Council adopted a capital works program of \$50.9 million in the FY23 annual budget, that is now \$81.0 million with the carry forward projects adopted by Council.

The City spent \$11.87 million on its capital program to the end of October, representing an underspend of \$4.34 million against YTD budget (timing variances).

The following table shows the budget performance by asset class:

Capital acquisitions	Amended		YTD Actual \$	YTD Actual Variance \$
	Budget \$	YTD Budget \$		
Land	1,680,000	1,680,000	1,680,000	0
Buildings	9,161,386	3,253,368	1,691,589	(1,561,779)
Furniture & Equipment	126,000	74,332	9,127	(65,205)
Plant and equipment	10,022,490	546,088	755,374	209,286
Information technology	5,092,605	493,200	184,440	(308,760)
Infrastructure - roads	34,681,234	3,512,003	4,654,835	1,142,832
Infrastructure - drainage	3,210,098	1,288,452	634,509	(653,943)
Infrastructure - footpath	2,105,832	363,624	268,419	(95,205)
Infrastructure - parks hard	6,475,499	2,114,797	1,038,001	(1,076,796)
Infrastructure - landscaping	1,940,005	623,668	207,678	(415,990)
Infrastructure - landfill site	3,050,878	1,121,944	76,262	(1,045,682)
Infrastructure - marina	2,333,098	746,823	596,799	(150,024)
Infrastructure - coastal	1,132,552	396,087	72,230	(323,857)
<b>Total</b>	<b>81,011,677</b>	<b>16,214,386</b>	<b>11,869,263</b>	<b>(4,345,123)</b>

Significant variances identified in the City's capital expenditure were identified as follows:

- Landfill infrastructure (\$1.04 million under YTD budget):
  - Enabling works for the Henderson landfill redevelopment were \$0.95 million behind YTD budget (timing issue).
- Roads infrastructure (\$1.14 million over YTD budget):
  - Hammond Road (Branch to Bartram) construction project was \$1.83 million over YTD budget (timing issue – full year budget of \$14.33m).
  - Jandakot Road (Berrigan to Solomon) was \$0.39 million over budget due to final costs for the completed project. These are covered by private contributions (to be adjusted in mid-year budget review).
  - Rowley Road & Lyon Road is \$0.53 million under YTD budget (timing issue)
  - Rockingham Road & Phoenix Road roundabout project is contributing a YTD underspend budget variance of \$0.35 million (project to be addressed in mid-year review).
- Parks Hard Infrastructure (\$1.07 million under YTD budget):



- Beeliar Reserve irrigation renewal project for \$0.40 million was \$0.30 million under YTD budget (timing issue).

### Non-Operating Grants, Subsidies and Contributions

The City's budget for capital grants and contributions is a net \$19.24 million. This includes \$23.14 million in funding to be received, less an outgoing contribution of \$3.90 million to the State Government for underground power in South Lake.

Non-operating revenue of \$3.77 million was recognised to the end of October, \$2.18 million over YTD budget (timing issue only).

### Financial Reserves

A detailed schedule of the City's financial reserves is included in the financial report, showing a balance of \$178.82 million held at the end of October (\$179.48 million last month).

Council funded reserves made up \$151.19 million of the balance, \$11.66 million for restricted and legislated purposes, and another \$15.97 million for developer contribution plans.

Transfers in and out of financial reserves are made in accordance with budgetary requirements.

### Cash and Financial Assets

The City's closing cash and financial assets investment holding at month's end totalled \$264.30 million (up from \$258.47 million last month).

This balance included financial assets (term deposits and investments) of \$252.39 million, and cash and cash equivalent holdings (cash at bank and at call deposits) of \$11.90 million.

\$182.84 million of these funds were internally and externally restricted, representing the City's financial reserves and liability for bonds and deposits held.

The remaining \$81.46 million represented unrestricted municipal funds for the City's operating activities and liabilities.

### Investment Performance, Ratings and Maturity

The City's term deposit portfolio running yield has continued increasing to an annualised 2.50 percent as of 31 October (up from 2.21 percent last month and 2.04 percent the month before).

This underperformed the City's KPI target rate of 3.10 percent, comprising RBA cash rate of 2.60 percent (end of October) plus a 0.50 percent performance margin.



The swiftness of back-to-back increases made to the official cash rate by the Reserve Bank of Australia (RBA), means many of the City's existing term deposits are yielding well under the City's current KPI target.

The latest cash rate increases have been for 0.25 percent (rather than 0.50 percent), indicating the RBA may be nearing the top of this tightening cycle.

Performance against the KPI target continues to improve each month with the City's new deposits being placed at relatively higher rates.

New investments placed during the month were at rates ranging between 4.22 and 4.59 percent over various durations.

Current term deposit investments are fully compliant with Council's Investment Policy requirements, as indicated below:

Investment Policy Compliance		
Legislative Requirements	✓	Fully compliant
Portfolio Credit Rating Limit	✓	Fully compliant
Institutional Exposure Limits	✓	Fully compliant
Term to Maturity Limits	✓	Fully compliant

The portfolio also includes several reverse mortgage securities purchased under previous policy and statutory provisions.

These have a face value of \$2.469 million and market value of \$1.610 million, although the City currently carries them at a book value of \$0.894 million (net of a \$1.575 million impairment provision made several years ago).

The City continues receiving interest and capital payments, with \$0.531 million returned to date of the original \$3.0 million invested.

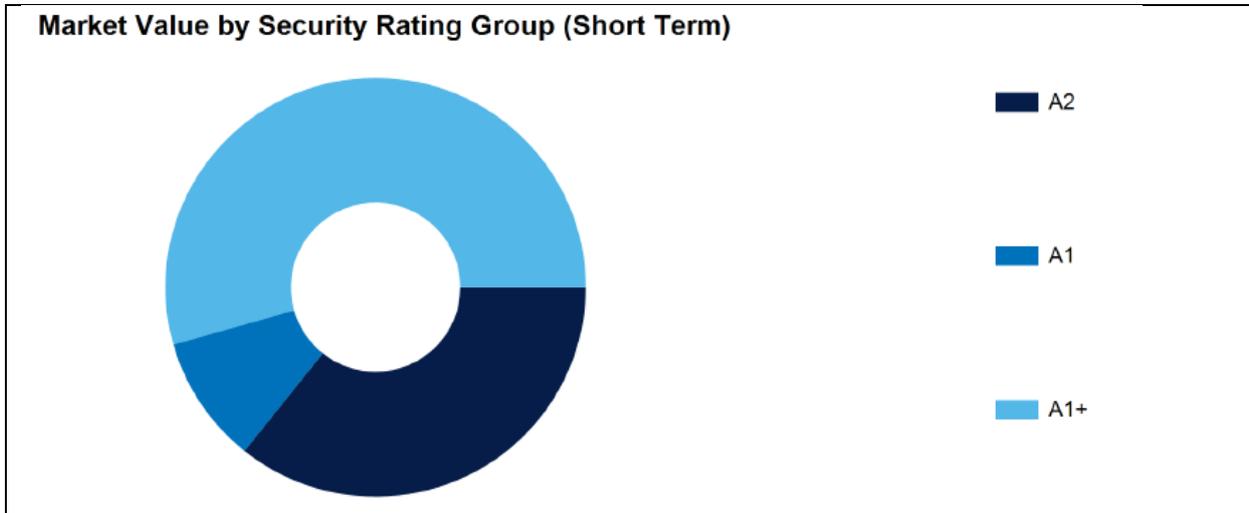
The City's investments were held with the following financial institutions at 31 October (inclusive of accrued interest):

Issuer	Market Value	% Total Value
AMP Bank Ltd	15,095,652.43	5.70%
Australian Unity Bank	7,076,290.41	2.67%
Bank of Queensland Ltd	19,909,947.71	7.52%
Commonwealth Bank of Australia Ltd	82,902,953.01	31.32%
Emerald Reverse Mortgage Trust	1,610,205.16	0.61%
Macquarie Bank	10,019,873.24	3.78%
Members Equity Bank Ltd	7,062,438.33	2.67%
MyState Bank Ltd	22,629,903.26	8.55%
National Australia Bank Ltd	39,718,896.05	15.00%
Suncorp-Metway Ltd	24,638,112.33	9.31%
Westpac Banking Corporation Ltd	34,065,986.57	12.87%
Portfolio Total	264,730,258.50	100.00%



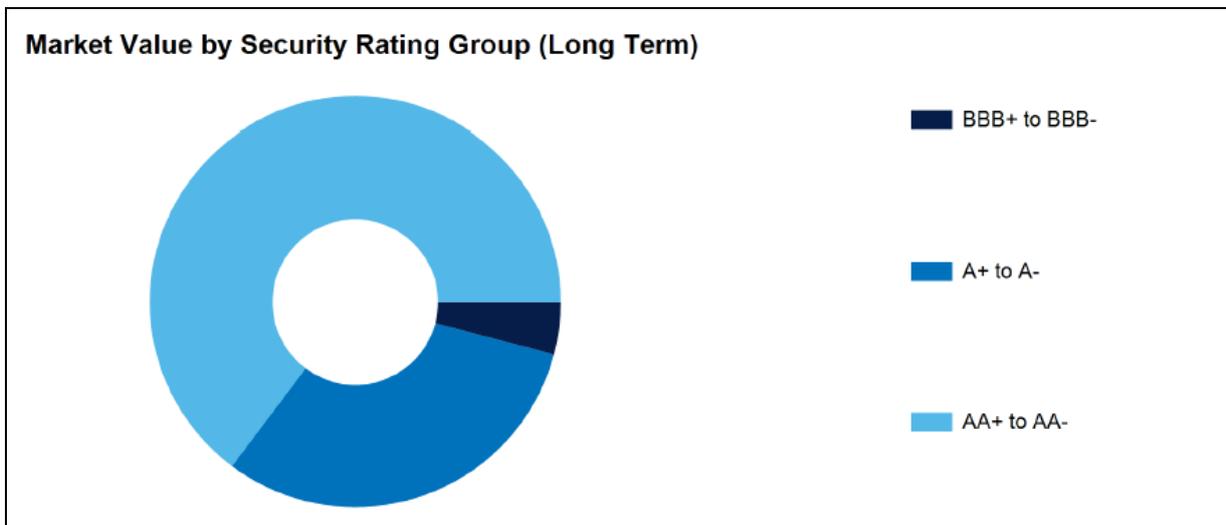
The City’s short-term deposits (less than 12 months) made up 53.8 percent (\$142.42 million) of the City’s portfolio, compared to 54.4 percent (\$140.19 million) last month.

These were classified under the following credit ratings:



Deposits invested between 1 and 3 years made up 46.20 percent (\$122.31 million) of the City’s portfolio, compared to 45.6 percent (\$117.58 million) last month.

These were classified under following credit ratings:



Investment in Fossil Fuel Free Banks

At month end, the City held \$63.47 million (24.0 percent) of its investment portfolio with banks considered non-funders of fossil fuel related industries (up from \$50.97 million or 19.8 percent last month).

The amount invested with fossil fuel free banks fluctuates depending on the competitiveness of deposit rates being offered and the capacity of fossil fuel free banks to accept funds.



The City will always endeavour to preference a fossil fuel free investment, given a similar deposit rate.

### Rates Debt Recovery

The collectible rates and charges for 2022-23 (comprising arrears, annual levies and part year rating) totals \$141.88 million.

To the end of October, the City had collected \$93.19 million (65.7 percent), leaving a balance outstanding of \$48.69 million (34.3 percent).

The City has also received \$0.79 million in prepayments for future year's rates.

In terms of overdue and delinquent rates accounts under formal or legal debt recovery processes, the City had 73 properties owing a total of \$0.59 million in combined rates and legal fees (down from 75 properties last month owing \$0.61 million).

Given the size of the City's ratepayer base (around 53,000 properties), this reflects the City's effective processes in controlling and managing overdue rates from the previous year.

Formal debt recovery processes for overdue FY23 rates will commence in November.

Formal debt recovery activities are commenced when ratepayers have overdue rates and have not committed to instalment or other payment arrangements or sought relief under the City's Financial Hardship Policy.

### Trade and Sundry Debtors

The City had \$3.02 million in outstanding trade and sundry debtors to the end of October (\$4.03 million last month).

Those debts overdue by more than 90 days made up \$402k or 13.3 percent of total debts outstanding (\$417k or 10.3 percent last month).

The 90-day debtors included debts owing by State Government related entities totalling \$308k (no risk) and lease monies owed by naval base tenants totalling \$66k (on payment plans).

## **Strategic Plans/Policy Implications**

### Listening and Leading

A community focused, sustainable, accountable and progressive organisation

- Best practice Governance, partnerships and value for money.



**Budget/Financial Implications**

Budget amendments are referred to Council's Expenditure Review Committee for recommendation.

Council's adopted budget surplus for FY23 of \$360,899 has since reduced to a deficit of \$10,847 due to various Council decisions.

These budget surplus changes are listed at Note 8 in the financial report.

**Legal Implications**

N/A

**Community Consultation**

N/A

**Risk Management Implications**

It is important that Council reviews the performance of its adopted budget each month for revenue, expenditure, and the closing financial position.

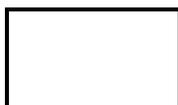
This enables it to be informed on and identify any potential financial risks.

**Advice to Proponents/Submitters**

N/A

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

Nil



**CITY OF COCKBURN**  
**MONTHLY FINANCIAL REPORT**  
**(Containing the Statement of Financial Activity)**  
**For the Period Ended 31 October 2022**

LOCAL GOVERNMENT ACT 1995  
LOCAL GOVERNMENT (FINANCIAL MANAGEMENT) REGULATIONS 1996

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MONTHLY FINANCIAL REPORT  
FOR THE PERIOD ENDED 31 OCTOBER 2022

SUMMARY INFORMATION

Funding surplus / (deficit) Components				
<b>Funding surplus / (deficit)</b>				
	Amended Budget	YTD Budget (a)	YTD Actual (b)	Var. \$ (b)-(a)
Opening	\$8.06 M	\$8.06 M	\$11.93 M	\$3.86 M
Closing	(\$0.01 M)	\$93.17 M	\$107.47 M	\$14.30 M
Refer to Statement of Financial Activity				
<b>Cash and financial assets</b>				
	\$264.30 M	% of total		
Unrestricted Cash	\$81.46 M	30.8%		
Restricted Cash	\$182.84 M	69.2%		
Refer to Note 2 - Cash and Financial Assets				
Key Operating Activities				
<b>Amount attributable to operating activities</b>				
Amended Budget	YTD Budget (a)	YTD Actual (b)	Var. \$ (b)-(a)	
\$36.73 M	\$95.45 M	\$101.92 M	\$6.47 M	
Refer to Statement of Financial Activity				
			<b>Employee Cost</b>	
			YTD Actual	(\$20.01 M)
			YTD Budget	(\$21.86 M)
				% Variance (8.5%)
Refer to Statement of Financial Activity				
<b>Rates Revenue</b>		<b>Fees and Charges</b>		<b>Materials &amp; Contracts</b>
YTD Actual	\$117.78 M	% Variance	YTD Actual	\$16.65 M
YTD Budget	\$117.88 M	0.0%	YTD Budget	\$14.04 M
Refer to Statement of Financial Activity		Refer to Statement of Financial Activity		Refer to Statement of Financial Activity
				YTD Actual
				(\$10.84 M)
				% Variance (19.9%)
Refer to Statement of Financial Activity				
Key Investing Activities				
<b>Amount attributable to investing activities</b>				
Amended Budget	YTD Budget (a)	YTD Actual (b)	Var. \$ (b)-(a)	
(\$56.83 M)	(\$15.08 M)	(\$8.22 M)	\$6.86 M	
Refer to Statement of Financial Activity				
<b>Proceeds on sale</b>		<b>Asset Acquisition</b>		<b>Capital Grants</b>
YTD Actual	\$0.37 M	%	YTD Actual	\$11.87 M
Amended Budget	\$4.94 M	7.4%	Amended Budget	\$81.01 M
Refer to Note 3 - Disposal of Assets		Refer to Note 4 - Capital Acquisition		Refer to Note 4 - Capital Acquisition
				YTD Actual
				(\$3.28 M)
				% Received 17.0%
Refer to Note 4 - Capital Acquisition				
Key Financing Activities				
<b>Amount attributable to financing activities</b>				
Amended Budget	YTD Budget (a)	YTD Actual (b)	Var. \$ (b)-(a)	
\$12.03 M	\$4.74 M	\$1.85 M	(\$2.90 M)	
Refer to Statement of Financial Activity				
<b>Borrowings</b>		<b>Reserves</b>		
Principal repayments	\$0.40 M	Reserves balance	\$178.82 M	
Interest expense	\$0.01 M	Interest earned	\$0.12 M	
Principal due	\$11.04 M			
Refer to Note 5 - Borrowings		Refer to Note 6 - Cash Reserves		

This information is to be read in conjunction with the accompanying Financial Statements and notes.

**MONTHLY FINANCIAL REPORT  
FOR THE PERIOD ENDED 31 OCTOBER 2022**

**SUMMARY INFORMATION - GRAPHS**



This information is to be read in conjunction with the accompanying Financial Statements and Notes.



STATEMENT OF FINANCIAL ACTIVITY  
FOR THE PERIOD ENDED 31 OCTOBER 2022

BY NATURE OR TYPE

	Ref Note	Amended Budget	YTD Budget (a)	YTD Actual (b)	Var. \$ (b)-(a)	Var. % (b)-(a)/(a)	Var.
		\$	\$	\$	\$	%	
Opening funding surplus / (deficit)	1(c)	8,063,428	8,063,428	11,927,765	3,864,337	47.92%	▲
<b>Revenue from operating activities</b>							
Rates		118,200,000	117,271,087	117,178,438	(92,649)	(0.08%)	
Specified area rates		624,000	613,000	598,751	(14,249)	(2.32%)	
Operating grants, subsidies and contributions		14,639,274	3,917,562	3,286,653	(630,909)	(16.10%)	▼
Fees and charges		36,770,902	14,044,709	16,652,418	2,607,709	18.57%	▲
Service charges		500,000	500,000	0	(500,000)	(100.00%)	▲
Interest earnings		2,725,280	1,246,788	2,103,897	857,109	68.75%	▲
Profit/(loss) on disposal of assets		4,202,648	(208,284)	367,166	575,450	(276.28%)	
		<b>177,662,104</b>	<b>137,384,862</b>	<b>140,187,323</b>	<b>2,802,461</b>		
<b>Expenditure from operating activities</b>							
Employee costs		(69,123,007)	(21,859,743)	(20,011,060)	1,848,683	8.46%	▲
Materials and contracts		(44,214,029)	(13,542,249)	(10,844,959)	2,697,290	19.92%	▲
Utility charges		(6,100,264)	(2,053,311)	(1,849,892)	203,419	9.91%	
Depreciation on non-current assets		(37,563,705)	(12,012,030)	(11,426,234)	585,796	4.88%	▲
Interest expenses		(500,939)	(12,168)	(12,566)	(398)	(3.27%)	
Insurance expenses		(2,015,300)	(2,015,300)	(2,102,898)	(87,598)	(4.35%)	
Other expenditure		(11,465,513)	(3,640,580)	(5,301,427)	(1,660,847)	(45.62%)	▼
		<b>(170,982,757)</b>	<b>(55,135,381)</b>	<b>(51,549,036)</b>	<b>3,586,345</b>		
Non-cash amounts excluded from operating activities							
	1(a)	30,050,222	13,199,311	13,280,213	80,903	0.61%	
<b>Amount attributable to operating activities</b>		<b>36,729,569</b>	<b>95,448,792</b>	<b>101,918,500</b>	<b>6,469,709</b>		
<b>Investing activities</b>							
Proceeds from non-operating grants, subsidies and contributions		19,240,362	1,095,464	3,277,547	2,182,083	199.19%	▲
Proceeds from disposal of assets	3	4,938,500	37,000	367,166	330,166	892.34%	▲
Payments for property, plant and equipment and infrastructure	4	(81,011,677)	(16,214,386)	(11,869,263)	4,345,123	26.80%	▲
<b>Amount attributable to investing activities</b>		<b>(56,832,815)</b>	<b>(15,081,922)</b>	<b>(8,224,550)</b>	<b>6,857,372</b>		
<b>Financing Activities</b>							
Transfer from reserves	6	54,157,399	10,804,237	10,266,866	(537,371)	(4.97%)	▼
Repayment of debentures	5	(3,900,000)	0	(395,604)	(395,604)	0.00%	
Transfer to reserves	6	(38,228,428)	(6,063,428)	(8,025,882)	(1,962,454)	(32.37%)	▼
<b>Amount attributable to financing activities</b>		<b>12,028,971</b>	<b>4,740,809</b>	<b>1,845,380</b>	<b>(2,895,429)</b>		
Closing funding surplus / (deficit)	1(c)	(10,847)	93,171,107	107,467,096	14,295,989		

KEY INFORMATION

▲ ▼ Indicates a variance between Year to Date (YTD) Actual and YTD Actual data as per the adopted materiality threshold.

Refer to Note 9 for an explanation of the reasons for the variance.

This statement is to be read in conjunction with the accompanying Financial Statements and Notes.

**KEY TERMS AND DESCRIPTIONS  
FOR THE PERIOD ENDED 31 OCTOBER 2022**

**NATURE OR TYPE DESCRIPTIONS**

**REVENUE**

**EXPENSES**

**RATES**

All rates levied under the *Local Government Act 1995*. Includes general, differential, specified area rates, minimum rates, interim rates, back rates, ex-gratia rates, less discounts and concessions offered. Exclude administration fees, interest on instalments, interest on arrears, service charges and sewerage rates.

**EMPLOYEE COSTS**

All costs associate with the employment of person such as salaries, wages, allowances, benefits such as vehicle and housing, superannuation, employment expenses, removal expenses, relocation expenses, worker's compensation insurance, training costs, conferences, safety expenses, medical examinations, fringe benefit tax, etc.

**OPERATING GRANTS, SUBSIDIES AND CONTRIBUTIONS**

Refers to all amounts received as grants, subsidies and contributions that are not non-operating grants.

**MATERIALS AND CONTRACTS**

All expenditures on materials, supplies and contracts not classified under other headings. These include supply of goods and materials, legal expenses, consultancy, maintenance agreements, communication expenses, advertising expenses, membership, periodicals, publications, hire expenses, rental, leases, postage and freight etc. Local governments may wish to disclose more detail such as contract services, consultancy, information technology, rental or lease expenditures.

**NON-OPERATING GRANTS, SUBSIDIES AND CONTRIBUTIONS**

Amounts received specifically for the acquisition, construction of new or the upgrading of identifiable non financial assets paid to a local government, irrespective of whether these amounts are received as capital grants, subsidies, contributions or donations.

**UTILITIES (GAS, ELECTRICITY, WATER, ETC.)**

Expenditures made to the respective agencies for the provision of power, gas or water. Exclude expenditures incurred for the reinstatement of roadwork on behalf of these agencies.

**REVENUE FROM CONTRACTS WITH CUSTOMERS**

Revenue from contracts with customers is recognised when the local government satisfies its performance obligations under the contract.

**INSURANCE**

All insurance other than worker's compensation and health benefit insurance included as a cost of employment.

**FEES AND CHARGES**

Revenues (other than service charges) from the use of facilities and charges made for local government services, sewerage rates, rentals, hire charges, fee for service, photocopying charges, licences, sale of goods or information, fines, penalties and administration fees. Local governments may wish to disclose more detail such as rubbish collection fees, rental of property, fines and penalties, other fees and charges.

**LOSS ON ASSET DISPOSAL**

Shortfall between the value of assets received over the net book value for assets on their disposal.

**SERVICE CHARGES**

Service charges imposed under *Division 6 of Part 6 of the Local Government Act 1995. Regulation 54 of the Local Government (Financial Management) Regulations 1996* identifies these as television and radio broadcasting, underground electricity and neighbourhood surveillance services. Exclude rubbish removal charges. Interest and other items of a similar nature received from bank and investment accounts, interest on rate instalments, interest on rate arrears and interest on debtors.

**DEPRECIATION ON NON-CURRENT ASSETS**

Depreciation expense raised on all classes of assets.

**INTEREST EXPENSES**

Interest and other costs of finance paid, including costs of finance for loan debentures, overdraft accommodation and refinancing expenses.

**INTEREST EARNINGS**

Interest and other items of a similar nature received from bank and investment accounts, interest on rate instalments, interest on rate arrears and interest on debtors.

**OTHER EXPENDITURE**

Statutory fees, taxes, allowance for impairment of assets, member's fees or State taxes. Donations and subsidies made to community groups.

**OTHER REVENUE / INCOME**

Other revenue, which can not be classified under the above headings, includes dividends, discounts, rebates etc.

**PROFIT ON ASSET DISPOSAL**

Excess of assets received over the net book value for assets on their disposal.



STATEMENT OF FINANCIAL ACTIVITY  
FOR THE PERIOD ENDED 31 OCTOBER 2022

STATUTORY REPORTING BY BUSINESS UNIT

	Ref Note	Amended Budget	YTD Budget (a)	YTD Actual (b)	Var. \$ (b)-(a)	Var. % (b)-(a)/(a)	Var.
		\$	\$	\$	\$	%	
Opening funding surplus / (deficit)	1(c)	8,063,428	8,063,428	11,927,765	3,864,337	47.92%	▲
<b>Revenue from operating activities</b>							
Office of the CEO		0	0	805	805	0.00%	
Corporate Strategy		0	0	2,621	2,621	0.00%	
Governance, Risk & Compliance		1,653	551	405	(1,466)	(26.50%)	
Finance		127,806,020	120,657,001	120,479,596	(177,405)	(0.15%)	
Procurement		0	0	1,927	1,927	0.00%	
Library & Cultural Services		127,000	33,944	41,798	7,854	23.14%	
Recreation Infrastructure & Services		13,204,853	4,366,981	5,098,763	731,782	16.76%	▲
Community Development & Services		7,719,815	2,722,585	2,276,070	(446,515)	(16.40%)	▼
Community Safety & Ranger Services		1,261,960	408,749	485,908	77,159	18.88%	
Development Assessment & Compliance		3,577,282	1,533,354	1,457,422	(75,932)	(4.95%)	
Planning		190,702	6,040	2,721	(3,319)	(54.95%)	
Sustainability & Environment		825,357	275,118	170,273	(104,845)	(38.11%)	
Operations & Maintenance		15,618,065	5,969,560	9,069,275	3,099,715	51.93%	▲
Projects		0	0	545	545	0.00%	
Property & Assets		7,032,397	1,311,981	966,044	(345,937)	(26.37%)	▼
Human Resources		297,000	99,000	133,151	34,151	34.50%	
		<b>177,662,104</b>	<b>137,384,864</b>	<b>140,187,324</b>	<b>2,802,460</b>		
<b>Expenditure from operating activities</b>							
Executive Support		(3,568,979)	(1,178,937)	(1,009,298)	169,639	14.39%	
Civic Services		(1,725,741)	(577,235)	(506,241)	70,994	12.30%	
Corporate Strategy		(329,051)	(74,327)	(13,249)	61,078	82.17%	
Governance, Risk & Compliance		(1,010,050)	(347,721)	(385,126)	(37,405)	(10.76%)	
Finance		(6,855,401)	(3,291,754)	(3,555,801)	(264,047)	(8.02%)	
Information & Technology		(8,406,312)	(2,733,010)	(2,737,214)	(4,204)	(0.15%)	
Procurement		(883,208)	(278,973)	(281,086)	(2,113)	(0.76%)	
Library & Cultural Services		(6,037,013)	(1,805,187)	(1,733,584)	71,603	3.97%	
Recreation Infrastructure & Services		(15,308,928)	(4,926,730)	(4,300,410)	626,320	12.71%	▲
Community Development & Services		(12,707,183)	(3,847,620)	(3,262,395)	585,225	15.21%	▲
Community Safety & Ranger Services		(6,654,210)	(2,124,495)	(1,553,346)	571,149	26.88%	▲
Development Assessment & Compliance		(6,687,106)	(2,083,833)	(1,635,056)	448,777	21.54%	▲
Planning		(3,031,335)	(759,222)	(746,784)	12,438	1.64%	
Sustainability & Environment		(4,115,170)	(1,509,428)	(1,071,382)	438,046	29.02%	▲
Operations & Maintenance		(73,801,151)	(23,033,162)	(23,942,657)	(909,495)	(3.95%)	▼
Projects		(1,018,167)	(786,799)	(616,462)	170,337	21.65%	
Property & Assets		(11,288,436)	(3,726,176)	(2,608,180)	1,117,996	30.00%	▲
Stakeholder Management		(1,052,749)	(373,284)	(460,022)	(86,738)	(23.24%)	
Communications & Marketing		(1,701,312)	(539,385)	(502,981)	36,404	6.75%	
Customer Experience		(1,248,337)	(377,994)	(316,268)	61,726	16.33%	
Business & Economic Development		(492,308)	(178,169)	(155,528)	22,641	12.71%	
Human Resources		(3,376,816)	(1,069,017)	(1,054,463)	14,554	1.36%	
Transformation, Culture & Innovation		(612,800)	(184,137)	(104,424)	79,713	43.29%	
Internal Recharging		929,007	671,214	1,002,922	331,708	(49.42%)	
		<b>(170,982,756)</b>	<b>(55,135,381)</b>	<b>(51,549,035)</b>	<b>3,586,346</b>		
Non-cash amounts excluded from operating activities	1(a)	30,050,222	13,199,311	13,280,213	80,903	0.61%	
<b>Amount attributable to operating activities</b>		<b>36,729,570</b>	<b>95,448,794</b>	<b>101,918,502</b>	<b>6,469,709</b>		
<b>Investing Activities</b>							
Proceeds from non-operating grants, subsidies and contributions		19,240,362	1,095,464	3,277,547	2,182,083	199.19%	▲
Proceeds from disposal of assets	3	4,938,500	37,000	367,166	330,166	892.34%	▲
Payments for property, plant and equipment and infrastructure	4	(81,011,677)	(16,214,386)	(11,869,263)	4,345,123	26.80%	▲
<b>Amount attributable to investing activities</b>		<b>(56,832,815)</b>	<b>(15,081,922)</b>	<b>(8,224,550)</b>	<b>6,857,372</b>		
<b>Financing Activities</b>							
Transfer from reserves	6	54,157,399	10,804,237	10,266,866	(537,371)	(4.97%)	▼
Repayment of debentures	5	(3,900,000)	0	(395,604)	(395,604)	0.00%	
Transfer to reserves	6	(38,228,428)	(6,063,428)	(8,025,882)	(1,962,454)	(32.37%)	▼
<b>Amount attributable to financing activities</b>		<b>12,028,971</b>	<b>4,740,809</b>	<b>1,845,380</b>	<b>(2,895,429)</b>		
Closing funding surplus / (deficit)	1(c)	(10,847)	93,171,109	107,467,097			

KEY INFORMATION

▲ ▼ Indicates a variance between Year to Date (YTD) Actual and YTD Actual data as per the adopted materiality threshold. Refer to Note threshold. Refer to Note 9 for an explanation of the reasons for the variance.

The material variance adopted by Council for the 2022-23 year is \$300,000 or 0.00% whichever is the greater.

This statement is to be read in conjunction with the accompanying Financial Statements and notes.

**MONTHLY FINANCIAL REPORT  
FOR THE PERIOD ENDED 31 OCTOBER 2022**

**BASIS OF PREPARATION**

**BASIS OF PREPARATION**

**REPORT PURPOSE**

This report is prepared to meet the requirements of *Local Government (Financial Management) Regulations 1996, Regulation 34*. Note: The statements and accompanying notes are prepared based on all transactions recorded at the time of preparation and may vary due to transactions being processed for the reporting period after the date of preparation.

**BASIS OF ACCOUNTING**

This statement comprises a special purpose financial report which has been prepared in accordance with Australian Accounting Standards (as they apply to local governments and not-for-profit entities) and Interpretations of the Australian Accounting Standards Board, and the *Local Government Act 1995* and accompanying regulations.

The *Local Government (Financial Management) Regulations 1996* take precedence over Australian Accounting Standards. Regulation 16 prohibits a local government from recognising as assets Crown land that is a public thoroughfare, such as land under roads, and land not owned by but under the control or management of the local government, unless it is a golf course, showground, racecourse or recreational facility of State or regional significance. Consequently, some assets, including land under roads acquired on or after 1 July 2008, have not been recognised in this financial report. This is not in accordance with the requirements of *AASB 1051 Land Under Roads paragraph 15* and *AASB 116 Property, Plant and Equipment paragraph 7*.

Accounting policies which have been adopted in the preparation of this financial report have been consistently applied unless stated otherwise. Except for cash flow and rate setting information, the report has been prepared on the accrual basis and is based on historical costs, modified, where applicable, by the measurement at fair value of selected non-current assets, financial assets and liabilities.

**PREPARATION TIMING AND REVIEW**

Date prepared: All known transactions up to 31 October 2022

**SIGNIFICANT ACCOUNTING POLICES**

**CRITICAL ACCOUNTING ESTIMATES**

The preparation of a financial report in conformity with Australian Accounting Standards requires management to make judgements, estimates and assumptions that effect the application of policies and reported amounts of assets and liabilities, income and expenses. The estimates and associated assumptions are based on historical experience and various other factors that are believed to be reasonable under the circumstances; the results of which form the basis of making the judgements about carrying values of assets and liabilities that are not readily apparent from other sources. Actual results may differ from these estimates.

**THE LOCAL GOVERNMENT REPORTING ENTITY**

All funds through which the City controls resources to carry on its functions have been included in the financial statements forming part of this financial report.

In the process of reporting on the local government as a single unit, all transactions and balances between those funds (for example, loans and transfers between funds) have been eliminated.

All monies held in the Trust Fund are excluded from the financial statements. A separate statement of those monies

**GOODS AND SERVICES TAX**

Revenues, expenses and assets are recognised net of the amount of GST, except where the amount of GST incurred is not recoverable from the Australian Taxation Office (ATO). Receivables and payables are stated inclusive of GST receivable or payable. The net amount of GST recoverable from, or payable to, the ATO is included with receivables or payables in the statement of financial position. Cash flows are presented on a gross basis. The GST components of cash flows arising from investing or financing activities which are recoverable from, or payable to, the ATO are presented as operating cash flows.

**ROUNDING OFF FIGURES**

All figures shown in this statement are rounded to the nearest dollar.

NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY  
FOR THE PERIOD ENDED 31 OCTOBER 2022

NOTE 1  
STATEMENT OF FINANCIAL ACTIVITY INFORMATION

(a) Non-cash items excluded from operating activities

The following non-cash revenue and expenditure has been excluded from operating activities within the Statement of Financial Activity in accordance with Financial Management Regulation 32.

	Notes	Amended Budget	YTD Budget (a)	YTD Actual (b)
<b>Non-cash items excluded from operating activities</b>				
		\$	\$	\$
<b>Adjustments to operating activities</b>				
Less: (Profit)/loss on asset disposals	3	(4,202,648)	0	(367,166)
Less: Movement in liabilities associated with restricted cash		(3,410,835)	1,187,281	2,272,275
Less: Movement in other liabilities		100,000	0	55,138
Movement in employee benefit provisions (non-current)		0	0	(127,759)
Add: Public Open Space payment (non-current)		0	0	21,491
Add: Depreciation on assets		37,563,705	12,012,030	11,426,234
<b>Total non-cash items excluded from operating activities</b>		<b>30,050,222</b>	<b>13,199,311</b>	<b>13,280,213</b>

(b) Adjustments to net current assets in the Statement of Financial Activity

The following current assets and liabilities have been excluded from the net current assets used in the Statement of Financial Activity in accordance with *Financial Management Regulation* 32 to agree to the surplus/(deficit) after imposition of general rates.

		Last Year Closing 30 June 2022	This Time Last Year 31 October 2021	Year to Date 31 October 2022
<b>Adjustments to net current assets</b>				
Less: Reserves - restricted cash	6	(181,064,488)	(171,101,066)	(178,823,503)
Less: Bonds & deposits		(4,303,373)	(5,289,081)	(4,019,219)
Add: Borrowings	5	3,934,065	3,642,586	3,538,461
Add: Lease liabilities		114,651	218,182	114,651
Add: Financial assets at amortised cost - non-current	2	134,400,141	925,971	155,694,517
<b>Total adjustments to net current assets</b>		<b>(46,919,004)</b>	<b>(171,603,408)</b>	<b>(23,495,093)</b>
Cash and cash equivalents	2	20,777,520	5,240,797	11,903,916
Financial assets at amortised cost	2	60,300,000	242,000,000	96,700,000
Rates receivables		2,204,257	45,526,085	46,940,695
Receivables		5,731,365	6,540,872	7,907,466
Other current assets		4,773,962	2,601,580	3,459,532
<b>Less: Current liabilities</b>				
Payables		(16,710,475)	(18,451,292)	(17,468,429)
Borrowings	5	(3,934,065)	(3,642,586)	(3,538,461)
Contract liabilities	7	(4,994,711)	(7,030,310)	(5,944,667)
Lease liabilities		(114,651)	(218,182)	(114,651)
Provisions	7	(9,186,433)	(9,539,938)	(8,883,205)
<b>Less: Total adjustments to net current assets</b>	1(b)	<b>(46,919,004)</b>	<b>(171,603,408)</b>	<b>(23,495,093)</b>
<b>Closing funding surplus / (deficit)</b>		<b>11,927,765</b>	<b>91,423,613</b>	<b>107,467,100</b>

CURRENT AND NON-CURRENT CLASSIFICATION

In the determination of whether an asset or liability is current or non-current, consideration is given to the time when each asset or liability is expected to be settled. Unless otherwise stated assets or liabilities are classified as current if expected to be settled within the next 12 months, being the Council's operational cycle.

NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY  
FOR THE PERIOD ENDED 31 OCTOBER 2022

OPERATING ACTIVITIES  
NOTE 2  
CASH AND FINANCIAL ASSETS

Description	Classification	Unrestricted	Restricted	Total Cash	Institution
		\$	\$	\$	
<b>Cash on hand</b>					
Cash at bank	Cash and cash equivalents	1,876,038	0	1,876,038	NATIONAL AUSTRALIA BANK
Cash on hand	Cash and cash equivalents	27,878	0	27,878	
Term deposits - current	Cash and cash equivalents	10,000,000	0	10,000,000	MACQUARIE BANK
Term deposits - current	Financial assets at amortised cost	7,700,000	0	7,700,000	BANK OF QUEENSLAND
Term deposits - current	Financial assets at amortised cost	7,000,000	0	7,000,000	MEMBERS EQUITY BANK
Term deposits - current	Financial assets at amortised cost	14,000,000	0	14,000,000	NATIONAL AUSTRALIA BANK
Term deposits - current	Financial assets at amortised cost	12,000,000	0	12,000,000	SUNCORP
Term deposits - current	Financial assets at amortised cost	5,000,000	0	5,000,000	AMP
Term deposits - current	Financial assets at amortised cost	9,351,795	148,205	9,500,000	MYSTATE BANK
Term deposits - current	Financial assets at amortised cost	14,500,000	20,000,000	34,500,000	COMMONWEALTH BANK
Term deposits - current	Financial assets at amortised cost	0	7,000,000	7,000,000	ASIA UNITED BANK
Other investment - non current	Financial assets at amortised cost	0	894,517	894,517	BARCLAYS BANK
Other investment - non current	Financial assets at amortised cost	0	12,000,000	12,000,000	BANK OF QUEENSLAND
Other investment - non current	Financial assets at amortised cost	0	47,800,000	47,800,000	COMMONWEALTH BANK
Other investment - non current	Financial assets at amortised cost	0	34,000,000	34,000,000	WESTPAC
Other investment - non current	Financial assets at amortised cost	0	25,500,000	25,500,000	NATIONAL AUSTRALIA BANK
Other investment - non current	Financial assets at amortised cost	0	12,500,000	12,500,000	SUNCORP
Other investment - non current	Financial assets at amortised cost	0	10,000,000	10,000,000	AMP
Other investment - non current	Financial assets at amortised cost	0	13,000,000	13,000,000	MYSTATE BANK
<b>Total</b>		<b>81,455,712</b>	<b>182,842,722</b>	<b>264,298,434</b>	
<b>Comprising</b>					
		Unrestricted	Restricted	Total Cash	
		\$	\$	\$	
Cash and cash equivalents		11,903,916	0	11,903,917	
Financial assets at amortised cost		69,551,795	182,842,722	252,394,517	
		<b>81,455,711</b>	<b>182,842,722</b>	<b>264,298,434</b>	

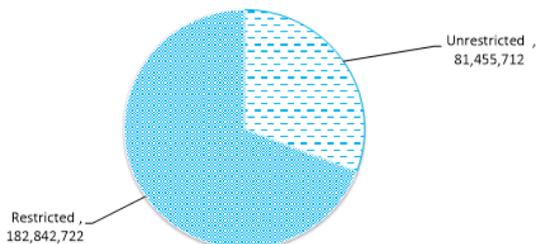
KEY INFORMATION

Cash and cash equivalents include cash on hand, cash at bank, deposits available on demand with banks and other short term highly liquid investments highly liquid investments with original maturities of three months or less that are readily convertible to known amounts of cash and which are subject to an insignificant risk of changes in value and bank overdrafts. Bank overdrafts are reported as short term borrowings in current liabilities in the statement of net current assets.

The local government classifies financial assets at amortised cost if both of the following criteria are met:

- the asset is held within a business model whose objective is to collect the contractual cashflows, and
- the contractual terms give rise to cash flows that are solely payments of principal and interest.

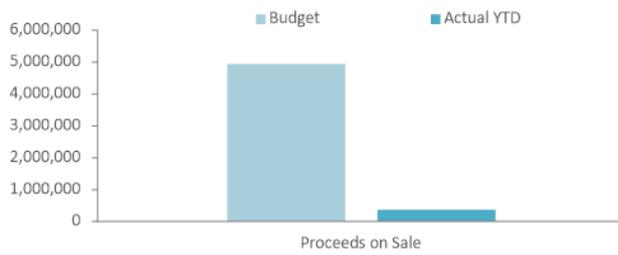
Financial assets at amortised cost held with registered financial institutions are listed in this note other financial assets at amortised cost are provided in Note 4 - Other assets.



NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY  
FOR THE PERIOD ENDED 31 OCTOBER 2022

OPERATING ACTIVITIES  
NOTE 3  
DISPOSAL OF ASSETS

Asset Ref.	Asset description	Budget				YTD Actual			
		Net Book Value	Proceeds	Profit	(Loss)	Net Book Value	Proceeds	Profit	(Loss)
		\$	\$	\$	\$	\$	\$	\$	\$
	Plant and equipment	735,852	1,838,500	1,102,648	0	0	367,166	367,166	0
	Freehold Land	0	3,100,000	3,100,000	0			0	0
		<b>735,852</b>	<b>4,938,500</b>	<b>4,202,648</b>	<b>0</b>	<b>0</b>	<b>367,166</b>	<b>367,166</b>	<b>0</b>



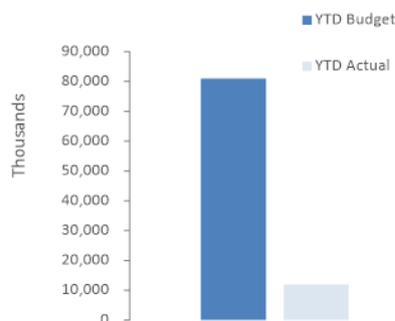
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY  
FOR THE PERIOD ENDED 31 OCTOBER 2022

INVESTING ACTIVITIES  
NOTE 4  
CAPITAL ACQUISITIONS

Capital acquisitions	Amended		YTD Actual	YTD Actual Variance
	Budget	YTD Budget		
	\$	\$	\$	\$
Land	1,680,000	1,680,000	1,680,000	0
Buildings	9,161,386	3,253,368	1,691,589	(1,561,779)
Furniture and equipment	126,000	74,332	9,127	(65,205)
Plant and equipment	10,022,490	546,088	755,374	209,286
Information technology	5,092,605	493,200	184,440	(308,760)
Infrastructure - roads	34,681,234	3,512,003	4,654,835	1,142,832
Infrastructure - drainage	3,210,098	1,288,452	634,509	(653,943)
Infrastructure - footpath	2,105,832	363,624	268,419	(95,205)
Infrastructure - parks hard	6,475,499	2,114,797	1,038,001	(1,076,796)
Infrastructure - parks landscaping	1,940,005	623,668	207,678	(415,990)
Infrastructure - landfill site	3,050,878	1,121,944	76,262	(1,045,682)
Infrastructure - marina	2,333,098	746,823	596,799	(150,024)
Infrastructure - coastal	1,132,552	396,087	72,230	(323,857)
<b>Payments for Capital Acquisitions</b>	<b>81,011,677</b>	<b>16,214,386</b>	<b>11,869,263</b>	<b>(4,345,123)</b>
<b>Total Capital Acquisitions</b>	<b>81,011,677</b>	<b>16,214,386</b>	<b>11,869,263</b>	<b>(4,345,123)</b>
<b>Capital Acquisitions Funded By:</b>				
	\$	\$	\$	\$
Capital grants and contributions	(19,240,362)	(1,095,464)	(3,277,547)	(2,182,084)
Other (disposals & C/Fwd)	(4,938,500)	(37,000)	(367,166)	(330,166)
Cash backed reserves				
Information Technology	(26,794)	(8,932)	(26,794)	(17,862)
Major Building Refurbishment	(271,670)	(271,670)	(76,542)	195,128
Waste & Recycling	(3,710,878)	(1,148,612)	(77,012)	1,071,600
Land Development and Investment Fund	(11,864,921)	(3,031,458)	(2,886,503)	144,955
Roads & Drainage Infrastructure	(4,803,664)	(688,459)	(146,938)	541,522
Community Infrastructure	(828,691)	(251,711)	(58,378)	193,333
Port Coogee Special Maintenance - SAR	(393,666)	(64,000)	0	64,000
Community Surveillance	(155,000)	(51,660)	0	51,660
Restricted Grants & Contributions	(4,554)	(4,554)	(4,555)	(1)
CIHCF Building Maintenance	(423,769)	(282,512)	(119,751)	162,761
Cockburn ARC Building Maintenance	(100,000)	0	0	0
Carry Forward Projects	(10,316,349)	(3,609,688)	(1,553,446)	2,056,242
Port Coogee Marina Assets Replacement	(366,566)	(99,332)	(300)	99,032
Port Coogee Waterways - WEMP	(345,000)	(70,000)	0	70,000
Public Open Space - Various	(125,693)	(41,896)	(124,775)	(82,879)
Contribution - operations	(23,095,600)	(5,457,438)	(3,149,557)	2,307,881
<b>Capital funding total</b>	<b>(81,011,677)</b>	<b>(16,214,386)</b>	<b>(11,869,263)</b>	<b>4,345,123</b>

SIGNIFICANT ACCOUNTING POLICIES

All assets are initially recognised at cost. Cost is determined as the fair value of the assets given as consideration plus costs incidental to the acquisition. For assets acquired at no cost or for nominal consideration, cost is determined as fair value at the date of acquisition. The cost of non-current assets constructed by the local government includes the cost of all materials used in the construction, direct labour on the project and an appropriate proportion of variable and fixed overhead. Certain asset classes may be revalued on a regular basis such that the carrying values are not materially different from fair value. Assets carried at fair value are to be revalued with sufficient regularity to ensure the carrying amount does not differ materially from that determined using fair value at reporting date.



NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY  
FOR THE PERIOD ENDED 31 OCTOBER 2022

FINANCING ACTIVITIES  
NOTE 5  
BORROWINGS

Repayments - borrowings

Information on borrowings Particulars	Loan No.	1 July 2022	New Loans		Principal Repayments		Principal Outstanding		Interest Repayments	
			Actual	Budget	Actual	Budget	Actual	Budget	Actual	Budget
		\$	\$	\$	\$	\$	\$	\$	\$	
<b>Community amenities</b>										
SMRC		1,434,065	0	0	395,604	1,400,000	1,038,461	34,065	12,566	50,020
<b>Recreation and culture</b>										
To assist fund the Cockburn Central West development	8	10,000,000	0	0	0	2,500,000	10,000,000	7,500,000	0	350,000
<b>C/Fwd Balance</b>		11,434,065	0	0	395,604	3,900,000	11,038,461	7,534,065	12,566	400,020
<b>Total</b>		11,434,065	0	0	395,604	3,900,000	11,038,461	7,534,065	12,566	400,020
Current borrowings		3,226,983					3,538,461			
Non-current borrowings		8,207,082					7,500,000			
		11,434,065					11,038,461			

All debenture repayments were financed by general purpose revenue.

KEY INFORMATION

All loans and borrowings are initially recognised at the fair value of the consideration received less directly attributable transaction costs. After initial recognition, interest-bearing loans and borrowings are subsequently measured at amortised cost using the effective interest method. Fees paid on the establishment of loan facilities that are yield related are included as part of the carrying amount of the loans and borrowings.

NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY  
FOR THE PERIOD ENDED 31 OCTOBER 2022

OPERATING ACTIVITIES  
NOTE 6  
CASH RESERVES

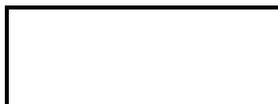
Reserve name	Opening Balance	Budget Interest Earned	Actual Interest Earned	Budget Transfers In (+)	Actual Transfers In (+)	Budget Transfers Out (-)	Actual Transfers Out (-)	Budget Closing Balance	Actual YTD Closing Balance
	\$	\$	\$	\$	\$	\$	\$	\$	\$
<b>Council Funded</b>									
Staff Payments & Entitlements	762,036	0	0	0	0	0	0	762,036	762,036
Plant & Vehicle Replacement	12,190,360	0	0	1,320,000	0	(7,117,003)	(355,839)	3,025,469	11,834,521
Information Technology	1,674,702	0	0	1,500,000	0	(26,794)	(26,794)	3,205,240	1,647,908
Major Building Refurbishment	18,113,555	0	0	1,000,000	0	(271,670)	(76,542)	19,682,585	18,037,013
Waste & Recycling	16,226,330	0	0	3,000,000	0	(3,790,878)	(119,662)	9,097,655	16,106,668
Land Development and Investment Fund	8,173,172	0	0	3,600,000	0	(14,984,921)	(2,886,503)	1,121,377	5,286,670
Roads & Drainage Infrastructure	11,747,017	0	0	3,000,000	0	(4,898,320)	(146,938)	7,992,256	11,600,079
Naval Base Shacks	1,261,186	0	0	30,000	0	0	0	1,228,213	1,261,186
Community Infrastructure	31,702,223	0	0	7,000,000	0	(1,670,933)	(58,378)	33,293,486	31,643,845
Insurance	2,391,204	0	0	0	0	0	0	2,659,263	2,391,204
Greenhouse Action Fund	908,938	0	0	200,000	0	0	0	1,253,734	908,938
HWRP Post Closure Management & Contan	3,385,769	0	0	1,500,000	0	(20,000)	(234)	5,349,276	3,385,535
Municipal Elections	151,420	0	0	150,000	0	0	0	301,420	151,420
Community Surveillance	987,870	0	0	200,000	0	(405,000)	(49,884)	584,480	937,986
Waste Collection	8,312,856	0	0	2,000,000	0	0	0	9,963,528	8,312,856
Environmental Offset	248,759	0	0	0	0	0	0	308,011	248,759
Bibra Lake Management Plan	15,267	0	0	0	0	0	0	161,243	15,267
CIHCF Building Maintenance	11,706,747	0	0	800,000	3,862	(423,769)	(119,751)	11,048,730	11,590,858
Cockburn ARC Building Maintenance	6,675,048	0	0	1,500,000	0	(100,000)	0	7,968,365	6,675,048
Carry Forward Projects	12,322,168	0	0	5,563,428	5,563,428	(11,108,833)	(1,713,542)	408,660	16,172,054
Port Coogee Marina Assets Replacement	2,084,887	0	0	300,000	0	(366,566)	(300)	1,544,321	2,084,587
Coogee Beach Foreshore Management	0	0	0	1,000,000	133,155	0	0	1,000,000	133,155
<b>Total Council Funded Reserve</b>	<b>151,041,516</b>	<b>0</b>	<b>0</b>	<b>33,663,428</b>	<b>5,700,445</b>	<b>(45,184,687)</b>	<b>(5,554,367)</b>	<b>121,959,348</b>	<b>151,187,594</b>



NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY  
FOR THE PERIOD ENDED 31 OCTOBER 2022

OPERATING ACTIVITIES  
NOTE 6  
CASH RESERVES

Reserve name	Opening Balance	Budget Interest Earned	Actual Interest Earned	Budget Transfers In (+)	Actual Transfers In (+)	Budget Transfers Out (-)	Actual Transfers Out (-)	Budget Closing Balance	Actual YTD Closing Balance
	\$	\$	\$	\$	\$	\$	\$	\$	\$
<b>Restricted Funded</b>									
Aged and Disabled Asset Replacement	465,834	0	2,426	0	0	0	0	452,140	468,260
Welfare Projects Employee Entitlements	1,053,457	0	2,602	0	0	0	0	2,279,463	1,056,060
Port Coogee Special Maintenance - SAR	2,040,979	0	10,304	400,000	0	(663,123)	(146,528)	1,402,113	1,904,755
Port Coogee Waterways - SAR	194,765	0	1,275	105,000	0	0	0	257,222	196,039
Family Day Care Accumulation Fund	11,600	0	60	0	0	0	0	11,549	11,660
Naval Base Shack Removal	826,130	0	4,302	35,000	0	0	0	760,695	830,432
Restricted Grants & Contributions	5,388,608	0	0	0	0	(308,782)	(4,430,745)	382,652	957,863
Public Open Space - Various	5,182,134	0	25,891	0	0	(125,693)	(124,775)	4,799,751	5,083,251
Port Coogee Waterways - WEMP	1,075,185	0	5,875	0	0	(482,231)	0	586,468	1,081,060
Cockburn Coast SAR	85,406	0	426	55,000	0	(12,048)	(10,452)	91,995	75,380
<b>Total Restricted Funded Reserve</b>	<b>16,324,097</b>	<b>0</b>	<b>53,162</b>	<b>595,000</b>	<b>0</b>	<b>(1,591,877)</b>	<b>(4,712,500)</b>	<b>11,024,048</b>	<b>11,664,759</b>
<b>Developer Contribution Plans</b>									
Community Infrastructure (DCA 13)	783,582	0	5,144	3,000,000	1,421,517	(2,979,783)	0	2,095,930	2,210,243
Developer Contribution Plans - Various	12,915,294	0	59,910	970,000	785,705	(4,401,052)	0	8,562,189	13,760,908
<b>Total Developer Contribution Reserve</b>	<b>13,698,876</b>	<b>0</b>	<b>65,054</b>	<b>3,970,000</b>	<b>2,207,221</b>	<b>(7,380,835)</b>	<b>0</b>	<b>10,658,119</b>	<b>15,971,151</b>
<b>Total Cash Reserve</b>	<b>181,064,488</b>	<b>0</b>	<b>118,216</b>	<b>38,228,428</b>	<b>7,907,666</b>	<b>(54,157,399)</b>	<b>(10,266,866)</b>	<b>143,641,515</b>	<b>178,823,503</b>



NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY  
FOR THE PERIOD ENDED 31 OCTOBER 2022

OPERATING ACTIVITIES  
NOTE 7  
OTHER CURRENT LIABILITIES

Other current liabilities	Note	Opening Balance 1 July 2022	Liability Increase	Liability Reduction	Closing Balance 31 October 2022
		\$	\$	\$	\$
<b>Contract liabilities</b>					
Unspent grants, contributions and reimbursements - non-operating		4,994,711	1,865,314	(915,358)	5,944,667
<b>Total unspent grants, contributions and reimbursements</b>		4,994,711	1,865,314	(915,358)	5,944,667
<b>Provisions</b>					
Annual leave		4,812,649	22,880,203	(23,183,430)	4,509,421
Long service leave		4,373,784	0	0	4,373,784
<b>Total Provisions</b>		9,186,433	22,880,203	(23,183,430)	8,883,205
<b>Total other current assets</b>		<b>14,181,144</b>	<b>24,745,517</b>	<b>(24,098,788)</b>	<b>14,827,872</b>
Amounts shown above include GST (where applicable)					

KEY INFORMATION

**Provisions**

Provisions are recognised when the City has a present legal or constructive obligation, as a result of past events, for which it is probable that an outflow of economic benefits will result and that outflow can be reliably measured.

Provisions are measured using the best estimate of the amounts required to settle the obligation at the end of the reporting period.

**Employee benefits**

**Short-term employee benefits**

Provision is made for the City's obligations for short-term employee benefits. Short-term employee benefits are benefits (other than termination benefits) that are expected to be settled wholly before 12 months after the end of the annual reporting period in which the employees render the related service, including wages, salaries and sick leave. Short-term employee benefits are measured at the (undiscounted) amounts expected to be paid when the obligation is settled.

The City's obligations for short-term employee benefits such as wages, salaries and sick leave are recognised as a part of current trade and other payables in the calculation of net current assets.

**Other long-term employee benefits**

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

Long-term employee benefits are measured at the present value of the expected future payments to be made to employees. Expected future payments incorporate anticipated future wage and salary levels, durations of service and employee departures and are discounted at rates determined by reference to market yields at the end of the reporting period on government bonds that have maturity dates that approximate the terms of the obligations. Any remeasurements for changes in assumptions of obligations for other long-term employee benefits are recognised in profit or loss in the periods in which the changes occur. The City's obligations for long-term employee benefits are presented as non-current provisions in its statement of financial position, except where the City does not have an unconditional right to defer settlement for at least 12 months after the end of the reporting period, in which case the obligations are presented as current provisions.

**Contract liabilities**

An entity's obligation to transfer goods or services to a customer for which the entity has received consideration (or the amount is due) from the customer. Grants to acquire or construct recognisable non-financial assets to identified specifications be constructed to be controlled by the City are recognised as a liability until such time as the City satisfies its obligations under the agreement.

NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY  
FOR THE PERIOD ENDED 31 OCTOBER 2022

NOTE 8  
BUDGET AMENDMENTS

Amendments to original budget since budget adoption. Surplus/(Deficit)

Project/ Activity	Description	Council Resolution	Classification	Non Cash Adjustment	Increase in Available Cash	Decrease in Available Cash	Amended Budget Running Balance
				\$	\$	\$	\$
	<b>Budget adoption</b>						360,899
OP4908	Expenditure Review Committee May 2022 - Womens Shed investigation	OCM 09/06/22 #18.1	Operating Expenses			(20,000)	340,899
OP7965	Recruitment expenses. Confidential item.	OCM 14/07/22 #0142-0152	Operating Expenses			(100,000)	240,899
CW6268	Marina boardwalk refurbishment funded from Reserves and budget surplus	OCM 11/08/22 #18.1	Capital Expenses			(98,000)	142,899
CW6268	Transfer from Marina Reserves to fund marina boardwalk refurbishment	OCM 11/08/22 #18.1	Transfer from Reserve		65,332		208,231
Various	Amendments as per 8 Sept 22 OCM	OCM 08/09/22				(120,000)	88,231
Various	Amendments as per 9 June 22 OCM to the Events Calendar	OCM 09/06/22 #18.1	Operating Expenses			(19,000)	69,231
GL 531	External grant from Department of Communities	OCM 13/10/22 #18.1	Operating Revenue		39,922		109,153
CW7577	Expenditure reduction - budget unspent	OCM 13/10/22 #18.1	Capital Expenses		10,000		119,153
CW7664	Missed from carry forward - increased in expenditure	OCM 13/10/22 #18.1	Capital Expenses			(26,000)	93,153
CW7664	Reserve funding for purchasing animal capsule	OCM 13/10/22 #18.1	Transfer from Reserve		26,000		119,153
OP9881	Increased muni funding required to fund traffic officer on casual contract	OCM 13/10/22 #18.1	Operating Expenses			(50,000)	69,153
OP9851	Cost of demolishing at Lot 147 Mopsa Way, Coolbellup	OCM 13/10/22 #18.1	Operating Expenses			(80,000)	(10,847)
OP9851	Waste Reserve to fund cost of demolition	OCM 13/10/22 #18.1	Transfer from Reserve		80,000		69,153
OP4905	Muni fund required for traffic study in Banjup	OCM 13/10/22 #18.1	Operating Expenses			(80,000)	(10,847)
				<b>0</b>	<b>221,254</b>	<b>(593,000)</b>	



**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY  
FOR THE PERIOD ENDED 31 OCTOBER 2022**

**NOTE 9  
EXPLANATION OF MATERIAL VARIANCES**

The material variance thresholds are adopted annually by Council as an indicator of whether the actual expenditure or revenue varies from the year to date Actual materially.

The material variance adopted by Council for the 2022-23 year is \$300,000 or 0.00% whichever is the greater.

Reporting Program	Var. \$	Var. %	Timing/ Permanent	Explanation of Variance
<b>Revenue from operating activities</b>				
Recreation Infrastructure & Services	731,782	16.76%	▲ Timing	Revenue brought forward
Community Development & Services	(446,515)	(16.40%)	▼ Timing	Revenue delayed
Operations & Maintenance	3,099,715	51.93%	▲ Timing	Revenue brought forward
<b>Expenditure from operating activities</b>				
Recreation Infrastructure & Services	626,320	12.71%	▲ Timing	Expenditure delayed
Community Development & Services	585,225	15.21%	▲ Timing	Expenditure delayed
Community Safety & Ranger Services	571,149	26.88%	▲ Timing	Expenditure delayed
Sustainability & Environment	438,046	29.02%	▲ Timing	Expenditure delayed
Operations & Maintenance	(909,495)	(3.95%)	▼ Timing	Expenditure brought forward
Development Assessment & Compliance	448,777	21.54%	▲	
Property & Assets	1,117,996	30.00%	▲ Timing	Expenditure delayed
<b>Investing activities</b>				
Proceeds from disposal of assets	330,166	892.34%	▲ Timing	Sale proceeds brought forward
Transfer from reserves	(537,371)	(4.97%)	▼ Timing	Expenditure delayed
Payments for property, plant and equipment and infrastructure	4,345,123	26.80%	▲ Timing	Expenditure delayed
Proceeds from non-operating grants, subsidies and contributions	2,182,083	199.19%	▲ Timing	Revenue brought forward
Property & Assets	(345,937)	(26.37%)	▼ Timing	Revenue delayed
Transfer to reserves	(1,962,454)	(32.37%)	▼ Timing	Revenue brought forward (DCP13)



**14.3 Community Services**

**14.3.1 (2022/MINUTE NO 0280) Uluru Statement From The Heart**

**Responsible Executive** Head of Community Development and Services  
**Author** Aboriginal Cultural and Visitor Centre Manager  
**Attachments** N/A

**Officer Recommendation**

That Council:

(1) ENDORSES the Uluru Statement from the Heart.

**Council Decision**

MOVED Cr M Separovich SECONDED Cr K Allen

That Council:

(1) NOTES the Officer Report.

**CARRIED 7/2**

**For:** Mayor L Howlett, Deputy Mayor T Widenbar, Cr K Allen, Cr P Eva,  
 Cr L Kirkwood, Cr C Reeve-Fowkes, Cr M Separovich

**Against:** Cr P Corke, Cr T Dewan

**Reason for Decision**

I would like to remind us all of an event that happened in 2017. The City was advocating for the North Lake Road flyover bridge. We managed to do that quite successfully, we got \$226Million from the federal and state governments.

After the election, the City made the mistake of putting up a bunch of billboards.

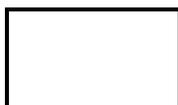
Advocacy – the City advocating for things, and following that election we advocated and there was widespread outrage from the community because we were engaging in state and federal politics and the community do not like it when we engage in state and federal politics.

And I think that we are straying down that path again with this idea of endorsing the Uluru Statement.

Although the officers report does say that there may be a small minority of the community, there may be some members of the community who may be opposed to the concept of the Uluru statement. I don't think that is actually going to be how it is going to play out.

I think there may be a significant amount of community who do not like it when the City decides to engage and advocate in state and federal issues.

There is a referendum coming up on this next year on this issue. The Albanese government have promised that it will be coming in their first term.



I do not think it is the role of the City, as a local government, to be telling people how to vote in a referendum.

People of the City of Cockburn will get their opportunity to vote, it is not up to us to tell them how to vote in that election. We should be staying out of it.

There is no benefit to the City of Cockburn for putting out information. I don't see how it benefits the City at all, the only thing that there potentially is, is risk. So with nothing to gain, I think it is better that we step back, let it play out on the federal level.

When the vote comes through, whether we have an amendment to the constitution or not, time will tell, but it is not our job to try to influence or put our fingers on the scales of that decision, it is up to the people of the City of Cockburn.

### **Officer Comment**

The opportunity for ratepayers of Cockburn to vote at a referendum will not be impeded by their local government's support of the Uluru Statement from the Heart.

Local Government support of the Uluru Statement from the Heart may highlight the opportunity for individuals to seek out information in order to make an informed decision when the matter goes to referendum.

## **Background**

### **Uluru Statement**

Australia, unlike other first world countries, has not yet achieved meaningful recognition of the First Nations people of this country.

The legal fiction of *terra nullius* was finally overturned with the Mabo High Court decision on 2 June 1992.

This case was a landmark decision that finally recognised the pre-colonial land interests of Indigenous people within Australia's common law.

Despite on-going calls by Aboriginal people since the early days of settlement, for a respectful and equal relationship, successive governments continue to ignore calls for constitutional recognition of the rightful place of Australia's First Nations peoples.

### **First Nations Regional Dialogues**

In the lead up to the Uluru Dialogue – First Nations Constitutional Convention, a series of three-day Regional Dialogues commenced in December 2016 which were held consecutively in Hobart, Broome, Dubbo, Darwin, Perth, Sydney, Melbourne, Cairns, Ross River (Central Australia), Adelaide, Brisbane and Thursday Island, with an additional meeting in Canberra.

The purpose of the Regional Dialogues was to engage First Nations peoples from local communities and community-based organisations in a conversation about their



aspirations for meaningful recognition of the rights of the First Nations peoples, how these rights might be recognised and protected, and the reforms necessary to give lasting effect to these aspirations.

Who participated in the regional dialogues?

First Nations participants at Regional Dialogues was decided locally - involving local traditional owners, community-controlled organisations and First Nations leaders, elders, and young people.

The Regional Dialogues selected their nominated representatives to attend the First Nations Constitutional Convention held at Uluru.

The **Uluru Statement from the Heart** is an invitation from First Nations to “walk with us in a movement of the Australian people for a better future.”

It was a call to the Australian people in May 2017 following two years of engagement and consultations with First Nations people from across the country.

The Uluru Statement calls for constitutional change to establish a new relationship between First Nations people and the Australian nation.

## Report

Several Local Governments in Western Australia have endorsed the Uluru Statement from the Heart, in turn supporting Aboriginal and Torres Strait Islander community members.

The City of Bayswater, City of Fremantle, City of Stirling, Shire of Denmark, and Mayors across Australia have all made this decision.

The City of Cockburn can join this growing list of local governments to endorse their support by signing the Uluru Statement from the Heart, detailed in full below:

“Our Aboriginal and Torres Strait Islander tribes were the first sovereign Nations of the Australian continent and its adjacent islands and possessed it under our own laws and customs.

This our ancestors did, according to the reckoning of our culture, from the Creation, according to the common law from ‘time immemorial’, and according to science more than 60,000 years ago.

This sovereignty is a spiritual notion: the ancestral tie between the land, or ‘mother nature’, and the Aboriginal and Torres Strait Islander peoples who were born therefrom, remain attached thereto, and must one day return thither to be united with our ancestors.

This link is the basis of the ownership of the soil, or better, of sovereignty. It has never been ceded or extinguished and co-exists with the sovereignty of the Crown.

How could it be otherwise?



That peoples possessed a land for sixty millennia and this sacred link disappears from world history in merely the last two hundred years?

With substantive constitutional change and structural reform, we believe this ancient sovereignty can shine through as a fuller expression of Australia's nationhood.

Proportionally, we are the most incarcerated people on the planet.

We are not an innately criminal people. Our children are alienated from their families at unprecedented rates.

This cannot be because we have no love for them. And our youth languish in detention in obscene numbers. They should be our hope for the future.

These dimensions of our crisis tell plainly the structural nature of our problem. This is the torment of our powerlessness.

We seek constitutional reforms to empower our people and take a rightful place in our own country.

When we have power over our destiny our children will flourish.

They will walk in two worlds and their culture will be a gift to their country.

We call for the establishment of a First Nations Voice enshrined in the Constitution.

Makarrata is the culmination of our agenda: the coming together after a struggle.

It captures our aspirations for a fair and truthful relationship with the people of Australia and a better future for our children based on justice and self-determination.

We seek a Makarrata Commission to supervise a process of agreement-making between governments and First Nations and truth-telling about our history.

In 1967 we were counted, in 2017 we seek to be heard.

We leave base camp and start our trek across this vast country.

We invite you to walk with us in a movement of the Australian people for a better future."

The Uluru Statement from the Heart is a call for the establishment of a First Nations Voice enshrined in the Constitution.



Voice, Treaty, Truth.

This action further strengthens our commitment to our First Nations Community and provides a public statement that supports change.

This further supports the City's Reconciliation Action Plan.

Our commitments will be strengthened by Council support of Aboriginal and Torres Strait Islander peoples' call for the establishment of a First Nations Voice to be enshrined in the Constitution and for a referendum on these matters.

We welcome the opportunity to work with other levels of government and all Australians to take this next step in our shared future.

Forms of support could include:

Information on City website, newsletter, emails, and other identified communication streams.

Potential media story regarding City support of the Statement.

Making information available to staff and residents.

Using networks to inform other Local Governments of the position we have taken.

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

#### Community, Lifestyle & Security

A vibrant healthy, safe, inclusive and connected community.

- Aboriginal and Torres Strait Islander cultures and other diverse cultures and heritage are recognised and celebrated.
- A safe and healthy community that is socially connected.

#### Listening & Leading

A community focused, sustainable, accountable and progressive organisation.

- Employer of choice focusing on equity, innovation and technology.
- High quality and effective community engagement and customer service experiences.

### **Budget/Financial Implications**

N/A

### **Legal Implications**

N/A

### **Community Consultation**



N/A

**Risk Management Implications**

There may be members of the community who may be opposed to the concept of the Uluru Statement from the Heart. Council's signing of the Statement has a low risk of negative feedback from a small minority of the community should Council endorse the recommendation.

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

N/A

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

Nil



## 14.4 Governance and Strategy

7.38pm The Aboriginal Cultural and Visitor Centre Manager departed the meeting and did not return.

### Declaration of Interest

Type of Interest	Nature of Interest
Mayor Howlett submitted an Impartiality Interest, pursuant to Regulation 22 of the <i>Local Government (Model Code of Conduct) Regulations 2021</i> for Item 14.4.1.	Mayor Howlett is a member of WALGA State Council who will be considering the feedback from local governments across Western Australia.

### 14.4.1 (2022/MINUTE NO 0281) WALGA - Best Practice Governance Review

<b>Responsible Executive</b>	Executive Governance and Strategy
<b>Author</b>	Manager Legal and Compliance
<b>Attachments</b>	<ol style="list-style-type: none"> <li>1. WALGA Best Practice Governance Review Consultation Paper - Model Options <a href="#">↓</a></li> <li>2. WALGA Best Practice Governance Review - Background Paper <a href="#">↓</a></li> </ol>

#### Officer Recommendation/Council Decision

MOVED Cr K Allen SECONDED Cr T Dewan

That Council:

- (1) SUPPORTS Option 2 as the preferred governance model; and
- (2) ENDORSES the order of preference as 2, 4, 3, 1, 5.

**CARRIED 9/0**

### Background

On 24 October 2022, WALGA requested Council feedback, by way of a resolution of Council, was requested by local governments on the governance model options presented in the consultation paper prepared by WALGA, before 23 December 2022.

In order to facilitate this, Elected Member responses were requested on 7 November 2022.

This report presents the consultation paper for consideration by Council.

### Submission

N/A



## Report

WALGA is undertaking a Best Practice Governance Review to ensure their governance model is contemporary, agile and maximises engagement with members.

A significant body of work, which is summarised in the Background Paper, has been undertaken by the Project's Steering Committee.

Member feedback, in the form of a Council decision, is requested from Local Governments on the governance model options presented in the Consultation Paper by 23 December 2022.

Member Local Governments are asked to consider this paper and the governance model options put forward and provide a Council endorsed position to WALGA.

The WALGA suggested approach to the feedback was that Councils endorse a preferred model (which could be the Current Model) and provide a ranking in terms of an order of preference.

In addition, to supplement Council feedback, WALGA will be undertaking independent consultation to gain deeper insights from the perspective of CEOs and Elected Members.

Elected Member feedback supported option 2 as the preferred governance model, with the order of preference being 2, 4, 3, 1 and 5.

No other responses were received.

It is recommended Council support option 2, and the order of preference as identified above.

## Strategic Plans/Policy Implications

### Listening & Leading

A community focused, sustainable, accountable and progressive organisation.

- Best practice Governance, partnerships and value for money.
- High quality and effective community engagement and customer service experiences.

## Budget/Financial Implications

There are no budget implications from the recommendation in this report.

## Legal Implications

There are no legal implications from the recommendation in this report.



**Community Consultation**

N/A

**Risk Management Implications**

The City has been requested to provide its preferred governance model from the options presented in the consultation paper prepared by WALGA before 23 December 2022.

Failure to endorse a position will mean the Council's decision is not received by WALGA.

There is a low risk associated with this report.

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

N/A

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

Nil





# Best Practice Governance Review

## Consultation Paper – Model Options

1





## Contents

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3	Options and Current Model	<a href="#">7</a>
4	Alignment to Principles	<a href="#">14</a>
5	Consultation Process and Next Steps	<a href="#">20</a>





# Best Practice Governance Review

## 1. Introduction



# Introduction

## Background

The Western Australian Local Government Association (WALGA) developed its Corporate Strategy 2020-25, and in doing so identified a key strategic priority, to undertake a Best Practice Governance Review. The objective of the review is to ensure WALGA's governance and engagement models are contemporary, agile, and maximise engagement with members.

Other drivers for the review included: misalignment between key governance documents; constitution amendments for State Councillors' Candidature for State and Federal elections; and legislative reforms for the *Local Government Act 1995*, and for the *Industrial Relations Act 1979*.

In March 2022, State Council commissioned the Best Practice Governance Review (BPGR) and established a Steering Committee to guide the Review.

The BPGR Steering Committee had five meetings between 5 May 2022 and 10 August 2022. There was wide-ranging discussion on WALGA's current governance model, the need to engage broadly with the membership, and opportunities for change. Key outputs from the BPGR Steering Committee meetings included:

- Agreement on five comparator organisations – Australian Medical Association (AMA) WA, Chamber of Commerce and Industry (CCI) WA, Chamber of Minerals and Energy (CME), Australian Hotels Association (AHA) WA and the Pharmacy Guild (PG).
- Review of governance models of Local Government Associations in other Australian States and Territories, and New Zealand.
- Drafting of governance principles that will underpin future governance models.
- Finalisation of governance principles and principle components across the domains of: **Representative, Responsive and Results Oriented**.

These activities are outlined in more detail in the Background Paper.

## This document

This document outlines:

**Principles:** The governance model principles and principle components across the domains of: Representative, Responsive and Results Oriented. The principles were endorsed at the WALGA AGM on 3 October 2022.

**Governance model options:** Presents four potential governance model options and the structure and roles associated with each option. The four options are:

- **Option 1:** Two tier model, existing zones
- **Option 2:** Board, regional bodies
- **Option 3:** Board, amalgamated zones
- **Option 4:** Member elected board, regional groups
- **Option 5:** Current model

**Alignment to principles:** Each of these options are then assessed as to whether they align with the principles and their components. The assessment considers the option and whether it meets, partially meets or does not meet the principle component. Alongside this assessment are some discussion points. An example of this relates to diversity.

Diversity is a component of the governance model being representative. Diversity here may include consideration of whether the governance model comprises an appropriate diversity of skills and experience. It also provides opportunity to consider whether the governance model provides opportunity for members of diverse backgrounds e.g. people of Aboriginal and Torres Strait Islander descent, people with Culturally and Linguistically Diverse backgrounds.

Within all the model options, direct relationship with WALGA and regional / subregional collaboration would continue to be encouraged.



# Best Practice Governance Review

## 2. Governance Principles



# Governance Principles

The following Governance Principles were endorsed by members at the 2022 AGM



	Principle	Principle component	Component description	Governance implications
<b>Representative</b>	WALGA unites and represents the entire local government sector in WA and understands the diverse nature and needs of members, regional communities and economies.	<b>Composition</b>	The composition of WALGA's governance model represents Local Government members from metropolitan and country councils.	The governing body will maintain equal country and metropolitan local government representation.
		<b>Size</b>	An appropriate number of members/representatives oversees WALGA's governance.	Potential reduction in the size of the overarching governing body.
		<b>Diversity</b>	WALGA's governance reflects the diversity and experience of its Local Government members.	Potential for the introduction of a mechanism to ensure the governance model comprises an appropriate diversity of skills and experience.
		<b>Election Process</b>	Considers the processes by which WALGA's governance positions are elected and appointed.	Consideration of alternative election and appointment arrangements, with the President to be elected by and from the governing body.
<b>Responsive</b>	WALGA is an agile association which acts quickly to respond to the needs of Local Government members and stakeholders.	<b>Timely Decision Making</b>	WALGA's governance supports timely decision making.	WALGA's governance model facilitates responsive decision making.
		<b>Engaged Decision Making</b>	WALGA's Local Government members are engaged in decision making processes.	WALGA's governance model facilitates clear and accessible processes for Local Government members to influence policy and advocacy with consideration to alternatives to the existing zone structure.
		<b>Agility</b>	Considers the flexibility of WALGA's governance to adapt to changing circumstances.	WALGA's governance model is agile and future proofed for external changes.
<b>Results Oriented</b>	WALGA dedicates resources and efforts to secure the best outcomes for Local Government members and supports the delivery of high-quality projects, programs and services.	<b>Focus</b>	Considers the clarity and separation of responsibilities and accountabilities of WALGA's governance.	Governance bodies have clearly defined responsibilities and accountabilities, with the capacity to prioritise and focus on strategic issues.
		<b>Value Added Decision Making</b>	Facilitates opportunities for value to be added to decision making.	Adoption of best practice board processes, and introduction of governance structures that are empowered to inform decisions.
		<b>Continuous Improvement</b>	Considers regular review processes for components of the governance model, their purpose and achieved outcomes.	WALGA's governance is regularly reviewed every 3 to 5 years to ensure the best outcomes are achieved for Local Government members.



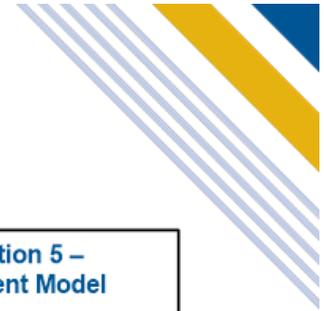


# Best Practice Governance Review

## 3. Options and Current Model

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# Options and Current Model

Five options, including the Current Model, with details of each of their key governance bodies

Option 1 – Two tier model, existing Zones	Option 2 – Board, Regional Bodies	Option 3 – Board, Amalgamated Zones	Option 4 – Member elected Board, Regional Groups	Option 5 – Current Model
 <p><b>Board</b> (11 members) 8 elected from Policy Council, incl. Board elected President Up to 3 independents</p>	 <p><b>Board</b> (11 members) 8 elected from Regional Bodies, incl. Board elected President Up to 3 independents</p>	 <p><b>Board</b> (15 members) 12 elected from Zones, incl. Board elected President Up to 2 independents</p>	 <p><b>Board</b> (11 members) 8 elected via direct election, incl. Board elected President Up to 3 independents</p>	 <p><b>State Council</b> (25 members) 24 State Councillors 1 President</p>
 <p><b>Policy Council</b> (25 members) 24 members plus President</p>	 <p><b>Regional Bodies</b> (4 metro, 4 country)</p>	 <p><b>Zones</b> (6 metro, 6 country)</p>	 <p><b>Policy Teams / Forums / Committees</b></p>	 <p><b>Zones</b> (5 metro, 12 country)</p>
 <p><b>Zones</b> (5 metro, 12 country)</p>	 <p><b>Policy Teams / Forums / Committees</b></p>	 <p><b>Policy Teams / Forums / Committees</b></p>	 <p><b>Regional Groups</b></p>	 <p><b>Policy Teams / Forums / Committees</b></p>



# Option 1 – Two Tier Model, Existing Zones

A description of the governance body structure and role for Option 1



Governance Body	Structure	Role
 <p><b>Board</b></p>	<p>11 members: 8 representative members elected from and by the Policy Council (4 Metro, 4 Country). The Board then elect the President from the representative members. The Board will appoint up to 3 independent, skills or constituency directors.</p>	<p>Meet 6 times per year. Responsible for governance of WALGA including strategy, financial oversight, policy development and endorsement, advocacy priorities, employment of CEO, etc.</p>
 <p><b>Policy Council</b></p>	<p>24 members plus President. Members elected by and from the Zones (12 from 5 Metro Zones, 12 from 12 Country Zones).</p>	<p>Meet at least 2 times per year to contribute to policy positions and advocacy for input into Board, and to liaise with Zones on policy and advocacy. The Policy Council can form Policy Teams, Policy Forums and Committees, which would have responsibility for specific functions, such as policy development.</p>
 <p><b>Zones</b></p>	<p>5 Metro, 12 Country.</p>	<p>Meet at least 2 times per year to raise policy issues, elect representatives to the Policy Council, and undertake regional advocacy and projects as directed by the Zone.</p>



# Option 2 – Board, Regional Bodies

A description of the governance body structure and role for Option 2



Governance Body	Structure	Role
 <p><b>Board</b></p>	<p>11 members: 8 representative members elected from and by the Regional Bodies (4 Metro, 4 Country). The Board then elect the President from the representative members. The Board will appoint up to 3 independent, skills or constituency directors.</p>	<p>Meet 6 times per year responsible for governance of WALGA including strategy, financial oversight, policy development, advocacy priorities, employment of CEO, etc.</p>
 <p><b>Regional Bodies</b></p>	<p>Metro: North, South, East and Central. Country: Mining &amp; Pastoral, Agricultural, Peel/South West/Great Southern, Regional Capitals.</p> <p><i>Note: Local Governments can nominate their preferred regional body, with membership of the regional bodies to be determined by the board.</i></p>	<p>Meet at least 2 times per year to contribute to policy development and advocacy, and to elect Board members (1 from each of the Metro Regional Bodies and 1 from each of the Country Regional Bodies).</p>
 <p><b>Policy Teams / Forums / Committees</b></p>	<p>Membership drawn from the Board and Regional Bodies with some independent members.</p>	<p>Responsible for specific functions – such as policy development – as determined by the Board.</p>



# Option 3 – Board, Amalgamated Zones

A description of the governance body structure and role for Option 3



Governance Body	Structure	Role
 <p><b>Board</b></p>	<p>15 members: 12 elected from the Zones (6 from Metro/Peel, 6 from Country). President to be elected by the Board. The Board will appoint up to 2 independent, skills or constituency directors.</p>	<p>Meet 6 times per year. Responsible for the governance of WALGA including strategy, financial oversight, policy development and endorsement, advocacy priorities, employment of CEO, etc.</p>
 <p><b>Zones</b></p>	<p>Metro/Peel:</p> <ul style="list-style-type: none"> <li>• Central Metropolitan</li> <li>• East Metropolitan</li> <li>• North Metropolitan</li> <li>• South Metropolitan</li> <li>• South East Metropolitan</li> <li>• Peel</li> </ul> <p>Country*:</p> <ul style="list-style-type: none"> <li>• Wheatbelt South</li> <li>• Wheatbelt North</li> <li>• Mid West / Murchison / Gascoyne</li> <li>• Pilbara / Kimberley</li> <li>• South West / Great Southern</li> <li>• Goldfields / Esperance</li> </ul> <p><i>*indicative, re-drawing required</i></p>	<p>Meet at least 2 times per year to contribute to policy development and advocacy, and to elect Board members.</p>
 <p><b>Policy Teams / Forums / Committees</b></p>	<p>Membership drawn from Board with some independent members.</p>	<p>Responsible for specific functions – such as policy development – as determined by the Board.</p>



# Option 4 – Member Elected Board, Regional Groups

A description of the governance body structure and role for Option 4



Governance Body	Structure	Role
 <p><b>Board</b></p>	<p>11 members: 8 representative members elected via direct election, with each member Local Government to vote (4 elected by and from Metropolitan Local Governments, 4 elected by and from Country Local Governments). President elected by the Board from among the representative members. The Board will appoint up to 3 independent, skills or constituency directors.</p>	<p>Meet 6 times per year and responsible for governance of WALGA including strategy, financial oversight, policy development and endorsement, advocacy priorities, employment of CEO, etc.</p>
 <p><b>Policy Teams / Forums / Committees</b></p>	<p>Membership drawn from Board with some independent members.</p>	<p>Meet at least 2 times per year. Responsible for specific functions – such as contributing to policy development – as determined by the Board.</p>
 <p><b>Regional Groups</b></p>	<p>Determined by members to suit needs. E.g. Regional Capitals, GAPP, VROCs, CEO Group, existing Zones.</p>	<p>Feed into policy development processes and undertake advocacy and projects as determined by the groups.</p>



# Option 5 – Current Model

A description of the governance body structure and roles for the Current Model



Governance Body	Structure	Role
 <p><b>State Council</b></p>	<p>24 members plus the President. Members elected by and from the Zones (12 from 5 Metropolitan Zones, 12 from 12 Country Zones).</p>	<p>Responsible for the governance of WALGA including strategy, financial oversight, policy development and endorsement, advocacy, employment of CEO, etc.</p>
 <p><b>Zones</b></p>	<p>5 Metro, 12 Country.</p>	<p>Consider the State Council Agenda, elect State Councillors, and undertake regional advocacy / projects as directed by the Zone.</p>
 <p><b>Policy Teams / Forums / Committees</b></p>	<p>Membership drawn from State Council with some independent members.</p>	<p>Responsible for specific functions – such as contributing to policy development, financial oversight etc. – as determined by State Council.</p>





# Best Practice Governance Review

## 4. Alignment to Principles



# Option 1 – Two Tier Model, Existing Zones

Option 1 and its alignment to the principles

**Option 1 –  
Two tier model,  
existing Zones**

	<b>Board (11 members)</b> 8 elected from Policy Council, incl. Board elected President Up to 3 independents
	<b>Policy Council (25 members)</b> 24 members plus President
	<b>Zones (5 metro, 12 country)</b>

	Principle & component	Principle alignment (Meets, partial, does not meet)	Discussion points
<b>Representative</b>	Composition	Meets	<ul style="list-style-type: none"> <li>Board will have equal metropolitan and country membership</li> </ul>
	Size	Meets	<ul style="list-style-type: none"> <li>Board is smaller</li> </ul>
	Diversity	Meets	<ul style="list-style-type: none"> <li>Consideration of appointment processes for independent members</li> </ul>
	Election Process	Meets	<ul style="list-style-type: none"> <li>Board to be elected from Policy Council</li> </ul>
<b>Responsive</b>	<b>Timely Decision Making</b>	Meets	<ul style="list-style-type: none"> <li>Meeting frequency aligned to governing body roles</li> </ul>
	<b>Engaged Decision Making</b>	Meets	<ul style="list-style-type: none"> <li>Board meetings are not dependent on other governing body meetings</li> </ul>
	<b>Agility</b>	Partial	<ul style="list-style-type: none"> <li>Board is future-proofed from external changes</li> <li>Zone structures still underpin Council</li> </ul>
<b>Results Oriented</b>	<b>Focus</b>	Partial	<ul style="list-style-type: none"> <li>Prioritisation and focus may be a challenge</li> </ul>
	<b>Value Added Decision Making</b>	Meets	<ul style="list-style-type: none"> <li>Best practice board approaches will be adopted</li> </ul>
	<b>Continuous Improvement</b>	Meets	<ul style="list-style-type: none"> <li>Board would be responsible for ongoing reviews of governance body roles in consultation with members</li> </ul>



# Option 2 – Board, Regional Bodies

Option 2 and its alignment to the principles

## Option 2 – Board, Regional Bodies

**Board  
(11 members)**

8 elected from  
Regional Bodies, incl.  
Board elected  
President  
Up to 3 independents

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**Regional  
Bodies  
(4 metro,  
4 country)**

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**Policy Teams  
/ Forums /  
Committees**

	Principle & component	Principle alignment (Meets, partial, does not meet)	Discussion points
<b>Representative</b>	Composition	Meets	<ul style="list-style-type: none"> <li>Board will have equal metropolitan and country membership</li> <li>How to establish regional body membership is a consideration</li> </ul>
	Size	Partial	<ul style="list-style-type: none"> <li>Board is smaller</li> <li>Number of regional bodies is a consideration</li> </ul>
	Diversity	Meets	<ul style="list-style-type: none"> <li>Consideration of appointment processes for independent members</li> </ul>
	Election Process	Meets	<ul style="list-style-type: none"> <li>Board election from regional bodies</li> </ul>
<b>Responsive</b>	<b>Timely Decision Making</b>	Meets	<ul style="list-style-type: none"> <li>Meeting frequency aligned to governing body roles</li> </ul>
	<b>Engaged Decision Making</b>	Meets	<ul style="list-style-type: none"> <li>Board meetings are not dependent on regional body meetings</li> </ul>
	<b>Agility</b>	Meets	<ul style="list-style-type: none"> <li>Board and regional bodies are future proofed from external changes</li> </ul>
<b>Results Oriented</b>	<b>Focus</b>	Partial	<ul style="list-style-type: none"> <li>There may be challenges defining accountabilities and responsibilities of regional bodies</li> </ul>
	<b>Value Added Decision Making</b>	Meets	<ul style="list-style-type: none"> <li>Best practice board approaches will be adopted</li> </ul>
	<b>Continuous Improvement</b>	Meets	<ul style="list-style-type: none"> <li>Board will be responsible for ongoing reviews of governing body roles in consultation with members</li> </ul>



# Option 3 – Board, Amalgamated Zones

Option 3 and its alignment to the principles

**Option 3 –  
Board, Amalgamated  
Zones**



**Board  
(15 members)**  
12 elected from  
Zones, incl. Board  
elected President  
Up to 2 independents

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**Zones  
(6 metro,  
6 country)**

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**Policy Teams  
/ Forums /  
Committees**

	Principle & component	Principle alignment (Meets, partial, does not meet)	Discussion points
<b>Representative</b>	Composition	Partial	<ul style="list-style-type: none"> <li>Board will have equal metropolitan and country membership</li> <li>There may be composition challenges for amalgamated zones</li> </ul>
	Size	Partial	<ul style="list-style-type: none"> <li>Board is smaller</li> <li>Amalgamation of zones to 12 in total</li> </ul>
	Diversity	Meets	<ul style="list-style-type: none"> <li>Consideration of appointment processes for independent members</li> </ul>
	Election Process	Meets	<ul style="list-style-type: none"> <li>Board election from zones</li> </ul>
<b>Responsive</b>	<b>Timely Decision Making</b>	Meets	<ul style="list-style-type: none"> <li>Meeting frequency aligned to governing body roles</li> </ul>
	<b>Engaged Decision Making</b>	Meets	<ul style="list-style-type: none"> <li>Board meetings are aligned to zone meetings</li> </ul>
	<b>Agility</b>	Meets	<ul style="list-style-type: none"> <li>Board is future proofed from external changes</li> </ul>
<b>Results Oriented</b>	<b>Focus</b>	Partial	<ul style="list-style-type: none"> <li>Prioritisation and focus may be a challenge</li> </ul>
	<b>Value Added Decision Making</b>	Meets	<ul style="list-style-type: none"> <li>Best practice board approaches will be adopted</li> </ul>
	<b>Continuous Improvement</b>	Meets	<ul style="list-style-type: none"> <li>The Board would be responsible for ongoing reviews of governance body roles in consultation with members</li> </ul>



# Option 4 – Member Elected Board, Regional Groups

Option 4 and its alignment to the principles

**Option 4 –  
Member elected Board,  
Regional Groups**

	<b>Board (11 members)</b> 8 elected via direct election, incl. Board elected President Up to 3 independents
	<b>Policy Teams / Forums / Committees</b>
	<b>Regional Groups</b>

	Principle & component	Principle alignment (Meets, partial, does not meet)	Discussion points
<b>Representative</b>	Composition	Partial	<ul style="list-style-type: none"> <li>Board will have equal metropolitan and country membership</li> <li>Membership of regional groups dynamic and ad hoc</li> </ul>
	Size	Partial	<ul style="list-style-type: none"> <li>Board is smaller</li> </ul>
	Diversity	Meets	<ul style="list-style-type: none"> <li>Consideration of appointment processes for independent members</li> </ul>
	Election Process	Meets	<ul style="list-style-type: none"> <li>Board election from a general meeting</li> </ul>
<b>Responsive</b>	<b>Timely Decision Making</b>	Meets	<ul style="list-style-type: none"> <li>Meeting frequency aligned to governing body roles</li> </ul>
	<b>Engaged Decision Making</b>	Meets	<ul style="list-style-type: none"> <li>Board meetings are not dependent on policy teams / regional group meetings</li> </ul>
	<b>Agility</b>	Meets	<ul style="list-style-type: none"> <li>Board is future-proofed from external changes</li> </ul>
<b>Results Oriented</b>	<b>Focus</b>	Partial	<ul style="list-style-type: none"> <li>Policy teams / Regional Group meetings to influence priorities</li> </ul>
	<b>Value Added Decision Making</b>	Meets	<ul style="list-style-type: none"> <li>Best practice board approaches will be adopted</li> </ul>
	<b>Continuous Improvement</b>	Meets	<ul style="list-style-type: none"> <li>Board would be responsible for ongoing reviews of governing body roles in consultation with members</li> </ul>



# Option 5 – Current Model

Current model and its alignment to the principles

**Option 5 – Current Model**



**State Council**  
(25 members)  
24 State Councillors  
1 President

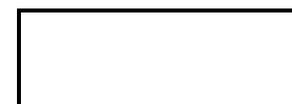


**Zones**  
(5 metro,  
12 country)



**Policy Teams / Forums / Committees**

	Principle & component	Principle alignment (Meets, partial, does not meet)	Discussion points
<b>Representative</b>	Composition	Meets	<ul style="list-style-type: none"> <li>State Council has equal metropolitan and country membership</li> </ul>
	Size	Partial	<ul style="list-style-type: none"> <li>State Council will retain 25 members</li> </ul>
	Diversity	Partial	<ul style="list-style-type: none"> <li>No control of diversity of State Council</li> </ul>
	Election Process	Meets	<ul style="list-style-type: none"> <li>State Council election from zones</li> </ul>
<b>Responsive</b>	<b>Timely Decision Making</b>	Partial	<ul style="list-style-type: none"> <li>Meeting frequency aligned to governing body roles</li> </ul>
	<b>Engaged Decision Making</b>	Meets	<ul style="list-style-type: none"> <li>State Council meetings are aligned to zone meetings</li> </ul>
	<b>Agility</b>	Partial	<ul style="list-style-type: none"> <li>State Council is not future proofed from external changes</li> </ul>
	<b>Focus</b>	Partial	<ul style="list-style-type: none"> <li>Prioritisation and focus may remain a challenge</li> </ul>
<b>Results Oriented</b>	<b>Value Added Decision Making</b>	Partial	<ul style="list-style-type: none"> <li>Best practice board approaches will not be adopted</li> </ul>
	<b>Continuous Improvement</b>	Meets	<ul style="list-style-type: none"> <li>State Council would continue to be responsible for ongoing reviews of governance body roles in consultation with members</li> </ul>





# Best Practice Governance Review

## 5. Consultation Process and Next Steps



# WALGA Best Practice Governance Review

Consultation Process and Next Steps



**Consultation Process**

**Council Position**

Member Local Governments are asked to consider this paper and the governance model options put forward and provide a Council endorsed position to WALGA.

It is suggested that Councils endorse a preferred model (which could be the Current Model) and provide a ranking in terms of an order of preference.

Submissions to WALGA are sought by **23 December 2022**.

**Supplementary Market Research**

An independent market research company has been engaged to ascertain insights from Elected Members and Chief Executive Officers about WALGA's governance model. Qualitative interviews and a quantitative survey will be undertaken to supplement Council positions.

**Workshops and Forums**

Requests for presentations on the work undertaken by the Steering Committee and the model options, as well as facilitation of workshops and discussions will be accommodated where practicable.

**Next Steps**

**Timetable**

- Consultation and engagement with Members on this paper and governance model options will be undertaken from October 2022 until 23 December 2022.
- The Steering Committee will consider the outcomes of the consultation process during January 2023.
- A Final Report with a recommended direction will be the subject of a State Council Agenda item for the March 2023 State Council meeting.





# Thank you

For more information, visit our [website](#) or contact Tim Lane, Manager Association and Corporate Governance, at [tlane@walga.asn.au](mailto:tlane@walga.asn.au) or 9213 2029.





# Best Practice Governance Review

## Background Paper

1





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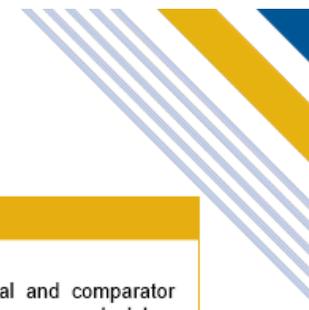
# Best Practice Governance Review

## 1. Background, Approach and Timeline



# Background and Approach

Background and approach that led to the development of the governance principles for the Best Practice Governance Review.



## Background

The Western Australian Local Government Association (WALGA) developed its Corporate Strategy 2020-25, and in doing so identified a key strategic priority, to undertake a Best Practice Governance Review. The objective of the review is to ensure WALGA's governance and engagement models are contemporary, agile, and maximise engagement with members. Other drivers for the review included:

- Misalignment between key governance documents; Constitution, Corporate Governance Charter, State Council Code of Conduct, and Standing Orders – stemming from varying amendments.
- State Council's 3 September 2021 resolution requesting amendment to the Constitution to "deal with matters related to State Councillors' Candidature for State and Federal elections".
- Proposed legislative reforms to remove WALGA from being constituted under the *Local Government Act 1995 (WA)*.
- Constitutional requirements for WALGA to become a registered organisation under the *Industrial Relations Act 1979 (WA)*, which would enable WALGA to make applications in its own right to the Western Australian Industrial Relations Commission

In March 2022 State Council commissioned the Best Practice Governance Review (BPGR) and established a Steering Committee to guide the Review.

The BPGR Steering Committee had its first meeting on 5 May 2022. There was wide-ranging discussion on WALGA's current governance model, the need to engage broadly with the membership, and opportunities for change. At the meeting, five comparator organisations were identified to be used in a governance model comparative analysis. Steering Committee meetings 2 to 5 had a focus on the development of governance model principles.

## This document

This document presents the key insights from the jurisdictional and comparator organisation analysis that supported the development of the governance principles. The final section presents the endorsed governance principles.

**Jurisdictional Analysis** – This section compares WALGA to equivalent jurisdictional associations (e.g. LGASA). This provides key insights into the size and election processes of WALGA compared to equivalent associations.

**Comparator Organisations** – This section compares WALGA's governance arrangements to five comparator organisations that were agreed at the BPGR Steering Committee meeting 1. This provides key insights into the size, election processes and recent governance changes of these five comparator organisations.

**Governance Model Principles** – The governance model principles were developed through BPGR Steering Committee meetings 2 to 5. This provides a structure for understanding how the current governance model of WALGA and any future governance model aligns to these principles.

The following slide outlines the timeline of key events and meetings that formed part of the BPGR.



# Timeline

Timeline of key events with a focus on the BPGR Steering Committee meetings throughout May to August 2022

## WALGA Corporate Strategy 2020-25

In 2019, a five-year Corporate Strategy was developed and identified that a governance model was key to delivery of the strategy. 19 interviews and 2 workshops covering 20 Local and State Government leaders informed the strategy.

## Stakeholder Engagement Project, GRA Partners, 2021

45 responses received from Federal and State Government and Opposition.

## Commissioning of Best Practice Governance Review

In March 2022, WALGA commissioned PwC to support the BPGR Project.

## First BPGR Steering Committee meeting held

On 22 May 2022, the first meeting of the BPGR Steering Committee identified five comparator organisations for the Review.

## Third BPGR Steering Committee meeting held

On 28 June 2022, an options paper was reviewed.

## State Council updated

On 3 August 2022, an update on the BPGR was provided to State Council.

## Principles shared

In September 2022 agreement on the next steps for sharing the principles with Local Government members.



## 2019 Governance Review

A governance review was undertaken in 2019 that led to numerous process changes.

## WALGA Stakeholder Engagement Project, Marketforce 2021

105 survey responses and 42 interviews were facilitated across 95 Local Governments.

## State Council Performance Assessment, 2020

17 survey responses and comments received from State Councillors.

## Second BPGR Steering Committee meeting held

On 8 June 2022, the initial draft of comparator organisations was presented and assessment criteria was identified.

## Fourth BPGR Steering Committee meeting held

On 18 July 2022, core principles were decided to guide the BPGR.

## Fifth BPGR Steering Committee meeting held

On 10 August 2022, core principles for the BPGR were finalised.





# Best Practice Governance Review

## 2. Jurisdictional Analysis





# Analysis: Jurisdictional equivalents to WALGA

Jurisdictional equivalents of WALGA have been analysed according to their size and election methods.

## Background

Prior to the BPGR Project commencing in March 2022, work was undertaken to understand governance arrangements in other jurisdictions. The focus of this work was on associations from other Australian states, as well as New Zealand.

The full list of associations are:

- Local Government NSW (LGNSW)
- Municipal Association Victoria (MAV)
- Local Government Association of Tasmania (LGAT)
- Local Government Association of South Australia (LGASA)
- Local Government Association of Queensland (LGAQ)
- Local Government Association of Northern Territory (LGANT)
- Local Government Association of New Zealand (LGNZ)

The assessment of these associations focused on providing insights into the following domains:

- **Size of Board:** How many board members are there in comparison to the 25 WALGA board members?
- **Method of Election of President:** How is the President elected to the board?
- **Method of Election of Board Members:** How are board members elected?

## Key Insights

Key insights following the comparison of WALGA to equivalent associations are outlined below:

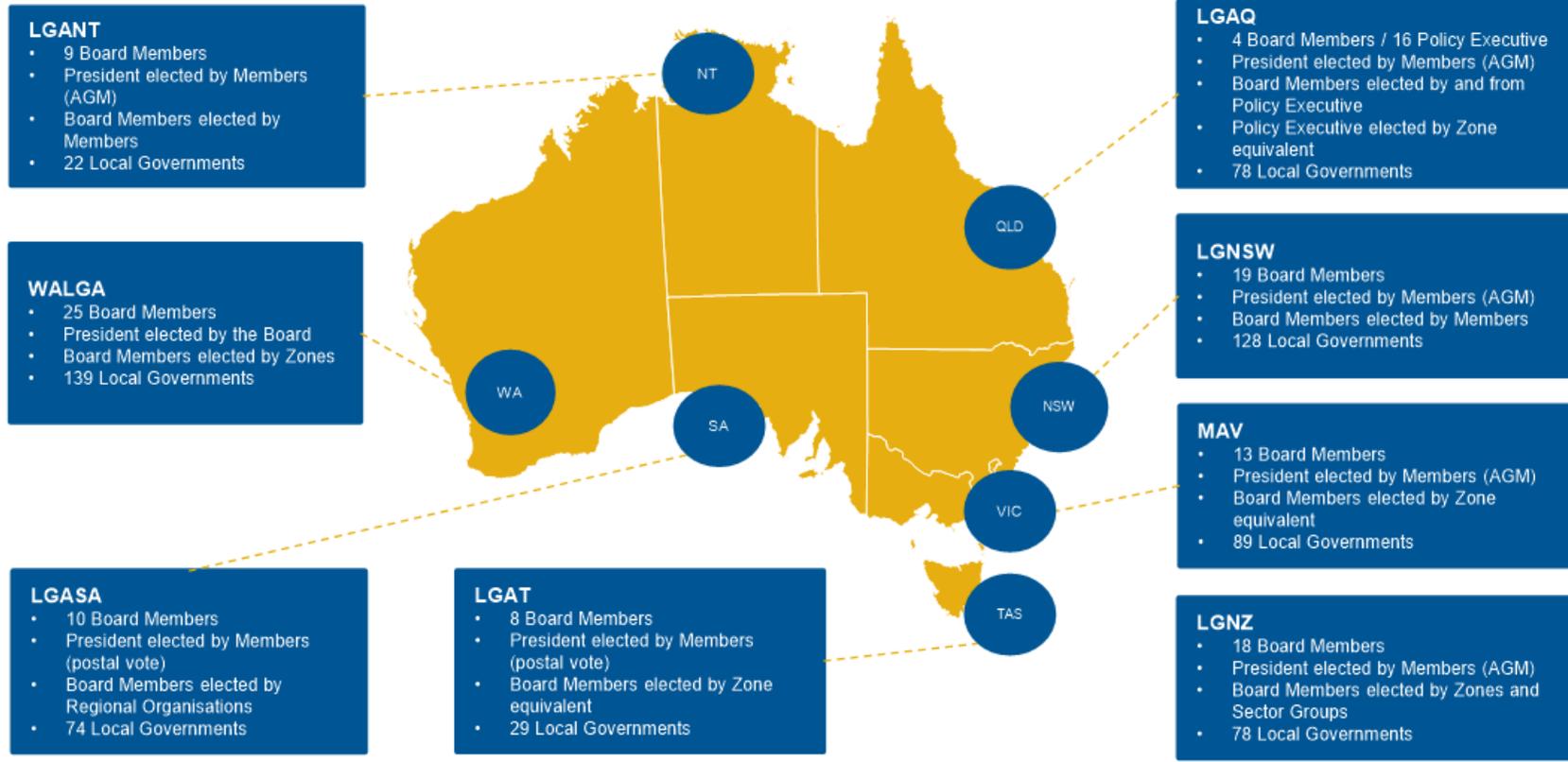
- **Size of Board** – while WALGA’s board (State Council) contains the largest number of representatives, it can be seen that boards of Local Government Associations tend to be relatively large. The average board size (using Queensland’s policy executive, not board) is 15.4.
- **Method of Election of President** – WALGA is an outlier: all other Presidents are elected directly by the membership. Perhaps this is a reflection of the prevalence of Council elected Mayors and Presidents in WA.
- **Method of Election of Board Members** – The majority of associations use regional groupings (equivalent to our Zones) to elect board members. The New Zealand hybrid model of electing representatives from geographic zones and sector groups (metro, provincial, rural, regional) is of interest.

The following slide presents this information for each of the seven associations.



# Summary: Jurisdictional equivalents to WALGA

Summary of jurisdictional analysis of WALGA equivalents in relation to their Board membership, election methods and number of Local Governments.





# Best Practice Governance Review

## 3. Comparator Organisations



## Comparator organisations

Comparison of WALGA's governance model to the governance models of five comparator organisations.

### Background

The BPGR Steering Committee had its first meeting on the 5 May 2022. There was wide-ranging discussion on WALGA's current governance model, the need to engage broadly with the membership, and opportunities for change.

At the meeting, five comparator organisations were identified to be used in a governance model comparative analysis. The organisations were selected on the basis of their similarity to WALGA as WA member-based peak industry organisations.

The selected organisations were: Australian Medical Association (AMA) WA, Chamber of Commerce and Industry (CCI) WA, Chamber of Minerals and Energy (CME), Australian Hotels Association (AHA) WA and Pharmacy Guild (PG) WA Branch.

### Process

WALGA supplied a range of background documents to assist in undertaking the initial desktop comparison. This included the Constitution, Corporate Governance Charter, Corporate Strategy 2020-2025, Standing Orders, Elected Member Prospectus, Flow Chart – WALGA Zone and State Council Process, Final Report – State Councils and Zone Structure and Process Working Group.

The documentation used for the comparator organisations were typically the:

- Constitution – which serves as the instrument for establishment of the association;
- Annual reports – which contains information about an association's performance over a 12-month period; and
- Organisational website – which may outline the structure and current composition of the board, council and the leadership team of the organisations.

Interviews were successfully arranged with three of the five organisations. They were AMA WA, CCI WA and CME WA. The document analysis and interviews provided insights into the size, election methods and recent changes within these organisations.

### Key insights

Key insights through the comparison of WALGA to the five comparator organisations are outlined below:

- **Size of Board** – WALGA's board (State Council) was larger than all other comparator organisation's boards.
- **Election methods** – election methods varied across the comparator organisations but many involved election through the membership.
- **Change** – three of the five organisations had recently undergone changes or reviews of their governance structures. There were a range of drivers for this change including: to increase the decision making ability of the board; to use specific working groups to focus on specific topics of interest and to increase representativeness of specific groups (e.g. Aboriginal and Torres Strait Islanders).

The following slide presents summary information on the size and election methods of the five comparator organisations. This is then followed by more detailed background into each organisation, their governance structure and any outcomes from conversations with these organisations.

## Summary: Governance structure analysis

WALGA's governance structure was analysed in comparison to five comparator organisations



Organisational Comparisons	Number of Board Members	President Elected by	Board Members elected by
<b>WA Local Government Association (WALGA)</b>	25	The Board	Zones
<b>Australian Medical Association (AMA)</b>	9	AMA WA Members	Members of the Association
<b>Chamber of Commerce and Industry WA (CCIWA)</b>	7 to 10	The Board	<ul style="list-style-type: none"> <li>Up to 12 elected by Members</li> <li>Up to 8 appointed by the Board</li> <li>Up to 8 appointed by the Council</li> </ul>
<b>Chamber of Minerals and Energy (CME)</b>	6 to 11	Ordinary Members	Executive Councillors
<b>Australian Hotels Association (AHA) WA</b>	17	The Branch Committee of Management	The Branch Committee of Management
<b>Pharmacy Guild (PG) – WA branch</b>	16 to 22	The Branch	Financial Members from the same region as the Branch

*Note: The Council, Branch, or Board chosen from the organisations above were chosen for how appropriate their structure is as a comparison to the WALGA State Council.*



# Organisational Analysis: Australian Medical Association (AMA) WA

With over 5,000 members, the AMA (WA) is the largest independent professional organisation for medical practitioners and medical students in the State. Total revenue and other income for AMA nationally in 2020 was reported as \$21,928,000.



## Organisational Information

The AMA (WA) Board was created in 2017 and is comprised of the President, Immediate Past President, two Vice Presidents and five members of Council who are elected to sit on the Board (9 in total).

The AMA (WA) Council consists of four office bearers (President, Immediate Past President, two Vice Presidents). Additionally, there are the Specialty Group Representatives (e.g. General practice, surgery); Practice Group Representatives (e.g. rural doctors, public hospital doctors); Ordinary Council Members; and, Co-opted Council Members. Majority of the representatives and members represent their specialty (e.g. anaesthetics) or group of representative (e.g. medical student society).

The AMA Federal Council meets quarterly and is the AMA's main policy-making body. It is a forum to identify and debate emerging issues of relevance to the membership. The Federal Council's primary role is to: Form the policy of the AMA; Propose changes to existing policy; and Elect representatives to roles and committees. There is one State and one Area nominee from WA on the Federal Council.

The Leadership team consists of seven staff. CEO, CFO, COO, General Manager Training and Recruitment, Operations Manager, General Manager Financial Services and an HR manager.

## Governance Structure\*

The Board comprises of approximately 9 members.

The Board focuses on governance, managing the Association's conduct and business, and ensuring conformity with the constitution.

The Board may increase or decrease the number of Advisory Council members as needed. However, it currently has 4 members.

The General Council focuses on advocacy, policy making, and representation of the association.

The Board and Council is also supported by Specialty Group Representatives, Practice Group Representatives, Ordinary Council Members, and Co-Opted Council Members.

## Outcomes of Organisation Discussion

- **Governance Review:** The 2020 annual report mentions that an organisation-wide review was undertaken with the transformation in the process of being implemented until March 2020 (COVID).
- **Representation:** It is more important to restrict the number of Board members than Councillors. Board members are involved in making policy and governance decisions, requiring a greater decision-making capability; Councillors are more involved in stakeholder engagement and solving specific issues through working groups, therefore Council size has less impact to efficiency and effectiveness of the model.
- **Engagement:** The president is the spokesperson when it comes to policy issues. Councillors represent the views of Specialty Groups, Practice Groups, and the medical profession as a whole.
- **Feedback on the current model:** Board members have previously taken the role because they are passionate, but do not necessarily have the right expertise, resulting in poor governance. Board members who have leadership and governance experience have proven to be effective in the updated model. The Board would benefit from an independent audit partner and increased diversity in specialty, a simplified purpose of the Board and Council Advisory, and a reduced number of meetings each year.

\*The AMA WA Constitution does not specify the number of Board or Council members. Member numbers are indicative and have been taken from the current Board & Council.



# Organisational Analysis: Chamber of Commerce and Industry (CCI) WA

CCIWA is a not-for-profit member organisation providing information, professional services and support for businesses in Western Australia, with over 2,000 WA members. Total revenue and other income for 2021 was reported as \$34,270,130.



**Organisational Information**

The CCIWA operates as a company limited by guarantee. This came into effect on 11 January 2019. The change in status means that CCIWA is now incorporated under the *Corporations Act 2001* (Cth) rather than the State legislation covering incorporated associations.

Based on the constitution, the number of board members can be between 9-12 (including President & Vice President). The current board has only 6 members including the President and Vice President.

There is a General Council. The constitution states that Councillors can be up to certain numbers depending on who they were elected by. The resulting effect is a council that does not have consistent numbers of members and does not need to fill all positions. This is unlike WALGA's governance model where representatives are elected by zones.

The Board is responsible for the sound governance of the organisation, whereas the General Council provides input to the organisations policy; provides advice to the Board; acts as a point of interface; elects and appoints Council Elected Directors; and passes resolutions relating to specific handling of assets and raising and borrowing funds.

**Governance Structure**

The Board comprises of 9 – 12 members.

The Board focuses on strategic priorities, financial performance and compliance issues.

The General Council consists of up to 28 Councillors.

The General Council focuses on developing and being spokespersons on public policy frameworks and positions.

The governance structure is supported by bespoke working groups, formed from Councillors as relevant for specific strategic and policy issues.

**Outcomes of Organisation Discussion**

- **Governance Review:** CCIWA conducted a review of their 2018 Constitution, resulting in changes contained in the 2021 Constitution, including: The governance model was revised to increase the decision-making capability of the board; The structure of the General Council was determined to be too generic causing low Councillor attendance. After the review, Councillors were split into bespoke working groups for specific policy issues for the upcoming 12-month period. This resulted in higher councillor attendance, than the previous governance model.
- **Representation:** In the new revision of the constitution, two new types of Councillors were included to increase representation for their respective groups. Future Leader Councillors, from members of University business schools; and First Nations Business Councillors, elected from First Nations Members.
- **Feedback on the current model:** In the current governance model, when a board member leaves, a temporary team member is appointed since board members can only be elected in general meetings.



# Organisational Analysis: The Chamber of Minerals and Energy (CME) WA

CME WA is the peak resources sector representative body in Western Australia whose member companies generate 95% of all mineral and energy production and employ 80% of the sector's workforce in the State.

### Organisational Information

The Corporate Governance Charter (Charter) provides guidance on the respective roles, responsibilities and authorities of members of the Executive Council (Executive Councillors) and members of the Advisory Board (Advisory Board Members) in setting the direction, management and control.

The number of Vice Presidents is determined by the Executive Council, the constitution contains no limit on the number of Vice Presidents and so the number of Vice Presidents is excluded from the diagram to the right.

Executive Councillors are elected by Ordinary Members, and there can be no less than 10.

The Role of the Advisory Board is to act as a traditional board providing strategic oversight on behalf of the Chamber. Key interface with the Executive Management Team on organisational matters, including strategy, operating accounts, governance and risk.

### Governance Structure

Advisory Board comprises of 5-10 members.	The Advisory Board provides strategic oversight and acts as the key interface with the Executive Management team on strategy, operating accounts, governance and risk.
Executive Council (10+ members).	The Executive Council most senior interface to guide and prioritise the agenda of the Chamber and its respective committees and holds final decision-making authority re: annual financial reports/statements.

The governance structure is supported by committees including bespoke working groups, appointed by Executive Council as relevant for specific strategic and policy issues.

### Outcomes of Organisation Discussion

- **Governance Review:** CME recently engaged in a governance review. In April 2020, CME put in place a governance charter. This codified processes and structures, clarified lines of accountability and included a director's code of conduct.
- **Representation:** Members who express an interest, get a seat at the table for the Executive Council. There are approximately 60 ordinary members with 16-20 regularly attending council meetings. This group is intended to provide a litmus check that the broader membership needs are being met.
- **Engagement:** Although the board is strongly engaged in the work and responsibilities it holds, there is the varying engagement of the executive council – this is broadly because due to the large array of issues it covers – the organisation would love to see stronger engagement in this area.
- **Feedback on the current model:** Based on the age of the organisation, the current pyramid structure works. This is successful largely due to the governance charter which provides clarity in role and structure for the organisation.



# Organisational Analysis: Australian Hotels Association (WA)

The Australian Hotels Association (AHA) represents more than 5,000 members across Australia serviced by a network of branches based in every state and territory, plus a Canberra-based National Office. Total revenue and other income for AMA nationally in 2020 was reported as \$2,257,963.



## Organisational Information

AHA was founded in 1892 and now represents more than 80% of the Western Australian hotel and hospitality industry.

The organisation has a branch in each state and territory, including a division in each branch known as the National Accommodation Hotels Division. The organisation and each of its branches have their own set of rules by which they are governed. However, ultimate authority is deferred to the National Board of the organisation.

All issues and opportunities are addressed by The Branch Committee of Management (The Branch). Consisting of six ordinary members, elected by members of the branch, and the president from each of the Territorial and Non-Territorial Divisions of the Branch. This includes a President, Senior Vice President, Vice President, Treasurer, Accommodation President and Country Representative. The President, Senior Vice President (SVP) and Vice President (VP) are elected by The Branch.

AHA developed a subsidiary known as 'Tourism Accommodation Australia (TAA)'. TAA publicly represents and lobbies specifically for accommodation hotels separately from the AHA's general hospitality members. However, membership to both AHA and TAA is granted to accommodation properties. There are 11 Divisional Presidents – 7 represent different Areas/Regions and 4 represent different membership groups.

## Governance Structure\*

Branch Committee of Management has 6 Ordinary members & the president of each Territory/Non-Territory Division (11).

Focuses on staff remuneration/conditions, branch transactions, disbursements, funds and resolves delegated Commonwealth industrial disputes.

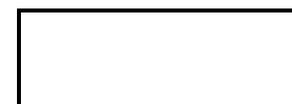
There is no council or other governing entity to provide support to the Branch Committee of Management.

## Relevance to WALGA BPR

AHA was contacted to schedule an interview; however, there was no response following multiple requests. The following insights have been made by research on their publicly available governance information and documentation.

- **Composition:** Similar to WALGA's State Council, the AHA Governance structure only has one governing entity, The Branch Committee of Management. The number of branch members (17) is smaller than WALGA (25).
- **Responsibilities:** The AHA Branch Committee of Management is responsible for financial activities; however, the Rules document does not mention that they are responsible for activities that other comparator organisations governing entities are, such as policy creation or ensuring compliance.
- **Lack of compliance with constitution:** The Rules of the AHA WA Branch document acts as the Association's constitution. However, there are many conflicts between the governance structure in the Branch Rules document, and the governance structure depicted on AHA WA's website. For example, in the document the supreme governing body of the Branch is the Branch Committee of Management, whereas on the website it is the Executive Management team. Additionally, there is no mention of a board in the Rules document, but there is a Board of Management on the website.

\*The governance structure has been taken from the Rules of the AHA WA Branch document instead of the current governance structure depicted on the website, due to conflicting information.



# Organisational Analysis: Pharmacy Guild (WA Branch Focus)

Pharmacy Guild supports over 5,800 pharmacies across Australia. It is broken up into Territory Branches with more than 600 pharmacies as members in WA (est. 2017).



**Organisational Information**

The Pharmacy Guild's WA Branch's Annual Report can only be viewed by Members of the Organisation.

The Branch consists of the Branch Executive, and the Branch Committee. Where the Branch Executive consists of the Branch President, Branch Vice President(s) and the National Councillor(s). Additionally, in the Branch Executive, the position of Branch President and Vice President can also be held by a National Councillor, resulting in different numbers of Branch Executives between states.

The National council has the power to determine and direct policy, settle disputes, control the national fund, appoint an auditor and other activities relating to being the supreme governing entity.

The constitution does not specify who exactly elects the Branch President, or the Branch Vice Presidents, only that they are elected from the Branch. Whereas Branch Committee Members are elected by financial members in that region.

The Branch and the National Council shall appoint their own auditor. Resulting in potential conflicts of interest, as hypothetically the Branch and the National Council can appoint an auditor who audits in their favour.

**Governance Structure\***

Branch Executive consists of 2 – 6 Executive Members.	All powers and functions of the Branch Committee between meetings of the Branch Committee.
Branch Committee consists of 7 - 14 committee members (excluding the Branch executive).	Control the Branch fund, decide the agenda for and attend special meetings.

There is only one governing entity in WA for Pharmacy Guild, however the WA Branch consists of National Councillors, from the National Council which is the supreme governing body for the Pharmacy Guild. However, the Branch Committee can create subcommittees to carry out particular functions.

**Relevance to WALGA BPGR**

Pharmacy Guild WA was contacted to schedule an interview; however, they responded that they do not have time to discuss their governance model. The following insights have been made by research on their publicly available governance information and documentation.

- **Representation:** The interests of members are represented by the Branch Committee Members who are elected by the financial members of the same regions. Additionally, the interests of the National Council are represented in Branches by the National Councillors appointed in each Branch.
- **Composition:** The governance structure of the Branches of the Pharmacy Guild is adaptable to the needs of the Branch. Since the Branch Committee members can decide the number of Committee members needed in their branch, they can do so based on the needs of the Branch at any point in time, making the composition and size of the Branch adaptable to emerging needs. Also, the creation of additional branches and amalgamations of current branches is up to the decision of the National Council, enabling the National Council to alter the composition of the governance model nation-wide as needed. Branches can also create subcommittees as needed.

*\*Since the number of members in governance entities is mentioned in the Constitution, the numbers have been estimated based on the current membership as per the Guild's website.*





# Best Practice Governance Review

## 4. Governance Principles



## Development of Governance Principles

BPGR Steering Committee (SC) meetings and how they lead to the development of the proposed governance principles.

### BPGR Steering Committee meetings

The BPGR Steering Committee (SC) was established by State Council to guide the review. SC Meetings 2 through to 5 acted as key inputs into the development of the Governance Model principles. The focus of SC Meetings two through to five led to the development of the governance principles.

**SC Meeting 2** - On 8 June 2022, the initial draft of the comparator organisations and their governance structures was presented. The SC identified four assessment criteria for the purposes of assessing potential governance models. The assessment criteria were: (1) representation, (2) efficiency, (3) contemporary, and (4) sustainable. An Options Paper was then developed, using the assessment criteria against two governance model options.

**SC Meeting 3** - On 28 June 2022, a discussion of the DRAFT Options Paper took place. The SC decided that a workshop was required to take a step back and develop the core governance principles (rather than assessment criteria) that needed to underpin any future governance model for WALGA.

**SC Meeting 4** - On 18 July 2022, the SC discussed the principles and identified four principles that should guide WALGA's governance. They were Representative, Responsive, Results Oriented and Renewal. Renewal was the principle that some SC members deemed as optional and is not included as a separate principle. Some elements of renewal are incorporated into the other three principles.

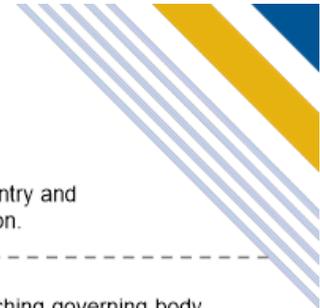
**SC Meeting 5** - On 10 August 2022, the SC discussed and finalised the proposed principles. Discussion focused on the principle components and their likely governance implications. Several activities also occurred around this SC meeting. This include an update to State Council at the Information Forum on 3 August 2022, finalisation of principles on 17 August 2022 to inform AGM Item and finalisation of Agenda Item for 2022 AGM, including approval by State Council.

### Key outcomes

The SC agreed on the proposed governance model principles, their component parts and the implications of these principles. Specifically:

- **Principle definition** – the definition of each of the three principles.
- **Principle component** – the key component parts of each principle.
- **Principle component description** – a description of each principle component.
- **Governance implications** – the governance implications of each of the principle components.

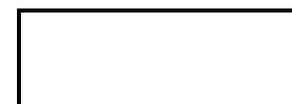
The following slide presents the principles, their components and a description and their governance implications.



# Endorsed Governance Principles

The principles for assessing WALGA's governance model options and governance implications

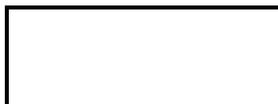
	Principle	Principle component	Component description	Governance implications
Representative	WALGA unites and represents the entire local government sector in WA and understands the diverse nature and needs of members, regional communities and economies.	Composition	The composition of WALGA's governance model represents Local Government members from metropolitan and country councils.	The governing body will maintain equal country and metropolitan local government representation.
		Size	An appropriate number of members/representatives oversees WALGA's governance.	Potential reduction in the size of the overarching governing body.
		Diversity	WALGA's governance reflects the diversity and experience of its Local Government members.	Potential for the introduction of a mechanism to ensure the governance model comprises an appropriate diversity of skills and experience.
		Election Process	Considers the processes by which WALGA's governance positions are elected and appointed.	Consideration of alternative election and appointment arrangements, with the President to be elected by and from the governing body.
Responsive	WALGA is an agile association which acts quickly to respond to the needs of Local Government members and stakeholders.	Timely Decision Making	WALGA's governance supports timely decision making.	WALGA's governance model facilitates responsive decision making.
		Engaged Decision Making	WALGA's Local Government members are engaged in decision making processes.	WALGA's governance model facilitates clear and accessible processes for Local Government members to influence policy and advocacy with consideration to alternatives to the existing zone structure.
		Agility	Considers the flexibility of WALGA's governance to adapt to changing circumstances.	WALGA's governance model is agile and future proofed for external changes.
Results Oriented	WALGA dedicates resources and efforts to secure the best outcomes for Local Government members and supports the delivery of high-quality projects, programs and services.	Focus	Considers the clarity and separation of responsibilities and accountabilities of WALGA's governance.	Governance bodies have clearly defined responsibilities and accountabilities, with the capacity to prioritise and focus on strategic issues.
		Value Added Decision Making	Facilitates opportunities for value to be added to decision making.	Adoption of best practice board processes, and introduction of governance structures that are empowered to inform decisions.
		Continuous Improvement	Considers regular review processes for components of the governance model, their purpose and achieved outcomes.	WALGA's governance is regularly reviewed every 3 to 5 years to ensure the best outcomes are achieved for Local Government members.





# Thank you

For more information, visit our [website](#) or contact Tim Lane, Manager Association and Corporate Governance, at [tlane@walga.asn.au](mailto:tlane@walga.asn.au) or 9213 2029.



## 14.4.2 (2022/MINUTE NO 0282) Annual Electors' Meeting and Annual Report

**Responsible Executive** Executive Governance and Strategy

**Author** Manager Legal and Compliance

**Attachments** 1. Annual Report 2021-22 [↓](#)

### Officer Recommendation/Council Decision

MOVED Cr C Reeve-Fowkes SECONDED Cr K Allen

That Council:

- (1) ENDORSES the 2021/22 Annual Report for the year ending 30 June 2022 pursuant to section 5.54 of the *Local Government Act 1995*, accept, as presented in the attachment to this report\*; and
- (2) HOLDS the Annual Electors' Meeting on Tuesday, 7 February 2023 at 7pm in the Council Chamber at Council's Administration Centre, 9 Coleville Crescent Spearwood, pursuant to section 5.27 of the *Local Government Act 1995*.

**CARRIED BY ABSOLUTE MAJORITY OF COUNCIL 9/0**

### Background

The *Local Government Act 1995* (the Act) requires Council to accept the report no later than 31 December each year.

This is the last formal meeting in 2022 in which this can be undertaken.

Elected Members will be provided with the Financial Report and Auditor's Report at the Audit Risk and Compliance Committee on 7 December 2022, with the report and committee recommendation to be presented at this Council Meeting, by approval of the Presiding Member.

There will be a website link provided in the Annual Report to the full Financial Report in time for the Annual Electors Meeting.

The full financial report will be available on the City's website.

In accordance with Section 5.27 of the Act, an Annual Electors' Meeting (AEM) is to be held once every financial year on a day selected by the local government.

The Act and associated legislation prescribe the matters that are to be discussed.



## Report

The purpose of this Report is for Council to:

- a) consider and accept (by absolute majority resolution) the 2021/22 Annual Report pursuant to the requirements of section 5.54 of the Act; and
- b) determine the date, time and place of the Annual Meeting of Electors (AEM) pursuant to the requirements of section 5.27 of the Act.

The Annual Report is to contain the following information:

- A report from the Mayor and Chief Executive Officer
- An overview of the plan for the future of the district including major initiatives that are proposed to commence or to continue in the next financial year
- The financial report for the financial year
- The Auditor's report for the financial year
- Information as prescribed in relation to payments made to employees
- Information relating to the City's Disability Access and Inclusion Plan
- Information relating to the register of complaints about the conduct of certain officials
- Other information as prescribed including reference to the City's Information Statement, Public Interest Disclosure Act and Record Keeping requirements.

The CEO is to give local public notice of the availability of the Annual Report as soon as practicable after the report has been accepted by the Council and must publish the Annual Report on the local government's official website within 14 days after acceptance.

Once an Annual Report has been accepted by Council, an AEM is to be held within 56 days.

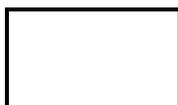
As prescribed by Regulation 15 of the *Local Government (Administration) Regulations 1996*, the purpose of an AEM is to discuss the Annual Report for the previous financial year and then any other general business.

The AEM presents an opportunity for electors to ask questions of Council and propose motions (recommendations).

Electors present will then be asked to vote on proposed motions, which will allow Councillors to gauge what type of community support there is for different proposals.

Motions that are carried are considered by Councillors at the next appropriate Ordinary Meeting of Council.

Only electors are entitled to participate at the meeting.



In accordance with Section 1.4 of the Act, an elector is defined as, “elector, in relation to a district or ward, means a person who is eligible to be enrolled to vote at elections for the district or ward,” and as depicted in section 5.26 of the Act this also includes ratepayers.

The AEM is proposed to be held on Tuesday 7 February 2022.

As was the case last year, the City will print no more than ten copies of the Annual Report in house, to have available at the Annual Electors Meeting.

After the meeting these copies will be re-distributed to the Administration Building and Cockburn Libraries.

A digital copy will be available on the website.

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

#### Listening & Leading

A community focused, sustainable, accountable, and progressive organisation.

- Best practice Governance, partnerships and value for money.
- High quality and effective community engagement and customer service experiences.

### **Budget/Financial Implications**

The City is required to effect local public notice of the meeting details of the Annual Electors Meeting, the costs of which are met by existing budget provisions.

### **Legal Implications**

#### *Local Government Act 1995*

- s5.27 Electors’ general meetings
- s5.32 Minutes of electors’ meeting
- s5.33 Decisions made at electors’ meetings
- s5.54 Acceptance of annual reports
- s5.55 Notice of annual reports
- s5.55A Publication of annual reports

### **Community Consultation**

Local public notice is required under the *Local Government Act 1995*.

### **Risk Management Implications**

The City must hold an Annual Electors Meeting within 56 days of acceptance of the Annual Report.

The proposed date of Tuesday, 7 February 2022 meets this requirement.



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

Electors of the City of Cockburn are informed by local public notice in accordance with the *Local Government Act 1995*.

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

Nil





# City of Cockburn Annual Report 2021–2022



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

Annual Report 2021–2022



## Acknowledgement of Country

The Mayor, Councillors and staff of the City of Cockburn acknowledge the Whadjuk Nyungar people of Beeliar boodja as the traditional custodians of this land. We pay our respect to the Elders, past, present and emerging.

Top: Australia Day Coogee Beach Festival 2022. Lyn Beazley – Order of Australia with members of Binjareb Middars Aboriginal Dance Troupe - January 2022

Front Cover: Frankland Park Sporting and Community Facility opened April 2022

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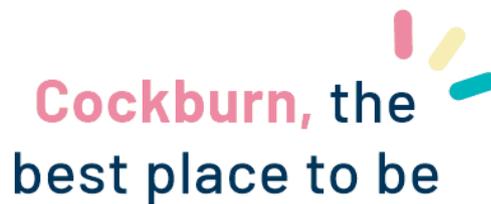
## About the Annual Report

The *Local Government Act 1995* requires local governments to adopt an annual report by 31 December each year or within two months of the Auditor General’s report on the City’s financial statement being available. The City of Cockburn meets this requirement by producing a detailed report annually.

The City’s Annual Report is an important part of the Integrated Strategic Planning and Reporting Framework. It details the City’s financial and operational performance in the 2021-2022 financial year and documents the City’s progress towards the Strategic Community Plan 2020-2030 (SCP).

The SCP provides the City’s long-term strategic direction and guides the organisation’s decision-making, services and financial commitments. The SCP outlines the City’s promise to its community via its Vision, Purpose and Key Community Outcomes.

### Vision



### Purpose

Support our communities to thrive by providing inclusive and sustainable services which reflect their aspirations.



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## Key Community Outcomes

These are the five key community outcomes which the City seeks to deliver through the Strategic Community Plan.



### Local Economy

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



### Community, Lifestyle and Security

A vibrant, healthy, safe, inclusive and connected community.



CoSafe at Harvest Lakes - April 2021



### Environmental Responsibility

A leader in environmental management that enhances and sustainably manages our local natural areas and resources.



### City Growth and Moving Around

A growing City that is easy to move around and provides great places to live.



### Listening and Leading

A community focused, sustainable, accountable and progressive organisation.

The City of Cockburn Annual Report includes a snapshot of performance against the Key Community Outcomes and an overview of the City's outlook for the future.

Annual Report 2021–2022

# Mayor's Report

I am delighted to present my 14th annual report after another year of great achievement for the City, despite the continued impacts of COVID-19 and cost of living pressures.

Council adopted the City's 2022-23 fiscally responsible budget in June 2022, with Cockburn households continuing to pay some of the lowest rates in Perth.

The City's 2021 population forecast was 118,091<sup>1</sup> and is estimated to grow to 165,989<sup>2</sup> by 2041. We must continue to expand our infrastructure and manage our assets, with finite resources.

Last year, the City gave \$1.23m back to Cockburn in grants and donations for community groups and environmental, sporting and cultural projects.

I proudly opened the \$10.5m Frankland Park Sports and Community Facility and the \$7.3m Treeby Community and Sports Centre, both significant assets that enable communities to recreate and gather together.

The opening of the City's new look environment hub was the culmination of 20 years of planning. Cockburn Wetlands Precinct is home to not-for-profit organisations WA Wildlife, The Wetlands Centre and Cockburn and Bibra Lake Scout Groups.

We continued our successful Turtle Tracker program co-created with Murdoch University to monitor and protect the near-threatened Southwestern snake-necked turtle.

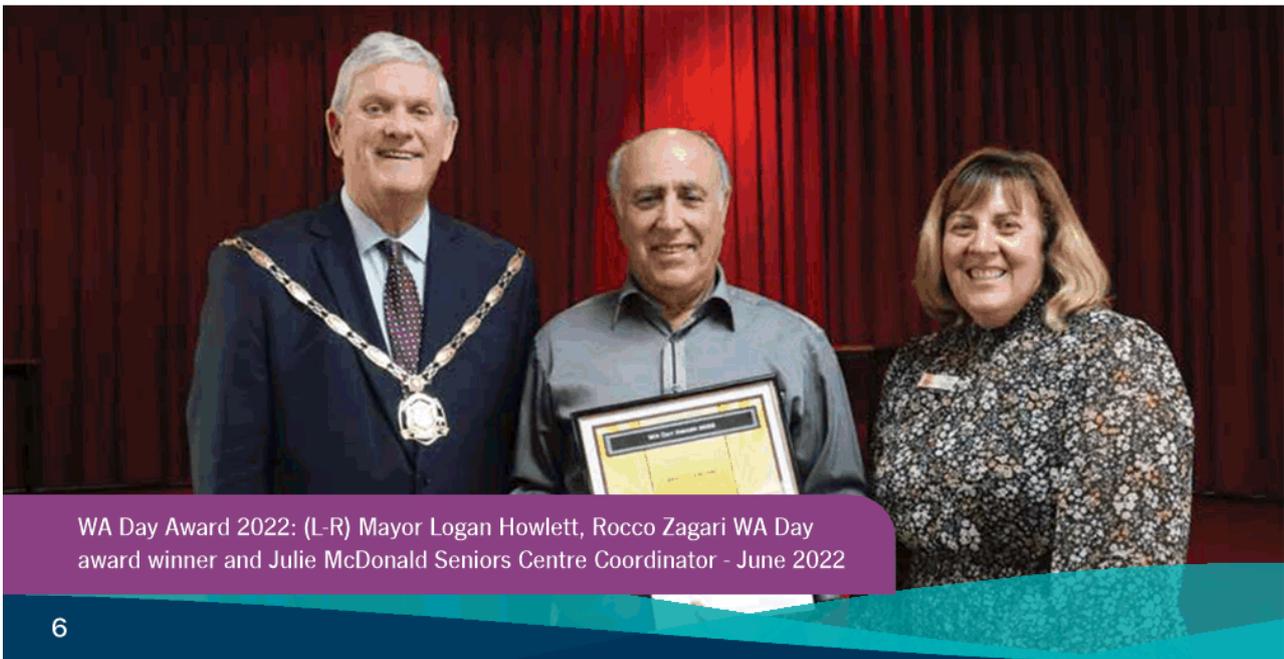
The efforts of professional and volunteer wildlife carers, volunteer citizen scientists and Cockburn staff saved potentially hundreds of native freshwater turtles from death during the 2021-22 nesting season. The program will now be expanded across WA.

Climate change continues to be a major risk for all levels of government. In an Australian first, 135 precast concrete modules were craned 100m offshore at C.Y. O'Connor Beach to form an engineered fringing reef to reduce coastal erosion.

The International Association for Public Participation named the City and the City's partner Perth-based Town Team Movement winners at its 2021 Core Values Awards for community consultation for the City's Climate Change Strategy (2020-2030).

The City's Cockburn Youth XLR8 Motocross program was also shortlisted at the Institute of Public Administration Australia WA 2021 achievement awards. This grassroots City program reduced illegal and unsafe motorbike use in our suburbs.

<sup>1</sup> = Source: ABS, <sup>2</sup> = Source: REMPLAN



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The City's unique Coogee Live 2021 beachside festival won a prestigious national accolade at the 2021 Australian Event Awards, with its accessibility and culturally diverse features gaining the judges' attention.

The Cities of Cockburn and Melville were recognised by Reconciliation Australia for a ground-breaking program that empowers staff to support First Nations workmates impacted by racism.

The 'Let's Talk About Racism' initiative featured as a case study in Reconciliation Australia's 2021 Reconciliation Action Plan Impact Report.

The City continued to support the arts with its annual 'Show Off' art exhibition attracting more than 65 artists.

The City's Community Fund provided \$60,000 sponsorship to Fremantle Biennale's 'Moombaki', a choreographed drone light show recreating the first stories of Whadjuk Nyungar Country.

People living with disability enjoyed a range of all-abilities sports at the City's inaugural Disability Sporting Day on International Day of People with Disability.

The Aboriginal Cultural and Visitors Centre moved a step closer with the finalisation of designs. Council is

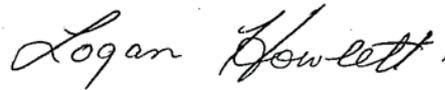
set to consider going out to tender to start building in 2023.

The City is excited by its \$12m expansion of Cockburn ARC and co-located facilities at Fremantle Football Club.

The project will provide oval seating for 250 spectators, community changerooms with female and gender-neutral facilities, new changerooms for Fremantle's AFL Women's team plus an extra 550sqm of gym floorspace at ARC's three health studios.

I would like to thank outgoing CEO Tony Brun for his invaluable input and impact during the City's significant structural reform and transformation program.

Finally, thanks to the hundreds of dedicated volunteers in the City who give up thousands of hours each year to help make Cockburn the best place to be.



His Worship the Mayor  
**Logan K. Howlett, JP**



Remembrance Day at Memorial Hall: (L-R) Mayor Logan Howlett, Councillor Tarun Dewan, Councillor Phoebe Corke, Councillor Michael Separovich - November 2021

Annual Report 2021-2022

# Chief Executive Officer's Report

Service delivery, infrastructure and strategic planning were the standout achievements for Cockburn this year.

Council and the Administration prioritised strategic planning commitments by reviewing the Strategic Community Plan objectives and Corporate Business Plan activities.

A successful organisation has the right people, with the right skills at the right time to collectively achieve its purpose.

The City developed a new Workforce Plan 2022-26, to create and sustain a skilled workforce. It ensures

we continue to attract, retain and upskill our most valuable assets to fulfil our vision of being an employer of choice.

Significantly, the Council adopted a range of strategic documents to take our City's transparency and strategic processes to the next level and reinforce Cockburn as the benchmark local government.

With a performance index score of 73, as rated by you, our community, Cockburn is a leader among similar Councils.

We're always striving to improve, and the research highlights the priorities the City should focus on. These include safety and security and streetscapes, particularly in our older suburbs. We will continue to work with State and Federal governments, stakeholders, industry and the community to achieve the best outcomes.



Members of the City's Executive team with Mayor Logan Howlett: (L-R) Mayor Logan Howlett, Victoria Green Executive Corporate Affairs, Emma Milne Executive Governance and Strategy and Anton Lees Chief of Operations



To read full story scan QR code



**Cockburn, the best place to be**

In a major boost to the priority of improved traffic and transport congestion, several major capital works projects are now complete. The final stage of Jandakot Road has transformed a once dangerous two-way rural road into a safer contemporary four-lane carriageway.

The City welcomed completion of the Karel Avenue upgrade and the Armadale Road to North Lake Road bridge after several years of advocating to ease traffic congestion in Cockburn Central.

At a time of high national inflation and construction costs, rising interest rates and a tight labour market, it is critical we continue to deliver value-for-money services for our community.

We have reduced recurrent and capital works expenditure without negatively impacting service delivery. Council, in consideration of prevailing market conditions, delayed or deferred several capital works projects.

A focus on supporting our local economy, including creating jobs and skills, has enabled us to provide our 8,500 local businesses with educational workshops, scholarships and reduction in government red tape.

The City granted more than \$184,000 to nearly 50 Cockburn businesses during the period.

In closing, I would like to acknowledge the work of outgoing CEO Tony Brun and wish him all the best for the future.



Victoria Green  
**Acting Chief Executive Officer**

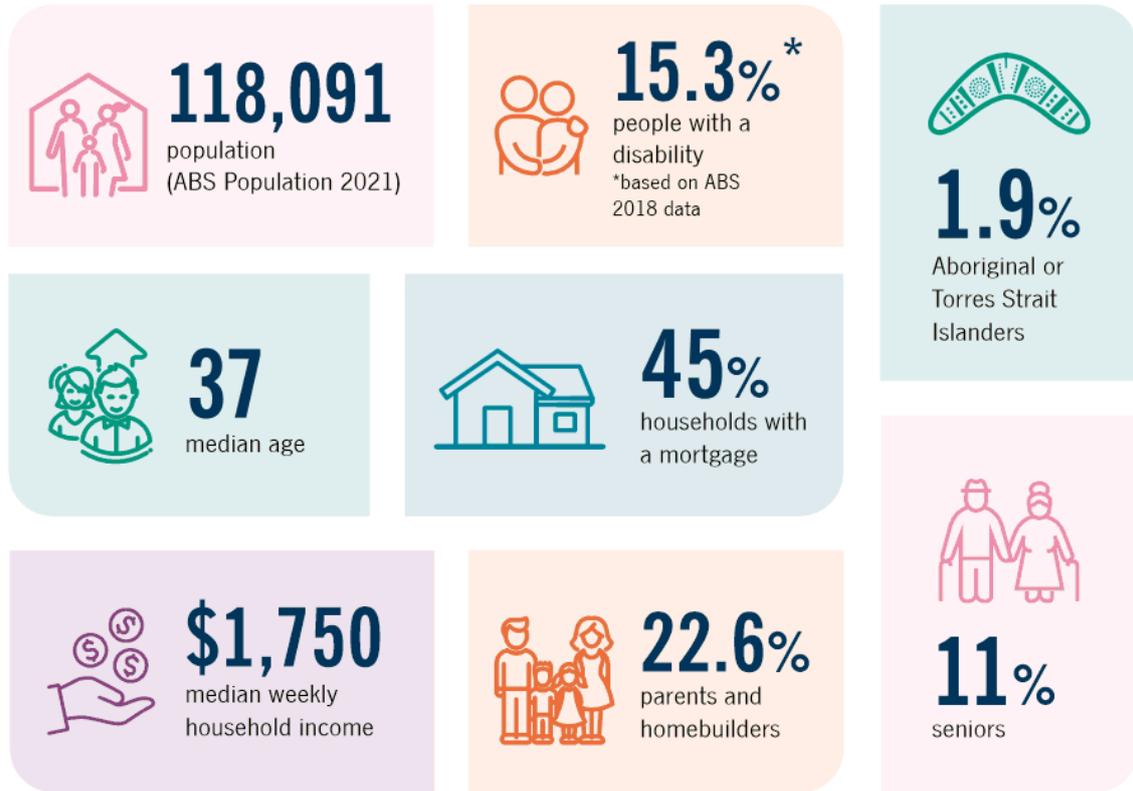


Indonesian Consulate visit at City of Cockburn Administration Building: (L-R) Victoria Green Executive Corporate Affairs, Widya Fitri Vice Consul Economy of the Republic of Indonesia in Perth, Daniel Arndt Chief Built and Natural Environment, Listiana Operananta Consul General of the Republic of Indonesia in Perth, Deputy Mayor Tom Widenbar, Mayor Logan Howlett, Tony Brun Chief Executive Officer, Michael Faulkner Manager Business and Economic Development and William Barry Economic Development Officer - June 2022

Annual Report 2021–2022

## A Snapshot of our City

Based on Australian Bureau of Statistics 2021 Census data



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## Cultural Diversity in Cockburn

### Diversity statistics in Cockburn from the 2021 Census

Australian Census 2021 results show that the City of Cockburn is becoming more culturally diverse. Overall, 34.2 per cent of the population was born overseas.

#### The most common ancestries



#### The most common countries of birth



#### The common languages other than English spoken at home

In 2021, 26.1 per cent of residents spoke a language other than English at home, above the average for WA (21.2 per cent).



Annual Report 2021–2022

## Elected Members



**Logan K. Howlett, JP**  
His Worship the Mayor

Age group: 64+ | Gender: Male  
LB: English | CoB: Australia  
ATSI (Yes or No): No



**Tom Widenbar**  
Deputy Mayor *from October 2021*  
and Councillor, Central Ward

Age group: 25-35 | Gender: Male  
LB: English | CoB: Australia  
ATSI (Yes or No): No



**Philip Eva JP**  
Councillor,  
Central Ward

Age group: 55-64  
Gender: Male | LB: English  
CoB: United Kingdom  
ATSI (Yes or No): No



**Chontelle Stone**  
Councillor,  
Central Ward

Age group: 35-44  
Gender: Female | LB: English  
CoB: Australia  
ATSI (Yes or No): Yes



**Lara Kirkwood**  
Deputy Mayor *until October 2021\**  
and Councillor,  
East Ward

Age group: 35-44  
Gender: Female | LB: English  
CoB: South Africa  
ATSI (Yes or No): No



**Chamonix Terblanche**  
Councillor,  
East Ward  
*resigned April 2022*

Age group: 35-44  
Gender: Female | LB: Afrikaans  
CoB: South Africa  
ATSI (Yes or No): No



**Tarun Dewan**  
Councillor,  
East Ward  
*from October 2021*

Age group: 55-64,  
Gender: Male | LB: Hindi/English  
CoB: India  
ATSI (Yes or No): No



**Cr Lee-Anne Smith**  
Councillor,  
East Ward  
*until September 2021*

Age group: 55-64,  
Gender: Female | LB: Hindi/English  
CoB: India  
ATSI (Yes or No): No



**Kevin Allen**  
Councillor,  
West Ward

Age group: 64+  
Gender: Male | LB: English  
CoB: Australia  
ATSI (Yes or No): No



**Michael Separovich**  
Councillor,  
West Ward

Age group: 25-35  
Gender: Male | LB: English  
CoB: Australia  
ATSI (Yes or No): No



**Phoebe Corke**  
Councillor,  
West Ward

Age group: 55-64  
Gender: Female | LB: English  
CoB: England  
ATSI (Yes or No): No

\* = Maternity leave: 23 October 2021 to 1 March 2022  
LB = Linguistic background

CoB = Country of Birth  
ATSI = Identifies as Aboriginal or  
Torres Strait Islander

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## Meeting Attendance Elected Members

Elected Members	1 July 2021 – 30 June 2022		1 July 2021 – 28 February 2022			
	OCM (12)	SCM (4)	ASFC (2)	DAP (3)	GDC (1)	CEOPR (2)
Mayor Logan Howlett	11	4	0	1	1	2
Deputy Mayor Cr Tom Widenbar	9	2	1	2	0	1
Cr Philip Eva	12	4	nm	nm	1	2
Cr Chontelle Stone	12	4	nm	3	nm	1
Cr Lara Kirkwood	9	4	nm	nm	nm	1
Cr Chamonix Terblanche (Resigned April 2022)	6	3	0	1	nm	1
Cr Tarun Dewan	8	3	1	2	nm	nm
Cr Lee-Anne Smith (Resigned September 2021)	0	1	nm	0	0	nm
Cr Kevin Allen	10	4	2	nm	nm	1
Cr Michael Separovich	12	4	1	3	0	2
Cr Phoebe Corke	12	4	2	3	1	2

On 10 March 2022 Council endorsed a new committee structure, disbanding the old committee structure. The new committees are:

Elected Members	1 March 2022 – 30 June 2022				
	ARC (2)	GOVCo (2)	OPCo (2)	ERC (1)	COCC (1)
Mayor Logan Howlett	nm	nm	2	nm	1
Deputy Mayor Cr Tom Widenbar	2	2	nm	1	1
Cr Philip Eva	nm	0	1	nm	1
Cr Chontelle Stone	nm	2	2	1	1
Cr Lara Kirkwood	nm	2	nm	nm	1
Cr Chamonix Terblanche (Resigned April 2022)	nm	nm	nm	nm	-
Cr Tarun Dewan	3	nm	2	1	1
Cr Kevin Allen	3	nm	nm	nm	1
Cr Michael Separovich	nm	2	2	1	-
Cr Phoebe Corke	2	2	2	1	1
Mr Glyn Geen (Independent Member - ARC)	2	nm	nm	nm	nm

- nm** = Not a member
- OCM** = Ordinary Council Meeting
- SCM** = Special Council Meeting
- ASFC** = Audit and Strategic Finance Committee
- DAP** = Delegated Authorities and Policies Committee
- GDC** = Grants and Donations Committee
- CEOPR** = CEO Performance Review and Key Projects Appraisal Committee
- ARC** = Audit Risk and Compliance Committee
- GOVCo** = Governance Committee
- OPCo** = Organisational Performance Committee
- ERC** = Expenditure Review Committee
- COCC** = Code of Conduct and Complaints Committee



Annual Report 2021–2022

## Our Administration

### Executive Team 2021–2022



**Tony Brun**  
Chief Executive Officer



**Daniel Arndt**  
Chief Built and Natural Environment



**Victoria Green**  
Executive Corporate Affairs



**Emma Milne**  
Executive Governance and Strategy



**Gail Bowman**  
Chief Community Services



**Gemma Iles**  
Executive People Experience and Transformation



**Stuart Downing**  
Chief Financial Officer



**Anton Lees**  
Chief Operations Officer

## Remuneration of Employees

Number of employees of the City entitled to an annual salary of \$130,000 or more

Annual Salary Range (\$)	Number of Employees	Annual Salary Range (\$)	Number of Employees
130,000 – 139,999	3	260,000 – 269,999	0
140,000 – 149,999	5	270,000 – 279,999	0
150,000 – 159,999	9	280,000 – 289,999	0
160,000 – 169,999	5	290,000 – 299,999	0
170,000 – 179,999	6	300,000 – 309,999	0
180,000 – 189,999	4	310,000 – 319,999	0
190,000 – 199,999	0	320,000 – 329,999	0
200,000 – 209,999	0	330,000 – 339,999	0
210,000 – 219,999	1	340,000 – 349,999	0
220,000 – 229,999	2	350,000 – 359,999	0
230,000 – 239,999	3	360,000 – 369,000	0
240,000 – 249,999	0	370,000 – 379,999	0
250,000 – 259,999	0		

**Chief Executive Officer**

The remuneration paid to the CEO during the FY22 was \$374,990 including superannuation.

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# Organisational Structure



Key  
 Service Unit



## Annual Report 2021–2022

## Awards and Achievements

Award or Agency	Place and Category
IAP2 Australasia Core Values Awards	Winner, Climate Change Strategy Engagement
LG Professionals WA	Excellence Awards, Winner, Environment and Sustainability, 2021
Australian Swim School Association	Cockburn ARC Swim ARCADEMY - Safer Swimmer Award (Highly Commended)
Austswim WA	Cockburn ARC Swim ARCADEMY - Austswim School of Excellence
Austswim WA	Cockburn ARC Swim ARCADEMY - Austswim School of Excellence
Water Corporation	Cockburn ARC - Gold Waterwise Award
Aquatic and Recreation Institute Awards	Natalie Chua - Lifeguard of the Year
Aquatic and Recreation Institute Awards	Jordan Jupp - Runner-up Emerging Leader of the Year (Highly Commended)
Environmental Health Association (WA) State Conference student with the highest level of academic achievement	Gold medal awarded to City of Cockburn, Environmental Health Officer Hannah Lethbridge having successfully completed the Bachelor of Science (Environmental Health) course at ECU, concurrently with working full-time at the City
Public Health Advocacy Institute's Local Government Policy Awards (Children, Environment, Health)	Diversity, Inclusion or Multicultural Child and Young Persons - Joint Commendable: Multisensory Storytime
Public Health Advocacy Institute's Local Government Policy Awards (Children, Environment, Health)	Mental Health and Wellbeing for Children and Young People - Commendable: Youth Mental Health Mural Project
Public Health Advocacy Institute's Local Government Policy Awards (Children, Environment, Health)	Promoting Healthy Behaviours for Children and Young People - Joint Commendable: Healthy Eating Initiatives.

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Cockburn ARC - Gold Waterwise Award



National Growth Areas Alliance Awards



Renewable Energy Awards



Austswim WA - Winner and Runner up

**Cockburn ARC - Gold Waterwise Award: (L-R)** Toby McCready Cockburn ARC Manager, Gail Bowman Chief Community Services, and Cockburn ARC staff: Truman Lynch Operations Supervisor, Sarah Jayne Westberg Infrastructure & Operations Coordinator, David Holloway Facility Supervisor - May 2022

**National Growth Areas Alliance Awards:** Tony Brun CEO and Bronwen Clark National Growth Areas Alliance Executive Officer - March 2022

**Renewable Energy Awards: (L-R)** Jennifer Harrison Sustainability Officer, Tony Brun CEO and Jamie Parry Local Government Professionals WA - November 2021

**Austswim WA:** Natalie Chua Lifeguard of the Year and Jordan Jupp Runner-up Emerging Leader of the Year - June 2022



Annual Report 2021-2022

# City Performance for the 2021-2022 Financial Year

The City measures performance against the key community outcomes outlined in the Strategic Community Plan and by tracking progress of the priority projects outlined in the Corporate Business Plan (CBP). This section outlines the City's performance against each community outcome for the 2021-2022 financial year.



## 1. Local Economy

- 1.1. Increased investment, economic growth, and local employment
  - a. Annual estimated value of issued development applications (DAs):
    - 2020-2021: **\$265 Million**
    - 2021-2022: **\$315 Million**
  - b. Number of new local jobs generated
    - Measure currently under review
- 1.2. Thriving local commercial centres, businesses and tourism industry
  - a. Improved satisfaction with efforts to support and retain existing businesses
    - 2020-2021 Score: **57**
    - 2021-2022 Score: **57**
- 1.3. A City that is 'easy to do business with'
  - a. Improved satisfaction with the ease of doing business in the City
    - 2018-2019 Score: **60**
    - 2020-2021 Score: **58**

### FY 2021-2022 CBP KPIs

**Key Projects**

● = Not completed    ● = Delayed    ● = Completed

Strategy	Project	Status
1.1	Develop the Economic Development Framework and Action Plan	●
1.1	Review and update the Local Commercial and Activity Centres Strategy 2011	●
1.1	Strategic research and partnerships focused on new investments	●
1.1	Progress planning and advocacy to support development of Latitude 32 and the Australian Marine Complex	●
1.1	Provision of new economic development area to support the Economic Development Framework	●
1.1	Prepare an infrastructure and funding advocacy plan that underpins economic and growth strategic priorities for Cockburn	●
1.1	Work with Southwest Group, innovators, community and industry to explore development of clusters, innovation and co-working hubs	●

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FY 2021-2022 CBP KPIs (continued)

Key Projects ● = Not completed ● = Delayed ● = Completed

Strategy	Project	
1.1	Leverage off national defence programs to position Cockburn as the destination of choice for investment	●
1.2	Support buying local through policies and practices	●
1.2	Deliver grants to support Economic Development Policy and Guidelines	●
1.2	Embed economic development principles into the Grants and Donations Sponsorship program	●
1.2	Advocate for education and training opportunities to support business and industry	●
1.2	Promote programs to build innovation skills and pathways	●
1.2	Identify general education and training gaps in Children and Families Strategy	●
1.2	Promote the revised Procurement Policy which supports the City buying locally	●
1.2	Develop a Tourism Plan as part of the Economic Development Framework	●
1.2	Develop the City's new Visitor Information Service as part of the Aboriginal Cultural and Visitors Centre (ACVC)	●
1.3	Ensure the City is 'easy to do business with' through improved business-focused processes	●
1.3	Develop a new commercial food waste collection service.	●



Clean up Australia Day at C.Y. O'Connor Beach in North Coogee: (L-R) Deputy Mayor Tom Widenbar, Councillor Chontelle Stone, Mayor Logan Howlett, Serena Kipling from Port Coogee Community Association, David Scaife MLA, Reece Whitby MLA, Simone McGurk MLA, Josh Wilson, Councillor Philip Eva JP, Rafeena Boyle Environmental Education Officer, Councillor Phoebe Corke, Clare Courtauld Waste Education Coordinator - March 2022

Annual Report 2021–2022



## 2. Environmental Responsibility

- 2.1. Improved satisfaction with environmental management and with provision of parks and open spaces
  - a. Community satisfaction with conservation and environmental management
    - 2020-2021 Score: **66**
    - 2021-2022 Score: **62**
  - b. Community satisfaction with playgrounds parks and reserves
    - 2020-2021 Score: **74**
    - 2021-2022 Score: **74**
- 2.2. Progress against KPIs identified in the State of the Sustainability Report
  - a. Per cent of sustainability strategy targets achieved each financial year
    - 2020-2021: **64%**
    - 2021-2022: **96%**
- 2.3. Progress against actions in the City’s Climate Change Strategy
  - a. Climate Change Strategy reporting
    - 2020-2021: N/A
    - 2021-2022: N/A

### FY 2021-2022 CBP KPIs

Key Projects

● = Not completed    ● = Delayed    ● = Completed

Strategy	Project	
2.1	Sustainably manage our environment by protecting and enhancing our unique natural areas, coast, bushland, wetlands and native wildlife	●
2.1	Construct Wetlands Education Centre/Native Arc	●
2.1	Review and implement Natural Areas Management Strategy 2012-2022	●
2.1	Review City’s Bushfire Risk Management Plan 2015-2022	●
2.1	Review and implement Urban Forest Plan 2018-2028	●
2.1	Develop and implement City entry statement program	●
2.1	Improve our urban forest and streetscapes across the City	●
2.1	Implement and review Cash in Lieu Plan 2017-2020 for Public Open Spaces	●
2.1	Provide accessible high-quality open spaces and parks for community benefit - develop Aubin Grove Youth Facilities	●
2.1	Provide accessible high-quality open spaces and parks for community benefit - Undertake Yandjet Park Yangebup improvements	●
2.1	Implement and review Public Open Space Strategy 2014-2024	●



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FY 2021-2022 CBP KPIs (continued)

Key Projects ● = Not completed ● = Delayed ● = Completed

Strategy	Project	
2.2	Sustainably manage water, energy and other resources and promote the use of environmentally responsible technologies	●
2.2	Plan and implement initiatives to reduce building, and facility and plant non-renewable energy consumption and greenhouse gas emissions	●
2.2	Research and develop position on alternative-fuelled waste trucks	●
2.2	Water Efficiency Action Plan 2018-2028	●
2.2	Undertake feasibility study for use of hydrogen-powdered waste trucks	●
2.2	Invest in Henderson Waste Recovery Park onsite renewable energy generation	●
2.2	Minimise the City's waste to landfill through reducing, reusing, repurposing, regifting and recycling of waste	●
2.2	Henderson Waste Recovery Park Leachate Evaporation Plan	●
2.2	Review and implement Waste Strategic Plan 2020-2030	●
2.2	Final capping of northern landfill cell, final capping of southern landfill cell	●
2.2	Deliver general waste to East Rockingham Energy from Waste Facility	●
2.2	Construct a new community drop-off facility at Henderson Waste Recovery Park	●
2.3	Address climate change through planning, adaptation, mitigation, infrastructure and ecological management	●
2.3	Review and implement the City's Coastal Management and Adaption Plan	●
2.3	Develop and implement Climate Change Strategy 2020-2030.	●

Karel Avenue upgrade:  
 (L-R) Hon Mark McGowan MLA Premier of Western Australia, Hon Rita Saffioti MLA Minister for Transport, Deputy Mayor Lara Kirkwood - August 2021



Annual Report 2021–2022



### 3. Community, Lifestyle & Security

- 3.1. Improved satisfaction with the City's provision of community, recreation and cultural services and facilities
  - a. Community buildings, halls, and toilets
    - 2020-2021 Score: **67**
    - 2021-2022 Score: **67**
  - b. Sport and recreation facilities
    - 2020-2021 Score: **84**
    - 2021-2022 Score: **71**
  - c. Festivals, events, and cultural activities
    - 2020-2021 Score: **72**
    - 2021-2022 Score: **71**
- 3.2. Improved satisfaction with safety, security and health, and social connection activities
  - a. Opportunities to be included and connected to your community
    - 2020-2021 Score: **63**
    - 2021-2022 Score: **65**
  - b. Safety and security
    - 2020-2021 Score: **56**
    - 2021-2022 Score: **59**
  - c. Mobile security patrols
    - 2020-2021 Score: **56**
    - 2021-2022 Score: **62**
  - d. Access to health and community services
    - 2020-2021 Score: **70**
    - 2021-2022 Score: **68**
  - e. Effectiveness of CCTV cameras
    - 2020-2021 Score: N/A
    - 2021-2022 Score: **56**
- 3.3. Improved satisfaction with recognition and celebration of Aboriginal and Torres Strait Islander and other diverse cultures and heritage
  - a. Recognition and respect for Aboriginal people, culture and heritage
    - 2020-2021 Score: **69**
    - 2021-2022 Score: **68**

### FY 2021-2022 CBP KPIs

Key Projects

● = Not completed    ● = Delayed    ● = Completed

Strategy	Project	Status
3.1	Provide a diverse range of accessible, inclusive and targeted community services, recreation programs, events and cultural activities that enrich our community	●
3.1	Review Age Friendly Strategy 2016-2021	●
3.1	Review Children and Families Strategy 2016-2021	●
3.1	Implement and review Disability Access and Inclusion Plan 2017-2022	●
3.1	Implement Youth Services Strategy 2017-2022	●
3.1	Review Cultural Strategy (Art, Culture and Heritage & Events) 2016-2020	●
3.1	Implement Libraries Strategic Plan 2020-2025	●

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**FY 2021-2022 CBP KPIs (continued)**

**Key Projects**

● = Not completed

● = Delayed

● = Completed

Strategy	Project	
3.1	Map the application and approval process for external run events and implement improvements	●
3.1	Undertake feasibility study for arts and cultural spaces in Cockburn	●
3.1	Foster local community identity and connection through social inclusion, community development and volunteering opportunities. Review and implement Community Development Strategy 2016-2020 - develop Volunteering Strategy	●
3.1	Facilitate and support health and wellbeing outcomes for our community. Develop a Public Health Plan	●
3.1	Provide community, sport, recreational, and cultural facilities and infrastructure to meet community needs	●
3.1	Review Community, Sport and Recreation Facilities Plan 2018-2033	●
3.1	Port Coogee Community Space concept design	●
3.1	Wally Hagan Recreation Centre Development (concept development and business case)	●
3.1	Provide accessible high-quality open spaces and parks for community benefit - Treeby Community Centre construction	●
3.1	Provide accessible high-quality open spaces and parks for community benefit - Beale Park	●
3.1	Provide accessible high-quality open spaces and parks for community benefit - extension of Port Coogee Marina	●
3.1	Provide accessible high-quality open spaces and parks for community benefit - Frankland Park construction	●
3.1	Provide accessible high-quality open spaces and parks for community benefit - design Cockburn ARC expansion	●
3.1	Complete peer review of the draft design of Coogee Golf Course	●
3.1	Investigate opportunities to repurpose the Roe 9 corridor for community infrastructure and development	●
3.2	Facilitate and advocate for increased community safety	●
3.2	Review City's Community Safety and CCTV Strategy 2017-2022	●
3.2	Review City's Local Emergency Management Arrangements 2018 (not due for review until 2023)	●
3.2	Finalise the development of a Smart City facility security and access control system and commence roll-out of preselected locations	●
3.3	Recognise and celebrate the significance of cultural, social and built heritage including local Indigenous and multicultural groups	●
3.3	Design and construct the Aboriginal Cultural and Visitors Centre	●
3.3	Commence operation of the new Aboriginal Cultural and Visitors Centre services (not due until 2022-2023)	●
3.3	Azalia Ley Museum management model (and tenure) review.	●



Annual Report 2021–2022

 **4. City Growth & Moving Around**

- 4.1. Improved satisfaction with local area development and Cockburn as a place to live
  - a. Place to live
    - 2020-2021 Score: **78**
    - 2021-2022 Score: **79**
  - b. How your local area is being developed
    - 2020-2021 Score: **59**
    - 2021-2022 Score: **54**
- 4.2. Improved satisfaction with development of Cockburn Central
  - a. How Cockburn Central is being developed
    - 2020-2021 Score: **63**
    - 2021-2022 Score: **62**
- 4.3. Improved satisfaction with the City’s transport network, cycleways, footpaths and parking
  - a. Traffic management and control on local roads
    - 2020-2021 Score: **54**
    - 2021-2022 Score: **58**
  - b. Footpaths and cycleways
    - 2020-2021 Score: **58**
    - 2021-2022 Score: **60**

**FY 2021-2022 CBP KPIs**

**Key Projects** ● = Not completed ● = Delayed ● = Completed

Strategy	Project	
4.1	Plan to provide residents with great places to live, activated social connections and high-quality open spaces	<span style="color: green;">●</span>
4.1	Review and implement the Land Management Plan	<span style="color: green;">●</span>
4.1	Prepare the new Local Planning Strategy and Scheme for the District	<span style="color: green;">●</span>
4.1	Australian Building Cladding Audit	<span style="color: red;">●</span>
4.1	Sustainably revitalise urban areas to deliver high levels of amenity and to cater for population growth	<span style="color: green;">●</span>
4.1	Implement the Phoenix Central, Hamilton Hill, Coolbellup, the Lakes Revitalisation strategies. Review City’s approach to future revitalisation strategies	<span style="color: green;">●</span>
4.1	Undertake stage 2 of the My Best Home project (disability focus)	<span style="color: green;">●</span>
4.1	Plan and facilitate diverse and affordable housing choices for residents and vulnerable communities. Implement and review the Housing Affordability and Diversity Strategy	<span style="color: green;">●</span>
4.1	Progress planning and advocacy for the redevelopment of the South Fremantle Power Station site (and the associated electrical sub-station)	<span style="color: green;">●</span>



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FY 2021-2022 CBP KPIs (continued)

Key Projects ● = Not completed ● = Delayed ● = Completed

Strategy	Project	
4.2	Develop Cockburn Central as our City centre and strengthen local area localities through planning and activation	●
4.2	Prepare an intervention framework to promote growth, good design and viable outcomes in our activity centres	●
4.2	Design of the New Council and Administration Centre	●
4.3	Advocate and plan for reduced traffic congestion	●
4.3	Review and update the City's District Traffic Study 2018	●
4.3	Advocate for the analysis and planning to support the delivery of the Fremantle to Cockburn Transit Link	●
4.3	Develop information campaigns and education resources about traffic congestion, road safety and alternative transport modes	●
4.3	Plan, develop and advocate for safe, sustainable, integrated local transport networks, public transport and regional transport networks. Road Projects 2019-2033	●
4.3	Advocate for improvements to public transport	●
4.3	Review and implement the Integrated Transport Strategy	●
4.3	Continue to complete the coverage of accessible cycleways, footpaths, parking and end of trip facilities, and trail networks across the City	●
4.3	Construct new and refurbished footpaths	●
4.3	Complete Bicycle Network Infrastructure 2017-2026	●
4.3	Progress concept development and advocacy for coastal corridor and east-west public transport options.	●



Armadale Road to North Lake Road Bridge opening: Mayor Logan Howlett, Member for Cockburn David Scaife MLA, Minister for Transport Hon. Rita Saffioti - December 2021

Annual Report 2021–2022



## 5. Listening & Leading

- 5.1. Improved satisfaction with the City's governance and financial sustainability
  - a. The City of Cockburn as the organisation that governs the local area
 

2020-2021 Score: **68**
2021-2022 Score: **67**
- 5.2. Improved satisfaction with the City's community engagement, communications and customer service
  - a. How the community is consulted about local issues (ability to have a say on local issues)
 

2020-2021 Score: **56**
2021-2022 Score: **60**
  - b. Level of customer service
 

2020-2021 Score: **57**
2021-2022 Score: **66**
  - c. How the community is informed about City services and local issues (how the community is informed about what's happening in the local area)
 

2020-2021 Score: **60**
2021-2022 Score: **59**
  - d. Customer satisfaction surveys
 

2020-2021 Score: **88%**
2021-2022 Score: **89%**
- 5.3. Improved employee satisfaction with the City as an employer that effectively embraces change, innovation and technology
  - a. Employee culture survey - Employer rating score: how likely are staff to promote the City as an employer
 

2020-2021 Score: N/A
2021-2022 Score: **86**

### FY 2021-2022 CBP KPIs

**Key Projects**

● = Not completed    ● = Delayed    ● = Completed

Strategy	Project	
5.1	Ensure good governance through transparent and accountable planning, processes, reporting, policy and decision making	<span style="color: green;">●</span>
5.1	Knowledge Management project	<span style="color: green;">●</span>
5.1	Develop, implement and maintain a four-year corporate planning cycle and new strategy software system	<span style="color: green;">●</span>
5.1	Consolidate the existing strategies and strategic documents into a cohesive framework of strategies	<span style="color: green;">●</span>
5.1	Review of and continual management of the Enterprise Risk Management Framework	<span style="color: green;">●</span>
5.1	Organisational Risk Management Maturity Review	<span style="color: green;">●</span>
5.1	Review, access and apply new or amended legislative requirements from the Local Government Act Review	<span style="color: green;">●</span>
5.1	Deliver value for money through sustainable financial management, planning and asset management	<span style="color: green;">●</span>

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FY 2021-2022 CBP KPIs (continued)

Key Projects

● = Not completed

● = Delayed

● = Completed

Strategy	Project	
5.1	Review and implement Asset Management Strategy 2017	●
5.1	Create and review an Asset Management Plan for marine and coastal assets	●
5.1	Create and review the Asset Management Plan for Cockburn ARC	●
5.1	Office of the Auditor General performance audits	●
5.1	Refine the long-term financial planning methods to integrate with the City's Strategic Community Plan objectives, implement COVID-19 financial measures	●
5.1	Actively advocate and seek regional collaboration focused on growing the wellbeing and self-sufficiency of the community to better meet their social, environmental and economic needs	●
5.1	Apply for areas to be included in funding for underground power	●
5.1	Participate in the Westport Local Government Reference Group	●
5.1	Develop and implement a Stakeholder Management Plan	●
5.1	Review and implement the Corporate Governance Framework	●
5.1	Five-year review and update of the Drainage Management and Maintenance Strategy 2018-2028	●
5.2	Listen to, communicate, consult and engage with our residents, businesses and community in a timely, open and collaborative manner	●
5.2	Undertake research to review the Communication Strategy 2017-2022 and incorporate the City's new vision	●
5.2	Provide high-quality accessible customer service and experiences for all our community - undertake requirements gathering for a single view of the customer/CRM and implement a solution	●
5.3	Attract, engage, develop, support and retain our employees to provide exceptional services for the community	●
5.3	Review and implement Workforce Plan 2017-2022	●
5.3	Focus on providing a workplace that supports diversity	●
5.3	Build an organisational culture that encourages innovation in both digital and non-digital mediums, and utilisation of technology to increase efficiency and effectiveness	●
5.3	Implement and review Sustainability Strategy 2017-2022	●
5.3	Review and implement the Information Services Strategy 2016-2020	●
5.3	Review and update the existing customer request system to meet current business processes	●
5.3	Develop an Innovation Framework and culture	●
5.3	Review and implement Digital Strategy 2019-2024	●
5.3	Transformation projects	●
5.3	Undertake three strategic service reviews.	●

## Annual Report 2021–2022

## Governance Report

### Compliance

The Department of Local Government, Sport and Cultural Industries (DLGSCI) requires all local governments to complete a Compliance Audit Return March 2022 (CAR 2021).

The City utilised the services of Macri Partners to subject the CAR 2021 to an external audit before submitting the CAR 2021 to Council. Based on the audit methodology employed, Macri Partners confirmed that the City's responses to the questions in the audited sections of the CAR 2021 are correct.

The City utilises an online compliance management system for statutory forms such as financial disclosures, gifts, travel contributions and delegated authorities.

### Legislative Review

Section 3.16 of the *Local Government Act 1995* requires that all of the Local Laws of a local government must be reviewed within an eight-year period after their commencement to determine if they should remain unchanged or be repealed or amended. The City commenced a review of the *Standing Orders Local Law 2016*, expected to be completed in FY23.

### Freedom of Information

The *Freedom of Information (FOI) Act 1992* gives members of the public the right to access documents held by local governments, subject to limitations. The City prepared, as required by section 96 of the FOI Act, an up-to-date information statement and made it available to the public. The City had 29 FOI requests in the 2021-2022 financial year.

### Public Interest Disclosure

The *Public Interest Disclosure (PID) Act 2003* promotes accountability within state and local government agencies and organisations by facilitating the disclosure of public interest information involving

misconduct, offences and misuse of public resources or risks to public health or safety. The Act aims to protect informers who make public interest disclosures. In the 2021-2022 financial year, the City had no disclosures under the PID Act.

### Audits – External and Internal

#### External

The Western Australian Office of the Auditor General is responsible for auditing the local government sector and conducted audits on local government in the following areas:

- Local Government COVID-19 Financial Hardship Support, 15 October 2021
- Cyber Security in Local Government, 24 November 2021
- Viable Cycling in the Perth Area, 9 December 2021
- Information Systems Audit Report 2022 – Local Government Entities, 28 June 2022.

The City has adopted the recommendations from the audit findings.

#### Internal

On 15 March 2020, pursuant to section 56 of the *Emergency Management Act 2005*, the Western Australian Minister for Emergency Services, declared a State of Emergency in Western Australia effective 12am, 16 March 2020, due to the pandemic caused by COVID-19. A range of restrictions were put in place to limit the spread of COVID-19. Subsequent lockdowns ensued which meant prioritising the operations and services delivery of the City and requiring non-essential employees to begin a work from home regime.

In view of the restrictions imposed by COVID-19, and following discussions with audit plan stakeholders, internal audits which had been scheduled were postponed.

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# Governance Report (continued)

## Competition Principles Agreement

In 2007, all Australian governments recommitted to the Competition Principles Agreement (CPA), (11 April 1995). The CPA is an inter-governmental agreement between the Commonwealth and state/territory governments that sets out how governments will apply National Competition Policy Principles to public sector organisations within their jurisdiction.

The National Competition Policy itself concluded in 2005-2006 and has been succeeded by Australia's National Reform Agenda which is an addition to, and continuation of, the National Competition Policy reforms. The Competition Principles Agreement (as amended 13 April 2007) sets out nominated principles from the agreement that now apply to local government. The provisions of Clause 5 within the CPA require local government to report annually on the implementation, application and effects of Competition Policy. Competition Policy does not require contracting out or competitive tendering. It does not preclude local government from continuing to subsidise its significant business activities from general revenue, nor does it require privatisation of government functions. It does require local governments to identify their significant business activities and apply competitive disciplines to those businesses which compete with the private sector.

A number of the City's services are exempt from the Competition Policy, as it applies only to business activities that generate income in excess of \$200,000 from fee revenue that is directly generated from external users and an operating expenditure greater than \$2m. Activities undertaken by the City which have previously been considered for market testing, owing to the competitive nature of the service include:



**Domestic waste collection**



**Waste disposal business**



**Cockburn ARC (Aquatic and Leisure Centre).**

The City has resolved to retain the in-house provision of Cockburn ARC, domestic waste collection and its waste disposal business.

### Risk Management

Following tender RFT26/2020, Risk Management and Safety Systems Pty Ltd, trading as RMSS, was retained by the City and awarded a three-year contract with the City. RMSS is a cloud-based online enterprise risk management software, and version 16 of the software was brought online for the City on 26 April 2022.



### Business Continuity

Since the declaration of the State of Emergency in WA on 15 March 2020, as a result of the COVID-19 pandemic, the City has been working under the guidelines issued by the WA Health Department while updating its Infectious Disease Pandemic Business Continuity Plan. This plan has enabled the City to identify and manage resources to continue its critical operations and delivery of essential services to the community.

A review of the City's business continuity planning is underway to ensure appropriate actions are taken by the City should any incident cause, or threaten to cause, serious impact to the continuity of its operations and service delivery to the community.

Annual Report 2021–2022

## Recordkeeping Compliance Report

### Evaluation of Recordkeeping Systems

Work was undertaken with the organisation's Corporate Affairs Division and Management Accounting Service Unit to review their recordkeeping practices through the Knowledge Management project. This resulted in a number of changes to processes to improve recordkeeping within the teams and reduce the amount of information being stored outside of the recordkeeping system.

The City's Recordkeeping Plan was reviewed on 7 April 2022 and the review report submitted to the State Records Commission. The report commits to submitting an amended Recordkeeping Plan by 31 March 2023.

### Recordkeeping Training Program

All new staff are required to undertake an online Records Awareness Training (RAT) course. The interactive course outlines the recordkeeping roles and responsibilities of all employees at the City. Participants must undertake and pass a short assessment at the completion of the course. Employees must then repeat the course every two years.

An online course outlining the specific recordkeeping responsibilities of managers and supervisors has also been implemented.

Regular training for new and existing staff is also held on the use of the organisation's electronic document and records management system called Enterprise Content Management (ECM).

### Evaluation of the Recordkeeping Training Program

All participants who attend ECM training are asked to complete a training feedback form. The feedback forms are regularly reviewed and suggestions for improvements are incorporated into the training program.

### Recordkeeping Induction Program

New staff must complete the RAT and where relevant ECM training as part of their induction.

New managers/supervisors are also required to complete the online Recordkeeping Training for managers and supervisors.

## Breaches by Elected Members

### Minor breach complaints

In the financial year ended 30 June 2022, there were no complaints upheld regarding an elected member's conduct under Section 5.121 of the *Local Government Act 1995* (WA).

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# Building and Statutory Planning Approvals Report

## Building

 2,554 building permits issued

 Total value of building works \$502m

 Average time of 13 working days to issue all building permits

 The average issuance time for a building permit in 2021-22 was:

- Certified – 7 working days
- Uncertified – 19 working days.

Building approvals for the previous four years are as follows:

Year Ending	Number of Permits	\$million Value	\$million Fee	Residential	Commercial	Industrial	Other
30 June 2019	2,230	506	0.848	988	27	46	1,433
30 June 2020	2,247	349	0.712	1,076	80	14	1,169
30 June 2021	3,444	616	1.24	1,993	121	9	1,321
30 June 2022	2,554	502	0.973	1,132	129	18	1,276

## Statutory Planning

Statutory Planning received 1,141 development applications, a 24.68 per cent increase from the previous year

131 new lots were approved (green title, survey strata and built strata), an increase of 34.17 per cent from the previous year

564 development applications were required to be determined within 60 days. The City determined 81.86 per cent of those applications within 60 days

The estimated construction value of all development applications received over the year increased by 18.73 per cent over the previous year to \$49.7m.

174 development applications were required to be determined within 90 days. The City determined 71.60 per cent of those applications within 90 days



Annual Report 2021–2022

# Community Engagement and Customer Satisfaction

The City is committed to engaging with its community and providing exceptional service. This section summarises the engagement undertaken in this financial year and outlines the results of the customer surveys.

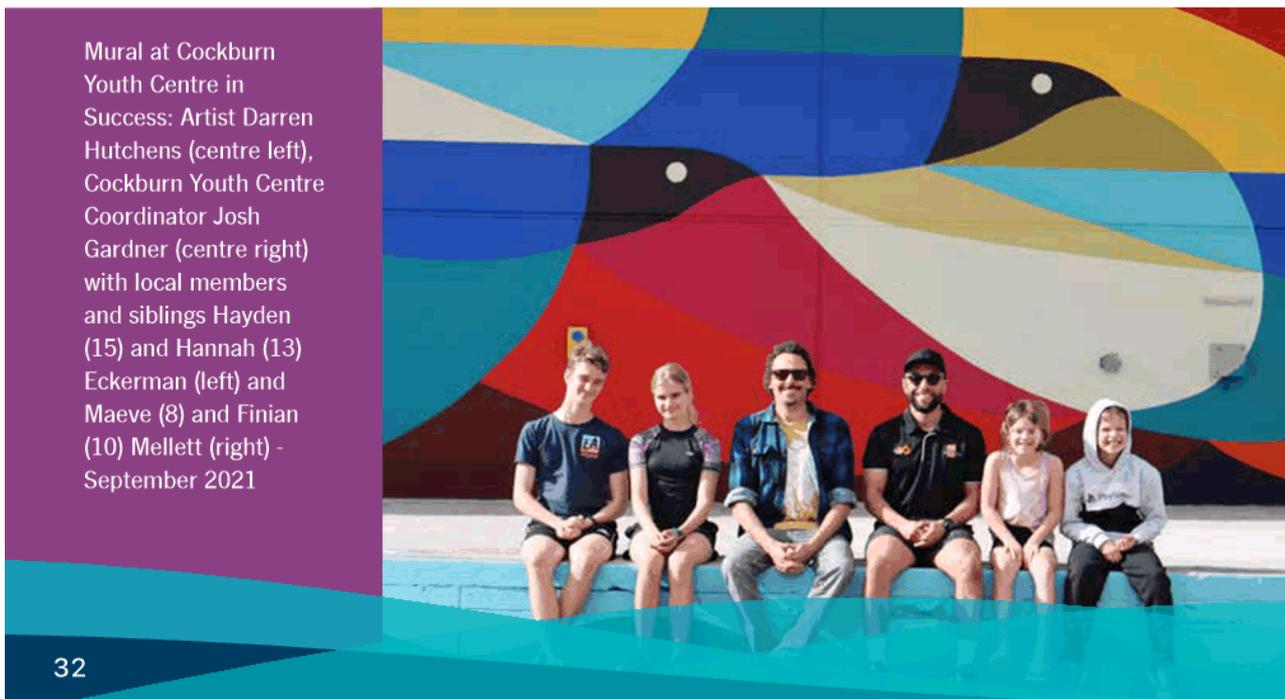
## Community Engagement Report

The City undertakes community engagement throughout the year to seek feedback on various initiatives and to inform the community of its priorities.

The City's focus is to inform, consult and provide opportunities for active participation in City projects and activities. The City uses a variety of methods to seek feedback including listening posts, workshops, surveys, meetings, one-on-one conversations and more.

These projects are communicated using a number of mediums. Some examples include direct mail, newspaper advertisements, e-newsletters, social media and signage.

Over the past 12 months, the City has attracted community input via its Comment on Cockburn community engagement website which had:



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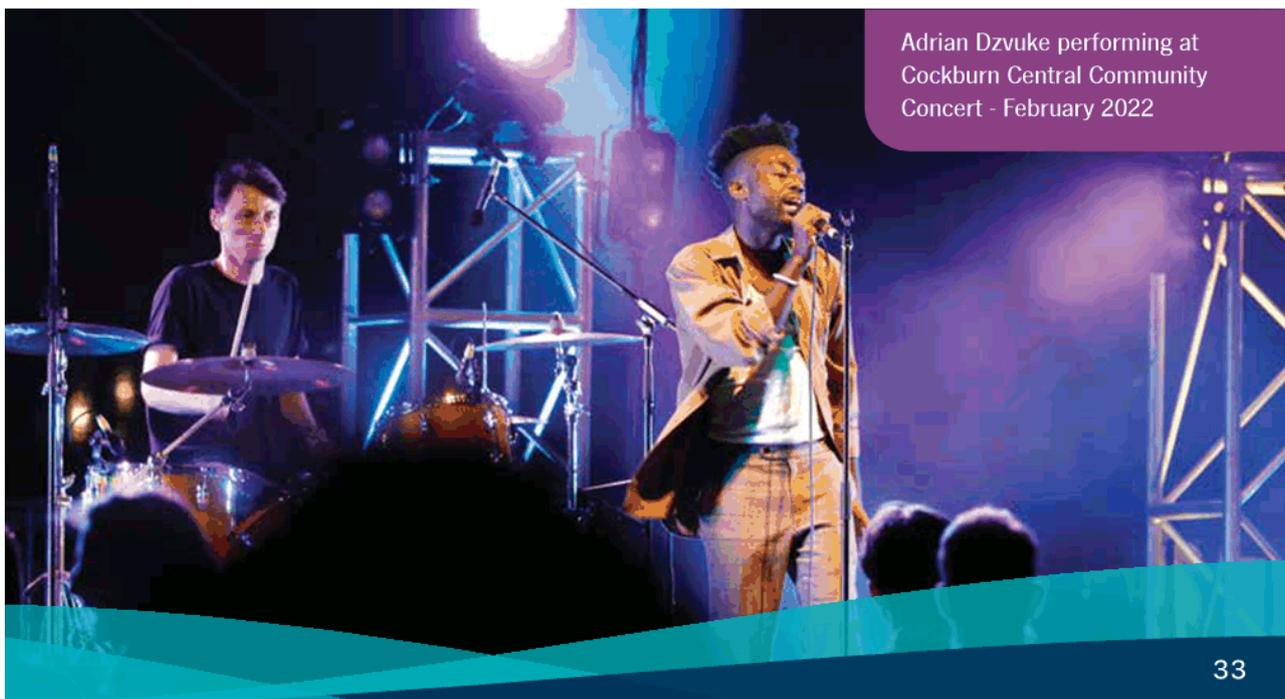
# Community Engagement and Customer Satisfaction

(continued)

## Customer Satisfaction

The City undertakes independent customer satisfaction surveys across a number of service units each year. The percentage of satisfied customers reported is the number of customers who scored the service seven or more out of 10.

Service	% Satisfied customers	Service	% Satisfied customers
Sports Field Hire and Booking Services	100	CoSafe	89.3
Henderson Waste Recovery Park Commercial	100	Facility Booking and Management Services	87.4
Henderson Waste Recovery Park Domestic	98.1	Statutory Planning Services	87.3
Youth Centre	97.9	Sports Fields and management of them	85.8
Front Counter	96.1	Contact Centre	84.6
Library - overall visit experience	95	Community Centres and management of them	81.5
Library - satisfaction with customer service	94.5	Port Coogee (infrastructure)	76.8
Swimming Pool Inspection Service	94.3	Civil Infrastructure (construction and maintenance)	72
Cockburn Care	94	Ranger Services (customer requests)	71.5
Seniors Services	92.8	Environment, Parks and Streetscapes (customer requests)	70.6
Building Services	90.4	Public Health Services (customer requests and food premise inspections).	67.9
Port Coogee Marina (customer service)	89.9		



Adrian Dzvuke performing at Cockburn Central Community Concert - February 2022

Annual Report 2021–2022

# State of Sustainability Report

The City of Cockburn's 12th annual State of Sustainability Report is a snapshot of the City's collective efforts in working towards a sustainable future.

The City had 76 indicators for sustainability across the organisation along with a number of high-level targets across five key sustainability areas: water conservation, waste minimisation, energy and emissions reduction, biodiversity and liveability. One hundred per cent of the key performance indicators were in progress or achieved during 2021-2022 reflecting the City's ongoing commitment to pursuing sustainability excellence. Below is a snapshot of the City's sustainability highlights for 2021-2022.

## Sustainability Highlights

### Our Operations

Retained Gold Waterwise Council status

Maintained a zero emissions fleet via the carbon offset program.

### Our Projects

City of Cockburn Wetlands Precinct upgrade complete

Rehabilitation of 4.5ha of bushland and planted 55,000 seedlings

Installed a 100m artificial fringing reef and 35m seawall at C.Y. O'Connor Beach, to reduce coastal erosion impacts of climate change.



Fringing reef at C.Y. O'Connor Beach - March 2022

To read full story scan QR code

### Our Facilities

Installed additional 60kW solar photovoltaic systems on the Treeby Community and Sports Centre and the Frankland Park Sport and Community Facility

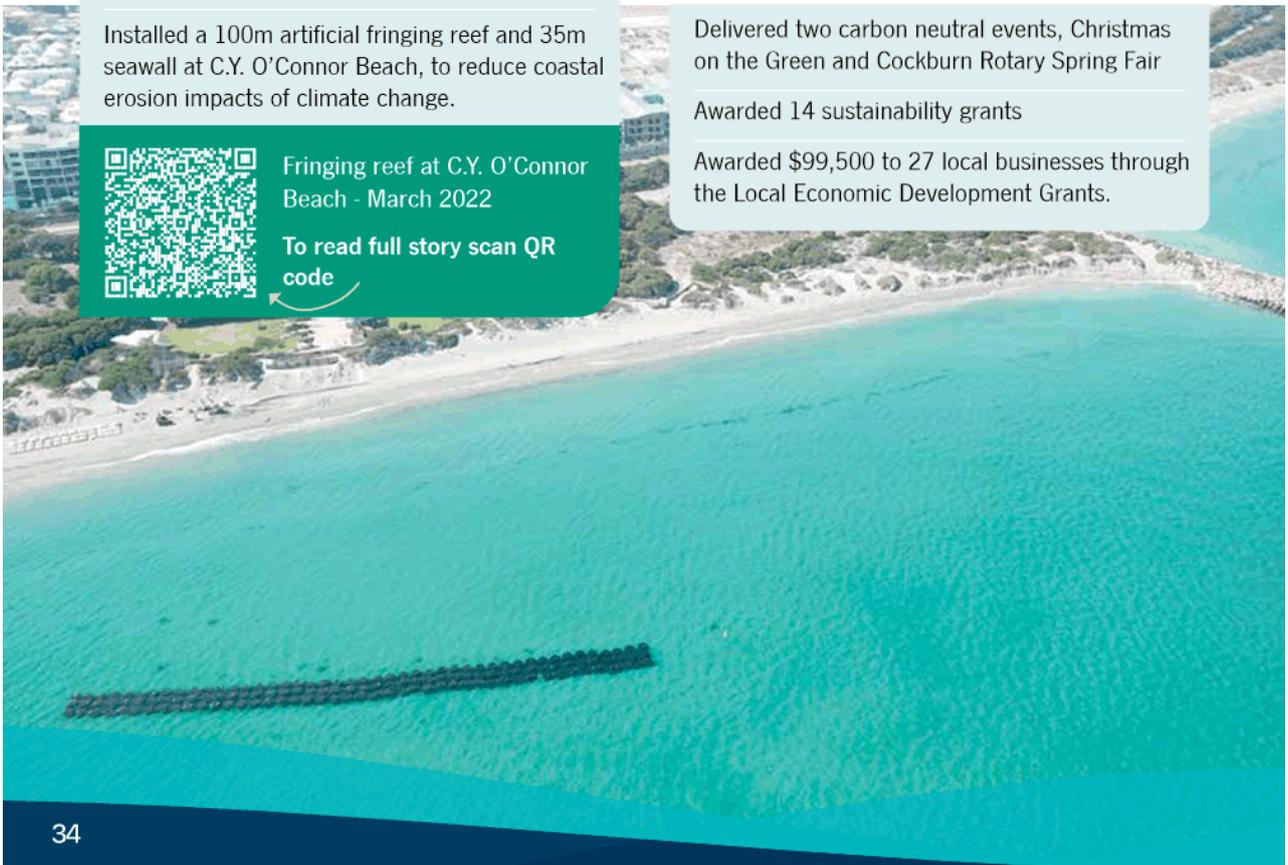
Frankland Park Sports and Community Facility and Treeby Community and Sports Centre completed with integrated Environmentally Sustainable Design features.

### Supporting our Community

Delivered two carbon neutral events, Christmas on the Green and Cockburn Rotary Spring Fair

Awarded 14 sustainability grants

Awarded \$99,500 to 27 local businesses through the Local Economic Development Grants.



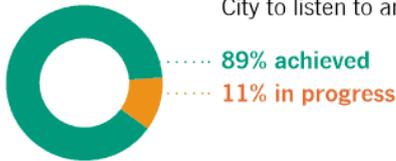
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# State of Sustainability Report (continued)

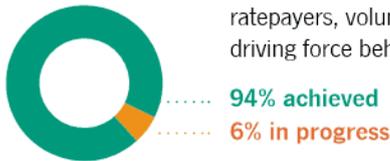
**Environment** 31 KPIs    The environment is the foundation of sustainability in the City of Cockburn. Our natural areas and resources must be sustainably managed now and in the future.



**Governance** 18 KPIs    Governance is the cornerstone of the City's approach to sustainability. It enables the City to listen to and guide its residents and ratepayers to build a sustainable future.



**Society** 18 KPIs    Society is at the heart of sustainability in Cockburn. Our people, from our residents, ratepayers, volunteers and businesses, to schools, visitors and employees, are the driving force behind the way we develop, now and into the future.



**Economy** 9 KPIs    A viable economy underpins the sustainable development of the City and must be resilient in the face of uncertainty and risk. The City's economy is directly integrated with its society and environment.



Cockburn Wetlands Precinct upgrade opening - August 2021



## Annual Report 2021–2022

## Disability Access and Inclusion Report

The City's Disability Access and Inclusion Plan (DAIP) provides a framework for translating the principles and objectives of the *Disability Services Act 2003* into achievable initiatives. Below are the highlights for implementation of the DAIP for the 2021-2022 financial year.

### Outcome 1: People with disability can access City of Cockburn services and events

The City hosted its first Disability Sports Day event at the Cockburn ARC to celebrate International Day for People with Disability. It was attended by over 120 people

The City trialled the use of communication boards at the Disability Sports Day to assist people with communication needs to access City facilities. The trial is continuing throughout the pool areas and stadium at the Cockburn ARC

The City is piloting a music program targeting people with disability. The program targets individuals who do not engage in sport as an alternative program to gauge appetite for an arts-based activity.

### Outcome 2: People with disability have equal opportunity to access the buildings and other facilities at the City of Cockburn

The Treeby and Frankland Sports and Community facilities have been completed. The design and development of both centres included an access assessment to ensure universal use of the facilities

Accessible toys for children with disability have been purchased for the Treeby Community Centre toy library

The City's marina upgrade has been completed and included refurbishment of the Coogee jetty along with the installation of an access ramp to the water's edge.

### Outcome 3: People with disability receive information that is readily accessible from the City of Cockburn

The City was proud to be one of the finalists for the 2021 Australian Access Awards for its accessible website and content

During the COVID-19 pandemic the City provided one-on-one support to residents to navigate COVID-19 information such as providing proof of vaccination, myGov access and assistance to understand the restrictions on community.

### Outcome 4: People with disability receive the same level of quality service as other people in the community from staff at the City of Cockburn

The City has a mandatory induction requirement for new staff to undertake disability awareness training

Staff were trained in creating accessible documents and easy to read documents to continue the commitment to providing accessible information

Cockburn Libraries introduced an Auslan workshop to staff and community members, to build awareness of this method of communication for the deaf and hard of hearing community and offered basic language skills to build confidence.

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## Disability Access and Inclusion Report (continued)

### Outcome 5: People with disability have equal opportunity to lodge complaints to the City of Cockburn

The website offers several ways to connect with the City through either a web form, phone contact, email message and social media

The City encourages in-person contact and our customer service staff are well equipped to support those interactions

The City supplies hearing loops to support those requiring specific assistive technology to communicate effectively with staff. The trial of the communication boards will hopefully identify additional means to provide feedback.

### Outcome 6: People with disability receive the same level of quality service as other people in the community from staff at the City of Cockburn

The City has worked hard to develop its Disability Reference Group which now has a balance in favour of people with disability over service providers

The Disability Access & Inclusion Officer has attended several community group public speaking events to build awareness of access and inclusion matters related to our community and provide pathways to connect and provide feedback

The City, as standard practice, provides a variety of methods for people to engage and participate in consultations using the website, phone, email, in person or in writing.

### Outcome 7: People with disability receive the same level of quality service as other people in the community from staff at the City of Cockburn

The City has been reviewing the way it advertises its vacant positions, aiming to attract more people with disability, Aboriginal and Torres Strait Islander people and people from a culturally diverse background.



WA Blind AFL Eagles and Dockers training at Cockburn ARC - March 2022



Disability Sports Day at Cockburn ARC - December 2021

## Annual Report 2021–2022

## The Plan for the Future

This section of the annual report outlines the City's plans for the future, identifies emerging issues and provides an overview of the Strategic Community Plan and the Corporate Business Plan.

### Emerging Issues



#### COVID-19 Pandemic

The unprecedented challenges presented by the COVID-19 pandemic are evolving as the world shifts into recovery. The social and economic impacts of the pandemic are still palpable and continue to present challenges to local government. The City will continue to support the community while finding solutions to the current labour and materials market shortages.

#### Economic Challenges



While Australia's unemployment rate as at August 2022 was 3.5 per cent, WA's rate is the lowest in the country at 3.1 per cent. Significant challenges remain as the State recovers from the lockdowns and restrictions implemented at the height of the COVID-19 pandemic. The City will focus on supporting economic recovery as Australia moves away from restrictions imposed at the height of the pandemic.

#### Environmental Challenges



Climate change impacts have been identified as a key factor for future planning. The City will need to be prepared for a possible rise in sea level, an increase in erosion impacts on vulnerable coastal areas, an increase in temperatures and a drying climate. The reduction of the City's tree canopy, decrease in groundwater availability and bushfire mitigation are also key environmental challenges for the future.

#### City Growth and Moving Around Challenges



Traffic congestion will continue to be a priority area due to population growth. It is anticipated that improvements in car driving behaviour, public transport and transport networks will reduce traffic congestion. The City will need to identify strategic partnerships and work collaboratively with the State and Federal governments to address this issue.

#### Community, Lifestyle and Security Challenges

Services to enhance safety and security, and services to support our ageing, culturally diverse and growing community, continue to be important priorities into the future. Community safety and crime prevention issues are complex in nature and require all levels of government and the community to work together to achieve significant change over the life of this plan. An increase in mental health and social issues will require the City to continue to increase provision or facilitation of responsive local social support and mental health services for the community.

#### Listening and Leading Challenges



Financial sustainability challenges will continue, including pressure for rate capping, increasing ratepayer expectations and demand to decrease 'red tape', labour market shortages, and increased materials costs. Over the next 10 years it is anticipated that society will continue its digital transformation journey that will enable new innovative products and services, drive efficiency and allow better decision-making. Legacy systems are also an emerging issue that are creating challenges for large organisations to be agile and quickly adapt to change. Cybersecurity continues to be a global and local risk that will need to be managed into the future.

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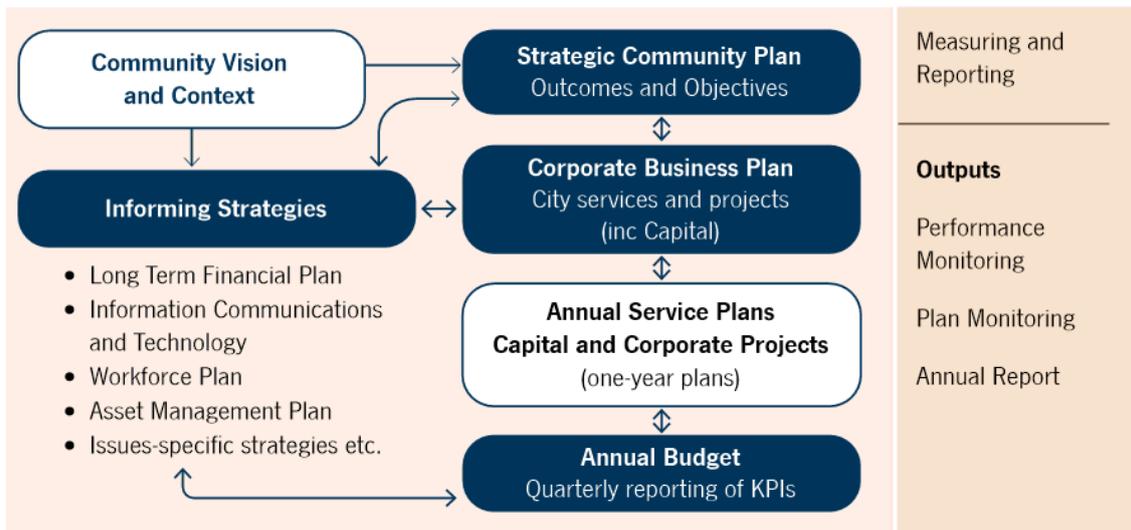
# Integrated Planning and Reporting Framework

## Strategic Community Plan

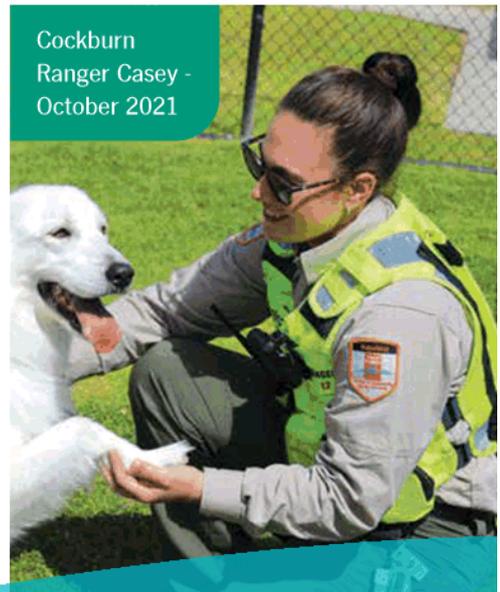
The City's Strategic Community Plan 2020-2030 sets the strategic direction for the organisation. A minor review of the plan was undertaken in 2021 and the next major review is scheduled for 2024. The City continues to deliver on the vision and outcomes identified through the Strategic Community Plan.

## Corporate Business Plan

The Corporate Business Plan 2020-2021 to 2023-2024 outlines the City's activities to deliver against the Strategic Community Plan 2020-2030. The Corporate Business Plan hinges on the acceptance of priorities, outcomes and strategic objectives included in the Strategic Community Plan.



Coogee Community Garden: (L-R) Councillor Phoebe Corke, Councillor Philip Eva JP, Simone Sieber Community Development Lead, Councillor Kevin Allen and Mayor Logan Howlett - August 2021



Cockburn Ranger Casey - October 2021

## Annual Report 2021–2022

## The Year Ahead

Below are the priority projects the City is undertaking in the 2022-2023 financial year to deliver against each of the community outcomes, as outlined the Corporate Business Plan. For full details on the City's priority projects please refer to the City of Cockburn Corporate Business Plan 2020-2021 to 2023-2024.

### Local Economy



#### Increased investment, economic growth and local employment

Position Cockburn as a leader in the Blue Economy

Develop visitor economy approach.

#### Thriving local commercial centres, local businesses and tourism industry

Deliver business grants program supporting economic development principles, policy and guide

Small Business Friendly Approvals Project implementation.

### Environmental Responsibility



#### Protection and enhancement of our natural areas, bushland, parks and open spaces

Coogee Beach Masterplan review

Review Urban Forest Plan 2018-2028

Undertake Yandjet Park Yangebup improvements.

#### Sustainable resource management including waste, water and energy

Electric vehicles chargers at all City infrastructure with solar

Waterwise Council Action Plan 2018-2028

Henderson Waste Recovery Park redevelopment

Develop the Coastal Management and Development Plan.

### Community, Lifestyle and Security



#### Accessible and inclusive community recreation and cultural services and facilities that enrich our community

Review the Disability Access and Inclusion Plan

Malabar BMX Park redevelopment

Beale Park redevelopment

Port Coogee community space

Wally Hagan Recreation Centre redevelopment

Cockburn ARC – health and fitness expansion

Coogee Golf Course review

Beeliar Reserve redevelopment

Tempest Park redevelopment

Santich Park upgrade

Manning Park Master Plan implementation

Review the Community, Sport & Recreation Facilities Plan 2018-2033

Multicultural Centre for Sport and Education – ARC Precinct.

#### A safe and healthy community that is socially connected

Smart Buildings project.

#### Aboriginal and Torres Strait Islander cultures and other diverse cultures and heritages are recognised and celebrated

Aboriginal Cultural and Visitors Centre development

Review the Reconciliation Action Plan 2018-2021.

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**City Growth and Moving Around**

**An attractive, socially connected and diverse built environment**

Prepare the new Local Planning Strategy for the district

Prepare the new Local Planning Scheme for the district

Cockburn Central town centre parking facility feasibility study

Reconnecting Hamilton Hill (post Roe 9) urban renewal project

Spearwood civic precinct renewal

Spearwood land development.

**Cockburn Central as the capital of Perth's South Metro Region**

Cockburn Civic and Cultural Centre

Cockburn Central West car parking (Poletti Road).

**An integrated, accessible and improved transport network**

Review and update the City's District Traffic Study 2018

Advocacy for Cockburn Road upgrade, pedestrian crossing and car parking

Semple/Berrigan realignment

Hammond Road duplication.

**Listening and Leading**

**Best practice governance, partnerships and value for money**

Deliver divisional strategy reform

Review organisational risk management maturity

Undertake three strategic service reviews

Review and implement the Corporate Governance Framework

Refine the long-term financial planning methods to better integrate with the City's Strategic Community Plan objectives

Operations Centre expansion.

**High quality and effective community engagement and customer service experiences**

Progress community priorities highlighted in MARKYT Community Scorecard 2021

Deliver Elected Member civic support.

**Employer of choice focusing on equity, innovation and technology**

Develop and implement Smart Cities projects in partnership with South West Group

Review requirements for required website upgrades.



C.Y. O'Connor foreshore tree planting: Kennedy Baptist College students - June 2022



Clean Up Australia at C.Y. O'Connor Beach - March 2022



Annual Report 2021-2022



Cockburn Youth Advisory Committee: (L-R) Hugo Jorge Youth Development Officer with part of the Cockburn Youth Advisory Committee, Franco, Akua, Janeese, Spike and Claire - November 2021



COVID-19 vaccination clinic for Aboriginal and Torres Strait Islander community at Coolbellup Hub: (L-R) Marlee Kickett Aboriginal Community Development Officer, Shelley Farmer and Kathleen Miller Aboriginal Community Development Officer - December 2021



Aboriginal Cultural and Visitors Centre \$1.5m Lotterywest grant: (L-R) Aboriginal Affairs Minister Hon. Stephen Dawson MLC, Cockburn Aboriginal Reference Group member Gail Beck, Marlee Kickett Aboriginal Community Development Officer, Mayor Logan Howlett, Gail Bowman Chief of Community Services and Tony Brun CEO - July 2021

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# Financial Report

To view the City of Cockburn's Annual Financial Report 2021-2022 on the City's website visit the link below and scroll down.



[www.cockburn.wa.gov.au/Strategies-and-Plans](http://www.cockburn.wa.gov.au/Strategies-and-Plans) -  
wont be ready until the audit is complete.



Treeby Community and Sports Centre - May 2021



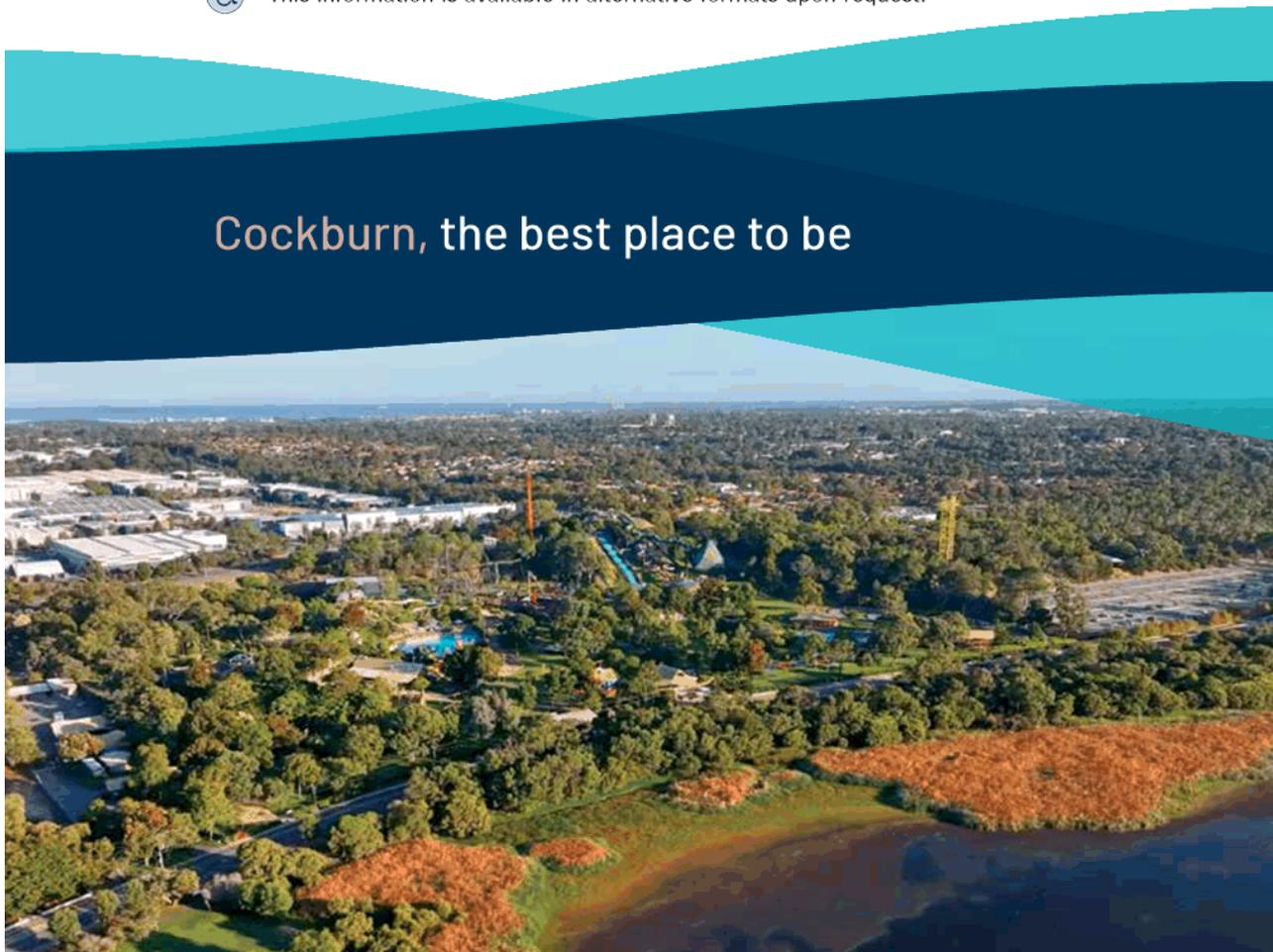
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-  City of Cockburn Facebook: [www.facebook.com/CityofCockburn](http://www.facebook.com/CityofCockburn)
-  City of Cockburn Twitter: [www.twitter.com/CityofCockburn](http://www.twitter.com/CityofCockburn)
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-  City of Cockburn YouTube: [www.youtube.com/CityofCockburn](http://www.youtube.com/CityofCockburn)
-  City of Cockburn LinkedIn: [www.linkedin.com/company/city-of-cockburn](http://www.linkedin.com/company/city-of-cockburn)

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 This information is available in alternative formats upon request.



## 14.5 Corporate Affairs

### 14.5.1 (2022/MINUTE NO 0283) Indonesian Delegation Visit - 12 to 18 March 2023 - Elected Member Participation

**Responsible Executive** Executive Corporate Affairs  
**Author** Executive Corporate Affairs  
**Attachments** N/A

#### Officer Recommendation

That Council:

- (1) ENDORSES the following two Elected Members to join the Indonesian Delegation:
1. \_\_\_\_\_
  2. \_\_\_\_\_

7.53pm Cr Allen departed the meeting and returned at 7.56pm.

The Acting Chief Executive Officer advised that four nominations had been received, being from Deputy Mayor Widenbar, Cr Dewan, Cr Eva and Cr Separovich.

As four nominations had been received for two positions, a ballot was required to be conducted.

The Acting Chief Executive Officer and the Acting Executive Governance and Strategy conducted two ballots as follows:

Ballot 1 – Cr Dewan (second place was a draw)  
 Ballot 2 – Cr Eva.

#### Council Decision

MOVED Deputy Mayor T Widenbar SECONDED Cr C Reeve-Fowkes  
 That Council:

- (1) ENDORSES the following elected members to join the Indonesian Delegation in March 2023:
1. Mayor Howlett
  2. Cr Dewan (as per ballot result)
  3. Cr Eva (as per ballot result); and
- (2) ALLOWS additional Elected Members to elect, within a week of the 8 December 2022 Ordinary Council Meeting, to join the Indonesian Delegation, using funds from their individual travel allowance to fund their travel expenses.

**CARRIED 9/0**



**Reason**

The Indonesian delegation is an important economic exchange activity that Elected Members can support through their participation in the delegation visit.

Relationships with both Cockburn businesses and Indonesian stakeholders and businesses can be forged through these activities that are critical to the development of our local economy.

In the event there are more than two additional Elected Members interested in attending the delegation, Council can facilitate this by allowing the use of individual's travel allowances.

**Officer Comment**

The City has no concerns with this alternate motion; however, as the delegation will also include up to 20 Cockburn business and industry representatives, more resourcing from the Administration may be required to support an increase in Elected Members to ensure that the itinerary runs smoothly.

**Background**

At the 11 August 2022 Ordinary Council Meeting, Council endorsed the following:

- (1) NOTED the opportunities identified in developing a strategic economic partnership with Indonesia; and
- (2) ENDORSED the recommendations for development and engagement with Indonesia in FY23, including a delegation visit to Jakarta and Surabaya – Recommendation for Council to be represented by the Mayor, CEO, Executive Corporate Affairs, Lead, Business and Economic Development and up to two Elected Members.

**Submission**

N/A

**Report**

The delegation to Indonesia is an economic exchange and there is no formal relationship in place, the CEO ballot process is considered the most appropriate selection process is to be undertaken in the event more than two nominations for Elected Member participation are received.

Elected Members are requested to submit a nomination in writing to the CEO ahead of the Ordinary Council Meeting.

In the event more than two nominations are received, a CEO ballot will be conducted.



**Strategic Plans/Policy Implications**Local Economy

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

- Increased Investment, economic growth and local employment.

**Budget/Financial Implications**

Cost estimated for the delegation visit indicate a total of \$20,268 (excluding food and beverage) will be required for the Council nominated representatives to attend.

Estimates were tabled at the 24 November 2022 Expenditure Review Committee Meeting, seeking approval as an additional budget item.

**Legal Implications**

N/A

**Community Consultation**

N/A

**Risk Management Implications**

There is a moderate risk to Council if the recommendation is not endorsed.

There is also a significant risk to nominated elected members in planning for the event and securing a passport in the time available.

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

N/A

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

Nil



**15. Reports-Standing Committee**

**15.1 Expenditure Review Committee Meeting – 24/11/2022**

**15.1.1 (2022/MINUTE NO 0284) Manning Park - Cost of Closing and Rehabilitating Unsanctioned Trails**

**Responsible Executive** Chief of Built and Natural Environment  
**Author** Environmental Coordinator - Management, Planning and Policy  
**Attachments** 1. Request for Indicative Quotation - Manning Park Trail Closures [↓](#)

**Officer Recommendation**  
 That the Committee recommends Council:  
 (1) NOTES the officer’s report.

**Committee Recommendation/Council Decision**  
 MOVED Cr C Reeve-Fowkes SECONDED Cr M Separovich  
 That Council:  
 (1) NOTES the officer’s report; and  
 (2) ALLOCATES \$50,000 for consideration in the draft 2023-24 Budget to identify and map, through aerial imagery and ground truthing all trails, both formal and informal, in the upland area of the Manning Park Reserve.  
**CARRIED 9/0**

**Reason**

There is value in identifying mapping the existing trail network with a short (1 day) site visit to verify the assumptions from the mapping.

It is not uncommon that this sort of work should cost in the order of \$15,000 to \$25,000 based on the size and the density of the vegetation.

I have done many of these projects in my professional capacity and it is quite simple to run through.

There is value in a site visit, that is not particularly expensive to do, given we are in the metropolitan area and no travel/airfare costs will be incurred, to ensure the requirements of the DBCA process to have the data done ahead of time as quickly as we can.

**Background**

The City of Cockburn is responsible for the management of Manning Park.



There are a variety of people using the trails in the upland area of the Park.

The upland area is described as area 30 in the Beeliar Regional Park Management Plan.

Trail users include walkers, trail runners, orienteers and mountain bikers.

Numerous unsanctioned trails have been created by mountain bikers in the upland area without authorisation from the City.

Left unmanaged, the continued creation of unsanctioned trails will increase the risk of weed invasion, erosion and vegetation degradation.

A Community Engagement Group (CEG) was established to work through some of the issues, including those relating to the Manning Park Mountain Bike Concept Plan.

Advice from the CEG was used to inform a Council Report which was presented to Council at the 12 May Ordinary Council Meeting.

The resulting recommendation from the Council meeting was that Council:

- (1) Defers any decision regarding trails in the Manning Park upland area (Area 30 – as described in the Beeliar Regional Park Management Plan), until such time as the Expenditure Review Committee (ERC) have been provided, for consideration and recommendation to Council, a report detailing costs and presumptive timings for:
  - (i) A full evaluation of the biodiversity and environmental values of the area
  - (ii) An Aboriginal Heritage Assessment
  - (iii) A European Heritage Assessment
  - (iv) Creation of a detailed specific Management Plan for Area 30
  - (v) Commencing a structured process regarding trails development following the DBCA Trails Development Process – Eight Staged Planning Process.
- (2) Forms a Community Advisory Group for the area once the Management Plan is completed, to guide and inform the Management Plan and future management of Manning Park.
- (3) Requests said report to be presented, at the latest, to the September 2022 meeting of the Expenditure Review Committee (ERC).

As per the Council recommendation, a report was presented to the 21 September 2022 ERC.

The ERC report provided cost estimates and an implementation timeline for the activities listed in the Council recommendation.



As a result of the report the ERC recommendation was that Council:

- (1) NOTES the officer's report
- (2) ALLOCATES funds from the FY23/24 Municipal Budget for a combined Flora and Fauna Survey, and for a detailed Aboriginal and European Assessment
- (3) ADOPTS and ENDORSES the Department of Biodiversity, Conservation and Attractions' 8 Step Plan as a framework for investigating formalised trails in Manning Park
- (4) REQUESTS a report to the November 2022 Expenditure Review Committee which provides an indication of the likely interim costs to protect and maintain Manning Park.

Council, at the 13 October 2022 Ordinary Council Meeting subsequently resolved to adopt the Committee's recommendation.

This report has been prepared to address Recommendation (4) above, which has been interpreted as: to identify costs to close and rehabilitate trails currently used by mountain bikers.

### **Submission**

N/A

### **Report**

The protection and maintenance of the Manning Park upland area from unsanctioned trail development and use would be addressed through two phases of project delivery:

**Phase 1** Trail Identification, Closure and Site Remediation

**Phase 2** Ongoing Compliance Enforcement and Public Education Messaging

#### Phase 1 – Trail Identification, Closure and Site Remediation

To estimate the cost of protecting and maintaining Manning Park, the spatial extent of all unsanctioned trails needs to be determined.

This is likely to be a challenging exercise due to the long history of unauthorised trails being established in the reserve over many decades.

Some of these unsanctioned trails have become so well used, by both mountain bikers and other park users, that they now appear as formal tracks.

As some of these well-established trails now form an important part of the movement network for Manning Park, the City would need to consider the implications that closing these trails would have on the broader community.



Despite being unsanctioned, these trails provide an important function and further analysis and consultation would be required to determine the level of impact of closing some trails.

As further investigation is required, Phase 1 has been broken down into smaller steps to help get a better understanding of the overall cost of trail closure and remediation.

These steps are outlined below:

1. Undertake a Trails Audit to determine the location, length and average width of all trails (both formal and informal) with the upland area of the reserve.  
To be undertaken by a consultant.
2. Categorise each of the trails according to condition (good/medium/poor).  
To be undertaken by a consultant.
3. Categorise each of the identified trails according to level of usage (low/medium/high). It is envisaged that this would be determined through smartphone applications like Strava and through onsite observations.  
To be undertaken by a consultant.
4. Categorise each of the identified trails according to the predominant type of usage (predominantly walking/predominantly biking/other).  
To be undertaken by a consultant.
5. Categorise each of the identified trails according to underlying gradient and the potential to cause environmental harm (unlikely/likely/environmental harm observed onsite).  
Note: erosion and vegetation degradation are exacerbated on steep terrain.  
To be undertaken by a consultant.
6. Prepare a Trail Categorisation and Mapping Report to display the information obtained through the implementation of Steps 1-5.  
To be undertaken by a consultant.
7. Consult with the existing Manning Park Trails Community Engagement Group to select trails for closure based on a review of the Trail Categorisation and Mapping Report with the aim of developing a Trail Closure Plan.  
To be independently facilitated.
8. Advertise the Trail Closure Plan to the City of Cockburn community.  
To be undertaken by the City.
9. Make adjustments to the Trail Closure Plan based on community input.  
To be undertaken by the City.
10. Install signage in the reserve to advise of impending trail closures.  
To be undertaken by the City.



11. Close off and revegetate all selected trails.  
To be undertaken by the City.
12. Maintain the revegetation areas with watering and weed control over the standard five-year establishment period.  
To be undertaken by the City.

**Costs for Step 1 to Step 6**

Indicative quotes were sought from two (2) specialist trail design consultants to undertake Step 1 to Step 6 (inclusive).

One consultancy quoted \$50,000 to perform the works and the second consultancy declined the quotation request.

Steps 1 to 6 could be implemented in the 2023-2024 financial year should funding be made available.

**Costs for Step 7**

The cost of implementing Step 7 is estimated to be \$15,000.

This estimate is based on the costs expended in 2021 for appointing a facilitator and hiring venues to consult with the CEG on issues associated with the Manning Park Mountain Bike Trail Concept Plan.

Step 7 could be implemented in the 2023-2024 financial year should funding be made available.

**Costs for Steps 8 and 9**

The community consultation required to perform Step 8 and Step 9 requires no additional budget allocation.

It is anticipated that roughly ten (10) hours of officer time would be required to complete these tasks.

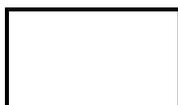
Step 8 and Step 9 could be implemented in the 2023-2024 financial year.

**Costs for Steps 10, 11 and 12**

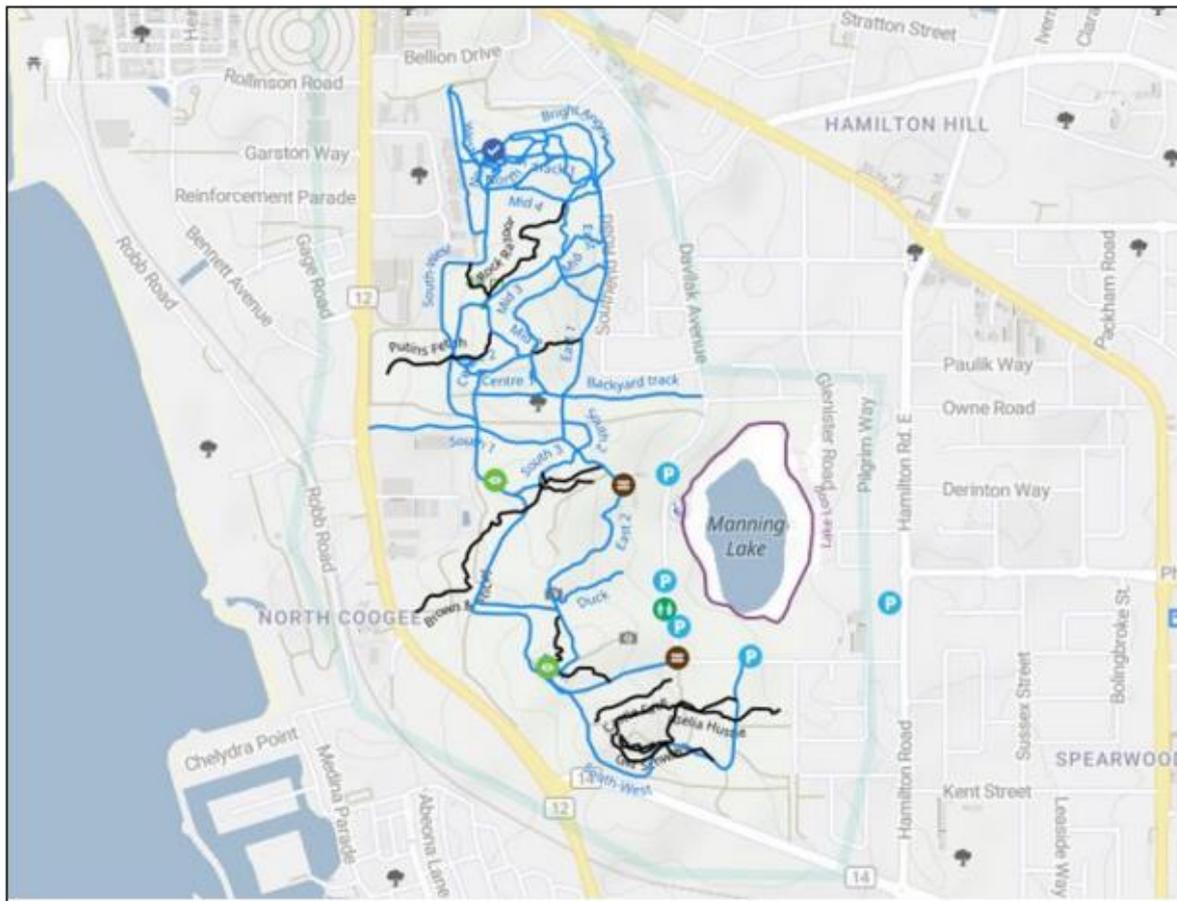
It is very difficult to estimate the cost of executing Steps 10, 11 and 12 as the actual extent of trails requiring closure, revegetation and maintenance would be dependent on the outcomes and recommendations of the assessment of trails outlined above.

The cost estimates provided for Steps 10, 11 and 12 have been provided using the limited information available at this time and should therefore be viewed as indicative only.

Figure 1, below, depicts the extent of trails used by mountain bikers in Manning Park, with over 17km of trails being used. However, some of these may also be used by other trail users.



The number of trails to that would actually be closed down would be identified in the Trails Closure Plan. Steps 10, 11 and 12 will be calculated based on the assumption that 10km of trails would be closed and there are 10 trails, each 1km in length.



### Stats

Avg Trail Rating:	★★★★☆
Trails (view details):	58
Total Distance:	17 km
Total Descent:	662 m
Total Vertical:	48 m
Highest Trailhead:	49 m
Reports:	32
Photos:	12
Ridden Counter:	3,714

Figure 1: Trails used by Mountain Bikers in Manning Park.  
Source: <http://www.trailforks.com/region/manning-park-1486544341>

To implement Step 10, temporary signage would be deployed at the beginning and at the end of each trail for a two-week period.

This would require the print and design of 20 corflute signs, for which the current market rate is for \$10 per sign.

These signs would then be deployed using the City's existing supply of star pickets. The cost of implementing Stage 10 has therefore been estimated at \$200.

Step 10 could be implemented in the 2024-2025 financial year should funding be made available.

Trail closure would then be initiated by installing two metres of temporary fencing at each end of the 10 trails to prevent access.

The City currently purchases temporary fencing at a rate of \$15 per linear metre.

Using this price, the overall cost of temporary fencing has been estimated to be \$600 (10 trails x 2 entrances x 2m per entrance x \$15 per metre = \$600).

The overall area of the closed trail network is estimated to be 1.5 hectares (10 trails x 1,000m x 1.5m = 1.5 hectares).

The cost of revegetating 1.5 hectares of native vegetation has been estimated by using the City's Natural Area Management Strategy (NAMS) as a basis for cost per area.

The most recent review of the NAMS in 2017 indicated that \$90,300 was required to revegetate one hectare of good condition vegetation.

To account for substantial inflation since 2017, a price rise of 30% has been applied.

As a result, the cost per hectare for revegetation is estimated to be \$117,390. Therefore the overall cost of revegetation is estimated to be \$176,085.

Step 11 (trail closure and revegetation) could be implemented in the 2024-2025 financial year should funding be made available.

Following the initial planting, maintenance of the revegetation areas will be undertaken in accordance with the costings provided by the NAMS and the 30% inflation multiplier.



These costs include weed control, infill planting and watering and are outlined in Table 1, below.

<b>Revegetation Maintenance Costs per Hectare</b>				
Task	Year 2	Year 3	Year 4	Year 5
Weed control – grass	\$780	\$650	\$390	\$390
Weed control – broad-leaved / bulbous	\$1,430	\$650	\$390	\$390
Woody weed removal	\$2,860	\$1,300	\$650	\$260
Infill tubestock	\$7,800	\$1,300	\$0	\$0
Infill – greenstock	\$19,500	\$3,900	\$0	\$0
Maintenance and watering	\$25,350	\$5,070	\$0	\$0
<b>TOTAL</b>	<b>\$57,720</b>	<b>\$11,570</b>	<b>\$1,430</b>	<b>\$1,040</b>

The overall cost of revegetation maintenance in the four (4) years following initial planting is therefore estimated to be \$107,640. ( $\$57,720 + \$11,570 + \$1,430 + \$1,040 \times 1.5 = \$107,640$ ).

Step 12 (revegetation maintenance) could be implemented between 2026 and 2029 should funding be made available.

#### **Overall cost of Phase 1: Trail Identification, Closure and Site Remediation.**

- Preparation of the Trail Categorisation and Mapping Report: \$50,000
- Consultation with the CEG: \$15,000
- Signage: \$200
- Temporary Fencing: \$600
- Revegetation: \$176,085
- Revegetation maintenance: \$107,640
- Phase 1 Total: \$349,525

#### Phase 2: Ongoing Compliance Enforcement and Public Education Messaging.

There are two options available.

Mountain bikes can be banned completely from Manning Park or mountain bikes permitted with an ongoing surveillance program to ensure no new tracks are created and rehabilitated trails not reopened.

For the purposes of this report, the latter option has been chosen.

As soon as the unsanctioned trails are closed off, the City would need to maintain an active presence at the reserve.

Given that Manning Park is 117 hectares in size and that there are multiple points of entry, permanent surveillance of the entire reserve is not possible.



The most effective means of surveillance would be to install mobile CCTV at selected points and conduct regular Ranger patrols of the upland area.

Mounted CCTV cameras could be purchased at an estimated cost of \$10,000 each with four (4) being deployed at any one time.

Ranger patrols could be accommodated in the current budgets.

The mounted security cameras could be deployed in the 2024-2025 financial year if funding were to be made available.

Even with an active security presence, enforcing breaches of compliance will be challenging and seldom successful.

Identifying people on CCTV footage is difficult and Local Government officers are not authorised to make arrests.

It is therefore anticipated that investing in surveillance will only serve to reduce instances of unauthorised trail construction, rather than to rule them out altogether.

This means that closing off and rehabilitating trails will likely be an ongoing exercise as it is anticipated that new unsanctioned trails will continue to be developed into the future.

Educating the public on the environmental and social impacts of creating unauthorised trails would need to be undertaken to complement the onsite security initiatives.

This could be achieved by conducting community workshops and mailing flyers to local residents on a periodic basis.

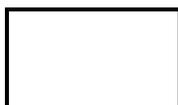
These engagement initiatives are estimated to cost roughly \$20,000 per annum.

### **Overall cost of Phase 2: Ongoing Compliance Enforcement and Public Education Messaging**

- Installation of mounted CCTV cameras: \$40,000
- Community Education Initiatives: \$20,000
- Phase 2 Total: \$60,000.

### Estimated Cost of Protecting and Maintaining Manning Park

The cumulative cost of implementing Phase 1 and Phase 2 is \$409,525 Both phases could be commenced in 2023-2024 if sufficient funds were to be provided.



## Strategic Plans/Policy Implications

### Environmental Responsibility

A leader in environmental management that enhances and sustainably manages our local natural areas and resources.

- Protection and enhancement of our natural areas, bushland, parks and open spaces.
- Protection and enhancement of our natural areas, bushland, parks and open spaces.

### Community, Lifestyle & Security

A vibrant healthy, safe, inclusive and connected community.

- A safe and healthy community that is socially connected.

### Listening & Leading

A community focused, sustainable, accountable and progressive organisation.

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

## Budget/Financial Implications

The cost of protecting and maintaining Manning Park by closing down unsanctioned trails is estimated to be \$409,525.

To commence this option \$65,000 would need to be allocated in the 2023/2024 budget, with the remainder of the funding to be provided in subsequent years.

Further funding of \$344,525 would need to be made available spread across the next 4 years for trail closure, rehabilitation, and ongoing surveillance.

## Legal Implications

N/A

## Community Consultation

The Trail Closure Plan would need to be advertised for community consultation in 2023-2024.

Education initiatives would be undertaken on an ongoing basis following trail closure.

## Risk Management Implications

There is a risk that significant investment into protecting and maintaining Manning Park would only result in a reduction to the number of unsanctioned trails being developed rather than eliminating all trail construction.

There is a risk that an increased security presence will detract from the amenity of Manning Park.



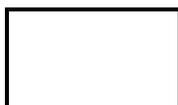
There is a risk that further delay in making a decision on trails development at Manning Park will result in ongoing degradation of the area, continued community angst and further staff time commitments.

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

N/A

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

Nil



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**Request for Indicative Quotation  
Manning Park Trail Closures**

**SCOPE OF WORKS**

Quotes to be e-mailed to:

Rory Garven: [rgarven@cockburn.wa.gov.au](mailto:rgarven@cockburn.wa.gov.au)



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## Specification / Scope of Works

### 1 INTRODUCTION

The City of Cockburn Expenditure Review Committee has requested that a report be prepared to estimate the cost of closing all unsanctioned Mountain Bike Trails within Manning Park that are considered to be causing environmental degradation.

The City of Cockburn (The Principal) is therefore seeking a suitably qualified and experienced consultant to provide an indicative quote to prepare the report to address the requirements of the Scope of Works, as outlined in Section 2 of this document.

### 2 SCOPE OF WORK/SPECIFIC REQUIREMENTS

As there are several steps to trail closure, the Expenditure Review Committee directive has been broken down into smaller components to help get a better understanding of the overall cost. These components are outlined below.

1. Undertake a trails audit to determine the location, length and average width of all trails (both formal and informal) within the upland area of the reserve. **To be undertaken by a consultant**
2. Categorise each of the identified trails according to condition (good/medium/poor). **To be undertaken by a consultant**
3. Categorise each of the identified trails according to level of usage (low/medium/high). It is envisaged that this would be determined through applications like Strava and through onsite observations. **To be undertaken by a consultant**
4. Categorise each of the identified trails according to predominant type of usage (predominantly walking / predominantly biking / other). **To be undertaken by a consultant**
5. Categorise each of the identified trails according to potential to cause environmental harm (unlikely / likely / environmental harm observed onsite). **To be undertaken by a consultant**
6. Prepare a Trail Categorisation and Mapping Report to display the information obtained through the implementation of Steps 1-5. **To be undertaken by a consultant.**
7. Select trails for closure based on a review of the Trail Categorisation and Mapping Report. **To be undertaken by the City**
8. Advertise the trail closure strategy to the City of Cockburn community. **To be undertaken by the City**
9. Make adjustments to the Trail Closure Strategy based on community input. **To be undertaken by the City**

### Specification / Scope of Works

10. Install signage in the reserve to advise of impending trail closures. **To be undertaken by the City**
11. Close off and rehabilitate all trails. **To be undertaken by the City**
12. Watering and weed control of revegetation areas. **To be undertaken by the City.**

In light of the above, the City is requesting that consultants prepare indicative quotations to undertake Step 1 to Step 6.

### 3 STUDY AREA

The study area encompasses the upland area of Manning Park and is identified as area 30 within the Beeliar Regional Park Management Plan. The road reservation to the west of the park needs to be included within the management plan and considered as part of the reserve. See Figure 1.

It is expected that the successful consultant spends time visiting the site to gain an understanding of the varying terrains and constraints associated with the site.

Specification / Scope of Works

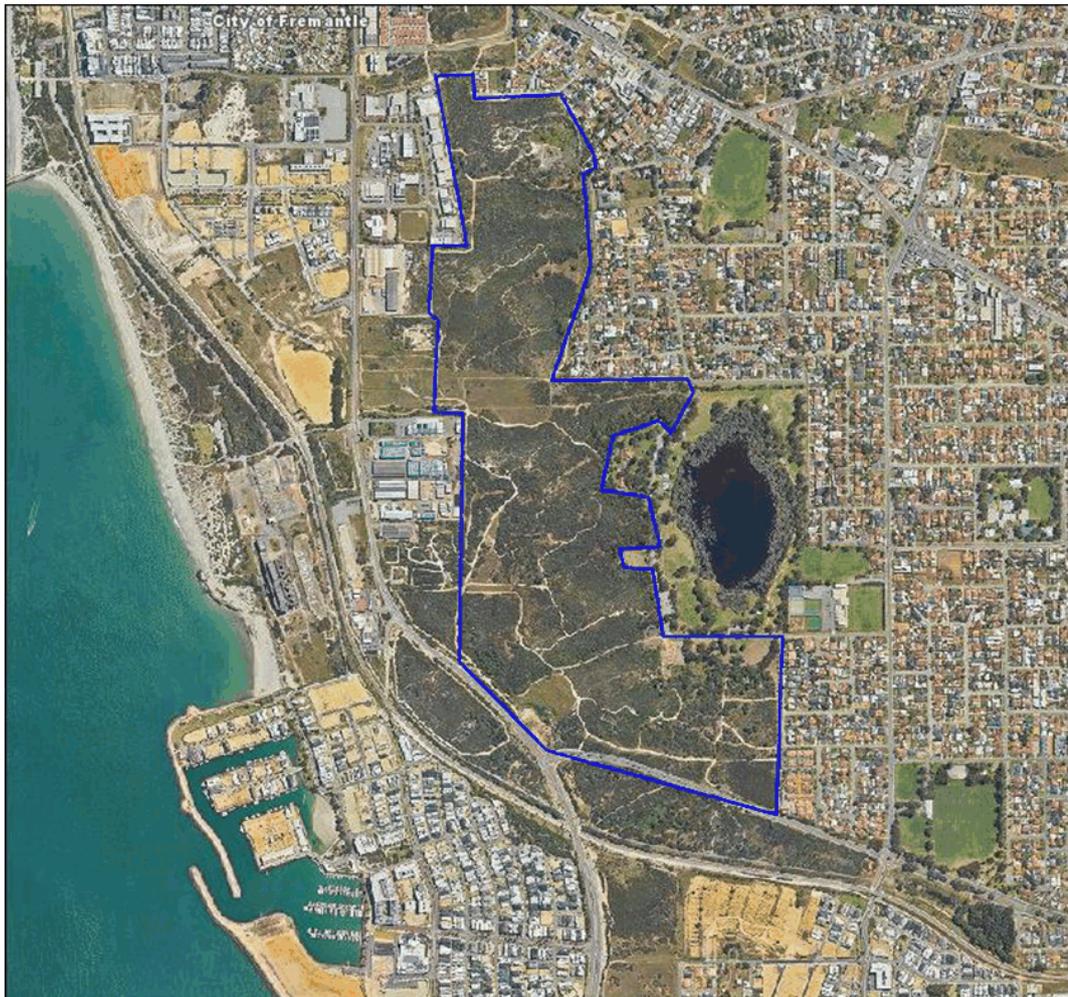


Figure 1: Manning Park upland study area.

**4 KEY INFORMARTION FOR CONSULTANTS**

At this stage cost estimates have been requested in order to inform future budgeting. As such, there is no need to complete a full project proposal, a dollar value estimate is all that is being requested.

For your information, the study area for this assessment is shown in the figure below. It is envisaged that the successful consultant will spend time visiting the site to complete the tasks outlined above.

The City advises that all information relating to this request must be treated as confidential.



**15.1.2 (2022/MINUTE NO 0285) Budget Amendments for the FY 23 Municipal Budget**

**Responsible Executive** Acting Chief Financial Officer  
**Author** Acting Chief Financial Officer  
**Attachments** N/A

**Officer Recommendation/Council Recommendation/Council Decision**

MOVED Cr C Reeve-Fowkes SECONDED Cr K Allen

That Council:

(1) AMENDS the FY23 Municipal Budget as detailed and summarised below:

Nature	Budget Surplus Impact \$
Operating Revenue - Increase	\$6,240,740
Operating Expenditure - Increase	-\$4,221,994
Capital Expenditure - Decrease	\$96,000
Transfers from Reserves - Increase	\$1,192,815
Transfers to Reserves - Increase	-\$3,275,000
Net Budget Surplus - Increase	\$32,561
Existing Budget Deficit (Oct 22 OCM)	\$10,847
<b>Amended Budget Surplus</b>	<b>\$21,714</b>

**CARRIED BY ABSOLUTE MAJORITY OF COUNCIL 9/0**

**Background**

The Expenditure Review Committee (ERC) will review amendments to the adopted Municipal Budget before Council amends the budget, as required under the Terms of Reference of the ERC.

**Submission**

N/A

**Report**

A number of budget expenditure amendments have been submitted for consideration of the ERC.

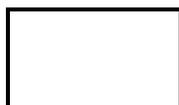


The following expenditure amendments are submitted for consideration and recommendation to the next Ordinary Council Meeting, in this case 8 December 2022:

Description (Service Unit)	Expend. \$	Income or Funding \$	Budget Surplus Impact
ARC Small group outdoor training roof (CW6472) – defer to fund Plantroom pool chlorinator and backwash tank	-\$120,000		+\$120,000
ARC Plantroom pool chlorinator and backwash tank – Capital Priority project to replace the existing equipment	+\$124,000		-\$124,000
Rural verge slashing OP7627 – increase level of service from three cuts pa to four cuts pa	+\$50,000		-\$50,000
Residential unkempt mowing service OP7604 – Maintain at current service level but increase requests being received	+\$50,000		-\$50,000
Citywide street tree planting program (WC00300) – reduce program to fund the rural verge slashing and residential unkempt moving service. The street tree planting program will be reduced from \$903,364 to \$803,364	-\$100,000		+\$100,000
New project – District Traffic Study	+\$150,000		-\$150,000
Coogee Beach Master Plan OP0050 Surplus funds to fund the District Traffic Study – Funds will be replaced in the FY24 budget	-\$150,000		+\$150,000
New project – Depot gate replacement – required as the current gate is not fit for purpose and out of warranty. Replace with a sliding gate	+\$22,000		-\$22,000
City facilities Paving (CW6478) reduced to fund the Depot gate replacement project	-\$22,000		+\$22,000
Visko Park Bowling Club – construction cost not recoverable from LGIS as part of insurance claim. The funds are from	+\$274,773	-\$274,773	Nil



Description (Service Unit)	Expend. \$	Income or Funding \$	Budget Surplus Impact
the Insurance Reserve.			
Department investigation legal fees from Insurance Reserve	+\$24,067	-\$24,067	Nil
New OP project – Sand drift clean-up Building maintenance activities from new construction (residential and commercial precincts)	+\$32,400		-\$32,400
Road maintenance (OP8512) funding to new OP to deal with sand drift (above)	-\$32,400		+\$32,400
Strengthening Fairy Tern nesting sites at Woodman Point (State Government Grant) OP4942	+\$21,719	-\$21,719	Nil
HWRP Waste Disposal – Landfill levy increase to additional tonnages GL485-6811	+\$2,735,000		-\$2,735,000
HWRP Waste Disposal Landfill fees income – increase tonnages from principal customers GL485-5560		-\$4,210,000	+\$4,210,000
Gate Entry fees for Recyclables - increase in comingle basket rate from Suez (funded from waste collection reserve) OP9556	+\$695,000		-\$695,000
Internal charges to OP7889 for MSW to HWRP Landfill due to delay in W2E (from waste & recycling reserve) GL485-8746		-\$1,800,000	+\$1,800,000
Entry fees MSW increase in internal charge for MSW continuing to go to HWRP till end of April 23 and a reduction of W2E gate fee OP7989 Funded from Waste collection reserve	+\$157,500		-\$157,500
Transfer from Waste collection reserve		-\$852,500	+\$852,500
Transfer to Waste and recycling reserve (the above seven transactions are self balancing and do not impact the budget surplus.	+\$3,275,000		-\$3,275,000
Removal of duplicate revenue – Bunnings (Bibra Lake) Warehouse		+\$1,606	-\$1,606



Description (Service Unit)	Expend. \$	Income or Funding \$	Budget Surplus Impact
GL475-5359			
Removal of duplicate revenue – Coogee Beach Café GL475-5360		+\$51,829	-\$51,829
New Lease – 11 Quarimore Road Bibra Lake OP4909		-\$99,996	+\$99,996
Cockburn Live - additional revenue and expenditure OP4907 – Ticket sales estimated at \$152,460 and grant of \$10,000 from Dev WA	+\$172,460	-\$162,460	-\$10,000
New ATO super guarantee claim received from historic IHC educator	+\$41,475	-\$41,475	Nil

### Strategic Plans/Policy Implications

#### Listening & Leading

A community focused, sustainable, accountable and progressive organisation.

- Best practice Governance, partnerships and value for money.

### Budget/Financial Implications

The impact on the City's budget surplus from the budget amendments recommended in this report will be a net increase of \$32,561.

This will result in a net budget surplus of \$21,714 if adopted by Council

An Absolute Majority of Council will be required to amend the FY23 Municipal budget.

### Legal Implications

N/A

### Community Consultation

N/A

### Risk Management Implications

The budget amendments required are for the good governance of the City.

There is a low-level risk impact to the City's operational and budget performance should Council not approve the budget amendments contained in this report.



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

N/A

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

Nil



**Declaration of Interest**

<b>Type of Interest</b>	<b>Nature of Interest</b>
Mayor Howlett submitted an Impartiality Interest, pursuant to Regulation 22 of the <i>Local Government (Model Code of Conduct) Regulations 2021</i> for Item 15.1.3.	Mayor Howlett and Mrs Howlett are Affiliate Members of the City of Cockburn RSL Sub-Branch.
Cr Kirkwood submitted an Impartiality Interest, pursuant to Regulation 22 of the <i>Local Government (Model Code of Conduct) Regulations 2021</i> for Item 15.1.3.	Cr Kirkwood is a member of the Aubin Grove Community Association Committee and was directly involved in the grant application for a mural.

### 15.1.3 (2022/MINUTE NO 0286) Grants, Donations and Sponsorship Allocations for 2022-2023

<b>Responsible Executive</b>	A/Chief Executive Officer
<b>Author</b>	Head of Community Development and Services
<b>Attachments</b>	<ol style="list-style-type: none"> <li>Grants, Donations and Sponsorship Recommended Allocations Budget 2022-23 <a href="#">↓</a></li> <li>Melville Cockburn Chamber of Commerce Report 2022 <a href="#">↓</a></li> </ol>

**Officer Recommendation**

That Council:

- (1) ADOPTS the revised Grants, Donations and Sponsorship allocations for 2022-23 as attached to the Agenda.

**Committee Recommendation**

That Council:

- (1) ADOPTS the revised Grants, Donations and Sponsorship allocations for 2022-23 as attached to the Agenda, with the following amendments:
- AMENDS the Cooby Youth Space donation request category to a Community Grant allocation and fully funds the amount requested of \$6,000;
  - AMENDS the Meeples, Decks and Dice donation request category to a Community Grant allocation and fully funds the amount requested of \$4,104;
  - FULLY FUNDS the Cockburn Volunteer Sea Search and Rescue Group application to the amount requested of \$15,000;
  - FULLY FUNDS the Cockburn Community and Cultural Council Inc. application to the amount requested of \$10,000;
  - INCREASES the funding to Southern Lions Rugby Union Football Club application by \$500 for the amount \$9,500.



**Reason (Committee Recommendation)**

All organisations provide significant benefit for their local community.

**Officer Comment****Funds the Cooby Youth Space application to a value of \$6,000**

The application was not supported due to not meeting the Donation Guidelines:

- The Donations category provides a financial contribution towards an organisation's day-to-day operational running costs, donations do not fund a project or activity, this type of support is met in other grants.
- The application requested funding of the Stephen Michael Foundation Nightfields Program, while the program has merit, it delivers one weekly session for a six-week fixed period only.

The cost of the six-week program is not sustainable as an on-going operational model.

- Applicant did not contact Community Grants Officer to discuss application prior to submission, this is required to support applicant in submitting an application that meets the guidelines and category.

Donation Application Form states "Your application will be deemed ineligible if you do not contact a Community Grants Officer".

- Priority is given to applicants that can demonstrate other funding sources so that the donation is subsidising operations and are not solely reliant on funding from the City.

**Funds the Meeples, Decks and Dice application to a value of \$4,104**

The application is not supported due to not meeting the following Sponsorship Guidelines:

- The Sponsorship (Group) program category provides a financial contribution for a significant event, activity, service or endeavour and in return, the City receives brand exposure and public recognition for the sponsorship contribution.

While Meeples, Decks and Dice provide a valuable, fortnightly recreational and social activity for approx. 30-40 local residents, this does not provide the City with brand exposure and public recognition benefits commensurate with an "official sponsorship" arrangement.

- The sponsorship application submitted requests funding of the group's annual room hire costs at the Beeliam Community Centre, this request cannot be met under the sponsorship category.
- Applicant did not contact Community Grants Officer to discuss application prior to submission, this is required to support applicant in submitting an application that meets the guidelines and category.

Sponsorship Application Form states "Your application will be deemed ineligible if you do not contact a Community Grants Officer".



**Council Decision**

MOVED Cr P Corke SECONDED Cr L Kirkwood

That Council:

(1) ADOPTS the revised Grants, Donations and Sponsorship allocations for 2022-23 as attached to the Agenda with the following amendments:

1. AMENDS the \$4,104 allocation to Meeples, Decks and Dice sponsorship to \$0, as per the officer's original recommendation;
2. REVIEWS Community Funding Policy framework and guidelines to ensure the three categories; Community Grants, Sponsorship, and Donations include more specific details to enable groups to understand the criteria of each category. The review is to be brought back to Council prior to June 2023.

**CARRIED 6/3**

**For:** Mayor L Howlett, Cr K Allen, Cr P Corke, Cr T Dewan, Cr P Eva, Cr L Kirkwood

**Against:** Deputy Mayor T Widenbar, Cr C Reeve-Fowkes, Cr M Separovich

**Reason (Council Decision)**

Meeples, Decks and Dice's application does not meet the criteria outlined in our grant guidelines. Not for profit groups should pay for room hire as part of their overall business costs, and funding for room hire is not a criterion available under the Community Funding Policy framework and guidelines.

As such, were we to fund this application we would be setting a precedent.

We'd be opening the door to a situation where groups can submit grant applications completely irrespective of the criteria, knowing Council may just approve it anyway.

This would be unfortunate and undesirable and would create a difficult situation for both the community development staff and for Council.

The criteria have been carefully developed and exist for good reasons.

That said, it would be timely to review the policy in order to ensure the detail for each category has sufficient depth. This will assist groups to be fully aware of, and compliant with, the criteria and help ensure applications are submitted under the right category.

**Officer Comment:**

Officers support the proposed alternate motion based on the following points:

- Recommendation is in line with the Community Funding Policy framework and guidelines
- Adherence to the City's Grants Policy and Guidelines is essential to the delivery of a fair and equitable program
- The reputation of the City of Cockburn could be seriously compromised should funds be allocated to a group that has not met the grant criteria

Review of the guidelines to include more specific details will assist in enabling groups to understand the criteria of each category.



## Background

Council approved a budget for Grants and Donations for 2022-23 of \$1,455,000.

The Expenditure Review Committee is empowered to recommend to Council how these funds are to be distributed.

At the Grants and Donations Committee meeting on 28 July 2022, the Committee recommended a range of allocations of grants, donations, and sponsorships which were duly adopted by Council on 11 August 2022.

The September funding round was advertised to close on 30 September 2022.

A total of 43 applications were received, including 21 applications for Community Grants and four applications for Cultural Grants, which are being reviewed under the delegated authority of the Head of Community Development and Services.

The remainder includes 14 applications for Donations and four applications for Sponsorship to be considered by the Expenditure Review Committee.

## Submission

N/A

## Report

In the summary of Grants, Donations and Sponsorship Recommended Allocations Budget 2022-23 (refer Attachment 1) there are the following items for the Committee to consider:

- one recommended adjustment to the committed/contractual allocation for 2022-23 (shaded blue).
- 14 applications for donations (shaded grey)
- four applications for sponsorship (shaded grey)

### Committed And Contractual Funding

As per the attached budget, a number of donations are deemed to be committed by legal agreements, such as leases, or by Council decision.

There is one recommended adjustment to the committed/contractual allocation for 2022-23.

## Applicant: Melville Cockburn Chamber of Commerce

Requested:            \$10,000.00

Recommended:      \$10,000.00



The Melville Cockburn Chamber of Commerce (MCCC) is an incorporated not-for-profit organisation that seeks to promote the interests of business within the Melville and Cockburn local government areas.

The MCCC is the major business association for the City and its purpose is to:

- Raise business issues and advocate on their behalf to local and state government
- Provide networking opportunities for local business owners
- Facilitate training and skill development for local business owners.

The City supports this organisation to drive its economic development agenda and facilitate the City's engagement with the business community and the commercial sector overall.

In particular, the MCCC provides the City:

- A dedicated organisation focused on commercial priorities across the region
- A dedicated organisation to assist in the implementation of the economic development framework
- A resource to review and advise on policy development relevant to business sector.

At the 13 August 020 Ordinary Council Meeting, Council approved the following:

*“the development of a Memorandum of Understanding (MOU) with MCCC, which formalises sponsorship funding of \$20,000 (ex. GST) per annum for two years (2020-21 and 2021-22) subject to MCCC providing annual reports and meeting agreed obligations and Key Performance Indicators”.*

MCC have provided their report for 2021-22 (refer Attachment 2).

The MOU was signed in November 2020 with the two-year funding agreement expiring in November 2022, which is inconsistent with the financial year.

To correct this and bring the funding commitment into alignment with the annual budget, MCCC is requesting a further \$10,000 funding for the remaining 2022- 23 financial year (six months).

The City's Business and Economic Development Department are satisfied with the performance of the MCCC overall.

Approval is recommended for a further \$10,000 for the remaining 2022-23 financial year.

If adopted an MOU with KPI's will be actioned.

**The recommended allocation for committed/contractual funding for 2022-23 is \$482,971.**



Donations

The donations recommended to Council for the September grants round are as follows:

<b>Applicant</b>	<b>Comment</b>	<b>Requested Amount</b>	<b>Recommended Amount</b>
Cockburn Volunteer Sea Search and Rescue Group Inc	The City supported a donation of \$12,000 in September 2021, an increase from \$9,000 in 2020. Insufficient evidence to support additional \$3,000	\$15,000	\$12,000
Cockburn Branch-Returned and Services League (RSL)	As requested	\$10,000	\$10,000
St Vincent de Paul Society Yangebup	As requested	\$5,000	\$5,000
Cockburn Central YouthCARE Council (CCYC)	As requested	\$20,000	\$20,000
Cockburn Community and Cultural Council Inc	Information provided indicates that service usage has declined	\$10,000	\$8,000
Cockburn Toy Library	As requested	\$7,000	\$7,000
Friends of the Community Inc	As requested	\$2,000	\$2,000
Yangebup Family Centre Inc.	As requested	\$13,125	\$13,125
Meerilinga Young Children's Service	As requested	\$10,000	\$10,000
Volunteer Home Support	Need for a donation of \$6,500 is not substantiated	\$6,500	\$2,000
Cooby Youth Space	Ineligible-doesn't meet grant criteria	\$6,000	\$0.00
Imagined Futures (formerly Southwest Metropolitan Partnership Forum)	As requested	\$15,000	\$15,000
Anglicare WA	As requested	\$15,000	\$10,000
PortCare	Contribution based on number of Cockburn residents using the service	\$20,000	\$5,000
<b>Total</b>			<b>\$119,125</b>



Allocated donations for 2022-23 is \$210,000.

The recommended donations allocation for the September 2022 grants round is \$119,125.

The recommended remaining balance for the March 2023 round of applications is \$90,875.

The applications for donations are summarised below:

**Applicant: Cockburn Volunteer Sea Search and Rescue Group**

Requested: \$15,000.00

Recommended: \$12,000.00

The Cockburn Volunteer Sea Search and Rescue Group Inc. is a not-for-profit, volunteer run organisation that aims to ensure the safety of the Cockburn community and wider boating public.

The group provides around-the-clock radio communications and emergency rescue and recovery services for a 1,000-square-kilometre area that is increasingly used by recreational boaters, and other aquatic users such as kite surfers, kayakers, and swimmers.

Annually, on average the groups 60 volunteers respond to more than 250 calls for assistance, while logging thousands of radio registrations 24 hours per day, 365 days of the year, bringing over 1,000 seafarers safely back to shore.

A high proportion of those receiving assistance reside within the City of Cockburn, and all boat owners using Coogee Marina store their details in the group's database which are made available, should they require assistance.

Rescues and specialist tasks include day and night searches for missing people, recovery of kite surfers, sinking vessels, vessels aground, and the recovery of countless broken down and out of fuel vessels that were out at sea.

Cockburn Volunteer Sea Search and Rescue Group Inc. report that in the past three years the number of active volunteers has risen from 20 to their current number of approximately 60.

This has been necessary to match the demand for additional shifts in response to increased calls for assistance.

The group work closely with, and support other rescue groups including, the Water Police when requested to do so.

The group receives funding from the State Government through the Emergency Services Levy, and other income from donations and memberships.



The group has previously received funding from the City as follows:

- September 2021 \$12,000
- September 2020 \$9,000
- September 2019 \$9,000
- September 2018 \$9,000
- September 2017 \$8,500
- September 2016 \$8,500
- March 2015 \$8,500
- March 2014 \$8,500
- September 2011 \$8,500
- March 2010 \$8,500
- September 2008 \$8,000
- October 2007 \$8,000
- October 2006 \$6,000

The purpose of the donation request is to support the ongoing operations of the group, including active recruitment, training and purchase of specialist safety equipment for operational members to provide an optimum level of service to the public.

#### Recommendation

The application received a score of 14/18 and provides a valuable service to the community, however there is insufficient evidence to support an increase of \$3,000 funding from \$12,000 in September 2021 to \$15,000 in September 2022-23.

It is recommended to maintain the current level of support with a donation of \$12,000.

#### **Applicant: Cockburn Branch-Returned and Services League (RSL)**

Requested: \$10,000.00

Recommended: \$10,000.00

The Cockburn Branch of the Returned and Services League (RSL) supports the welfare of ex-service and serving members of the Australian Defence Forces and their families in Cockburn.

There are over 320 members, including service members, affiliate members as well as social and youth members.

There has been an increase in service members of about 30 since this time last year which is largely due to the services offered both socially and through the Veterans Welfare Hub.



Several new recreational groups are hosted at the RSL including a sewing group with approximately 12 members, a veteran's motorcycle group with approximately 50 members and a Veteran's Prospecting Group with approximately 100 members.

The group conducts six commemorative services throughout the year for Cockburn residents and for the wider community, including the bombing of Darwin, Korean and Vietnam veteran's services, ANZAC youth Parade, ANZAC dawn service and ANZAC Day march and service.

Remembrance Day services in November 2021 had high numbers of attendees and the ANZAC Day services in April this year were back to pre COVID-19 numbers of 3,500 upwards.

The group also promotes ANZAC history and military service in local schools by providing speakers from the veteran community (twelve schools booked to date) and providing an annual ANZAC Memorial Award and certificate to schools in the Cockburn area.

The Cockburn Branch opened a Veterans Welfare Hub in October 2019 to provide volunteer trained welfare and pension officers to assist with pensions, advocacy and welfare issues for serving and past service members and their families. Since the start of 2022, 80 people have used this service which is an increase of around 40% on last year. If the RSL was able to attract additional trained advocates, they would be able to increase this support.

RSL also offer a Welfare Fund that can provide short term assistance to eligible members of the veteran community. This is financed by collections during November, where poppies are distributed to the public, with 50% of what is raised going to RSL WA headquarters main Welfare Fund, and 50 percent is retained in the branch account for use with local veterans when required.

The Cockburn Branch of the Returned and Services League (RSL) has received funding from the City in previous years, as follows:

- September 2021 \$10,000
- September 2020 \$10,000
- June 2020 \$2,500 (COVID-19 Response Grant)
- September 2019 \$10,000
- September 2018 \$10,000
- September 2017 \$10,000
- September 2016 \$10,000
- September 2015 \$10,000
- September 2014 \$10,000
- September 2013 \$10,000
- September 2012 \$10,000
- September 2011 \$8,000
- September 2010 \$8,300
- September 2009 \$8,000



- September 2008 \$8,000
- October 2007 \$8,000
- March 2007 \$7,500.

The Cockburn Branch of the Returned and Services League (RSL) group is supported by RSL WA, a Lotterywest ANZAC Day Grant and in-kind support from Joint Logistics Unit West, SES Cockburn, Bibra Lake Scout Group and 56 Army Cadet Unit.

### Recommendation

The application received a score of 15/18 and provides a valuable service of serving and ex-service veterans, their families and the wider community.

It is recommended to maintain the current level of support with a donation of \$10,000.

### **Applicant: St Vincent de Paul Society Yangebup Conference**

Requested: \$5,000.00

Recommended: \$5,000.00

St Vincent de Paul Society Yangebup Conference is a volunteer run charitable organisation offering a 'hand up' to those in need with; food, clothing, furniture, bedding, assistance with rental costs, utility bill arrears, medical scripts, companionship, advocacy and referral, to counselling services and financial guidance.

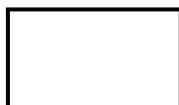
Over the past twelve months, the organisation has supported over 400 families or approximately 1,500 people.

In 2021-22 the Yangebup Conference provided emergency relief directly to the Yangebup community to the value of \$71,800. Assistance included:

- Food (\$43,135)
- Bedding & Furniture (\$12,197)
- Clothing (\$2,975)
- Assistance with rental arrears (\$305)
- Assistance with utility accounts (\$6,993)
- Other Assistance (\$6,195).

Each week twelve volunteers visit families requiring support, providing companionship, assessing their needs and providing material aid.

Many currently homeless or at risk of homelessness are also assisted with finding alternative arrangements or paying their arrears.



Donations of food and other household necessities are provided by the Catholic Church and local schools. The shortfall is purchased from food outlets with the funds provided by donations.

The Yangebup Conference receives a small amount of funds, as required, from St Vincent de Paul Society via a federal recurrent operational grant and Lotterywest Emergency Relief funding.

Small donations and resources are provided by local schools through fundraising and food drives.

The application is supported by Mater Christi Catholic Parish Yangebup, Mater Christi Catholic College Yangebup, Emmanuel Catholic College, Success, Hammond Park Catholic Primary School and the St Vincent De Paul Society (WA) Inc.

St Vincent de Paul Society Yangebup Conference has received funding from the City in previous years, as follows:

- September 2021 \$5,000
- September 2019 \$5,000
- September 2018 \$5,000
- September 2017 \$5,000
- September 2016 \$5,000
- September 2015 \$5,000
- September 2014 \$5,000
- September 2013 \$5,000.

#### Recommendation

This application scored 16/18 and has demonstrated how disadvantaged and vulnerable people within Cockburn benefit from this service.

It is recommended to maintain the current level of support with a donation of \$5,000.

#### **Applicant: Cockburn Central YouthCARE Council (CCYC)**

Requested:            \$20,000.00

Recommended:    \$20,000.00

YouthCARE works in partnership with school communities and the Department of Education to foster the psychological, social, intellectual, emotional, spiritual, and physical development of students.

The local Cockburn Central YouthCARE Council (CCYC) arranges for chaplains to work collaboratively within each school community to deliver pastoral care and support to young people in the school, as well as their families and school staff.



Chaplains support students with concerns such as peer relationship and family relationship stresses, anxiety, mental health issues, behavioural issues and school attendance.

Chaplains also support parents and carers with personal concerns or concerns about their child, school, and/or parenting and they also support school staff, as required.

At a program level, Chaplains arrange breakfast clubs to address poor eating patterns, lunchtime groups to assist with socialisation, lead social, emotional and physical programs to strengthen wellbeing and resilience among students and, undertake one-on-one mentoring.

The work of Chaplains improves educational, social and spiritual outcomes for students, particularly those experiencing stress or difficulty, thereby benefitting the wider community through young people being better equipped for adult life.

Families and staff are also supported to fulfil their roles in the students' lives and in the broader community.

In 2021, CCYC hosted seventeen chaplains in fifteen Cockburn public schools (an increase on the previous year) and had 3,545 conversations with students, 278 with staff and 170 with parent/carers.

The main issues raised include mental health, school concerns, family relationships and peer relationships.

CCYC also served 4,672 meals at Breakfast Clubs, provided 540 social and emotional sessions, compared to 181 in 2020 and 230 community service sessions.

In 2022-23, chaplaincy will be provided at Atwell College three days per week and at Lakeland Senior High School four days per week, funded by a combination of WA Department of Education funding, school contributions, and this donation.

At Hammond Park Secondary College, chaplaincy will be provided two days per week (previously two days per fortnight) due to increased enrolments in 2022, funded by a combination of YouthCARE support, a school contribution, and this donation.

CCYC, with the support of local churches will also contribute to other operating costs of services in these schools, together with its support of primary school chaplains in Cockburn.

During 2021 and 2022, with the impact of COVID-19, CCYC Chaplains have been an important part of delivering essential services in schools.

This is evidenced with 540 social and emotional sessions compared to 181 in 2020 and 34 in 2019.

CCYC has received funding from the City in previous years, as follows:



- 2021, March \$3,000
- 2021, September \$20,000
- 2020, September \$20,000
- 2019, September \$20,000
- 2018, September \$20,000
- 2017, September \$20,000
- 2016, September \$20,000
- 2015, September \$13,000
- 2014, September \$48,100
- 2013, March \$24,000
- 2012, March \$9,450
- 2011, March \$9,000
- 2010, March \$11,600
- 2008, September \$9,000
- 2007, October \$9,000
- 2006, October \$9,000.

Recommendation:

This application received a score of 16/18, and has demonstrated how local students, their parents, carers, and teachers have benefited from this service.

It is recommended the current level of support is maintained with a donation of \$20,000.

**Applicant: Cockburn Community and Cultural Council (CCCC)**

Requested: \$10,000.00

Recommended: \$8,000.00

Cockburn Community and Cultural Council (CCCC) supports, sponsors, and promotes artistic, cultural and leisure activities within the City of Cockburn.

Annually, CCCC facilitates a Youth Arts Exhibition at Memorial Hall featuring ten schools and more than 1,000 people in attendance, including students, their families, teachers and the general public.

The 10 schools are also supported with a \$200 donation each towards transport to attend the exhibition or for equipment hire.

CCCC also organises an annual Arts and Crafts Exhibition at Spearwood Dalmatinac Club, which enables local artists to sell their artwork and crafts, with approx. 350 people attending for a gold coin donation.



CCCC provides low-cost venue hire for their members and local not-for-profit organisations and low-cost equipment hire for schools, for their own exhibitions, which included four schools in 2021.

Venue hirers and member groups include Artzplace (50 members), Wednesday Ledger Painters Group (25 members) and Keep Fit Group (15 members), with the majority of users aged and/or are people with disabilities, approximately 50-70 people per year.

CCCC also advised they have 15 independent members, a Laos Group that runs a term-based youth arts program, a mailing list of 300 people and their website continues to be popular with local arts/crafts groups to advertise their activities.

They receive financial support from art exhibition sales, member fees, venue and equipment hire and the Department of Community Services and Fremantle Port Community for the Youth Art Exhibition.

The City's donation subsidises costs for the group's website, advertising, equipment, utilities and exhibition costs including \$200 each, for 10 schools towards transport to attend the exhibition or for equipment hire.

The donation also enables CCCC to keep venue and equipment hire costs low.

CCCC has received funding from the City in previous years, as follows:

- September 2021 \$10,000
- March 2021 \$3,000 Fremantle Ports Cockburn Community Projects Fund Grant for Cockburn Visual and Performing Arts Festival
- September 2020 \$10,000
- September 2019 \$10,000
- May 2019 \$3,000 Alcoa Cockburn Community Projects Fund for the Cockburn Visual and Performing Arts Festival
- September 2018 \$10,000
- March 2018 \$2,000 Fremantle Ports Cockburn Community Projects Fund Grant for Cockburn Visual and Performing Arts Festival
- September 2017 \$9,000
- March 2017 \$9,000 Fremantle Ports Cockburn Community Projects Fund Grant for Cockburn Visual and Performing Arts Festival
- September 2016 \$9,000
- March 2016 \$2,000 Fremantle Ports Cockburn Community Projects Fund Grant for Cockburn Visual and Performing Arts Festival.

Recommendation:

This application received a score of 11/18. The applicant's website does not list any upcoming events or local arts classes and information provided about member groups is limited and outdated.



There also appears to be less users of the service in comparison to previous years.

It is recommended that funding be decreased to \$8,000 to more accurately reflect current level of service users.

**Applicant: Cockburn Toy Library**

Requested: \$7,000.00

Recommended: \$7,000.00

The Cockburn community, and in particular families/carers with young children who become members of Cockburn Toy Library, benefit by being able to borrow an extensive range of high-quality toys for a low membership fee.

Cockburn Toy Library enables children to access a wide variety of educational and recreational toys to stimulate their imaginations, develop fine and gross motor skills, practice communication skills and learn the value of sharing.

Parents and carers benefit from saving money on toy purchases, as children often grow tired of them very quickly.

There are range of membership types to provide members with flexibility with both "active" and "non-active" membership types and Health Care Card concession membership is also available.

The Toy Library has created a small local community where members come together to assist in providing the service and get to know each other.

This in turn creates support networks and promotes well-being.

Cockburn Toy Library is the largest and only multi branch toy library in WA.

They currently have around 185 active member families with approximately 200 children who are directly benefiting from the service.

The children range from birth to thirteen years with the majority aged one to four years.

Over the past twelve months members have borrowed 10,586 toys up from 7,767 for the previous twelve months and they regularly have over 500 toys on loan at any one time.

Over the past few years member numbers have increased from 45 in 2016, to 102 in 2019, to 120 in 2021 and are currently 185.

While some of the increase in the last twelve months can be attributed to the merger with Atwell Toy Library they have continued to grow steadily since the merger.



The donation will be used to cover Cockburn Toy Library's recurrent costs including utilities, insurance, waste disposal and cleaning costs.

In 2023, Cockburn Toy Library plans to continue to improve their service by moving into two new rooms at Meerilinga, enabling a dedicated beginners playroom and STEM room, expanding the Atwell branch, revitalising existing spaces to create a more inviting space for young members, e-vamping the Cockburn Toy Library web page and run events to engage the local community and educate families about the types and benefits of play.

Cockburn Toy Library has received funding from the City in previous years, as follows:

- September 2021 \$7,000 Donation
- September 2020 \$3,500 COVID-19 Recovery Grant 2020
- September 2020 \$7,000 Donation
- September 2019 \$7,000 Donation
- September 2018 \$6,000 Donation
- September 2017 \$6,000 Donation
- September 2016 \$6,000 Donation
- September 2015 \$4,000 Donation
- September 2014 \$4,000 Donation
- September 2013 \$4,000 Donation
- September 2012 \$4,000 Donation
- September 2011 \$4,000 Donation
- March 2008 \$2,000 Community Grant – new toys
- March 2003 \$1,283 Community Grant – new venue.

This application is supported by Autism Association of Western Australia, Meerilinga Children's Services and the City's Children's Development Officer.

Recommendation:

The application scored 14/18 and demonstrates a direct benefit to local families.

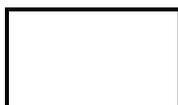
It is recommended to maintain the current level of support with a donation of \$7,000.

**Applicant: Friends of the Community**

Requested:            \$2,000.00

Recommended:    \$2,000.00

Friends of the Community (FOC) are a not-for-profit group made up entirely of volunteers, of which there are currently 45.



This group raises funds through a variety of activities, predominantly the sale of food, drinks and equipment hire, with profits and fundraising all returned to the community through donations.

The group has a small food van which sells sandwiches, healthy snacks, tea, coffee, ice cream and cool drinks; however, their main source of income comes from running sausage sizzles.

They also have some equipment and resources available for community groups to hire, and they manage the community trailer for the City of Cockburn.

FOC attend an average of 40 events per annum, with many throughout the City of Cockburn and for other organisations such as P&Cs, the Repair Café, and Coogee Surf Life Saving Club, to list a few.

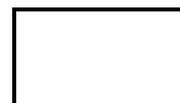
The group supports the local community, as follows:

- Homelessness: assists with food, clothing, and referrals to appropriate services
- Students: provision of up to three \$1,000 scholarships
- Medicinal assistance and support requests
- Support for people to access sport or recreation groups by providing funds for fees, uniforms, kit bags
- Supporting local P&Cs and other smaller groups with a one-off donation to increase membership
- Providing support and referral services to individuals or organisations
- Volunteer opportunities for wide cross section of people, including students, to gain experience, skills and formal qualifications.

The group report they have provided over \$180,000 (over \$11,375 per year) in funding to worthy organisations such as Cancer Council WA, Heart Association WA, Starlight Children Foundation, St Pats and local groups Beeliar Spirit Soccer Club, Yangebup Family Centre and CWA.

FOC has received funding from the City in previous years, as follows:

- September 2021 \$2000 Donation
- March 2021 \$4,800 Donation
- September 2020 \$3,000 COVID-19 Recovery Grant
- March 2020 \$3,660 Community Grant
- September 2018 \$2,000 Donation
- March 2018 \$2,000 Donation
- March 2017 \$2,000 Donation
- March 2015 \$5,000 Donation
- March 2014 \$2,000 Donation
- March 2013 \$2,160 Donation
- September 2011 \$1,300 Donation
- March 2010 \$1,799 Community Grant



- March 2007 \$4,00 Community Grant.

The organisation will use the donation as a contribution towards running the office, internet, telephone and mobile, including insurances and licenses.

There is also the requirement for servicing and maintenance and, an allocation to a renewal program for vehicles, food vans and computers.

The group reports that since the COVID-19 pandemic hit, they have experienced increased demand for services, ranging from assistance with transport to medical appointments, food parcels, ready-made meals and assistance paying for bills.

The City's various resident's associations support the group, and often draw on them for event food services and hire of equipment, as do many other community groups, sporting clubs and schools who benefit from the assistance offered.

Recommendation:

This application scored 16/18 and has demonstrated how disadvantaged and vulnerable people within the City of Cockburn and the broader community benefit from the service.

It is recommended to maintain the current level of support with a donation of \$2,000.

**Applicant: Yangebup Family Centre**

Requested: \$13,125.00

Recommended: \$13,125.00

The Yangebup Family Centre (YFC) is a community managed not-for-profit organisation that supports and promotes connection and wellbeing within the local community.

The centre is a cultural hub where children, families, individuals, and seniors can embrace diversity and belonging. Over 500 families attend the centre weekly, and they maintain an e-news database of over 1400 people.

Services include programs for children, community workshops and events, parenting information and support services, and community group meeting facilities.

The YFC services a large culturally and linguistically diverse community and supports vulnerable and disadvantaged families and low-income families with free or low-cost activities.

The centre is funded by the State Government through the Department of Communities and the City of Cockburn, and has over 80 volunteers who assist with governance, management, program delivery, administration, social media



management and marketing, grant applications, problem solving, capacity building, program design, fundraising, events, and community initiatives.

It is estimated the financial contribution of these volunteers is more than \$160,000 per annum.

The YFC crèche was initially established in 2002 to support the needs of a craft group.

There are now three crèche sessions per week each with 19 places available, providing 57 places for children from 0-6 years on a weekly basis.

In 2021-22 over 120 families participated in programs supported by the crèche, such as 'Tuning into Kids', 'Food Sensations', 'Infant First Aid, Craft n Chat, Yarn Bombing and Cultural Cooking. Parents can also participate in Play Club, a program designed to prepare children for kindy, for children 2-3 years, while their younger children attend the creche.

Annual survey results indicated that 98% of people are either very satisfied or satisfied with programs and the services provided and, 85% feel better supported from having attended the centre.

By providing a crèche, YFC can address issues of social isolation, mental health, and financial hardship by providing a way for families with young children to have an affordable social activity or to attend workshops to gain parenting or life skills with other families from the community.

Crèche provision is an engagement strategy to reduce barriers so that families are supported to build on their knowledge, confidence, and skills to effectively manage their own lives and, to increase their participation in community activities.

Yangebup Family Centre has received funding from the City in previous years, as follows:

- September 2021 \$13,125
- May 2021 \$3,000 Community Grant
- September 2020 \$13,125
- September 2020 \$4,800 COVID-19 Recovery Grant
- May 2020 \$4,000 Sustainability Grant
- September 2019 \$13,125
- August 2018 \$11,776 Auspice for Cockburn Creates
- March 2018 \$3,603 Sustainability Grant
- September 2017 \$12,000
- March 2017 \$2,000 Community Grant for 25th Anniversary Open Day
- September 2016 \$12,000
- September 2015 \$12,000
- August 2015 \$1,637 Donation for Health Nurse Clinic
- March 2015 \$2,500 Sustainable Events Grant Community Open Day



- September 2014 \$12,000
- September 2013 \$9,500
- September 2013 \$3,025 Alcoa Project Grant for Open Day
- September 2012 \$7,000
- September 2011 \$5,000
- September 2010 \$5,000
- September 2009 \$5,000
- September 2008 \$5,000
- October 2007 \$5,000
- October 2006 \$5,000.

YFC has strong relationships with Cockburn Integrated Health, Yangebup Progress Association, Beeliar Community Voice, Connecting Communities for Kids, Child and Adolescent Health (Yangebup and South Lake), Southwest Metropolitan Parenting Service and Cockburn Chinese Community Association.

Recommendation:

The application scored 14/18 and demonstrated a direct benefit to local families.

It is recommended to maintain the current level of support with a donation of \$13,125.

**Applicant: Meerilinga Children and Community Services Cockburn**

Requested:            \$10,000.00

Recommended:      \$10,000.00

Meerilinga is a not-for-profit organisation and registered charity that promotes the United Nations Convention on the Rights of the Child, working with children, families, professionals, planners and the community to raise the status of children in Western Australia.

The organisation is recognised for excellence in promoting and supporting the education, care and wellbeing of children, and providing a diverse range of professional resources and support to children, the health and education sectors, child protection, parents, the community and volunteers.

Meerilinga Cockburn, is in Coolbellup and is a well situated, safe facility that enables community to engage widely with various groups within the community.

The service itself is well resourced with ample onsite car parking, meeting and activity rooms and a well-equipped kitchen.

It has large outdoor nature play spaces designed in extensive consultation with children, families, and community, with ample shade provided.



The City's funding supports Meerilinga operational costs and is an investment in the Cockburn community through services that support parents, over 50's, youth, adult education programs, volunteering, early learning programs such as the Bindi Kindi Program, Pre-Kindy Program and Playgroups, school holiday activities, street library, workshops such as Boost your Wellbeing, Social Media and Mental Health, first aid, parenting courses, community celebrations and activities that reflect the diverse cultural and community context.

Meerilinga is committed to supporting the Cockburn community and in particular families that are facing disadvantage and adversity that may lead to increased vulnerability.

They provide low cost and free, high-quality services and programs that support and strengthen families and the community's capacity to thrive and achieve their personal and life goals.

They provide sponsorship to children facing disadvantage to attend the early learning programs including playgroups, and source inclusion support for children with additional needs to access the early learning programs.

The organisation reports approximately 120 children enrolled in the Pre-Kindy program and 142 families in playgroup in 2021-22. To date 25 children are enrolled in Bindi Kindi program.

In 2021, 66 children participated in the school holiday program and 86 children in 2022.

Throughout 2021-22 various community education workshops were held which included social media and Mental Health, a Waste Education Workshop and Playtime Parenting Program which attracted 55 participants.

Meerilinga has a registered training arm and can offer a national accredited skill set and courses.

Targeted at unemployed culturally diverse women and youth at risk, training is offered 15 hours a week during term for adults to attain first aid and part of a Certificate III in Early Childhood. 62 women, five youth and two men have participated.

Meerilinga Cockburn, has received funding from the City in previous years, as follows

- March 2022 Cultural Grant \$1600
- September 2021 \$10,000
- September 2020 \$10,000
- September 2019 \$10,000
- September 2018 \$10,000 Plus \$3,000 once off contribution
- August 2018 \$16,437 Cockburn Creates Project
- March 2018 \$900 Cultural Grant for NAIDOC Celebration



- September 2017 \$10,000
- September 2016 \$10,000
- September 2015 \$10,000
- September 2014 \$10,000.

In 2022-23, Meerilinga Cockburn will continue to implement their Reconciliation Action Plan to strengthen their connections and positive relationships with Aboriginal and Torres Strait Islander elders, families and community groups, deliver adult education, career development and local traineeships, and deliver free or low-cost activities for children and families during school holidays, to strengthen parent/child relationships/connections, to learn new skills, to connect community members and provide a safe environment.

Recommendation:

The application scored 14/18 and demonstrated a direct benefit to local families.

It is recommended to maintain the current level of support with a donation of \$10,000.

**Applicant: Volunteer Home Support**

Requested: \$6,500.00

Recommended: \$2,000.00

Volunteer Home Support (VHS) was established in 1986 and provides government subsidised domestic cleaning, transport, handyman, lawn, and gardening services to people that are frail, aged and, individuals with disability for a reduced cost of \$10 p/h.

Specifically, for those under 65 years and ineligible for NDIS through the State Continuity of Support Program and those aged over 65 years (or over 50 years for Aboriginal and Torres Strait Islanders) through the Commonwealth Home Support Program.

VHS services the Cities of Cockburn, Fremantle, Melville, Kwinana and Rockingham, funded by State Home and Community Care and Commonwealth Home Support Programs (CHSP).

VHS's lawn and gardening service generally disposes of client's garden and lawn waste at the Henderson Waste Management site rather than placing it in the client's green waste bin.

In 2021-22, 413 Cockburn residents required this service approximately every 4-6 weeks and paid \$4 each time for this service, which is a 50% reduced fee due to the City's annual donation. 88 of these clients had the \$4 fee waived due to their financial circumstances.



Prior to May 2012, VHS was not charged tipping fees, however once the fees were charged VHS has received funding from the City as follows:

- September 2021 \$6,000
- September 2020 \$6,000
- September 2019 \$5,000
- September 2018 \$6,000
- September 2017 \$6,000
- March 2016 \$5,000
- March 2015 \$5,000
- March 2014 \$5,000
- March 2013 \$5,000
- October 2006 \$5,000.

Based on client data provided by VHS funds received from clients at \$4 generates between \$5,200 and \$7,800 income annually, which currently covers VHS's annual tipping fees, without the City's donation.

In 2021-22 VHS paid to Henderson Waste Facility \$7,085 in tipping fees.

In addition, VHS has requested an increase in funding from \$6,000 in 2021 to \$6,500 in 2022 to allow for additional tipping fees due to weed removal, as weed spraying has ceased due to new Work, Health and Safety laws.

The Service provided by VHS is funded by the Commonwealth Government as part of the CHSP. There are many other CHSP providers within the City including Cockburn Care that provide this service, no other CHSP provider receives a donation from the City.

Recommendation:

The application scored 12/18 and the need for a donation of \$6,500 has not been substantiated.

It is recommended that a donation of \$2,000 is provided to support the service.

**Applicant: Cooby Youth Space**

Requested: \_\_\_\_\_ \$6,000.00

Recommended: \_\_\_\_\_ \$0

Cooby Youth Space, in Coolbellup, is a newly incorporated entity, which provides a drop-in space and access to activities, programs and support for young people, particularly those at risk between the ages of 12 and 18 years.



It aims to create a safe space for young people to get something to eat, feel cared for and access information and support services.

Cooby Youth Space is requesting funding to engage the Stephen Michael Foundation to deliver their Nightfields Program, which runs for six weeks and actively engages young people in sporting and recreational opportunities, as well as access to mental health services, such as Headspace.

Cooby Youth Space has received funding from the City in previous years, as follows:

- March 2022-Community Grant \$3,000 (Equipment)

Recommendation:

The application is ineligible as the applicant did not contact the City's Grants Coordinator to discuss their proposal prior to submitting the application, which is a mandatory requirement.

Also, the application does not meet the donation grant criteria, as outlined in the grant guidelines.

The request is not for the day to day running costs of the service and is not to subsidise operations, rather it is solely reliant on funding from the City.

It is recommended that the application is not supported.

**Applicant: Imagined Futures (formerly Southwest Metropolitan Partnership Forum)**

Requested: \$15,000.00

Recommended: \$15,000.00

Imagined Futures (IF) was established in 2013 through a Social Innovation Grant from the Department of Local Government and Communities to trial collaborative and innovative approaches to respond to complex social issues in three local government areas of Cockburn, Fremantle, and Melville.

Previous grant agreements ceased in July 2017, and IF was granted a reduced amount of funding (\$200,000) by the Department of Communities to cover a two-year period until 31 July 2019, and a further \$80,000 per annum for five years commencing in July 2019.

IF also secured funding from Lotterywest to undertake a codesign project aimed at linking emerging cohorts of people experiencing disadvantage to the right help at the right time to prevent them entering an entrenched cycle of disadvantage.



IF is auspiced by St Patrick's Community Support Centre to manage any funds received.

IF is a collective of over 60 organisations, both government and non-government, business, philanthropy, and community members, which brings innovative approaches to addressing complex issues for communities in the Southwest metropolitan region, including Cockburn.

IF recognises that the only way to effect large-scale social change is through working together, pooling and mobilising the vast resources available in our community to achieve shared goals.

The organisation employs a collective impact approach across four working groups, the outputs of which, are delivered in Cockburn.

The IF partnership provides a mechanism to unlock the power that exists in the community by harnessing collective knowledge and resources and translating them into effective action.

Imagined Futures:

- partners to foster information sharing and strong relationships
- advocates to raise awareness of community needs, emerging issues, priorities, and service gaps
- connects by optimising opportunities to access funding to deliver collective projects
- trials through testing new and innovative service delivery models and ways of working.

IF does this by:

- convening strategic leadership group meeting for the Southwest metropolitan region to identify priorities and develop innovative ways of responding
- supporting four working groups including a youth initiative working group aimed at promoting the agency and capacity of young people, a place-based community intervention, a strategic housing and homelessness group and a mental health (Alliance Against Depression) working group
- supporting a time limited working group which aims to connect people new to hardship to the right support, at the right time, at the right place.

IF has four priority areas of focus:

- youth - contributing to improvements in engaging in school, socio-emotional resilience, and overall wellbeing for students
- community - partnering with residents in a highly disadvantaged community to build social connection and foster a safer, more liveable community
- Housing and Homelessness - developing a regional plan to assist local communities to design place-based solutions that address local issues



- mental health implementing a model proven to improve the treatment and care of people affected by depression.

IF acts as a mechanism for improving service delivery for vulnerable people across the Southwest metropolitan region.

The community benefits because of less duplication of services, less competition for resources, more strategic allocation of these resources and more programs delivered in partnership.

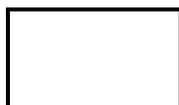
The youth initiative is concerned with improving outcomes for young people across a variety of projects:

- Keeping Kids Engaged Program- ongoing engagement in school has been demonstrated to reduce disadvantage in later life
- brokering suicide prevention/ capacity building workshops using their relationship with the Department of Education and Neami National to engage with schools
- a new project that seeks to connect aboriginal children in care to family, cultures, and community (there are 147 aboriginal children in care in the Fremantle District which includes the City of Cockburn). Providing opportunities for children to remain connected to their siblings and their cultures will serve as enduring sources of strength for these young people.

Similarly, IF's strategic work across their other priority areas is all aimed at improving outcomes for disadvantaged and/or vulnerable communities

In Cockburn, during the period July 2021 to June 2022:

- 89 young people participated in the Keeping Kids Engaged Program between South Lake Primary School and Lakeland Senior High School
- Across the four pillars of the Alliance Against Depression framework, IF convened a stall at the Black Dog on Lead event in Cockburn which was estimated to have 600 people attend - where they launched their Mental Health Online Support tool
- 164 GPs across Cockburn received resource packs designed to improve treatment and care of people affected by depression including through promoting local community mental health referral options (with each GP having hundreds of patients)
- The metro bus awareness campaign is estimated to have a total of 300 000 contacts, and our social media campaign reached 27 000 people across the three LGAs of Cockburn, Fremantle and Melville
- IF's tailored mental health resource for front line police officers was distributed to 260 front line officers across the district
- IF offered mental health training in partnership with the City of Cockburn to fifteen parents, local front line service providers (20 participants), sporting clubs (ten participants) In addition to the harder to quantify benefits of facilitating collective impact work.



The Imagined Futures Keeping Kids Engaged program continues to be delivered at Lakeland Senior High School.

There are currently 30 young people taking part in the two-term program.

It is intended that another 30-50 students will participate in Terms one and two in 2023.

IF is currently liaising with East Hamilton Hill Primary school with the intention of starting the program there in Term one 2023, with preliminary workshops taking place in Term four 2022.

The primary school program will be available to up to 20 students.

They are also in the planning phases of offering suicide prevention/ capacity building workshops to a broader range of schools across the City during 2023.

It is anticipated that these workshops will reach a minimum of 150 students.

IF are continuing to seek out opportunities to broker mental health training and Moorditj Koort have indicated that they would like to participate (up to 20 workers).

The partnership is continuing to seize opportunities to raise awareness in line with our Alliance Against Depression work.

Further, the Where is the door? project is designed to connect people to the help they need when they need it.

IF have previously received the following funding from the City to assist with their operations:

- 2021 March \$15,000
- 2020, March \$15,000
- 2019, March \$10,000
- 2017, September \$10,000

Recommendation:

This application received an assessment score of 15/18 due to its work with disadvantaged youth in Cockburn.

The City's Children's Development Officer is supportive of the program.

It is recommended that the City support the donation request for \$15,000 to support the work IF does within the City of Cockburn.



**Applicant: Anglicare WA**

Requested:            \$15,000.00

Recommended:    \$10,000.00

Anglicare WA is a leading not-for-profit organisation that works to alleviate disadvantage in Western Australian communities.

They currently provide 89 social services across 74 communities in Western Australia, supported by over 600 staff and 250 volunteers.

Anglicare's Making Ends Meet Program supports renting families who are experiencing significant 'housing stress'.

They offer immediate relief to clients struggling with debts, as well as providing long-lasting skills and tools to assist in long-term stability.

The Housing Support Workers and Financial Counsellors liaise with Centrelink, real estate agents and relevant community services to achieve the best possible outcomes for clients.

They advocate on behalf of tenants to secure practical repayment plans, negotiate rent reductions, and reassess tenancy terminations.

Furthermore, they collaborate with clients to develop a household budget, giving them the tools to manage it on a weekly basis.

Making Ends Meet is completely unique to other financial support services.

It provides working tenants with the financial assistance they need to keep their private rental home, whether this means providing grants to help pay bills, securing practical repayment plans, negotiating rent reductions, reassessing tenancy terminations, advocating for families to receive child support and educating families on budgeting.

At present, 21.8 percent of the City of Cockburn residents are renting (up to 42 percent in Cockburn Central).

Within the City, the median rent has increased 7.5 percent for houses and 11 percent for units in the past year.

Tenants are often living pay to pay, and an unexpected obstacle can put their lease in jeopardy. Many events can lead to critical financial insecurity, sudden illness or injury, not receiving child support, relationship breakdown, or escaping family and domestic violence.

The City of Cockburn currently has a 0.52% current vacancy rate, meaning that tenants who are facing eviction are not even able to find new rentals, increasing their



likelihood of experiencing overcrowded crisis accommodation, backpacker hostels, 'couch surfing' or homelessness.

Clients receive financial support from Making Ends Meet to pay for rent, internet, car registration and other utilities. But Making Ends Meet is not simply a quick fix.

Anglicare continues to support clients until their financial and housing situation has stabilised, ensuring they have the tools to manage without further assistance. The effects of the program last long after the initial support.

Making Ends Meet is designed to help working families retain their rentals, however with the current housing crisis, Anglicare is reporting higher and higher numbers of single/childless tenants in need, particularly within Cockburn.

In receiving a donation from the City of Cockburn, Anglicare would expand their target demographic to include single and childless renters. In so doing, they hope to bridge an identified gap in services.

Previously, Anglicare engaged with Cockburn clients by providing in-reach at the South Lake Ottey Centre, however this unfortunately ceased due to COVID-19.

It is intended that this service would be reinstated with the Making Ends Meet Program on a part-time (0.2-0.4 FTE) basis, and they are currently in discussions with the South Lake Ottey Centre to determine which days of the week they will operate the service.

This model of delivery will enable Anglicare to support an additional ten to fifteen clients financially in 2023, all residing within the City of Cockburn.

In addition, Anglicare expects to support dozens of Cockburn residents' referrals to other pathways, such as the City of Cockburn's free financial Helping Minds' mental health support in Success, and Anglicare WA's state-wide Emergency Relief services.

Funding is being sort, to support Making Ends Meet's ongoing operation, specifically brokerage within the Cockburn area.

This means that not only will the funding be used solely within the City of Cockburn, but in fact it will be redistributed to Cockburn residents in need.

Anglicare has previously received the following funding from the City to assist with their operations:

- September 2020, COVID-19 Recovery Grant \$1,250.

Recommendation:

This application received an assessment score of 14/18.



The City's Support Services Lead is supportive of this proposal which provides a point of referral for the City's financial counsellors and vice versa.

The applicant has requested \$15,000 which is not in commensurate with the number of Cockburn residents that would be supported by the service.

It is recommended to support with a donation of \$10,000.

**Applicant: PortCare**

Requested:            \$20,000.00

Recommended:    \$5,000.00

PortCare is a not-for-profit charity established since 2000 based in O'Connor.

It provides free bread and fresh produce to the disadvantaged and the financially vulnerable, operates a low-cost supermarket and opshop, provides food relief for people experiencing financial hardship, offers free community meals and school breakfast programs and works with support agencies like Centrelink, hospital social workers, chaplains, job network providers by accepting referrals for assistance.

PortCare currently employs 3.5 FTE (fulltime equivalent) staff, three of whom are Cockburn residents and supported by a team of 30+ volunteers.

Every month, PortCare distributes an average of 800+ boxes of fruit and vegetables.

PortCare also host weekly community meals twice a week with an average weekly attendance of 120 people.

PortCare also provides emergency food parcels to those experiencing financial hardships or homelessness.

In 2020, PortCare assisted a total of 556 people (364 adults, 192 children), 171 of those were residents of Cockburn (103 adults, 68 children).

In 2021, PortCare assisted a total of 561 people (363 adults, 197 children) of whom 167 were Cockburn residents (91 adults, 76 children).

PortCare customers come from all walks of life across diverse socio-economic and cultural backgrounds.

This is evidence of the inclusive and safe environment they have created in their shop.

Everyone who walks through the door is treated with respect and dignity by staff and volunteers.



It is not surprising that more than 50 percent of those who accessed their services are First Nations Australians or people from disadvantaged backgrounds.

PortCare also supports people experiencing homelessness directly by helping them with food relief, supplying them with sleeping bags, blankets, and warm clothing if they are sleeping rough.

They work closely with Homeless Healthcare when their clients are moving into permanent housing by donating furniture items like beds, basic furniture items where required.

In 2022-23, with the continual rise in living cost, especially in a tight rental market and increasing interest rates for homeowners, PortCare are expecting that more families will access their emergency food relief programs.

They estimate 200 Cockburn residents will benefit from their service during this period.

PortCare have not received funding from the City previously.

Portcare receives funding from their supermarket sales and has requested \$5,000 from the City of Fremantle for Christmas grocery hampers for 40 families.

#### Recommendation:

This application received an assessment score of 14/18 due to the benefit they provide to disadvantaged Cockburn residents.

The City's Support Services Lead is supportive of the proposal as Cooby Cares has ceased to operate more Cockburn residents may use this service in the future.

Although it is not based in Cockburn it is assessable to Cockburn residents.

The applicant has requested \$20,000 which is not in commensurate with the number of Cockburn residents that currently use the service.

It is recommended to support with a donation of \$5,000.

#### Sponsorship

The sponsorship recommended to Council are as follows:

Applicant	Comment	Requested Amount	Recommended Amount
Cockburn Masters Swimming Club Inc	As requested	\$11,000	\$11,000
Southern Lions Rugby Union Football Club	The City supported a donation of \$10,000 in September 2020. Insufficient	\$12,500	\$9,000



	evidence to support an additional \$2,500. Applicant has already received \$3,000 funding from the City in 2022.		
Perth Glory Football Club	As requested	\$5,824	\$5,824
Meeples, Decks and Dice Inc	Ineligible-application doesn't meet grant criteria	\$7,500	\$0
<b>Total</b>			<b>\$25,824.00</b>

Allocated group sponsorship for 2022-23 is \$90,000.

Swimming WA Official Sponsorship of \$7,500 for the Open Water Series 2022/23 Coogee Round was approved at the Ordinary Council Meeting on 13/10/22.

The recommended sponsorship allocation for the September 2022 grants round is \$25,824.

The recommended remaining balance for the March 2023 round of applications is \$56,676.

Following are the latest round of proposal summaries.

**Applicant: Cockburn Masters Swimming Club**

**Proposal: Coogee Jetty to Jetty Swim "Major Event Partner"**

Requested: \$11,000.00

Recommended: \$11,000.00

Cockburn Masters Swimming Club is a not-for-profit, incorporated association, affiliated with Masters Swimming Australia.

Masters swimming is for anyone aged 18 and over, and promotes "fun, fitness and friendship" through swimming.

The Club offers a wide range of activities to actively encourage participation and promote health and fitness, including the annual Coogee Jetty to Jetty Swim, the largest community-based swim in WA.

The 2022 event was cancelled due to COVID and in 2021 (a reduced capacity of over 50%) attracted 600 swimmers and 75 volunteers and, the 2020 event (previous full-sized event) attracted over 1,300 registered swimmers (1,128 participated on the day) and has been a sell-out event for the previous four years in the 1500m and 750m events.



In 2023, their vision continues to be based on "giving back" to the community by hosting a memorable and fun event and will include all the traditional features, 250m Try It Swim, 750m Splash, 1500m Classic, Beach Walk, Kid zone & fun activities and Community Breakfast.

The event will be delivered by the club's event committee, who have a great deal of event management experience from continuity in key roles such as the Event Coordinator and Race Director and, which will work closely with all stakeholders including the City of Cockburn as the Major Event Partner.

As a truly genuine community swimming event, the target range of participants includes community-based swimmers and their families, across all ages and abilities.

The 250m Try-It Swim offers a swim for younger children (8-10 years) who are too young to enter the traditional "jetty to jetty", families often with multi-generations taking part and novice swimmers attempting an ocean swim for the first time or seeking confidence to do more.

The 250m Try-It has become a key component of the event since being introduced and is a highlight for the volunteers.

Traditional 750m & 1500m races will attract a broad range of swimmers, again with a family focus and with participants ranging from 10 years to 90+ years.

With 1300+ swimmers expected to take part, safety and enjoyment is maintained by separating the races into "wave starts", each one gaining equal focus, support, and attention at all times by the volunteers.

This all aligns with the Club's primary objective of encouraging the broadest possible range of community participation in this swimming event as a healthy, fun, and safe activity.

Around 20% of swimmers are Cockburn residents and a priority period is offered to Cockburn residents in advance of public entries.

The Club will promote the event via:

- Electronic communications
- Regular electronic database mailouts (EDM's) to their past swimmer database of 4,000+ emails
- Direct contact with local sporting clubs, groups, masters and other swimming clubs
- 3rd party communications through sponsor and partner databases (e.g., ASB branded merchandise, BlueChip Timing)
- Brand creation & awareness campaigns
- Event website - used extensively for promotions and event/sponsor information
- Social media platforms (Facebook & Instagram) - used extensively
- Event posters - limited number printed for display on community boards



- Event flyers - electronic versions emailed to recreation centres, sponsors, other groups & used on social media
- WOW Swims - website features & other promotions coordinated by MSAWA
- Other events - cross-promotions through other events they have associations with (e.g., Christmas 10K Swim & Champs of the Bay).

Local businesses are also involved as suppliers and sponsors and Coogee Beach Surf Life Saving Club provides contracted water safety services.

Wherever possible, the Club aims to use services from within the Cockburn community.

The City has been involved for many years and has been a Major Event Partner for the last seven years.

This role is publicised and acknowledged through the website, Facebook, media releases and event flyers and posters. A showcase article will also be included in an electronic database email (EDM).

The Club proposes that as Major Event Partner, the City will receive excellent exposure and branding opportunities over and above all other sponsorship categories, including brand recognition through this year's naming convention, "Coogee Jetty to Jetty Swim 27 in partnership with the City of Cockburn".

Other branding opportunities include:

- Exclusive naming rights for the "City of Cockburn Community Breakfast"
- Exclusive naming rights for the "City of Cockburn Kid zone activities"
- Logo on event swim caps
- Logo on all posters and flyers
- Logo incorporated into event email signature
- Logo on event display boards
- Opportunity for City to provide promotional display banners
- Opportunity for City to host a promotional marquee/tent
- Web and social media cross-promotions
- Logo on adverts placed in print media
- Web and social media cross-promotions
- Opportunities are also provided for promotion of other City services – past examples include marquees and promotions for Cockburn ARC and Co-Health.

There is also flexibility to work collaboratively with the City for other support opportunities ensuring that the City's recognition as Major Event Partner will be maximised.

In the past, the Club has offered:

- An invitation to Elected Members to attend and participate



- An invitation to the Mayor to attend and take part in presentation of prizes during post-event announcements
- Up to four complimentary swim entries to use as the City sees fit (e.g. a promotion to the City's co-workers or a City-coordinated prize-giveaway through social media channels and/or the Cockburn Soundings newsletter)
- Cross-promotion of the Cockburn ARC.

Cockburn Masters Swimming Club has received funding from the City in previous years, as follows:

- September 2021 \$17,000 (25<sup>th</sup> anniversary event in 2022)
- August 2021 \$3,000 Small Events Sponsorship, Christmas 10K Swim
- September 2020 \$11,500
- July 2020 \$3,000 Small Events Sponsorship, Christmas 10K Swim
- September 2019 \$13,000
- August 2019 \$7,660 Freo Ports Partnership, Christmas 10K Swim
- September 2018 \$12,500
- August 2018 \$7,675 Alcoa Partnership, Christmas 10K Swim
- September 2017 \$12,500
- September 2016 \$12,500
- September 2015 \$10,000
- September 2014 \$10,000 Naming Rights Sponsor of 2015 Event
- September 2013 \$10,000 Naming Rights Sponsor of 2014 Event
- March 2012 \$10,000 Naming Rights Sponsor of 2013 Event
- September 2011 \$10,000 Naming Rights Sponsor for 2012 Event
- September 2010 \$3,500
- September 2009 \$2,000
- October 2007 \$1,000.

The proposal is supported by letters from Masters Swimming WA and Coogee Beach Surf Life Saving Club.

Recommendation:

The application for sponsorship achieved an assessment score of 17/21.

The recommendation for sponsorship is \$11,000.



**Applicant: Southern Lions Rugby Union Football Club**

**Proposal: 10's Rugby Competition "Naming Rights"**

Requested: \$12,500.00

Recommended: \$9,000.00

The Southern Lions Rugby Union Football Club (SLRUFC) is a not-for-profit sporting club with a support base of over 500 members/players with the majority calling the City of Cockburn home.

The Club have teams in juniors under six years and under eighteen years, senior men's x three grades, master's, women's community grade and an upcoming women's premier grade.

The Club has been chosen to represent Australia in France, for the first Amateur World Cup Rugby Tournament 2023 and will host the 2027 event.

The all-abilities team was the first of its kind in the southern hemisphere and has been invited to participate in the World Golden Oldies Festival in Perth in 2023.

Players range in age from five to 65, come from diverse backgrounds and nationalities, and bring with them a vocal and supportive fan base.

The Club has been based at the Success Regional and Sporting Facility since 2010 and are in the WA Premier Grade competition.

The Club provides a place for people to play and/or learn a sport with like-minded people in a fun, family friendly and competitive (when older) environment.

The Club invites and welcomes anybody and everybody to play or support the game.

The Club is seeking financial assistance, specifically to assist with the costs of hosting the international sporting event, the 2023 City of Cockburn 10s Rugby Invitational Tournament on the 25th of February 2023.

They are sending invitations to all Rugby WA Teams, including all premier teams, WA Police, Navy and Army.

They will also be extending an invitation to all east coast based premier grade teams.

The 2023 event will be advertised to over 60 state, national and international teams and on Rugby WA and Rugby Australia's websites.

They expect a minimum of 24 international, national and WA based 10s teams to participate.



The event will be attended by up to 1000 people and will see both their club and the City of Cockburn receive invaluable exposure in the community.

All short forms of rugby like 10s rugby continue to grow at a fast rate throughout the world, in popularity and participation.

7s and 10s rugby provides an opportunity for players new to rugby to take their first steps into the sport. Many countries are now embracing the game and sending many grass roots teams to international tournaments.

There is also an increase in women's participation.

The annual tournament welcomes teams from around WA, Australia, and Asia to the Success Regional Sporting Facility to compete in Men's, Women's and under twenties competitions.

The 2022 tournament built on the great success of the previous events with positive feedback received from all clubs, Rugby WA, and club members, all keen to participate again in 2023.

The club advises that renewed sponsorship would assist greatly with community based advertising campaigns, event equipment; hosting of visiting teams, complimentary attractions i.e. entertainers, face painting, bouncy castle, introductory rugby clinics, prizes, tournament referees, first aid, trophies, photography for posting online, increasing general awareness of the Southern Lions and City facilities throughout the City of Cockburn and, encourage community participation in social activities and promoting an active, outdoor lifestyle including promotion of rugby union as an inclusive sport.

The City of Cockburn 10s event will be actively promoted via:

- Event correspondence to all competing and invited teams including emails, event flyers and team nomination forms
- Southern Lions, Rugby WA and Western Force and local Cockburn Facebook pages
- Community groups (including cultural) e.g., WA Fijian Association
- Local radio
- Event posters
- Event sound system throughout the day
- Banner placement around the event location
- The City of Cockburn website

As naming rights sponsor, the City of Cockburn will benefit from:

- Inclusion on all event advertising including local media coverage via radio
- Logo inclusion on event signage
- An opportunity to display City signage at the event
- Logo inclusion and sponsor recognition on all advertising and promotional material



- Flyers/posters
- Rugby Australia events website
- Event Facebook page (Cockburn10s Rugby Invitational Tournament)
- Event program

The City of Cockburn is also welcome, to advertise the event through all available channels and to display messages, publications, banners, or other items at the event.

In addition, the event is free to the public, so all City of Cockburn residents are welcome to attend.

As in previous years, the Mayor will also be invited to make the presentations to the winning teams.

The Club has previously received the following funding from the City:

- 2022 Sept \$3,000 Small Events Sponsorship
- 2021 February \$1,500 Small Events Sponsorship
- 2020 September \$10,000 (Naming Rights Sponsor of 2021 event)
- 2019 September \$10,000 (Naming Rights Sponsor of 2020 event)
- 2018 September \$10,000 (Naming Rights Sponsor of 2019 event)
- 2017 September \$10,000 (Naming Rights Sponsor of 2018 event)
- 2016 September \$10,000 (Naming Rights Sponsor of 2017 event)
- 2015 September \$12,500 (Naming Rights Sponsor of 2016 event)
- 2014, September \$12,500 (Naming Rights Sponsor of 2015 event)
- 2013 September \$12,500 (Naming Rights Sponsor of 2014 event).

The Club has also previously received \$4,000 Minor Capital Works Grant towards floodlighting upgrades, and at least one \$1,000 Sports Equipment Grant.

Save Our Sons Duchenne Foundation has provided a letter of support for the proposal, as SLRUFC host an annual charity game for the foundation.

Australian Rugby Union and Rugby WA have endorsed the event each year; with Rugby WA providing rugby equipment and Referees WA provide referees for the day.

#### Recommendation:

This application received a score of 15/21. The event provides branding and promotional benefits to the City and club.

An increase in funding from \$10,000 in 2020 to \$12,500 in 2022 has not been justified.

The applicant has also received Small Event Sponsorship of \$3,000 in 2022 for a Junior 7's competition.

It is recommended to support sponsorship of \$9,000.



**Applicant: Perth Glory Football Club**

**Proposal: Women's A League Training Beale Park "Partner"**

Requested: \$5,824.00

Recommended: \$5,824.00

Perth Glory Women's A League team competes in the National Liberty A-League, representing the state of WA.

They are an elite football team and are the culmination of the player pathway in WA for talented female players.

The club head office has recently moved from Floreat to Fremantle, and as a result are now in the position of develop new partnerships for team training locations.

As a result, they have developed a partnership with the Cockburn City Soccer Club, which is located within the City of Cockburn.

Perth Glory Women's A League are keen to establish strong relationships with local clubs and the City to help promote the 'female game' to all stakeholders.

The Club aim to be visible in the local community and work with local clubs to promote football as a healthy and safe community sport.

They will be conducting open days and clinics to promote the game at Beale Park in collaboration with all stakeholders.

They would also like to work with coaches from local clubs to assist them in upskilling, with support from their Women's League Head Coach, who will in essence create a 'coach the coaches' style clinic.

This proposal will benefit the Cockburn community by having the elite football team present, visible, and accessible to the community.

Everyone who has an interest in the world game will be of benefit from this project.

The Women's A League training and associated activities will be actively promoted via social media and Perth Glory's newsletter that has a distribution size of 110,000 people.

As a partner, the City of Cockburn will benefit from the presence of signage at clinics and brand association at specific appearances on request, as well as tickets to games or merchandise to use for competitions.

The funding will support venue hire at Beale Park.



Recommendation:

This application received an assessment score of 15/21.

The City's Lead, Community Venues supports the application.

It is recommended to support sponsorship of \$5,824.00.

**Applicant: Meeples, Decks and Dice****Proposal: Board Game Meets "Official Sponsor"**

Requested: \$4,104.00

Recommended: \$0

Meeples, Decks & Dice Inc. (MDD) is a local Cockburn community group for modern board gaming enthusiasts and hobbyists.

MDD seeks to provide a group for all ages and abilities, regardless of their experience, with modern board gaming.

They provide a community group for people who want to meet people.

They currently run board game meets twice a month on the first and third Saturday at Beeliar Community Centre.

In 2023, they would like to introduce more events and special gatherings for their members, including open days to assist family groups to play board games.

MDD is requesting official sponsorship funding to support with the delivery of more events including venue hire.

MDD has received funding from the City in previous years, as follows:

- June 2022 Small Events Sponsorship \$1,566.00

Recommendation:

The application is ineligible as the applicant did not contact the City's Grants Coordinator to discuss their proposal prior to submitting the application, which is a mandatory requirement.

Also, the application does not meet the donation - grant criteria, as outlined in the grant guidelines. , as the applicant is not a not-for-profit, benevolent organisation that directly assists the disadvantaged and/or vulnerable within the Cockburn community-

It is recommended that the application is not supported.



## Strategic Plans/Policy Implications

### Community, Lifestyle & Security

A vibrant healthy, safe, inclusive and connected community.

- A safe and healthy community that is socially connected.
- Accessible and inclusive community, recreation and cultural services and facilities that enrich our community.
- Best practice Governance, partnerships and value for money.

## Budget/Financial Implications

Council approved a budget for Grants and Donations for 2022-23 of \$1,455,000.

Following is a summary of the proposed grants, donations, and sponsorship allocations for 2022-23.

Both the September 2022 and March 2023 grants rounds have not yet been approved and therefore are not included in expenditure until approved.

Summary of Proposed Allocations	Budget for FY23	Year to Date Expenditure (paid and/or committed)	Amount still to be allocated
Committed/Contractual Donations	\$472,971	\$472,971	\$0
Donations	\$210,000	\$0	\$210,000
Sponsorship (Including Individual)	\$100,000	\$8,150	\$91,850
Specific Grant Programs	\$672,029	\$96,508	\$575,521
Total	\$1,455,000	\$336,523	\$877,371

## Legal Implications

N/A

## Community Consultation

In the lead up to the September 2022 round, grants, donations, and sponsorship funding opportunities were promoted through the local media and Council networks.

The promotional campaign has comprised:

- Three advertisements in the Perth Now Cockburn Gazette on 26 August, 9 September and 16 September 2022
- City of Cockburn Facebook promotional posts on 26 August and 16 September 2022
- Promotion to community groups through the Community Development Service Unit email networks, contacts, and community group meetings
- Additional advertising through Community Development promotional channels
- Cockburn Community Group E News September 2022 edition
- School email update August 2022 edition



- Information available on the City of Cockburn website
- Reminder email sent to previous and regular applicants and, people who made enquiries during the application period
- Distribution of promotional flyers.

### **Risk Management Implications**

The Council allocates a significant amount of money to support individuals and groups through a range of funding programs.

There are clear guidelines and criteria established to ensure that Council's intent for the allocation of funds is met.

To ensure the integrity of the process there is an acquittal process for individuals and groups to ensure funds are used for the purpose they have been allocated.

The reputation of the City of Cockburn could be seriously compromised should funds be allocated to individuals or groups who did not meet the criteria and guidelines and/or did not use the funds for the purposes they were provided.

Adherence to these requirements is essential.

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

The Proponent(s) and those who lodged a submission on the proposal have been advised that this matter is to be considered at the 24 November 2022 Expenditure Review Committee.

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

Nil



## GRANTS, DONATIONS &amp; SPONSORSHIP RECOMMENDED ALLOCATIONS BUDGET 2022-23

Activity OP 315 Natural Acc 6810	Description	Allocated 2022-23	Actual as at Nov 22	Proposed Adjustments 2022-23	Comments	Council Decision/ Delegated Authority
<b>Donations</b>						
<b>Committed/Contractual</b>						
8243	Little Green Steps WA Partnership Agreement	31,569	0	31,569	Two-year partnership agreement with LGS WA to support early year childhood services with education for sustainability for 2021/22 and 2022/23. Council Decision 12 August 2021.	Council Decision
8896	Cockburn Community Men's Shed Coordinator	54,854	54,854	54,854	Funding for Cockburn Community Men's Shed Inc. to support the annual administration costs of a part-time coordinator. (plus CPI 7.6%). Council Decision 11 August 2022.	Council Decision
9239	Native ARC	102,020	51,010	102,020	Donation to support the annual administration costs of Native ARC (plus annual CPI 7.6%). Council Decision 11 August 2022.	Council Decision
9310	The Wetlands Centre Cockburn	102,020	51,010	102,020	Donation to support the annual administration costs of The Wetlands Centre Cockburn (plus CPI 7.6%). Council Decision 11 August 2022.	Council Decision
9317	Pineview Preschool Maintenance Contribution	8,305	8,305	8,305	Annual contribution for maintenance of grounds and building (plus CPI 1.1%)	Lease Agreement
9322	Cockburn ARC/Dolphin Swim Club Subsidy	150,000	42,483	150,000	Subsidised fees for Dolphin Swim Club at Cockburn ARC (as to Minute 6057 of OCM 13 April 2017)	Council Decision
9398	Cockburn Senior Citizens Building Donation	10,192	10,192	10,192	Assists with maintenance costs as per lease agreement (plus CPI 1.1%)	Lease Agreement
9559	Cockburn Cricket Club Insurance	1,500	1,500	1,500	Commitment included in the lease agreement (flat fee)	Lease Agreement
9574	Spearwood Dalmatinac Club - Rates Reimbursement	12,511	12,511	12,511	Reimbursement of 50% of annual rates payable by Spearwood Dalmatinac Club for 42 Azelia Rd, Spearwood as to Council Decision 14 May 2009	Council Decision
9244	Melville Cockburn Chamber of Commerce (MCCC)	0	0	10,000	Two yr agreement for \$20,000 p/a in 2020-21 & 2021-22 & a peppercorn lease, subject to development of a MOU and the MCCC meeting and reporting on agreed KPI's (OCM 13 August 2020). Request for further funding 2022-23.	Council Decision
Future Allocations						
<b>Committed/Contractual Sub Total</b>		<b>472,971</b>	<b>231,865</b>	<b>482,971</b>		
<b>Donations to Organisations</b>						
9196	Donations to Organisations	210,000		90,875	Amount set aside for allocation in the March 2023 funding round	Council Decision
9196	Cockburn Volunteer Sea Search and Rescue Group Inc			12,000	Request for \$15,000 Donation towards operating costs for 24/7 radio coverage and sea search and rescue service	Council Decision
9196	City of Cockburn RSL Sub-Branch			10,000	Request for \$10,000 Donation towards their activities, operations and commemorative services such as the ANZAC Youth Parade	Council Decision
9196	St Vincent de Paul Society Yangebup			5,000	Request for \$5,000 Donation towards their ongoing costs to assist people in need	Council Decision
9196	Cockburn Central YouthCARE Council (CCYC)			20,000	Request for \$20,000 Donation towards chaplaincy services at Atwell College, Lakeland Senior High School and Hammond Park Secondary College	Council Decision
9196	Cockburn Community and Cultural Council Inc.			8,000	Request for \$10,000 Donation towards their general operating costs	Council Decision
9196	Cockburn Toy Library			7,000	Request for \$7,000 Donation towards their rent and other operational expenses	Council Decision
9196	Friends of the Community Inc.			2,000	Request for \$2,000 Donation towards operating and administration costs to allow funds raised to be returned to the community	Council Decision
9196	Yangebup Family Centre			13,125	Request for \$13,125 Donation towards operating three creche sessions a week to support participation in PlayClub and various workshops for parents	Council Decision
9196	Meerilinga Young Children's Service			10,000	Request for \$10,000 Donation towards operation of family and children's services in Cockburn	Council Decision
9196	Volunteer Home Support			2,000	Request for \$6,500 Donation to assist with garden waste removal costs for Cockburn homes	Council Decision
9196	Cooby Youth Space			0	Request for \$6,000 to deliver Stephen Michael Foundation Nightfields program	Council Decision
9196	Imagined Futures (formally South West Metropolitan Partnership Forum			15,000	Request for \$15,000 Donation to assist in planning and delivery of collective impact projects that support local young people and vulnerable community members	Council Decision
9196	Anglicare			10,000	Request for \$15,000 Donation to assist with running the Making Ends Meet program	Council Decision
9196	Portcare			5,000	Request for \$20,000 Donation to assist with operating costs, including rent	Council Decision
<b>Donations to Organisations Sub Total</b>		<b>210,000</b>		<b>210,000</b>		

Activity OP 315 Natural Acc 6810	Description	Allocated 2022-23	Actual as at Nov 22	Proposed Adjustments 2022-23	Comments	Council Decision/ Delegated Authority
	<b>Sponsorships</b>					
9197	Sponsorships	90,000		56,676	Amount set aside for allocation in the March 2023 funding round	Council Decision
9197	Swimming WA			7,500	Official Sponsorship-Open Water Series 2022/23 Coogee Round - Approved OCM 13/10/22	Council Decision
9197	Cockburn Masters Swimming Club Inc			11,000	Request for \$11,000 for "major event partner sponsorship" for the Coogee Jetty to Jetty Swim, 12 March 2023	Council Decision
9197	Southern Lions Rugby Union Football Club			9,000	Request for \$12,500 for "naming rights sponsorship" for the 2023 City of Cockburn, 10s Rugby Invitational Tournament on the 25th of February 2023	Council Decision
9197	Perth Glory Football Club			5,824	Request for \$5,824 for "partner sponsorship" for Womens A League training at Beale Park	Council Decision
9197	Meeples, Decks and Dice Inc			0	Request for \$4,104 for "official sponsorship" for board game meets	Council Decision
9197	Individual Sponsorship	10,000	650	10,000	Formal Sponsorship Program for Individuals	
	<b>Sponsorships Sub Total</b>	<b>100,000</b>		<b>100,000</b>		
	<b>Grants</b>					
8040	Landowner Biodiversity Conservation Program	35,000	3,520	35,000	Financial and natural resource management training support program for Cockburn landowners to conserve the natural bushland and wetland areas on their property	Delegated Authority
9004	Emergency Disaster Fund	15,000	0	15,000	For one-off emergency and disaster situations	Delegated Authority
9015	Youth Academic Grants	2,000	0	2,000	Assists young people to travel to attend academic programs and activities	Delegated Authority
9031	Junior Sports Travel Assistance Program	40,000	17,600	40,000	Assists young people in Cockburn representing WA or Australia in interstate or international team or individual sports to travel to competitions	Delegated Authority
9240	Sustainability Grants Program	40,000	0	40,000	Grants program established in accordance with Council Decision on 13 May 2010	Delegated Authority
9241	Len Packham Hall Subsidy (Burdia)	6,000	0	6,000	Subsidy program that assists Indigenous and multicultural Cockburn families with hall hire costs for hosting funerals, memorials and cultural events	Delegated Authority
9312	Community Grants Program	100,000	0	113,803	Formal grant process for local community groups and organisations	Delegated Authority
9314	Provide Bins Sporting Events	3,000	540	3,000	Provide bins to schools for sports carnivals	Delegated Authority
9327	Community/Residents Assoc. Hall Hire Subsidy and Support Program	12,000	3,207	12,000	Assists community groups with hall hire for monthly meetings and events, incorporation/set up funds for new residents associations, small PO box hire funds	Delegated Authority
9329	Cultural Grants Program	40,000	0	40,000	Provide small grants to cultural and artistic groups and individuals	Delegated Authority
9331	Bus Hire Subsidy	1,500	0	1,500	Provides a subsidy towards the bus hire for community organisations	Delegated Authority
9335	Grants General Welfare	10,000	2,582	10,000	Miscellaneous requests for small donations as per Community Funding Guidelines	Delegated Authority
9341	Community Group Newsletter Subsidy	10,000	1,992	10,000	Assists community groups to disseminate information	Delegated Authority
9373	Small Events Sponsorship Program	45,000	29,284	45,000	Small Events Sponsorship Program for local events for community organisations	Delegated Authority
9396	U Fund	1,000	0	1,000	Small grants for youth for cultural/arts initiatives and events	Delegated Authority
9399	Youth Arts Scholarships	5,000	0	5,000	Assist young people to travel in order to participate in performing/arts events and also for further study	Delegated Authority
9490	Environmental Education Initiatives Program	15,000	2,000	15,000	Assists schools to facilitate environmental education	Delegated Authority
9517	Cockburn Community Group Volunteer Insurance	18,500	0	18,500	Cockburn Community Group Insurance Program	Delegated Authority
9535	Council Match Staff Donation	2,000	147	2,000	Council to match staff fundraising effort	Delegated Authority
9649	Safety House/Walk to School Program	1,000	0	1,000	Support to schools for safety programs for children getting to school and to attend Safety House shows in Safety House month	Delegated Authority
9673	Sport and Recreation Club Grants	50,000	10,548	50,000	Grants matched by local sporting clubs for minor capital works on Council owned facilities and sporting equipment	Delegated Authority
9674	Grants to Schools	13,000	7,689	13,000	For small donations to schools for minor items	Delegated Authority
9688	Security Subsidy for Seniors	63,000	17,400	63,000	Subsidy program for security devices for seniors	Delegated Authority
9732	Economic Development (Business) Grants	100,000	0	101,675	For one-off projects or activities that support local economic development	Delegated Authority
9495	Donation and Grants General Account	44,029		18,551	Remainder of grant allocations, to be allocated based on expenditure throughout the year	
	<b>Grants Programs Sub Total</b>	<b>672,029</b>	<b>96,508</b>	<b>662,029</b>		
	<b>Totals</b>	<b>1,455,000</b>	<b>329,023</b>	<b>1,455,000</b>		
	<b>Budget</b>	<b>1,455,000</b>		<b>1,455,000</b>		
	<b>Balance</b>	<b>0</b>		<b>0</b>		



**MELVILLE COCKBURN CHAMBER OF COMMERCE  
AND CITY OF COCKBURN**

**REPORT 2022**



## MEMORANDUM OF UNDERSTANDING

## Overview of 2022

As the Executive Officer I can proudly report that the Melville Cockburn Chamber of Commerce (MCCC) is in the best financial position since its inception. Mainly due to the Chamber being awarded a contract for 2022 through Department of Education Skills and Employment to deliver 3 programs for Empowering Women to employment in the Perth South.

As in the previous year Covid19 did present a few challenges with events and workshops, however this was mitigated by following government guidelines. Events continued with capped numbers, rescheduling, and social distancing.

Membership numbers were slightly down on the previous year due to the resignation in September 2021 of our Business Development Manager Shelley Tamsitt. After 5 years Shelley decided to move on and the Chamber only recently employed Emily Grandoni. Already we are seeing a positive impact on membership. We continue to offer half price membership category for start-ups within the City of Cockburn and Melville with an (ABN) less than two years. We also offer this membership category to Business Foundation NEISS program and Women Start Ups. Our value proposition continues to offer a one-on one marketing review to members, and we offer the opportunity to use of MCCC function rooms. In addition, working with Business Stations (Pink Owls) we introduced the DIGITAL SOLUTIONS PROGRAM to MCCC members, a 7hr Digital Solutions package PLUS a bonus 1/2hr 1:1 as a start up to the program.

Retention continues to be a challenge for the (MCCC) however we are anticipating our monthly payment option will help prevent this leakage in the coming years. Along with improvements in our value proposition

Despite a few challenges, we recently celebrated 1 year at our new premises at the Cockburn Integrated Health Building. Thanks to the incredible support of the City of Cockburn. The newly refurbished rooms, with bigger offices and function/board room is welcomed. It supports our board meetings, workshops and functions, which has not only benefited the Chamber but benefits the members with extra opportunities. Moreover, we offer this space to our members for B2B meeting and hosting their own functions and workshops which has been warmly received by the membership. We recently hosted Business Foundations partnered with City of Cockburn to delivery the Amplify Program a 4-week series supporting micro business with digital marketing. We continue to support the charity "Feed it Forward" offering free use of the venue to host their AGM and other activities.

During the past year, the (MCCC) was continually active in events space, with no fewer than 32 events/workshops/training throughout the year. A mix of professional development, training, industry forums and networking. We listened to our members from the past survey to deliver more breakfast and small groups networking events.

This year we launched the Business Mastermind series four in total. Mastermind sessions involve business owners sharing their challenges with a group of like-minded business people with a view to finding guidance, ideas, and solutions. The “Business after Hours” networking continues to be our most popular and best attended monthly event.

The MCCC was privileged to win a contract through the Department of Education Skills and Employment in 2021/22, Empower Me to Employment (EMtE). Collaborating with “Local Jobs Program” (Perth South), job active provider “atWork” and Workskil in designing a program supporting mature aged women re-entering the workforce, with a focus on job and emotional readiness. A program warmly supported by members and key stakeholders from City of Cockburn and Melville. To date MCCC has delivered 2 of the 3 EMtE program. And successfully placed women in the aged care, hospitality, and administration sectors.

This year’s AGM in schedule for 27<sup>th</sup> October 2023. This past year a few have resigned from the board, and we are now targeting potential nominees with a focus on youth to potentially lead to fresh ideas supporting the MCCC’s 2023 strategic plan.

### Our key objectives

1. Events, Education Plan with a focus – Training / Workshops- upskilling
2. Membership – Reviewing Value proposition and enhancing the experience of members,
3. Conference/ Function rooms - Using rooms for training/workshop and hiring rooms to members and the wider business community.

### KEY PERFORMANCE INDICATORS

The funding agreement is subject to satisfactory annual reports on the following Key Performance Indicators, as nominated by the MCCC:

#### 5.1.1 Formation of a Business Development Group

The MCCC will develop a development group within the first six months. They will develop a term of reference for this group with which the City is willing to assist if required. The group must have at least one City of Cockburn staff member.

### Response:

Into its second term the MCCC terms of reference task force of board members and key stakeholders. It continues to Identify the shared goals in delivery of MCCC objectives. The taskforce acts as an advisory group to consider, discuss and identify key issues and expectations. Furthermore, has provided advice to the Executive Officer on any other matter related to the objectives. The taskforce does not impact the day-to-day activities of the MCCC.

### Business Development Group Objectives

1. Capital expenditures (Capex) funds used by a MCCC to acquire, upgrade, and maintain physical assets such as property, plants, buildings, technology, or equipment: -
2. Job Ready Program with Federal Government MCCC and atWork, Workskil "Empower me to Employment: - Review, consult contracts and seek legal advice where necessary
3. Business Awards 2023

### Development Group (Taskforce)

Tony Romano (Nai Harcourts), Phil Charles (Sylex Ergonomics), John Tedesco (Innovation Services), Gary Hitch (Ark Services) and Monique Williams Executive officer

Sarah Kahle City of Cockburn (*resigned*)

Jo Arbel City of Melville

At this stage City of Cockburn / Melville representatives have only been involved individually, one on one meetings with updates, views, support, and consultations with Executive Officer. However, with new Economic development team led by Michael Faulkner from City of Cockburn we look forward to further collaboration.

### 5.1.2 Events and Activities

Commitment to deliver no fewer than 18 events per year, half of which are to be held in the City of Cockburn. which could include a selection of the following:

- Two Development Group meetings (required) and a mix, according to need, of:
  - Professional development workshops.
  - Industry forums.
  - Business After - Hours events.

#### Response:

Two Development Group Meetings (required) – Yes  
*Events TABLE (below)*

### 2022 MCCC EVENTS

MCCC delivered over 30 events of which more than half held in the City of Cockburn. A good mixture of professional development workshops (training) Industry forums and Networking. (*not included indirect businesses & members training*)

DATE	Shire	TIME	TYPE	BUSINESS	CONTACT
24/11/22	Cockburn	6.00pm-8.00pm	MCCC Sponsorship Thank you (networking)	MCCC Head Office	Monique Willimas
10/12/2022	Melville	6pm-8.00pm	MCCC Christmas Networking Event	Point Walter Golf Course	Monique Williams
02/02/2022	Cockburn	2.00pm- 5.00PM	Strategic Planning Meeting	MCCC Head Office	Monique Williams
23/2/2022	Melville	5:30PM – 7:30PM	BAH	BAH hosted by Spatial Designs, Leslie's Curtains Naturalist Land Surveys.	Pat and Zani
08//03/202 23/03/2022	Cockburn	9.30PM-2.30PM	EMTE program 1	MCCC – atWork Local Jobs Program	Monique Williams
16/3/2022	Cockburn	5:30PM – 7:00PM	Business Information evening	John Tedesco Business Innovations	Monique/John
30/3/2022	Cockburn	5:30PM – 7:30PM	BAH	Business Foundations	Sarah Williams
04/05/2022	Fremantle	5:30PM – 7:30PM	BAH	Esplanade Hotel	
05/05/2022	Cockburn	9.30am-10.30am	WA Budget Coffee Catch up	Yaz Mubarak MLA	Monique Williams
17/05/2022 09/06/2022	Cockburn	9.30-2.30 PM	EMTE program 2	MCCC – atWork Local Jobs Program	Monique Williams
25/5/2022	Cockburn	5:30PM – 7:30PM	BAH	Grazie Gifts & Hampers	Vera Ensor
21/06/2020	Cockburn	8.30am-4.30am	First Aid	Australia Training Management	Samantha McSpadden
22/6/2022	Cockburn	5:30PM – 7:30PM	BAH	Sheq Management	Carmen
27/7/2022	Melville	5:30PM – 7:30PM	BAH	City of Melville	Jo Arbel
05/08/2022	Cockburn	8.00AM – 9.00AM	Win more B2B Clients with LinkedIn Outreach	Marketlytics	Clarence Ling
31/8/2022	Cockburn	5.30 – 7.30PM	BAH	Greenspace Collective	Pamela Taylor
02/09/2022	Cockburn	7.00am -9.00AM	Mastermind Series 1 of 4	MCCC Head office	Emily Grandoni
06/09/2022 29/09/2022	Cockburn	9.30PM- 2.30PM	EMTE Program 3	MCCC – Workskil Local Jobs Program	Monique Williams
21/09/2022	Melville	5.00PM 6.30PM	Mastermind Series 2 of 4	Leisure fit Melville	Emily Grandoni

28/9/2022	Melville	5.30 – 7.30 PM	BAH	Applecross Rotary & Marketlife	Ray Philip
<b>Future Events</b>					
12/10/2022	Cockburn	5.30PM -	Mastermind Series 3 of 4	MCCC Head office	Emily Grandoni
13/10/2022	Cockburn	7.00am-9.00am	DevelopmentWA Update Cities of Melville & Cockburn	MCCC Board Room	Monique Williams
19/10/2022	Cockburn	9.30PM -12.30PM	Canva MasterClass No.1	MCCC Board Room	Lisa Kniebe
26/10/2022	Cockburn	9.00AM – 12.00PM	MicroBusiness Networking Group	MCCC Board Room	Lisa Kniebe
27/10/2022	Cockburn	6.00PM- 8.00PM	AGM MCCC and Networking event	MCCC Board and Function Room	Monique Williams
03/11/2022	Melville	7.00AM – 9.00AM	Mastermind Series 4 of 4	MCCC Board Room	Monique Williams
16/11/2022	Cockburn	9.30pm-12.30	Canva MasterClass No.2	MCCC Board Room	Lisa Kniebe
25/11/2022	Melville	6.00PM –9.00PM	Christmas Party	TBC	Monique Williams

Review [MCCC EVENT GALLERY](#)



**5.1.3 Memberships**

Provision of a new membership category, with a reduced first year membership fee (\$179.50), for companies who have held an ABN for less than two years.

**Response:**

City of Cockburn: - 4 new members with an ABN less than 2 years. 01<sup>st</sup> October – 31<sup>st</sup> Aug

Silk Property & Development Agency	Rob Dalais
Greenspace Bookkeeping Pty Ltd	Pamela Taylor
Brightside Webdesign	Alex Bettink
Maltia Caffè	Tennile Caruana

**5.1.4 Identification of local needs**

Conducting a bi-annual survey of businesses to identify key needs including skills gap analysis – to complement and not duplicate the City’s own surveys. The City requests to partner on this survey, and provide input into the survey questions, and will assist the MCCC to promote the survey. The MCCC will share the results with the City.

**Response:**

[MCCC Customer Research Summary Results \(see link\)](#)

[MCCC Business survey](#)

In summary 67% of our members who responded to the survey, were either satisfied to very satisfied and 28% were neither satisfied nor dissatisfied with the Melville Cockburn Chamber of Commerce. “A friendly fun and supportive organisation” and “The Chamber offer great events and value for money.” Main reason for joining the MCCC is the networking opportunities. However, some responded with suggesting we should offer variation of events and more structured networking. Though current members thought the MCCC offered value for money for membership others believe the MCCC should consider a higher membership category and build on the benefits to members.



### The objectives (survey) - response

#### 1. Events – Networking, workshops, self-development training.

Introduced alternative networking opportunities with a focus on small groups.  
Offered breakfast training on LinkedIn, Innovation, social media, coaching and sales.  
Introduced Mastermind series small groups of 15

#### 2. New Membership Category: attract broader range of younger demographic

Promote half price membership category CoC “**New Business**” (abn) less than 2 years  
Start-up “**Women in Business**” working with Business Station - half price  
New Start up business “**NEIS**” program half price membership.

#### 3. Build on members benefits: (Value Proposition)

Digital Solutions Mentoring 1:1  
Members access to MCCC facilities for meetings, training, and workshops  
Marketing review with marketing firm “Space Station”  
Introduced members only access to website to view marketing training modules.  
New Customer Relationship Management (ongoing)

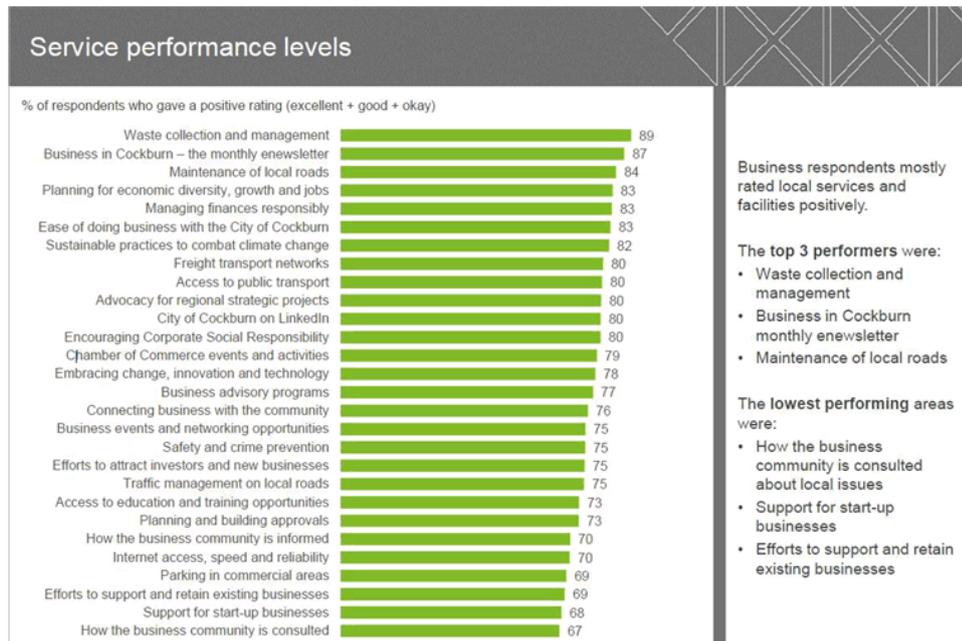
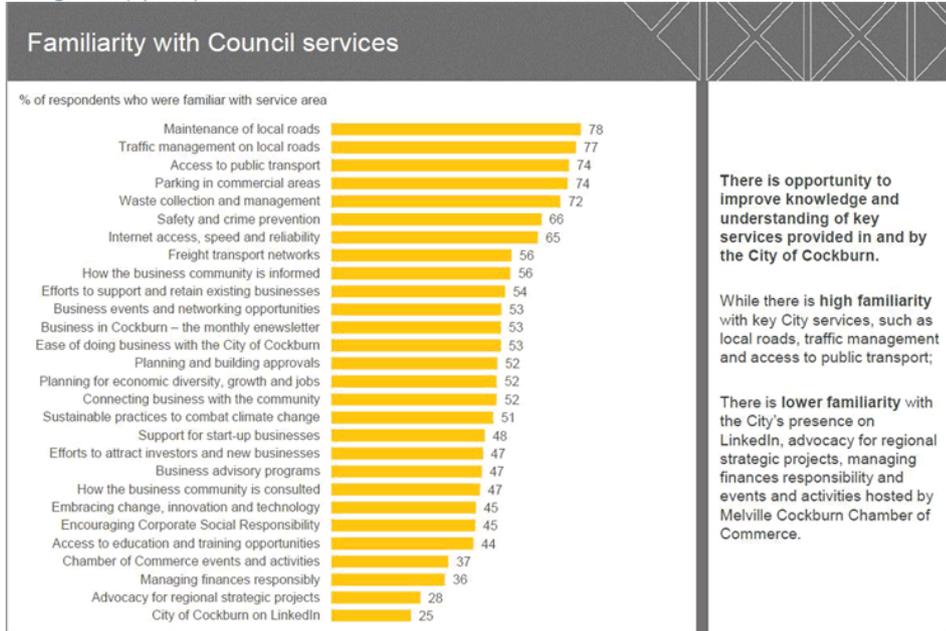
### 5.1.5 Continuous Improvement

Demonstrated improvement in the following questions as per the Business Scorecard Survey:

- Awareness of MCCC.
- Performance Index Score of MCCC.

2021 Results (**waiting on 2022**) results from City of Cockburn  
Performance index score 59 (up 2%)  
Familiarity with service of MCCC 37% (down 12%)

Positive rating 79% (up 3%)



Report on membership numbers each year showing monthly statistics of new memberships and retained members.

**Response:**

Membership Overview:

New Members 01 Oct 2021 – 31<sup>st</sup> Aug 2022 (11 Months) see table  
(Cockburn members)

Oct	Nov	Dec	Jan	Feb	Mar	April	May	Jun	Jul	Aug
Maxi Realty		Booragoon Family Lawyers	Creagh Barker Ass.	Greenspace Bookkeeping	Strategic Integrative Accountants	Furasta Digital		Sinead Tones Designs	Perth Sports Chiro	Brightside Webdesign
Perth Hypnotherapist	Westpac Fremantle	Silk Property	Venture Cultivation Coaching	Kulungah_myah Community Centre		Swan Advertising		Car Savers	Swim Mechanix	Crown Electrical
	SGL Design							MarketLife		Melville Cares
	Pink Owls							Elect Training		Dee Simich
	Atomic Systems							Sheq Management		Malita Caffè
										DCA Networks
										Attadale Rotary

Total number of current members (Retained)

**LGA Membership Split**

Melville	83
Cockburn	81
Canning	12
Fremantle	15
Perth	16
Subiaco	4
Other (Armadale, Belmont, Stirling, Victoria Park, South Perth, Serpentine/Jarrahdale, Wanneroo, Swan)	16
Rockingham	6
Kwinana	3

Start Ups City of Cockburn (4)

Silk Property & Development Agency	Rob Dalais
Greenspace Bookkeeping Pty Ltd	Pamela Taylor
Brightside Webdesign	Alex Bettink
Maltia Caffè	Tennile Caruana

**Sponsors: 2022**

Gold Sponsor	Australian Training Management	Aaron Leafe
Gold Sponsor	Elect Training	Mark Small
Contra Sponsor	MakoNet	James Thomlinson
Silver Sponsor	DevelopmentWA (was Landcorp)	Debbie Martin
Platinum Sponsor	At Work	Michael Kolomyjec
Contra Sponsor	Grazie Gifts	Vera Ensor
Partnered Sponsor	City of Cockburn	Michael Faulkner
Partnered Sponsor	City of Melville	Steve Cope
Silver Sponsor	Oban Group	David English
Contra Sponsor	The Space Station	Pete Walmsley
Silver Sponsor	SHEQ Management Pty Ltd	Carmen Solorzano

**5.1.6 Governance**

Submission of annual reporting including:

- Audited financial statements (as per Council requirements). -
- Report on the relevant achievements (addressing Key Performance Indicators and outlining events and activities).
- Future action plan and event schedule.
- Following the MCCC Annual General Meeting, a copy of the Annual Report and minutes of the AGM are to be forwarded to the City.

Response: (see attached 2021) waiting on 2022 to be forwarded after AGM 2022 (October)

Audited Financial  
AGM Minutes  
Constitution

### Future Action Plan for 2023

The Melville Cockburn Chamber of Commerce strategic planning day held in January 2023 with the board and staff reviewing 2022 and planning 2023 with support of sub committees and development group.

Our future to be guided by the KPI's set out in the City of Cockburn MOU and our objectives

Our objectives: - (KPI's)

**Membership** / increase membership from 2023, (kpi) 50 new members.

Retention 63%. (KPI)

Implement a customer relationship management (CRM) program (ZOHO).

**Events** / Host a minimum of 18 events over the year to include networking, workshops and targeted self-development skills guided by the results on MCCC members survey December 2022.

**Room Hire** – increase occupancy 20 %

#### Future Events

12/10/2022	Cockburn	5.30PM -	Mastermind Series 3 of 4	MCCC Head office	Emily Grandoni
13/10/2022	Cockburn	7.00am-9.00am	DevelopmentWA Update Cities of Melville & Cockburn	MCCC Board Room	Monique Williams
19/10/2022	Cockburn	9.30PM -12.30PM	Canva MasterClass No.1	MCCC Board Room	Lisa Kniebe
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25/11/2022	Melville	6.00PM –9.00PM	Christmas Party	TBC	Monique Williams

The MCCC (main) focus again in 2023 is to continue to use function room/space. This includes hosting our own events within the space, promoting, and offering members the opportunity and the wider business community access. And continue to collaborate with our partners and stakeholders.

- Australia Training Management. - RTO Training
- Safetyfirst WA – RTO Training
- Business Foundations - Workshops
- City of Cockburn – Amplify Program for small business Digital Space
- Local Jobs Program Perth South, Workforce Australia, Employers
- Empower Me to Employment MCCC, DESE
- DevelopmentWA
- Members

#### 5.1.1 Formation of a Business Development Group

##### Business Development Group Objectives

1. Capital expenditures (Capex) funds used by a MCCC to acquire, upgrade, and maintain physical assets such as property, plants, buildings, technology, or equipment: -

We request financial support of 15k from the City of Cockburn for the following:-

- a) A hot water system to be installed at the current premises. Currently no running hot water.
- b) Automatic entry device for small business to access venue independently
- c) Signage to premises to assist in identify our venue and our affiliation with City of Cockburn
- d) Blinds / Awnings for the board/ training room.

(Quotes available upon request)



**Declaration of Interest**

Type of Interest	Nature of Interest
Mayor Howlett submitted an Impartiality Interest, pursuant to Regulation 22 of the <i>Local Government (Model Code of Conduct) Regulations 2021</i> for Item 15.1.4.	Mayor Howlett is a member of the Geographic Names Committee which may be considering this item at a future date.

**15.1.4 (2022/MINUTE NO 0287) Proposed Amendment to Locality Boundaries for North Coogee**

<b>Responsible Executive</b>	Executive Governance and Strategy
<b>Author</b>	Manager Legal and Compliance
<b>Attachments</b>	<ol style="list-style-type: none"> <li>1. Assessment Process for Name Change Requests <a href="#">↓</a></li> <li>2. Email from Landgate to Community Groups <a href="#">↓</a></li> <li>3. Landgate Policies and Standards for Geographical Naming in Western Australia <a href="#">↓</a></li> <li>4. Pre-contact Indigenous Fremantle - Anthropology from the Shed <a href="#">↓</a></li> <li>5. South Beach Community Group - Alternative Name Flyer <a href="#">↓</a></li> </ol>

**Officer Recommendation/Committee Recommendation/Council Decision**

MOVED Cr P Corke SECONDED Cr P Eva

That Council:

- (1) SUPPORTS the Port Coogee Community Association and South Beach Community Group in development of a proposal which conforms with the requirements of Landgate’s Policies and Standards for Geographical Naming in Western Australia; and
- (2) ALLOCATES \$50,000 in the 2022-23 Budget to Amendment to Locality Boundaries for North Coogee project with a further allocation of \$20,000 in the 2023-24 Budget, subject to Landgate assessing and supporting a proposal that demonstrates a compelling need for change.

**CARRIED 9/0**

**Background**

On 11 August 2022 Council resolved:

*That Council:*

- (1) *RECEIVES* the update for the Proposed Amendment to Locality Boundaries for North Coogee;
- (2) *FORMS* a working group to progress this matter comprising two representatives each from:
  - a) *City staff*
  - b) *Elected Members*



- c) *Port Coogee Community Association*
- d) *South Beach Community Group;*
- (3) *ENDORSES Councillors Allen, Corke and Separovich as the Elected Member representatives on the working group;*
- (4) *ENSURES the working group first meets before the end of September 2022; and*
- (5) *The meeting is to DETERMINE what consultation is needed going forward and formulate a plan to be put to the Expenditure Review Committee for consideration.*

In May 2021 Council endorsed its support of the renaming of part of the locality of North Coogee as Port Coogee, and the remaining part of the current locality of North Coogee as South Beach.

Since that time a submission was made to Landgate, however it was not supported.

The Port Coogee Community Association and South Beach Community Group (the Community Groups) together with the City have engaged with Landgate to further understand the position of the geographic Names Committee, and what is required of the Community Groups in the continued pursuit of the name change for the locality of North Coogee.

The City has supported the formation of a Working Group, whose objective was to determine what consultation is needed going forward and formulate a plan for consideration.

The objective of this report is to inform Council, via the Expenditure Review Committee, of the outcome of the September meeting, the assessment process for name change requests, and the City's role in that process.

### **Submission**

N/A

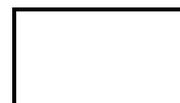
### **Report**

### Meeting

On 27 September 2022, City representatives met with West Ward Councillors and representatives of the Community Groups.

The objective of the meeting was to determine what consultation is needed going forward and to formulate a plan to be put forward to the Expenditure Review Committee for consideration.

Since the meeting on 27 September 2022, further information has been provided by Landgate to the Community Groups and the City regarding the process.



It is also understood that the Community Groups have been in consultation with the Minister's officer, though the City is not aware of the outcome of those discussions.

### Name Changes

Landgate's *Policies and Standards for Geographic Naming in Western Australia* (Policy) includes the fundamental requirements for naming of roads, administrative boundaries, cultural and typographical features.

The objective of the Policy is to comply with relevant legislation and provide an open and transparent naming process.

The City and the Community Groups have received feedback from Landgate at this stage advising that a proposal must be prepared in accordance with the Policy.

Landgate have drawn the Community Groups and the City to section 1.1.4 of the Policy which provides:

*Any change to an existing approved name is discouraged. As all official names are meant to be enduring, any proposals to change the name of a feature, administrative boundary or road must include evidence of a compelling reason for such a change, for example the proposal is deemed to be in the public interest for safety reasons.*

*The changing of a name merely to correct or re-establish historical usage shall not be considered in itself a reason to change a name.*

*Evidence of community consultation and feedback from all relevant agencies and jurisdictions must be included with the submission. All such requests will be required to be presented to Landgate for consideration.*

*If Landgate determines that the name change is unnecessary or non-essential, yet there is enough community support for the change and it is compliant with the relevant naming policies and standards, it may be approved, but it shall incur a service charge.*

Landgate have a documented policy position on what it deems as "unnecessary name changes".

This does not mean the objective of the Community Groups would not be entertained, however it is critical that the proposal demonstrates a compelling need for change, and that the proposed names are compliant with the relevant naming policies and standards.

The Policy sets out naming requirements and standards.

Section 1.3.4 states that cardinal indicators (North, South etc) shall not be permitted for new road and locality names.



It is understood this Policy is the basis for the position that the name "South Beach" would not be supported, as well as an issue identified by Landgate that the name is a direct duplication of the official names South Beach in Fremantle (refer Attachment 2).

It is the responsibility of the City to ensure that any name change proposal confirms with the Policy, particularly those prescribed in section 1 of the Policy.

On 9 November 2022, the South Beach Community Group (SBCG) presented the City with the name the group intends to present in its proposal for part of the locality of North Coogee.

SBCG have advised they undertook community consultation with regards to identifying an alternate suburb name for the "South Beach" name proposal that could then be provided as part of the City led community consultation.

The group advised the community accepted and proposed alternate suburb name change selected to be considered in conjunction with the South Beach name is Nara Beach (refer Attachments 4 and 5).

This community consultation was very well supported with over 250 respondents to the survey that was conducted for the South Beach/Shoreline Residential areas.

It is important to recognise the SBCG advised the name Nara Beach is to be considered in conjunction with South Beach, however Landgate has made the position clear with respect to the South Beach name.

At this stage, there is no proposal which meets the requirements of the Policy, with a compelling driver for change needing to be established in the proposal.

### Proposal

As identified herein, a proposal is required to be prepared which meets the requirements of the Policy.

This includes a requirement for the proposed names to conform with the general naming policies and standards (section 1).

Landgate have indicated the name South Beach does not confirm with section 1 and therefore does not meet the requirements. The name Nara Beach has not been presented to Landgate for consideration, given it was only recently identified by the SBCG as a proposed alternative.

The proposed name Nara Beach contains an Aboriginal word and therefore the name must confirm with the requirements of the Aboriginal Naming Guidelines (Landgate).

The City has also been advised there is no evidence of a compelling reason for the change, which is a requirement to be addressed in the proposal.



The proposal must include maps or diagrams clearly defining the area, and extent to which the name will apply.

Any proposal requesting the renaming of an approved name, or any new naming proposal considered to be of significance to the immediate or extended community must include evidence of consultation with the community.

Local governments must ensure that the level and form of consultation undertaken reflects the significance of the naming proposal.

The immediate community is defined as including residents, ratepayers and businesses within the immediate area, who are directly affected by the submission.

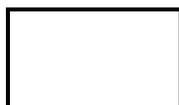
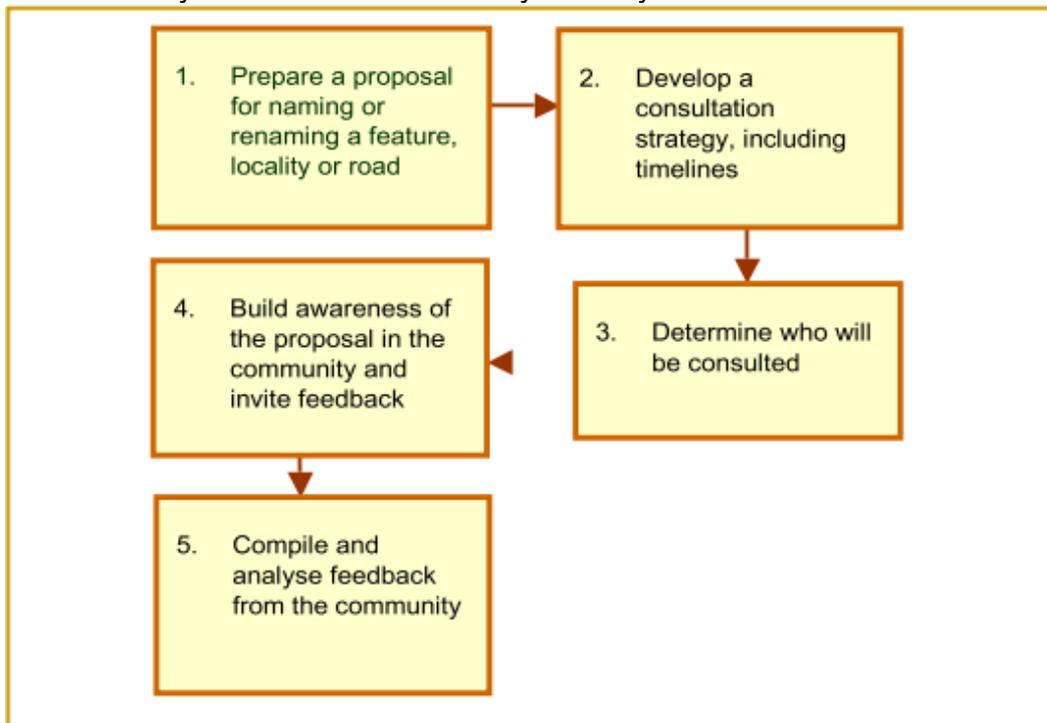
The extended community includes residents, ratepayers and businesses surrounding the area directly affected by the proposal, any visitor groups to the area, and government or non-government organisations with an interest in the area.

Consultation

Section 9 of the Policy provides guidance on the consultation standards and principles.

As advised above, the Policy makes a distinction between ‘immediate community’ and ‘extended community’.

The consultation process involves the five steps below. It should be noted the costs of community consultation are met by the City.



At this stage there is not a proposal in a form which meets the requirements of the Policy, therefore the first step in the process is to prepare a proposal.

The community groups have already completed their own consultation processes (the petition) which has shown evidence of support for the name changes, however this consultation does not meet the requirements of the Policy.

It is noted that at this stage the name "South Beach" is not supported, and Landgate has indicated it is unlikely this position would change as it does not meet the requirements of the Policy (as detailed herein).

The proposed name of Nara Beach will require some additional consultation to ensure the City meets the requirements of the Aboriginal Naming guidelines, identified as section 7A of the Policy.

The names that conform could be shortlisted and formed into a proposal subject to the compelling need for change being met.

The City's Advocacy and Engagement department have considered the Policy and recommended a two-phase approach.

### Phases One (Community Survey)

1. Do you want to change the name of the suburb? (Yes/No)
2. Define the area of this new suburb? (if including City of Fremantle area, City of Fremantle Council must be involved as well)
3. What should the area be named?
4. Suitable names presented to the Working Group for shortlisting

### Phase Two

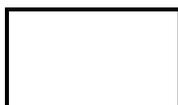
1. Community engagement activities (workshops, surveys) to review name change sentiment, boundary options, and short-listed names
2. Council to consider report and make recommendation to Landgate.

Consultation Phase costs:

	Activity	Cost Elements	Estimated Cost
<b>Phase 1</b>	Community Survey hard copy i.e. Level of support for name change, boundary preferences, name suggestions	<ul style="list-style-type: none"> <li>• Printing</li> <li>• Paper</li> <li>• Design</li> <li>• Staff time</li> </ul>	\$1000
	E-newsletters	<ul style="list-style-type: none"> <li>• Staff time</li> </ul>	\$200
	Frequently Asked Questions i.e. Costs to be incurred for name change /naming requirements etc.	<ul style="list-style-type: none"> <li>• Printing</li> <li>• Paper</li> <li>• Staff time</li> </ul>	\$200
	Comment on Cockburn page	<ul style="list-style-type: none"> <li>• Staff time</li> </ul>	\$200



	<p>Communications and advertising</p> <ul style="list-style-type: none"> <li>• Letter to ratepayer, residents, businesses</li> <li>• Targeted social media (paid)</li> <li>• Banner / signage</li> <li>• Media release</li> <li>• Newspaper advertisement</li> <li>• Banner</li> </ul>	<ul style="list-style-type: none"> <li>• Administration</li> <li>• Printing</li> <li>• Paper</li> <li>• Distribution</li> <li>• Design</li> <li>• Bookings</li> <li>• Staff time</li> </ul>	\$15,000
	Managing incoming enquiries	<ul style="list-style-type: none"> <li>• Staff time</li> </ul>	\$2000
	Receipt of hard copies/data entry	<ul style="list-style-type: none"> <li>• Staff time</li> </ul>	\$1000
<b>Interim</b>	GIS works	<ul style="list-style-type: none"> <li>• Staff time</li> </ul>	\$1000
	Review of feedback / decide next steps forward including Council briefing	<ul style="list-style-type: none"> <li>• Staff time</li> </ul>	\$2000
	<p>'Phase 1 close the loop / next steps' communications</p> <ul style="list-style-type: none"> <li>• E-newsletter</li> <li>• Webpage update</li> </ul>	<ul style="list-style-type: none"> <li>• Staff time</li> </ul>	\$1000
	Internal reviews	<ul style="list-style-type: none"> <li>• Staff time</li> </ul>	\$2000
	Additional stakeholder engagement as required	<ul style="list-style-type: none"> <li>• Staff time</li> </ul>	\$1000
	Preparation for Phase 2	<ul style="list-style-type: none"> <li>• Staff time</li> </ul>	\$1000
<b>Phase 2</b>	<p>Community workshops (Rollinson Road side) i.e. Review name change sentiment, boundary options, short-listed names</p> <ul style="list-style-type: none"> <li>• Community workshop 1 – In person</li> <li>• Community workshop 2 – Online</li> </ul> <p>Community workshops (Port Coogee side) i.e. Review name change sentiment, boundary options, short-listed names</p> <ul style="list-style-type: none"> <li>• Community workshop 1 – In person</li> <li>• Community workshop 2 – Online</li> </ul>	<ul style="list-style-type: none"> <li>• Facilitator</li> <li>• Workshop preparation</li> <li>• Workshop materials</li> <li>• Room bookings</li> <li>• Catering</li> <li>• Covid-19 safety measures</li> <li>• Workshop summaries/output reports</li> <li>• Administration</li> <li>• Staff time</li> </ul>	\$5000
	<p>Communications and advertising</p> <ul style="list-style-type: none"> <li>• Targeted social media (paid)</li> <li>• Newspaper advertisement</li> <li>• Enewsletters</li> <li>• Signage</li> </ul>	<ul style="list-style-type: none"> <li>• Administration</li> <li>• Printing</li> <li>• Design</li> <li>• Staff time</li> </ul>	\$7000



<b>Interim</b>	Internal reviews	• Staff time	\$1000
	Additional stakeholder engagement as required	• Staff time	\$1000
	GIS works	• Staff time	\$1000
	Review of feedback / decide next steps forward including Council briefing	• Staff time	\$2000
	'Phase 2 close the loop / next steps' communications <ul style="list-style-type: none"> <li>• E-newsletter</li> <li>• Webpage update</li> </ul>	• Staff time	\$1000
Estimated total			\$45,600
Additional administration and communication costs to be incurred should the name change take place			\$15,000

The matter will require referral to the Cockburn Aboriginal Reference Group (ARG) at minimum, as part of the process.

Landgate has also indicated to the City that due to the locality boundaries, consultation with the City of Fremantle, and endorsement by the Council of the City of Fremantle will be required.

This may impact the timeline of consultation, as the ARG meet on set dates, and the City will be subject to the City of Fremantle's own decision-making process.

The City does not undertake consultation activities from mid-December to the end of January, as it is a common period for holiday travel to occur and this may impact engagement with the consultation process.

If supported by Council, the consultation process would be planned for the second half of FY23.

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

#### Community, Lifestyle & Security

A vibrant healthy, safe, inclusive and connected community.

- Aboriginal and Torres Strait Islander cultures and other diverse cultures and heritage are recognised and celebrated.

#### Listening & Leading

A community focused, sustainable, accountable and progressive organisation.

- Best practice Governance, partnerships and value for money.
- High quality and effective community engagement and customer service experiences.

### **Budget/Financial Implications**

This project is currently unfunded, and the costs are required to be met by the City.



A budget amendment is required to fund the cost, the detail of which is provided in this report.

The project will require officer time to facilitate the Working Group meetings which has not been accounted for in the costing detail and will be managed in consideration of funded projects and KPIs.

It is recommended \$50,000 be allocated for the 22-23 Budget, and a further \$20,000 to the 23-24 Budget should the name change take place.

## Legal Implications

In Western Australia the practice of officially naming features, localities and roads is covered under s26 and 26A of the *Land Administration Act 1997*.

### 26. Land districts and townsites, constitution etc. of

- (1) *In this section — townsite —*
  - (a) *means townsite constituted under subsection (2); and*
  - (b) *except in subsection (2)(a), includes land referred to in clause 37 of Schedule 9.3 to the Local Government Act 1995.*
- (2) *Subject to section 26A, the Minister may by order —*
  - (a) *constitute land districts and townsites; and*
  - (b) *define and redefine the boundaries of, name, rename and cancel the names of, and, subject to this section, abolish land districts and townsites; and*
  - (c) *name, rename and cancel the name of any topographical feature, road or reserve.*
- (3) *An order made under subsection (2) may include such matters enabled to be effected under an order made under another provision of this Act as the Minister thinks fit.*

### 26A. New subdivisions, names of roads and areas in

- (1) *If a person delivers a diagram or plan of survey of a subdivision of land approved by the Planning Commission to a local government, and the proposed subdivision includes the provision of a road for use by the public, that person must also deliver to the local government the name proposed to be given to the road.*
- (2) *The local government may require the person so subdividing the land —*
  - (a) *to propose a name for the proposed road or, if a name has already been proposed, to alter that name; and*
  - (b) *to propose a name for the area the subject of the proposed subdivision, or if a name has already been proposed, to alter that name.*
- (3) *If the local government approves a name proposed under subsection (1) or (2), the local government is to forward the proposal to the Minister.*
- (4) *The Minister may —*
  - (a) *approve the proposed name; or*



- (b) *direct the local government to reconsider the proposed name, having regard to such matters as the Minister may mention in the direction; or*
- (c) *refuse to approve the proposed name.*
- (5) *A person must not —*
  - (a) *assign a name to the area or road unless the name is first approved by the Minister;*
  - (b) *alter or change a name that has been so assigned, whether initially or from time to time, to the area or road unless the Minister first approves of the alteration or change of that name.*

*Penalty: \$1 000 and a daily penalty of \$100.*

Any proposal for a name change or change to administrative boundaries must conform with Landgate's *Policies and Standards for Geographical Naming in Western Australia*.

### **Community Consultation**

Community consultation is not applicable for this report, however, will be required in the future in the event Council supports the City's role in this matter.

### **Risk Management Implications**

At this stage the City does not have a proposal for consideration which meets the Policy requirements of Landgate.

The key stakeholders, being the Community Groups, will need to establish a position for the proposal which conforms with the requirements of the Policy.

The Community Groups also need to identify a compelling driver for change which Landgate considers to be a compelling driver for change.

Without these minimum requirements being met there is a moderate risk to the City of committing to expenditure for community consultation for a proposal which will not be accepted due to not meeting the minimum requirements of the Policy.

This risk can be mitigated by supporting the Community Groups to develop a proposal which meets the requirements of the Policy.

There is a low reputational risk to Council in not supporting the Community Groups given the past demonstrated community support for the administrative boundary name change for the locality of North Coogee.

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

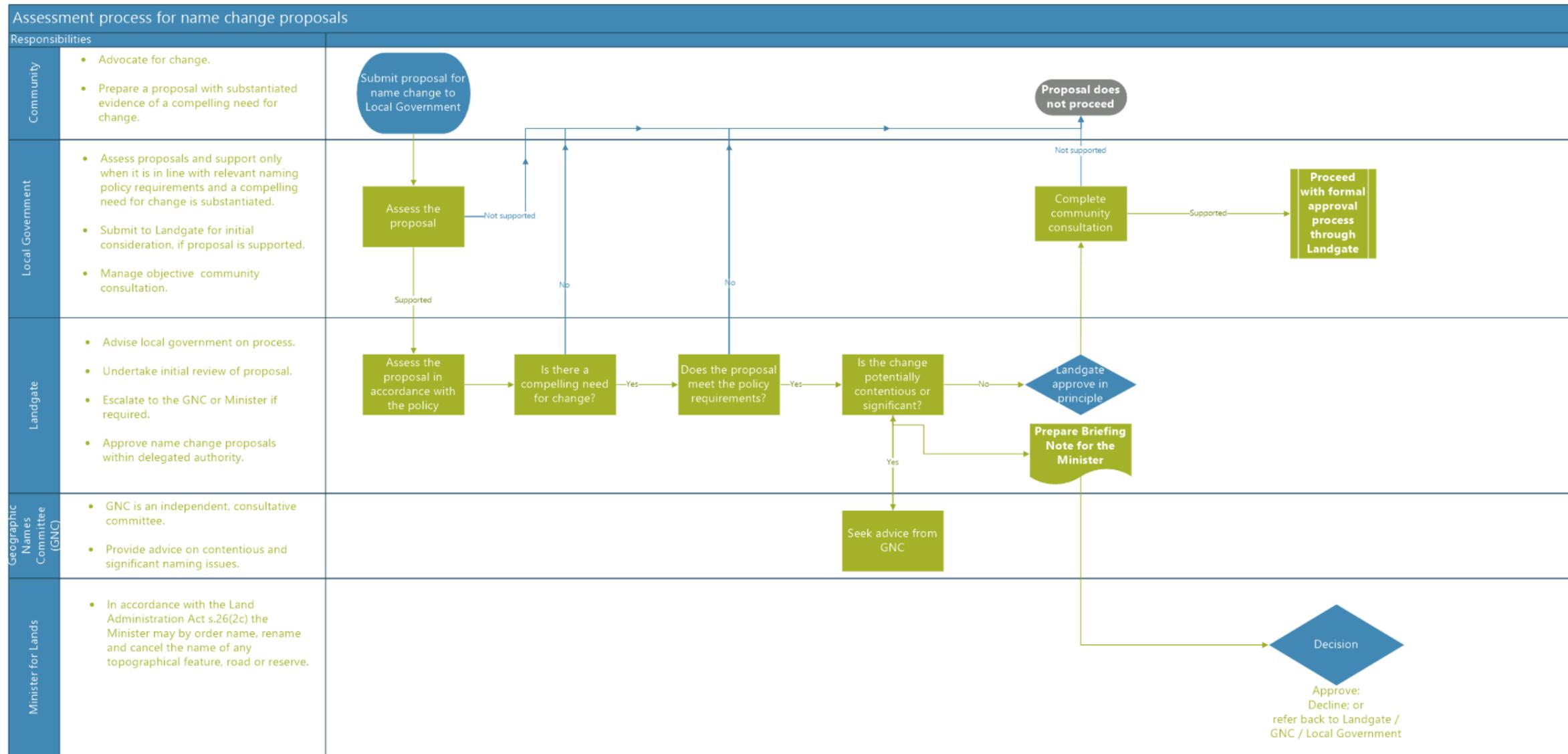
The Proponent(s) and those who lodged a submission on the proposal have been advised that this matter is to be considered at the 24 November 2022 Expenditure Review Committee.



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

Nil





**Proposal requirements**

Official names of places are intended to be enduring, particularly locality and street names which impact a property address. It takes significant time to progress the change through the many systems of both public and private service providers and poses a significant risk of confusion, particularly to essential services such as Emergency Services and Australia Post.

To progress a proposal for a name change, there must be substantiated evidence of a compelling need for change. This must include evidence of demonstrated, real life examples, not statements of claim.

Examples of a possible compelling need for change include:

- Evidence of address duplication, leading to confusion.
- Evidence that the address / name causes confusion to essential services, such as Emergency Services and Australia Post.
- Evidence of substantial and compelling historical ties with the proposed name.

Any proposed names must adhere to the Policies and Standards for the Geographical Naming in Western Australia (the policy).



**From:** [Peter Birkett](#)  
**To:** [Info - South Beach Community: "Debra Shorter"](#)  
**Subject:** Proposal to split and change the name of the locality of North Coogee to Port Coogee and South Beach  
**Attachments:** [Assessment process for name change requests.pdf](#)

---

Dear Debra & Maja,

As we discussed at our meeting in May, official names of places are intended to be enduring, and this is particularly important for locality names which are an integral component of a property address. Changes to locality names create a higher risk of confusion as the name change inevitably takes significant time to progress through the many different systems used by both public and private service providers. Name changes to both locality names and street names are not taken lightly, and under section 1.1.4 of the *Policies and Standards for Geographical Naming in Western Australia* (Policy) name change proposals must contain substantiated evidence of a compelling need for change.

At our meeting with you and the City of Cockburn (on 31 May 2022) we discussed the process and what is required to support a renaming proposal. I have attached a flowchart to provide further clarity on the process. Landgate also met with the City of Cockburn on 12 September 2022 to discuss Landgate's position and the process.

Landgate's position, in accordance with the Policy, is that there needs to be a compelling need for change demonstrated first and foremost. If a compelling need for change is demonstrated (substantiated with evidence), then the proposed name changes for North Coogee would be assessed as follows:

- The name Port Coogee would be supported.
- The name South Beach (or variations thereof) will not be supported, and an alternative compliant name would need to be considered for this area if the proposal for a name change was supported. The reasons for this are as follows:
  - direct duplication with the officially named South Beach in Fremantle, and
  - the use of cardinal indicators such as "South" which is not permitted as per Policy section 1.3.4 for new locality names.

If a compelling need for change can be substantiated, North Coogee will need to remain in its entirety until two compliant names can be identified and supported by formal community consultation.

We encourage Local Government to engage with Landgate early in the process so that names and supporting evidence can be assessed and substantiated before proceeding with formal community consultation, which can be an expensive and time-consuming process.

Following our meeting in May, Landgate has reviewed all documents and supporting evidence provided to support the proposal. Landgate's assessment is that the evidence is anecdotal with no specific references to causes of confusion that can be further investigated and validated.

- The examples provided cannot be linked to the name North Coogee as the cause of confusion.
- The evidence provided frequently refers to the physical barrier created by the old power station which dissects the locality. Whilst Landgate understands the impact of a physical barrier, this is not sufficient justification to split and change the name



- of a locality. The connection between, and issues with commuting between areas within a locality is not uncommon and are not resolved by a name change.
- Specific details of emergency services confusion (such as dates, times and location) that enable validation with the relevant emergency services provider have not been provided in the documentation. Emergency Services providers have been approached for comment and have advised there has been no dispatch issues for North Coogee. Further to this, we have been advised that using the name South Beach is likely to cause issues regarding emergency service attendance.
  - Specific details of examples of mail delivery confusion due to the name North Coogee have not been provided that enable validation with Australia Post. It is essential that if a resident is experiencing mail delivery issues, feedback is provided to Australia Post or the equivalent provider so a root cause can be investigated. Australia Post has been approached and they have advised of no mail delivery issues relating to the locality name.
  - Landgate's assessment has found that when an official North Coogee address is used, a reasonable person can locate the property using either phone or vehicle-based navigation and hard-copy maps.

Thank you for providing the documentation for assessment. In consideration of this assessment, Landgate cannot recommend approval as the proposal does not demonstrate a compelling need for change as required by the Policy, nor satisfy naming requirements.

We have attached a process diagram to provide you with clarity on the process for assessing name change proposals.

Should you wish to progress your proposal to the Minister for Lands for consideration, the requirements as shown in the process diagram will need to be met, including the provision of impartial evidence to substantiate a compelling need for change. As the proposal will affect the community adjacent to the existing South Beach, it is likely the Minister would require your submission to include evidence of consultation with this community by the City of Fremantle and a formal decision by the City of Fremantle to support the proposal. This is in addition to City of Cockburn's consultation on the proposal with its own community.

Please note I am currently on leave until 18 October. I can be available to discuss after my return, should you wish to clarify the above.

Regards,

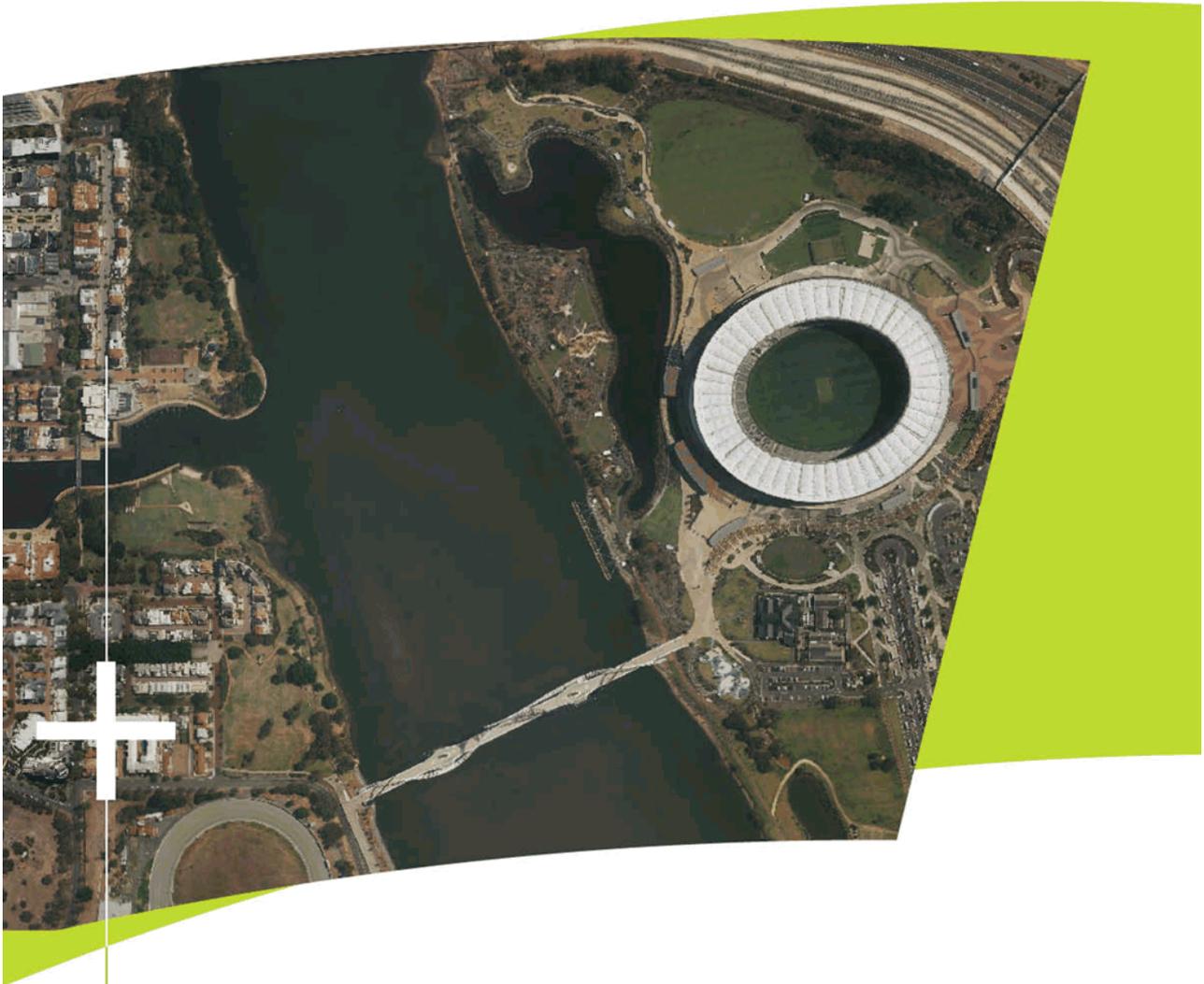
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Landgate respectfully acknowledges the traditional owners of country throughout Western Australia and pays its respects to Elders past, present and emerging.

Please consider the environment before printing this email.





# Policies and Standards for Geographical Naming in Western Australia

Version 03:2017

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



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## Section 1: General naming policies and standards

### Background

For Western Australia, features on the surface of the earth, man-made or built structures and political/administrative boundaries are considered collectively according to their form (feature class), for example, roads, localities, river, desert, forest, lake etc. Within this policy, these are referred to collectively as geographic features.

The *Policies and Standards for Geographical Naming in Western Australia* includes a number of fundamental requirements for the naming of roads, administrative boundaries, cultural and topographical features. They include legislative considerations, external policies and cultural factors to ensure a sound toponymic heritage for future generations of Western Australians.

### The benefits of naming

Geographic nomenclature or toponyms are usually the first point of reference used when referring to a spatial location and are a fundamental component of culture. They are indispensable when used as public and personal references for location description and identification for example defence, emergency service responders and postal services, addresses, navigation.

Benefits of recording and preserving geographic names are associated with the past, present and future of a community. They form an integral part of personal identity by defining where people were born, live, have lived and from where their ancestors have come from. Such names are key elements of maps and charts and their practical benefits include the intelligence relating to the location of a place.

### Why is there a need for these policies and standards?

In order to comply with relevant legislation and to provide an open and transparent naming process, policies and standards are required. This document has been developed to provide a basis on which the assignment of names to places, features, administrative boundaries and roads can be undertaken. They serve the long-term interests of the community by identifying, protecting and reflecting our culture, heritage and landscape, and apply to all nomenclature within Western Australia.

The benefits of a consistent writing system (or orthography) of geographic naming is important to a wide range of local, national and international communities who engage in:

- communications such as postal and news services
- emergency service response and natural disaster relief
- environmental management
- map and atlas production
- navigation and tourism
- property determinations and cadastre
- road maintenance and development
- statistic and census information
- trade and commerce
- urban and regional planning
- vegetation and mineral mapping.



## How do these policies and standards work?

In Western Australia the practice of officially naming features, localities and roads is covered under Section 26 and 26A of the *Land Administration Act 1997*. The legislation is supported by policies and processes which provide the necessary information for any person or group interested in the naming and the determination of extents for roads, topographical features, points of interest, administrative boundaries and localities.

The use of these standards and policies is mandatory and they have been developed through consultation with local government, government departments, emergency service responders, public service providers and the wider community.

### The information in this document has been divided into the following sections

**Section 1:** General naming policies and standards

**Section 2:** Roads

**Section 3:** Topographic features

**Section 4:** Localities

**Section 5:** Local parks and recreational reserves

**Section 6:** Administrative boundaries

**Section 7:** Appropriate use of Aboriginal and dual naming

**Section 8:** Role of the Minister for Lands, Landgate and the Geographic Names Committee

**Section 9:** A guide to consultation

Section 1 includes general information about the naming processes and details the principles and standards which apply to all naming, renaming or changing the position or boundary of a feature, locality or road. The information in Section 1: General Naming Policies and Standards must be used in combination with the various policies and procedures as outlined in the other sections of this document.

## Legislation and standards

### Land Administration Act 1997

These policies and standards are provided for under the *Land Administration Act 1997, Part 2 – General administration, Division 3 – General; 26. Constitution, etc. of land districts and townsites; 26A Names of roads and areas in new subdivisions.*

### Land Information Authority Regulations 2007

These policies and standards are also provided for under the *Land Information Authority Regulations 2007; 3 – Information prescribed as fundamental land information*

### Australian/New Zealand Standard AS/NZS 4819:2011 Rural and urban addressing

All Western Australian rural and urban address allocations are recorded by Landgate in accordance with *AS/NZS 4819:2011*. This Standard was prepared by the Street Address Working Group of the Intergovernmental Committee on Surveying and Mapping (ICSM).

### Names covered by other legislation or regulations

The naming of local government authorities and wards - *Local Government Act 1995*.

The naming of Electoral Districts - *Electoral Act 1907*.

## Requesting and processing submissions

Any person, community group, organisation, government department or local authority can request a new name or an amendment to an existing name or boundary by contacting Geographic Names within Landgate in the first instance.

Consultation with the relevant local authority is required in each case. To expedite the process, such requests should be put to the relevant local authority for their comment and/or endorsement prior to the submission being sent to Landgate for consideration.

Further information on the process of submitting naming requests can be found in Appendix 1A of this section.

### Members of the public

Members of the public are welcome to participate in the naming process. They may do so by submitting such proposals to the relevant local government or other government authority responsible for the feature, locality or road they are interested in naming/renaming or adjusting the position/boundaries of.

Further specific details of the naming proposal procedures, and the information that should be provided in such submissions, are outlined in the relevant sections of this document.

### Stakeholders

Stakeholders such as emergency service responders and other service providers may request a naming action in three ways:

- propose a name or boundary for a feature, locality or road to the responsible local government or other government authority
- alert the responsible local government or other government authority and Landgate to an issue with an existing name or boundary for a feature, locality or road and request that the matter be investigated
- assist Landgate in providing advice in the determination of whether a naming request conforms to these policies.

### Local Governments and other government authorities

Local Government and government departments/authorities responsible for the administering of land within Western Australia are required to make submissions to Landgate for any naming proposals for place names, features, administrative boundaries, localities or roads within their jurisdiction.

### Cooperation between agencies

Geographic information and the systems which use such data are ever present and of constant interest to the general public, developers, surveyors, state and commonwealth government agencies, and of particular importance to emergency service responders.

All such agencies and groups are encouraged to collaborate on naming issues when necessary. This is particularly important when naming issues extend across local government boundaries or are of great significance to the wider community.

### Minister responsible for the *Land Administration Act 1997*

The Minister for Lands (the Minister) is responsible for the *Land Administration Act 1997*. Through delegated authority, the Minister enables Landgate to review submissions and identify, capture and maintain new place names, features, administrative boundaries, localities and roads within Western Australia and formally approve these actions on the Minister's behalf.

The Minister appoints the Geographic Names Committee (GNC) to provide expert advice on submissions considered to be controversial, of state significance or those seeking special consideration due to their non-compliance with the naming policies. Further information on the role of the Minister, Landgate and the GNC can be found in Section 8: Role of the Minister for Lands, Landgate and the Geographic Names Committee.

## Western Australian Gazetteer

Landgate is responsible for maintaining the State's Gazetteer and nomenclature database which is known as GEONOMA. This information system contains official, recorded, historical and administrative names and geographical coordinates of places, localities, features, points of interest, public and private roads for all of Western Australia and its territories. Information (attributes) considered to be essential to these names such as the official spelling of the name, feature type, classification, derivation, map number, coordinates and if known, any alternative and historical names is also recorded.

GEONOMA is recognised by the Western Australian government as the primary source of truth and the official register for all approved names for topographic features, administrative boundaries and roads, including their positions and extents. Names added to or amended within GEONOMA are automatically propagated to features in other linked government systems.

### Use of official names

Names that have been formally approved by the executive officer, chairman of the GNC or the Minister are deemed to be 'official' or 'approved' names. Such names are recorded within the State Gazetteer as approved and these names must be used for all official maps and spatial data products within Western Australia.

### Gazetteer of Australia

The Gazetteer of Australia is a composite database which contains recorded geographical names within Australia. This database is maintained in cooperation with ICSM and the Permanent Committee on Place Names (PCPN). The information within this gazetteer is provided by the jurisdictions. The copyright for the information resides with the relevant state, territory or Australian jurisdiction that remains the official custodians of this information. Further information about the Australian Gazetteer can be obtained from Geoscience Australia

## Policies

### 1.1 Purpose of the geographic naming policies

The following policies must be used in conjunction with the relevant policies outlined in the other relevant sections of this document. They have been established to ensure that no confusion, errors or discrimination may be caused by the naming, renaming or boundary change process.



### 1.1.1 Retrospective application of policies

These policies are not intended to be applied retrospectively except in those instances where the application of these are considered to be in the public's best interest for the provision of essential and emergency service responders.

They do, however, set new, and reinforce existing, policies and standards for geographic naming in Western Australia. The intent of this document is to ensure that past issues and problems resulting from little or no regulation of the naming process are not repeated.

### 1.1.2 In the public interest and safety

Any new, or change to existing, names for topographic features, administrative boundaries or roads shall not risk public and operational safety, interfere with emergency service responders, or cause confusion for transport, utility, communication and mail services. Any submissions to change existing names will only be considered when the long-term benefits to the community can be shown to outweigh any private or corporate interests, or short-term effects.

### 1.1.3 Names on private land

Any topographic feature, locality or administrative boundary within a private property, retirement village, mining town or any other non-public area shall be named in accordance with these policies and standards.

It is recommended that all roads on private land are named in accordance with these policies however those that are used for addressing or accessing services must adhere to these policies for reasons of public safety.

### 1.1.4 Unnecessary name changes

Any change to an existing approved name is discouraged. As all official names are meant to be enduring, any proposals to change the name of a feature, administrative boundary or road must include evidence of a compelling reason for such a change, for example the proposal is deemed to be in the public interest for safety reasons.

The changing of a name merely to correct or re-establish historical usage shall not be considered in itself a reason to change a name.

Evidence of community consultation and feedback from all relevant agencies and jurisdictions must be included with the submission. All such requests will be required to be presented to Landgate for consideration.

If Landgate determines that the name change is unnecessary or non-essential, yet there is enough community support for the change and it is compliant with the relevant naming policies and standards, it may be approved but it shall incur a service charge.



## 1.2 Language and spelling

### 1.2.1 Australian English

Names in Western Australia shall only be adopted in a single language form, although it is acknowledged that other forms may be pre-existing and in use. All new submissions will require a single language form only and shall only be written in standard Australian English\*.

A name derived from languages other than Australian English should be written according to the considered opinion of linguistic specialists and be acceptable to the appropriate language communities concerned.

### 1.2.2 Recognition and use of Aboriginal names

The use of Aboriginal names and words for naming features, administrative boundaries and roads are a way of recognising the different enduring cultural and language groups. Names originating from an Australian Aboriginal language local to the area of the topographical feature, locality or road, must be written in a standard recognised format and their use is subject to agreement from the relevant Aboriginal communities

Named features may remain in their traditional language without translation of the generic descriptor. A descriptive term may be added to indicate the true nature of the feature.

#### Dual naming

In Western Australia, the use of dual naming is supported as a means of giving concurrent and shared recognition of two cultures. Dual names shall always consist of two distinct name parts; usually one part of Australian English and the other of Aboriginal Australian language origin. Dual names may not be applied to most administrative boundaries, infrastructure or constructed features such as roads, bridges or communication towers. They may be applied to natural topographic features, bounded areas such as state forests, national parks and crown land reserves.

Further information regarding the use of Aboriginal languages and the dual naming policy can be found in Section 7: Appropriate use of Aboriginal and dual naming.

#### Consultation

Consultation with the relevant Aboriginal communities should be undertaken prior to any public consultation on the proposed name(s). In instances when there is more than one relevant Aboriginal group, consultation with all parties must be undertaken. Further information regarding an Aboriginal consultation process is included in Section 7: Appropriate use of Aboriginal and dual naming.

### 1.2.3 Pronunciation and use

Names should be easy to pronounce, spell and write. They shall not exceed more than three (3) words including the generic for a topographical feature; three (3) words including the road type for roads; and one (1) word for localities. Names used for roads and localities should be short. All name submissions should include pronunciation.

An exception to this policy is in the use of Aboriginal words. It is accepted that whilst the traditional names may appear to be complex at first, they will over time become familiar and easier to use within the community.

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\* (Australian English is a variety of the English language and was recognised as being different from British English by 1820.)

#### 1.2.4 Spelling of geographic names

Spelling of names should conform to Australian English where possible. When determining the spelling of names, it is recognised that spelling rules that apply to other words in the English language may not apply. Although these standard spellings generally conform to rules of Australian English, they may reflect historical spellings or forms commonly used, or preferred, by the community and may therefore include what appear to be grammatically incorrect, misspelled, improperly combined, or clipped words.

#### 1.2.5 Uniformity of spelling

Names of the same origin applying to various service facilities in a community shall conform in spelling with the official name of the community. Associated features with the same specific shall also agree in form and spelling.

Associated names, such as Balgowlah and Balgowlah Heights, or names deriving from the same source such as McLaren Flat and McLaren Vale, should have the same spelling, rather than for example Girraween and Girrawheen.

#### 1.2.6 Discriminatory, derogatory and inappropriate names

Discriminatory or derogatory names are those perceived, at a given point in time, to be offensive, demeaning, or harmful to the reputation of individuals, or to social, ethnic, religious, or other groups. It is recognised that the perception of discriminatory or derogatory may vary through time and from place to place. In response to requests from the public, and on a case by case basis, Landgate will investigate the appropriate status of any existing names deemed to be discriminatory or derogatory.

All new names submitted for official use shall be recognisable words or acceptable combinations of words which must be euphonious, in good taste and are found in present-day local usage. Exceptions to this occur when a name is shown to be offensive or derogatory to a particular group, gender or religion. In such instances, Landgate will not approve the use of these names for official purposes.

Names that are composed from unnatural or inappropriate combinations of words, including combinations of words of different languages and fusions of forename and surname elements shall not be accepted.

Any request to change a currently used name on the grounds that the name is derogatory or patently offensive shall be forwarded to Landgate in the form of an official application and must include the reasons why the present name should not remain in use.

In considering a change proposal, careful consideration will be given to all relevant factors, including the extent and distribution of usage, historical context, user perceptions and intent, and lexical meanings.

### 1.2.7 Names in general use

Preference shall be given to the names with extensive usage on official maps, to names in government records and names which have been proven to be of direct historical and/or local significance. Where long-established forms on maps and in records conflict with extensive, preferred local usage, the matter shall be referred to Landgate for resolution.

Names which have geographical significance or are names of early explorers, discoverers, settlers, naturalists, surveyors etc are generally acceptable. They will be deemed appropriate where they are relevant to the history of Western Australia, its discovery by Europeans and the location in which they are to be applied.

The changing of long established place names shall not be accepted. Consideration may be given where it is necessary to avoid ambiguity or duplication.

### 1.2.8 Alternate or alternative names

An alternate or alternative name is any current or historical name or spelling for a topographic name other than its official name.

The use of such names shall not be allowed for official purposes and will be resolved by establishing one official name as outlined in these policies.

### 1.2.9 Dissemination of sensitive or secured names

There may be some instances where the details and location of a topographical feature name may need to be held back from appearing in the public domain. In these instances, Landgate will decide if it is in the state's interest to have the details of such names suppressed from public access. Examples of such instances may include the location of Aboriginal heritage sites where there may be state or national security implications or where Landgate has identified other reasons such as public safety concerns.

These names and their locations will still be registered within the State's Gazetteer, but they will be assigned the name type of 'sensitive/secured' name and will only be released to individuals, agencies or groups who make a written formal request to Landgate justifying access to such information.

## 1.3 Characteristics of geographic names

Geographic names (toponyms) originated in, and continue to be, influenced by spoken language; therefore, consideration must be given to this when adopting them into a written form. Often emphasis is placed on the written forms of names, including matters of spelling, capitalisation, word form, and writing marks, when these may have very little to do with the way names are to be spoken.

### 1.3.1 Specifics and generics

A geographical name usually includes both a specific (also known as a proper name) and a generic (an entire group or class) element. For example, Cannington (Canning – town), Israelite Bay or Lake Argyle. The generic part tells the kind of place, feature, or area to which the name refers, and the specific part uniquely identifies the particular place, feature, or area.

The specific part may consist of one or more words such as Meharry, 80 Mile and Nallah Nallah. The generic part of the name is usually a single topographic term such as brook, hill, bay, peak, or lake. If a watercourse is smaller than named 'rivers' nearby, the use of another term, such as 'brook', 'creek', or 'stream' would be more appropriate.

The binomial (two-part) form is strong, and in written usage often leads to combining words in the specific part of the name, such as Arnold Park Brook and Cairnhill Park. The names of some features can be long, especially if that specific part is a prepositional phrase: Archipelago of the Recherche, Diamond of the Desert Spring, Champ de Mars and St Alouarn Island Nature Reserve.

Some names have rare generic forms; for example, Shinbone Alley (valley), Imorogu Tabletop (hill), Devils Elbow (place name), and Rundle Patch (reef). New names shall contain the generic term appropriate to the nature of the feature. The generic term shall be recorded in English, or in an Aboriginal language appropriate to the area in which the feature is located.

In English, the generic normally follows the specific. However, 'lake', 'mount', 'cape', and 'point' may either precede or follow. 'Mount' generally precedes a personal name, as in Mount Meharry and Mount Augustus. All generics shall be recorded in full, for example, Mount not MT or Mt and Point not PT or Pt.

Occasionally a name of Aboriginal origin, when fused with the specific, has a generic term that is similar in meaning to the French or English generic of the toponym. Examples are Badjirrajirra Creek, Whingawarrena Hill and Mount Gnurdungning. Whilst names such as these are quite acceptable the use of a generic term with an Aboriginal name is not mandatory.

### 1.3.2 Names starting with 'The'

A definite article is a part of speech which is used in front of a noun. They are sometimes used in reference to certain types of topographic locations. 'The' is the only definite article used in Australian English. Some examples where one-word names required a capitalised article include, The Arrows, The Causeway, The Deadwater and De Grey.

New road and locality names shall not include the definite article 'The', for example, The Avenue, The Esplanade or The Strand.

The use or retention of the definite article 'The' will only be considered in exceptional circumstances and then only where necessary to give emphasis to a unique or outstanding topographical feature.

### 1.3.3 Use of prepositions

Prepositions shall not be used when naming topographical features, administrative boundaries or roads. Common prepositions include, 'about', 'above', 'between', 'inside', 'near', 'of', 'onto', etc.

### 1.3.4 Name extensions, destinations, suffixes or prefixes

The use of name extensions, qualifying terminology, cardinal indicators, prefixes or suffixes (for example, Upper, New, North, South, Park, Grove, Heights, Waters etc.) shall not be permitted for new road and locality names.

Suffixes for roads, localities and topographic feature names shall not be used, for example, Babakin North West Road, Dead Horse Hill West Road, Wyening West Road. The use of directional or other similar devices as suffixes to uniquely define a name can lead to confusion and unnecessary duplication and therefore will not be approved for use.

New destination-to-destination names, for example, Midland-Perth Road, shall not be permitted.

Pre-existing road names that include a hyphen in the official name shall remain and be shown with the hyphen in all usage, for example, Miling-Moora Road.

The use or retention of name extensions, cardinal indicators, prefixes or suffixes will only be considered in exceptional circumstances and then only where necessary to give emphasis to a unique or outstanding topographical feature.

### 1.3.5 Use of the words 'city', 'town' or 'shire'

The use of the words 'city', 'town' or 'shire' shall not be approved as part of a road, administrative boundary, locality or topographic feature, alone or in combination with other words unless assigned under the *Local Government Act 1995* or the *Land Administration Act 1997*.

### 1.3.6 Accepted use of capitalisation

Capitalisation is writing a word with its first letter as a capital letter (upper-case) and the remaining letters in lower case. Words considered to be a part of a proper topographic name shall be capitalised, including all the adjectives, common nouns, and the definite article.

Examples include:

Aurillia Creek Racecourse Branch  
Big Ti Tree Creek  
De La Poer Range Nature Reserve

Exceptions to the rule of capitalisation include articles and prepositions within multiple word names. When the generic part of a name is purposely omitted, the definite article preceding the specific name shall not be capitalised.

Archipelago of the Recherche  
King of the West Lake  
Pass of the Abencerrages

Proper names of topographic entities such as regions, political divisions, populated places, localities, and physical features shall be capitalised in both the singular and plural.

Beaufort Plains (Homestead)  
Badgingarra Ward, Dandaragan (local government ward boundary)  
Samson Brook Catchment Area

### 1.3.7 Possessive apostrophe

When naming roads, administrative boundaries or topographical features the possessive apostrophe shall not be used. The use of such an apostrophe in the English language denotes ownership, possession, or reflects association or affiliation to something.

In all cases of topographic features, localities and roads which have been named in the past containing an element that has historically been written with a final –'s or –s', the apostrophe is to be removed completely, for example St Georges Terrace, Gentles Corner, Keanes Point.

An apostrophe forming part of a name may be included, for example O'Connor, A'Dale, D'Orlando.

### 1.3.8 Use of hyphens and the word 'and'

The use of hyphens to connect parts of names shall not be used. However, hyphens used in administrative names, for example, City of Kalgoorlie-Boulder, Shire of Augusta Margaret River, may be used.

In all cases of topographic features and roads which have been named in the past containing an element that has historically been written with a hyphen, the hyphen as part of the name shall be retained, for example, Bee-Eater Creek, Baulu-Wah Community, Minilya-Exmouth Road.

The word 'and' is not to be used

### 1.3.9 Diacritical marks

Diacritical marks, also known as diacritics, are not used in Australian English names. In the case of names derived from languages other than English, any diacritical marks shall not be carried over to the English form, for example, Géographe Bay becomes Geographe Bay and Cape Péron is Cape Peron.

### 1.3.10 Punctuation

The following types of punctuation as used in Australian English, shall not be included as part of a geographic name: period (full stop), comma, colon, semi-colon, quotation marks, exclamation mark, question mark, ellipsis, hyphen, dash, apostrophe and parenthesis.

### 1.3.11 Symbols and logo grams

Symbols or logograms are used in written language to represent an entire word or unit of speech. Examples in English include numerals and symbols such as &, @, ☺, ♀, ♂, or © # and %.

When naming roads, administrative boundaries or topographical features symbols or logograms shall not be used.

### 1.3.12 Numbers in names

Numbers or roman numerals included as all or part of a road, administrative boundary or topographical feature name shall be written in full, for example, One Arm Point and not 1 Arm Point, Seventh Avenue and not 7<sup>th</sup> Avenue or VII Avenue.

## 1.4 Commemorative names

In the past, many topographical features and places in Western Australia were often named after living persons, an event or another place. It was common practice to bestow the names of benefactors, members of the Royal Family, international and national figures, crews of vessels, members of expeditions, survey assistants, and family members left at home, many of whom had no connection with the feature that was named after them. This practice is no longer supported.

A commemorative name applied to a locality shall only use the surname of a person posthumously.

A commemorative name applied to a road should use the surname of a person posthumously; although it is preferable that only the surname is used, consideration may be given to using the first name. For example, Alma Road in Donnybrook was approved to commemorate Alma Williams where the surname was deemed non-compliant due to overuse and duplication in the area.

Where the first name is not suitable, consideration may be given to applying both the first name and surname to the road. For example, Barry Marshall Parade was approved to commemorate Barry Marshall where both the first name and surname were deemed non-compliant due to overuse and duplication in the area of similar sounding names.

A commemorative name applied to local parks and recreational reserves may use the first name and surname of a person; although, it is preferred that only the surname is used.

### 1.4.1 New commemorative naming proposals

Landgate recognises the significance of historic commemorative naming and encourages the continued recognition of outstanding achievements, contributions to the community and significant events.

The following policies shall apply to all commemorative naming proposals:

- all commemorative name proposals shall meet the same criteria required of any other name proposal
- all commemorative naming proposals must include evidence of support by the wider community and reach beyond a single local government, person or special interest group
- a commemorative name shall not be used to commemorate victims of, or mark the location of, accidents or tragedies
- prior or current ownership of land does not confer the right or entitlement to apply a commemorative name
- the use of unofficial commemorative names in publications, or in landscape dedications or markers, is no assurance that they will be adopted into official names records
- a commemorative name shall not be considered for adoption if a well-established and acceptable name already exists for the feature.

### 1.4.2 Use of personal names

Landgate will not accept a commemorative naming proposal of a person whilst they are still alive for a road or locality.

Requests to approve names that commemorate, or that may be construed to commemorate, living persons will also not be accepted.

The approval of a name to commemorate an individual will only be considered;

- posthumously
- permission of the immediate family must be obtained. Where the person has been deceased for more than 10 years and contact with the immediate family could not be established appropriate consultation must be carried out
- based on a demonstrated record of achievement

- having had a direct and long-term association with the location and made a significant contribution to the area
- the proposal commemorating an individual with an outstanding national or international reputation has had a direct association with the area in which it is to be located
- such application is in the public interest
- there is evidence of broad community support for the proposal.

The following will not be considered as appropriate grounds for a commemorative naming request:

- current or past ownership of the land is not considered sufficient grounds
- precedence of existing names
- past or ongoing public service within all levels of government
- names will not be supported after a person who has sponsored the development of the area, or was a commercial developer.

#### **Use of nicknames, epithets or informal names**

The use of nicknames or other informal names may also be used but only in combination with the surname, for example, Snow Bennett Park. The approval of such names will be at the GNC's discretion as the preference is for only the surname to be used. The use of elongated names such as Harold 'Snow' Bennett Park will not be considered.

#### **Alternate commemorative naming options**

If a local government or community group wishes to commemorate a living person, they should consider an alternative option. Section 5: Local parks and recreational reserves, may meet their needs for commemorative naming of living people.

The local government may prefer to commemoratively name buildings and/or other community infrastructure after living people. It is however requested that the normal naming policies and standards should still be applied to avoid duplications and any possible confusion with other such facilities.

#### **1.4.3 Honouring living people by the Minister**

In rare circumstances the Minister at his or her discretion may approve a commemorative name of a living person for a road or locality, where they have attained exceptional achievements at state, national or international level, requiring special recognition.

The Minister will not approve a name:

- that could be considered offensive
- exposes the State Government to legal risk or widespread public criticism
- is connected to a religious group, political group or commercial enterprise where they are likely to cause public divisiveness.

#### **1.4.4 Use of initials**

The initials of a given name shall not to be used in any instances. For example, a feature named Smith Park is easier to identify than one named J.K. Smith Park as it could be incorrectly referred to as JK Park, K Park, Smith Park by the public.

#### **1.4.5 Titles, honorifics and post nominals**

A title is added to the beginning of someone's name to signify respect (such as the honorific of Sir, Madam etc), an official position or a professional or academic qualification.

Some titles are also hereditary. Post nominals are the letters or abbreviations often seen after someone's name signifying that the individual holds a position, office or honour.

When naming a topographic feature, administrative boundary or road after a person who has earned the honour of a title or postnominal, these shall not form part of the official name. For example, the use of Doctor, Professor, or General is not permitted as part of a name. Similarly, military, service and academic post nominals (for example QC, JP, MBE, AC) are not permitted as part of a name either.

When submitting a naming request for a person who has a relevant title, honorific or post nominal, information pertaining to the origin of the name must be submitted with the naming application and contain all relevant references to the titles or honour/s the person may hold.

#### **1.4.6 Use of animal names**

The use of animal names shall only be approved in certain circumstances. Animal names and breed names of significance to the area or state will be considered where supported by appropriate evidence.

The use of pet names will not be supported.

#### **1.4.7 Commemorating events**

When submitting a request to commemorate an event, at least five years must have elapsed since the event occurred. A commemorative name shall not be used to mark the location of accidents or tragedies.

#### **1.4.8 Use of the word 'Bicentennial'**

Requests to use 'Bicentennial' as an official name, or as part of a name, previously required the written approval from the relevant Federal Minister responsible for the *Australian Bicentennial Authority Act 1980 (Commonwealth)*. This responsibility has been removed as a result of the act being repealed by the *Statute Stocktake Bill 1999 (Commonwealth)*, however each application requesting the use of this word will be reviewed on a case by case basis to ensure it is being used decorously and in context.

#### **1.4.9 Use of the word 'Royal'**

In the past, the use of 'Royal' was only able to be used as an official name, or as part of a name, if such a proposal had been granted a Royal Charter as permitted by the sovereign on the advice of the Privy Council which advises the head of state (Commonwealth) on state, historic and other matters which fall outside the jurisdictions of Ministerial portfolios.

The administration of the use of the word 'Royal' is now overseen by the Constitutional Settlement Division of the Cabinet Office (UK) and no longer denotes the existence of a Royal Charter.

Examples of its use are Royal Perth Hospital, Royal Geographical Society and the Royal Western Australian Historical Society.

#### **1.4.10 Abbreviations**

Abbreviations shall not be accepted for any official topographical features, administrative boundaries, localities or road name nomenclature in Western Australia. The use of Mount and Point in a name shall not be abbreviated to 'Mt' or 'Pt', they are to be used in full.

The only exception to this policy is in the use of the honorific Saint which is able to be shortened to the internationally recognised abbreviation of 'St'.

For the purpose of consistency, names which begin with Mc, Mac, M' or O' must not have a space included between the Mc, Mac, M' or O' and the rest of the name.

#### 1.4.11 Defence words and acronyms

Commonwealth legislation, *Defence (prohibited words and letters) Regulations 1957*, controls the use of any word, words or groups of letters pertaining to the Naval, Military or Air Forces or a service or body of persons associated with the defence of the Commonwealth.

Any applications seeking the consent to use such words shall be made in writing to the Minister of Defence and must state the grounds upon which the application is being made. The Minister may then either give consent for or refuse the application.

All applications for the use of such a word, words or groups of letters must still be made as a part of a normal naming application to Landgate and they will only be considered if the proposed names meet all the other required naming policies.

Examples of prohibited word/s and letters are (but not limited to):

- Australian Air Force
- Australian Air Force Reserve – AAFR
- Australian Army
- Australian Defence Force – ADF
- Australian Navy
- Defence Force
- Her Majesty's Australian Ship – HMAS
- Royal Australian Air Force – RAAF
- Royal Australian Navy – RAN.

#### 1.4.12 Protection of the word Anzac

The word Anzac is a proper noun and as such the first letter is upper case and the rest of the word is lower case. ANZAC should be used where the Australian and New Zealand Army Corps as an army formation or battle grouping is being referred to, for example 'the landing of the ANZAC' or 'the ANZAC forces'. Legislation in Australia, New Zealand and the United Kingdom has been enacted to protect the word 'Anzac'.

In Australia, the Protection of Word 'Anzac' Regulations *were made in 1921 under the War Precautions Act Repeal Act 1920 to protect the word 'Anzac', and any word which resembles it, from inappropriate use.*

Under the Regulations no person may use the word 'Anzac', or any word resembling it, in connection with:

'any trade, business, calling or profession or in connexion with any entertainment or any lottery or art union or as the name or part of the name of any private residence, boat, vehicle or charitable or other institution, or any building in connexion therewith.'  
(Regulation 2 (1))

without the authority of the Federal Minister for Veterans' Affairs.

### Uses which are allowed under the regulations

While most uses of the word 'Anzac' require the authority of the Minister for Veterans' Affairs, there are a couple of uses that are excluded from this requirement under the Regulations.

These are:

- the naming of a street, road or park in which, or in the immediate vicinity of which, there is situated a public memorial relating to the war which commenced on the fourth day of August, 1914, or the war which commenced on the third day of September, 1939; (*Regulation 3 (2a)*); and
- the naming or re-naming of a street, road or park the name of which at the commencement of this regulation contained the word 'Anzac' or any word resembling the word 'Anzac'. (*Regulation 3 (2b)*).

Applications for obtaining consent for the use of the word Anzac where it does not comply with the uses as outlined above will require the Minister for Veterans Affairs' consent. Please contact the relevant Minister for advice where required.

Naming applications for use of the word 'Anzac' in any topographic road, locality or feature, name must be made as a part of the normal process to Landgate. Where the proposed name meets all other naming policies Landgate will provide guidance to the applicant in obtaining prior permission from the Minister for Veterans Affairs.

## 1.5 Naming places of state significance

The Minister at their discretion may name a place of state significance as identified by the state government.

Where a local government, or member of the public may have identified a place of state significance requiring naming, or a place that is of significance to the state, they should liaise with their local Member of Parliament before requesting Landgate to review the proposed name for suitability.

The Premier and Ministers may also refer to the Minister for Lands a name or place of state significance.

The Minister on behalf of the state government may at their discretion approve the name.

Landgate will record names of state significance that have been identified on behalf of, and endorsed by the state government for future use.

## 1.6 Government, residential and commercial names and facilities

### 1.6.1 Nomenclature governed by other statutory authorities

The names of local governments, and other legal entities as created by, or resulting from, legislation by the appropriate government shall be accepted by Landgate.

Such naming should adhere to the spelling and language form of names specifically legislated by commonwealth or state governments. Commonwealth and state government departments and agencies with statutory authority to establish such named features should consult with Landgate when considering names for new municipalities and similar legal land divisions.



Names for facilities established by postal authorities, railway companies, and major public utilities should be in keeping with the Landgate naming policies and standards. Names established for land divisions by federal, provincial, and territorial departments should also comply with Landgate naming policies and standards and shall also be accepted.

#### **Uses which are allowed under the regulations**

Where a feature is within an area in the state of Western Australia that falls under the control of the Commonwealth it shall be officially named by Landgate.

Before Landgate assigns a name to a feature under commonwealth control, it shall consult with the relevant commonwealth authority and all relevant naming policies must apply.

Under section 52(ii) of the Australian Constitution the Commonwealth is granted exclusive power over places it controls, for example airports, post offices and defence establishments. Although the Commonwealth has control, it does not have the legislative power to assign or alter official names.

### **1.6.2 Naming of government facilities**

Some names are governed by other agencies, authorities or commonwealth, state, territory or local governments. It is expected that the required naming policies will be applied to avoid unnecessary duplications and any possible confusion.

Landgate is to be notified of such naming actions so that the information is included in the State's Gazetteer and made available for use by the community, essential and emergency service responders.

### **1.6.3 Naming buildings, infrastructure and facilities**

The naming of buildings, infrastructure and facilities of significance to the community provides an opportunity to honour individuals and groups who deserve recognition in a visible and enduring way. They also present an opportunity to emphasise important landmarks, topographical features or historical events and should not be given lightly.

It is important that any new name for a building, infrastructure or facility does not conflict with existing names.

Suitable names for such features should be assessed against the following criteria:

- whether the name has geographical, historical, cultural or local significance
- if a living person is nominated, they must have contributed time, money or services to the community that were not part of their work, for at least 10 years
- named after people who have been recognised in their field of expertise at a state, national or higher level, for at least 10 years
- names shall not include persons who have been convicted of criminal offences
- family names that have already been used are not to be considered even though it refers to a different family. Consideration may be given to using the person's full name for example Joe Smith Library
- buildings, infrastructure and facilities named after a person may include an appended functional title where this would serve to clarify the location of the building or assist in identification.

Corporate names should be avoided for permanent recognition.

#### 1.6.4 Business and commercial names

Approval shall not be given to the naming of roads, administrative boundaries or topographic features after commercial businesses, trade names and not-for-profit organisations. This policy is to ensure that no commercial advantage or disadvantage arises from such naming proposals.

##### Exceptions allowed due to historical context

Exceptions may apply where the business or organisation has had a proven historic association with the area in which the proposal is located. This association with the area must be proven to have existed over a substantial period of time and is held in strong regard by the community. In such instances, all applications must outline the reasons for proposing the name and provide evidence of the business or organisation's association with the area.

The formal approval of such names will be at the GNC's discretion.

#### 1.6.5 Use of 'Limited' or 'Proprietary' in a name

The use of the words 'Limited' or 'Proprietary', or their abbreviations, either in combination with other words or alone shall not be permitted.

#### 1.6.6 Estate, promotional, neighbourhood and regional names

Estate, subdivisional or promotional (vanity) names of a subdivision or development used for the marketing of real estate shall not be accepted as a substitute for an official locality name. Such names undermine the correct use of property street addressing and create potential for confusion to emergency service responders and future residents. They shall not have any official recognition within Western Australia.

Such names shall only be used by developers in marketing documents in the early stages of a development and must be used in conjunction with the official locality name. They cannot be used without the official locality name being used (for example, Ranford Estate, Canning Vale or Brighton Estate, Butler) when advertising houses or land for sale and in general correspondence.

When such names are selected for use, they should conform to general naming policies and standards, such as avoiding duplication and only using a locality name as an estate name when the estate is actually situated within the locality of that name.

Landgate is to be informed of all such names so that they can be recorded for information purposes to assist with emergency service response coordination.

The names of existing infrastructure such as shopping precincts, schools and other facilities shall not be considered as suitable names for a locality unless they conform to the general naming policies and standards.

### 1.7 Name assignment, duplication and extents

#### 1.7.1 Names associated to a place

Names submitted for features and administrative boundaries should be relevant to the local area. Infrastructure features should where possible use the name of the locality it is situated within. If a historic 'theme' is chosen for road names, that theme must relate to the area in which the roads are to be located.

When a feature, administrative boundary or road is of greater than local significance, the name should be relevant to the wider community.

Examples of where a feature, administrative boundary or road is considered to be of greater than local significance include:

- it is located in two or more local government areas
- it is located in a significant tourist precinct
- it is proposed to be created as part of a state or federal government project
- it is a major waterway
- it is a major undersea or shoreline feature
- it has major cultural, natural or recreational landscape features
- it is linked to a significant Aboriginal feature, story or landscape.

### 1.7.2 Ensuring names are not duplicated

Names proposed for unnamed topographic features and administrative boundaries shall not be duplicated. Duplicated names are considered to be two or more names which are within the same locality, within close proximity and those which are identical or have similar spelling or pronunciation. Duplicated names may lead to confusion for the public and to emergency service responders.

Where established names are duplicated or are similar in sound or spelling (homonymous), and are likely to cause confusion, consultation with the relevant government agency, local government and, if required, the wider community shall be undertaken to achieve a differentiation between them.

#### Consideration of proposed duplicated names

This policy does not preclude the use of duplicated names with a different generic and when Landgate is satisfied that the duplication will not cause confusion. Such features shall be situated within reasonable proximity to the associated source, for example Beedelup Falls is situated on Beedelup Brook within Beedelup National Park.

#### Close proximity to existing names

Close proximity for duplication is considered to be the following:

- metropolitan and urban area, within 10km (a metropolitan area which consists of a city and its surrounding localities, for example regional urban areas such as the Cities of Albany, Bunbury, Busselton, Greater Geraldton and Kalgoorlie-Boulder. For the purpose of this policy the Perth metropolitan area extends (and includes) north from the City of Wanneroo, east to the City of Swan, City of Kalamunda, Shire of Mundaring, City of Armadale and south to the City of Mandurah.
- rural or remote area within 50km (a rural or remote area is an area located outside of cities and major towns).

#### Topographical feature names near state boundaries

If a topographical feature is situated near a state boundary, care must be taken to avoid duplication with names used in the other states or territories according to the distances prescribed above.

Locality names are to be unique within Australia. When considering assignment of locality names, applicants should refer to Section 4: Localities.

#### Locality names

There shall be no duplication of locality names within the state or nationally. Duplicated names are considered to be any existing locality or administrative boundary name which is spelt exactly or is considered to have a similar spelling or pronunciation.

### 1.7.3 Assigning extents to a feature, administrative boundary or road

When a proposal to name a feature, administrative boundary or road is being considered, the application must include maps or diagrams clearly defining the area and/or extent to which the name will apply.

At a minimum, a proposal for a feature (excluding a waterway) must include the centroid coordinates, an administrative boundary must include the full polygon extent and its relationship to the exiting cadastre and a road or waterway must include the full start and end points of its linear extent, for example the name of a road should apply from one end of the road to the other - to the points where the road finishes or intersects with other roads and the names of waterways should apply from the beginning of the watercourse to its confluence with another waterway or body.

### 1.7.4 Features which cross state and territory borders

In accordance with national naming policies, the name for any feature that crosses a state/territory boundary must be the same on both sides of that boundary. The selection of a name for such a feature shall be by agreement between Landgate and the Northern Territory and/or South Australian governments.

The primary responsibility for obtaining consensus should rest with the authority in the state or territory in which the feature was first named or that which has the largest extent within its boundaries.

### 1.7.5 Coastal and maritime features

#### Coastal waters and high water features

The naming of features which are exposed at low tide, those permanently above sea level (high water features) and seabed features which are situated within Western Australia's coastal waters, is the responsibility of the relevant statutory authority or agency.

In general terms, Landgate has the jurisdiction to name features in all areas which are three nautical miles seaward off the coast.

#### Undersea features and maritime names

When assigning or altering the name of an undersea or prominent coastal feature, Landgate shall consult with the Australian Hydrographic Service (AHS) which is responsible for the management of undersea features and maritime names.

The AHS's responsibilities encompass all aspects of researching, processing and management of:

- undersea feature names external to the coastal waters of Australia
- the limits and names of oceans and seas adjacent
- names of maritime and navigational features, and coastal, hydrographic and oceanographic features not managed by commonwealth and state place names bodies.

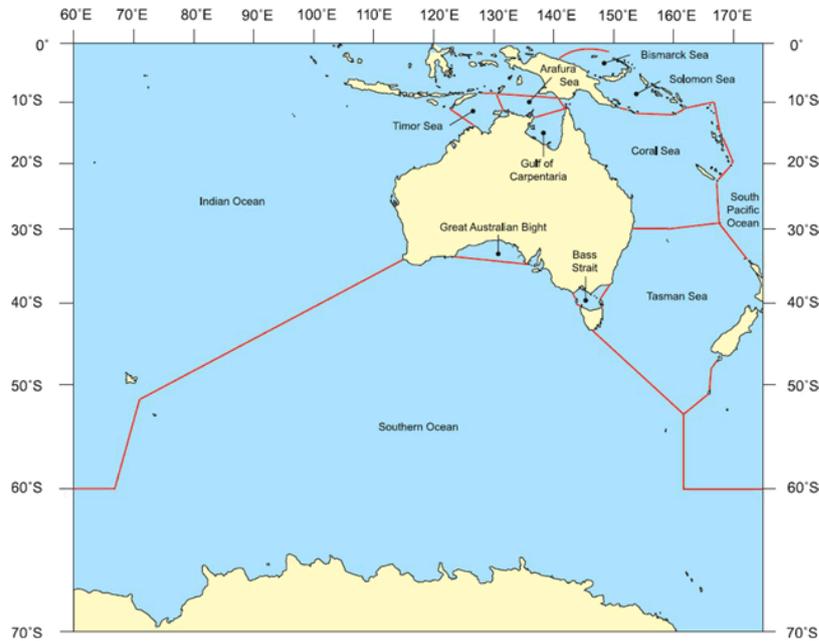
The AHS maintains the Maritime Gazetteer of Australia which comprises of names shown on Australian nautical paper charts. This gazetteer can be accessed at <http://www.hydro.gov.au/>.

#### Limits of oceans and seas

The AHS has the responsibility for maintaining and administering the limits of oceans and seas adjacent to Australia, the external territories and the Australian Antarctic Territory.



The limits are published in the International Hydrographic Organization (IHO) publication S-23 'Limits of Oceans and Seas'. S-23 is used as a technical reference document and has been determined solely for hydrographic purposes and is not to be interpreted as having any legal or political associations.



Source: *Limits of Oceans and Seas fact sheet – Australian Hydrographic Service*

## 1.8 Community consultation and lodging objections

### 1.8.1 Consulting with the community

Any proposal requesting the renaming of an approved name or any new naming proposal considered to be of significance to the immediate or extended community must include evidence of consultation with the community. Local governments must ensure that the level and form of consultation undertaken reflects the significance of the naming proposal.

This policy does not apply to the naming of new roads within subdivisions where there are currently no residents, businesses or ratepayers who will be directly affected. With the use of Aboriginal names, Section 7: Appropriate use of Aboriginal and dual naming applies.

The immediate community is defined as including residents, ratepayers and businesses within the immediate area who are directly affected by the submission.

The extended community includes residents, ratepayers and businesses surrounding the area directly affected by the proposal, any visitor groups to the area, and government or non-government organisations with an interest in the area.

Where there is a risk to public safety, Landgate may endorse naming proposals in the absence of community support if it is deemed that the proposal will reduce the risk to safety. Formal approval of the Minister will then be sought.

This further information regarding community consultation requirements and procedures can be found within Section 9: A Guide to Consultation.

### 1.8.2 Lodging and considering objections

An objection is a way for members of the community to inform the proposer of a naming application that one or more person disagrees with a naming or renaming proposal.

#### Lodging objections

Any person or organisation may lodge objections to a naming, renaming or boundary change proposal during the public consultation period administered by the relevant local government. Objections must be lodged directly with the local government within the allocated time for feedback.

#### Considering objections

Any objections received during the public consultation period must be given consideration by the local government. All objections must be included in an assessment report, stating the objection and indicating relevance to the guidelines and council's consideration/response to said objection. Consideration need only be given to those objections that relate to concerns of non-conformance to the naming. Further information to assist with public consultation and administering objections is available in Section 9: A Guide to Consultation.

## 1.9 Referenced documents

The following are referred to within this document:

- AS 1742.6-2004 Manual of uniform traffic control devices – Tourist and service signs
- AS/NZS 4819:2011 Rural and urban addressing
- *Australian Bicentennial Authority Act, 1980 (Commonwealth)*
- *Commonwealth of Australia Constitution Act (The Constitution), 1900*
- *Defence (prohibited words and letters) Regulations, 1957 (Commonwealth)*
- *Electoral Act 1907*
- Guidelines for the Consistent Use of Place Names, ICSM, April 2012 (includes Guidelines for the Use of Aboriginal and Torres Strait Islander Place Names, and Dual Naming Depiction Guidelines)
- *Land Administration Act 1997*
- *Land Information Act 2007*
- *Land Information Authority Regulations 2007*
- *Local Government Act 1995*
- *Protection of Word 'Anzac' Regulations, Statutory Rules 1921 No. 2 as amended made under the War Precautions Act Repeal Act 1920*
- *Section 52(ii) of the Australian Constitution*
- Undersea Features Names and Maritime Place Names fact sheet – Australian Hydrographic Office.



## 1.10 Definitions, terminology and acronyms – Sections 1-9

AAD	Australian Antarctic Division.
Abbreviation	A shortened form of a word or phrase. Usually consists of a letter or group of letters taken from the word or phrase. For example, the word abbreviation can itself be represented by abbr., abbrv. or abbrev.
Access point	The position along the road where the public may access an address site.
Acronym	A word formed from the initial letters or groups of letters of words in a set phrase or series of words, as ANZAC for the Australian and New Zealand Army Corps.
Address site	A site for which an address is being assigned.
AHS	Australian Hydrographic Service.
Alternative name	A name that is an alternative to another name for the same feature.
ANPS	Australian National Placenames Survey.
Apostrophe	' is used as a substitute for a missing letter or letters in a word (cannot = can't), to show the possessive case (Jane's room) and in the plural of letters, some numbers and abbreviations.
Approval	A written report enabling the adoption of road, administrative boundary or feature names on behalf of the Minister for Lands via delegated authority.
ASEPSW	Asia South East, Pacific South West Division, one of 23 linguistic/geographical divisions within UNGEGN.
Binomial	Consisting of or relating to two names or terms.
CNGA	Committee for Geographical Names in Australasia.
Colon	: is used to direct attention to matter (such as a list, an explanation, a quotation, or amplification) that follows.
Comma	, is used to indicate the separation of elements within the grammatical structure of a sentence.
Dash	– is used to indicate a break in the thought or structure of a sentence.
Definite Article	'The' is the only definite article used in English. It is used to restrict the meaning of a noun to make it refer to something that is known by both the speaker or writer and the listener or reader:
Dual name	A name that consists of two names that must be used together, usually one Aboriginal and one European.
Endonym	Name of a geographical feature in an official or well-established language occurring in that area where the feature is located.
Established Name	A geographic name that has appeared consistently in written usage and (or) has been expressed consistently in verbal usage, and that is supported by historical and (or) current written materials and (or) in folklore.
Euphonious	An agreeableness in sounds, pleasant to the ear, harmonious.
Exonym	Name used in a specific language for a geographical feature situated outside the area where that language is spoken, and differing in its form from the name used in an official or well-established language of that area where the geographical feature is located.
Formed	In relation to a road, means that it is physically constructed or prepared for passage by vehicles or pedestrians.
Gazetteer	A geographical dictionary or directory which contains important reference information about geographical features, localities and roads. Can contain information such as the location of places, dimensions of physical features, origins and derivations.
GBRMPA	Great Barrier Reef Marine Park Authority.
Generic	Relating to or descriptive of an entire group or class, general.

Geographic	Something of or relating to geography; concerning the topography of a specific region.
Geographic Feature	Natural or man-made feature on the earth. There are two types; natural geographic features and man-made geographic features.
Geographic Name	A name applied to a geographic feature; is the proper name, specific term, or expression by which a particular geographic entity is, or was, known; any relatively permanent part of the natural or manmade landscape or seascape that has a recognisable identity within a particular cultural context; may refer to any place, feature, or area on the Earth's surface, or to a related group of similar places, features, or areas.
GEONOMA	A technical database maintained by Landgate which contains the official Western Australian gazetteer and other pertinent geographical names information.
GNC	Geographic Names Committee
Guideline(s)	Information provided to assist in understanding a principle, policy, or procedure.
Historical Name	A geographic name given and used during the early history of a place or feature; the name may be either obsolete or in current use.
Historic	= 100 years
Homonymous	Having the same or corresponding sound or name.
Honorific	A title, phrase or grammatical form conveying respect.
Hyphen	- is used between parts of a word. It can be used to split a word by syllables to fit on a line of text.
ICSM	Intergovernmental Committee on Surveying and Mapping.
LGA	Local government authority.
Local Government	The third tier of government administered by states and territories. They may be referred to as shires, towns or cities.
Local Usage	A geographic name commonly and currently used for an entity, whether in verbal and (or) written form, by persons having frequent enough contact with the entity to use the name on a frequent basis.
Locality	A geographical area defining a neighbourhood or community of interest. Localities are usually rural in character though the name is interchangeable with suburb which is used to describe more urban areas.
Logogram	Is a conventional abbreviated symbol for a frequently recurring word or phrase, for example &, @, \$ or ©.
MRWA	Main Roads Western Australia
Official Name	A geographic name, and its written form and application, approved or recognized as official by the Geographic Names Committee for use throughout Western Australia. An official name is established either by policy or decision of the secretariat and/or the Geographic Names Committee.
Orthography	Specifies or defines the set of symbols (script) used in a language, and the rules about how to write these symbols. It generally refers to spelling but this is considered only part of orthography, with other elements including hyphenation, capitalization, word breaks, emphasis, and punctuation.
Parenthesis	( ) is used to amplify or explain a word, phrase, or sentence inserted in a passage.
PCPN	Permanent Committee on Place Names
Period or Full Stop	. is used to mark the end of a sentence.
Placename	Same as geographic name.
Policy	A statement of regulation(s) relating to particular toponymic circumstances; used to guide and determine present and future decisions.

Posthumous Preposition	Published or awarded after a person's death. Usually indicates the temporal, spatial or logical relationship of its object to the rest of the sentence as in the following examples; the book is on the table; the book is beneath the table. The most common prepositions are 'about' 'above' 'across' 'after' 'against' 'along' 'among' 'around' 'at' 'before' 'behind' 'below' 'beneath' 'beside' 'between' 'beyond' 'but' 'by' 'despite' 'down' 'during' 'except' 'for' 'from' 'in' 'inside' 'into' 'like' 'near' 'of' 'off' 'on' 'onto' 'out' 'outside' 'over' 'past' 'since' 'through' 'throughout' 'till' 'to' 'toward' 'under' 'underneath' 'until' 'up' 'upon' 'with' 'within' and 'without'.
Principle	An accepted or professed rule of action or conduct that applies to all toponymic conditions that fall under its scope; used to guide and determine present and future decisions.
Procedure(s)	A set of instructions outlining steps to accomplish a particular goal, such as submitting name proposals to the Geographic Names Committee; an act or a manner of proceeding in any action or process; conduct.
Quotation Marks	' ' are used chiefly to indicate the beginning and the end of a quotation in which the exact phraseology of another person, or of a text, is directly cited.
Reserve Register	A register of road name prefixes reserved by a local government for its specific future use. They are recorded within the State's Gazetteer with the feature class of RVRD.
Road	For the purpose of this document, roads are all open ways for the passage of vehicles and people and they may or may not be formed or constructed. They also include private roads that are open to public use and the delivery of services.
SCAR	Scientific Committee on Antarctic Research.
SCUFN	Sub-Committee on Undersea Feature Names.
Secretariat	An office (team) responsible for the administrative affairs of a legislative body, committee or organisation.
Semicolon	; is used to connect independent clauses indicating a closer relationship between the clauses than a period, or full stop, does.
Sequential	In a logical order, not necessarily uniformly.
Shall	Indicates that a statement is mandatory.
Should	Indicates a recommendation which may indicate a highly desirable outcome that is not mandatory only because of exceptional cases.
Specific	Explicitly set forth, definite.
State Road	A road managed by Main Roads Western Australia.
Suburb	A geographical area defining a neighbourhood or community of interest. A suburb is urban in character though the name is interchangeable with Locality which is usually used to describe a rural area.
Symbol	Is a character mark, for example ☺, ♀, ☼ or #.
Topographic	A detailed, precise description of a place or region; a graphic representation of the surface features of a place or region on a map, indicating their relative positions and elevations.
Topography	The science or practice of describing a particular place, city, town, tract of land; the accurate and detailed delineation and description of any earth feature or cultural place.
Toponymy	The scientific study of place names (toponyms), their origins, meanings, use and typology.
Unnamed Feature	A geographic entity that is not known to have had a verbal or written name.
Unofficial Name	A geographic name not formally recognised as official.

Variant Name A name or spelling, once or currently used to refer to a particular geographic entity, other than the official name.  
 Verbal Name A name used by people when referring to a place, feature, or area in their own language as commonly spoken every day.  
 Written Name A geographic name in handwritten or printed form; for example, handwritten letters, diaries, and logs or names printed in newspapers or on maps or recorded in official, digital records.

**1.11 Updating these policies and procedures**

With constant improvements and changes in the spatial information sector, it may be necessary to occasionally update these policies to ensure up-to-date standards are reflected.

Minor Policy updates should be endorsed by the GNC. Major Policy updates shall be endorsed by the GNC and approved by the Minister.

The current Policy will be published on the Landgate webpage.

**1.11.1 Update register**

Version	Date	Section	Amendment
Draft	01/09/2015	Whole Document	
Draft	20/10/2015	Whole Document	Editing
Update 0.1	14/6/2017	Foreword, Sections 1, 2 & 5	Updates to Policy endorsed by GNC; <ul style="list-style-type: none"> <li>• Reserve Name Register</li> <li>• Commemorative Naming</li> <li>• State Significant Names</li> <li>• Naming of Parks and Reserves (minor edit)</li> </ul>
Update 0.1	26/06/2017	Whole Document	Minor edits, updated to comply with Landgate Style Guide
Update 0.2	5/03/2020	Sections 1.4 & 2.3 Whole Document	Updates to Policy endorsed by GNC Editing to Australian/New Zealand Standard title
Update 0.3	11/11/2020	Forward, Section 7 and 9	Removed Forward Section 7 – Removed and replaced with Aboriginal and Dual Naming Policy Section 9 – Removed Consulting with Aboriginal Groups Appendix 3A – Missions – text updated Appendix 7B – removed reference to Section 9



## Section 2: Roads

### Introduction

For the purposes of these policies, a road is considered to be any public or private land-based thoroughfare or course navigable by vehicle or foot that can be used for assigning addresses or allowing access between points or to a feature. Examples of roads include alleyways, roads, streets, highways, fire tracks, bike paths and walking tracks.

### Using this section of the policy

Within Western Australia road naming is standardised to facilitate the application of correct address information and to ensure that a consistent approach is undertaken to benefit emergency service responders, transport and service delivery. If established policies for road naming were not applied, the provisions of emergency service responders, utilities and postal deliveries would be compromised.

In Western Australia the following shall be applied:

- all roads shall be named, including private roads which are open to public access or for the delivery of services. This includes but is not limited to:
  - major state roads, highways, motorways and freeways
  - roads within complexes such as universities, hospitals and retirement villages
  - roads within conservation reserves, state forests, water reserves and any other government administered land
  - pedestrian-only roads such as paths, trails, malls or steps
- all road naming proposals shall be submitted to Landgate for approval.

Any proposal to name, rename or extend a road shall clearly indicate the full extent of the road to which the name will apply. The extent of a road is considered to be its start and end points. This includes bends, divided carriageway sections and curves which are included between these two points.

A road name shall not be applied in a way that is ambiguous or could cause confusion for road users. The road name should be applied to a single, unobscured and unobstructed roadway that leads from point A to point B, in a clear and logical manner.

Roads are not suitable for dual naming and approval will not be given to such proposals.

### Who can officially name roads?

Under the provisions in the *Land Administration Act 1997*, the Minister for Lands (the Minister) has the authority for officially naming and unaming roads in Western Australia. Through delegated authority, Landgate acts on the Minister's behalf to undertake the administrative responsibilities, including the development of policies and procedures, required for the formal approval of road names.

### Which roads can be named?

All roads, whether they are public or private, shall be named and formally approved by Landgate.



Therefore, any land course navigable by vehicle or foot and of interest to local governments, public groups, emergency service response and public service providers must be officially named according to the policies and procedures outlined in this document.

**Note:** driveways that give access to five or fewer address sites do not need to be named if the properties are adequately addressed on the main road that provides access. Driveways on private land or common property should not be named, unless it can be shown there is a risk to public safety or the name is causing confusion in the delivery of goods and services.

### **Public roads**

A public road is any road that is opened, dedicated or declared to be a public road, whether under the *Land Administration Act 1977, Part 2 – General administration, Division 3 - General* or any other Act.

As a prerequisite to lodgement, all survey documents creating, extending or showing abutments to roads must show the correct approved road names. If no approved name exists, the new road names must be formally approved by Landgate before the survey can be lodged. To help expedite this process, the developer or their agent should be prompt in lodging a concept plan and a proposal for road names with the relevant local government. Local governments shall then propose the names to Landgate for approval.

### **Private roads and rights-of-way**

A private road is any road that is not a public road which is open to public access or for use by other services. Private roads and rights-of-way must be clearly identified and uniquely named to facilitate the application of standardised addressing to all land parcels in Western Australia.

The delivery of emergency and other services to residents and businesses are often impeded when private road names are not officially recorded. To minimise confusion, standardise address allocations and support emergency service responders, all road naming policies and addressing standards must be applied.

Private roads include but are not limited to:

- some roads or driveways to battle-axe blocks
- roads indicated on community subdivision plans
- roads in various cluster developments
- roads on private property, for example, roads in caravan parks
- other forms of 'rights of way'.

Naming a road on private land does not mean that Landgate, the secretariat, the GNC or the Minister is accepting responsibility for that road other than of ensuring its name meets the required naming policies for Western Australia.

### **Reserved road names**

Local governments may no longer request that eligible road names be reserved for future use within their boundaries. Prior existing reserved road names will automatically lapse five years from original approval, with the Reserve Register to contain no local government requested names from 1 January 2022.

Local governments are encouraged to maintain their own reserve register, using the Landgate on-line form to check for suitability.

## Road naming policies

Local governments and other authorities are to ensure that all naming submissions conform to the policies outlined in Section 1, as well as all the policies outlined in this Section.

### 2.1 Australian/New Zealand Standard AS/NZS 4819:2011 Rural and urban addressing

Except where provisions are already made in these policies, the naming of any road must conform to the provisions of [AS/NZS 4819:2011 Rural and urban addressing](#). The Standard outlines how to derive datum points and how address numbers are assigned.

#### 2.1.1 Road extents

Any proposal to name or rename a road needs to clearly indicate the extent to which the name will apply. The extent of a road is considered to be its start and end points, and the course (including bends, divided carriageway sections and curves) of the road between these two points.

#### Contiguous navigable roads

A named road shall include only one navigable section. If a road design has become obstructed, due to construction of other roads or features, and is separated to become two unconnected navigable sections of road then these road extents must be assigned separate unique road names. This is particularly important when emergency service responders cannot navigate the entire course of the road from one end to the other.

Common separations may include unbridged streams, pedestrian segments, railings etc.

The above does not apply when the separate sections are either of the following:

- two sides of the same road separated by a median strip; or
- part of a classified highway that is split by a section that is assigned a local name where it passes through a town or city.

#### 2.1.2 Laneways and short roads

The increase in urban density in new developments and urban redevelopment has resulted in many narrow short lanes and rights-of-way requiring names. Laneways shall be named if a name is required for addressing purposes or has been created as a public road by survey.

The naming of such roads is supported with a preference for use of the road type LANE and short names consisting of no more than six letters. The leg of a battle-axe lot shall not be considered a laneway.

Roads which are regarded as short, for example a small cul-de-sac or private road with five or less address sites, that are not proposed to be lengthened or will not have additional address sites needed in the future, may not need a separate name. Any address numbers required may be assigned on to the road on which it connects.

#### 2.1.3 Naming malls and pedestrian access ways

Malls and pedestrian access ways shall be named according to the current road naming policies and standards. The names shall be recorded as private road names and may be used for the allocation of street addresses if required.

If a mall or public access way is created as an official reserve and a name is required for the actual reserved area, then the name shall be recorded separately as a road name and as a topographic feature name (reserve).

## 2.2 Components of a road name

All road name submissions must conform to the policies as outlined in Section 1.

### 2.2.1 Name element requirements

Every road name should consist of a single name element followed by a road type, for example Smith Road, Jones Street etc. not Black Swan Drive, John Smith Avenue.

A single length of road shall have only one name.

Road names without a type shall not be used, for example Broadway, Causeway, The Avenue, The Boulevard, The Esplanade, The Mews, The Strand etc.

### 2.2.2 Road types

All road names shall include a road type.

The road type must be selected from the list as shown in Australian/New Zealand Standards AS/NZS 4819:2011 Rural and urban addressing – Appendix A, Road Types – Australia. A copy of this road types list has been provided in this document in Appendix 2A: Road types suitable for use in Australia.

The road type shall be chosen to convey the function and characteristics of the road as described in the 'description' field of the road type list. Road types may be chosen with the final configuration in mind, for example a road that is first constructed as a cul-de-sac may be given an open-ended street type if it can be confirmed that the road structure will be modified and eventually become a through road.

Road types shall not be used to distinguish different roads of the same or similar sounding names, for example Reed Street, Reed Crescent and Reed Way. Such roads shall be considered as duplicates and are not acceptable.

This also applies to similar sounding names such as Read Street, Rede Crescent and Reid Way.

#### Other road types suitable for use in Western Australia

In addition to the road types listed in Appendix 2A, there are exceptions where the use of an alternate road prefix or suffix may be requested.

The word 'Jalan' is used as a prefix on roads situated on the Cocos (Keeling) Islands and Christmas Island. The word 'Jalan' is a Malay word for road or street, for example, Jalan Guru and Jalan Perak.

Aboriginal words used to describe paths or tracks may also be used. For example, the word 'Banan' is used exclusively within the Kimberley area as a road type, for example Berewereng Banan and Templetonia Banan.

### 2.2.3 Unacceptable names

The official naming parameters as detailed in Section 1: Policies and Standards must be applied for all road naming submissions.

As outlined in Section 1: Policy 3.1, names starting with 'the definite article 'THE' shall not be approved for use as a road name, for example The Boardwalk, The Esplanade, The Strand are no longer acceptable road names.

The use of road types as part of a road name shall not be used for example Swan View Road, Southern Crest Road, Beachview Drive, Lakeview Avenue, View Street or Boulevard Way.

As outlined in Section 1: Policy 1.3.4, the use of prefixes and suffixes is not supported. The only exception that may be considered by Landgate is when the name is derived from a local feature of historical significance such as 'Lake Clifton Drive' or 'Mount Meharry Way'.

Destination-to-destination names, for example Harvey-Quindanning Road, are not acceptable, see Section 1: Policy 1.3.4. Where previous naming actions have allowed the use of a hyphen as part of the name, there shall be no space between the names and the hyphen, for example Quairading-York Road is acceptable, Quairading – York Road is not.

The use of numerals in a road name may cause confusion between the name of the road and an address number. Therefore it is not acceptable for a road name to include numbers/numerics, either in full alphabetised or numeric format for example neither Eight, Eighth, 8 or 8<sup>th</sup>, see Section 1: Policy 1.3.12

## 2.3 Name duplication

All road name submissions must conform to all the mandatory policies outlined in Section 1: Policy 1.6.

### 2.3.1 Existing duplicated or similar sounding names

Road names submitted for approval shall not be, regardless of road type:

- homonymous, for example similar in spelling to an existing road name
- similar in sound to an existing road name
- in the same locality as an existing road name
- in an adjoining locality
- in the same Australia Post postcode delivery area
- less than 10km from the existing duplication in the metropolitan area
- less than 50km from an existing duplication in rural areas.

These exclusions shall also apply to similar sounding or written names, and to those within similar sounding localities even if they are more than 10km away, for example Forrestfield / Forrestdale, Woodbridge / Woodridge, Fremantle / East Fremantle etc.

Road name duplication should be avoided in adjoining local governments.

## 2.4 Naming amendments

Road names are intended to be enduring. The renaming of any road is discouraged unless there are good reasons for a change of name.

Reasons that may be considered in support of a name change are:

- redesign of a road layout
- changed traffic flow
- mail delivery problems
- the misspelling of a name in the original application
- name duplication issues
- property street addressing issues.

Renaming shall be necessary when a road is made into a cul-de-sac, resulting in two or more separated sections of road. Such separations can cause difficulties for emergency service responders and the delivery of other services to the area. The renaming of a portion of separated road may also be used to solve address numbering problems.

Where a change to the name of a road is proposed, the new name selected shall conform to all the necessary naming policies and standards.

For regional roads the change of name must have broad community support, and for local roads, there must be majority support from the affected land owners and residents.

The requirements of emergency service responders for clear, unambiguous road naming shall also be a consideration.

Proposals normally require the support of local government, but the Minister is the final authority in all such matters.

Submissions for road name changes deemed to be non-essential or unnecessary shall incur a service charge.

## 2.5 Naming roundabouts and rotaries

Roundabouts and rotaries are circular intersections in which traffic travels clockwise around a central island. They are constructed to control traffic, to minimise delay by being able to accommodate large volumes of traffic movements, and to provide adequate sight distances. The primary difference between the two is that rotaries have a significantly larger diameter than roundabouts.

All entrances and exits to roundabouts and rotaries must be clearly named and labelled with adequate signage.

### 2.5.1 Roundabouts

Roundabouts are circular intersections with specific design and traffic control features. These features include yield control of all entering traffic, channelised approaches, and geometric curvature and features to induce desirable vehicle speeds. They may also include more extensive pedestrian and bicycle features.

Roundabouts shall not have names or address ranges.

### 2.5.2 Rotaries

Rotaries are characterised by a large diameter (a minimum of 40m). Unlike most roundabouts, lane changes may be required within a rotary for some movements.

Rotaries may be named however all such naming requests shall adhere to the following:



- the naming of state road rotaries shall be undertaken through consultation with MRWA
- local government is to be consulted for the naming of rotaries which are under their control
- rotary names shall be unique and not duplicated anywhere within Western Australia
- rotary names should be short and preferably of local Aboriginal origin
- rotary names shall not be named the same as any of their intersecting roads.

Rotaries shall not have address ranges.

## 2.6 State roads

Main Roads Western Australia (MRWA) is responsible for the management of all freeways, highways and main roads in Western Australia, which are collectively referred to as state roads. Management includes all ramps and rotaries associated with state roads. A list of state roads is available on the MRWA website ([www.mainroads.wa.gov.au](http://www.mainroads.wa.gov.au)).

The naming of major state roads shall conform to these naming policies and standards and shall be referred to the Minister for approval. The process for the selection of names shall include consultation with relevant state and local government agencies and should include consultation with the wider community.

The Minister for Transport has determined that, for all new major roads funded by the state government, MRWA shall consult with government before any action is initiated to identify a suitable name. Advice will then be provided on whether the government is to choose a name, or if MRWA should undertake community consultation or some other action to identify a suitable name or shortlist of names, for consideration by government. MRWA must advise Landgate of the government's chosen or endorsed name.

The official naming parameters as detailed in Section 1: Policies and Standards must be applied for all such naming actions.

## 2.7 Government managed land

All roads administered by other government agencies and authorities other than local governments, must adhere to all of the relevant Landgate naming policies.

Commonwealth, state, territory or local government authorities or agencies responsible for the management of roads or tracks on land administered by them, shall liaise with Landgate to develop practices and processes for their naming.

Because of the varied nature of roads that fall under the jurisdiction of different state government departments and authorities, Landgate prefers to establish individual naming policies and practices for each department or authority as required.

If a unique set of naming policies and practices has not been established for a relevant government department or authority, then the general Landgate policies shall apply.

## 2.8 Private, residential and commercial developments

The intention of this subsection is to outline the process for naming or renaming roads created as part of a private, residential or commercial subdivision.

It should be noted that whilst the selection of new road names within new subdivisions is usually the developer/landowner's role, endorsement from the relevant local government(s) is necessary prior to any submissions being made to Landgate.

The developer and the local government(s) should work collaboratively to develop compliant road names for the subdivision.

### **2.8.1 Roads on private property**

Private roads include (but are not limited to) any formed roads and tracks within a commercial logging site, caravan park, retirement village or closed-gate community. If the intention is for these private roads to be used for property street addressing, way finding purposes or for general public access, they must be named in accordance to these policies.

All private roads should be named and submitted for approval, especially if the road gives access to one or more properties that cannot be assigned an alternative unambiguous urban or rural address.

The irregular and ungoverned naming of roads within complexes can lead to confusion and interruption to the efficient delivery of emergency and other essential services. The official approval of road names within such complexes ensures that the details are accessible to the wider community and are included on the majority of relevant organisational and public mapping products.

### **2.8.2 Compliance**

All roads within private, residential or commercial subdivision must be named in accordance with Section 1: General policies and standards.

When plans of subdivision are lodged for registration with Landgate, an audit of the road names will be undertaken. If it can be shown that the road names on a lodged plan have not been officially approved, this will result in delays affecting the approval of lodged surveys and consequently the issuing of certificates of title.

Owners of private land and complexes should liaise with the relevant local government when developing roads on the site. Owners must ensure that road names conform to the Policies and Standards for Geographical naming in Western Australia.

## **2.9 Tourist drives / routes**

To assist the promotion of Western Australia's diverse range of landscapes, scenery and other 'special places' to overseas and eastern states visitors, state tourist and local scenic drives may be determined and named.

### **2.9.1 State tourist drives**

A state tourist drive shall be a quality route which is considered to be of state-wide significance. It should portray and link some of the state's unique natural features or exceptional scenic areas. It must provide a meaningful route for tourists to experience something 'special' and enhance a visitor's tour of the state.

It shall be a requirement that the standard of routes recognised as state tourist drives be kept at a high level. If this criterion is not adhered to, then the value of such routes will be undermined and the value of such an initiative will be diminished.



A route simply linking features such as national parks, state forests, lookouts or other built or natural features is not sufficient to justify a designation as a state tourist drive. They can be used to enhance such a route, but cannot be the sole purpose for it. Similarly, a route that links together a township's normal features and facilities would also not constitute justification for a state Tourist Drive.

### 2.9.2 Local scenic drives

If a route which does not meet the assessment criteria for a state tourist drive has been recognised as having a reasonable tourism value, then it may be recognised as a local scenic drive.

If the route does not have any tourism merit and may have a negative or misleading impact on tourists and visitors to an area, then no approval for such a route shall be given.

### 2.9.3 General assessment criteria

Tourism value shall be assessed by the following:

- the tourist drive/route must have significant tourism interest and shall offer an array of significant scenic or natural features which should be of greater interest than the general topography or sights as seen on a regular through route
- the theme and name of the route must reflect its unique characteristics and not conflict with its natural or physical surroundings or any other official feature, road or route within the state or nationally
- routes with generic names like 'Marine Tourist Drive', 'Heritage Tourist Drive' or 'Wildflower Tourist Drive' shall not be approved as they are not unique to a specific location within the state
- the tourist drive/route should not rely on attractions which are strictly seasonal or are not a permanent feature of the route, such as wildflowers
- the proposed tourist drive/route shall be endorsed by the relevant local government(s), local Visitor Centre(s), WA Tourism Commission and a majority of the local community and businesses
- be as safe as possible for motorists who may be unfamiliar with the local area
- only include sealed maintained roads and avoid any hazardous alignments or grades, or single lane roads which may not be suitable for the volume of tourist traffic that may be attracted to the route
- not follow main arterial roads such as major local government roads and national or state highways except where necessary for short distances (no more than 5kms) to maintain the continuity of the tourist drive/route
- not be located in built up areas or town centres
- avoid intersections or sections of road which may at times be relatively congested with heavy haulage or other non-tourist traffic
- be capable of leading motorists back to the main through route from which they deviated with adequate signage to assist them with continuing their journey.

Tourist information on the general area, including brochures, maps and guides should be made available from tourist centres and other outlets along the route. The route will also need to be marked on maps in roadside information bays wherever they exist.

### 2.9.4 Submission process to recognise tourist route

Applications for a route to be recognised as a state tourist drive shall be submitted to Landgate.

The application must:

- be supported with a formal resolution from the relevant local government(s)
- indicate that the proposed route is supported by the WA Tourism Commission, Regional Travel Association, local visitor centre, as well as the local community and businesses
- identify the jurisdiction(s) responsible for the erection and ongoing maintenance of direction and other related signs along the route, including the cost of removing the signs if the route fails to meet the criteria for a state tourist drive at some point in the future
- clearly describe the route on a large scale map
- describe the unique natural features or scenic attributes which exist along the route;
- list all significant natural and built attractions along the route with a brief description of each
- include a one or two word name for the route which will be suffixed with the words 'Tourist Drive'
- include a description of how the state tourist drive will be promoted and what marketing collateral will be produced.

### 2.9.5 Review of current state tourist drives and routes

State tourist drives/routes will be subject to review on a regular basis to ensure that the quality of the route has not diminished or been compromised over time. If a state tourist drive/route loses that special quality it had when first assessed and recognised then the route shall be deleted.

### 2.9.6 Identification of state scenic drives, tourist drives and routes

Local government is responsible for the establishment and maintenance of such drives and routes including the cost of road signage and its maintenance. The signage of state tourist drives is governed by Australian Standard AS1742. Part 6: Manual of uniform traffic control devices – Tourist and service signs.

Local governments will be required to obtain approval from Main Roads WA (MRWA) for the erection of any route signs which occur on highways and roads under its control.

Supplementary or any other associated Tourist Attraction and Tourist Service signs will be subject to the established approval and funding guidelines available from MRWA and respective local governments.

## Road name submission process

Landgate accepts applications for new names relating to roads, localities, administrative boundaries and topographic features. Such applications should be directed to the relevant local government for their endorsement and submission to Landgate.

General information on the process for submitting naming applications is shown at Appendix 1A.

In addition, each road name proposal shall include the following information:

- the reason for the proposal or name change
- origin of each road name and its source
- a location by local government, locality and estate name if known
- identification on a map clearly indicating extent and precise start and end points
- photographs or sketches



- any other supporting information such as historic articles, reference materials, publications etc
- where applicable, evidence of landowner, family or community support
- if the name is Aboriginal in origin, evidence of support from relevant Aboriginal Community
- if the application is for a renaming, evidence of consultation from the affected residents and property owners is required.

Please refer to Landgate's [help guide](#) on Landgate's website for assistance specific to road naming submissions.

Incomplete applications will not be progressed until all the necessary information has been provided.



## Section 3: Topographic features

### Introduction

For the purposes of these policies, a topographic feature is considered to be a unique geographical place or attribute on the surface of the earth that is easily distinguished within the landscape. Examples include a mountain, watercourse, bay, valley etc.

### Using this section of the policy

The naming of topographical features provides instantly recognisable labels to identify geographic entities. As with all naming processes, the duplication of names within an area often causes confusion and misunderstandings even though such duplications have been common within a local government area, the state or nationally in the past.

For Western Australia, features on the surface of the earth are considered collectively according to their form (feature class), for example river, desert, forest, lake etc. These are referred to as geographic or topographic features. The term topographic features for the purposes of this policy will refer to natural features only. The use of the term geographic features will refer to all natural, political and cultural entities.

This section outlines how features can be named, renamed or have their boundaries and spatial reference points determined or realigned.

### Who can officially name topographic features?

As per the provisions in the *Land Administration Act 1997*, the Minister for Lands (the Minister) has the authority for officially naming and un-naming all topographic features in Western Australia. Through delegated authority, Landgate acts on the Minister's behalf to undertake the administrative responsibilities, including the development of policies and procedures, required for the formal approval of topographic feature names.

### Which features can be named?

All topographic features may be named and formally approved by Landgate. Therefore, any land feature of interest to local governments, public groups, emergency service responders and public service providers should be officially named according to the policies and procedures outlined in this document.

### Topographic feature naming policies

Local governments and other authorities are to ensure that all naming submissions conform to the policies outlined in Section 1: General Policies and standards, as well as all the procedures outlined in this section.

#### 3.1 Components of a topographic feature name

All topographic feature name submissions must conform to the policies as outlined in Section 1: General policies and standards.

### 3.1.1 Name element requirements

A topographic feature name shall usually consist of a single name element (specific) followed by a feature class (generic), for example Nangetty Hills and not Hills Nangetty. However for topographic features, some may include the feature class (generic) before or after the name, for example lake, mount, cape and point. Each of these may either precede or follow the name. Further information regarding their appropriate use can be found in Section 1: Policy 1.3.1 of the Policies and Standards for Geographical Naming in Western Australia

In instances where the name is of Aboriginal origin, the use of a generic term with an Aboriginal name is not mandatory. Further information regarding the appropriate use of Aboriginal names and terms can be found in Section 7: Appropriate use of Aboriginal names and dual naming.

### 3.1.2 Feature classes (generics)

All topographic names shall include as part of that name a feature class or generic.

The feature class must be selected from the official list of feature classes used within Western Australia as shown in this document as Appendix 3A: Topographic feature classes suitable for use in Western Australia. The correct use of feature classes alleviates any possible confusion as to which feature the name is being applied to.

Exceptions to this only occur with the use of Aboriginal names or words which already include details of the feature class within the name.

### 3.1.3 Unacceptable names

The official naming parameters as detailed in Section 1: General policies and standards must be applied for all topographic feature naming submissions.

The use of road types as part of a feature name shall not be used, for example Street Brook or Road Hill.

The use of cardinal indicators and suffixes/prefixes which are not topographic feature specific (Mount, Lake, etc.) are not supported. Where possible unique names should be applied and the use of these terms may only be considered by Landgate when the name is derived from a historical reference indicating that the name in this form has been in use for some extended period of time.

The use of numbers in a topographic feature name may only be used as words (eight, eighth) or as numbers, such as 8 (for example 8<sup>th</sup>, 3<sup>rd</sup>, 2<sup>nd</sup> are not allowed), and only if the proposed name is derived from a historical reference indicating that the name in this form has been in use for some extended period of time. In all other cases it is not acceptable for a topographic feature name to include numbers/numerics, either in full alphabetised or numeric format, for example Section 1: Policy 1.3.12

### 3.1.4 Recommended sources for new or changes to names

The following sources are recommended when seeking a new topographic feature name or amending an existing one:

- names from Aboriginal languages formerly identified with the general area
- descriptive names appropriate to the features
- names of pioneers who were relevant to the area

- names of persons who died during war service
- names associated with historical events connected with the area.

Proposed names with significance to specific groups only (this excludes Aboriginal names) or names with no relevance to a particular area are not acceptable for approval.

### 3.2 Name duplication

Names proposed for unnamed topographic features shall not be duplicated. Duplicated names are considered to be two or more names which are identical or have similar spelling or pronunciation.

There shall be no topographic feature name duplication within a local government. All topographic feature name submissions must conform to all of the mandatory policies outlined in Section 1: Policy 1.6.

#### 3.2.1 Existing duplicated or similar sounding names

Where established names are duplicated or are similar in sound or spelling (homonymous), and are likely to cause confusion, consultation with the relevant local government and community shall be undertaken to achieve a differentiation between them.

This policy does not preclude the use of duplicated names with a different generic and when Landgate is satisfied that the duplication will not cause confusion. Such features shall be situated within reasonable proximity to the associated source, for example Beedelup Falls is situated on Beedelup Brook within Beedelup National Park.

### 3.3 Assigning named extents

All topographic feature naming submissions must clearly define the area or extent to which the name shall apply. Any decisions on a naming submission shall specify the limits of the feature to which the name officially applies.

#### Point features

Point topographic features are those which are too small to represent as lines or polygons on maps and may include pools, peaks, etc. and are associated with a single location in space.

Coordinates for the feature must be included within a naming submission.

#### Linear features

Linear topographic features are those features which have length and are able to be represented as a line, but do not have an area. Therefore these are represented by a line or set of lines (a string) on a map. They include such feature classes as watercourses, ridges, breakaways, etc.

Coordinates for the start, mid and end point of the feature to be named must be provided. Full extents clearly indicating the start and finish points of the linear feature must be included within a naming submission. The midpoint may not be strictly the mathematical midpoint, but a representative point of the feature near its middle.

Coordinates for linear features should use a high level of precision, commensurate with features' small width, not great length, to ensure that the coordinate locations are centred on, not merely near, the feature.



### Area features

Area features are defined as a topographic feature which may be represented by a defined area on a map. They include such feature classes as bays, lakes, mountain ranges etc.

Area features are most commonly captured as 'polygons' as this is the most common way of describing topographical features. Coordinates for the midpoint of the area (polygon) and a set of coordinates for its boundary must be included within a naming submission.

## 3.4 Naming amendments

Official topographic feature names are expected to be enduring. Landgate discourages any changes to official names without good reason, however each such proposal will be considered on an individual basis, and the merits of each case will be carefully evaluated.

Reasons that may be considered in support of a name change are:

- changes made to bring official usage into agreement with well-established local usage
- proposals to eliminate naming issues such as derogatory names, duplication or those previously approved on the basis of incorrect information
- proposals previously made at the request of persons or organisations (public or private) for commemorative or other reasons important to the proposer.

Where a change to the name of a topographic feature is proposed, the new name selected shall conform to all the necessary naming policies and standards.

The requirements of emergency service responders for clear, unambiguous topographic feature naming shall also be a consideration.

Proposals normally require the support of local government, but the Minister is the final authority in all such matters.

Submissions for topographic feature name changes deemed to be non-essential or unnecessary shall incur a service charge.

## 3.5 Topographical feature names crossing or near state boundaries

If a topographic feature is situated near a state boundary, care must be taken to avoid duplication with names used in the other states or territories.

If a topographical feature crosses a state or territory border, the process for the selection of a suitable name shall include consultation with relevant state and applicable local government agencies and may require consultation with the wider community.

## 3.6 Government managed land

All topographic features situated on land administered by other government agencies and authorities other than local governments, must be named in accordance with the relevant Landgate naming policies.

Commonwealth, state, territory or local government authorities or agencies responsible for the management of land administered by them, shall liaise with Landgate to develop practices and processes for the naming of topographical features within these areas.

Because of the varied nature of topographic features that fall under the jurisdiction of different state government departments and authorities, Landgate prefers to establish individual naming policies and practices for each department or authority as required.

If a unique set of naming policies and practices has not been established for a relevant government department or authority, then the general Landgate policies shall apply.

### **3.7 Private, residential and commercial developments**

The intention of this subsection is to outline the process for naming or renaming topographic features situated within a private, residential or commercial subdivision.

All topographic features situated within private, residential or commercial development areas must be named in accordance with the relevant Landgate naming policies.

The land owner/developer and the local government(s) should work collaboratively to develop compliant names for the topographic features within these areas.

#### **3.7.1 Features on private property**

All topographic features which are located on private property but accessed by the local or wider community, or are visited/used for recreational activities, should be submitted for approval.

The irregular and ungoverned naming of topographic features can lead to confusion and interruption to the efficient delivery of emergency service responders. The official approval of such topographic feature names ensures that the details are accessible to the wider community and are included on the majority of relevant organisational and public mapping products.

#### **3.7.2 Compliance**

All topographic features within private, residential or commercial subdivision must be named in accordance with Section 1: General policies and standards.

### **3.8 Topographic features of greater than local significance**

A topographic feature is considered to be of greater than local significance when it is:

- located in two or more local government areas
- located in a significant tourist precinct
- proposed to be created as part of a state or federal government project
- a major waterway
- a major undersea or shoreline feature
- a major cultural, natural or recreational landscape feature
- linked to a significant Aboriginal feature, story or landscape.

### Name submission process

Landgate accepts applications for new names relating to roads, localities, administrative boundaries and topographic features. Such applications should be directed to the relevant local government for their endorsement and submission to Landgate.

General information on the process for submitting naming applications is shown at Appendix 1A.

In addition, each topographic feature name proposal shall include the following information:

- The location of the topographic feature including coordinates latitude and longitude, decimal degrees or Map Grid of Australia (MGA) coordinates
- The 1:250 000 and 1:50 000 mapsheet names and numbers the feature(s) are situated on
- Evidence that there is no existing Aboriginal name for the feature
- If the name is Aboriginal in origin, evidence of support from relevant Aboriginal Community
- Submission of the completed worksheet which is located in this document as Appendix 3B to clearly indicate which policies in Sections 1 and 3 the proposal conforms to
- Supporting information as to why Landgate should consider naming or changing the topographic feature name(s) (if relevant, why the current name is considered to be less appropriate than the new proposed name)
- The proposed name(s), the origin/source/historical context, and any supporting evidence that may be appropriate such as maps, photographs, references or sketches
- A current map or plan correctly marked with clearly defined topographic feature extents and name(s)
- Where applicable, evidence of landowner, family or community support
- If the application is for a renaming, evidence of consultation from the immediate and/or wider community is required.

Landgate has provided a checklist at Appendix 3B to assist with submission of topographic feature naming requests. Incomplete applications will not be progressed until all the necessary information has been provided.



## Section 4: Localities

### Introduction

For the purposes of these policies, a locality is a uniquely and clearly defined administrative geographical area which may also be commonly referred to as a 'suburb' in an urban area. Every locality has officially approved boundaries and are a mandatory component of an address.

Estate names, neighbourhood names, generalised place names will not be considered as official locality names. These names will not be formally approved and have not been allocated officially defined boundaries. Such names are used for marketing purposes and to distinguish smaller areas within an official locality for this purpose only. For this reason, such names cannot be used for addressing purposes.

### Using this section of the policy

The naming of localities enables the delivery of essential and emergency service responders to all addressable land parcels within Western Australia. As with all naming processes, the duplication of names within the state (or nationally) often causes confusion and misunderstandings. Therefore, the names and future boundaries of new localities within Western Australia will follow these policies to ensure their uniqueness and their historical link to the state.

This section outlines how localities can be named, renamed or have their boundaries determined or realigned.

### Who can officially name localities?

As per the provisions in the *Land Administration Act 1997*, the Minister for Lands (the Minister) has the authority for officially naming and un-naming all locality and other administrative boundaries in Western Australia. Through delegated authority, Landgate acts on the Minister's behalf to undertake the administrative responsibilities, including the development of policies and procedures, required for the formal approval of locality names and boundaries.

### Locality naming policies

Local governments and other authorities are to ensure that all naming submissions conform to the policies outlined in Section 1: General policies and standards, as well as all the procedures outlined in this section.

Selection of a locality name must take into consideration the impact the name will have on the wider community. The selection shall recognise that locality names may bear specific provenance to the history, geography or junction of another state or territory. Investigation into this level of association must be included as part of any assessment in determining the assignment of a new locality name.



## 4.1 Components of a locality name

All locality name submissions must conform to the policies as outlined in Section 1.

### 4.1.1 Name element requirements

A locality name shall consist of a single name element (specific) and shall not include a second word to form a double-barrelled name.

### 4.1.2 Unacceptable names

The official naming parameters as detailed in Section 1: General policies and standards must be applied for all locality naming submissions.

There shall be only one official name for a locality; dual or alternative names shall not be assigned.

The use of road types as part of a locality name shall not be used, for example Glendalough Street.

No locality name shall be preceded or followed by a feature class (generic) or a cardinal indicator. The use of such is not considered an appropriate means to create a unique name. For example, East Bullsbrook, Wanneroo Brook, Mount Northam and Swan Valley North are not acceptable. Further information regarding their appropriate use can be found in Section 1: Policy 1.3.1.

The use of numerals in a locality name may cause confusion between the name of the locality and an address number. Therefore it is not acceptable for a locality name to include numbers/numerics, either in full alphabetised or numeric format, for example neither Eight, Eighth, 8 or 8<sup>th</sup>, see Section 1: Policy 1.3.12

Locality names which are not directly related to the area in which they are to be located will not be accepted.

### 4.1.3 Recommended sources for new or changes to names

Locality names are expected to be enduring and changes to names will only occur if there is a proven risk to life if the current name is retained.

The following sources are recommended when seeking a new locality name:

- names from Aboriginal languages formerly identified with the general area
- descriptive names appropriate to the features
- names of pioneers who were relevant to the area
- names of persons who died during war service
- names associated with historical events connected with the area
- flora or fauna native to the area.

Proposed names with significance to specific groups only (this excludes Aboriginal names) or names with no relevance to a particular area are not acceptable for approval.

Locality naming proposals will not succeed if:

- the proposal seeks to adopt a developer's estate/promotional name coined to endorse a development

- the proposal seeks to adopt the names used for existing infrastructure, for example schools, shopping precincts, hospitals etc
- the proposed name has no relationship to the area or is a made up name
- the proposed name is duplicated or similar in spelling or sound to an existing locality name within Australia
- petitions presented in support only represent one point-of-view
- the proposal is not supported by local government
- no broad-based community survey has been undertaken
- the proposal does not have strong local community support
- the proposal is to rename all or part of a locality after urban development occurs.

#### **Use of Aboriginal names**

In instances where the name is of Aboriginal origin, all submission must conform to the information regarding the appropriate use of names and terms which can be found in Section 7: Use of Aboriginal names and dual naming.

Any locality name derived from an Aboriginal source must be local to the area and shall be endorsed by the recognised local community. Evidence of this endorsement must be included with the naming proposal.

#### **4.1.4 Boundary delineation**

The submission for the creation of new or modification of existing locality boundaries shall only be reviewed if the following has been taken into consideration:

- all boundaries shall be clearly defined, contiguous and must not overlap another locality boundary
- boundaries shall align with road centrelines (major highways, divided carriageways and railways), cadastral information or obvious topographical features such as rivers, shorelines, creeks
- locality boundaries for corner blocks shall be the same as those for neighbouring properties accessed from the same road
- if a property is situated on a corner and the block is subdivided with one or more of the new properties accessed from a road generally defined as being addressed to a different locality, the locality boundary shall be changed to incorporate the new subdivided properties
- if a natural feature such as a waterway is to be used as the boundary for a locality, the boundary should be applied to the centreline of such a feature
- a locality shall not be defined as an island within another locality. For instance, all localities should have boundaries that run alongside two or more other localities or one other locality and a state or sea boundary
- a locality boundary should not separate any areas which are considered to be of community interest
- boundaries shall not bisect single lots or land parcels. Exceptions that may be considered by Landgate for endorsement may include large areas such as forest, lakes or national parks.

#### **4.2 Name duplication**

Names proposed for new localities shall not be duplicated or sound similar to names used within the state or nationally.



For example Girraween (NT), Girraween (NSW), Girraween (Qld) or Girrawheen (WA) or Mount Alford (Qld) and Mount Alfred (Vic). Duplicated names are considered to be any existing locality or administrative boundary name which is spelt exactly the same or is considered to have a similar spelling or pronunciation.

There is a national requirement that consultation with all other states and territories must be undertaken for all locality name proposals to ensure that the proposed name is not recorded on any reserved names list for future use within those jurisdictions. Landgate will provide assistance with such consultation on request from the local government proposing the name.

All locality name submissions must conform to all of the mandatory policies outlined in Section 1: Policy 1.6.

#### 4.2.1 Existing duplicated or similar sounding names

Whilst these policies are not expected to enact changes to precedents where established locality names are duplicated or are similar in sound or spelling (homonymous), if such names are found to have caused, or are likely to cause a risk to life and confusion in the delivery of essential services, consultation with the relevant local government and the affected community should be undertaken to have a unique and compliant name approved.

If no agreement can be met between the relevant local government and the community in the application of a new unique locality name for an area, and the Minister agrees such a change is in the community's best interests, a formal name change may still be endorsed by the Minister.

### 4.3 Assigning named extents

All locality naming submissions must clearly define the area to which the name shall apply. Any decisions on a naming submission shall specify the limits of the area to which the name officially applies.

#### 4.3.1 Locality sizes

A locality will be defined for the purposes of assisting delivery of emergency service responders or postal services. Therefore, a locality cannot be so small that it makes it difficult to distinguish from the surrounding area nor can it be so large that it confuses members of the public about where the boundaries are situated. All submissions must be able to demonstrate that proposed boundaries for a locality will make sense to local residents and businesses as well as visitors.

The requirements as to the size and number of available lots required for urban and rural localities are:

- localities within metropolitan and urban areas shall be a minimum size of 100ha, with the minimum number of lots to be 1000. The maximum size shall be 10,000ha. The ideal size for an urban locality is approximately 500ha
- localities with rural areas shall have a minimum size of 1000ha and have no maximum size. The ideal size for a rural locality is approximately 2500ha.

## 4.4 Naming and boundary amendments

The official locality names are expected to be enduring. Landgate discourages any changes to official names without good reason, however each such proposal will be considered on an individual basis and the merits of each case will be carefully evaluated.

### 4.4.1 Proposed boundary amendments

The need to amend a locality boundary will arise when there is an impediment to the efficient delivery of services to an area, the inability to assign a correct street address, further land development or as a result of the construction of a new major road.

The implementation of such changes will occur if a significant benefit to the community is identified. This includes:

- the amendment supports the requirements of the WA Police, emergency service responders and Australia Post
- the amendment alleviates difficulties by the community in gaining access to and from the area
- the benefits of the proposal to the community as a whole
- the size of the area and the proposed boundaries
- the amendment facilitates correct street addressing requirements as included in Australian/New Zealand Standard AS/NZS 4819:2011.

Submissions seeking changes for reasons of perceived status or financial benefit shall not be supported.

## 4.5 Locality names crossing local government and state boundaries

Where a locality boundary extends across two or more local government boundaries, the boundaries of the locality shall be reviewed with the intention of aligning them with the local government area.

A locality boundary shall not extend beyond the Western Australian state border.

## 4.6 Assignment of postcodes

Australia Post is responsible for the allocation of four digit numeric postcodes. These codes are allocated to geographic areas to facilitate the efficient processing and delivery of mail.

The decision to assign a new postcode or an existing postcode to a locality is based on operational efficiency. Issues that underpin this decision include the configuration of the Australia Post network, transportation connections and delivery arrangements.

Landgate shall consider Australia Post requirements when reviewing all locality boundary proposals.



## 4.7 Government managed land

All localities situated on land administered by other government agencies and authorities other than local governments, shall be named in accordance with the relevant Landgate naming policies.

Commonwealth, state, territory or local government authorities or agencies which are responsible for the management of land administered by them, shall liaise with Landgate to develop practices and processes for the naming of localities within these areas.

## 4.8 Private, residential and commercial developments

The intention of this subsection is to outline the acceptable use of official locality names in which private, residential or commercial subdivisions may exist.

Estate, commercial, subdivisional or promotional (vanity) names of a subdivision or development used for the marketing of real estate shall not be accepted as a substitute for an official locality name. Such names undermine the correct use of property street addressing and create potential for confusion to emergency service responders and future residents. They shall not have any official recognition within Western Australia.

Such names shall only be used by developers in marketing documents in the early stages of a development and must be used in conjunction with the official locality name. They cannot be used without the official locality name being used (for example, Ranford Estate, Canning Vale or Brighton Estate, Butler) when advertising houses or land for sale and in general correspondence.

When such names are used, they should conform to general naming policies and standards, such as avoiding duplication and only using a locality name as an estate name when the estate is actually situated within the locality of that name.

Landgate should be informed of all such names so that they can be recorded for information purposes to assist with emergency service response coordination.

The names of existing infrastructure such as shopping precincts, schools and other facilities shall not be considered as suitable names for a locality unless they conform to the general naming policies and standards.

### 4.8.1 Compliance

The irregular and ungoverned naming of private, residential or commercial development areas within a locality can lead to confusion and interruption to the efficient delivery of essential and emergency service responders. Therefore, developers of such areas are encouraged to select such names in accordance with Section 1: General policies and standards.

## 4.9 Review of localities

Boundaries of localities in areas that are subject to urban development and residential infill shall be reviewed regularly and amended where appropriate.



Such revisions will determine whether the boundaries continue to adequately define the existing situation of the area. If major developments create a unique area and are readily distinguishable from the surrounding landscape, or a major road infrastructure creates a division, then the creation of a new locality may be deemed necessary by Landgate.

### Name and extent submission process

Landgate accepts applications for new names relating to roads, localities, administrative boundaries and topographic features. Such applications should be directed to the relevant local government for their endorsement and submission to Landgate.

General information on the process for submitting naming applications is shown at Appendix 1A.

In addition, each locality name proposal shall include the following information:

- the location of the locality feature including coordinates latitude and longitude, decimal degrees or Map Grid of Australia (MGA) coordinates for the centroid of the locality polygon
- the 1:250 000 and 1:50 000 mapsheet names and numbers the locality is situated on
- if the name is Aboriginal in origin, evidence of support from relevant Aboriginal community
- submission of the completed worksheet which is located at in this document as Appendix 4A to clearly indicate which policies in Sections 1 and 4 the proposal conforms to
- supporting information as to why Landgate should consider naming or amending the locality name or boundary (if relevant, why the current name and/or boundary is considered to be less appropriate than the new proposed name and boundary)
- the proposed name(s), the origin/source/historical context, and any supporting evidence that may be appropriate such as maps, photographs, references or sketches
- a current map or plan correctly marked with clearly defined locality boundary extents and name(s)
- where applicable, evidence of landowner, family or community support
- if the application is for a renaming, evidence of consultation from the wider community is required.

Landgate has provided a checklist at Appendix 4A to assist with submission of locality naming requests. Incomplete applications will not be progressed until all the necessary information has been provided.



## Section 5: Local parks and recreational reserves

### Introduction

For the purposes of these policies, a local park and recreational reserve is a uniquely and clearly defined administrative geographical extent. It may be freehold or crown land parcels which have been established for public purpose, such as recreational use and/or for the protection of local habitat areas. They may include public gardens, infrastructure such as shelters, ablutions, playground equipment, barbeques or other features such as ponds, lakes, bushland and walking trails.

### Using this section of the policy

The naming of local parks and recreational reserves provides instantly recognisable labels to identify these geographic entities. As with all naming processes, the duplication of names within an area often causes confusion and misunderstandings even though such duplications have been common within a local government area, the state or nationally in the past.

This section outlines how local parks and recreational reserves can be named, renamed or have their boundaries and spatial reference points determined or realigned.

### Who can officially name local parks and recreational reserves?

As per the provisions in the *Land Administration Act 1997*, the Minister for Lands (the Minister) has the authority for officially naming and un-naming all local parks and recreational reserves in Western Australia. Through delegated authority, Landgate acts on the Minister's behalf to undertake the administrative responsibilities, including the development of policies and procedures, required for the formal approval of local parks and recreational reserve names.

### Which local parks and recreational reserves can be named?

All local parks and recreational reserves should be named and formally approved by Landgate. It is in the public interest and important for the ease of identification and dispatch of emergency service responds that local parks and recreational reserves are officially named in accordance to the policies and procedures outlined in this document.

### Local parks and recreational reserve naming policies

Local governments and other authorities are to ensure that all naming submissions conform to the policies outlined in Section 1: General policy and standards, as well as all the procedures outlined in this section.

Selection of a local park or recreational reserve name must take into consideration the impact the name will have on the wider community.

## 5.1 Components of a local park or recreational reserve name

All local park and recreational reserve naming submissions must conform to the policies as outlined in Section 1.

### 5.1.1 Name element requirements

A local park or recreational reserve name should consist of a single name element (specific) followed by a feature class (generic), for example Queenscliff Park and not Park Queenscliff. Further information regarding their appropriate use can be found in Section 1: Policy 1.3.1.

In instances where the name is of Aboriginal origin, the use of a generic term with an Aboriginal name is not mandatory. Further information regarding the appropriate use of Aboriginal names and terms can be found in Section 7: Appropriate use of Aboriginal names and dual naming.

### 5.1.2 Acceptable feature classes (generics)

All local park or recreational reserve names shall include as part of that name a feature class (or generic).

It is preferred that all local park or recreational reserves use the feature class PARK as part of the name.

The word RESERVE should only be used as part of a name if the whole of the area to be named is an official reserve as created under the *Land Administration Act 1997* and has been allocated an official reserve number. The name is to be applied to the whole extent of the reserve. It will not be applied to disconnected parcels of land; however the same name may be applied to multiple adjoining reserves.

### 5.1.3 Unacceptable names

The official naming parameters as detailed in Section 1: Policies and standards must be applied for all local park or recreational reserve naming submissions.

The use of road types as part of a local park or recreational reserve name shall not be used, for example Smith Street Park.

The use of cardinal indicators and suffixes/prefixes which are not locality specific (Mount, Lake, etc) are not supported. For example, Mount Lawley Park will only be accepted if it is to be applied to a large recreational area within the locality of Mount Lawley. Where possible the names of the adjoining roads should be applied.

The use of a unique name may only be considered by Landgate when the name is derived from a historical reference indicating that the name has been in use in the same area for some extended period of time.

The use of numbers in a topographic feature name may only be used as words (eight, eighth) or as numbers, such as 8 (for example 8<sup>th</sup>, 3<sup>rd</sup>, 2<sup>nd</sup> are not allowed), and only if the proposed name is derived from a historical reference indicating that the name in this form has been in use for some extended period of time. In all other cases it is not acceptable for a park or reserve name to include numbers/numerics, either in full alphabetised or numeric format, for example Section 1: Policy 1.3.12

### 5.1.4 Recommended sources for new names

It is expected that all new local parks or recreational reserves will be named after an adjoining road name.

If, due to duplication, an alternate name is required the following are considered suitable sources for such submissions:

- names from Aboriginal languages formerly identified with the general area
- names of pioneers who were relevant to the area
- names of persons who died during war service
- names associated with historical events connected with the immediate area.

Proposed names with significance to specific groups only (this excludes Aboriginal names) or names with no relevance to a particular area are not acceptable for approval.

Local park or recreational reserve naming or renaming proposals will not be approved if:

- the proposal seeks to adopt a developer's estate/promotional name coined to endorse a development
- the proposal seeks to adopt the names used for existing infrastructure, for example schools, shopping precincts, hospitals etc
- the proposed name has no relationship to the area or is a made-up name
- petitions presented in support only represent one point-of-view
- the proposal is not supported by local government
- no broad-based community survey has been undertaken for a renaming
- the renaming proposal does not have strong local community support
- the proposal is to rename all or part of a local park or recreational reserve after urban development occurs.

#### Use of Aboriginal names

In instances where the name is of Aboriginal origin, the submission must conform to the information regarding the appropriate use of Aboriginal names and terms which can be found in Section 7: Appropriate use of Aboriginal names and dual naming.

Any local park or recreational reserve name derived from an Aboriginal source must be local to the area and shall be endorsed by the recognised local community. Evidence of this endorsement must be included with the naming proposal.

### 5.1.5 Boundary delineation

The submission for the creation of a new, or modification of an existing, local park or recreational reserve shall only be reviewed if the following has been taken into consideration:

- all boundaries shall be clearly defined
- must not overlap another cadastral parcel boundary
- must be contiguous
- boundaries shall align with cadastral information.

## 5.2 Name duplication

Names proposed for new local parks or recreational reserves shall not be duplicated or sound similar to names used within the state. Duplicated names are considered to be any existing local park or recreational reserve name which is spelt exactly the same or is considered to have a similar spelling or pronunciation.

All local park or recreational reserve name submissions must conform to all of the mandatory policies outlined in Section 1: Policy 1.6.

### 5.2.1 Existing duplicated or similar sounding names

Whilst these policies are not expected to enact changes to precedents where established local park or recreational reserves names are duplicated, or are similar in sound or spelling (homonymous), if such names are found to have caused, or are likely to cause, a risk to life and confusion in the delivery of essential services, consultation with the relevant local government and the affected community should be undertaken to have a unique and compliant name approved.

If no agreement can be reached between the relevant local government and the community in the application of a new unique local park or recreational reserve name for an area, and the Minister agrees such a change is in the community's best interests, a formal name change may still be endorsed by the Minister.

This policy does not preclude the use of duplicated names with a different generic and when Landgate is satisfied that the duplication will not cause confusion. Such features shall be situated within reasonable proximity to the associated source, for example Beedelup Falls is situated on Beedelup Brook within Beedelup National Park.

Local park or recreational reserve naming submissions requesting names other than the adjacent road name, will not be accepted if the suggested name exists as a road name within 10km of the proposed local park or recreational reserve or within the same local government area.

## 5.3 Assigning named extents

All local park or recreational reserve naming submissions must clearly define the area or extent to which the name shall apply. The same name shall only be applied to contiguous land parcels and will not be applied to unconnected land parcels.

Any decisions on a naming submission shall specify the limits of the feature to which the name officially applies.

### 5.3.1 Local park or recreational reserve sizes

There is no minimum or maximum size requirement for a named local park or recreational reserve. However, the names shall not bisect a lot and shall only apply to whole cadastral land parcels. They may be applied to more than one land parcel.

### 5.3.2 Naming of pavilions and other structures

Components of local parks or recreational reserves, for example pavilions, and other structures etc may be named in honour of living community members who have contributed towards the establishment of the particular feature or towards the community in general.

The formal approval of such components is not required when the local park or recreational reserve has already been named as a whole. However the names shall conform to these naming policies and standards to ensure there is no duplication of names elsewhere within Western Australia. This assists in the provision of early responses from emergency service responders if the need should arise.

Landgate shall be informed of the names of such structures and facilities to ensure that the name, origin and position are recorded and available for inclusion on maps and for the unhindered provision of emergency service responders and essential services.

#### **5.4 Naming amendments**

Official local park or recreational reserve names are expected to be enduring. Landgate discourages any changes to official names without good reason, however such proposals will be considered on an individual basis, and the merits of each case will be carefully evaluated.

Reasons that may be considered in support of a name change are:

- changes made to bring official usage into agreement with well-established local usage
- proposals to eliminate naming issues such as derogatory names, duplication or those previously approved on the basis of incorrect information
- proposals previously made at the request of persons or organisations (public or private) for commemorative or other reasons important to the proposer.

Where a change to the name of a local park or recreational reserve is proposed, clear justification outlining sufficient reasons for consideration is required. As names are meant to be enduring, the current name has already been in use within the public domain. The proposed new name selected shall conform to all the necessary naming policies and standards.

The requirements of emergency service responders for clear unambiguous local park or recreational reserve naming shall also be a consideration.

Proposals normally require the support of local government, but the Minister is the final authority in all such matters.

Submissions for local park or recreational reserve name changes deemed to be non-essential or unnecessary shall incur a service charge.

#### **5.5 Local park or recreational reserves near state boundaries**

If a local park or recreational reserve is situated near a state boundary, care must be taken to avoid duplication with names used in the other states or territories.

No local park or recreational reserve may cross a state or territory border.

#### **5.6 Government managed land**

All local parks or recreational reserves situated on land administered by other government agencies and authorities other than local government must be named in accordance with the relevant Landgate naming policies.



Commonwealth, state, territory or local government authorities or agencies which are responsible for the management of land administered by them, shall liaise with Landgate to develop practices and processes for the naming of local park or recreational reserves within these areas.

## 5.7 Private, residential and commercial developments

The intention of this subsection is to outline the process for naming or renaming local parks or recreational reserves situated within a private, residential or commercial subdivision.

All local parks or recreational reserves situated within private, residential or commercial development areas must be named in accordance with the relevant Landgate naming policies.

The land owner/developer and the local government should work collaboratively to develop compliant names for local parks or recreational reserves within these areas.

### 5.7.1 Compliance

All local parks or recreational reserves within private, residential or commercial subdivisions must be named in accordance with Section 1: General policies and standards.

## 5.8 Local park or recreational reserve of greater than local significance

A local park or recreational reserve is considered to be of greater than local significance when it is:

- located in two or more local government areas
- located in a significant tourist precinct
- proposed to be created as part of a state or federal government project
- a major cultural, natural or recreational landscape feature
- linked to a significant Aboriginal feature, story or landscape.

### Name submission process

Landgate accepts applications for new names relating to roads, localities, administrative boundaries and topographic features. Such applications should be directed to the relevant local government for its endorsement and submission to Landgate.

General information on the process for submitting naming applications is shown at Appendix 1A.

In addition, each name proposal for a local park or recreational reserve shall include the following information:

- The location of the local park or recreational reserve including coordinates latitude and longitude, decimal degrees or Map Grid of Australia (MGA) coordinates for the centroid of the park/reserve polygon
- The 1:250 000 and 1:50 000 mapsheet names and numbers the park/reserve is situated on
- If the name is Aboriginal in origin, evidence of support from relevant Aboriginal Community



- Submission of the completed worksheet which is located at in this document as Appendix 5A to clearly indicate which policies in Sections 1 and 5 the proposal conforms to
- Supporting information as to why Landgate should consider naming or changing the local park or recreational reserve name(s) (if relevant, why the current name is considered to be less appropriate than the new proposed name)
- The proposed name(s), the origin/source/historical context, and any supporting evidence that may be appropriate such as maps, photographs, references or sketches
- A current map or plan correctly marked with clearly defined local park or recreational reserve extents and name(s)
- Where applicable, evidence of landowner, family or community support
- If the application is for a renaming, evidence of consultation from the immediate and/or wider community is required.

Landgate has provided a checklist at Appendix 5A to assist with submission of naming requests for local parks and recreational reserves. Incomplete applications will not be progressed until all the necessary information has been provided.

## Section 6: Administrative boundaries

### Introduction

For the purposes of these policies, administrative boundaries are uniquely and clearly defined administrative geographical boundaries. Examples include electoral boundaries, local government boundaries, land divisions, port authorities etc.

Administrative boundaries are legally documented and attributed boundaries used to define the rights, responsibilities and interests on the land. These areas are recognised by governments or other organisations for administrative purposes. Landgate records and administers state and local government administrative boundaries only.

### Using this section of the policy

The naming of administrative boundaries provides instantly recognisable labels to identify administrative geographic entities. As with all naming processes, the duplication of names within the state often causes confusion and misunderstandings even though such duplications have been common within a local government area, the state or nationally in the past.

This section outlines how administrative boundaries can be named, renamed or have boundaries determined or realigned.

### Who can officially name administrative boundaries?

As per the provisions in the *Land Administration Act 1997*, the Minister for Lands (the Minister) has the authority for officially name and un-name all administrative boundaries in Western Australia which are not legally named under other state legislation. Through delegated authority, Landgate acts on the Minister's behalf to undertake the administrative responsibilities, including the development of policies and procedures, required for the formal approval of administrative boundary names.

### Administrative boundary naming policies

Local governments and other government authorities are to ensure that all naming submissions conform to the policies outlined in Section 1, as well as all the procedures outlined in this section.

Selection of administrative boundary names must take into consideration the impact the name will have on the wider community. The selection shall recognise that such names may bear specific provenance to the history, geography or junction of another state or territory. Investigation into this level of association must be included as part of any assessment in determining the assignment of a new administrative boundary name.

#### 6.1 Components of an administrative boundary name

All administrative boundary name submissions must conform to the policies as outlined in Section 1.



### 6.1.1 Name element requirements

Where possible an administrative boundary name should consist of a single name element (specific) and not include a second word to form a double-barrelled name.

### 6.1.2 Feature classes (generics)

All administrative boundaries shall include as part of that name a feature class or generic.

The feature class must be selected from the official list of feature classes used within Western Australia as shown in this document as Appendix 6A: Administrative Boundary Feature types suitable for use in Western Australia. The correct use of feature classes alleviates any possible confusion as to which feature the name is being applied to.

Exceptions to this only occur with the use of Aboriginal names or words which already include details of the feature class within the name.

### 6.1.3 Unacceptable names

The official naming parameters as detailed in Section 1: Policies and standards must be applied for all administrative boundary naming submissions.

There shall be only one official name for an administrative boundary; dual or alternative names shall not be assigned.

The use of road types or feature classes as part of an administrative boundary name shall not be used.

No administrative boundary name shall be preceded or followed by a feature class (generic) or a cardinal indicator. The use of such is not considered an appropriate means to create a unique name. For example, East Bullsbrook Ward, South Wanneroo Water Catchment Area, Swan North Legislative Assembly District are not acceptable. Further information regarding appropriate use can be found in Section 1: Policy 1.3.1.

The use of numerals in an administrative boundary name may cause confusion between the name of the administrative boundary and an address number. Therefore, it is not acceptable for an administrative boundary name to include numbers/numerics, either in full alphabetised or numeric formal, for example. neither Eight, Eighth, 8 or 8<sup>th</sup>, see Section 1: Policy 1.3.12

Administrative boundary names which are not directly related to the area in which they are to be located will not be accepted.

### 6.1.4 Recommended sources for new names or changes to names

Administrative boundary names are expected to be enduring and changes to names will only occur if there is a proven risk to life if the current name is retained or if the form and purpose of the boundary has been changed.

The following sources are recommended when seeking a new administrative boundary name:

- names from Aboriginal languages formerly identified with the general area
- descriptive names appropriate to the features
- names of pioneers who were relevant to the area



- names of persons who died during war service
- names associated with historical events connected with the area
- flora or fauna native to the area.

Proposed names with significance to specific groups only (this excludes Aboriginal names) or names with no relevance to a particular area are not acceptable for approval.

Administrative boundary naming proposals will not be approved if:

- the proposal seeks to adopt a commercial or developer's estate/promotional name coined to endorse a development
- the proposal seeks to adopt the names used for existing infrastructure, for example schools, shopping precincts, hospitals etc.
- the proposed name has no relationship to the area or is a made-up name
- the proposed name is duplicated or similar in spelling or sound to an existing administrative boundary name within Australia
- petitions presented in support only represent one point of view
- no broad-based community survey has been undertaken
- the proposal does not have strong local community support.

#### **Use of Aboriginal names**

In instances where the name is of Aboriginal origin, the submission must conform to the information regarding the appropriate use of names and terms which can be found in Section 7: Appropriate use of Aboriginal names and dual naming.

Any administrative boundary name derived from an Aboriginal source must be local to the area and shall be endorsed by the recognised local community. Evidence of this endorsement must be included with the naming proposal.

#### **6.1.5 Boundary delineation**

The submission for the creation of new, or modification of existing, administrative boundaries shall only be reviewed if the following has been taken into consideration:

- all boundaries shall be clearly defined, contiguous and must not overlap another administrative boundary of the same function
- boundaries shall align with road centrelines (major highways, divided carriageways and railways), cadastral information or obvious topographical features such as rivers, shorelines, creeks
- if a natural feature such as a waterway is to be used as the boundary for an administrative boundary, the boundary should be applied to the centreline of such a feature
- an administrative boundary shall not be defined as an island within another administrative boundary of the same function
- boundaries shall not bisect single lots or land parcels. Exceptions that may be considered by Landgate for endorsement may include large areas such as forests, lakes or national parks.



## 6.2 Name duplication

Names proposed for unnamed administrative boundaries shall not be duplicated. Duplicated names are considered to be two or more names which are within close proximity and those which are identical or have similar spelling or pronunciation.

There shall be no administrative boundary name duplication within the state regardless of function. All administrative boundary name submissions must conform to all of the mandatory policies outlined in Section 1: Policy 1.6.

### 6.2.1 Existing duplicated or similar sounding names

Whilst these policies are not expected to enact changes to precedents where established administrative boundary names are duplicated or are similar in sound or spelling (homonymous), if such names are found to have caused, or are likely to cause, a risk to life and confusion in the delivery of essential services, consultation with the relevant managing jurisdiction (commonwealth or state government agency) and the affected community should be undertaken to have a unique and compliant name approved.

If no agreement can be met between the relevant managing jurisdiction and the community in the application of a new unique administrative boundary name for an area, and the Minister agrees such a change is in the community's best interests, a formal name change may still be endorsed by the Minister.

## 6.3 Assigning named extents

All administrative boundary naming submissions must clearly define the area to which the name shall apply. Any decisions on a naming submission shall specify the limits of the area to which the name officially applies.

### 6.3.1 Administrative boundary sizes

There is no minimum or maximum size requirement for a named administrative boundary. However, the names shall not bisect a lot and shall only apply to whole cadastral land parcels. They may be applied to more than one land parcel.

## 6.4 Naming and boundary amendments

Official administrative boundary names are expected to be enduring. Landgate discourages any changes to official names without good reason, however such proposals will be considered on an individual basis, and the merits of each case will be carefully evaluated.

### 6.4.1 Proposed boundary amendments

The need to amend an administrative boundary will arise when there is a change to the function of the boundary or needs of the managing jurisdiction.

The implementation of such changes will occur if a significant benefit to the community is identified.

Submissions seeking changes for reasons of perceived status or financial benefit shall not be supported.



## 6.5 Local government and state boundaries

If an administrative boundary is situated near a state boundary, care must be taken to avoid duplication with names used in the other states or territories.

An administrative boundary shall not extend beyond the Western Australian state border.

An administrative boundary may extend across multiple local government boundaries.

## 6.6 Government managed land

All administrative boundaries situated across land administered by other government agencies and authorities other than local governments, shall be named in accordance with the relevant Landgate naming policies.

Commonwealth, state, territory or local government authorities or agencies responsible for the management of land administered by them, shall liaise with Landgate to develop practices and processes for the naming of administrative boundaries within these areas.

Because of the varied nature of administrative boundaries that fall under the jurisdiction of different state government departments and authorities, Landgate prefers to establish individual naming policies and practices for each department or authority as required.

If a unique set of naming policies and practices has not been established for a relevant government department or authority, then the general Landgate policies shall apply.

## 6.7 Private, residential and commercial developments

An administrative boundary shall extend across any private, residential and commercial development as required and as prescribed in relevant legislation.

The names of existing infrastructure such as shopping precincts, schools and other facilities shall not be considered as suitable names for an administrative boundary unless they conform to the general naming policies and standards.

## Name and extent submission process

Landgate accepts applications for new names relating to roads, localities, administrative boundaries and topographic features. Such applications should be directed to the relevant local government or government agencies for their endorsement and submission to Landgate.

General information on the process for submitting naming applications is shown at Appendix 1A.

In addition, all administrative boundary naming proposals should include:

- the location of the administrative boundary including coordinates latitude and longitude, decimal degrees or Map Grid of Australia (MGA) coordinates
- the 1:250 000 and 1:50 000 mapsheet names and numbers the administrative boundary is situated on
- if the name is Aboriginal in origin, evidence of support from relevant Aboriginal



community

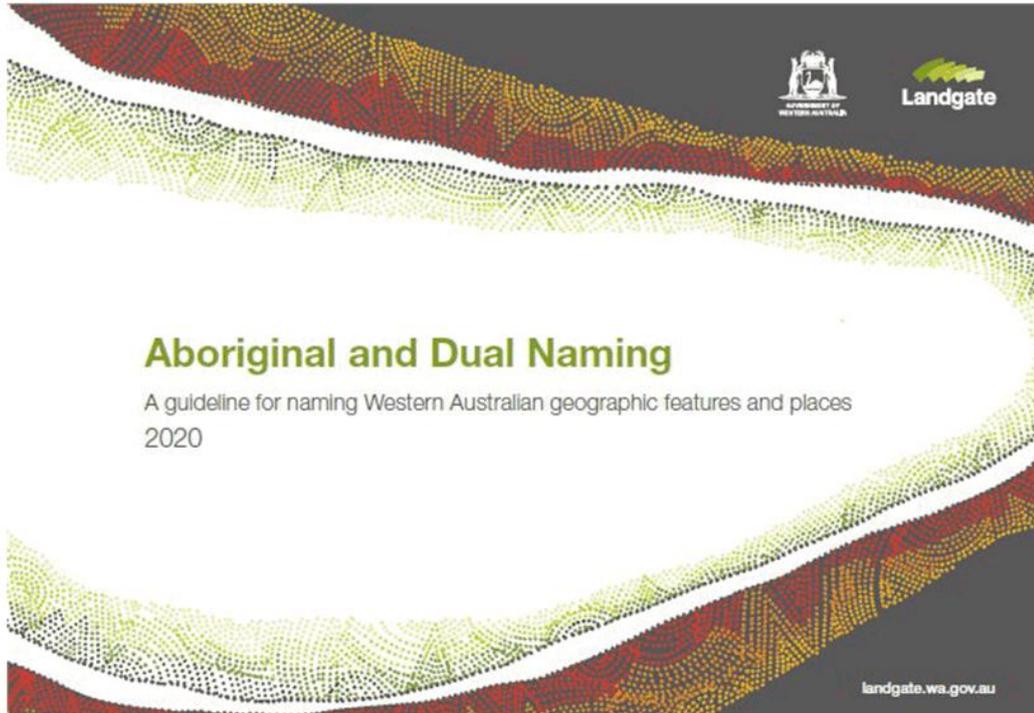
- submission of the completed worksheet which is located at in this document as Appendix 6B to clearly indicate which policies in Sections 1 and 6 the proposal conforms to
- supporting information as to why Landgate should consider naming or changing the administrative boundary name(s) (if relevant, why the current name is considered to be less appropriate than the new proposed name)
- the proposed name(s), the origin/source/historical context, and any supporting evidence that may be appropriate such as maps, photographs, references or sketches
- a current map or plan correctly marked with clearly defined administrative boundary extents and name(s)
- if the application is for a renaming, evidence of consultation from the immediate and/or wider community is required.

Landgate has provided a checklist at Appendix 6B to assist with submission of administrative boundary naming requests. Incomplete applications will not be progressed until all the necessary information has been provided.



## Section 7: Appropriate use of Aboriginal names and dual naming

The *Aboriginal and Dual Naming Guidelines* are published separately on the Landgate webpage [here](#).



## Section 8: Role of the Minister for Lands, Landgate and the Geographic Names Committee

### Introduction

The purpose of this section of the policy is to clearly explain the roles and responsibilities of the Minister for Lands (the Minister), Landgate and the Geographic Names Committee (GNC).

### Using this section of the policy

This section is to provide a clear understanding to government agencies, developers, local government, community interest groups and the general public about the roles and responsibilities of the Minister, Landgate and the GNC in the formal approval of roads, administrative boundaries and topographic features within Western Australia.

### The Minister for Lands' role and responsibilities

As part of the Lands portfolio, the Minister, as per the provisions in the *Land Administration Act 1997*, has the authority for officially approving all road, feature and administrative boundary names in Western Australia. The Minister also has the authority to un-name.

### Landgate and the delegation of authority

Landgate is a statutory authority which is managed by a board. This Board of Management is accountable to the Minister for the delivery of Landgate related products and services.

Within Landgate, there are a number of roles responsible for designated functions under the *Land Information Authority Regulations, 2007* and the *Land Administration Act, 1997*, including the Commissioner of Titles, Registrar of Titles, Valuer-General, Surveyor General and the Geographic Names Committee and Secretariat.

Through delegated authority, under the *Land Administration Act, 1997*, Landgate acts on the Minister's behalf to undertake the administrative responsibilities required for the formal approval of naming submissions, including the development of policies and procedures.

#### **GNC executive officer and the secretariat**

The GNC is served by an executive officer and a secretariat, both of which are provided by Landgate. The executive officer assists the chairman in the planning and conducting of the GNC meetings and implementation of Committee resolutions. It is also the executive officer's role to represent Western Australia on national consultative committees which meet to focus on issues of common interest to all states and territories and to develop national guidelines for a more unified approach to nomenclature in Australia.

Standard naming operations are managed by the executive officer and the secretariat (the Geographic Names Team) as provided by Landgate. This office is responsible for managing the nomenclature needs of the community, local government, real estate, mapping industries etc., for topographical features, administrative boundaries, localities and roads.

The secretariat is also responsible for the maintenance of the state's gazetteer and nomenclature database which holds essential attribute information.

#### **Secretariats terms of reference**

- assign nomenclature to topographical features, localities and roads
- alter, when required, the nomenclature of topographical features, localities and roads
- determine whether the use of a topographical feature, locality or road name shall be discontinued
- adopt national and international rules of orthography, nomenclature and pronunciation with respect to naming topographical features, localities and roads
- investigate and determine the form, spelling, meaning, pronunciation, origin and history of any topographical feature, locality and road names
- investigate and determine the application of nomenclature to topographical features, localities and roads with regard to position, extent or otherwise
- maintain a gazetteer and geographic nomenclature database for Western Australia
- inquire into and make recommendations on any matters relating to the nomenclature of topographical features, localities and roads referred by the Minister.

### **Geographic Names Committee**

#### **GNC History**

In 1936 the then Minister for Lands, the Hon M.F. Troy, appointed an advisory committee known as the Nomenclature Advisory Committee. The Committee consisted of Dr J.S. Battye (Chancellor of The University of Western Australia and State Archives Board Chairman) as the Committee Chairman and its appointed members included Mr J.A. Klein, MA (Director of Education), Mr J.P. Camm (Surveyor General), Mr P Hasluck (Western Australian Historical Society) and Mr F.I. Bray (Memorials Committee of the Western Australian Historical Society).

The Committee's name was changed in 1987 to the Geographic Names Committee and it performs a similar role today by providing advice to, and on behalf of, the Minister on geographical naming issues.

#### **Committee membership**

Appointments to the GNC are made by the Minister to represent different points of view from local communities, professional institutions and government agencies within Western Australia. It provides a mechanism to make democratic naming decisions for the state government and is comprised of representatives from the following organisations:

- Australia Post
- Community Representatives (2 positions)
- Department of Aboriginal Affairs
- Department of Fire and emergency service responders
- Department of Mines and Petroleum
- Department of Parks and Wildlife
- Landgate – Chairman and executive officer
- Main Roads Western Australia
- State Records Office of Western Australia
- Urban Development Institute of Australia (WA Division) Inc.
- Western Australia Police
- Western Australian Local Government Association (2 representatives).

**Responsibilities of the GNC**

The GNC is responsible for:

- advice on geographical nomenclature matters
- development of policies to facilitate the approval and processing of nomenclature applications
- development of rules and processes to be followed in selecting, assigning or amending geographic nomenclature
- setting out processes and procedures for the selection or assigning of Aboriginal nomenclature
- specifying criteria for the assessment of cultural heritage or other significance in relation to the naming of places
- establishing consultation requirements for geographic nomenclature actions
- specifying any other matter or item appropriate to geographic nomenclature in Western Australia
- advising to the Minister on the establishment and development of the naming policies and standards
- dissemination of information on the naming policies and standards
- monitoring and review of compliance with the naming policies and standards
- undertaking other functions as required in relation to nomenclature.

At the discretion of the Minister the Committee shall:

- Review naming actions, transactions and issues which impact on any government agency, authority or instrumentality or that may attract significant public, government or other external interest
- Review and approve papers and reports to third/external parties which contain naming issues or exceptions which may prompt media, public or government scrutiny.

**GNC recommendations**

Not all submissions for a naming approval are required to be presented to the GNC for endorsement. Through the *Land Administration Act 1997*, *Land Administration Regulations 2007* and the *Instrument of Delegations*, the chairman and the executive officer of the GNC, and other Landgate officers have the authority to approve and un-approve naming submissions. Through Landgate's Geographic Names, advice is provided to the applicant on how the naming proposal shall proceed or why it cannot.

The GNC is presented with naming actions that are considered to be of significance to the wider community, may be controversial in nature, are required in the interests of public safety or those applications seeking special consideration as they do not comply with the necessary policies and standards.

Each matter determined by the GNC is made on the basis of the unique circumstances associated with the particular issue. Such decisions are not to be taken as precedents in subsequent naming deliberations.

**Naming submission presented to the GNC**

When a naming action has been presented to the GNC, it shall:

- determine whether the naming proposal in its current form conforms to all required naming policies and standards
- seek further supporting evidence, if required, from the applicant, government departments or development bodies, and other interested parties such as affected local land owners, businesses or residents as required

- consult with relevant emergency service response or public service organisations if a question of public safety or confusion might arise
- consider all information for its relevance to the principles, policies and procedures, especially all objections received from members of the public and emergency service responders or other public service organisations.

The GNC will determine the merits of each proposal and/or identify issues arising from the application before making a final decision.

#### **Review of a GNC decision**

Apart from requests from the Minister, after making a determination, the GNC will only reconsider an issue if new or additional relevant information is provided by the proponent.

The Minister may be asked to review a GNC decision on a naming matter within Western Australia if the proponent feels aggrieved by the decision of the GNC. A copy of the submission requesting the review is to be sent to Landgate for its information.

#### **Presentation policy for the GNC**

Individuals, interest groups or organisations with a direct interest in a topic to be considered by the GNC may request to make a short formal presentation to the Committee. The Committee will determine if they will hear the presentation or not. Submissions for such requests and any supporting documents must be provided to Landgate no less than fourteen calendar days before the scheduled meeting.

Presenters will be allocated a minimum time of fifteen minutes and a maximum of thirty minutes, prior to the scheduled GNC meeting and before the discussion of this matter where a decision is to be made by the GNC. The GNC members will be able to ask questions of the presenters and the executive officer will record any discussions and or questions which will be included as an appendix to the final version of the minutes.

Questions raised must relate to the matters being discussed on the GNC agenda or to a function of the committee. No debate or discussion will be permitted on any question or answer.

The Chairman may accept or reject any question, or determine that any requiring a complex response which may need further research, be answered in writing following the meeting and these will also be included as an appendix to the meetings minutes.

## **Other naming groups and organisations**

#### **Permanent Committee on Place Names (PCPN)**

In 1984, to assist with the coordination and communication for the consistent use of place names within Australia and New Zealand, the Committee for Geographical Names in Australasia (CGNA) was formed. In 1993, it became a standing committee within the Intergovernmental Committee on Surveying and Mapping (ICSM) and is now known as the Permanent Committee on Place Names (PCPN).

All of the principle naming authorities in Australia and New Zealand are represented on the PCPN including the Australian National Placenames Survey (ANPS), Great Barrier Reef Marine Park Authority (GBRMPA), Australian Antarctic Division (AAD), Australian Hydrographic Office (AHO) and the Department of Defence.

The PCPN meets annually to discuss issues of common interest to all states and territories and develop guidelines to reflect a national approach to nomenclature.



Its terms of reference include:

- The promotion of a greater community awareness of geographical names
- Development and promotion of national guidelines for geographical names
- Promotion of the use of correct names by map, chart and electronic application procedures
- Support for the maintenance and development of jurisdictional and national gazetteers, PCPN, Scientific committee on Antarctic Research (SCAR), and the Sub-Committee on Undersea Feature Names (SCUFN)
- Support of initiatives for the appropriate use and preservation of geographical names, and for the recognition of their heritage and cultural importance
- Support of the United Nations Group of Experts on Geographical Names (UNGEGN) and its initiatives.

#### **United Nations Group of Experts on Geographical Names (UNGEGN)**

##### **International naming uniformity**

In 1958, the Economic and Social Council of the United Nations passed a resolution requesting that the Secretary General draft a plan for achieving international uniformity on geographical names at the national and international level. As a result of this resolution, efforts to standardise geographic names for international use became the role of the United Nations Group of Experts on Geographical Names (UNGEGN).

UNGEGN functions through 23 geographical/linguistic divisions and working groups which address issues such as training courses, digital data files and gazetteers, romanisation systems, country names, terminology and toponymic guidelines. Activities include the sponsoring of conferences and sessions of a group of experts in the interests of developing guiding principles for attaining uniformity in the name-processing procedures and in the promotion of national standardisation by all countries.

##### **Pacific South-West Division**

Through the PCPN, Australia and New Zealand are represented at UNGEGN in the Pacific South West Division (PSW). Countries participating in this division include Australia, Fiji, Nauru, New Zealand, Papua New Guinea, Samoa, Solomon Islands, Timor-Leste, Tonga and Vanuatu

## Section 9 Consulting with the wider community

### Introduction

Consultation is a key component in the process of naming and renaming topographic features, administrative boundaries, localities and roads. The following process is recommended when consulting with the immediate and extended community in relation to naming and renaming processes.

This section provides information on the nature and extent of consultation required and when it is appropriate.

### Using this section of the policy

For the purposes of this document, there is a distinction between 'immediate community' and 'extended community' for consultation.

Immediate community is considered to be:

- people who live or work within the area
- owners of properties or businesses in the area.

Extended community is considered to be:

- visitors to the area (shoppers, tourists, recreational or dining visitors etc)
- organisations that have an interest in the area (Aboriginal associations, local historical societies and eminent individual historians, service clubs such as Lions Clubs and Rotary Clubs, Country Women's Associations, farmers groups, State Emergency Service, brigades, school parents associations, Probus clubs, senior citizens centres, ethnic associations, etc)
- government or non-government organisations that service the area.

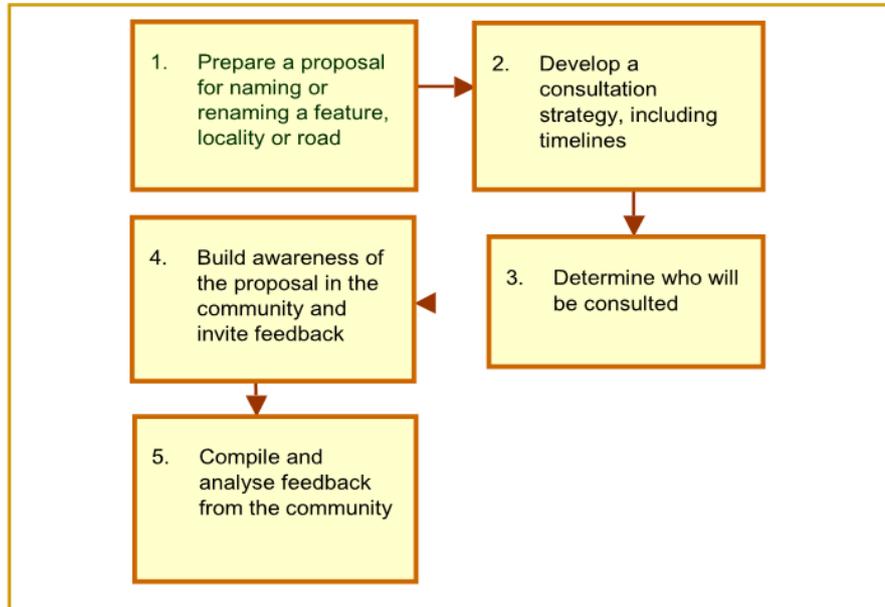
The area' is different depending on the circumstances of the proposal. In general, it is considered to include (but is not be limited to):

- features (other than waterways): the sites themselves and the localities within which they fall
- localities: properties within the current and proposed locality's boundary and a generous buffer zone of properties adjoining or within 200 metres of the boundary
- roads: properties accessed from the road or major roads of state significance.



## The consultation process

The consultation process involves five steps, which are illustrated in the diagram below and described in detail to follow.



Local government is expected to cover costs associated with public consultation.

### Step 1: Prepare a naming proposal

The naming proposal must be prepared according to the relevant sections of the Policies and Standards for Geographical Naming in Western Australia 2017.

If the proposed name is a traditional Aboriginal name or derived from an Aboriginal Australian language relevant to Western Australia, local governments must consult with the relevant Aboriginal groups prior to submitting the naming proposal. Further details on consultation with the Aboriginal community are provided later in this document under Consulting with Aboriginal Groups.

This portion of the document provides information on consultation with the wider community following endorsement of the proposal by the Aboriginal community.

The information below should be used as a guide to assist with consultation.

### Step 2: Develop a consultation strategy

A strategy for consulting with the wider community should detail who will be consulted, how they will be consulted and how feedback will be compiled and analysed. Information on each of these topics is provided below.

In addition to this information the strategy documentation should outline a timeline for the consultation process, allocate staff and resources to different tasks and define the background purpose and intended goals to be achieved through consultation.

Preparing this information in advance means that it can be referred to in different information campaigns throughout the consultation process.

**Step 3: Determine who should be consulted**

Consultation should be held with the communities that will be affected by the proposed naming/renaming or boundary adjustment of any feature, locality or road. The following guide may be used to identify which members of the community to consult.

Proposal	Who to consult	Type of consultation
New feature	Immediate and extended community	<ul style="list-style-type: none"> <li>• Notices</li> <li>• Surveys</li> <li>• Public meetings (only if this is a potentially contentious issue)</li> </ul>
New locality	Immediate and extended community	<ul style="list-style-type: none"> <li>• Letters to affected residents, ratepayers or businesses; and to residents, ratepayers and businesses in properties adjacent to the proposed new boundaries</li> <li>• Notices</li> <li>• Surveys</li> <li>• Public meetings (only if this is a potentially contentious issue)</li> </ul>
New road	Immediate and extended community	<ul style="list-style-type: none"> <li>• Notices (only if this is a potentially contentious issue)</li> </ul>
Renamed feature	Immediate and extended community	<ul style="list-style-type: none"> <li>• Notices</li> <li>• Surveys</li> <li>• Public meetings (only if this is a potentially contentious issue)</li> </ul>
Renamed locality	Immediate community	<ul style="list-style-type: none"> <li>• Letters to affected residents, ratepayers or businesses</li> <li>• Notices</li> <li>• Surveys</li> <li>• Public meetings (only if this is a potentially contentious issue)</li> </ul>
Renamed road	Immediate community	<ul style="list-style-type: none"> <li>• Letters to affected residents, ratepayers or businesses</li> <li>• Notices</li> <li>• Surveys</li> <li>• Public meetings (only if this is a potentially contentious issue)</li> </ul>
Boundary change of a feature	Immediate and extended community	<ul style="list-style-type: none"> <li>• Notices</li> <li>• Surveys</li> <li>• Public meetings (only if this is a potentially contentious issue)</li> </ul>
Boundary change of a locality	Immediate community	<ul style="list-style-type: none"> <li>• Letters to affected residents, ratepayers or businesses, and residents, ratepayers and businesses in properties adjacent to the proposed new boundaries</li> <li>• Notices (if it is a large-scale proposal or potentially contentious issue)</li> <li>• Surveys</li> <li>• Public meetings (only if this is a potentially contentious issue)</li> </ul>
Boundary change of a road	Immediate community	<ul style="list-style-type: none"> <li>• Letters to affected residents, ratepayers or businesses</li> <li>• Notices (if it is a large-scale proposal or potentially contentious issue)</li> <li>• Surveys</li> <li>• Public meetings (only if this is a potentially contentious issue)</li> </ul>



#### Step 4: Build awareness of the proposal and invite feedback

The following methods can be used to build awareness of the proposal and invite feedback. Each method has its own strengths and prior to selecting one or more of the methods, naming authorities should give consideration to the proposal's aims and the required outcomes of community consultation.

##### Notices

This includes newspaper (including local and Aboriginal newspapers), radio and television. If an advertisement is to be placed and the local government is seeking to reduce costs, it is possible to place an advertisement or notice listing the basic details and referring readers to a website, phone number or council office for further details.

Advertisements in local newspapers alone are generally insufficient to draw people's attention to a proposal.

In addition to advertisements, notices can be placed in public places, for example:

- at the site to be named or renamed
- local council offices
- libraries
- technical colleges and universities
- community centres and learning exchanges
- shops with community noticeboards such as bookshops, supermarkets, organic food stores
- tourist information centres.

These notices should include the following:

- the proposed (new) name/boundary and why it has been nominated
- where the feature, locality or road is located
- information on how to provide feedback, such as a public meeting (give date, time and venue), phone number, mailing address, email details and the website's URL.

Alternatively, if there is no proposed name, notices should include the following:

- guidelines for nominating a name or names
- details of how the community can have input into endorsing or selecting a name (for example through a vote)
- information about how to provide feedback, such as at a public meeting (give date, time and venue), phone number, mailing address, email details and/or the website's URL.

##### Letters

Letters to members of the immediate or extended community should be clear and precise.

As a minimum they must refer to the principles and procedures of the relevant sections of the Policies and Standards for Geographical Naming in Western Australia 2017 and include the following information:

- the location and extent of the feature, locality or road proposed to be named or renamed (with a map and written description)
- the reason for choosing the proposed name
- the closing date for public feedback, which must be 30 days from the date of the letter and/or public advertisement (whichever is later)

- an indication that, if the name or boundary change affects addresses, Australia Post may continue to record and recognise the old address for a period of six to 12 months to ensure a smooth transition from the old address to the new; however, it should also be stated that Australia Post might not guarantee the delivery of incorrectly addressed mail and customers should also be advised to use their official address.

**NOTE:** If property addresses are potentially affected by the proposal, the letter must include a survey seeking a response from the residents, rate payers and/or businesses in question. Refer to information below for further details about what should be included in the survey.

### Surveys

Surveys should be used to gain an indication of community support or rejection of a naming/renaming or boundary change proposal. They must be used with the immediate community if they will be affected by an address change arising from the successful outcome of a proposal.

Surveys must refer to the Policies and Standards for Geographical Naming in Western Australia 2017 and include the following details:

- a statement outlining the background of the proposal
- information that the non-return of surveys will be treated as tacit consent for the proposal
- inclusion of two questions:
  - Do you approve the proposal to name/rename/adjust the boundaries of \_\_\_\_\_?
  - Do you support the proposed name \_\_\_\_\_ or boundary location (as shown on map)?
- space for respondents to include their name, address and contact details.

If a local government is seeking to gain support from the extended community for a proposal, it should avoid using surveys and do it by publishing notices inviting written submissions. The local government could also consider establishing an online campaign site and facility for registering support, objections or comments (refer to the 'Internet' section below for further details).

### Internet

Internet sites can be valuable for collating all relevant information in one area for the benefit of immediate and wider communities. A website can be developed within the local government's existing website or as an additional site with its own domain name.

Websites are very useful for allowing members of the extended community to lodge expressions of support or objection to a naming/renaming or boundary change proposal. They are also a very practical facility for accommodating a naming competition.

When a website is used as a platform upon which to hold a naming competition, clear information must be provided about the requirement for names to conform to the principles of the Policies and Standards for Geographical Naming in Western Australia 2017.

As a minimum, websites promoting a naming/renaming or boundary change proposal or competition should include the following information:

- background to the proposal
- maps indicating the location and extent of the feature, locality or road
- the closing date for submissions
- information about how expressions of support or objection can be lodged
- details on how naming proposals can be lodged, if relevant



- reference and links to the online Policies and Standards for Geographical Naming in Western Australia 2017.

### **Public meetings**

If it is considered necessary, a public meeting could be held. The need for this depends on how important the feature, locality or road is to the community and how controversial the naming/renaming/boundary changing may be.

If a public meeting is held then it should be organised and chaired by the local government. Consideration must be given to the location and timing of any public meetings so that those in full-time work can attend.

The venue should be one that is acceptable to all sections of the community and held at an appropriate time in the evening (for example. 7.30pm).

If one or more public meetings are held, a reasonable amount of time between the last meeting date and the closing date for feedback submissions should be provided. This will give people time to think about the issue, talk it over with their families, colleagues and friends, and give feedback to the local government by letter, email or through the website.

Comments made at the meeting should be noted by a nominated recorder and passed onto the local government for analysis and consideration.

If the awareness campaign results in some sections of the community being opposed to the proposed name, a group may form to present a case against the name. If this occurs, care must be taken to take notice of concerns and determine to what extent the group is representative of the wider community.

It may be that the group represents particular business interests that may not align with broader community values. The only time a group may be seen as representative of the whole community is when the community elects representatives to act on its behalf, specifically on the subject of a naming or renaming proposal.

Existing groups that have been formed for other purposes (for example charity and support or special interest groups), and generally represent a small proportion of the community, cannot be seen to have a mandate to speak on behalf of the wider community. However, if groups have discussed the issue at a general meeting with a vote taken to tender a submission, this may be submitted to the consultation group for consideration.

If there is opposition a new proposal may be put forward. In this instance, the local government will need to recommence the naming proposal process.

### **Step 5: Analyse feedback from the community**

To assist in analysing the feedback, a spreadsheet should be developed to collate and organise the information.

The spreadsheet should include:

- the source of the feedback (whether it is an individual or a community organisation, protest group, business or government department or authority)
- positive or negative responses to questions posed on the surveys
- if a respondent provided alternative suggestions.



If there was no specific name proposed by the local government, the consultation process may have generated a detailed list of possible names. Naming authorities should collate this information and check that the names conform to the principles of the guidelines. The names that conform should be shortlisted and then formed into a proposal as per the procedures outlined in the guidelines. This will require further community consultation to determine support for the final name for the proposal.

**Confirming responses from written submissions**

If a local government is determining community support for a proposal, the statistics related to letters of support and objection are important to consider. The number of letters received should be categorised by their expressions of support or objection, and this information should then be represented as a percentage of the total amount of submissions received.

This information should then be further analysed. In particular, the statements of objection should be categorised as to whether they have raised issues regarding the proposal not conforming to the principles and/or procedures of the guidelines, or are related to other topics.

Statements of objection that do not refer directly to ways in which the proposal does not conform to the guidelines must be discarded and cannot be included in the data analysis of community support.

Objections must be addressed when they raise an issue of the proposal not complying with the principles and procedures outlined in the guidelines. If it can be shown that the proposal does not conform to the requirements of the guidelines the local government must alter or abandon the proposal.

If the proposal is then altered to ensure compliance with the guidelines, the local government must re-consult with the community to ascertain support or opposition to the revised proposal.

When community support for a proposal is minimal, but the proposal has been put forward based on public safety and/or emergency service responder concerns, the local government should attempt to refine and/or change the proposal so that it meets community expectations.

If the local government believes that community support will not be forthcoming and non-approval of the proposal will maintain the risk to public safety, it should seek advice from Landgate, who can refer the matter to a Geographic Names Committee meeting for advice or support.

**Confirming responses from survey material**

When a survey is sent to the immediate community, consent is considered to be achieved when the number of respondents expressing consent, added to the number of non-respondents (indicating tacit consent) is greater than 50 per cent of the total surveyed population.

For example:

Population in immediate community	100
Respondents who objected	30
Respondents who expressed consent	30
Non-responses (tacit consent)	40
<b>Total community that consents</b>	<b>70%</b>

This proposal **can** be considered to have community consent.



Population in immediate community	100
Respondents who objected	55
Respondents who expressed consent	40
Non-responses (tacit consent)	5
<b>Total community that consents</b>	<b>45%</b>

This proposal **cannot** be considered to have community consent.

When community support for a proposal is minimal, but the proposal has been put forward based on public safety and/or emergency service responder concerns, the local government should attempt to refine and/or change the proposal so that it meets community expectations.

If the local government believes that community support will not be forthcoming and non-approval of the proposal will maintain the risk to public safety, it should seek advice from Landgate, which can refer the matter to a Geographic Names Committee.

## Consulting with Aboriginal groups

Please refer to *the Aboriginal and Dual Naming Guidelines* (Section 7).

## Appendix 1A: Naming submission process

Landgate accepts applications for new names relating to roads, localities, administrative boundaries and topographic features. Such applications should be directed to the relevant local government for their endorsement prior to submissions being made to Landgate.

If a proposal is to change the name of a feature located across multiple local government areas, the respective local governments need to coordinate the proposal's submission prior to it being lodged with Landgate.

### 1. Who may submit a naming application?

#### 1.1. General public

Members of the general public and community interest groups may submit a proposal to the relevant local government to name or change the name of a road, topographic feature, locality or administrative boundary. Such submissions may only be made if the naming or renaming proposal can be demonstrated to be in the best interests of the community.

The proposal must then be endorsed by the relevant local government who is responsible for the area in/across which the road etc. is located.

Upon receiving a naming proposal from the general public or community interest group, the local government should initiate the naming process and make a formal submission to Landgate.

#### 1.2. Emergency response or other public service providers

Organisations that deal with the provision of emergency or other essential services (such as power, water, postal or telecommunications) may submit a proposal to name, or change the name of, a feature to the relevant local government responsible for the area in/across which the feature is situated. Such submissions may only be made if the naming or renaming proposal can be demonstrated to be in the best interests of the community.

Upon receiving a naming proposal from the emergency or other essential service provider, the local government should initiate the naming process and make a formal submission to Landgate.

If a request is made in the interests of public safety, the local government must respond within 30 days and action the request within one council meeting of that initial response. Often, an emergency service response or other public service provider will not provide a suggestion for the proposed new name. In these instances, the local government must provide a suitable name.

#### 1.3. Local government

Local governments may submit an application to name or rename a feature. Renaming of existing features will only be considered if the local government is able to demonstrate that the proposal is being made in the best interests of the community for reasons of safety.

It is possible for local governments to hold naming competitions. In these instances the local government should contact Landgate and the processes described in Section 9: A Guide to consultation should be adopted for use.

If the local government is seeking to develop a naming or renaming proposal that uses an Aboriginal name(s), contact should be made with relevant Aboriginal communities to seek their input at the outset of the proposal process.

Once a name has been chosen, local governments should initiate the formal submission process.

## 2. General process steps

The following steps briefly outline local government requirements for preparing a naming submission:

### Step 1 Check information

Local Governments are to ensure that all the necessary information has been provided by the party proposing the name. If insufficient, request additional information within a specified timeframe.

### Step 2 Apply the policies

Upon selection of a new name, local governments must ensure the proposal conforms to all of the policies outlined in the relevant sections of this policy.

If the proposal does not comply with the relevant policies, or the local government determines that the proposal is frivolous in nature, the local government should seek more suitable names from the party proposing the name

### Step 3 Consult with Aboriginal communities

If the proposed new name is derived from an Aboriginal language, from the outset the local government, or the party proposing the name, should consult with and obtain the input and approval of the relevant local Aboriginal community(s).

Details on the consultation process are provided in Section 7.

### Step 4 Consult with emergency service response and other stakeholders

When local governments have ensured that the proposal adheres to the relevant naming policies, there should be no further need for consultation with emergency service response and other service providers. This is due to these policies having been endorsed by Landgate and the relevant agencies.

In instances of local governments not being certain whether the naming or renaming proposal conforms to the policies (for instance, in cases of possible duplication or confusion) they should consult with Landgate, and seek feedback from emergency service response and public service providers. Such consultation and feedback processes should be undertaken prior to any public consultation to ensure that unsuitable proposals are not unnecessarily provided to the public for their feedback.



**Step 5 Consult with the public**

The immediate community, including residents, ratepayers and businesses, must be consulted on any naming or renaming proposals that will affect their address.

Consultation with the immediate and/or extended community should only occur once Local Government is certain that the proposed name conforms to the relevant naming policies. If councils are uncertain of this, they should contact Landgate for further advice.

**Step 6 Council consideration**

Once the above steps have been undertaken a report must be prepared on the proposal.

The local government's decision to accept or reject a proposal needs to be formally recorded. This also applies when the decision has been made under delegated authority.

**Step 7 Lodgement of submission to Landgate**

If the local government endorses the proposal, a formal request seeking approval of the submission should be made to Landgate, via an online submission.

All naming proposals should include:

- applicant LGA Contact details
- developer/Agent/Proposer details
- the location of the development site in which the proposed road or feature will be situated
- supporting information as to why Landgate should consider naming or changing the name(s)
- the proposed name(s) and the origin/source/historical context
- a final road design plan (where applicable) correctly marked with road extents and names
- where applicable, evidence of landowner, family or community support
- if the name is Aboriginal in origin, evidence of support from relevant Aboriginal Community
- if the application is for a renaming, evidence of consultation from the affected residents is required.

**2.1.Landgate's consideration of submissions**

Upon receiving a submission to name or rename a road, Landgate will notify the requestor acknowledging it has received the submission. This notification will confirm that all the necessary information has been included or notify the requestor that further information is required before the approval process can continue.

If the submission is not from a local government, and supporting documentation has not been received confirming that the relevant local government has supported the request, the requestor will be notified that the approval process will not continue.

When considering the proposal, Landgate will check that the proposed naming or renaming conforms to all the relevant naming policies.

If Landgate finds that the submission is non-compliant, the relevant local government and original requestor (if required) will be issued with either a request for further information, or advice that the submission needs to be modified to confirm its compliance.

If Landgate deems that the submission is compliant, the formal approval process will be undertaken.

Once a name has been formally approved, the new or amended name is entered into the State's Gazetteer and information regarding the name's origin, location, derivation, historical name/s (if available), the local government(s) and locality in which the name is located and the official approval date is also recorded. Landgate's other corporate databases will then be able to reflect the necessary additions, amendments or a deletions, thus ensuring this information is made available to Landgate stakeholders and the wider community.

## **2.2. Notification of approvals**

Once the approval process has been finalised, Landgate will notify the relevant local government(s) and the original requestor (if required) and provide a copy of the official naming approval for their records. The relevant local government(s) is required to notify any relevant stakeholders or service providers of the naming approval.



## Appendix 2A: Road types suitable for use in Australia

The following table is an extract from *Australian/New Zealand Standard AS/NZS 4819:2011 Appendix A 'Road Types – Australia'*. Road types used in Western Australia shall be chosen from this list for open ended roads, cul-de-sacs or pedestrian only roads.

Road Type	Abbreviation	Description	Open ended	Cul-de-sac	Pedestrian only
Alley	Ally	Usually narrow roadway in cities or towns, often through city block or squares.	✓	✓	
Approach	App	Roadway leading to an area of community interest (e.g. public open space, commercial area, beach etc.)	✓		
Arcade	Arc	Passage having an arched roof, or any covered passageway, especially one with shops along the sides.	✓		✓
Avenue	Av	Broad roadway, usually planted on each side with trees.	✓		
Boardwalk	Bwtk	Promenade or path, especially of wooden planks, for pedestrians and sometimes vehicles, along or overlooking a beach or waterfront.			✓
Boulevard	Bvd	Wide roadway, well paved, usually ornamented with trees and grass plots.	✓		
Break	Brk	Vehicular access on a formed or unformed surface, which was originally prepared as a firebreak.	✓		
Bypass	Bypa	Alternative roadway constructed to enable through traffic to avoid congested areas or other obstructions to movement.	✓		
Chase	Ch	Roadway leading down to a valley	✓	✓	
Circuit	Cct	Roadway enclosing an area.	✓		
Close	Cl	Short, enclosed roadway.		✓	
Concourse	Con	Roadway that runs around a central area (e.g. public open space or commercial area).	✓		
Court	Ct	Short, enclosed roadway.		✓	
Crescent	Cr	Crescent-shaped thoroughfare, especially where both ends join the same thoroughfare.	✓		
Crest	Crst	Roadway running along the top or summit of a hill.	✓	✓	
Drive	Dr	Wide thoroughfare allowing a steady flow of traffic without many cross-streets.	✓		
Entrance	Ent	Roadway connecting other roads.	✓		
Esplanade	Esp	Level roadway, often along the seaside, lake or a river.	✓		

Firetrail	Ftrl	Vehicular access on a formed or unformed surface, which was originally prepared as a firebreak.	✓		
Freeway	Fwy	Express, multi-lane highway, with limited or controlled access.	✓		
Glade	Gld	Roadway usually in a valley of trees.	✓	✓	
Grange	Gra	Roadway leading to a country estate, or focal point, public open space, shopping area etc.	✓		
Grove	Gr	Roadway that features a group of trees standing together.	✓	✓	
Highway	Hwy	Main road or thoroughfare, a main route.	✓		
Lane	Lane	Narrow way between walls, buildings or a narrow country or city roadway.	✓	✓	
Loop	Loop	Roadway that diverges from and re-joins the main thoroughfare.	✓		
Mall	Mall	Sheltered walk, promenade or shopping precinct.			✓
Mews	Mews	Roadway in a group of houses.		✓	
Parade	Pde	Public promenade or roadway that has good pedestrian facilities along the side.	✓		
Parkway	Pwy	Roadway through parklands or an open grassland area.	✓		
Passage	Psge	Narrow street for pedestrians.			✓
Path	Path	Roadway used only for pedestrian traffic.			✓
Place	Pl	Short, sometimes narrow, enclosed roadway.		✓	
Plaza	Plza	Roadway enclosing the four sides of an area forming a market place or open space.		✓	
Promenade	Prom	Roadway like an avenue with plenty of facilities for the public to take a leisurely walk, a public place for walking.	✓		
Quays	Qys	Roadway leading to a landing place alongside or projecting into water.	✓		
Ramp	Ramp	Access road to and from highways and freeways.	✓		
Retreat	Rtt	Roadway forming a place of seclusion.		✓	
Ridge	Rdge	Roadway along the top of a hill.	✓		
Rise	Rise	Roadway going to a higher place or position.	✓	✓	
Road	Rd	Open way or public passage primarily for vehicles.	✓		
Square	Sq	Roadway bounding the four sides of an area to be used as an open space or a	✓	✓	

		group of buildings.			
Steps	Stps	Route consisting mainly of steps.			✓
Street	St	Public roadway in a town, city or urban area, especially a paved thoroughfare with footpaths and buildings along one or both sides.	✓		
Subway	Sbwy	Underground passage or tunnel that pedestrians use for crossing under a road, railway, river etc.			✓
Terrace	Tce	Roadway usually with houses on either side raised above the road level.	✓	✓	
Track	Trk	Roadway with a single carriageway. A roadway through a natural bushland region. The interpretation for both Track and Trail is limited to roadways, whereas in many areas (e.g. Tasmania) these are often associated with walking rather than vehicular movement.	✓		
Trail	Trl	See 'Track'.	✓		
View	View	Roadway commanding a wide panoramic view across surrounding areas.	✓	✓	
Vista	Vsta	Roadway with a view or outlook.	✓	✓	
Walk	Walk	Thoroughfare with restricted access used mainly by pedestrians.			✓
Way	Way	Roadway affording passage from one place to another. Usually not as straight as an avenue or street.	✓		
Wharf	Whrf	A roadway on a wharf or pier.	✓	✓	✓



## Appendix 3A:

### Topographic feature classes suitable for use in Western Australia

The following table is a list of feature classes suitable for use within Western Australia for topographic feature naming.

Feature Class Abbreviation	Feature Class	Description
AOS	Aboriginal Outstation	<p>ABORIGINAL OUTSTATION = A station in a remote or sparsely populated location OR camps or settlements established by Aboriginal people on their ancestral lands, away from the government town or missions or;</p> <p>an area of land on which a small community of Aboriginal people lives away from larger settlements</p>
AF	Airfield	<p>AERODROME = A landing area that is smaller than an airport, or Any licensed airfield or government airfield maintained by the Federal Airports Corporation, other than those designated airports.</p> <p>AIRFIELD = A level tract of land, maybe equipped with hard surfaced runways and buildings etc. for the operation and maintenance of mainly light aircraft.</p> <p>AIRPORT = A facility, either on land or water, where aircraft can take off and land; usually consists of hard-surfaced landing strips, a control tower, hangars, and accommodations for passengers and cargo.</p> <p>AIRSTRIP = A facility that consists only of a runway with perhaps fuelling equipment. They are generally in remote locations, or A level tract of land, usually without a hard-surfaced runway or maintenance facilities, but otherwise suitable for landing and take-off by light aircraft.</p> <p>LANDING GROUND = An area of flat land used by aeroplanes for landing and take-off and having only rudimentary facilities, or none at all, or A level tract of land, usually without a hard-surfaced runway or maintenance facilities, but otherwise suitable for landing and take-off by light aircraft.</p> <p>WATER AERODROME = Any area of water that is used for aircraft arrival or departure, or A body of water designated for the operations of seaplanes and with facilities licensed for such craft to use.</p>
ANCH	Anchorage	<p>ANCHORAGE = A sheltered place near a coast with sufficient depth of water and a sea bottom below that will hold an anchor securely, so that a ship may lie still in that location for an extended period of time or;</p> <p>an area for ships to anchor, sufficiently sheltered by reefs, sandbanks or islands to give protection from seas.</p> <p>ROAD[S] = A partly sheltered anchorage or;</p> <p>an area for ships to anchor, sufficiently sheltered by reefs, sandbanks or islands to give protection from seas.</p> <p>ROADSTEAD = An area near the shore, where vessels can anchor in safety; usually a shallow indentation in the coast or;</p> <p>an area for ships to anchor, sufficiently sheltered by reefs, sandbanks or islands to give protection from seas.</p>
ARCH	Archipelago	<p>ARCHIPELAGO = An archipelago is a landform which consists of a chain or cluster of islands. Archipelagos usually occur in the open sea; less commonly a large land mass may neighbour them.</p> <p>Archipelagos are often volcanic, forming along ocean ridges or hotspots, but there are many other processes involved in their construction, including erosion and deposition.</p>
BANK	Bank	<p>BANK = A portion of the sea bed raised above its surroundings, but covered with enough water to permit navigation or;</p> <p>the sloping ground along the edge of a river, stream or lake or;</p> <p>a broad elevation in the continental shelf lying some distance off the coast, over which the water is relatively shallow.</p> <p>BAR = A ridge or succession of ridges of sand (or other substances) extending across the mouth of a river or harbour and which may obstruct navigation.</p> <p>SANDBANK = An undersea bank of sand, which may be exposed at low tide.</p> <p>SANDBAR = A bar of sand formed in a sea or river by the action of the tides or</p>

		currents or; an undersea ridge of sand, built up by the action of tides, currents, etc., and possibly exposed at low tide.
BAY	Bay	BAY1 = An open, curving indentation made by the sea or a lake into a coastline or a wide indentation in the coastline generally smaller than a gulf and larger than a cove or; a well-marked indentation made by the sea into a coastline, larger than a cove, whose penetration is in such proportion to the width of its mouth as to partly surround its waters, and which thus constitutes more than a mere curvature of the coast. BAY2 = A well-marked indentation made by a lake into its shoreline, larger than a cove, whose penetration is in such proportion to the width of its mouth as to partly surround its waters, and which thus constitutes more than a mere curvature of the shore. FJORD= Long narrow arm of the sea between high cliffs, but the term bay has also been applied to such a feature
BCH	Beach	The sloping shore along a body of water that is periodically washed by waves or tides and is usually covered with sand or gravel or; The sloping shore of a lake usually covered with sand or gravel.
NAVB	Beacon,Light,Buoy	BEACON = A prominent specially constructed object forming a conspicuous mark as a fixed aid to navigation or; a navigational signal light on a tower or hill. BUOY = A floating object moored to the seafloor, as an aid to navigation or for other specific purposes or; a distinctively shaped and coloured float, anchored to the bottom, for designating moorings, navigable channels, or obstructions in a body of water. 'BEACON = A prominent specially constructed object forming a conspicuous mark as a fixed aid to navigation or; a navigational signal light on a tower or hill. LIGHT = A lighted aid to navigation, i.e. a lighted buoy or; an aid to navigation, such as a buoy or minor structure, incorporating an illuminating source.'
BEND	Bend,Loop,Elbow,Mndr	BEND = A curve in the course of a stream and (or) the land within the curve; a curve in a linear body of water. ELBOW = A sudden turn in a channel, river, or shoreline OR a curve in the course of a stream. MEANDER = A curve in the course of a river which continually swings from side to side in wide loops, as it progresses across flat country or; a curve in the course of a stream, which because of the flat terrain, continually swings in wide loops as it progresses. RIVER BEND = A curved segment of a river or; a curve in the course of a stream.
BGHT	Bight	BIGHT = An indentation in the sea coast similar to a bay, but either larger or with a greater curvature or; a crescent-shaped indentation in the coastline usually of large extent and not more than a 90 degree sector of a circle.
BLHL	Blowhole	BLOWHOLE = A hole near the sea-shore which has been formed in the roof of a cave, and through which air and possibly water are forced by the rising tide or; a vent in a cliff connecting with a cave below through which spray is forced.
BORE	Bore	ARTESIAN BORE = A type of bore in which the water is forced to the surface by hydrostatic pressure or; a hole bored vertically into strata, producing a constant supply of water at the surface without pumping. BORE = A deep vertical hole of a small diameter made to obtain water; or to ascertain the nature of the underlying strata.
BRKY	Breakaway	Steep cliffs connecting the old and new plateaux formed by the collapse of the



		edges of a tabletop, mesa or similar.
BRKW	Breakwater	<p>BREAKWATER - A natural or artificial structure along a coast capable of checking the force of the waves, thereby reducing beach erosion or sheltering vessels from rough seas or;</p> <p>a barrier built to protect a coastal beach from the force of the waves, or to provide additional protection for vessels in a harbour.</p> <p>GROYNE = A low artificial wall-like structure constructed of timber, stone, concrete or steel, usually extending roughly perpendicular to the shoreline and designed to protect the shore from erosion or to trap sand or;</p> <p>a low wall or other barrier built out from a beach to prevent erosion or drifting of sand.</p> <p>MOLE = A massive structure of masonry or large rocks, built to protect a coastal beach from the force of the waves, or to provide additional protection for vessels in a harbour.</p> <p>TRAINING WALL = A barrier built to protect a coastal beach from the force of the waves, or to provide additional protection for vessels in a harbour.</p>
BRDG	Bridge	<p>BRIDGE = A structure that spans and provides a passage over a road, railway, river or some other obstacle or;</p> <p>a natural bridge, a bridge or arch of natural rock.</p> <p>CULVERT = A waterway, usually in the form of an arch or barrel of masonry, brickwork or concrete, beneath a road or channel</p> <p>or; a tunnel-drain for water crossing underneath a road, canal or similar feature.</p> <p>CUTTING = An open excavation through high ground to enable road, rail or canal to pass with minimal gradient.</p> <p>FERRY = A vessel for transporting passengers and or vehicles across a body of water.</p> <p>RAILWAY CUTTING = An excavation in a piece of high land for a railway.</p>
CP	Camp	<p>CAMP = A group of tents or other temporary shelters in one place or;</p> <p>a place where tourists and holidaymakers can stay, in tents, cabins or vans.</p> <p>CAMPSITE = An area where a camp has been established or where it would be suitable to establish one; and area, often provided with amenities, where it is permitted to set up a camp.</p> <p>CAMPING GROUND = An area where a camp has been established or where it would be suitable to establish one; and area, often provided with amenities, where it is permitted to set up a camp.</p> <p>PICNIC AREA = A recreation site providing such facilities for outdoor meals as tables, benches, fireplaces, and sanitation for daytime use only.</p>
CNAL	Canal	<p>AQUEDUCT = A conduit or artificial channel for conducting water from place to place.</p> <p>CANAL = A large artificial channel used by vessels as a route over land or;</p> <p>a large artificial watercourse used for irrigation purposes.</p> <p>WATERWAY = A river, channel or other water feature which can be used for communication or transport.</p>
CAPE	Cape	<p>CAPE = A piece of land projecting into a body of water or;</p> <p>an elevated protrusion of land into the sea.</p> <p>NESS = A promontory or headland or an elevated protrusion of land into the sea.</p>
CWAY	Causeway	<p>CAUSEWAY = A raised way across a low or wet ground or water or;</p> <p>a raised roadway of solid structure built across low or wet ground or across a stretch of water.</p>
CAVE	Cave	<p>CAVE = A hollowed-out chamber in the earth, or in the side of a cliff or hill; especially a larger natural cavity in the earth with an opening to the surface or;</p> <p>a hollowed-out natural cavity in the earth with an opening to the surface.</p> <p>CAVERN = A term generally regarded as synonymous with CAVE, though sometimes implying one of the large dimensions or;</p> <p>a very large natural hollow cavity in the earth with an opening to the surface.</p>

		GROTTO = A large cave produced in a limestone region; the term is sometimes loosely applied to other types of cave or; a small picturesque cave.
CEM	Cemetery	CEMETERY = A place (usually an enclosed area of land) in which dead bodies are buried. The term cemetery implies that the land is specifically designated as a burying ground or; a large burial ground. GRAVEYARD = A small burial ground, especially one in a churchyard.
CHAN	Channel	CHANNEL = A deeper or sufficiently deep waterway, natural or dredged, through a river, harbour, passage, strait or; a navigable route through shoals, which affords the best and safest passage for vessels or boats or; a comparatively deep and narrow marine route affording a passage for vessels through shallower waters. CUTTING (Waterway) = A navigable route through shoals, which affords a safe passage for vessels or boats. GUT = A narrow passage such as a strait or inlet in a bank or shoal, sometimes forming a channel through it. GUTTER = A narrow passage such as a strait or inlet in a bank or shoal, sometimes forming a channel through it. LEAD = A narrow channel, especially through drift ice, or in rock or coral studded waters. PASSAGE = A narrow navigable channel, especially one through reefs or islands or; a comparatively deep and narrow route affording a passage for a vessel between two landmasses. RACE = A man made watercourse where the water velocity is significantly higher than in an earthen channel.
CLAY	Claypan	CLAY FLAT = A wide area of hardened impervious clay which retains water but resists the growth of vegetation. CLAYHOLE = A depression in the ground of hardened impervious clay which retains water. CLAYPAN = A shallow depression, generally circular in outline, varying in diameter from a few to several hundred metres. Floored with clay, bare of vegetation and holding water for a time after rain or; a depression in the ground of hardened impervious clay which retains water.
CLIF	Cliff	CLIFF = A perpendicular or steep face of rock of considerable height either inland or along the coast. BLUFF = A headland or cliff with a bold and almost perpendicular face or; a high steep bank or cliff, especially one with a broad face. BUTTRESS = A rugged, protruding rocky ridge or face on a mountainside or; a very steep spur projecting from a hill, mountain, plateau, range etc., having the appearance of supporting it. ESCARPMENT = The steep slope terminating into a plateau or any level or upland surface or; a continuous line of cliffs or steep slopes, formed by faulting or erosion. PRECIPICE = A vertical or steep face of rock, cliff, mountain, etc. (usually at least one hundred metres high) or; a cliff with a vertical, or nearly vertical, or overhanging face. ROCK FACE = A perpendicular or steep face of rock or; an area of exposed rock, generally in a vertical position on an elevated relief feature. SCARP = The steep slope terminating into a plateau or any level or upland surface. STEEPS = A steep place (as on a hill) or the very steep and deep sides of a mountain or high plateau. WALL = A perpendicular or steep face of rock considerable in height, either



		inland or along the coast.
COST	Coast, Shore, Shoreline	<p>COAST = The part of the land adjoining or near the ocean or, applied to that part of an island or continent that borders and ocean or its saltwater tributaries</p> <p>COASTLINE = A line on a map indicating the disposition of a coast but the term is often used to refer to the coast itself.</p> <p>SHORE - The narrow strip of land in immediate contact with any body of water, including the area between high and low water lines.</p> <p>SHORELINE = Where the shore and water meet. Shoreline and coastline are generally used as synonymous or, the edge of a body of water.</p>
COVE	Cove	<p>ARM = An arm of the sea or a lake extending into the land or, a comparatively long, narrow and natural body of water extending from a sea or harbour into the neighbouring landscape or;</p> <p>a comparatively long, narrow and natural body of water extending from a lake into the neighbouring landscape.</p> <p>COVE = A sheltered recess in a coast, a small bay, a creek or inlet where boats may shelter or;</p> <p>an indentation made by the sea in the coastline, smaller than a bay, but with sufficient curvature to provide shelter or;</p> <p>an indentation made by the waters of a lake in its shoreline, smaller than a bay, but with sufficient curvature to provide shelter.</p>
CRTR	Crater	<p>The funnel-shaped hollow at the top of the cone of a volcano or;</p> <p>a cup-shaped depression in a hill or mountain, produced by volcanic eruption or;</p> <p>the hollow caused by the fall of a meteorite on to the earth's surface or;</p> <p>a bowl-shaped depression formed by the impact of a meteorite.</p>
DAM	Dam	<p>BARRAGE = A large structure across a river or estuary to constrain the limit of tidal influence, and thus the ingress of sea water or;</p> <p>a structure built to store water, generally for irrigation.</p> <p>CATCHMENT = A drainage basin or watershed, the region of land whose water drains past a specific point along a river or into a specified body of water. The determination of the catchment area is important in the field of water supply and hydrology or the geographical area draining into a river or reservoir or;</p> <p>a large depression from which the rainwater that falls on it, apart from that removed by evaporation, is drained into a river or stream, which then carries the water into the sea or a lake; its boundary is defined by the ridge (or watershed) beyond which water flows in the opposite direction.</p> <p>DAM = A large manmade structure of earth, masonry, etc. built across a stream to impound water for any purposes or;</p> <p>a wall or barrier constructed of earth, masonry etc., to impound water or;</p> <p>an earthen structure in generally undrained areas, built to contain water for stock purposes.</p> <p>LEVEE = A broad low rise of alluvium which is formed in time of flood on the side of a river or stream or;</p> <p>an embankment built to confine a river within its bed or;</p> <p>an embankment built to confine a stream to its bed.</p> <p>WEIR = A dam across a stream over which the water is allowed to flow, although it raises the water-level. It is also used to measure the flow and control the depth of the water impounded or;</p> <p>a barrier erected across a stream to impound and raise the water level for the purpose of maintaining it at the level required for irrigation or navigation purposes.</p>
DEPR	Depression	<p>ARTESIAN BASIN = A basin-shaped, permeable layer of rock such as chalk, this is sandwiched between two.</p> <p>BASIN = A depression or hollow in the earth's surface, wholly or partly surrounded by higher land, particularly one which is drained by a river and its tributaries or;</p> <p>the tract of country drained by a river and its tributaries, or which drains into a</p>

		<p>particular lake or sea.</p> <p>DEPRESSION = A hollow or relatively sunken are, on land or in the sea.</p> <p>DOLINE = A small to medium sized closed depression, a few metres to a few hundred metres in diameter and depth. Formed by slow, concentrated solutional removal of rock in an area, from the surface downwards, or by the collapse of overlying rock into a cave or chamber beneath.</p> <p>DONGA = A shallow circular depression in the surface of a limestone plain.</p> <p>WATERSHED = The elevated boundary line separating the headstreams which are tributary to different river systems or basins.</p>
DSRT	Desert	<p>An almost barren tract of land in which the precipitation is barely sufficient or adequate that it will only support limited vegetation and is subject to extreme temperatures.</p>
DOCK	Dock	<p>ANCHORAGE = An area in port set aside for vessels to anchor.</p> <p>BASIN = An artificial basin which ships are built or repaired, also termed dry dock or;</p> <p>an artificial basin in which ships are maneuvered prior to being received for loading and unloading or;</p> <p>an artificial hollow place containing water, in which ships are docked.</p> <p>DOCK = An artificially enclosed body of water in which ships may be built, loaded or repaired.</p> <p>DRY DOCK = An artificial basin fitted with a gate, into which vessels can be floated and water pumped out to facilitate repairs on the vessel.</p> <p>WET DOCK = A dock in which the water can be maintained at the set level by opening or closing a gate.</p>
DRN	Drain	<p>BORE DRAIN = A man made drain to remove excess water from a free flowing bore or;</p> <p>a drain carrying water from an artesian bore to wherever it may be needed for sheep, cattle, irrigation, etc.</p> <p>CHANNEL = An artificial watercourse used for drainage or irrigation purposes.</p> <p>DRAIN = An artificially constructed watercourse designed for the purpose of removing surplus water from the land surface or;</p> <p>a channel constructed so that water is drained or gradually carried away.</p>
DUNE	Dune	<p>DUNE[S] = A mound, ridge or hill of drifted sand either in a desert, or along a sea coast. Formed by the action of wind or;</p> <p>a mound, ridge or hill of drifted sand, formed by the action of the wind.</p> <p>SANDRIDGE = A ridge of sand deposits or a mound, ridge or hill of drifted sand, formed by the action of the wind.</p>
ENTR	Entrance	<p>The seaward end of a channel, harbour, dock, etc. or;</p> <p>a passageway into enclosed waters or;</p> <p>an opening or passage into a harbour or lake.</p>
ESTY	Estuary	<p>ESTUARY = The mouth of a river where tidal effects are evident and where salt and fresh water occurs or;</p> <p>the widening out of the lower portion of a tidal river.</p> <p>RIVER MOUTH = The exit or point of discharge of a river into the sea, a lake, or another river or;</p> <p>the area at which a river makes contact with the sea.</p>
FARM	Farm	<p>FARM = A tract of land devoted for agricultural or horticultural purposes.</p> <p>FARM (Specialised) = An agricultural research station.</p> <p>RESEARCH ESTABLISHMENT = Land and associated facilities, devoted for agricultural or horticultural research purposes OR an agricultural research station.</p> <p>SPECIAL PURPOSE FARM = A tract of land, designated for special agricultural or horticultural purposes.</p> <p>SEWERAGE FARM = A farm equipped with apparatus for the disposal of sewerage and its utilisation as manure.</p> <p>TREE FARM = A farm for the propagation of trees.</p>



FENC	Fence	<p>A manmade barrier of relatively light structure used as an enclosure or boundary or;</p> <p>a freestanding structure designed to restrict or prevent movement across a boundary. It is generally distinguished from a wall by the lightness of its construction: a wall is usually restricted to such barriers made from solid brick or concrete, blocking vision as well as passage (though the definitions overlap somewhat) or;</p> <p>a structure that serves to enclose an area usually a garden or a field.</p>
FORD	Ford	<p>CROSSING = The shallower part of a river or other body of water where it is crossed or;</p> <p>a shallow part of a stream, approached by a roadway, where it may be crossed.</p> <p>FORD = The shallow part of a river or other body of water which may be crossed by wading or by vehicle or;</p> <p>a shallow part of a stream, approached by a roadway, where it may be crossed.</p> <p>RIVER CROSSING = A shallow part of a river, approached by a roadway, where it may be crossed.</p>
FRST	Forest	<p>BRUSH = A dense growth of bushes.</p> <p>BRUSHWOOD = The small growing trees or shrubs of a wood; a thicket of small trees or underwood.</p> <p>BUSH = A large wilderness area or;</p> <p>a tract of country, not large in extent, which is uncultivated and which bears a dense growth of low-growing bushes or shrubs.</p> <p>COPSE = A small wood or group of trees.</p> <p>FOREST = A bounded area of land covered mainly with trees; an area of land proclaimed to be a forest reserve under a Forest Act or Ordinance or;</p> <p>uncultivated tree-covered land of considerable extent.</p> <p>GLADE = An open space or passage in a wood or forest, either natural or produced by the felling of trees.</p> <p>GROVE = A small shady wood; a cluster of trees set about a small open space or a small wood or group of trees.</p> <p>HEDGE = A fence formed by a row of closely planted shrubs or bushes.</p> <p>RAINFOREST = Tropical rain forest, a dense mixed forest characterised by a thick canopy of branches and leaves, generally in excess of 25m above ground level, and in a virgin state providing more than 85% ground cover, annual rainfall exceeds 1000mm and dense undergrowth are usually present or;</p> <p>dense evergreen forest found in tropical and temperate areas with heavy and constant rainfall.</p> <p>SCRUB = A tract of bushland, undergrowth, or stunted trees or;</p> <p>a tract of country, not large in extent, which is uncultivated and which bears a dense growth of low-growing bushes or shrubs.</p> <p>THICKET = A small wood or group of closely set trees, especially one with dense undergrowth or;</p> <p>a tract of country, not large in extent, which is uncultivated and which bears a dense growth of low-growing bushes or shrubs.</p> <p>WOOD[S] = A large and thick collection of growing trees, usually less extensive than a forest or;</p> <p>a tract of country, not large in extent, which is uncultivated and covered with trees.</p>
GAP	Gap	<p>A low point or opening between hills or mountains or in a ridge or mountain range or;</p> <p>a deep sloping ravine or cleft cutting a mountain ridge.</p>
GRDN	Garden	<p>GARDEN = A tract of land devoted to the growing of flowers, fruit, or vegetables or;</p> <p>an area of land used for the cultivation of ornamental plants, herbs, fruit, vegetables etc.</p> <p>NURSERY = A plot of ground in which young plants are reared for transplantation, especially trees, etc. for sale.</p>

		VINEYARD = A plantation of grapevines. For producing grapes for wine-making, etc. or; agricultural holdings where grapes are grown on the vine.
GPL	Gas Pipeline	A tube of wood, metal, concrete, etc., especially for the conveyance of water, natural gas, petroleum, etc. or; a long pipe used to transport natural gas.
GOLF	Golf Course	'GOLF CLUB = A club with grounds for members to play golf on, often combined with various social amenities. GOLF COURSE = An area of ground laid out for the playing of golf. GOLF DRIVING RANGE = An area (usually fenced) for the practice of driving (hitting) golf balls.'
GORG	Gorge,Ravine,Chasm	CANYON = A deep valley, relatively narrow but of considerable size, bounded by steep slopes, and formed by a river or; a deep valley with steep sides, often with a stream flowing through it. Usually called a gorge in Australia.  CHASM = A particularly narrow portion of a canyon, gorge or ravine where the width is notably exceeded by the depth and the sides are vertical or nearly so.  CIRQUE = A deep rounded hollow or amphitheatre on a mountain side formed by glacial action.  GLEN = A narrow wooded valley with generally steep sides, usually having a river or stream at the bottom (term not in general use in Australia) or; a narrow wooded valley with steep sides, often with a stream feature flowing through it.  GORGE = A valley which is more than usually deep and narrow, with steep walls. This term is preferred to canyon and glen in Australia or; a deep valley, relatively narrow but of considerable size, bounded by steep slopes, and formed by a river.
GULF	Gulf	Part of the sea, extending into the land, usually larger than a bay or; an area of sea partly enclosed by land, taking the form of a long narrow stretch of water larger than a loop.
GLLY	Gully	A small valley or gorge eroded by running water, but through which water commonly runs only after rain.
HBR	Harbour	HARBOUR = A natural or artificially improved body of water providing protection for vessels, and generally anchorage and docking facilities or; a large, naturally enclosed and sheltered area of water where vessels can anchor or berth.  HAVEN = A small enclosed and protected harbour or a small, naturally enclosed and sheltered area of water where vessels can anchor or berth.  MARINA = A protected area provided with berthing and shore facilities (including toilets, water and rubbish disposal) particularly for yachts and other pleasure craft or; a docking facility for yachts and other pleasure boats.
HLPT	Helipad, Heliport	HELIPAD = A place for helicopter to land and take off, or a landing place for helicopters.  HELIPORT = A place for helicopter to land and take off. An airport specifically designed for helicopters
HILL	Hill	BUTTE = A flat topped hill, similar to, but small than a mesa or an isolated hill with steep sides and a small flat top, formed by weathering or a small residual of a mesa, the level top being the upper surface of the hard stratum but little lowered by erosion; the slopes on all sides are escarpments and its maximum horizontal dimension in any one direction is about 400 metres.  CONE = A hill shaped such that it has a circular base and tapers to a point at the top.  HILL = A small portion of the earth's surface elevated above its surroundings. in general, an eminence is not considered a mountain unless its elevation from foot to summit is over 300m, but this distinction is arbitrary or a conspicuous natural elevation of the earth's surface, rising to a peak less than 300m above its surrounding terrain.  HILLOCK = A small hill or mound.



		<p>KATTA = An Aboriginal term for a hill in South Western Australia.</p> <p>KNOB = A prominent rounded or hill.</p> <p>KNOLL = A small hill or eminence of more or less rounded form, and its altitude should not exceed 30m above the surrounding country or a rounded hill, smaller than a knob, rising to less than 30m above the surrounding terrain.</p> <p>KOPJE = An isolated hill, often formed by the denudation of the land around it; a South African term for a small isolated hill, presenting as a residual rock mass after desert denudation.</p> <p>MESA = A flat table-like upland, which falls away steeply on all sides as escarpments; it is larger in area than a butte but smaller than a plateau.</p> <p>PYRAMID = A high mountain peak formed by three or more adjacent steep-sided glacial basins.</p> <p>SANDHILL = A hill of sand deposits with a minimum height of less than one meter and a maximum height of about 50 meters. Found in hot deserts and along sandy coastlines or a mound, ridge or hill of drifted sand, formed by the action of the wind.</p> <p>SUGARLOAF = A hill or mountain, conical or cone shape, thus resembling a sugarloaf, i.e. a solid cone of refined sugar, the form in which it was previously distributed or a hill shaped such that it has a circular base and tapers to a point at the top.</p> <p>TOWER = Anything tall and thin approximating the shape of a column or tower or a prominent hill which is perceived as approximately cylindrical in its elevation.</p>
HLS	Hills	<p>DIVIDE = A ridge of land between two drainage basins or; the topographic ridge that separates drainage basins or; a line of hills or mountains which acts as a watershed.</p> <p>HILLS = A range of hill on the earth's surface elevated above its surroundings or; a range of naturally elevated landforms, with a general elevation of less than 300m above their surrounds.</p> <p>SANDHILLS = A ridge of sand deposits with a minimum height of less than one meter and a maximum height of about 50 meters. Found in hot deserts and along sandy coastlines or; a mound, ridge or hill of drifted sand, formed by the action of the wind.</p>
SLP	Hillside (Slope)	<p>GRADIENT = Commonly used to describe the measure of a slope (also called steepness, fall or incline) of a straight line or a significant inclination of the surface of the ground on the side or end of an elevated relief feature.</p> <p>HILLSIDE = The slope or declivity of a hill. An inclination, slope or gradual descent of the surface of the ground; an inclination downwards or the side or slope of a hill.</p> <p>JUMPUP = A point on a cliff face where a road or track rises abruptly from one level to another or; a sudden steep rise or escarpment, especially presenting as an elevated, step-like obstacle on an ascending road or track.</p> <p>SCREE = Scree or detritic cone is a term given to broken rock that appears at the bottom of crags, mountain cliffs or valley shoulders. The maximum inclination of such deposits corresponds to the friction angle of the mean debris size or; a sloping mass of loose rocks at the base of a cliff or; a slope or base of a cliff consisting of broken rock fragments.</p> <p>SLOPE = A gradient on the side or end of an elevated relief feature or; a significant inclination of the surface of the ground on the side or end of an elevated relief feature.</p> <p>TERRACE2 = A nearby level strip of land extending along the edge of a sea, river or lake, or on the sides of a hill or valley. It is bounded above and below by rather abrupt slopes or; a series of level narrow strips of land, or one such strip, lying between a slope upwards to hills on one side and a slope, often abrupt, downwards on the other.</p>
HMSD	Homestead	<p>HOMESTEAD = A main residence on a horticultural or agricultural farm or a house with outbuildings, on a farm or station.</p>



		<p>OUTCAMP = An area of land on which a small community of Aboriginal people lives away from larger settlements.</p> <p>OUTSTATION = An area of land on which a small community of Aboriginal people lives away from larger settlements.</p> <p>RUN = A term for a property on which livestock are husbanded.</p>
INLT	Inlet	<p>A basin at the lower reaches of a river, connected to the sea by a narrow opening and subject to tidal movements or;</p> <p>a narrow opening by which the water penetrates into the land or;</p> <p>a narrow stretch of water reaching inland from a sea or;</p> <p>a narrow stretch of water reaching inland from a lake or other body of water.</p> <p>LOOP = A long narrow stretch of water protruding into the land, often rounded or loop shaped at its extremity or;</p> <p>an incursion into the coastline, smaller than a gulf, and taking the form of a long narrow stretch of water, rounded or loop-shaped at its extremity.</p>
INTL	Intermittent Lake	<p>INTERMITTENT LAKE = A water body which shrinks and may become dry for long periods until replenished by rainfall.</p> <p>SALT PAN = A small non-vegetated hollow, formerly containing water, in which a deposit of salt is left behind owing to evaporation of the water.</p>
IS	Island	<p>ATOLL = A coral island consisting of a ring or horseshoe shaped reef, nearly or entirely surrounding a central lagoon.</p> <p>CAY = A low flat island of sand, mud, coral, etc., awash or drying at low tide or;</p> <p>a small sand or coral-fragment island with scant vegetation, formed by transient wind and sea action.</p> <p>CLUMPS = Mangrove islands. A cluster of small islands or a group of small islands, clustered closely together.</p> <p>CORAL ISLAND = An island principally or entirely formed of coral.</p> <p>EYOT = A small island in a river.</p> <p>ISLAND = A piece of land surrounded by water, in an ocean, sea, lake or river or;</p> <p>an area of land completely surrounded by the sea, and not large enough to be called a continent or;</p> <p>an area of land completely surrounded by the waters of a lake or other inland body of water.</p> <p>ISLE = A small island or an area of land completely surrounded by the sea, and not large enough to be called a continent or;</p> <p>an area of land completely surrounded by the waters of a lake or other inland body of water.</p> <p>ISLET = A small island, diminutive of isle or;</p> <p>an area of land surrounded by the sea, smaller than an island but larger than a cay or;</p> <p>a small island in a lake or other inland body of water.</p>
ISGP	Island Group	<p>A group or cluster of islands or;</p> <p>a group or chain of islands in the sea.</p>
ISTH	Isthmus	<p>ISTHMUS = A narrow strip of land bordered on both sides by water that connects two larger bodies of land.</p> <p>NECK = A narrow piece of land with water on each side or;</p> <p>a narrow strip of land bordered on both sides by water that connects two larger bodies of land.</p>
LAGN	Lagoon	<p>LAGOON = A relatively small enclosed area of water separated from the open sea by some more or less effective, but not complete, obstacle such as low sandbanks.</p> <p>An enclosed area of salt or brackish water separated from the open sea by some more or less effective, but not complete, obstacle such as low sand bank. The name most commonly used for the area of water enclosed by a barrier reef or atoll OR a small fresh or saltwater lake.</p> <p>LAKE = A relatively large enclosed area of water separated from the open sea by some more or less effective, but not complete, obstacle such as low</p>



		sandbanks.
LAKE	Lake	<p>LAKE = A body of fresh or salt water, natural or artificial, enclosed or nearly enclosed by land. It may or may not have in and out-flowing water or, an area of fresh water surrounded by land.</p> <p>LOCH = A lake or arm of the sea or, an area of fresh water surrounded by land.</p> <p>LOUGH = An Irish term for lake or arm of the sea or, an area of fresh water surrounded by land.</p> <p>MOUNTAIN LAKE[S] = A lake formed in the crater of an extinct volcano.</p> <p>TARN = A small mountain lake.</p>
LNDG	Landing (Hydro)	<p>LANDING = A place where boats receive or discharge passengers, freight, etc.</p> <p>LANDING PLACE = A place where boats receive or discharge passengers, freight, etc.</p>
LDGE	Ledge	A projecting ridge on a mountain or submerged under water or a narrow shelf-LIKE projection on a cliff, the side of a hill or a mountain.
LH	Lighthouse	<p>A distinctive structure on or off the coast, exhibiting a major light designed to serve as an aid to navigation or,</p> <p>a large coastal tower exhibiting a major light source serving as an aid to navigation.</p>
LKOT	Lookout	<p>A man made structure which is used as an observation or viewing point or,</p> <p>a level area on a hill or mountain which affords a view of the surrounding terrain or,</p> <p>a place on a high vantage point, especially a mountain, from which one can admire the view.</p>
MET	Meteorological Stn.	A facility with instruments and equipment to make weather observations by monitoring atmospheric conditions to study the weather.
MINE	Mine	<p>ADIT = A type of entrance to an underground mining operation in which the entrance shaft is horizontal or nearly horizontal. They are usually built into the side of a hill or mountain. The use of adits is generally called drift mining or a horizontal tunnel into a mine or other underground workings which is used for entry, drainage, transport etc.</p> <p>CLAY PIT = An open mine for the extraction of clay which is generally used for manufacturing pottery or bricks or,</p> <p>a small but relatively deep depression in the ground of hardened impervious clay which retains water.</p> <p>COALFIELD[S] = An area where coal is or was removed from the earth or an area with subterranean supplies of coal, where coal mines are established.</p> <p>GASFIELD = An area in which natural gas occurs in quantities worthy of exploration or an area where natural gas occurs and is extracted.</p> <p>GOLDFIELD[S] = An area where gold is or was removed from the earth or,</p> <p>a region in which gold deposits have been found and where mines have been established.</p> <p>MINE = An excavation in the earth from which ores and minerals are extracted or,</p> <p>a place or area from which ores, precious stones or minerals are or were extracted from the earth or any place in, on or under which mining operations are carried on for the purpose of removing commercial minerals.</p> <p>OILFIELD = An area of land or sea where oil is found and extracted or a region rich IN petroleum deposits, especially one with producing oil wells.</p> <p>OPALFIELD = An area where opals are mined.</p> <p>PIT = A hole made by digging for minerals or other industrial purposes.</p> <p>QUARRY = A place where stone or rock is extracted or,</p> <p>an open surface excavation or pit for the extraction of building stone, slate, marble etc.</p> <p>SAND PIT = An excavation in the ground for the extraction of sand for industrial purposes or,</p>

		<p>a large pit in sandy ground from which sand is dug.</p> <p>SHAFT = A vertical hole serving as access to a mine or other underground workings which is used for entry, transport, etc. or a vertical hole serving as access to a mine or other underground workings.</p> <p>SLATE QUARRY = An open surface excavation or pit for the extraction of slate.</p>
MC	Mining Centre	A facility built to support a mine or other area from which ores, precious stones or minerals are or were extracted from the earth.
MSSN	Mission	A body of persons sent into a region for the betterment of the inhabitants or; a remote locality situated where a missionary practice is, or was founded or; an establishment administered by a religious community for the spiritual and social welfare of others.
MONU	Monument	<p>CAIRN = A pyramidal heap of stones to mark a summit, track boundary, historical event, or a memorial to a person.</p> <p>COLUMN = A pillar or solid body of wood or stone of considerably greater length than thickness. Used as a solitary monument. or;</p> <p>an upright structure shaped like a long cylinder, constructed as a memorial.</p> <p>CROSS = A monument in the shape of a cross.</p> <p>MARKER = A small structure marking the site of a historical event.</p> <p>MONUMENT = Anything by which the memory of persons or things are preserved; anything that serves as a memorial to a person, event or of past times or;</p> <p>an obelisk, statue or building erected to commemorate a person or event.</p> <p>OBELISK = A stone pillar having a rectangular cross section tapering towards a pyramidal top or;</p> <p>a tall, thin, four-sided, tapering monument which ends in a pyramidal top or;</p> <p>a tall tapering four-sided shaft of stone, erected to commemorate a person or an event.</p> <p>SHRINE = A place of worship hallowed by association with some sacred thing, person, an object or place, with or without buildings, memorialising a person, deity or event or;</p> <p>a place or site venerated for its association with a famous person or event.</p>
MT	Mountain (300m+)	A natural elevation of the earth's surface rising more or less abruptly from the surrounding level, and attaining an altitude which, relative to adjacent elevations, is impressive or notable. In general, the height of a mountain is 300m or more from foot to summit, but this distinction is arbitrary or a natural elevation of the earth's surface rising more or less abruptly at least 300m from the surrounding level.
OPN	Ocean Place Name	A place situated on or within the ocean.
OIL	Oil Well	A well that yields or has yielded oil or any perforation through the Earth's surface designed to find and release both petroleum oil and gas hydrocarbons.
OS	Outstation	<p>OUTCAMP = A camp in a remote or sparsely populated location</p> <p>OUTSTATION = A station in a remote or sparsely populated location.</p>
PARK	Park	<p>CARAVAN PARK = A bounded area in which caravans are, or can be, parked, or where caravan type accommodation can be obtained. Domestic facilities may be provided.</p> <p>OVAL = A flat area, oval shaped, on which sporting activities can take place OR a level area of ground usually enclosed in a circular or ellipsoid shape and designated for sporting activities.</p> <p>PARK = An area of land, usually within a town, often with recreational and other facilities, which is set aside for public use OR an area of land, either in its natural state or improved, set aside for recreational use by the public.</p> <p>PICNIC AREA = A tract of land reserved for day picnic purposes, with constructed fire-places and other facilities OR a tract of ground maintained with amenities suitable for people to bring food for outdoor eating.</p> <p>SPORTS FIELD = A reserve used for sporting fixtures.</p> <p>SPORTSGROUND = A reserve used for sporting fixtures.</p>
PASS	Pass	COL = A depression in a range of mountains or hills, usually providing a pass



		<p>through the range or;</p> <p>a low point on a ridge between two higher-standing parts of a mountain range.</p> <p>OPENING = A narrow route across a relatively low notch or depression in a mountain barrier.</p> <p>PASS = A break or gap in a mountain range permitting easier passage from one side to the other, also called a col.</p> <p>PASSAGE = A narrow route across a relatively low notch or depression in a mountain barrier.</p> <p>SADDLE = A depressed part of a ridge between two summits or;</p> <p>a low point on a ridge between two higher-standing parts of a mountain range.</p>
PSTL	Pastoral Lease	A particular type of leasehold that allows Crown Land to be used for grazing of stock.
PEAK	Peak	<p>HILLTOP = The top or summit of a hill.</p> <p>MOUNTAIN PEAK = The top or obvious summit of a mountain.</p> <p>PEAK = The top or obvious culmination of a mountain or;</p> <p>The separately named summit on a hill or mountain range or;</p> <p>a prominent point in a plateau or a range of hills or;</p> <p>a mountain with a pointed summit.</p> <p>POINT = A bluff or natural overlook or;</p> <p>the top or obvious summit of a mountain.</p> <p>SUMMIT = A point higher than all the ground immediately surrounding it or;</p> <p>the top or obvious culmination of a mountain.</p>
PEN	Peninsula	<p>PENINSULA = A piece of land almost surrounded by water, especially one connected with the mainland by only a narrow neck or isthmus or;</p> <p>a land feature which projects into the sea, and which is connected to the mainland by a narrow isthmus.</p> <p>PRONG = A pointed elongated arm of land protruding into the sea.</p>
PIER	Pier, Wharf, Jetty	<p>JETTY = A structure of stone, or timber projecting into water and serving as a pier or wharf.</p> <p>PIER = A long narrow structure extending into the water to afford a berthing place for vessels; to serve as a pleasure promenade or;</p> <p>a structure built out in to the water to serve as a landing place for ships.</p> <p>QUAY = A wharf approximately parallel to the shoreline and accommodating ships on one side only, the other side being to the shore. It is usually of solid construction or;</p> <p>an artificial landing place, built of masonry etc., for vessels to receive or discharge passengers or freight.</p> <p>RAMP = An inclined surface connecting two levels or;</p> <p>a slope, usually paved, set aside for the launching of small water craft.</p>
PLNA	Place Name	<p>JUNCTION = A place where rivers, roads or railways meet.</p> <p>NEIGHBOURHOOD = A surrounding or nearby region. A small local district in an urban or suburban area.</p> <p>PLACE NAME = A place at which there is or was relatively minor human occupation or activity.</p> <p>POCKET = A small isolated group of people or a small local district in an urban or suburban area.</p> <p>ROAD BEND = A curved segment of a road or an unbounded locality centred on a bend in a road.</p> <p>ROAD CORNER = Intersection of two roads or an unbounded locality centred on a place where two roads meet.</p> <p>RURAL PLACE = A rural area of significance or a place, site or precinct in a rural landscape, generally of small extent, the name of which is in current use.</p> <p>URBAN PLACE = An urban area of significance or a place, site or precinct in an urban landscape, the name of which is in current use, but the limits of which have not been defined under the address locality program.</p>

<p>PLN</p>	<p>Plain</p>	<p>BOTTOM = Low-lying alluvial land adjacent to a river.</p> <p>CLEARING = A piece of land cleared for cultivation, especially the primeval forest or; an area of ground within a forest area, where a degree of cultivation has resulted in less than 15% of the ground being covered by trees or scrub.</p> <p>DOWNS = Open rolling grassland, usually in the high country with fairly smooth slopes.</p> <p>FLAT[S] = A relatively level piece of ground, smaller in extent than a plain, within an area of greater relief.</p> <p>GRASSLAND = A generally open and continuous, fairly flat area of grass. Often located between temperate forests at high latitudes and deserts at subtropical latitudes or; land where grass or grass-like vegetation grows and is the dominant form of plant life or; an area in which the natural vegetation consists primarily of perennial grasses.</p> <p>PLAIN = A tract of land, the general surface of which is a comparatively flat or slightly undulating, and sparsely if at all timbered or;</p> <p>RIVER FLAT = A relatively LEVEL tract OF country WITHOUT hills AND smaller THAN a plain, caused BY THE laying down OF sediment BY a river.</p> <p>TIDAL FLAT = A large area OF nearly LEVEL land, usually OF mud, covered AT high water AND attached TO THE shore.</p> <p>UNCULTIVATED LAND = Land NOT cultivated OR tilled FOR pasture.</p>
<p>PLAN</p>	<p>Plantation</p>	<p>ARBORETUM = A plot of land where different trees or shrubs are grown for study or popular interest or; a botanical garden facility where trees and shrubs are cultivated for exhibition.</p> <p>PLANTATION = A large quantity of trees that have been planted; a growing wood or; an estate where cash crops are grown on a large scale, especially in tropical areas or; a plot in which trees are planted and cultivated, usually for commercial purposes.</p>
<p>PL</p>	<p>Plateau</p>	<p>PLATEAU = An elevated tract of comparatively flat or level land or; an elevated tract of comparatively flat land with an extent of at least 2500 hectares.</p> <p>TABLELAND[S] = A plateau bounded by steep cliff-like faces which lead abruptly down to the sea or adjoining lowlands. An elevated tract of comparatively flat land with an extent of at least 2500 hectares.</p>
<p>PT</p>	<p>Point</p>	<p>BILL = A beak-like coast promontory or a small narrow beak-like projection of land into the sea.</p> <p>HEAD = A cape or promontory jutting seawards from a coastline, usually with a significant sea-cliff or; a comparatively high protrusion of land into the sea, with a steep face or; a comparatively high protrusion of land into a lake or other inland body of water, with a steep face.</p> <p>HEADLAND = A high projecting cliff face at the end of a range of hills or an escarpment. Note: an un-named head is usually described as a head-land although headland is occasionally used as a generic form or; a comparatively high protrusion of land into the sea, with a steep face or; a comparatively high protrusion of land into a lake or other inland body of water, with a steep face.</p> <p>POINT = The extreme end of a cape; or the outer end of any land protruding into the water, usually less prominent than a cape or; a small protrusion of land into the sea or; a small protrusion of land into a lake or other inland body of water.</p> <p>POINT [STREAM] = A promontory extending out into a large body of water.</p> <p>PROMONTORY = A rocky coastal headland projecting significantly into the sea or;</p>



		<p>an elevated protrusion of land into the sea or;</p> <p>an elevated protrusion of land into a lake or other inland body of water.</p>
POOL	Pool	<p>A small body of still or standing water, permanent or temporary, often in the bed of an intermittent river or stream, and sometimes spring fed, chiefly one of natural formation, or;</p> <p>a large partly enclosed arm of a sea or lake or;</p> <p>a small body of still water in a natural hollow.</p>
PORT	Port	<p>A place provided with terminal and transfer facilities for loading and discharging cargo or passengers, usually located in a harbour or;</p> <p>a major commercial and industrial area alongside navigable water with facilities for the loading and unloading of ships.</p>
RTRK	Racetrack	<p>AUTO TRACK = A circuit or course used for motor racing.</p> <p>RACECOURSE = A piece of ground on which horseraces are held for public entertainment; any place where horse races are held or;</p> <p>a place with a track which has been licensed by government for the holding of horse races.</p> <p>RACETRACK = A track on which races, especially motor races, are held, a racecourse or a circuit or course used for motor racing.</p> <p>SPEEDWAY = A racetrack for racing automobiles or motorcycles or a track, usually oval in shape, on which car and motorcycle races are held.</p> <p>VELODROME = An arena with a suitably banked track for cycle races or an arena with a banked track, usually oval in shape, constructed for cycle races.</p>
RLY	Railway	<p>LOOP = A railway branch line which leaves the main line and re-joins it after a short distance.</p> <p>RAIL LOOP = A stretch of rail track that provides a place for a train to halt temporarily while other trains pass on an adjacent main line. This configuration allows the sequence of trains along a track to change or;</p> <p>a short branch off a railway track often connected at both ends to the main track, where trains can pass on a single line stretch of railway.</p> <p>RAILROAD = A track consisting of two parallel steel (or in older networks, iron) rail tracks or;</p> <p>line that is the commercial organisation responsible for operating a system of transportation for trains that pull passengers or freight.</p> <p>RAILWAY = A track or set of tracks of iron or steel rails used for the passage of trains or;</p> <p>a permanent track composed of a line of parallel metal rails fixed to sleepers for transport of passengers and goods in trains.</p> <p>RAILWAY LINE = The road consisting of railroad track and roadbed or a permanent track composed of a line of parallel metal rails fixed to sleepers for transport of passengers and goods in trains.</p> <p>TRAMWAY = Usually a system of grooved tracks laid in urban streets. Forming routes for the conveyance of passengers in trams.</p>
RSTA	Railway Station	<p>RAILWAY SIDING or SIDING = A short branch off a railway track, often connected at both ends to the mainline track, and used for shunting or for loading, unloading and storing goods trucks or;</p> <p>a short branch off a railway track often connected at both ends to the main track, where trains can pass on a single line stretch of railway.</p> <p>RAILWAY STATION = A place where trains stop for passengers and/or freight or;</p> <p>a structure beside a railway line with facilities for receiving and discharging passengers and freight.</p> <p>STATION = A facility at which passengers may board and alight from trains and/or goods may be loaded or unloaded or;</p> <p>a structure beside a railway line with facilities for receiving and discharging passengers and freight.</p>
RNGE	Range	<p>HEIGHTS = The vertical dimension of extension, distance from the base of a landform to the top or the highest part of a range, especially the peaks of a set of hills or mountains.</p> <p>MASSIF = A block of the earth's crust bounded by faults and shifted to form peaks of a mountain range or a massif is a section of the earth's crust that is</p>

		<p>demarcated by faults or flexures.</p> <p>MOUNTAIN RANGE = A group of mountains bordered by lowlands or separated from other mountain ranges by passes or rivers.</p> <p>MOUNTAINS = A series of land masses that project well above its surroundings or a series or line of mountains with or without obvious peaks, in which the crests are relatively narrow, At least 16km in length.</p> <p>RANGE = A series or line of mountain or hill ridges with or without obvious peaks, in which the crests are relatively narrow, and are at least 16km in length.</p> <p>TOPS = The top point of a mountain or hill or the highest part of a range especially the peaks of a set of hills or mountains.</p>
RAV	Ravine	<p>A small narrow steep sided valley, larger than a gully and smaller than a canyon or;</p> <p>a deep valley, relatively narrow but of considerable size, bounded by steep slopes, and formed by a river.</p>
RCH	Reach	<p>A straight section of a river, especially a navigable river between two bends or;</p> <p>a comparatively straight part of a river or channel between two bends.</p> <p>Can also be referred to as an ARM.</p> <p>A narrow portion of the sea or a lake projecting from the mainland.</p>
REEF	Reef	<p>CORAL REEF = A reef, often of large extent, composed chiefly of coral and its derivatives.</p> <p>REEF = A ridge of rocks or coral lying near the surface of the sea, which may be visible at low tide, but is usually covered by water.</p> <p>May include man-made reefs.</p>
RESV	Reserve	<p>COMMON = A tract of land which belongs to the local community as a whole, and is open to common use, particularly for recreation.</p> <p>CONSERVATION PARK = An area set aside for the conservation of fauna and flora, usually with restricted access.</p> <p>CONSERVATION RESERVE = A tract of public land set apart for a specific purpose.</p> <p>FLORA RESERVE = Crown land set aside for the protection of flora, with access controlled by state or federal authorities.</p> <p>RESERVE = A tract of public land set apart for recreation, as a public reserve, or for a specific purpose, i.e., Nature Reserve, Game Reserve, showgrounds, etc. OR an area proclaimed to be a public park by government legislation.</p> <p>SHOWGROUND[S] = A tract of land with pavilion(s) an arena(s) for the exhibition and display of livestock and produce OR a reserve used for fairs, field days, and local shows.</p>
RES	Reservoir	<p>ARTIFICIAL LAKE = The waters impounded by usually the constructions of a reservoir or;</p> <p>a lake constructed for the containment of water.</p> <p>DAM = A body of water, impounded by a constructed wall or barrier, and stored for domestic or other uses.</p> <p>POND2 = A small body of still water; may be of natural or artificial formation or; a relatively small body of water retained by a barrier, usually for drinking or irrigation purposes.</p> <p>PONDAGE = The holding back of water for later release for power development above the dam of a hydroelectric plant to, equalize daily or weekly fluctuations of stream flow or to permit irregular hourly use of water by the wheels to care for fluctuations in the load demand or;</p> <p>in general the holding back of water for later releases or;</p> <p>the storage capacity available for the use of such water or;</p> <p>water in excess of normal levels temporarily trapped by an embankment.</p> <p>PUBLIC WATERING PLACE = An artificial waterhole for the watering of stock.</p> <p>RESERVOIR = An artificial lake for the storage, regulation and control of water for domestic or other use or;</p> <p>an artificial lake or structure storing water for domestic or other uses.</p> <p>RETARDING BASIN = An artificially maintained flood-control area into which</p>



		floodwaters are deflected by means of a dam placed across a river channel.
RDGE	Ridge	<p>FAULT = A crack in the earth's crust resulting from the displacement or one side with respect to the other of;</p> <p>a fracture in the earth's crust along which movement has taken place and where the rock strata on the two sides do not match.</p> <p>NECK = A narrow elongated projecting strip or land or;</p> <p>a long and narrow stretch of elevated ground, generally with a length of less than 16km.</p> <p>RIDGE = A long and narrow stretch of elevated ground either isolated or located in a range or a long and narrow stretch of elevated ground, generally with a length of less than 16km.</p>
FRNG	Rifle/Rocket Range	<p>BOMBING RANGE = A tract of land on which the military conducts bombing practice.</p> <p>RIFLE RANGE = A tract of land on which rifle shooting contests are held or; an area designated for target practice with rifles.</p> <p>ROCKET RANGE = An area of land designated for the launching of rockets.</p>
RH	Rockhole	<p>GNAMMA HOLE = Small holes of varying shape, diameter and depth, found in hard granite outcrops and in the decomposed granite of a breakaway, usually holding water or;</p> <p>a natural hole in a rock in which rainwater collects.</p> <p>ROCKHOLE = A hole excavated in solid rock by water action.</p> <p>SINK = A pit like hole in found in areas of karst. These features are caused by the weathering of limestone or dolomite by subsurface drainage or;</p> <p>a saucer shaped depression in the earth's surface, usually found in limestone regions, through which water may enter the ground and pass along an underground course.</p>
OFRK	Rocks (Offshore)	<p>ROCK = An isolated rocky formation or a single large stone, usually one constitutes a danger to navigation; can be submerged or partially submerged or;</p> <p>an isolated rocky formation submerged or partly submerged in the sea, which constitutes a danger to navigation or;</p> <p>a large rocky formation surrounded by the waters of an inland body of water.</p> <p>ROCKS = A large and isolated formation of rocky outcrops submerged or partly submerged in the sea, which constitutes a danger to navigation or;</p> <p>a large formation consisting of rocky outcrops surrounded by the waters of an inland body of water.</p>
MTRK	Rocks (On Land)	<p>BOULDER[S] = A large water-worn or weather-worn stone(s) or;</p> <p>a large detached rock, rounded OR worn.</p> <p>COLUMN = A large detached rock, taller than it is wide and roughly cylindrical in shape or;</p> <p>a large rock which is part of an elevated relief feature but which is prominent for its tall and cylindrical aspect.</p> <p>CRAG = A rough, steep rock or point of rock or;</p> <p>a prominent rocky outcrop on an elevated relief feature.</p> <p>MONOLITH[S] = A single great stone, often in the form of a column or obelisk or;</p> <p>a geological or technological feature such as a mountain, consisting of a single massive stone or rock. Erosion usually exposes these formations, which are most often made OF very hard AND solid metamorphic rock or an extremely large isolated rock.</p> <p>NEEDLE = A tall perpendicular sharp-pointed rock.</p> <p>PILLAR = A large rock which is part of an elevated relief feature but which is prominent for its tall and cylindrical aspect.</p> <p>PINNACLE = An isolated, tall, perpendicular sharp-pointed rock or;</p> <p>a sharp pointed rock, rising more or less vertically or a tall perpendicular sharp-pointed rock.</p> <p>ROCK COLUMN = any tall and relatively thin landform that has an approximate</p>

		<p>shape of a column or tower or;</p> <p>a large rock which is part of an elevated relief feature but which is prominent for its tall and cylindrical aspect.</p> <p>ROCK FORMATION = An isolated group of large rocky outcrops, rising sharply from level terrain or;</p> <p>a group or formation of rocks, boulders or a prominent outcrop consisting of several rocky crags on an elevated relief feature.</p> <p>ROCK = A prominent or isolated outcrop of stone on land or a group of prominent or isolated outcrop of stones on land or;</p> <p>an isolated rocky outcrop rising sharply from level terrain or;</p> <p>a prominent rocky outcrop ON an elevated relief feature or;</p> <p>an isolated group of large rocky outcrops, rising sharply from level terrain or;</p> <p>a prominent outcrop consisting of several rocky crags on an elevated relief feature.</p> <p>SPIRE = A large rock which is part of an elevated relief feature but which is prominent for its tall tapering aspect, resembling an inverted cone or a pyramid.</p> <p>TOR = An isolated mass of rock, usually granite, which has been subject to considerable weathering, and often assumes peculiar shapes or;</p> <p>an isolated high rock, commonly one eroded by wind into unusual shapes.</p>
RUIN	Ruin	<p>The remains of a fallen building, town etc., or of anything in a state of destruction or decay or;</p> <p>a fallen and derelict building.</p>
SM	Sawmill	<p>A mill for dressing logs and lumber or;</p> <p>an establishment in which timber is sawn into planks or boards by machinery.</p>
SCHL	School	<p>COLLEGE = An institution for higher education; a large and important secondary school or;</p> <p>an establishment for learning at post-secondary level, usually for vocational or technical education.</p> <p>COMBINED PRIMARY AND SECONDARY = A facility used for full-time primary and secondary instruction of children, typically aged 6 to 17.</p> <p>HIGH SCHOOL = A facility used for the full time tuition of children usually aged from 12 to 17 years.</p> <p>INSTITUTE = An association organized to promote art or science or education or a building in which work of a literary, scientific or educational character is carried out.</p> <p>KINDERGARTEN = A facility used for the tuition of young children (usually under the age of 5) prior to preschool.</p> <p>PRESCHOOL = A facility used for the tuition of young children prior to school age, usually children age of five.</p> <p>SCHOOL = A place or establishment where instruction is given, especially one for children or;</p> <p>an establishment for primary or secondary education created by the Education Act.</p> <p>SECONDARY SCHOOL = A facility used for full-time secondary institution of children, typically aged 12 to 17.</p> <p>SPECIAL SCHOOL = A facility used for the education of children with special needs.</p> <p>TAFE = A facility used for providing education or instruction in technical, business or trade subjects at a post-secondary level.</p> <p>UNIVERSITY = An educational institution for both instruction and examination in the higher branches of knowledge with the power to confer diploma, undergraduate or postgraduate qualifications or;</p> <p>a tertiary educational institution with the power to award postgraduate research degrees.</p>
SEA	Sea	<p>OCEAN = The vast body of water on the surface of the globe, which surrounds the land or;</p> <p>one of the five major geographical divisions of the salt waters that cover the majority of the earth's surface.</p>



		SEA = One of the smaller divisions of the oceans, especially if partly enclosed by land or; one of the smaller divisions of the salt waters that cover the majority of the earth's surface, in particular one which forms part of one of the five oceans and which is partly enclosed by land.
SHOL	Shoal	PATCH[ES] = An alternative to a shoal when referred to a detached area constituting a danger, frequently used in the plural or; at shoal which constitutes a danger to vessels. SHALLOWS = An indefinite term applied to expanses of shoal or shallow water or an area of shallow water. SHOAL = A ridge of sand or of rocks just below the surface of the sea or; an area of shallow water.
SOAK	Soak	NATIVE WELL = A natural spring or a small pool fed from a spring or soak and sometimes improved by Aborigines; a type of waterhole or a natural receptacle for water, fed from a spring or soak, and possibly improved by Aborigines. SOAK = A damp or swampy spot around the base of granite rocks or in otherwise dry watercourses or; a hollow, often in sandy soil and around the base of granite rocks, where water collects, on or below the surface of the ground. SOAKAGE = Legal term for water that oozes, seeps or filters through the soil without a definite channel in a course that is unknown or not discoverable or; a hollow, often in sandy soil and around the base of granite rocks, where water collects, on or below the surface of the ground.
SND	Sound	A relatively long arm of the sea. Forming a channel between an island and the mainland, or connecting two larger bodies of water, as a sea and the ocean, or two parts of the same body, but usually wider and more extensive than a strait or; a relatively long arm of a sea or ocean forming a channel between an island and the mainland or connecting two larger bodies, as, a sea and the ocean, or two parts of the same body; usually wider and more extensive than a strait.
SPIT	Spit	SANDSPIT1 = A deposition land form found off coasts. They are a type of bar or beach that develops where a re-entrant occurs, such as a cove, bay, ria or river mouth and they are formed by the movement of sediment (typically sand) along a shore by a process known as longshore drift OR a small bank of low land projecting into the sea from the shore. SANDSPIT2 = A small bank of low land projecting into a lake or other inland body of water from the shore. SPIT1 = A small point of land or narrow shoal projecting into a body of water from the shore OR a small bank of low land projecting into the sea from the shore. SPIT2 = A small bank of low land projecting into a lake or other inland body of water from the shore.
SPRG	Spring	HOT SPRING[S] = A stream of hot water issuing from the ground OR a naturally heated mineral spring. MINERAL SPRING = A spring which contains a noticeable quantity of mineral matter in solution OR a spring of water which has in it a high proportion of naturally occurring mineral salts. POOL SPRING = A pool which is naturally replenished by a flow of water from a subterranean spring. SPRING = A place at which a flow of water issues naturally from the ground, either continuously or intermittently.
SPUR	Spur	SPUR2 = A minor linear projection off a range, ridge, mountain, hill, tableland or plateau being not more than 2kms in length and decreasing in altitude from the parent feature OR a minor linear projection off an elevated relief feature, less than 2km in length and decreasing in altitude from the parent feature.
STOK	Stock Route	STOCK ROUTE = A route designated for driving stock, with the intent of avoiding vehicular traffic.
STR	Strait	CHANNEL2 = A navigable stretch of water between two landmasses, wider than a strait. STRAIT = A narrow passage connecting two larger bodies of water OR a comparatively deep and narrow route affording a passage for a vessel between two landmasses.

SFSP	Surfing Spot	<p>SURF BREAK = Refers to waves of the sea as they break in shallow water or upon the shore. A permanent obstruction such as a reef, bombara, rock or sandbar which causes waves to break thus making conditions conducive to surfing.</p> <p>SURFING SPOT = A place where the sport of surfing occurs. A permanent obstruction such as a reef, bombara, rock or sandbar which causes waves to break thus making conditions conducive to surfing.</p>
SWMP	Swamp, Marsh, Morass	<p>COWAL = A small swampy hollow in red-soil country.</p> <p>MARSH = A tract of low lying land, flooded at times and generally swampy. In Australia, often the same as swamp OR a tract of land normally saturated with water, having little or no drainage and characterised by a growth of grass or reeds.</p> <p>MORASS = A bog or marsh OR a tract of land normally saturated with water, having little or no drainage and characterised by a growth of grass or reeds.</p> <p>SALTMARSH = A marsh which at times is flooded by the sea, or an inland marsh in an arid region in which the water contains a high proportion of salt OR a marsh which is sometimes flooded by the sea or which for some other reason has water with a high saline content.</p> <p>SWAMP = A tract of low-lying land which is permanently saturated with moisture, and is usually overgrown with vegetation OR a tract of land normally saturated with water, having little or no drainage and characterised by a growth of grass or reeds.</p> <p>WETLAND[S] = An area inundated or saturated by surface water or groundwater at a frequency and duration sufficient to support vegetation typical of swamps, marshes, bogs, etc.</p>
TANK	Tank	<p>TANK = A large receptacle or structure for holding water or other liquids, or gas OR an artificial waterhole forming a reservoir for rainwater and adjacent run-off, made by building walls of earth either excavated or conveyed to the site.</p>
TO	Telegraph Office	<p>TELEGRAPH OFFICE = A building which was purpose built FOR THE sending AND receiving OF telegraph transmissions.</p>
TOWR	Tower	<p>RADIO TOWER: An antenna for the transmission of sound by radio waves to a widely dispersed audience through radio receivers. Or A transmission tower for radio broadcasts.</p> <p>TELEVISION TOWER: An antenna for the transmission of sound and images by radio waves to a widely dispersed audience through television receivers. For example, MAWSON TELEVISION TOWER. Or A transmission tower for television broadcasts.</p> <p>TOWER: A structure taller than its diameter; can stand alone or be attached to a larger building. Or A high metal tower which carries conductors for the transmission of media broadcasts.</p> <p>TRANSMISSION TOWER: Tall structures designed to support antennas for telecommunications and broadcasting, including television. Or A high metal tower which carries conductors for the transmission of media broadcasts.</p>
TRK	Track, Trail	<p>BRIDLE PATH = A path fit for the passage of horses, but not motor vehicles.</p> <p>TRACK = A way made or beaten by the feet of men or animals; a formed and/or marked walking way OR an un-surfaced way, especially through rough country, for walking, riding or driving.</p> <p>TRAIL = A track or path for passage by foot or horse from one point to another; does not include roads or highways OR an un-surfaced way, especially through rough country, for walking, riding or driving.</p>
TREE	Tree	<p>TREE = A prominent lone or marked tree OR a large arboreal specimen, either living or preserved, identified as a cultural object, usually commemorating a historic event associated with it.</p>
DEEP	Trough (Hydro)	<p>TRENCH = A deep ocean trench or valley with steep sides, formed by depresses, usually to several kilometres in depth.</p> <p>TROUGH = A narrow, generally more shallow than a trench, depression with in the land surface or ocean bed.</p>
TUNN	Tunnel	<p>TUNNEL = An artificial subterranean passage through a hill, etc. or under a road or river, etc. especially for railway or road OR an enclosed subterranean excavation through high ground or under a body of water to enable road or rail</p>



		traffic to pass the obstruction.
VAL	Valley	<p>AMPHITHEATRE = A basin-shaped hollow, particularly one having steep sides.</p> <p>DALE = A wide open valley OR a small open river valley partly enclosed by low hills.</p> <p>DELL = A small wooded valley.</p> <p>VALE = A valley, usually of a broad, level type OR a long area of lower elevation in an area of elevated relief, bounded by hills or mountains, usually with a river flowing through it, and formed by erosion or by movements in the earth's crust.</p> <p>VALLEY = A long narrow depression in the earth's surface, usually with a fairly regular downward slope or a long area of lower elevation in an area of elevated relief, bounded by hills or mountains, usually with a river flowing through it, and formed by erosion or by movements in the earth's crust.</p>
WINE	Vineyards and Wineries	Vineyards and Wineries - buildings or properties which produce wine or a business involved in the production of wine. Typically includes a plantation of grapevines, warehouse, bottling lines, laboratories and large tanks.
PATH	Walk Trail, Path	<p>PATH = A way beaten or trodden by the feet of men or beasts; a course or track or;</p> <p>a way, paved or unpaved, for walking.</p> <p>TRAIL = A trail set aside for walking.</p> <p>WALK = A path set aside for walking.</p>
WPL	Water Pipeline	<p>CONDUIT = A large diameter pipeline FOR conveying liquids.</p> <p>WATER PIPELINE = A pipeline FOR THE conveyance OF water.</p>
STRM	Watercourse	<p>A natural or artificial channel through which water flows, or</p> <p>A stream, creek, brook, rill, ribulet, runnel, streamlet, run or river, or</p> <p>A channel, bed or route along which water flows, or</p> <p>A Tidal river, tidal stream, tidewater river, tidewater stream</p>
WRFL	Waterfall	<p>CASCADE = A waterfall over a set of steep rocks, or a series of small waterfalls.</p> <p>CATARACT = A waterfall usually of considerable size in both flow and height.</p> <p>FALL[S] = A perpendicular or very steep descent of water in the course of a stream OR a sudden steep descent of water over a natural step in the bed of a stream.</p> <p>RAPID[S] = A portion of a stream where it descends rapidly, without a break in the slope of the bed sufficient to form a waterfall.</p> <p>WATERFALL = A sudden steep descent of water over a natural step in the bed of a stream.</p>
WTRH	Waterhole	<p>BILLABONG = A river branch that forms a backwater or stagnant pool OR a waterhole in a stream or in an anabranch, which dries up outside the rainy season.</p> <p>HOLE = A natural hole or hollow containing water, especially one in the dry bed of an intermittent river.</p> <p>LAGOON2 = A small body of open fresh water, smaller than a lake, possibly appearing only seasonally.</p> <p>OXBOW = A lake formed when a meandering river, having bent in an almost a complete circle, cuts across the narrow neck of the land between the two stretches, and leaves a backwater; silt is gradually deposited by the river at the entrances to this backwater, until it finally becomes a lake OR a small bow-shaped lake, as a remnant of a former meander of a river after the river has straightened its course by cutting through the neck of the meander.</p> <p>POND2 = A small body of still water in a natural hollow.</p> <p>WASHPOOL = A natural pool in a stream in which sheep are washed before shearing.</p> <p>WATER = Large pools of water in arid regions, usually permanent and not normally located in a watercourse.</p> <p>WATER FEATURE = A feature within water.</p> <p>WATERHOLE = A natural hole or hollow containing water, often in the dry bed of an intermittent river OR a spring in the desert OR a natural hole or hollow</p>

		containing water, especially one in the dry bed of an intermittent river.
WBRG	Weighbridge	A weighbridge is a large set of scales, usually mounted permanently on a concrete foundation that is used to weigh entire vehicles and their contents.  By weighing the vehicle both empty and when loaded, the load carried by the vehicle can be calculated.
WELL	Well	ARTESIAN WELL = A type of well in which the water is forced to the surface by hydrostatic pressure.  WELL1 = A hole drilled into the ground to extract oil or gas.  WELL2 = A natural spring or small pool fed by a spring or soak and sometimes improved by Aborigines OR a hole or pit dug in the ground to obtain water, often lined with stone OR a hole or pit dug or drilled into the ground to extract water.
WHRF	Wharf	WHARF = A platform, contiguous to and more or less parallel with the shoreline, alongside of which ships may be secured for loading or unloading cargo or passengers OR a platform, such as a jetty, pier or quay, alongside of which ships may be secured for loading or unloading cargo or passengers.
WRCK	Wreck	AIRCRAFT WRECKAGE = The remnants of a crashed aircraft such as a plane or helicopter.  WRECK = The ruined remains of a stranded or sunken vessel, which has been rendered useless OR the ruined remains of a sunken vessel.
YD	Yard	PADDOCK = A piece of land, especially one used for pasture or tillage OR a tract of land, fenced or otherwise marked off, used for rural production.  STOCKYARD = An enclosure forming a pen for livestock etc., a stockyard OR an enclosure for the temporary keeping of livestock, such as horses, sheep or cattle.  YARD = An enclosure forming a pen for livestock etc., a stockyard OR an enclosure for the temporary keeping of livestock, such as horses, sheep or cattle.



## Appendix 3B: Topographic feature naming checklist

The following checklist will help ensure naming proposals have followed the necessary processes and complied with the required policies as shown in *Sections 1 and 3 of the Policies and Standards for Geographical Naming in Western Australia*.

<input type="checkbox"/>	Is the feature of greater than local significance (e.g. located in more than two local governments; in a tourist precinct or major city centre)? Does advice need to be sought from Landgate before proceeding with the submission?																																												
<input type="checkbox"/>	<p>Does the submission name conform to the policies in Section 1?</p> <table border="1"> <thead> <tr> <th></th> <th>Yes</th> <th>No</th> <th>N/A</th> </tr> </thead> <tbody> <tr> <td>Language</td> <td>i</td> <td>i</td> <td>i</td> </tr> <tr> <td>Recognising the public interest</td> <td>i</td> <td>i</td> <td>i</td> </tr> <tr> <td>Ensuring public safety indicators/prefixes/suffixes avoided</td> <td>i</td> <td>i</td> <td>i</td> </tr> <tr> <td>the complete extent to the feature</td> <td>i</td> <td>i</td> <td>i</td> </tr> <tr> <td>use of commemorative names</td> <td>i</td> <td>i</td> <td>i</td> </tr> <tr> <td>Name is not discriminatory</td> <td>i</td> <td>i</td> <td>i</td> </tr> <tr> <td>Recognition and use of Aboriginal names</td> <td>i</td> <td>i</td> <td>i</td> </tr> <tr> <td>Dual naming</td> <td>i</td> <td>i</td> <td>i</td> </tr> <tr> <td>Consultation with the public</td> <td>i</td> <td>i</td> <td>i</td> </tr> <tr> <td>Provided evidence of objections</td> <td>i</td> <td>i</td> <td>i</td> </tr> </tbody> </table>		Yes	No	N/A	Language	i	i	i	Recognising the public interest	i	i	i	Ensuring public safety indicators/prefixes/suffixes avoided	i	i	i	the complete extent to the feature	i	i	i	use of commemorative names	i	i	i	Name is not discriminatory	i	i	i	Recognition and use of Aboriginal names	i	i	i	Dual naming	i	i	i	Consultation with the public	i	i	i	Provided evidence of objections	i	i	i
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<input type="checkbox"/>	Is the 'feature class' used in the name compliant with the approved list of feature classes for Western Australia?																																												
<input type="checkbox"/>	Is the feature situated on land administered by another government agency? Is the land privately owned or part of a commercial area? Has consultation with these groups been undertaken? (See Section 9)																																												
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<input type="checkbox"/>	<p>Does the submission contain:</p> <ul style="list-style-type: none"><li>• details of the feature (including, if possible, the address and access points for emergency service response)</li><li>• background of the proposed name and why it was selected</li><li>• indication that the name conforms to the principles of Sections 1 and 3 of the guidelines</li><li>• copies of survey material/maps/plans</li><li>• details on how council has addressed any objections lodged</li><li>• copies of consent from Aboriginal communities (if relevant)</li><li>• details of consultation with emergency service response and public service providers (if relevant), including copies of correspondence sent and responses received</li><li>• a copy of council minutes indicating endorsement of the proposal, or that council staff have delegated authority.</li></ul>
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### Appendix 4A: Locality naming and boundary checklist

The following checklist will help ensure naming proposals have followed the necessary processes and complied with the required policies as shown in Sections 1 and 4 of the Policies and Standards for Geographical Naming in Western Australia.

<input type="checkbox"/>	As localities are considered to be of greater than local significance has advice been sought from Landgate before proceeding with the submission?																																												
<input type="checkbox"/>	<p>Does the submission name conform to the policies in Section 1?</p> <table border="1"> <thead> <tr> <th></th> <th>Yes</th> <th>No</th> <th>N/A</th> </tr> </thead> <tbody> <tr> <td>Language</td> <td>i</td> <td>i</td> <td>i</td> </tr> <tr> <td>Recognising the public interest</td> <td>i</td> <td>i</td> <td>i</td> </tr> <tr> <td>Ensuring public safety indicators/prefixes/suffixes avoided</td> <td>i</td> <td>i</td> <td>Cardinal</td> </tr> <tr> <td>the complete extent to the feature</td> <td>i</td> <td>i</td> <td>Assigning</td> </tr> <tr> <td>use of commemorative names</td> <td>i</td> <td>i</td> <td>Correct</td> </tr> <tr> <td>Name is not discriminatory</td> <td>i</td> <td>i</td> <td>i</td> </tr> <tr> <td>Recognition and use of Aboriginal names</td> <td>i</td> <td>i</td> <td>i</td> </tr> <tr> <td>Dual naming</td> <td>i</td> <td>i</td> <td>i</td> </tr> <tr> <td>Consultation with the public</td> <td>i</td> <td>i</td> <td>i</td> </tr> <tr> <td>Provided evidence of objections</td> <td>i</td> <td>i</td> <td>i</td> </tr> </tbody> </table>		Yes	No	N/A	Language	i	i	i	Recognising the public interest	i	i	i	Ensuring public safety indicators/prefixes/suffixes avoided	i	i	Cardinal	the complete extent to the feature	i	i	Assigning	use of commemorative names	i	i	Correct	Name is not discriminatory	i	i	i	Recognition and use of Aboriginal names	i	i	i	Dual naming	i	i	i	Consultation with the public	i	i	i	Provided evidence of objections	i	i	i
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<input type="checkbox"/>	If this is an approval request for a new locality, does the area meet the necessary lot and size requirements?																																												
<input type="checkbox"/>	Is the locality situated on land administered by another government agency? Is the land privately owned or part of a commercial area? Has consultation with these groups been undertaken? (See Section 9)																																												
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<input type="checkbox"/>	<p>Does the submission contain:</p> <ul style="list-style-type: none"> <li>• details of the locality</li> <li>• background of the proposed name and why it was selected</li> <li>• indication that the name conforms to the principles of Sections 1 and 4 of the guidelines</li> <li>• copies of survey material/maps/plans</li> <li>• details on how council has addressed any objections lodged</li> <li>• copies of consent from Aboriginal communities (if relevant)</li> <li>• details of consultation with emergency service response and public service providers (if relevant), including copies of correspondence sent and responses received</li> <li>• a copy of council minutes indicating endorsement of the proposal, or that council staff have delegated authority</li> </ul>
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## Appendix 5A: Local park and recreational reserve naming worksheet

The following checklist will help ensure naming proposals have followed the necessary processes and complied with the required policies as shown in Sections 1 and 5 of the Policies and standards for geographical naming in Western Australia.

<input type="checkbox"/>	Is the local park or recreation reserve of greater than local significance? Does advice need to be sought from Landgate before proceeding with the submission?																																												
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<input type="checkbox"/>	If this is an approval request for a new local park or recreation reserve, is it named after an adjoining street or is it a unique name?																																												
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<input type="checkbox"/>	<p>Does the submission contain:</p> <ul style="list-style-type: none"><li>• details of the local park or recreation reserve (including, if possible, the address and access points for emergency service response)</li><li>• background of the proposed name and why it was selected</li><li>• indication that the name conforms to the principles of Sections 1 and 5 of the guidelines</li><li>• copies of survey material/maps/plans</li><li>• details on how council has addressed any objections lodged</li><li>• copies of consent from Aboriginal communities (if relevant)</li><li>• details of consultation with emergency service response and public service providers (if relevant), including copies of correspondence sent and responses received</li><li>• a copy of council minutes indicating endorsement of the proposal, or that council staff have delegated authority</li></ul>
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## Appendix 6A:

### Administrative boundary feature classes suitable for use in Western Australia

The following table is a list of feature classes suitable for use within Western Australia for administrative boundary naming.

Feature Class Abbreviation	Feature Class	Description
AA	Agricultural Area	The area taken up by arable land, permanent pasture and meadow, land used for permanent crops and kitchen gardens
ABF	Administrative Boundary Feature	A limit or border of a geographic area under the jurisdiction of some governmental or managerial entity.
DCA	Development Control Area	The Development Control Areas include the waters of rivers and adjoining parks and recreation reservations of specific areas to protect, regulate and control development in these areas.
DI	District	A division of an area for administrative purposes.
ELEC	Electoral Boundary	An electoral boundary (also known as a constituency, riding, ward, division, district, electoral area or electorate) is a distinct territorial subdivision for holding a separate election for one or more seats in a legislative body. Generally, only voters who reside within the geographical bounds of an electoral district (constituents) are permitted to vote in an election held there.
LAD	Legislative Assembly District	A district used to determine the geographical bounds of a legislative assembly district (constituents) are permitted to vote in an election held there. The Legislative Assembly is the lower chamber of the bicameral state legislatures in some Commonwealth countries, such as Australia
LCD	Legislative Council District	Western Australia has been divided into six regions for electing the Legislative Council, three regions in Perth and three covering the rest of the state.
LDIS	Land District	Western Australia is divided into five land divisions which are divided into officially gazetted land districts (for cadastral purposes), which are then further divided into numbered locations.
LDIV	Land Division	There are five land divisions in Western Australia, as specified in Schedule 1 of the Land Administration Act 1997: Eastern Land Division; Eucla Land Division; Kimberley Land Division; North-West Land Division; South-West Land Division.
LGA	Local Government Authority	That part of the state which deals mainly with such matters as concern the inhabitants of a particular district or place, and which it is thought desirable should be administered by local authorities, subordinate to the central government.
LGAT	Local Govt Town	Land that was declared to be a townsite under the Local Government Act.
LGAW	Local Govt Ward Boundary	A ward is a subdivision of a municipality. In Western Australia they are an electoral district within a municipality used in local politics.
MHA	Marine & Harbour Area	Bounded areas created under the Marine and Harbours Act.
MMA	Marine Management Area	The reservation of an area for the purpose of managing and protecting the marine environment so that it may be used for conservation, recreational, scientific and commercial purposes.  Commercial purposes includes-aquaculture, commercial fishing and pearling activity; mining, within the meaning of the Mining Act 1978; seismic surveys and exploratory drilling for petroleum; and production of petroleum and associated activities.
MNR	Marine Nature Reserve	The reservation of a marine nature reserve for the conservation and restoration of the natural environment; the protection, care and study of indigenous flora and fauna; and the preservation of any feature of archaeological, historic or scientific interest.
MPAR	Marine Park	The reservation of an area for the purpose of allowing only that level of recreational and commercial activity which is consistent with the proper conservation and restoration of the natural environment, the protection of indigenous flora and fauna and the preservation of any feature of archaeological, historic or scientific interest.
NP	National Park	A tract of land declared public property by a national government with a view to its preservation and development for purposes of recreation and culture.
PA	Port Authority	Most ports are managed by port authorities with different levels of state control. These are mostly separate bodies that run the port on behalf of government,

		being responsible for port management and governance.
RIVR	River Reserve	That area reserved under the Metropolitan Region Scheme (MRS) for waterways.
RPA	Riverpark Area	Areas managed by the Swan River Trust comprising waterways, land adjoining those identified waters excluding freehold land in private ownership.
SA	Suburban Area	An area which has been developed for residential use located outside of a 'city' area.
SFST	State Forest	Forest areas protected by state laws and acts.
STAT	State	<p>A state is the bounded area which is administered by a government, a country subdivision in a federal form of government which shares political jurisdiction with a federal or national government.</p> <p>There are six states in Australia: New South Wales (NSW), Queensland (Qld), South Australia (SA), Tasmania (Tas.), Victoria (Vic.) and Western Australia (WA).</p> <p>There are ten Australian territories outside the borders of the states. two mainland territories, Australian Capital Territory (ACT) and Northern Territory (NT) and one offshore territory, Norfolk Island, which have been granted a limited right of self-government by the Australian Government.</p> <p>Seven territories are governed only by Commonwealth law, usually through an Australian Government-appointed Administrator. They are: Ashmore and Cartier Islands; Australian Antarctic Territory; Christmas Island; Cocos (Keeling) Islands; Coral Sea Islands; Jervis Bay Territory; Territory of Heard Island and McDonald Islands.</p>
TNST	Townsite	Gazetted townsites as created under the Land Administration Act.
WCA	Water Control Area	Water Control Area's as defined by the Department of Water.
WCT	Water Catchment Area	Water Catchment Area's as defined by the Department of Water.



## Appendix 6B: Administrative boundary naming worksheet

The following checklist will help ensure naming proposals have followed the necessary processes and complied with the required policies as shown in Sections 1 and 6 of the Policies and Standards for Geographical Naming in Western Australia.

<input type="checkbox"/>	As administrative boundaries are considered to be of greater than local significance has advice been sought from Landgate before proceeding with the submission?																																												
<input type="checkbox"/>	<p>Does the submission name conform to the policies in Section 1?</p> <table border="1"> <thead> <tr> <th></th> <th>Yes</th> <th>No</th> <th>N/A</th> </tr> </thead> <tbody> <tr> <td>Language</td> <td> </td> <td> </td> <td> </td> </tr> <tr> <td>Recognising the public interest</td> <td> </td> <td> </td> <td> </td> </tr> <tr> <td>Ensuring public safety indicators/prefixes/suffixes avoided</td> <td> </td> <td> </td> <td>Cardinal</td> </tr> <tr> <td>the complete extent to the feature</td> <td> </td> <td> </td> <td>Assigning</td> </tr> <tr> <td>use of commemorative names</td> <td> </td> <td> </td> <td>Correct</td> </tr> <tr> <td>Name is not discriminatory</td> <td> </td> <td> </td> <td> </td> </tr> <tr> <td>Recognition and use of Aboriginal names</td> <td> </td> <td> </td> <td> </td> </tr> <tr> <td>Dual naming</td> <td> </td> <td> </td> <td> </td> </tr> <tr> <td>Consultation with the public</td> <td> </td> <td> </td> <td> </td> </tr> <tr> <td>Provided evidence of objections</td> <td> </td> <td> </td> <td> </td> </tr> </tbody> </table>		Yes	No	N/A	Language				Recognising the public interest				Ensuring public safety indicators/prefixes/suffixes avoided			Cardinal	the complete extent to the feature			Assigning	use of commemorative names			Correct	Name is not discriminatory				Recognition and use of Aboriginal names				Dual naming				Consultation with the public				Provided evidence of objections			
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<input type="checkbox"/>	If the naming proposal comes from a local government and relates to the local area, has consultation with relevant interest groups such as historical societies and community groups been undertaken? (See Section 9)																																												
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<input type="checkbox"/>	<p>Does the submission contain:</p> <ul style="list-style-type: none"> <li>• details of the administrative boundary</li> <li>• background of the proposed name and why it was selected</li> <li>• indication that the name conforms to the principles of Sections 1 and 6 of the guidelines</li> <li>• copies of survey material/maps/plans</li> <li>• details on how council has addressed any objections lodged</li> <li>• copies of consent from Aboriginal communities (if relevant)</li> <li>• details of consultation with emergency service response and public service providers (if relevant), including copies of correspondence sent and responses received</li> <li>• a copy of council minutes indicating endorsement of the proposal, or that council staff have delegated authority</li> </ul>
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## Appendix 7A:

### Other policy documents relating to Aboriginal and dual naming

The following table is a list other relevant policy documents regarding the application of Aboriginal or dual names to features within Western Australia.

Document title	Author / Source
Policy guidelines for the recording and use of Aboriginal and Torres Strait Island Place names <a href="http://www.icsm.gov.au/cgna/aboriginal_names.pdf">http://www.icsm.gov.au/cgna/aboriginal_names.pdf</a>	Committee for Geographical Names in Australasia (ICSM)
Guidelines for the Consistent Use of Place Names, March 2009 <a href="https://www.icsm.gov.au/what-we-do/permanent-committee-place-names">https://www.icsm.gov.au/what-we-do/permanent-committee-place-names</a>	Permanent Committee on Place Names (PCPN)

## Appendix 7B: Aboriginal and dual naming worksheet

The following checklist will help ensure naming proposals have followed the necessary processes and complied with the required policies as shown in Sections 1, 3 and 7 of the Policies and Standards for Geographical Naming in Western Australia.

<input type="checkbox"/>	Is the feature of greater than local significance (e.g. located in more than two local governments, in a tourist precinct or major city centre)? Does advice need to be sought from Landgate before proceeding with the submission?																																																
<input type="checkbox"/>	<p>Does the submission name conform to the policies in Section 1?</p> <table border="1"> <thead> <tr> <th></th> <th>Yes</th> <th>No</th> <th>N/A</th> </tr> </thead> <tbody> <tr> <td>Language</td> <td style="text-align: center;">i</td> <td style="text-align: center;">i</td> <td style="text-align: center;">i</td> </tr> <tr> <td>Recognising the public interest</td> <td style="text-align: center;">i</td> <td style="text-align: center;">i</td> <td style="text-align: center;">i</td> </tr> <tr> <td>Ensuring public safety</td> <td style="text-align: center;">i</td> <td style="text-align: center;">i</td> <td style="text-align: center;">i</td> </tr> <tr> <td>indicators/prefixes/suffixes avoided</td> <td style="text-align: center;">i</td> <td style="text-align: center;">i</td> <td style="text-align: center;">i</td> </tr> <tr> <td>the complete extent to the feature</td> <td style="text-align: center;">i</td> <td style="text-align: center;">i</td> <td style="text-align: center;">i</td> </tr> <tr> <td>use of commemorative names</td> <td style="text-align: center;">i</td> <td style="text-align: center;">i</td> <td style="text-align: center;">i</td> </tr> <tr> <td>Name is not discriminatory</td> <td style="text-align: center;">i</td> <td style="text-align: center;">i</td> <td style="text-align: center;">i</td> </tr> <tr> <td>Recognition and use of Aboriginal names</td> <td style="text-align: center;">i</td> <td style="text-align: center;">i</td> <td style="text-align: center;">i</td> </tr> <tr> <td>Dual naming</td> <td style="text-align: center;">i</td> <td style="text-align: center;">i</td> <td style="text-align: center;">i</td> </tr> <tr> <td>Consultation with the public</td> <td style="text-align: center;">i</td> <td style="text-align: center;">i</td> <td style="text-align: center;">i</td> </tr> <tr> <td>Provided evidence of objections</td> <td style="text-align: center;">i</td> <td style="text-align: center;">i</td> <td style="text-align: center;">i</td> </tr> </tbody> </table>		Yes	No	N/A	Language	i	i	i	Recognising the public interest	i	i	i	Ensuring public safety	i	i	i	indicators/prefixes/suffixes avoided	i	i	i	the complete extent to the feature	i	i	i	use of commemorative names	i	i	i	Name is not discriminatory	i	i	i	Recognition and use of Aboriginal names	i	i	i	Dual naming	i	i	i	Consultation with the public	i	i	i	Provided evidence of objections	i	i	i
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<input type="checkbox"/>	<p>Does the submission contain:</p> <ul style="list-style-type: none"><li>• details of the feature (including, if possible, the address and access points for emergency service response)</li><li>• background of the proposed name and why it was selected</li><li>• indication that the name conforms to the principles of Sections 1 and 3 of the guidelines</li><li>• copies of survey material/maps/plans</li><li>• details on how council has addressed any objections lodged</li><li>• copies of consent from Aboriginal communities</li><li>• details of consultation with emergency service responders and public service providers (if relevant), including copies of correspondence sent and responses received</li><li>• a copy of council minutes indicating endorsement of the proposal, or that council staff have delegated authority</li></ul>
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LG-1514



## Pre-contact indigenous Fremantle

Published: February, 2018

Prepared by consulting anthropologists Ken Macintyre and Dr Barb Dobson for Fremantle Ports in February 2009. This summary is based on extensive archival research and field consultations originally carried out by Macintyre and Dobson in the 1990's. Much of the information in the document below is based on this research.

*Consultations were held between Noongar Elders and Fremantle Ports' representatives in 2009. Numerous ideas were generated as a result of workshops facilitated by consulting anthropologists Ken Macintyre and Barb Dobson at Fremantle Ports. All the Elders agreed that a map of pre-contact indigenous Fremantle should be created which showed the original topographic and vegetation features of the Fremantle/ Swan River estuary region and showed Aboriginal heritage places of significance to traditional and contemporary Noongar people. The workshops involved representatives from nine different Noongar family groups. These included representatives from The Combined Swan River and Swan Coastal Plains and Darling Ranges Native Title Holders and Traditional Owners (CSR & SCP); the Independent Aboriginal Environmental Group (IAEG); The Bibbulman Tribal Group; the Ballaruk and Didjerak Peoples and the Whadjug Sovereign Group. The names of the individual participants are listed under acknowledgements at the end of this report.*

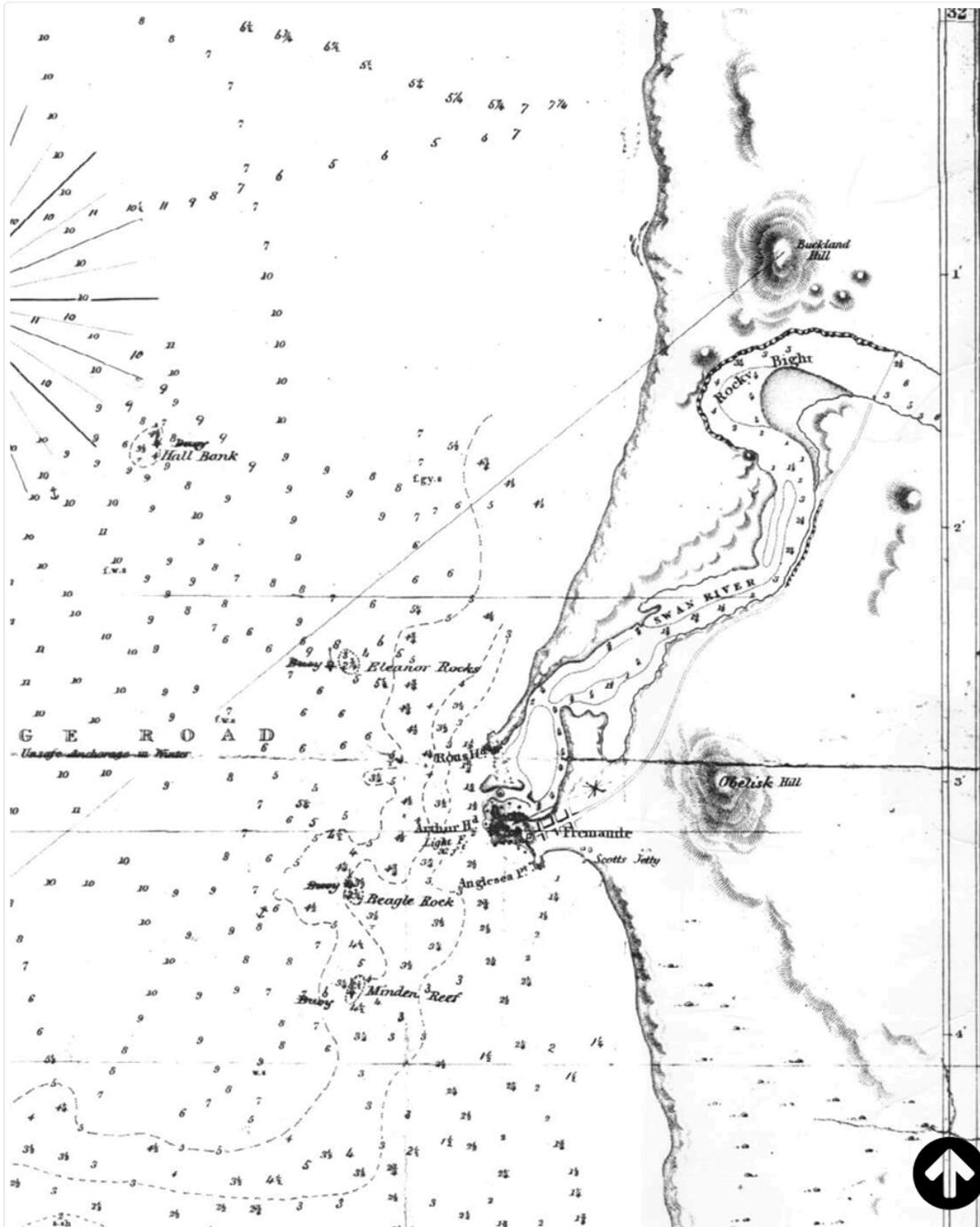
This summary report details the outcome of the workshops carried out at Fremantle Ports in January and February 2009. It includes excerpts from earlier ethnohistorical and archival research of the Fremantle area carried out by Macintyre and Dobson in the 1990's so as to provide the planners with a more thorough picture of indigenous Fremantle prior to European contact.

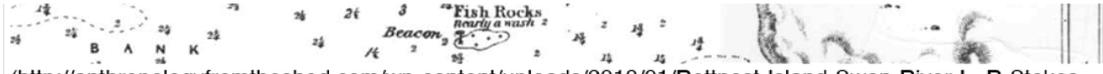
***All Elders unanimously agreed that a map of pre-contact indigenous Fremantle would be the best way of highlighting to the wider population that Fremantle was a thriving indigenous community prior to white settlement and that its cultural significance continues to this day. They believed that the creation of such a map would not only be of great interest to tourists visiting the area but would provide an educational experience for all members of the wider community, indigenous and non-indigenous. The Elders believed that it would help to commemorate and provide recognition to the traditional inhabitants of the area and, most importantly, provide an important step towards reconciliation.***

All were in agreement that a map of pre-contact Fremantle based on historical and ethnohistorical records and contemporary Elders' input should incorporate the recommendations contained in this report and that it be installed in the Fremantle Port precinct at Victoria Quay to showcase Noongar culture as it used prior to European colonisation. The Elders suggested that the map be created in such a way as to depict the original topographic and vegetation features and to include traditional place names, indigenous



habitation and food resource areas (fishing, hunting and gathering grounds); river crossing places and to highlight the traditional trading, ceremonial and mythological significance of the Fremantle and wider Swan River estuary area.





(<http://anthropologyfromtheshed.com/wp-content/uploads/2018/01/Rottnest-Island-Swan-River-L.-R-Stokes-1841-Version-3.jpg>)

Historic map showing Fremantle and part of the Swan River estuary drawn by Commander L. R Stokes 1841 (with addition by J.S. Roe 1865). Source: Landgate records, Historical Plan no. 311

## Interpretive map of pre-contact indigenous Fremantle – Part 1

Fremantle is traditionally located within Beeliiar country, the boundaries of which are described by Lyon (1833) as follows:

'Beeliiar, the district of Midjegoorong, [also spelt Midgegooroo] is bounded by Melville water and the Canning, on the north; by the mountains on the east; by the sea on the west; and by a line, due east, from Mangles Bay, on the south. His headquarters are Mendyarrup, situated somewhere in Gaudoo [Candoo].' (Lyon 1833 in Green 1979: 177)

Midjegoorong was the father of Yagan. The Elders were adamant that the map should include ethnohistorical information as well as indigenous heritage places along the Fremantle and Swan River estuary region. They wanted an educational and interpretive map of indigenous Fremantle to be prepared and installed at Victoria Quay as part of the larger proposed commercial development currently being planned (as of Feb 2009).

### 1. Topographic Features

It was recommended that the map show (a reconstruction of) the original topographic features of Fremantle area and the Swan River Estuary (known as "*Derbal*," estuary or *Derbal Yarragan*, Swan River) as it would have looked prior to or at the time of European settlement. This map would depict the original geological and geographic features such as prominent limestone hills, ridges, cliffs, sand dunes, sand bars, shoals, swamps, original river shoreline, estuarine embayments and the rocky bar which used to exist across the entrance to the estuary. The map would show the coastal limestone belt known as *Boyeembara* (Lyon 1833 in Green 1979:176) and the associated vegetation which was primarily *Xanthorrhoea*, limestone coastal heath, *Acacia* and *Eucalyptus* (for example, *tuart*).

Fremantle is located within the coastal limestone belt known in the Noongar language as *Boyeembara*. According to Robert Lyon (1833 in Green 1979: 176) "*Boyeembara*" refers to 'the division along the coast, consisting principally of lime-stone rock; and generally bearing the xanthorea [sic], and a few of that species of the eucalyptus, called white gum. See booyee.' [*booyee*, according to Lyon, means rock or stone p. 162]

Moore (1842) also makes reference to this coastal limestone belt under the entry '*Bo-ye* (stone, rock):



'The geological features of the country are not yet ascertained with any precision. The principal rocks are limestone, granite, basalt, and ironstone. The great strata appear to run nearly in a north and south direction. Next, and parallel to the sea coast, is a limestone district, with light sandy soil. Upon this are found the Tuart, the Mahogany [jarrah], and the Banksia.'

Stirling (1827 in Shoobert 2005: 32) refers to this same coastal limestone strip as:

'The Limestone ridge of an average breadth of 3 Miles on the Sea Shore then the plain an undulating Valley of an average breadth of 30 Miles and lastly the mountain range rising abruptly from the plain to the height of 1200 feet and extending North and South on a line parallel with the Coast and apparently co-extensive with it.'

Seddon (2004: 242) provides a more recent description of the town of Fremantle:

'bounded by water on two sides: South Bay on the south side, and North Bay at the mouth of the Swan River. To the east and west, it was sheltered by limestone ridges, Arthur Head to the west, with the Church Hill – Cantonment Hill ridge in the east.'

## 2. Traditional place names for Fremantle – *Walyalup*

The Elders recommended that the map should illustrate the original vegetation and topographic features of the Fremantle district and include traditional place names where these are known. Lyon (1833) records *Walyalup* as the name for Fremantle:

'Walyalup, Fremantle; including both sides of the river, north and south' (Lyon 1833 in Green 1979: 172)

The translated meaning of *Walyalup* is not provided by Lyon (1833). However we would suggest and this idea was supported by several senior Noongar Elders participating in the consultations with Fremantle Ports that the name *Walyalup* may derive its meaning from *walyal* (lungs) and *up* (place of) literally signifying 'place of the lungs.' Body part metaphors were often used when naming parts of rivers, headlands, hills and other prominent features of the landscape. *Walyalup* is probably an indigenous body part metaphor describing the simulated lung-like action of the alternating land and sea breezes which blew daily up and down the river with seasonal regularity, especially during summer and early autumn when Noongar people were camped in the riverine-estuarine coastal belt. The effects of these winds would have been most pronounced at the mouth of the Swan estuary close to where Fremantle is located. The



rotating winds, alluded to in early historical accounts by Stirling (1827) and Von Huegel (1833) are described as follows:

Stirling (1827 in Shoobert 2005: 32) refers to 'the alternate action of these two winds which seldom leave an intervening calm.' He notes:

'The hot Season of the day lasts but a few hours as the heat even then is mitigated by Sea breezes, and at night by the Land wind.'

When Baron Charles Von Huegel first arrived on the sandy soil at the mouth of the Swan River in Fremantle, Western Australia on 27 November 1833, he observed that

'One feature of the fine weather in summer in Western Australia is that land and sea winds alternate. The land wind usually starts up at or just after sunrise and quickly rises to a gale. At about two or three o'clock, after a brief calm, the sea wind springs up and soon becomes so strong that hardly a boat will dare put to sea.' (von Huegel 1833 in Clark 1994:33)

Little did Stirling (1827) and Von Huegel (1833) realise that what they were describing was an indigenous body part metaphor place name. *Walyalup* may also be interpreted as referring to the rhythmic ebb and flow of the tide as it moved across the rocky bar which in former times existed at the mouth of the Swan estuary. Stirling (in Shoobert 2005: 22 & 26) observed these tidal movements noting that '... the Tides on this Coast are very much influenced by the existing winds.' The indigenous inhabitants were totally familiar with these wind and tide patterns which regulated their estuarine and coastal fishing activities.

Another example of an indigenous body part metaphor is "*Derbal Nara*." Lyon describes *Derbal Nara* as:

'the gulph of the Derbal. This comprehends Mangles Bay, Cockburn Sound, Owen's Anchorage, Gages Roads, and the whole space from the main to the islands, and from Collie Head to the northern entrance beyond Rottenest' (sic.) see Nara. See also Naral. (Lyon 1833 in Green 1979: 178).

Lyon records *nara* as meaning 'the hollow of the hand' and *narall* as meaning 'the side' (Lyon 1833) or according to Grey (1840) 'the ribs' (*narra, narrail*). It was pointed out to us by a Noongar Elder that *Derbal Nara* was a body part metaphor referring to the 'hollow of the hand.' He illustrated its meaning by cupping his hand to show how the hollow part represents the sea and the upper parts correspond to the higher contours of the mainland and islands. He said categorically that *Derbal Nara* refers to the place where the estuary (*derbal*) empties its flow into the sea.



### 3. Meeting place: Manjarup/ Mendyarrup/ Manjarip

It was requested that Noongar places names (where known) and their translated meanings (where possible) be included on the pre-contact Fremantle map.

Fremantle was also known as *Manjarup* (that is, *manjar*, ritual exchange + 'up' meaning "place of"). This is also rendered as *Manjarip* (Daisy Bates) or *Mendyarrup* (Lyon 1833) – the name of the "head-quarters" of Midgegooroo's territory. This name, also popularly rendered as *Manjaree*, refers to the traditional meeting place that was located within the sheltered area to the east of the limestone ridge at Arthur's Head and west of Cantonment Hill/Church Hill ridge – probably in the general location where the townsite of Fremantle is now situated.



(<http://anthropologyfromtheshed.com/wp-content/uploads/2018/01/Swan-River-Settlement-circa.-1832-by-Jane-Eliza-Currie-courtesy-of-the-State-Library-of-NSW-.jpg>)

Swan River Settlement circa. 1832 by Jane Eliza Currie, courtesy of the State Library of NSW. [https://en.wikipedia.org/wiki/File:Jane\\_Eliza\\_Currie\\_-\\_Panorama\\_of\\_the\\_Swan\\_River\\_Settlement,\\_1831.jpg](https://en.wikipedia.org/wiki/File:Jane_Eliza_Currie_-_Panorama_of_the_Swan_River_Settlement,_1831.jpg)

Fremantle was traditionally located at the convergence of three major *bidi* or path ways: (i) the path to Fremantle from Mt Eliza which followed the north side of (and ran parallel to) the Swan River estuary. This was located in Mooroo country (the district of Yellagonga, northwards of Fremantle, ); (ii) the path to Fremantle from the Canning River area followed the south side of the river was located in Beelias country (the leader Midgegooroo); and (iii) the path to Fremantle from the Murray River region located in *Pinjarup* [also Pinjareb] country (the leader Banyowla).

### 4. Habitation (camping grounds)

Bates (1929 in Bridge 1992: 3) refers to *Wal'yulyup* as:



'the point near Fremantle old jetty' which together with 'Manjarip, the old Fremantle tunnel [near Arthur's head] ...were old camping places.'

Habitation areas were located in association with water sources, rivers, fresh water springs, soaks or digging wells. Springs and campsites referred to in historical sources for the Fremantle area include St Mary's spring and a fresh water spring at Arthur's Head. One of the Elders referred to a spring which comes out of the side of the hill at Preston Point (*Niergarup*). Others referred to springs at Blackwall Reach known as *moan gabbi* (black water). The track along both sides of Blackwall Reach is known as *Jenalup* (literally meaning "place of the foot" or foot path). Further research is needed to determine the approximate locations and names of other campsites and springs in the Fremantle region. A list of Noongar sites for the Fremantle area and Swan estuary region can be downloaded from the Department of Aboriginal Affairs website. See Appendix 1.

### 5. Food resources (fishing, hunting and gathering)

The Fremantle area was rich in food resources, most notably estuarine fish. The large shoals which dominated the estuary, which was protected for a large part of the year by a rocky bar and sand banks at its entrance, provided an abundant supply of fish that could easily be procured, largely through spearing.

Stirling (1827 in Shoobert 2005: 34) commented as early as 1827 that 'they fish either with the Spear or Weirs planted in shoal places.'

The Swan River estuary people were known as Derbalang (which derives from *derbal*, estuary). Symmons (1842: vii, viii) translates this as meaning 'of, or belonging to, the Estuary, particularly applied to the inhabitants on the banks.' Lyon (1833) refers to their language as "Derbalese".

The Noongar people of the Swan River estuary were noted for their extraordinary skills in spearing fish. A quote from the *Western Australian* (12th November 1831) referring to the Swan River natives points out that:

'The accuracy with which they throw their spears is scarcely credible. Their mode of spearing fish has in it something by no means ungraceful, and the certainty with which they can strike even small fish at considerable distance in the water with a spear from fourteen to sixteen feet long, is astonishing....'

This long spear which never left the hand of the thrower was known as a *gidgigarbel*. Armstrong (1836) compares the local group on the Swan River with the northern groups and comments that:



'Tribes to the north and north-east, who are far and confessedly superior to the Swan men in the ordinary use of the spear, are below comparison with the latter in fishing. Members of the former tribes have been standing by with the Interpreter, while a Swan man has been exercising this art; and the latter has not only seen but speared a fish, the very approach of which the former could not discover, though anxiously looking out for it. The quickness of their sight is well known to be astonishing – that of their hearing is scarcely less so.'

It would appear that the indigenous people of the Swan River Estuary consumed most species of fish. These included the yellow-finned whiting (*mudu, murda*), Perth herring (*didi*), tailor (*margyn*), sea mullet (*kalkarda*) and their all-year-round staple cobbler (*karailya*). In addition to the many different kinds of fish, there was an abundance of prawns and crabs at certain times of the year. The Noongar of the Perth region were terrified of sharks, especially the estuary bull shark. <http://anthropologyfromtheshed.com/project/shark-in-nyungar-culture/>

In addition to their diet of fish and estuarine waterfowl (ducks, swans and others), foods were also procured from the fresh water (or sometimes brackish) swamps and lagoons which dominated a considerable part of the pre-contact Fremantle landscape. Early maps show a line of swamps running parallel to South Bay. These swamp lands are illustrated in Jane Currie's paintings in 1832. Typical swamp foods included gilgies, tortoises, mudfish and water fowl. Frogs (*goya*) were also a favoured source of protein. Animals hunted included possum, bandicoot, kangaroo, quokka, wallaby, emu, *tamar*, rats and lizards. Birds and birds eggs were a favoured part of the diet at certain times of the year. Insects and insect larvae, such as *bardi*, were also collected from the vast groves of *Xanthorrhoea* which once dominated (what is now) the townsite of Fremantle. See our article on *bardi* farming and consumption <http://anthropologyfromtheshed.com/project/the-bardi-grub-in-nyungar-culture/> (<http://anthropologyfromtheshed.com/project/the-bardi-grub-in-nyungar-culture/>)

According to early historical records, Drummond writing in 1839 at the Town of Fremantle, notes:

'The spot where the town of Fremantle now stands was originally a grove of *Xanthorrhoea* [*Xanthorrhoea preissii*] called here Blackboys, but which now get scarce in the neighbourhood of settlements from the number used as firewood. The genus is of very slow growth, the largest specimens must be several hundred years old: these furnish the natives with a favourite article of food in the larvae of a large brown species of *Cerambyx*, and also afford a good substitute for lucifer matches.'

Root tubers and rhizomes also formed a substantial part of the coastal Noongar diet. These included the starch-rich seasonal staples of *yanjet* (*Typha*, bulrush), *bohn* (*Haemodorum*) and the tubers of certain *mies* (*kara*) and orchids (*djubak*), the fruit and leaves of *kolbogo* (*Carpobrotus*, coastal pigface), the leaves



samphire which grew in the flat and sometimes salty swamplands along the estuary and other edible roots, fruits and seeds.

## 6. River crossings – “Matta Gerup”

It was established within the group workshops that the main river crossing was in the vicinity of what is marked on the old maps as **Ferry Point**, where a sandy promontory with lagoons and samphire flats/ reed vegetation (see old maps) extended out into the estuary leaving only a shallow channel of approximately one and a half feet deep which was “fordable” at certain times of the day. According to a 1841 hydrographic survey (chartered by Stokes on board the **Beagle**) this channel was a quarter of a fathom deep (equivalent to 1.5 feet) (see attached map).

“*Matta Gerup*” – It was suggested that the name of the river crossing or ford in the vicinity of **Ferry Point** was probably the same name as that recorded by **Lyon (1833)** which refers to a ford further upstream at **Heirisson Island** (where the Causeway is today) known as “*Matta Gerup*” (or more commonly known nowadays as “*Matta Garup*”). According to **Lyon (1833)** “The name seems to indicate that the water, at this celebrated ford, is only knee deep.” (in **Green 1979: 175**). He further notes ‘...the shores of **Melville** water, where the water is, to a great extent on either side of the broad channel, not more than knee or thigh deep, it is admirably adapted to spear fishing...’ (in **Green 1979: 175**). It is interesting to note that *Matta* (which literally means “leg”) when used in this context may be viewed as an indigenous body part metaphor. It is likely that such a description would have applied to all shallow “fordable” or “knee deep” estuarine or river crossings.

It was suggested that the rocky bar and sand bar may have been used occasionally as a river crossing or for fishing but that this would have been dangerous at most times of the year.

## 7. Trading & ceremonial

The Elders recommended that important ceremonial places such as corroboree grounds and trading places (manjar) be depicted on the pre-contact **Fremantle** map. They stressed that the trading and ceremonial activities were inextricably bound together. One could say that the main focus of manjar was ceremonial or ritual trading as many of the goods exchanged were for the production of weapons or ceremonial activities. All groups emphasised that **Fremantle** was the focus of an important regional trading centre long before white settlement.

Another aspect of the trading ceremony which was highlighted was that in order to support a large group of people for any length of time, there must be an abundance of food to feed them. It was suggested that the rich fishing grounds of the estuary (and even the protected coastal embayments) would have enabled this, especially at certain times of the year when schooling fish were abundant. The Elders were unsure as to the actual timing of the manjar; some suggested spring while others suggested late summer/autumn when the salmon or mullet were running.



Further research is needed to verify (as far as this is possible) the actual locations of the corroboree grounds, springs and campsites in the Fremantle area for the purposes of map accuracy.

### 8. Mythological: Dwerda (Dingo) totemic ancestor

All Elders pointed out that the Fremantle area was traditionally associated with the totemic Dingo Ancestor, known as *dwerda* (or *doorda*). This is reflected in the original Noongar name for Cantonment Hill which is *Dwerda Weeardinup* (also recorded as *Dwerda Weelandinup*) which is said to refer to the 'place of the dingo spirit' .

The whole extent of the Swan River, including the estuary and its mouth, is associated with *Waugal* mythology. Other areas which the Elders referred to as having mythological significance involving the *Waugal* included *Garungup* (limestone caves and surrounds at Rocky Bay, North Fremantle and Minim Cove, Mosman Park), *Niergarup* (Preston Point) and Anglesea Point (*Walgoolup*).

*Garungup* (Rocky Bay) was referred to as the place where the *waugal* got very angry and caused the great flood which separated the nearby islands of Rottneest and Carnac from the mainland. After doing this, the *waugal* then wrapped his tail around one of the pillars of the limestone cave and had a rest. This place name derives from the Noongar term *garung* (or its variants *garang*, *karung*, *garrang* etc) meaning angry, rage, vengeance or wrath.

Armstrong (1836 in Green 1979: 191) makes a passing reference to the *waugal* mythology in relation to explaining the separation of the mainland from the offshore islands; he simply notes (but unfortunately does not elaborate):

'They state, as a fact handed down to them from their ancestors, that Garden Island was formerly united to the main [mainland], and that the separation was caused, in some preternatural manner, by the *waugal*.'

One Elder related how the rocky bar at the entrance to the Swan estuary represented part of the *Waugal*'s body after an enormous battle. Another Elder commented that the formation of the rocky bar made it a sheltered place for Noongars to fish, where they could see the bottom and could see sharks if they were in the vicinity.

***The Noongar Elders recommended that the mythology associated with the *Waugal* (carpet snake) Dreaming and the *Doorda* (*dwerda*, *dingo*) Dreaming which both relate strongly to the Fremantle area should be presented in such a way that they can be artistically portrayed in a respectful, aesthetic and culturally approved manner on the proposed pre-contact indigenous Fremantle map.***

### Interpretive map of pre-contact indigenous Fremantle – Part 2

A second round of workshops were held on 9th February and 20th February 2009 where further ideas



were generated regarding the pre-contact Fremantle map, and how it might be represented.

All groups once again expressed enthusiasm for the idea of a pre-contact map of the Fremantle/ Swan Estuary area (Macintyre and Dobson February 2009)

Some groups agreed that the map should be presented as a three dimensional wall scape in glass as this would make it look attractive and inviting to tourists as well as to the general community.

One group suggested that it could be made as a bronze casting. This would make it weather proof and vandal proof (especially if it was to be an outdoor installation). One Elder suggested that it could be done in bronze similar to the Kokoda Trail map which is located in Kings Park beside the War Memorial.

It was suggested that reproductions of this feature map could be installed (and/or made available to the public) at other locations within the Fremantle precinct, for those tourists visiting other parts of the city.

It was also recommended that the indigenous places and place names shown on the map should ideally correspond to plaques or markers throughout the Fremantle area which indicate the approximate locations of these old camp sites, corroborees, river crossing etc, so that those people who are interested can actually locate the significant places featured on the original feature map or wallscape. All parties agreed that this was a good idea. However, it was noted that such planning would need to work in with the City of Fremantle and the existing Fremantle Heritage Trail so that such signage complements, rather than duplicates, indigenous places of significance (which may already have been given cultural recognition on-the-ground).

Another (practical) idea was that the map scape could be placed horizontally rather than vertically, thus making it easier for the viewer to locate the features and places using the compass directions provided on the map.

A final meeting was held on Friday 20th February for those Elders who had been unable to make it to the earlier meeting. For their individual names, see under acknowledgments.

They were enthusiastic with the pre-contact map concept design which they had proposed in January 2009 and all agreed it would provide a wonderful showcase to tourists and the wider community alike as to what Fremantle was like in those times, and it would enable them to portray aspects of indigenous culture as it related to Fremantle at that time.

One Elder read out to Fremantle Ports' representatives a list of native plants (together with some of their Noongar names) which would have featured in the coastal Fremantle area prior to contact. This was important from the point of view of Noongar traditional usage of these foods, medicines and resources.



materials (some are still used by Noongar families to this day).

One of the Elders emphasized that it was very important to make sure that the pre-contact Fremantle map in its depiction of the different aspects of Noongar culture does not represent Nyoongar culture as a fossilised relic which has no bearing on modern Noongars and their contemporary lives. He pointed out that although much of the original landscape has been destroyed, modified and changed, the Noongar people are nevertheless still “living” their culture and he wanted this message to somehow be incorporated into the design. It was agreed that this was a good point and that the notion of “continuity” of a ‘living’ culture must be recognised and highlighted.

Finally it should be emphasised that there was unanimous support and enthusiasm by all groups for a pre-contact Fremantle mapscape which would enable Noongar people to showcase some of the traditional aspects of their culture. They believed that this would serve as a drawcard for tourists and visitors to the Fremantle area.

## ACKNOWLEDGEMENTS

### PART 1. JANUARY 2009 MEETINGS WITH THE NOONGAR ELDERS

SUMMARY OF IDEAS GENERATED AT WORKSHOPS HELD AT FREMANTLE PORTS ON 28TH JANUARY 2009 WITH SENIOR REPRESENTATIVES FROM THE WILKES, BROPHO, CORUNNA, GARLETT, WARRELL, HUME, COLBUNG, BODNEY AND JACOBS FAMILIES (without Fremantle Ports representatives being present)

#### 3 SEPARATE MEETINGS – WEDNESDAY 28TH JANUARY

MEETING 1 – Members of The Combined Swan River and Swan Coastal Plains and Darling Ranges Native Title Holders and Traditional Owners (CSR & SCP) Richard & Olive Wilkes; Albert & Gwen Corunna; Greg Garlett & Dulcie Donaldson; Victor Warrell & Hayley Warrell; Bella Bropho

MEETING 2 – Senior representatives of the Independent Aboriginal Environmental Group (IAEG) Patrick Hume & Rebecca Hume; The Bibbulman Tribal Group representatives – Phil Prosser & Esandra Colbung; and the senior most representative of the Ballaruk and Didjerak Peoples Corrie Bodney & Me



Bodney

MEETING 3 – Cedric Jacobs & Kezia Jacobs-Smith (Whadjug Sovereign Group) representatives

PART 2 – February 2009 MEETINGS WITH NOONGAR ELDERS

Meetings were held with these same Noongar family groups (as above) and senior Fremantle Ports representatives, Ainslie de Vos, Dean Davidson, Jeanette Murphy and Franco Andreoni on Monday 9th February (and Friday 20 February) in the presence of consulting anthropologists Macintyre and Dobson to enable the Elders to present their views to Fremantle Ports representatives regarding their proposed Pre- Contact Fremantle Map which they had suggested at a previous meeting (in January 2009). At these meetings all groups expressed enthusiasm for the idea of a pre- contact map of the Fremantle/ Swan Estuary area.

Monday 9th February

Meeting 1

A meeting was held with Aboriginal consultants Richard Wilkes, Olive Wilkes, Bella Bropho, William ('Toopy') Bodney, Victor Warrell and Justin Warrell, together with senior Fremantle Ports representatives Ainslie de Vos, Dean Davidson, Jeanette Murray and Franco Andreoni, in the presence of consulting anthropologists Ken Macintyre and Dr Barb Dobson from Macintyre Dobson and Associates Pty Ltd.

Meeting 2

A meeting was held with Aboriginal consultants Patrick Hume, Rebecca Hume, Corrie Bodney, Melba Bodney, and Phil Prosser, together with senior Fremantle Ports representatives Ainslie de Vos, Dean Davidson, and Jeanette Murray in the presence of consulting anthropologists Ken Macintyre and Dr Barb Dobson from Macintyre Dobson and Associates Pty Ltd.

Meeting 3

A meeting was held with Aboriginal consultants Cedric Jacobs and Kezia Jacobs



Smith together with senior Fremantle Ports representatives Ainslie de Vos and Jeanette Murray in the presence of consulting anthropologists Ken Macintyre and Dr Barb Dobson from Macintyre Dobson and Associates Pty Ltd.

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**APPENDIX 1: Appendix - Aboriginal sites in the Fremantle area (registered at DIA 2004)**

**The site information below derives from our report:**

**Macintyre Dobson and Associates Pty Ltd 2004 Report on an Ethnographic Survey of the Proposed Fremantle Inner Harbour Dredging Project Area. Prepared for Fremantle Ports. November. Meetings and Consultations carried out by consulting anthropologists Ken Macintyre and Dr Barbara Dobson**

**On page 9 it states:**

**6.2 Previously Recorded Sites**

According to the Register of Aboriginal Sites at the Department of Indigenous Affairs (DIA) there are six previously recorded sites of Aboriginal significance located in the vicinity of Fremantle (see Table 1 below and Appendix 9.2). However, there is only one site – the Swan River (S02548) – which will be impacted by the proposed dredging programme. The Swan River estuary was first recorded by Lyons (1833) as the Derbal Yaragan (Derbal meaning ‘the name of the country surrounding the river’ and Yaragan meaning ‘river’, see Green 1979). To this day indigenous consultants still use the name Derbal Yaragan to refer to the Swan River .



It is also interesting to note that Lyons (1833) refers to Derbal Nara (the gulph of the Derbal) as encompassing “Mangles Bay, Cockburn Sound, Owen’s Anchorage, Gages Roads, and the whole space from the main to the islands, and from Collie Head to the northern entrance, beyond Rottenest (sic).” (in Green 1979:178). Nara here refers to ‘the hollow or hand’ of Derbal, the name of the country. Derbal Nara refers to the continuation of the river estuary out into the sea.

The mythological significance of the Swan River is attributed to the Waugal (or Wagyle), an ancestral creative snake-like being, or as it is sometimes called the Rainbow Serpent.

**Table 1: Previously Recorded Sites of Aboriginal Significance in the Vicinity of Fremantle (Source: DIA Register of Aboriginal Sites, November 2004)**

SITE ID	SITE NO.	NAME	AMG COORDINATES GDA 94 (Datum)	SITE TYPE
3536	S02548	Swan River	426550mE 6465990mN	Mythological
3775	S02168	South Fremantle	382486mE 6454058mN	Ceremonial Mythological
3419	S02701	Cantonment Hill	382528mE 6453978mN	Ceremonial Mythological
3420	S02702	Anglesea Point	381280mE 6452417mN	-
3421	S02703	Manjaree	381196mE 6452730mN	-
3774	S02167	Arthur Head	381139mE 6452749mN	-

## Article Keywords

- Derbal ([https://anthropologyfromtheshed.com/project\\_tag/derbal](https://anthropologyfromtheshed.com/project_tag/derbal))
- dingo dreaming ([https://anthropologyfromtheshed.com/project\\_tag/dingo-dreaming](https://anthropologyfromtheshed.com/project_tag/dingo-dreaming))
- estuary ([https://anthropologyfromtheshed.com/project\\_tag/estuary](https://anthropologyfromtheshed.com/project_tag/estuary))
- Fremantle ([https://anthropologyfromtheshed.com/project\\_tag/fremantle](https://anthropologyfromtheshed.com/project_tag/fremantle))
- indigenous ([https://anthropologyfromtheshed.com/project\\_tag/indigenous](https://anthropologyfromtheshed.com/project_tag/indigenous))



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precontact ([https://anthropologyfromtheshed.com/project\\_tag/precontact](https://anthropologyfromtheshed.com/project_tag/precontact))  
Swan River ([https://anthropologyfromtheshed.com/project\\_tag/swan-river](https://anthropologyfromtheshed.com/project_tag/swan-river))  
traditional ([https://anthropologyfromtheshed.com/project\\_tag/traditional](https://anthropologyfromtheshed.com/project_tag/traditional))  
Walyalup ([https://anthropologyfromtheshed.com/project\\_tag/walyalup](https://anthropologyfromtheshed.com/project_tag/walyalup))  
Created by Webdew (<http://webdew.com.au>)





# Your Suburb Name ... South Beach? Alternative name? Or North Coogee?

Your South Beach Community Group is continuing to work hard on the North Coogee suburb name change, however the name South Beach remains stalled with Landgate.

We're still fully committed to the South Beach name, but in order for the City of Cockburn formal community consultation to take place, we've been asked to provide a single alternative suburb name to accompany the options of 'Become South Beach' and 'Remain North Coogee' in relation to our South Beach/ Shoreline areas.

The SBCG committee, researchers, and campaigners have had long discussions on suitable alternative names and come up with two potential names to choose from, see below. And while we feel that these names are not as

ideal as the name **South Beach**, the committee believes that either would be suitable to identify our community, define our location, and be compliant with naming policies, if indeed the South Beach name is no longer an option. These names are listed below,

**This decision should come from the South Beach community, therefore we need your feedback. Please tell us your preferred alternative name in this online survey. You'll find the link below or scan the QR Code.**

We remain committed to name **South Beach**, which we believe is the **most appropriate, widely supported, and policy compliant name** to replace North Coogee. If you'd like more details on this and other aspects of the name change process head to the [www.southbeachcommunity.com](http://www.southbeachcommunity.com) or email on [info@southbeachcommunity.com](mailto:info@southbeachcommunity.com)

## Alternative names, in alphabetical order

Remember this alternative name choice is to accompany the the formal City of Cockburn survey options of 'Become South Beach' and 'Remain North Coogee'

Catherine Point	Nara Beach
<ul style="list-style-type: none"> <li>✓ An important coastal geographic landmark, notable on formal maritime charts</li> <li>✓ The current name of the groyne between the two beaches of our proposed suburb</li> <li>✗ Not a widely known name or location, even within our community</li> </ul>	<ul style="list-style-type: none"> <li>✓ From 'Derbal Nara' meaning Estuary of the Salmon. This is a Noongar name for the Cockburn Sound</li> <li>✓ Reflects our coastal location in both English (South Beach) and traditional/Indigenous names</li> <li>✗ A new name and not currently an established name for our area</li> </ul>

Scan this QR Code or copy the url into your browser



<https://bit.ly/3MqSlaf>

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### 15.1.5 (2022/MINUTE NO 0288) City of Cockburn Indonesian Delegation - March 2023

**Responsible Executive** Executive Corporate Affairs  
**Author** Executive Corporate Affairs  
**Attachments** N/A

#### **Officer Recommendation/Committee Recommendation/Council Decision**

MOVED Cr C Reeve-Fowkes SECONDED Cr K Allen

That Council:

- (1) APPROVES an Indonesian Delegation budget allocation of \$20,298.00.

**CARRIED BY ABSOLUTE MAJORITY OF COUNCIL 9/0**

### **Background**

At the 11 August 2022 Ordinary Council Meeting (2022/Minute No. 0168), Council endorsed the following:

That Council:

- (1) NOTED the opportunities identified in developing a strategic economic partnership with Indonesia; and
- (2) ENDORSED the recommendations for development and engagement with Indonesia in FY23.

Specifically, a City facilitated delegation to Indonesia in March 2023.

Estimated cost to the City for the delegation visit to Indonesia is \$15,000. This would be an additional budget requirement and referral back to Council via assessment by the Expenditure Review Committee (ERC) should Council wish to pursue this option.

### **Submission**

Cost estimates have now been completed and are estimated on a 'Cost per delegate'.

The delegation will depart on 12 March and return on the 18 March 2023.

Industry and stakeholder delegates will provide their own funding for the visit based on the same costing model.

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

#### Local Economy

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

- Increased Investment, economic growth and local employment.



**Budget/Financial Implications**

The proposed budget includes the following City delegation attendees:

- Mayor
- Acting CEO or nominee
- Executive Corporate Affairs
- Manager Economic Development & Business Engagement
- Up to two Elected Members

Interpreter costs are calculated on the basis of 20 delegates in attendance.

**Breakdown of costs per delegate:**

Flights (all) per person:	\$1,668.40
Accommodation per person:	\$1,160.28
Translator:	\$ 455.00
<b>Total costs:</b>	<b>\$20,298.00</b>

**Legal Implications**

Travel Insurance covered automatically under the City’s current arrangements.

**Community Consultation**

N/A

**Risk Management Implications**

Risks are considered minimal; however, a new COVID outbreak could hinder international travel arrangements.

Flights and accommodation will be booked with the ability to cancel or postpone.

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

N/A

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

Nil



### 15.1.6 (2022/MINUTE NO 0289) Blue Economy Defence Innovation Hub Update

**Responsible Executive** Executive Corporate Affairs  
**Author** Executive Corporate Affairs  
**Attachments** N/A

#### Officer Recommendation/Committee Recommendation/Council Decision

MOVED Cr C Reeve-Fowkes SECONDED Cr M Separovich

The Council:

- (1) NOTES progress being made on the development of a Blue Economy-Defence Innovation Hub and no requirement for a further financial contribution at this stage of the project.

**CARRIED 9/0**

### Background

At the 8 September 2022 Ordinary Council Meeting Council:

- (1) ENDORSED the continued exploration of options for the development of a Blue Economy-Defence Innovation Hub; and
- (2) GAVE in principle agreement for a financial contribution to the Innovation Hub, the amount to be determined at the next Expenditure Review Committee meeting.

### Submission

This interim report seeks to provide Council with an update on the development of the Blue Economy-Defence Innovation Hub and confirm that no requirement for further financial contribution is required at this stage.

### Report

Aligning with the Corporate Business Plan 1.1.2a to 'Position Cockburn as a leader in the Blue Economy' and the Business & Economic Development Service Plan 2023, to provide a sustainable and diverse local economy that attracts increased investment and provides local employment,

The City has been pursuing the development of an Innovation Hub through a number of avenues including:

1. The Mayor, Acting CEO and Manager Economic Development and Business Engagement visited the Tonsley (Future Factory) Facility in South Australia.
2. Development of a draft Governance Framework for the Hub.
3. Identification of a suitable premises for the Hub.
4. Positive discussions with local businesses and key stakeholders.
5. In principle commitments have been secured from BAE Systems, Curtin University, Department of Jobs, Tourism, Science and Innovation.



As this process is still in the discussion stages there is currently no requirement for further funding from the City.

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

#### Local Economy

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

- Increased Investment, economic growth and local employment.
- A City that is 'easy to do business with'.

### **Budget/Financial Implications**

No additional funding is being sought for this project at this stage.

Financial commitments have been secured in principle from both industry and the State Government which will now be confirmed contractually.

### **Legal Implications**

N/A

### **Community Consultation**

N/A

### **Risk Management Implications**

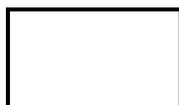
N/A

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

N/A

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

Nil



**16. Committee Minutes**

**16.1 (2022/MINUTE NO 0290) Minutes - Expenditure Review Committee Meeting 24 November 2022**

**Council Decision**

MOVED Cr C Reeve-Fowkes SECONDED Cr M Separovich

That Council:

RECEIVES the Minutes of the Expenditure Review Committee Meeting 24 November 2022.

**CARRIED 9/0**

8.19pm The Head of Community Development and Services and Community Grants Coordinator departed the meeting and did not return.



**17. Motions of Which Previous Notice Has Been Given**

**17.1 (2022/MINUTE NO 0291) Fossil Fuels**

**Responsible Executive** Chief of Operations  
**Author** Head of Recreation Services and Head of Property and Assets  
**Attachments** N/A

**Officer Recommendation**  
 That Council:

(1) INCORPORATES the Notice of Motion into the review of the Sponsorship and Naming Rights on City Controlled Land and/or Buildings Policy, which is scheduled for March 2023.

**Council Decision**  
 MOVED Deputy Mayor T Widenbar SECONDED Cr M Separovich  
 That Council:

(1) NOTES the report. **LOST 4/5**

**For:** Mayor L Howlett, Deputy Mayor T Widenbar, Cr K Allen, Cr C Reeve-Fowkes  
**Against:** Cr P Corke, Cr T Dewan, Cr P Eva, Cr L Kirkwood, Cr M Separovich

**Officer Recommendation/Council Decision**  
 MOVED Cr P Corke SECONDED Cr T Dewan  
 That Council:

(1) INCORPORATES the Notice of Motion into the review of the Sponsorship and Naming Rights on City Controlled Land and/or Buildings Policy, which is scheduled for March 2023. **CARRIED 6/3**

**For:** Mayor L Howlett, Cr P Corke, Cr T Dewan, Cr P Eva, Cr L Kirkwood, Cr C Reeve-Fowkes  
**Against:** Deputy Mayor T Widenbar, Cr K Allen, Cr M Separovich

**Background**

Cr Corke submitted the following Notice of Motion on 16 November 2022:

That Council requests a report that investigates options for:

1. Controlling or restricting advertising of fossil fuels on any City of Cockburn owned or managed property.



This should include consideration of any implications this may have for sporting and community organisations who currently use Council managed property or sporting venues.

2. Restricting the acceptance of sponsorships from companies or organisations whose main business is the extraction or sale of coal, oil, or gas.

#### Reason

In 1992, Australia passed national laws that banned advertising of tobacco products because smoking was harmful to people's health.

Advertising these products was linked to an increase in tobacco use.

Because of these laws, Council restricts the advertising of tobacco and other harmful products on City of Cockburn controlled land and events.

Coal, oil, and gas are affecting our health, environment and climate.

Air pollution from burning fossil fuels takes 8.7 million lives prematurely each year, more than tobacco.

An estimated 150,000 people are dying due to climate change impacts every year.

Fossil fuels are the primary cause of global warming, which is impacting our City and greater Perth area in the form of more intense and frequent heatwaves, storms, bushfires, floods, and droughts.

Restrictions on fossil fuel advertising are in place in France, and at least seven local government areas in the UK and the Netherlands.

Similar laws are being debated in the European Union, Germany, Sweden and Canada.

In Australia, a number of local Councils, such as Melbourne's Yarra, Moreland (Merri-bek) and the City of Sydney, have voted in favour of a staff report on how to restrict fossil fuel promotions on Council-managed land.

The City of Cockburn should investigate ways to restrict fossil fuel advertising on Council owned or managed land and should not accept sponsorships from companies whose main business is the extraction or sale of coal, oil and gas.

#### Submission

N/A

#### Report

The City's current Sponsorship and Naming Rights on City Controlled Land and/or Buildings Policy is scheduled for review in March 2023.

This policy is held by the Recreation Infrastructure and Services Business Unit.



The Notice of Motion has a number of complex considerations that need to be investigated to mitigate any reputational risks to the City, partners and sporting groups.

Aligning this Notice of Motion with the review of the policy will allow the City to apply the appropriate resourcing and investment in time to ensure due diligence is applied.

The background information contained within the Notice of Motion will be included as part of the assessment of the review of this policy.

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

#### Environmental Responsibility

A leader in environmental management that enhances and sustainably manages our local natural areas and resources.

- Address Climate Change.

#### Community, Lifestyle & Security

A vibrant healthy, safe, inclusive and connected community.

- A safe and healthy community that is socially connected.
- Accessible and inclusive community, recreation and cultural services and facilities that enrich our community.

### **Budget/Financial Implications**

N/A

### **Legal Implications**

N/A

### **Community Consultation**

To be performed as part of the review of the policy.

### **Risk Management Implications**

If Council does not accept the recommendation, there is minimal risk to the City's reputation.

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

N/A

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

Nil



## 18. Notices Of Motion Given At The Meeting For Consideration At Next Meeting

The following Notice of Motion was received from Cr Kirkwood on 6 December 2022:

That Council:

1. AMENDS the smoking clause in all policies relating to Council owned sport and community facilities by March 2023, to read:

Smoking is not permitted around playgrounds or less than 30 metres from entry points to any buildings. Smoking is restricted to well-ventilated outdoor areas, and any discarded butts must be disposed of appropriately.

2. ADVISES all sports clubs and regular hirers of the change.
3. INSTALLS No Smoking signage around the exterior of the facilities.

Reason:

Currently the Policy states 6 metres from all entry points to buildings.

In some facilities that is at the edge of the verandas.

As a City we should be discouraging smoking as much as possible, especially at our sports and community facilities.

**Note: As this Notice of Motion relates to a Policy Item, the Report will be considered at the 23 February 2023 Governance Committee Meeting.**



## 19. New Business of an Urgent Nature Introduced by Members or Officers

### 19.1 (2022/MINUTE NO 0292) Financial Report and Audit Results for City of Cockburn Year Ending 30 June 2022

<b>Responsible Executive</b>	Acting Chief Financial Officer
<b>Author</b>	Acting Chief Financial Officer
<b>Attachments</b>	<ol style="list-style-type: none"> <li>1. Annual Financial Report 2022 <a href="#">↓</a></li> <li>2. Auditor's Report 2022 <a href="#">↓</a></li> <li>3. Draft Audit Opinion for the year ended 30 June 2022 <b>(Confidential)</b></li> <li>4. Management Letter <b>(Confidential)</b></li> </ol>

#### Officer Recommendation/Committee Recommendation/Council Decision

MOVED Cr C Reeve-Fowkes SECONDED Cr M Separovich

That Council:

- (1) ADOPTS the Annual Financial Report for the year ended 30 June 2022;
- (2) RECEIVES the Auditor's Report for the year ended 30 June 2022;
- (3) RECEIVES the draft Audit Opinion for the year ended 30 June 2022, as issued by the Office of the Auditor General; and
- (4) RECEIVES the Management Letter for the year ended 30 June 2022.

as attached to the Agenda.

**CARRIED 9/0**

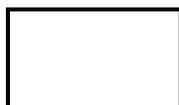
### Background

Section 5.54 of the *Local Government Act 1995* requires Council to accept the Annual Report for a financial year no later than 31 December after that financial year.

Section 5.53 requires that the Annual Report contains the Financial Report (prepared under Section 6.4) and the Auditor's Report (prepared under Section 7.9) for that financial year.

Regulation 9 (2) of the *Local Government (Audit) Regulations 1996* states that the principal objective of the external audit is for the auditor to carry out such work as is necessary to form an opinion as to whether: the accounts are properly kept; and that the Annual Financial Report:

- is prepared in accordance with financial records
- represents fairly the results of the operations of the Local Government at 30 June in accordance with Australian Accounting Standards and the *Local Government Act 1995*.



Section 7.12A of the *Local Government Act 1995* requires Local Governments to meet with the auditor at least once in every year and to:

- examine an Audit Report received by the Local Government
- determine if any matters raised by the audit report require action to be taken by the Local Government
- ensure that appropriate action is taken in respect of those matters.

The Terms of Reference for the Audit, Risk & Compliance Committee (ARC) requires it to examine the City's audited annual financial report and follow up any matters raised by audit to ensure appropriate action is taken in respect of those matters.

The Office of the Auditor General (OAG) has tendered out the performance of the City's audit, with KPMG having been the audit contractor since completing the 2019 audit.

The audit plan for 2022 was presented at the 28 July meeting of this Committee, and the Auditor's Report has been prepared on that basis.

Key aspects of the audit included assessing the effectiveness of management internal controls, and the appropriateness of the City's accounting policies, disclosures, and accounting estimates.

This audit work enables the OAG to express an opinion regarding the City's 2022 financial statements. The auditor is attending the meeting to present their audit report and discuss any issues raised in the report.

## **Submission**

N/A

## **Report**

### 2022 Annual Financial Report

The Annual Financial Report being presented to the ARC contains a detailed set of financial statements and supporting notes, prepared in accordance with legislation and Australian Accounting Standards. These are discussed and analysed below.

### Statement of Comprehensive Income

The City's net result (before other comprehensive income) was \$51.82 million, \$36.20 million higher than the year before. Other comprehensive income from asset revaluations of \$169.21 million increases total comprehensive income to \$221.03 million for the year (+\$183.15 million).

Operating revenue of \$170.62 million was up \$14.88 million (+9.6%) on last year.



The main contributors to this result were:

- Fees and Charges up \$9.90 million (+32.7%) to \$40.18 million, primarily due to landfill revenue up by \$8.69 million (+233.9%) to \$15.18 million.
- Rates revenue was up \$4.58 million (+4.2%) to \$112.88 million, including the annual rates increase of 1.5% and growth in number of rateable properties.

Operating expenditure for the year of \$160.06 million was up \$5.06 million (+3.3%) on the previous year. The main contributors were:

- Employee costs, the City's biggest operational expense, were up \$1.39 million (+2.2%) to \$64.23 million. This reflected annual salary increases (including enterprise agreement increase of 2.0%), as well as growth in the City's workforce (less any savings from vacant positions).
- Materials and contract costs were up by \$0.75 million (+2.1%) to \$36.75 million, representing contract price increases offset by lower costs in some areas (childcare, environmental management).
- Insurance expenses were up \$1.32 million (+78.4%) to \$3.0 million, mostly due to an extra \$1.19 million for prior year workers compensation adjustments relating to outstanding claims.
- Other Expenses were up \$5.01 million on last year to \$13.74 million (+\$57.3%), mainly due to landfill levy payments increasing by \$4.48 million to \$10.08 million (+79.9%) in line with higher tonnage volumes.
- Combined Depreciation & Amortisation expenses (non-cash) of \$35.10 million were down a net \$3.46 million (-9.0%) on the previous year:
  - Depreciation on fixed assets of \$33.24 million was lower by \$2.34 million (-6.6%) on last year, driven by asset revaluations completed at 30 June 2021.
  - Amortisation of landfill related assets was \$1.12 million lower at \$1.86 million, reflecting an adjustment of \$1.23 million to the landfill rehabilitation asset for cell 6 (fully capped and closed off).

Non-operating grants, subsidies, and contributions of \$39.52 million were up \$18.27 million (+85.9%) from last year:

- included an additional \$10.55 million in capital grant funding
- \$5.71 million from a change in treatment for the recognition of POS cash in lieu contributions
- \$4.21 million saving from no ceded land payments, less a \$3.42 million reduction in gifted development assets.

Net profit from asset sales was up \$1.58 million on last year, due to higher profit realised from the sale of land (+\$1.34 million).

### Statement of Financial Position

The City's net assets and total equity increased year on year by \$221.03 million to \$1,578 million (+16.3%).



This reflects total assets of \$1,677 million (+\$211.27 million) and total liabilities of \$98.32 million (-\$9.76 million).

Current assets decreased year on year by \$88.03 million to \$126.29 million, primarily due to a reduction in term deposits being placed for periods under one year.

The increase in non-current assets by \$299.30 million to \$1,550.85 million was mostly attributable to:

- \$208.37 million increase in the value of infrastructure assets (mostly due to the revaluation of roads and parks infrastructure).
- an increase in non-current term deposits held (+\$100.96 million).
- Intangible assets of \$19.01 million in last year (landfill rehabilitation asset) were reclassified to infrastructure this year based on audit advice.

Current liabilities of \$37.71 million were little changed from last year (\$37.49 million):

- Trade and other payables were up by \$2.28 million to \$19.48 million, mostly from increased sundry creditors at year end.
- Employee related provisions of \$9.19 million decreased by \$0.31 million on last year (-\$3.3%), reflecting successful leave management strategies.
- Contract liabilities were down \$1.56 million year on year.

Non-current liabilities of \$60.61 million fell by \$9.98 million from last year.

- Other liabilities reduced by \$9.78 million, comprising the change in accounting treatment for Public Open Space cash in lieu contributions of \$5.42 million (now recognised as capital revenue in statement of income), and liabilities associated with unspent development contribution plans reducing by \$4.36 million to \$13.70 million.
- Non-current borrowings were down \$3.94 million to \$7.50 million, reflecting no new loans and the ongoing repayment of existing debt (for the Cockburn ARC facility).
- Other provisions (rehabilitation of landfill site) were up \$4.35 million to \$36.42 million, due to a review of the financial model reflecting updated cost and other assumptions.
- Non-current employee related provisions (LSL) were little changed at \$1.46 million.
- Trade and other payables of \$1.53 million decreased by \$0.47 million (these mostly relating to bonds and deposits held for land developments).

### Changes in Equity

The City's retained surplus increased by \$42.17 million over the year to \$597.99 million.

This comprised the net result of \$51.82 million less net transfers to financial reserves of \$9.65 million.



Financial reserves increased from \$171.41 million to \$181.06 million, with a total \$51.92 million transferred into reserves during the year less drawdowns of \$42.26 million needed to fund budgeted capital and operating items.

The Asset Revaluation Surplus increased by a net \$169.21 million to \$799.75 million from the revaluation of road related and parks infrastructure.

Total equity for the City is \$1.578 billion (+\$221.03 million)

### Statement of Cash Flows

The City's net cash inflows from operating activities of \$50.84 million were \$4.12 million higher than last year, due to an increase in receipts of \$11.79 million, less an increase in payments of \$7.67 million.

Net cash outflows for investing activities of \$29.0 million were down \$15.6 million for the year.

- Cash outflows for property, plant & equipment (PPE) and infrastructure assets were up by \$21.85 million,
- Net cash outflows reduced by \$31.83 million on term deposit investments.
- Cash inflows from non-operating grants and contributions (including POS contributions) were up \$3.96 million.

Net cash outflows from financing activities of \$5.67 million included the repayment of \$4.03 million in borrowings for the Cockburn ARC and SMRC.

Cash and cash equivalents increased by \$16.17 million to \$20.78 million during the reporting year. This represents the funds held at call and in short-term (less than three months) cash deposits as at 30 June 2022.

### Rate Setting Statement

This statement provides the most insightful view of the City's financial performance for 2022 and demonstrates the municipal budget surplus calculation.

The City's closing surplus at 30 June 2022 was \$11.93 million, up \$3.34 million compared to last year's result.

This result includes the \$2.50 million surplus built into the FY23 annual budget and another \$5.56 million for uncompleted capital projects carried forward. This leaves \$3.87 million of additional surplus to be directed in accordance with Council's budget management policy.

The total amount raised from general rates (i.e. not including specified area rates) was up \$4.55 million (+4.2%) to \$112.30 million.



A unique aspect of the rate setting statement is the inclusion of capital works and projects. Capital spending on PPE and infrastructure assets totalled \$65.62 million for the year (+\$18.44 million on last year).

### Financial Ratios

The *WA Local Government (Financial Management) Regulations 1996* were amended in June 2022, removing the requirement for local governments to include financial ratios in their annual financial report, and reducing the scope of audit reports, from 1 July 2022.

As a result, the previously prescribed seven financial ratios are no longer included in the Annual Financial Report, removing the need for audit attestation of the ratios.

These ratios were previously used by the Department of Local Government, Sport and Cultural Industries (DLGSC) as a measurement of a Local Government's overall financial health, forming the basis of calculations used for the Financial Health Indicator (FHI) displayed on the MyCouncil website.

The DLGSC planned to engage the Western Australian Treasury Corporation to review methodology for the FHI and consult with the sector.

This will be a clean slate approach with the removal of the prescribed ratios.

Proposed 2nd tranche amendments to *Local Government (Administration) Regulations 1996* aim to prescribe new ratio reporting requirements in the unaudited section of the Annual Report.

These are for the following three asset ratios from the superseded Financial Management Regulations – 50 (1) (b), (c) & (d):

- asset consumption ratio,
- asset renewal funding ratio.
- asset sustainability ratio.

### Auditor's Report to the Committee & Management Letter

*The Local Government Act 1995* requires the City to meet with the auditor at least once in every year and representatives from the OAG and KPMG will attend the meeting.

Attached to the agenda is the auditor's report to the Audit Risk & Compliance Committee, prepared by KPMG.

This communicates matters of interest required by Australian Accounting Standards and any other matters considered to be of interest, arising during the completion of the audit. These will be presented and discussed at the meeting by the auditors.



The audit management letter contains two issues the auditors identified during audit, together with their findings, implications, and audit recommendations.

One has a 'moderate' rating while the other is rated 'minor'. Management comments have also been provided for these two issues. The management letter contains sensitive information and is a confidential attachment at the request of the OAG.

#### Draft Audit Opinion (OAG)

The OAG has issued a draft Independent Auditor's Report showing a clear (unqualified) audit opinion on the City's 2022 financial report (second year in a row).

A clear audit opinion indicates satisfactory financial controls and that the financial report is based on proper accounts, presented fairly, complies with relevant legislation and applicable accounting standards, and fairly represents performance during the year and the financial position at year end.

The independent auditor's report will be signed off and issued by the OAG following this meeting and after receipt of the signed statement by the CEO for the financial report.

The draft independent auditor's report is also attached to the agenda as a confidential item at the request of the OAG.

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

##### Listening & Leading

A community focused, sustainable, accountable and progressive organisation.

- Best practice Governance, partnerships and value for money.

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

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

#### **Legal Implications**

- *Local Government Act 1995* Sections 5.53, 5.54, 6.4, and Part 7 - *Audit*
- *Local Government (Audit) Regulations 1996* Regulations 9, 9A and 10
- *Local Government (Financial Management) Regulations 1996* Part 4 - *Financial Reports*

#### **Community Consultation**

N/A



**Risk Management Implications**

It is a requirement under the *Local Government Act 1995* for Council to accept the City's Annual Report (including the Financial Report and Auditor's Report) by no later than 31 December each year.

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

N/A

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

Nil



CITY OF COCKBURN  
FINANCIAL REPORT  
FOR THE YEAR ENDED 30 JUNE 2022

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The City of Cockburn conducts the operations of a local government with the following community vision:

*Cockburn the best place to be.*

Principal place of business:  
Spearwood, WA



CITY OF COCKBURN  
FINANCIAL REPORT  
FOR THE YEAR ENDED 30 JUNE 2022

The attached financial report of the City of Cockburn for the financial year ended 30 June 2022 is based on proper accounts and records to present fairly the financial position of the City of Cockburn at 30 June 2022 and the results of the operations for the financial year then ended in accordance with the Local Government Act 1995 and, to the extent that they are not inconsistent with the Act, the Australian Accounting Standards.

Signed on the \_\_\_\_\_ day of \_\_\_\_\_ 2022

\_\_\_\_\_  
Acting Chief Executive Officer

\_\_\_\_\_  
Anton Lees



CITY OF COCKBURN  
STATEMENT OF COMPREHENSIVE INCOME  
BY NATURE OR TYPE  
FOR THE YEAR ENDED 30 JUNE 2022

	NOTE	2022 Actual \$	2022 Revised Budget \$	2021 Actual \$
<b>Revenue</b>				
Rates	27(a),2(a)	112,884,886	112,741,339	108,305,167
Operating grants, subsidies and contributions	2(a)	15,305,806	15,475,921	15,363,201
Fees and charges	26(c),2(a)	40,182,411	37,491,673	30,280,412
Interest earnings	2	2,247,972	1,770,000	1,786,797
		170,621,075	167,478,933	155,735,577
<b>Expenses</b>				
Employee costs		(64,234,698)	(65,776,973)	(62,845,278)
Materials and contracts		(36,755,548)	(39,321,984)	(35,998,197)
Utility charges		(5,937,681)	(6,236,541)	(6,002,003)
Depreciation	10(a)	(35,104,328)	(35,475,161)	(38,568,691)
Finance costs	2(b)	(1,290,813)	(642,341)	(1,174,733)
Insurance		(2,999,469)	(2,325,200)	(1,681,861)
Other expenditure	2(b)	(13,740,358)	(14,073,695)	(8,732,562)
		(160,062,895)	(163,851,895)	(155,003,325)
Capital grants, subsidies and contributions	2	39,525,700	32,332,003	21,254,356
Profit on asset disposals	10(b)	1,744,761	5,117,517	504,360
Loss on asset disposals	10(b)	(17,753)	0	(362,880)
Fair value adjustments to financial assets at fair value through profit or loss		7,993	0	5,172
Adjusted share of former associate loan liability		0	0	(36,683)
Loss on revaluation of Infrastructure - marina	9(a)	0	0	(6,476,864)
		41,260,701	37,449,520	14,887,461
<b>Net result for the period</b>	26(b)	<b>51,818,881</b>	<b>41,076,558</b>	<b>15,619,713</b>
<b>Other comprehensive income for the period</b>				
<i>Items that will not be reclassified subsequently to profit or loss</i>				
Changes in asset revaluation surplus	18	169,210,702	0	22,254,558
<b>Total other comprehensive income for the period</b>		<b>169,210,702</b>	<b>0</b>	<b>22,254,558</b>
<b>Total comprehensive income for the period</b>		<b>221,029,583</b>	<b>41,076,558</b>	<b>37,874,271</b>

This statement is to be read in conjunction with the accompanying notes.

**CITY OF COCKBURN  
STATEMENT OF FINANCIAL POSITION  
AS AT 30 JUNE 2022**

	NOTE	2022 \$	2021 \$
<b>CURRENT ASSETS</b>			
Cash and cash equivalents	3	20,777,520	4,606,858
Trade and other receivables	5	7,935,622	6,770,687
Other financial assets	4(a)	92,800,000	197,500,000
Inventories	6	49,805	39,896
Other assets	7	4,724,157	5,396,926
<b>TOTAL CURRENT ASSETS</b>		<b>126,287,104</b>	<b>214,314,367</b>
<b>NON-CURRENT ASSETS</b>			
Trade and other receivables	5	1,337,216	1,324,079
Other financial assets	4(b)	102,055,748	1,089,135
Property, plant and equipment	8	348,489,480	339,326,772
Infrastructure	9	1,098,860,378	890,486,978
Right-of-use assets	11(a)	105,540	310,363
Intangible assets	12	0	19,010,399
<b>TOTAL NON-CURRENT ASSETS</b>		<b>1,550,848,362</b>	<b>1,251,547,726</b>
<b>TOTAL ASSETS</b>		<b>1,677,135,466</b>	<b>1,465,862,093</b>
<b>CURRENT LIABILITIES</b>			
Trade and other payables	13	19,478,364	17,194,160
Other liabilities	14	4,994,711	6,552,672
Lease liabilities	11(b)	114,651	218,182
Borrowings	15	3,934,065	4,020,624
Employee related provisions	16	9,186,433	9,499,673
<b>TOTAL CURRENT LIABILITIES</b>		<b>37,708,224</b>	<b>37,485,311</b>
<b>NON-CURRENT LIABILITIES</b>			
Trade and other payables	13	1,535,484	2,010,562
Other liabilities	14	13,698,876	23,478,448
Lease liabilities	11(b)	0	115,739
Borrowings	15	7,500,000	11,445,281
Employee related provisions	16	1,462,504	1,481,992
Other provisions	17	36,418,461	32,062,428
<b>TOTAL NON-CURRENT LIABILITIES</b>		<b>60,615,325</b>	<b>70,594,450</b>
<b>TOTAL LIABILITIES</b>		<b>98,323,549</b>	<b>108,079,761</b>
<b>NET ASSETS</b>		<b>1,578,811,917</b>	<b>1,357,782,332</b>
<b>EQUITY</b>			
Retained surplus		597,992,472	555,827,438
Reserve accounts	30	181,064,488	171,410,638
Revaluation surplus	18	799,754,957	630,544,255
<b>TOTAL EQUITY</b>		<b>1,578,811,917</b>	<b>1,357,782,332</b>

This statement is to be read in conjunction with the accompanying notes.

CITY OF COCKBURN  
STATEMENT OF CHANGES IN EQUITY  
FOR THE YEAR ENDED 30 JUNE 2022

	NOTE	RETAINED SURPLUS \$	RESERVE ACCOUNTS \$	REVALUATION SURPLUS \$	TOTAL EQUITY \$
<b>Balance as at 1 July 2020</b>		<b>561,835,270</b>	<b>149,783,095</b>	<b>608,289,697</b>	<b>1,319,908,061</b>
Comprehensive income for the period					
Net result for the period		15,619,714	0	0	15,619,714
Other comprehensive income for the period	18	0	0	22,254,558	22,254,558
Total comprehensive income for the period		15,619,714	0	22,254,558	37,874,272
Transfers from reserves	30	40,482,863	(40,482,863)	0	0
Transfers to reserves	30	(62,110,406)	62,110,406	0	0
<b>Balance as at 30 June 2021</b>		<b>555,827,438</b>	<b>171,410,638</b>	<b>630,544,255</b>	<b>1,357,782,331</b>
Comprehensive income for the period					
Net result for the period		51,818,881	0	0	51,818,881
Other comprehensive income for the period	18	0	0	169,210,702	169,210,702
Total comprehensive income for the period		51,818,881	0	169,210,702	221,029,583
Transfers from reserves	30	42,263,801	(42,263,801)	0	0
Transfers to reserves	30	(51,917,651)	51,917,651	0	0
<b>Balance as at 30 June 2022</b>		<b>597,992,472</b>	<b>181,064,488</b>	<b>799,754,957</b>	<b>1,578,811,914</b>

This statement is to be read in conjunction with the accompanying notes.

CITY OF COCKBURN  
STATEMENT OF CASH FLOWS  
FOR THE YEAR ENDED 30 JUNE 2022

NOTE	2022 Actual \$	2022 Budget \$	2021 Actual \$
<b>CASH FLOWS FROM OPERATING ACTIVITIES</b>			
<b>Receipts</b>			
Rates	112,917,969	112,725,000	109,208,389
Operating grants, subsidies and contributions	16,350,957	19,436,638	20,007,151
Fees and charges	40,182,411	30,187,348	30,280,412
Interest received	2,247,972	1,610,000	1,786,797
Goods and services tax received	6,003,543	1,500,000	4,625,722
	177,702,852	165,458,986	165,908,471
<b>Payments</b>			
Employee costs	(64,569,931)	(64,100,946)	(62,131,292)
Materials and contracts	(28,605,215)	(38,067,853)	(36,122,559)
Utility charges	(5,937,681)	(5,977,826)	(6,002,003)
Finance costs	(1,290,813)	(542,341)	(1,174,733)
Insurance paid	(2,999,469)	(1,910,200)	(1,681,861)
Goods and services tax paid	(9,720,586)	(5,500,000)	(3,348,808)
Other expenditure	(13,740,358)	(9,902,212)	(8,732,563)
	(126,864,053)	(126,001,378)	(119,193,819)
<b>Net cash provided by operating activities</b>	19(b) 50,838,799	39,457,608	46,714,652
<b>CASH FLOWS FROM INVESTING ACTIVITIES</b>			
Payments for purchase of property, plant & equipment	8(a) (20,411,979)	(13,632,206)	(19,508,521)
Payments for construction of infrastructure	(37,215,766)	(22,560,974)	(16,264,940)
Non-operating grants, subsidies and contributions	21,747,829	14,083,324	12,369,680
Proceeds from financial assets at amortised cost	3,741,380	0	(28,090,293)
Receipts of Public Open Space payments	0	0	5,419,364
Proceeds from sale of property, plant & equipment	10(b) 3,138,542	1,150,000	1,512,958
<b>Net cash used in investing activities</b>	(28,999,994)	(20,959,856)	(44,561,752)
<b>CASH FLOWS FROM FINANCING ACTIVITIES</b>			
Repayment of borrowings	29(a) (4,031,840)	(4,020,624)	(3,969,288)
Net receipts/(refund) of bonds	(1,417,033)	0	1,702,756
Proceeds on disposal of financial assets at amortised cost - term deposits	0	(250,000)	0
Payments for principal portion of lease liabilities	29(b) (219,271)	0	(413,420)
<b>Net cash used in financing activities</b>	(5,668,144)	(4,270,624)	(2,679,952)
<b>Net increase (decrease) in cash held</b>	16,170,661	14,227,128	(527,052)
Cash at beginning of year	4,606,858	5,758,451	5,133,910
<b>Cash and cash equivalents at the end of the year</b>	19(a) 20,777,520	19,985,579	4,606,858

This statement is to be read in conjunction with the accompanying notes.

CITY OF COCKBURN  
RATE SETTING STATEMENT  
FOR THE YEAR ENDED 30 JUNE 2022

	NOTE	2022 Actual \$	2022 Budget \$	2021 Actual \$
<b>NET CURRENT ASSETS - At start of financial year - surplus</b>	28(c)	8,588,183	0	12,171,050
<b>OPERATING ACTIVITIES</b>				
<b>Revenue from operating activities (excluding general rate)</b>				
Rates (excluding general rate)	27(b)	584,043	555,000	554,196
Operating grants, subsidies and contributions		15,305,806	15,436,638	15,363,201
Fees and charges		40,182,411	30,187,348	30,280,412
Interest earnings		2,247,972	1,610,000	1,786,797
Profit on asset disposals	10(b)	1,744,761	401,770	504,360
Fair value adjustments to financial assets at fair value through profit or loss		7,993	0	5,172
Share of net profit of associates and joint ventures accounted for using the equity method		0	0	(36,683)
		60,072,986	48,190,756	48,457,455
<b>Expenditure from operating activities</b>				
Employee costs		(64,234,698)	(64,100,946)	(62,845,278)
Materials and contracts		(36,755,548)	(38,067,853)	(35,998,197)
Utility charges		(5,937,681)	(5,977,826)	(6,002,003)
Depreciation		(35,104,328)	(36,429,117)	(38,568,690)
Finance costs		(1,290,813)	(542,341)	(1,174,733)
Insurance		(2,999,469)	(1,910,200)	(1,681,861)
Other expenditure		(13,740,358)	(9,902,212)	(8,732,562)
Loss on asset disposals	10(b)	(17,753)	(120,846)	(362,880)
Loss on revaluation of non-current assets		0	0	(6,476,864)
		(160,080,648)	(157,051,341)	(161,843,068)
Non-cash amounts excluded from operating activities	28(a)	27,913,163	37,595,813	52,791,959
<b>Amount attributable to operating activities</b>		(63,506,316)	(71,264,772)	(48,422,604)
<b>INVESTING ACTIVITIES</b>				
Non-operating grants, subsidies and contributions		39,525,700	12,635,704	21,254,356
Proceeds from disposal of assets	10(b)	3,138,542	1,150,000	1,512,958
Purchase of property, plant and equipment	8(a)	(20,411,979)	(13,632,206)	(19,508,521)
Purchase and construction of infrastructure	9(a)	(45,214,065)	(22,560,974)	(27,681,546)
Payments for rehabilitation assets	12	0	0	(307,177)
		(22,961,802)	(22,407,476)	(24,729,930)
<b>Amount attributable to investing activities</b>		(22,961,802)	(22,407,476)	(24,729,930)
<b>FINANCING ACTIVITIES</b>				
Repayment of borrowings	29(a)	(4,031,840)	(4,020,624)	(3,969,288)
Payments for principal portion of lease liabilities	29(b)	(219,271)	0	(413,420)
Transfers to reserves (restricted assets)	30	(51,917,651)	(32,572,323)	(62,110,406)
Transfers from reserves (restricted assets)	30	42,263,801	18,255,309	40,482,863
<b>Amount attributable to financing activities</b>		(13,904,961)	(18,337,638)	(26,010,251)
<b>Deficit before imposition of general rates</b>		(100,373,079)	(112,009,886)	(99,162,785)
<b>Total amount raised from general rates</b>	27(a)	112,300,842	112,170,000	107,750,971
<b>Surplus after imposition of general rates</b>	28(c)	<b>11,927,763</b>	<b>160,114</b>	<b>8,588,188</b>

This statement is to be read in conjunction with the accompanying notes.

**CITY OF COCKBURN  
FOR THE YEAR ENDED 30 JUNE 2022  
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**CITY OF COCKBURN  
NOTES TO AND FORMING PART OF THE FINANCIAL REPORT  
FOR THE YEAR ENDED 30 JUNE 2022**

**1. BASIS OF PREPARATION**

The financial report comprises general purpose financial statements which have been prepared in accordance with the Local Government Act 1995 and accompanying regulations.

Local Government Act 1995 requirements  
Section 6.4(2) of the Local Government Act 1995 read with the Local Government (Financial Management) Regulations 1996 prescribe that the financial report be prepared in accordance with the Local Government Act 1995 and, to the extent that they are not inconsistent with the Act, the Australian Accounting Standards. The Australian Accounting Standards (as they apply to local governments and not-for-profit entities) and Interpretations of the Australian Accounting Standards Board were applied where no inconsistencies exist.

The Local Government (Financial Management) Regulations 1996 specify that vested land is a right-of-use asset to be measured at cost, and is considered a zero cost concessionary lease. All right-of-use assets under zero cost concessionary leases are measured at zero cost rather than at fair value, except for vested improvements on concessionary land leases such as roads, buildings or other infrastructure which continue to be reported at fair value, as opposed to the vested land which is measured at zero cost. The measurement of vested improvements at fair value is a departure from AASB 16 which would have required the City to measure any vested improvements at zero cost.

Accounting policies which have been adopted in the preparation of this financial report have been consistently applied unless stated otherwise. Except for cash flow and rate setting information, the financial report has been prepared on the accrual basis and is based on historical costs, modified, where applicable, by the measurement at fair value of selected non-current assets, financial assets and liabilities.

**The local government reporting entity**

All funds through which the City controls resources to carry on its functions have been included in the financial statements forming part of this financial report.

**Judgements and estimates**

The preparation of a financial report in conformity with Australian Accounting Standards requires management to make judgements, estimates and assumptions that effect the application of policies and reported amounts of assets and liabilities, income and expenses.

The estimates and associated assumptions are based on historical experience and various other factors that are believed to be reasonable under the circumstances; the results of which form the basis of making the judgements about carrying values of assets and liabilities that are not readily apparent from other sources. Actual results may differ from these estimates.

The balances, transactions and disclosures impacted by accounting estimates are as follows:

- estimated fair value of certain financial assets
- estimation uncertainties made in relation to lease accounting
- estimation of useful lives of non-current assets

CITY OF COCKBURN  
NOTES TO AND FORMING PART OF THE FINANCIAL REPORT  
FOR THE YEAR ENDED 30 JUNE 2022

2. REVENUE AND EXPENSES

(a) Revenue

Contracts with customers

Recognition of revenue is dependant on the source of revenue and the associated terms and conditions associated with each source of revenue and recognised as follows:

Revenue Category	Nature of goods and services	When obligations typically satisfied	Payment terms	Returns/Refunds/Warranties	Timing of revenue recognition
Rates	General Rates	Over time	Payment dates adopted by Council during the year	None	When taxable event occurs
Specified area rates	Rates charge for specific defined purpose	Over time	Payment dates adopted by Council during the year	Refund in event monies are unspent	When taxable event occurs
Service charges	Charge for specific service	Over time	Payment dates adopted by Council during the year	Refund in event monies are unspent	When taxable event occurs
Grant contracts with customers	Community events, minor facilities, research, design, planning evaluation and services	Over time	Fixed terms transfer of funds based on agreed milestones and reporting	Contract obligation if project not complete	Based on the progress of works to match performance obligations
Grants, subsidies or contributions for the construction of non-financial assets	Construction or acquisition of recognisable non-financial assets to be controlled by the local government	Over time	Fixed terms transfer of funds based on agreed milestones and reporting	Contract obligation if project not complete	Based on the progress of works to match performance obligations
Grants with no contractual commitments	General appropriations and contributions with no specific contractual commitments	No obligations	Not applicable	Not applicable	On receipt of funds
Licences/ Registrations/ Approvals	Building, planning, development and animal management, having the same nature as a licence regardless of naming.	Single point in time	Full payment prior to issue	None	Based on timing of issue of the associated rights
Pool inspections	Compliance safety check	Single point in time	Equal proportion based on an equal annually fee	None	Apportioned equally across the inspection cycle
Other inspections	Regulatory Food, Health and Safety	Single point in time	Full payment prior to inspection	None	Applied fully on timing of inspection
Waste management collections	Kerbside collection service	Over time	Payment on an annual basis in advance	None	Apportioned equally across the collection period
Waste management entry fees	Waste treatment, recycling and disposal service at disposal sites	Single point in time	Payment in advance at gate or on normal trading terms if credit provided	None	Based on timing of entry to facility
Property hire and entry	Use of halls and facilities	Single point in time	In full in advance	Refund if event cancelled within 7 days	Based on timing of entry to facility
Memberships	Gym and pool membership	Over time	Payment in full in advance	Refund for unused portion on application	Apportioned equally across the access period
Fees and charges for other goods and services	Cemetery services, library fees, reinstatements and private works	Single point in time	Payment in full in advance	None	Applied fully based on timing of provision
Sale of stock	Kiosk and visitor centre stock	Single point in time	In full in advance, on 15 day credit	Refund for faulty goods	Applied fully based on timing of provision
Commissions	Commissions on licencing and ticket sales	Over time	Payment in full on sale	None	On receipt of funds
Reimbursements	Insurance claims	Single point in time	Payment in arrears for claimable event	None	When claim is agreed

Consideration from contracts with customers is included in the transaction price.

CITY OF COCKBURN  
NOTES TO AND FORMING PART OF THE FINANCIAL REPORT  
FOR THE YEAR ENDED 30 JUNE 2022

2. REVENUE AND EXPENSES (Continued)  
Revenue Recognition

Revenue recognised during the year under each basis of recognition by nature or types of goods or services is provided in the table below:

For the year ended 30 June 2022

Nature or type	Contracts with customers	Capital grant/contributions	Statutory Requirements	Other	Total
	\$	\$	\$	\$	\$
Rates	0	0	112,884,886	0	112,884,886
Operating grants, subsidies and contributions	(1,045,151)	0	0	16,350,957	15,305,806
Fees and charges	0	0	35,844,670	4,337,741	40,182,411
Interest earnings	0	0	257,589	1,990,382	2,247,972
Non-operating grants, subsidies and contributions	9,779,572	21,747,829	0	7,998,299	39,525,700
<b>Total</b>	<b>8,734,421</b>	<b>21,747,829</b>	<b>148,987,145</b>	<b>30,677,379</b>	<b>210,146,774</b>

For the year ended 30 June 2021

Nature or type	Contracts with customers	Capital grant/contributions	Statutory Requirements	Other	Total
	\$	\$	\$	\$	\$
Rates	0	0	108,305,167	0	108,305,167
Operating grants, subsidies and contributions	4,643,950	0	0	10,719,251	15,363,201
Fees and charges	0	0	30,280,412	0	30,280,412
Interest earnings	0	0	(607)	1,787,404	1,786,797
Non-operating grants, subsidies and contributions	2,531,930	7,305,820	0	11,416,606	21,254,356
<b>Total</b>	<b>7,175,880</b>	<b>7,305,820</b>	<b>138,584,972</b>	<b>23,923,261</b>	<b>176,989,933</b>

	2022	2022 Revised Budget	2021
Note	Actual	Budget	Actual
	\$	\$	\$
<b>Assets and services acquired below fair value</b>			
Contributed assets	7,998,299	0	11,416,606
	7,998,299	0	11,416,606
<b>Interest earnings</b>			
Rates instalment and penalty interest (refer Note 27(e))	257,589	185,000	(607)
Other interest earnings	1,990,383	1,585,000	1,787,404
	2,247,972	1,770,000	1,786,797
<b>(b) Expenses</b>			
<b>Auditors remuneration</b>			
- Audit of the Annual Financial Report	70,000	80,000	75,000
- Other assurance services	23,208	56,855	13,014
	93,208	136,855	88,014
<b>Finance costs</b>			
Borrowings	29(a) 537,173	539,500	688,838
Other provisions: unwinding of discount	17 750,261	100,000	478,574
Lease liabilities	29(b) 3,378	2,841	7,321
	1,290,813	642,341	1,174,733
<b>Other expenditure</b>			
Sundry expenses	13,740,358	14,073,695	8,732,562
	13,740,358	14,073,695	8,732,562

**CITY OF COCKBURN  
NOTES TO AND FORMING PART OF THE FINANCIAL REPORT  
FOR THE YEAR ENDED 30 JUNE 2022**

**3. CASH AND CASH EQUIVALENTS**

Note	2022	2021
	\$	\$
Cash at bank and on hand	2,777,520	4,606,858
Term deposits	18,000,000	0
<b>Total cash and cash equivalents</b>	<b>20,777,520</b>	<b>4,606,858</b>
Held as		
- Unrestricted cash and cash equivalents	18,009,631	897,014
- Restricted cash and cash equivalents	2,767,889	3,709,844
	<b>20,777,520</b>	<b>4,606,858</b>

**SIGNIFICANT ACCOUNTING POLICIES**

**Cash and cash equivalents**

Cash and cash equivalents include cash on hand, cash at bank, deposits available on demand with banks and other short term highly liquid investments with original maturities of three months or less that are readily convertible to known amounts of cash and which are subject to an insignificant risk of changes in value.

Bank overdrafts are reported as short term borrowings in current liabilities in the statement of financial position.

Term deposits are presented as cash equivalents if they have a maturity of three months or less from the date of acquisition and are repayable with 24 hours notice with no loss of interest.

**Restricted financial assets**

Restricted financial asset balances are not available for general use by the local government due to externally imposed restrictions. Restrictions are specified in an agreement, contract or legislation. This applies to reserves, unspent grants, subsidies and contributions and unspent loans that have not been fully expended in the manner specified by the contributor, legislation or loan agreement and for which no liability has been recognised.

Details of restrictions on financial assets can be found at Note 19.

**4. OTHER FINANCIAL ASSETS**

**(a) Current assets**

	2022	2021
	\$	\$
Financial assets at amortised cost	92,800,000	197,500,000
	<b>92,800,000</b>	<b>197,500,000</b>
<b>Other financial assets at amortised cost</b>		
Term deposits	92,800,000	197,500,000
	<b>92,800,000</b>	<b>197,500,000</b>
Held as		
- Unrestricted other financial assets at amortised cost	8,640,942	19,536,690
- Restricted other financial assets at amortised cost	84,159,058	177,963,310
	<b>92,800,000</b>	<b>197,500,000</b>

**(b) Non-current assets**

Financial assets at amortised cost	101,900,141	941,521
Financial assets at fair value through profit and loss	155,607	147,614
	<b>102,055,748</b>	<b>1,089,135</b>
<b>Financial assets at amortised cost</b>		
Term deposits	101,900,141	941,521
	<b>101,900,141</b>	<b>941,521</b>
<b>Financial assets at fair value through profit and loss</b>		
Units in Local Government House Trust	155,607	147,614
	<b>155,607</b>	<b>147,614</b>

**SIGNIFICANT ACCOUNTING POLICIES**

**Other financial assets at amortised cost**

The City classifies financial assets at amortised cost if both of the following criteria are met:

- the asset is held within a business model whose objective is to collect the contractual cashflows, and
- the contractual terms give rise to cash flows that are solely payments of principal and interest.

Fair values of financial assets at amortised cost are not materially different to their carrying amounts, since the interest receivable on those assets is either close to current market rates or the assets are of a short term nature. Non-current financial assets at amortised cost fair values are based on discounted cash flows using a current market rates. They are classified as level 2 fair values in the fair value hierarchy (see Note 25 (i)) due to the observable market rates.

Interest received is presented under cashflows from operating activities in the Statement of Cash Flows where it is earned from financial assets that are held for cash management purposes.

**Financial assets at fair value through profit and loss**

The City classifies the following financial assets at fair value through profit and loss:

- debt investments which do not qualify for measurement at either amortised cost or fair value through other comprehensive income.
- equity investments which the City has not elected to recognise fair value gains and losses through other comprehensive income.

**Impairment and risk**

Information regarding impairment and exposure to risk can be found at Note 23.



**CITY OF COCKBURN  
NOTES TO AND FORMING PART OF THE FINANCIAL REPORT  
FOR THE YEAR ENDED 30 JUNE 2022**

**5. TRADE AND OTHER RECEIVABLES**

Note	2022 \$	2021 \$
<b>Current</b>		
Rates receivable	2,204,257	2,153,253
Trade and other receivables	5,948,590	4,538,533
GST (payable)/receivable	(217,225)	78,901
	7,935,622	6,770,687
<b>Non-current</b>		
Pensioner's rates and ESL deferred	1,069,553	1,056,416
Accrued debtors	267,663	267,663
	1,337,216	1,324,079

**SIGNIFICANT ACCOUNTING POLICIES**

**Trade and other receivables**

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

Trade and other receivables are recognised initially at the amount of consideration that is unconditional, unless they contain significant financing components, when they are recognised at fair value.

**Impairment and risk exposure**

Information about the impairment of trade receivables and their exposure to credit risk and interest rate risk can be found in Note 23.

**Classification and subsequent measurement**

Receivables which are generally due for settlement within 30 days except rates receivables which are expected to be collected within 12 months are classified as current assets. All other receivables such as, deferred pensioner rates receivable after the end of the reporting period are classified as non-current assets.

Trade and other receivables are held with the objective to collect the contractual cashflows and therefore the City measures them subsequently at amortised cost using the effective interest rate method.

Due to the short term nature of current receivables, their carrying amount is considered to be the same as their fair value. Non-current receivables are indexed to value is considered immaterial.

**6. INVENTORIES**

Note	2022 \$	2021 \$
<b>Current</b>		
Fuel and materials	49,805	39,896
	49,805	39,896

The following movements in inventories occurred during the year:

<b>Balance at beginning of year</b>	39,896	31,107
Additions to inventory	9,909	8,789
<b>Balance at end of year</b>	49,805	39,896

**SIGNIFICANT ACCOUNTING POLICIES**

**General**

Inventories are measured at the lower of cost and net realisable value.

Net realisable value is the estimated selling price in the ordinary course of business less the estimated costs of completion and the estimated costs necessary to make the sale.

**CITY OF COCKBURN  
NOTES TO AND FORMING PART OF THE FINANCIAL REPORT  
FOR THE YEAR ENDED 30 JUNE 2022**

**7. OTHER ASSETS**

	2022	2021
	\$	\$
<b>Other assets - current</b>		
Prepayments	437,162	605,421
Accrued income	4,286,995	4,791,505
	4,724,157	5,396,926

**SIGNIFICANT ACCOUNTING POLICIES**

**Other current assets**

Other non-financial assets include prepayments which represent payments in advance of receipt of goods or services or that part of expenditure made in one accounting period covering a term extending beyond that period.



**CITY OF COCKBURN**  
**NOTES TO AND FORMING PART OF THE FINANCIAL REPORT**  
**FOR THE YEAR ENDED 30 JUNE 2022**

**8. PROPERTY, PLANT AND EQUIPMENT**

**(a) Movements in Balances**

Movement in the balances of each class of property, plant and equipment between the beginning and the end of the current financial year.

	Note	Land	Buildings - non-specialised	Total land and buildings	Furniture and equipment	Plant and equipment	Computer equipment	Total property, plant and equipment
		\$	\$	\$	\$	\$	\$	\$
<b>Balance at 1 July 2020</b>		82,970,737	230,752,584	313,723,321	1,309,454	13,437,918	4,131,525	332,602,218
Additions*		280,000	14,264,988	14,544,988	0	3,774,304	1,189,229	19,508,521
Disposals		(383,662)	(362,880)	(746,542)	0	(624,936)	0	(1,371,478)
Revaluation increments / (decrements) transferred to revaluation surplus		2,242,125	(1,995,558)	246,567	0	0	0	246,567
Depreciation	10(a)	0	(6,440,036)	(6,440,036)	(349,808)	(3,289,721)	(1,579,491)	(11,659,056)
<b>Balance at 30 June 2021</b>		85,109,200	236,219,098	321,328,298	959,646	13,297,565	3,741,263	339,326,772
<b>Comprises:</b>								
Gross balance amount at 30 June 2021		85,109,200	328,876,864	413,986,064	2,363,780	24,907,560	9,690,899	450,948,303
Accumulated depreciation at 30 June 2021		0	(92,657,766)	(92,657,766)	(1,404,134)	(11,609,995)	(5,949,636)	(111,621,531)
<b>Balance at 30 June 2021</b>		85,109,200	236,219,098	321,328,298	959,646	13,297,565	3,741,263	339,326,772
Additions		840,000	16,327,781	17,167,781	0	2,140,925	1,103,273	20,411,979
Disposals		(990,000)	(17,753)	(1,007,753)	0	(403,781)	0	(1,411,534)
Depreciation	10(a)	0	(4,419,346)	(4,419,346)	(338,180)	(3,340,352)	(1,739,859)	(9,837,737)
<b>Balance at 30 June 2022</b>		84,959,200	248,109,780	333,068,980	621,466	11,694,357	3,104,677	348,489,480
<b>Comprises:</b>								
Gross balance amount at 30 June 2022		84,959,200	345,028,644	429,987,844	2,363,780	24,974,363	10,794,171	468,120,158
Accumulated depreciation at 30 June 2022		0	(96,918,864)	(96,918,864)	(1,742,314)	(13,280,006)	(7,689,494)	(119,630,678)
<b>Balance at 30 June 2022</b>		84,959,200	248,109,780	333,068,980	621,466	11,694,357	3,104,677	348,489,480

\* Asset additions included additions received at substantially less than fair value:

During the year ended 30 June 2021	0	46,045	46,045	0	0	0	46,045
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**CITY OF COCKBURN  
NOTES TO AND FORMING PART OF THE FINANCIAL REPORT  
FOR THE YEAR ENDED 30 JUNE 2022**

**8. PROPERTY, PLANT AND EQUIPMENT (Continued)**

**(b) Carrying Value Measurements**

Asset Class	Fair Value Hierarchy	Valuation Technique	Basis of Valuation	Date of Last Valuation	Inputs Used
<b>(i) Fair Value</b>					
<b>Land and buildings</b>					
Land	Level 2 and 3	Market Approach, Cost Approach using Current Replacement Cost	Independent Registered Valuer	June 2021	Inputs other than quoted prices included within Level 1 that are observable for the asset or liability, either directly or indirectly. Unobservable inputs for the asset or liability. Unobservable inputs shall be used to measure fair value to the extent that relevant observable inputs are not available, thereby allowing for situations in which there is little, if any, market activity for the asset or liability at the measurement date.
Buildings - non-specialised	Level 2 and 3	Market Approach, Cost Approach using Current Replacement Cost	Independent Registered Valuer	June 2021	Inputs other than quoted prices included within Level 1 that are observable for the asset or liability, either directly or indirectly. Unobservable inputs for the asset or liability. Unobservable inputs shall be used to measure fair value to the extent that relevant observable inputs are not available, thereby allowing for situations in which there is little, if any, market activity for the asset or liability at the measurement date.

Level 3 inputs are based on assumptions with regards to future values and patterns of consumption utilising current information. If the basis of these assumptions were varied, they have the potential to result in a significantly higher or lower fair value measurement.

During the period there were no changes in the valuation techniques used by the local government to determine the fair value of property, plant and equipment using either level 2 or level 3 inputs.



CITY OF COCKBURN  
NOTES TO AND FORMING PART OF THE FINANCIAL REPORT  
FOR THE YEAR ENDED 30 JUNE 2022

9. INFRASTRUCTURE

(a) Movements in Balances

Movement in the balances of each class of infrastructure between the beginning and the end of the current financial year.

	Note	Infrastructure - roads	Infrastructure - drainage	Infrastructure - footpaths	Infrastructure - parks equipment	Infrastructure - landfill	Infrastructure - marina	Infrastructure - coastal	Infrastructure - Rehabilitation asset	Total Infrastructure
		\$	\$	\$	\$	\$	\$	\$	\$	\$
Balance at 1 July 2020		453,456,595	241,773,998	60,338,150	53,658,532	19,832,589	12,284,672	29,806,552	0	871,151,088
Additions*		13,494,183	6,750,574	2,227,607	4,608,793	306,972	277,932	15,485	0	27,681,546
Revaluation increments / (decrements) transferred to revaluation surplus		0	0	0	0	(2,558,164)	0	24,566,155	0	22,007,991
Revaluation (loss) / reversals transferred to profit or loss		0	0	0	0	0	(6,476,864)	0	0	(6,476,864)
Depreciation	10(a)	(12,384,835)	(2,988,755)	(1,774,262)	(4,197,319)	(1,054,445)	(517,558)	(1,679,053)	0	(24,596,227)
Transfers		2,668,450	0	0	3,384,225	0	0	(5,333,231)	0	719,444
Balance at 30 June 2021		457,234,393	245,535,817	60,791,495	57,454,231	16,526,952	5,568,182	47,375,908	0	890,486,978
<b>Comprises:</b>										
Gross balance at 30 June 2021		738,739,252	306,045,728	88,514,227	85,796,375	48,680,902	8,827,367	53,103,903	0	1,329,707,754
Accumulated depreciation at 30 June 2021		(281,504,859)	(60,509,911)	(27,722,732)	(28,342,144)	(32,153,950)	(3,259,185)	(5,727,995)	0	(439,220,776)
Balance at 30 June 2021		457,234,393	245,535,817	60,791,495	57,454,231	16,526,952	5,568,182	47,375,908	0	890,486,978
Additions*		23,918,277	3,341,126	2,941,922	4,685,390	139,263	5,674,881	907,434	3,605,772	45,214,065
Revaluation increments / (decrements) transferred to revaluation surplus		86,567,409	1,021,399	50,435,246	31,186,648	0	0	0	0	169,210,702
Depreciation	10(a)	(12,930,514)	(3,057,395)	(1,826,069)	(4,568,854)	(1,464,821)	(221,927)	(594,275)	(397,912)	(25,061,767)
Transfers							(1,120,804)	1,120,804	19,010,399	19,010,399
Balance at 30 June 2022		554,789,565	246,840,947	112,342,594	88,757,415	15,201,394	9,900,332	48,809,872	22,218,259	1,098,860,378
<b>Comprises:</b>										
Gross balance at 30 June 2022		875,773,640	311,999,954	160,164,824	126,071,994	48,820,165	13,381,444	55,132,142	40,700,769	1,632,044,932
Accumulated depreciation at 30 June 2022		(320,984,075)	(65,159,007)	(47,822,230)	(37,314,579)	(33,618,771)	(3,481,112)	(6,322,270)	(18,482,510)	(533,184,554)
Balance at 30 June 2022		554,789,565	246,840,947	112,342,594	88,757,415	15,201,394	9,900,332	48,809,872	22,218,259	1,098,860,378
* Asset additions included additions received at substantially less than fair value:										
During the year ended 30 June 2021		4,138,269	5,858,528	967,256	406,508	0	0	0	0	11,370,561
During the year ended 30 June 2022		3,689,968	2,495,291	762,337	1,050,703	0	0	0	0	7,998,299

**CITY OF COCKBURN  
NOTES TO AND FORMING PART OF THE FINANCIAL REPORT  
FOR THE YEAR ENDED 30 JUNE 2022**

**9. INFRASTRUCTURE (Continued)**

**(b) Carrying Value Measurements**

<b>Asset Class</b>	<b>Fair Value Hierarchy</b>	<b>Valuation Technique</b>	<b>Basis of Valuation</b>	<b>Date of Last Valuation</b>	<b>Inputs Used</b>
<b>(i) Fair Value</b>					
<b>Infrastructure - roads</b>	3	Cost Approach Using Current Replacement Cost	Management Valuation	June 2022	Estimates of residual value, useful life, pattern of consumption and asset condition and relationship to the assessed level of remaining service potential of the depreciable amount
<b>Other infrastructure - drainage</b>	3	Cost Approach Using Current Replacement Cost	Management Valuation	June 2022	Estimates of residual value, useful life, pattern of consumption and asset condition and relationship to the assessed level of remaining service potential of the depreciable amount
<b>Other infrastructure - footpaths</b>	3	Cost Approach Using Current Replacement Cost	Management Valuation	June 2022	Estimates of residual value, useful life, pattern of consumption and asset condition and relationship to the assessed level of remaining service potential of the depreciable amount
<b>Other infrastructure - parks equipment</b>	3	Cost Approach Using Current Replacement Cost	Management Valuation	June 2022	Estimates of residual value, useful life, pattern of consumption and asset condition and relationship to the assessed level of remaining service potential of the depreciable amount
<b>Other infrastructure - landfill</b>	3	Cost Approach Using Current Replacement Cost	Independent Registered Valuer	June 2021	Estimates of residual value, useful life, pattern of consumption and asset condition and relationship to the assessed level of remaining service potential of the depreciable amount



Other infrastructure - marina	3	Cost Approach Using Current Replacement Cost	Independent Registered Valuer	June 2021	Estimates of residual value, useful life, pattern of consumption and asset condition and relationship to the assessed level of remaining service potential of the depreciable amount
Other infrastructure - coastal	3	Market Approach Cost Approach Using Current Replacement Cost	Independent Registered Valuer	June 2021	Estimates of residual value, useful life, pattern of consumption and asset condition and relationship to the assessed level of remaining service potential of the depreciable amount

Level 3 inputs are based on assumptions with regards to future values and patterns of consumption utilising current information. If the basis of these assumptions were varied, they have the potential to result in a significantly higher or lower fair value measurement.

During the period there were no changes in the valuation techniques used to determine the fair value of infrastructure using level 3 inputs.



**CITY OF COCKBURN  
NOTES TO AND FORMING PART OF THE FINANCIAL REPORT  
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**10. FIXED ASSETS**

**(a) Depreciation**

		2022	2022	2021
	Note	Actual	Revised Budget	Actual
		\$	\$	\$
Buildings - non-specialised	8(a)	4,419,346	4,414,944	6,440,036
Furniture and equipment	8(a)	338,180	356,736	349,808
Plant and equipment	8(a)	3,340,352	3,325,969	3,289,721
Computer equipment	8(a)	1,739,859	1,647,672	1,579,491
Infrastructure - roads	9(a)	12,930,514	12,752,220	12,384,835
Infrastructure - drainage	9(a)	3,057,395	3,077,976	2,988,755
Infrastructure - footpaths	9(a)	1,826,069	1,827,192	1,774,262
Infrastructure - parks equipment	9(a)	4,568,854	4,380,012	4,197,319
Infrastructure - landfill	9(a)	1,464,821	1,116,024	1,054,445
Infrastructure - marina	9(a)	221,927	228,000	517,558
Infrastructure - coastal	9(a)	594,275	506,196	1,679,053
Infrastructure - Rehabilitation asset	9(a)	397,912	1,626,288	0
Right-of-use assets - plant and equipment	11(a)	204,823	215,932	379,943
		35,104,328	35,475,161	36,635,226

**Depreciation rates**

Typical estimated useful lives for the different asset classes for the current and prior years are included in the table below:

Asset Class	Useful life
Building - Non Specialised	15 to 70 years
Furniture and equipment	4 to 20 years
Plant and equipment	3 to 25 years
Computer equipment	5 years
Infrastructure - roads	14 to 80 years
Infrastructure - drainage	75 to 100 years
Infrastructure - footpaths	30 to 50 years
Infrastructure - parks equipment	10 to 75 years
Infrastructure - landfill	10 to 80 years
Infrastructure - marina	25 to 50 years
Infrastructure - coastal	20 to 100 years
Right of use assets - plant and machinery	Based on the remaining lease
Rehabilitation asset	Based on the remaining life of the Landfill

CITY OF COCKBURN  
NOTES TO AND FORMING PART OF THE FINANCIAL REPORT  
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10. FIXED ASSETS (Continued)

(b) Disposals of assets

	2022				2022				2021			
	Actual Net Book Value \$	Actual Sale Proceeds \$	2022 Actual Profit \$	2022 Actual Loss \$	Revised Budget Net Book Value \$	Revised Budget Sale Proceeds \$	Revised Budget Profit \$	Revised Budget Loss \$	Actual Net Book Value \$	Actual Sale Proceeds \$	2021 Actual Profit \$	2021 Actual Loss \$
Land - freehold land	990,000	2,427,055	1,437,055	0	990,000	5,510,560	4,520,560	0	383,662	483,147	99,485	0
Buildings - non-specialised	17,753	0	0	(17,753)	0	0	0	0	362,880	0	0	(362,880)
Plant and equipment	403,781	711,487	307,706	0	869,076	1,466,033	596,957	0	624,936	1,029,811	404,875	0
	1,411,534	3,138,542	1,744,761	(17,753)	1,859,076	6,976,593	5,117,517	0	1,371,478	1,512,958	504,360	(362,880)

The following assets were disposed of during the year.

	2022 Actual Net Book Value	2022 Actual Sale Proceeds	2022 Actual Profit	2022 Actual Loss
<b>Plant and Equipment</b>				
Recreation and culture				
Building	17,753	0	0	(17,753)
Transport				
Plant & Machinery	156,742	387,058	230,316	0
<b>Other property and services</b>				
Land	1,237,038	2,751,483	1,514,445	0
	1,411,533	3,138,542	1,744,761	(17,753)

**CITY OF COCKBURN  
NOTES TO AND FORMING PART OF THE FINANCIAL REPORT  
FOR THE YEAR ENDED 30 JUNE 2022**

**10. FIXED ASSETS (Continued)**

**SIGNIFICANT ACCOUNTING POLICIES**

**Fixed assets**

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

**Initial recognition and measurement for assets held at cost**

Plant and equipment including furniture and equipment is recognised at cost on acquisition in accordance with *Financial Management Regulation 17A*. Where acquired at no cost the asset is initially recognised at fair value. Assets held at cost are depreciated and assessed for indicators of impairment annually.

**Initial recognition and measurement between mandatory revaluation dates for assets held at fair value**

Assets for which the fair value as at the date of acquisition is under \$5,000 are not recognised as an asset in accordance with *Financial Management Regulation 17A (5)*. These assets are expensed immediately.

Where multiple individual low value assets are purchased together as part of a larger asset or collectively forming a larger asset exceeding the threshold, the individual assets are recognised as one asset and capitalised.

In relation to this initial measurement, cost is determined as the fair value of the assets given as consideration plus costs incidental to the acquisition. For assets acquired at zero cost or otherwise significantly less than fair value, cost is determined as fair value at the date of acquisition. The cost of non-current assets constructed by the City includes the cost of all materials used in construction, direct labour on the project and an appropriate proportion of variable and fixed overheads.

Individual assets that are land, buildings, infrastructure and investment properties acquired between scheduled revaluation dates of the asset class in accordance with the mandatory measurement framework, are recognised at cost and disclosed as being at fair value as management believes cost approximates fair value. They are subject to subsequent revaluation at the next revaluation date in accordance with the mandatory measurement framework.

**Revaluation**

The fair value of land, buildings, infrastructure and investment properties is determined at least every five years in accordance with the regulatory framework. This includes buildings and infrastructure items which were pre-existing improvements (i.e. vested improvements) on vested land acquired by the City.

At the end of each period the carrying amount for each asset class is reviewed and where appropriate the fair value is updated to reflect current market conditions. This process is considered to be in accordance with *Local Government (Financial Management) Regulation 17A (2)* which requires land, buildings, infrastructure, investment properties and vested improvements to be shown at fair value.

**Revaluation (continued)**

For property, plant and equipment and infrastructure, increases in the carrying amount arising on revaluation of assets are credited to a revaluation surplus in equity. Decreases that offset previous increases of the same class of asset are recognised against revaluation surplus directly in equity. All other decreases are recognised in profit or loss. Subsequent increases are then recognised in profit or loss to the extent they reverse a net revaluation decrease previously recognised in profit or loss for the same class of asset.

**Depreciation**

The depreciable amount of all property, plant and equipment and infrastructure, are depreciated on a straight-line basis over the individual asset's useful life from the time the asset is held ready for use. Leasehold improvements are depreciated over the shorter of either the unexpired period of the lease or the estimated useful life of the improvements.

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

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

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

**Depreciation on revaluation**

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

- (i) The gross carrying amount is adjusted in a manner that is consistent with the revaluation of the carrying amount of the asset. For example, the gross carrying amount may be restated by reference to observable market data or it may be restated proportionately to the change in the carrying amount. The accumulated depreciation at the date of the revaluation is adjusted to equal the difference between the gross carrying amount and the carrying amount of the asset after taking into account accumulated impairment losses; or
- (ii) Eliminated against the gross carrying amount of the asset and the net amount restated to the revalued amount of the asset.

**Amortisation**

All intangible assets with a finite useful life, are amortised on a straight-line basis over the individual asset's useful life from the time the asset is held ready for use.

The residual value of intangible assets is considered to be zero and the useful life and amortisation method are reviewed at the end of each financial year.

Amortisation is included within depreciation in the Statement of Comprehensive Income and in Note 10(a).

**CITY OF COCKBURN**  
**NOTES TO AND FORMING PART OF THE FINANCIAL REPORT**  
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**11. LEASES**

**(a) Right-of-Use Assets**

Movement in the balance of each class of right-of-use asset between the beginning and the end of the current financial year.

	Note	Right-of-use assets - plant and equipment \$	Right-of-use assets Total \$
Balance at 1 July 2020		708,987	708,987
Remeasurement		(18,681)	(18,681)
Depreciation		(379,943)	(379,943)
Balance at 30 June 2021		310,363	310,363
Depreciation	10(a)	(204,823)	(204,823)
Balance at 30 June 2022		105,540	105,540

The following amounts were recognised in the statement of comprehensive income during the period in respect of leases where the entity is the lessee:

		2022 Actual \$	2021 Actual \$
Depreciation on right-of-use assets	10(a)	(204,823)	(379,943)
Interest expense on lease liabilities	29(b)	(3,378)	(7,321)
Short-term lease payments recognised as expense		(219,271)	(413,420)
<b>Total amount recognised in the statement of comprehensive income</b>		<b>(427,472)</b>	<b>(800,684)</b>
Total cash outflow from leases		(222,649)	(420,741)

**(b) Lease Liabilities**

Current		114,651	218,182
Non-current		0	115,739
	29(b)	114,651	333,921

**Secured liabilities and assets pledged as security**

Lease liabilities are effectively secured, as the rights to the leased assets recognised in the financial statements revert to the lessor in the event of default.

**SIGNIFICANT ACCOUNTING POLICIES**

**Leases**

At inception of a contract, the City assesses if the contract contains or is a lease. A contract is, or contains, a lease if the contract conveys the right to control the use of an identified asset for a period of time in exchange for consideration.

At the commencement date, a right-of-use asset is recognised at cost and lease liability at the present value of the lease payments that are not paid at that date. The lease payments are discounted using the interest rate implicit in the lease, if that rate can be readily determined. If that rate cannot be readily determined, the City uses its incremental borrowing rate.

All contracts that are classified as short-term leases (i.e. a lease with a term of 12 months or less) and leases of low value assets are recognised as an operating expense on a straight-line basis over the term of the lease.

Details of individual lease liabilities required by regulations are provided at Note 29(b).

**Right-of-use assets - valuation measurement**

Right-of-use assets are measured at cost. This means that all right-of-use assets (other than vested improvements) under zero cost concessionary leases are measured at zero cost (i.e. not included in the Statement of Financial Position). The exception is vested improvements on concessionary land leases such as roads, buildings or other infrastructure which are reported at fair value.

Refer to Note 10 under revaluation for details on the significant accounting policies applying to vested improvements.

**Right-of-use assets - depreciation**

Right-of-use assets are depreciated over the lease term or useful life of the underlying asset, whichever is the shorter. Where a lease transfers ownership of the underlying asset, or the cost of the right-of-use asset reflects that the City anticipates to exercise a purchase option, the specific asset is amortised over the useful life of the underlying asset.

The City leases houses to staff and aged persons with rentals payable monthly. These leases are classified as operating leases as they do not transfer substantially all of the risks and rewards incidental to the ownership of the assets. The staff houses are not considered investment property as they are leased for use in the supply of services to the community. The aged persons housing are considered a joint operation and are not considered investment property as the primary purpose is provision of community housing.

Lease payments for some contracts include CPI increases, but there are no other variable lease payments that depend on an index or rate. Although the City is exposed to changes in the residual value at the end of the current leases, the City typically enters into new operating leases and therefore will not immediately realise any reduction in residual value at the end of these leases. Expectations about the future residual values are reflected in the fair value of the properties.

**SIGNIFICANT ACCOUNTING POLICIES**

**The City as Lessor**

Upon entering into each contract as a lessor, the City assesses if the lease is a finance or operating lease.

The contract is classified as a finance lease when the terms of the lease transfer substantially all the risks and rewards of ownership to the lessee. All other leases not within this definition are classified as operating leases. Rental income received from operating leases is recognised on a straight-line basis over the term of the specific lease.

Initial direct costs incurred in entering into an operating lease (eg legal cost, cost to setup) are included in the carrying amount of the leased asset and recognised as an expense on a straight-line basis over the lease term.

When a contract is determined to include lease and non-lease components, the City applies AASB 15 to allocate the consideration under the contract to each component.



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**12. INTANGIBLE ASSETS**

	2022 Actual	2021 Actual
Note	\$	\$
<b>Intangible assets</b>		
<b>Non-current</b>		
Rehabilitation asset	35,866,621	35,866,621
Less: Accumulated amortisation	(16,856,222)	(16,856,222)
	19,010,399	19,010,399
Transferred to Infrastructure - Rehabilitation Asset	(19,010,399)	0
	(19,010,399)	0
	0	19,010,399
Movements in balances of intangible assets during the financial year are shown as follows:		
Recognition of rehabilitation asset	19,010,399	20,636,687
Amortisation of rehabilitation asset	0	307,177
Transferred to Infrastructure - Rehabilitation Asset	(19,010,399)	
Amortisation expense	0	(1,933,465)
<b>Balance at 30 June</b>	0	19,010,399
<b>TOTAL INTANGIBLE ASSETS</b>	0	19,010,399

**SIGNIFICANT ACCOUNTING POLICIES**

**Rehabilitation asset**

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

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

Rehabilitation asset has now been transferred to infrastructure and are disclosed under note 9 - Infrastructure

**CITY OF COCKBURN  
NOTES TO AND FORMING PART OF THE FINANCIAL REPORT  
FOR THE YEAR ENDED 30 JUNE 2022**

**13. TRADE AND OTHER PAYABLES**

**(a) Current**

Sundry creditors  
Prepaid rates  
Bonds and deposits held  
Other prepaid income

	2022	2021
	\$	\$
	14,266,920	11,078,563
	2,169,005	2,071,781
	2,767,889	3,709,844
	274,550	333,972
	<b>19,478,364</b>	<b>17,194,160</b>

**(b) Non-Current**

Non-Current Sundry Deposits & Bonds

	1,535,484	2,010,562
	<b>1,535,484</b>	<b>2,010,562</b>

**SIGNIFICANT ACCOUNTING POLICIES**

**Financial liabilities**

Financial liabilities are initially recognised at fair value when the City becomes a party to the contractual provisions of the instrument.

Non-derivative financial liabilities (excluding financial guarantees) are subsequently measured at amortised cost.

Financial liabilities are derecognised where the related obligations are discharged, cancelled or expired. The difference between the carrying amount of the financial liability extinguished or transferred to another party and the fair value of the consideration paid, including the transfer of non-cash assets or liabilities assumed, is recognised in profit or loss.

**Trade and other payables**

Trade and other payables represent liabilities for goods and services provided to the City prior to the end of the financial year that are unpaid and arise when the City becomes obliged to make future payments in respect of the purchase of these goods and services.

The amounts are unsecured, are recognised as a current liability and are usually paid within 30 days of recognition. The carrying amounts of trade and other payables are considered to be the same as their fair values, due to their short-term nature.

**Prepaid rates**

Prepaid rates are, until the taxable event has occurred (start of the next financial year), refundable at the request of the ratepayer. Rates received in advance are initially recognised as a financial liability. When the taxable event occurs, the financial liability is extinguished and the City recognises revenue for the prepaid rates that have not been refunded.



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**14. OTHER LIABILITIES**

**Current**

Contract liabilities

2022	2021
\$	\$
4,994,711	6,552,672
<u>4,994,711</u>	<u>6,552,672</u>

**Non-current**

Liabilities under transfers to acquire or construct non-financial assets to be controlled by the entity  
Public Open Space payments

13,698,876	18,059,084
0	5,419,364
<u>13,698,876</u>	<u>23,478,448</u>

**Reconciliation of changes in contract liabilities**

Opening balance  
Additions  
Public Open Space payment transferred to comprehensive income  
Revenue from contracts with customers included as a contract liability at the start of the period

30,031,120	16,240,534
23,679,604	35,178,555
(5,419,364)	0
<u>(29,597,772)</u>	<u>(21,387,969)</u>
<u>18,693,588</u>	<u>30,031,120</u>

The City expects to satisfy the performance obligations from contracts with customers unsatisfied at the end of the reporting period to be satisfied within the next 12 months.

**Expected satisfaction of capital grant/contribution/contract liabilities**

Less than 1 year  
1 to 2 years  
2 to 3 years  
3 to 4 years  
4 to 5 years  
> 5 years

4,994,711	6,552,672
200,001	5,531,120
5,000,000	10,000,000
2,500,000	1,500,000
5,000,000	3,000,000
998,875	3,447,328
<u>18,693,588</u>	<u>30,031,120</u>

Performance obligations in relation to capital grant/contribution liabilities are satisfied as project milestones are met or completion of construction or acquisition of the asset.

**SIGNIFICANT ACCOUNTING POLICIES**

**Contract liabilities**

Contract liabilities represent the City's obligation to transfer goods or services to a customer for which the City has received consideration from the customer.

Contract liabilities represent obligations which are not yet satisfied. Contract liabilities are recognised as revenue when the performance obligations in the contract are satisfied.

**Capital grant/contribution liabilities**

Capital grant/contribution liabilities represent the City's obligations to construct recognisable non-financial assets to identified specifications to be controlled the City which are yet to be satisfied. Capital grant/contribution liabilities are recognised as revenue when the obligations in the contract are satisfied.

Non-current capital grant/contribution liabilities fair values are based on discounted cash flows of expected cashflows to satisfy the obligations using a current borrowing rate. They are classified as level 3 fair values in the fair value hierarchy (see Note 25(i)) due to the unobservable inputs, including own credit risk.

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**15. BORROWINGS**

	Note	2022			2021		
		Current	Non-current	Total	Current	Non-current	Total
<b>Secured</b>		\$	\$	\$	\$	\$	\$
Bank loans		3,934,065	7,500,000	11,434,065	4,020,624	11,445,281	15,465,905
<b>Total secured borrowings</b>	29(a)	3,934,065	7,500,000	11,434,065	4,020,624	11,445,281	15,465,905

**Secured liabilities and assets pledged as security**

Bank loans are secured by a floating charge over the assets of the City of Cockburn. Other loans relate to transferred receivables. Refer to Note 5.

The City of Cockburn has complied with the financial covenants of its borrowing facilities during the 2022 and 2021 years.

**SIGNIFICANT ACCOUNTING POLICIES**

**Borrowing costs**

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

Fair values of borrowings are not materially different to their carrying amounts, since the interest payable on those borrowings is either close to current market rates or the borrowings are of a short term nature.

Borrowings fair values are based on discounted cash flows using a current borrowing rate. They are classified as level 3 fair values in the fair value hierarchy (see Note 25(i)) due to the unobservable inputs, including own credit risk.

**Risk**

Information regarding exposure to risk can be found at Note 23.

Details of individual borrowings required by regulations are provided at Note 29(a).



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**16. EMPLOYEE RELATED PROVISIONS**

**Employee Related Provisions**

	2022	2021
	\$	\$
<b>Current provisions</b>		
<b>Employee benefit provisions</b>		
Annual Leave	4,812,649	5,078,573
Long Service Leave	4,373,784	4,421,100
	9,186,433	9,499,673
<b>Non-current provisions</b>		
Long Service Leave	1,462,504	1,481,992
	1,462,504	1,481,992
	10,648,937	10,981,665

Provision is made for benefits accruing to employees in respect of wages and salaries, annual leave and long service leave and associated on costs for services rendered up to the reporting date and recorded as an expense during the period the services are delivered.

Annual leave liabilities are classified as current, as there is no unconditional right to defer settlement for at least 12 months after the end of the reporting period. Assessments indicate that actual settlement of the liabilities is expected to occur as follows:

	Note	2022	2021
		\$	\$
<b>Amounts are expected to be settled on the following basis:</b>			
Less than 12 months after the reporting date		9,186,433	9,499,673
More than 12 months from reporting date		1,462,504	1,481,992
		10,648,937	10,981,665

**SIGNIFICANT ACCOUNTING POLICIES**

**Employee benefits**

The City's obligations for employees' annual leave, long service leave and other employee leave entitlements are recognised as employee related provisions in the Statement of Financial Position.

**Short-term employee benefits**

Provision is made for the City's obligations for short-term employee benefits. Short-term employee benefits are benefits (other than termination benefits) that are expected to be settled wholly before 12 months after the end of the annual reporting period in which the employees render the related service, including wages, salaries and sick leave. Short-term employee benefits are measured at the (undiscounted) amounts expected to be paid when the obligation is settled.

The City's obligations for short-term employee benefits such as wages, salaries and sick leave are recognised as a part of current trade and other payables in the statement of financial position.

**Other long-term employee benefits**

Long-term employee benefits provisions are measured at the present value of the expected future payments to be made to employees. Expected future payments incorporate anticipated future wage and salary levels, durations of service and employee departures and are discounted at rates determined by reference to market yields at the end of the reporting period on government bonds that have maturity dates that approximate the terms of the obligations. Any remeasurements for changes in assumptions of obligations for other long-term employee benefits are recognised in profit or loss in the periods in which the changes occur.

The City's obligations for long-term employee benefits are presented as non-current provisions in its statement of financial position, except where the City does not have an unconditional right to defer settlement for at least 12 months after the end of the reporting period, in which case the obligations are presented as current provisions.

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**17. OTHER PROVISIONS**

	Note	Provision for remediation costs	Total
		\$	\$
<b>Opening balance at 1 July 2021</b>			
Non-current provisions		32,062,428	32,062,428
		32,062,428	32,062,428
Additional provision		8,094,843	8,094,843
Amounts used		(4,489,071)	(4,489,071)
Charged to profit or loss			
- unwinding of discount	2(b)	750,261	750,261
<b>Balance at 30 June 2022</b>		36,418,461	36,418,461
<b>Comprises</b>			
Non-current		36,418,461	36,418,461
		36,418,461	36,418,461

**Other provisions**

Amounts which are reliably expected to be paid out within 12 months of the reporting date are classified as current. Exact timing of payment of non-current obligations is unable to be reliably estimated as it is dependent on factors beyond the control of the local government.

**Provision for remediation costs**

Under the licence for the operation of the City of Cockburn waste landfill site, the City has a legal obligation to restore the site.

The estimated future obligations include the costs of restoring the affected areas and continued monitoring of the site.

The provision for future remediation costs is the best estimate of the present value of the expenditure required to settle the remediation obligation at the reporting date. Future remediation costs are reviewed annually and any changes in the estimate are reflected in the present value of the remediation provision at each reporting date.

**Provisions**

Provisions are recognised when the City has a present legal or constructive obligation, as a result of past events, for which it is probable that an outflow of economic benefits will result and that outflow can be reliably measured.

Provisions are measured using the best estimate of the amounts required to settle the obligation at the end of the reporting period.

CITY OF COCKBURN  
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## 18. REVALUATION SURPLUS

	2022 Opening Balance	2022 Revaluation Increment	2022 Revaluation (Decrement)	Total Movement on Revaluation	2022 Closing Balance	2021 Opening Balance	2021 Revaluation Increment	2021 Revaluation (Decrement)	Total Movement on Revaluation	2021 Closing Balance
	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$
Revaluation surplus - Land - freehold land	109,636,919	0	0	0	109,636,919	107,394,794	2,242,125	0	2,242,125	109,636,919
Revaluation surplus - Buildings - non-specialised	20,308,730	0	0	0	20,308,730	22,304,288	0	(1,995,558)	(1,995,558)	20,308,730
Revaluation surplus - Infrastructure - roads	242,583,513	86,567,409	0	86,567,409	329,150,922	242,583,513	0	0	0	242,583,513
Revaluation surplus - Infrastructure - drainage	180,649,687	1,021,399	0	1,021,399	181,671,086	180,649,687	0	0	0	180,649,687
Revaluation surplus - Infrastructure - footpaths	44,505,093	50,435,246	0	50,435,246	94,940,339	44,505,093	0	0	0	44,505,093
Revaluation surplus - Infrastructure - parks equipment	8,253,626	31,186,648	0	31,186,648	39,440,274	8,253,626	0	0	0	8,253,626
Revaluation surplus - Infrastructure - landfill	40,532	0	0	0	40,532	2,598,696	0	(2,558,164)	(2,558,164)	40,532
Revaluation surplus - Infrastructure - coastal	24,566,155	0	0	0	24,566,155	0	24,566,155	0	24,566,155	24,566,155
	630,544,255	169,210,702	0	169,210,702	799,754,957	608,289,697	26,808,280	(4,553,722)	22,254,558	630,544,255

Movements on revaluation of property, plant and equipment (including infrastructure) are not able to be reliably attributed to a program as the assets were revalued by class as provided for by AASB 116 Aus 40.1.

**CITY OF COCKBURN  
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**19. NOTES TO THE STATEMENT OF CASH FLOWS**

**(a) Reconciliation of Cash**

For the purposes of the Statement of Cash Flows, cash includes cash and cash equivalents, net of outstanding bank overdrafts. Cash at the end of the reporting period is reconciled to the related items in the Statement of Financial Position as follows:

	Note	2022 Actual \$	2022 Budget \$	2021 Actual \$
Cash and cash equivalents	3	20,777,520	19,985,579	4,606,858
<b>Restrictions</b>				
The following classes of financial assets have restrictions imposed by regulations or other externally imposed requirements which limit or direct the purpose for which the resources may be used:				
- Cash and cash equivalents	3	2,767,889	6,187,785	3,709,844
- Financial assets at amortised cost	4	84,159,058	173,460,699	177,963,310
		86,926,947	179,648,484	181,673,154
The restricted financial assets are a result of the following specific purposes to which the assets may be used:				
Restricted reserve accounts		79,164,347	173,460,700	171,410,638
Contract liabilities from contracts with customers		4,994,711	6,187,784	6,552,672
Bonds & deposits		2,767,889	0	3,709,844
<b>Total restricted financial assets</b>		86,926,947	179,648,484	181,673,154
<b>(b) Reconciliation of Net Result to Net Cash Provided By Operating Activities</b>				
Net result		51,818,881	15,945,119	15,619,713
Non-cash items:				
Adjustments to fair value of financial assets at fair value through profit and loss		(7,993)	0	(5,172)
Depreciation/amortisation		35,104,328	36,429,117	38,568,691
(Profit) on sale of asset		(1,727,008)	(280,924)	(141,480)
Share of profits of associates		0	0	36,683
Loss on revaluation of fixed assets		0	0	6,476,864
Changes in assets and liabilities:				
(Increase)/decrease in trade and other receivables		(1,178,072)	0	907,559
Decrease/(increase) in other assets		672,769	0	(896,275)
(Increase) in inventories		(9,909)	0	(8,789)
Increase in trade and other payables		3,226,159	0	1,265,743
(Decrease)/increase in employee related provisions		(332,728)	0	934,783
Increase/(decrease) in other provisions		4,356,033	0	(628,603)
(Decrease)/increase in other liabilities		(1,557,961)	1,447,620	5,839,290
Non-operating grants, subsidies and contributions		(39,525,700)	(14,083,324)	(21,254,356)
Net cash provided by operating activities		50,838,799	39,457,608	46,714,651
<b>(c) Undrawn Borrowing Facilities</b>				
<b>Credit Standby Arrangements</b>				
Credit card limit		350,000		300,000
Credit card balance at balance date		(90,676)		(83,067)
<b>Total amount of credit unused</b>		259,324		216,933
<b>Loan facilities</b>				
Loan facilities - current		3,934,065		4,020,624
Loan facilities - non-current		7,500,000		11,445,281
<b>Total facilities in use at balance date</b>		11,434,065		15,465,905

**CITY OF COCKBURN  
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**20. CONTINGENT LIABILITIES**

Council resolved to acquire land from landowners abutting Jandakot Road to widen Jandakot Road. Eight of the landowners objected to the acquisition of the land and have progressed a claim for compensation against the City which totals an estimated \$20.5 million more than the compensation determined in accordance with the City's Valuer advice. The land was compulsorily acquired by 30 June 2021 and the compensation determined by the City was paid subsequent to year end. It is likely the claim will be resolved via a court case, but this has not progressed as yet.

**21. CAPITAL COMMITMENTS**

	2022	2021
	\$	\$
Contracted for:		
- Capital expenditure projects	16,997,675	26,829,616
- Smart LED street lighting	0	10,730,919
- Hammond Road branch to Bartram	8,747,007	0
- Land acquisition - Cockburn Coast Oval	9,433,304	9,308,277
- Plant & equipment purchases	4,051,483	1,055,256
	39,229,469	47,924,068
Payable:		
- not later than one year	5,067,687	35,125,146
- later than one year but not later than five years	34,161,782	12,798,922

**CITY OF COCKBURN  
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**22. RELATED PARTY TRANSACTIONS**

**(a) Elected Member Remuneration**

Note	2022 Actual \$	2021 Actual \$
<b>Mayor Logan Howlett</b>		
Mayor's annual allowance	89,753	89,753
Meeting attendance fees	47,516	47,516
Other expenses	0	144
Annual allowance for ICT expenses	2,673	3,500
	139,942	140,913
<b>Deputy Mayor Clr Tom Widenbar</b>		
Deputy Mayor's annual allowance	15,573	0
Meeting attendance fees	31,678	31,678
Child care expenses	2,175	5,621
Other expenses	105	224
Annual allowance for ICT expenses	3,500	3,500
Travel and accommodation expenses	237	994
	53,268	42,017
<b>Clr Lara Kirkwood</b>		
Deputy Mayor's annual allowance	6,900	22,438
Meeting attendance fees	31,678	31,678
Child care expenses	1,030	0
Other expenses	86	143
Annual allowance for ICT expenses	3,060	3,500
Travel and accommodation expenses	666	1,107
	43,420	58,866
<b>Clr Lee-Anne Smith</b>		
Meeting attendance fees	6,061	31,678
Annual allowance for ICT expenses	0	3,500
	6,061	35,178
<b>Clr Philip Eva</b>		
Meeting attendance fees	31,678	31,678
Annual allowance for ICT expenses	3,100	3,500
Travel and accommodation expenses	366	0
	35,144	35,178
<b>Clr Chamonix Terblanche</b>		
Meeting attendance fees	24,279	31,678
Child care expenses	1,425	6,944
Annual allowance for ICT expenses	3,500	3,500
Travel and accommodation expenses	368	2,329
	29,572	44,451
<b>Clr Kevin Allen</b>		
Meeting attendance fees	31,678	31,678
Annual allowance for ICT expenses	2,745	3,500
Travel and accommodation expenses	663	489
	35,086	35,667
<b>Clr Michael Separovich</b>		
Meeting attendance fees	31,678	31,678
Annual allowance for ICT expenses	3,500	3,500
	35,178	35,178

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(a) Elected Member Remuneration (continued)	Note	2022 Actual \$	2021 Actual \$
<b>Clr Chontelle Sands</b>			
Meeting attendance fees		31,678	31,678
Annual allowance for ICT expenses		2,750	3,500
Travel and accommodation expenses		735	0
		35,163	35,178
<b>Clr Phoebe Corke</b>			
Meeting attendance fees		31,678	31,678
Other expenses		0	25
Annual allowance for ICT expenses		3,500	3,500
Travel and accommodation expenses		1,450	1,393
		36,628	36,596
<b>Clr Tarun Dewan</b>			
Meeting attendance fees		22,420	0
Annual allowance for ICT expenses		2,802	0
Travel and accommodation expenses		1,199	0
		26,421	0
<b>Clr Carol Reeve-Fowkes</b>			
Travel and accommodation expenses		3,077	0
		3,077	0
		478,960	499,222
Fees, expenses and allowances to be paid or reimbursed to elected council members.		2022 Actual \$	2021 Actual \$
Mayor's annual allowance		89,753	89,753
Deputy Mayor's annual allowance		22,474	22,438
Meeting attendance fees		322,022	332,618
Child care expenses		4,630	12,565
Other expenses		191	536
Annual allowance for ICT expenses		31,129	35,000
Travel and accommodation expenses		8,763	6,311
	22(b)	478,960	499,222
<b>(b) Key Management Personnel (KMP) Compensation</b>		2022 Actual \$	2021 Actual \$
The total of compensation paid to KMP of the City during the year are as follows:			
Short-term employee benefits		1,773,385	1,502,817
Post-employment benefits		185,177	150,165
Employee - other long-term benefits		489,629	668,550
Council member costs	22(a)	478,960	499,222
		2,927,150	2,820,752

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*Short-term employee benefits*

These amounts include all salary and fringe benefits awarded to KMP except for details in respect to fees and benefits paid to council members which may be separately found in the table above.

*Post-employment benefits*

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

*Other long-term benefits*

These amounts represent annual leave and long service leave entitlements accruing during the year.

*Termination benefits*

These amounts represent termination benefits paid to KMP (Note: may or may not be applicable in any given year).

*Council member costs*

These amounts represent payments of member fees, expenses, allowances and reimbursements during the year.

**(c) Related Parties**

**The City's main related parties are as follows:**

*i. Key management personnel*

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



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### 23. FINANCIAL RISK MANAGEMENT

This note explains the City's exposure to financial risks and how these risks could affect the City's future financial performance.

Risk	Exposure arising from	Measurement	Management
<b>Market risk - interest rates</b>	Long term borrowings at variable rates	Sensitivity analysis	Utilise fixed interest rate borrowings
<b>Credit risk</b>	Cash and cash equivalents, trade receivables, financial assets and debt investments	Aging analysis Credit analysis	Diversification of bank deposits, credit limits. Investment policy
<b>Liquidity risk</b>	Borrowings and other liabilities	Rolling cash flow forecasts	Availability of committed credit lines and borrowing facilities

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

Financial risk management is carried out by the finance area under policies approved by the Council. The finance area identifies, evaluates and manages financial risks in close co-operation with the operating divisions. Council have approved the overall risk management policy and provide policies on specific areas such as investment policy.

#### (a) Interest rate risk

##### Cash and cash equivalents

The City's main interest rate risk arises from cash and cash equivalents with variable interest rates, which exposes the City to cash flow interest rate risk. Short term overdraft facilities also have variable interest rates however these are repaid within 12 months, reducing the risk level to minimal.

Excess cash and cash equivalents are invested in fixed interest rate term deposits which do not expose the City to cash flow interest rate risk. Cash and cash equivalents required for working capital are held in variable interest rate accounts and non-interest bearing accounts. Carrying amounts of cash and cash equivalents at the 30 June and the weighted average interest rate across all cash and cash equivalents, term deposits, and Treasury bonds held disclosed as financial assets at amortised cost are reflected in the table below.

	Weighted Average Interest Rate	Carrying Amounts	Fixed Interest Rate	Variable Interest Rate	Non Interest Bearing
	%	\$	\$	\$	\$
<b>2022</b>					
Cash and cash equivalents	0.0056%	20,777,520	18,000,000	2,777,520	0
Financial assets at amortised cost - term deposits	0.0076%	194,700,141	194,700,141	0	0
<b>2021</b>					
Cash and cash equivalents	0.001%	4,606,858	0	4,606,858	0
Financial assets at amortised cost - term deposits	0.0062%	198,441,521	198,441,521	0	0

##### Sensitivity

Profit or loss is sensitive to higher/lower interest income from cash and cash equivalents as a result of changes in interest rates.

	2022	2021
	\$	\$
Impact of a 1% movement in interest rates on profit and loss and equity*	27,775	46,069

\* Holding all other variables constant

##### Borrowings

Borrowings are subject to interest rate risk - the risk that movements in interest rates could adversely affect funding costs. The City manages this risk by borrowing long term and fixing the interest rate to the situation considered the most advantageous at the time of negotiation. The City does not consider there to be any interest rate risk in relation to borrowings. Details of interest rates applicable to each borrowing may be found at Note 29(a).

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**23. FINANCIAL RISK MANAGEMENT (Continued)**

**(b) Credit risk**

**Trade and Other Receivables**

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

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

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

The City applies the AASB 9 simplified approach to measuring expected credit losses using a lifetime expected loss allowance for all trade receivables. To measure the expected credit losses, rates receivable are separated from other trade receivables due to the difference in payment terms and security for rates receivable.

The expected loss rates are based on the payment profiles of rates and fees and charges over a period of 36 months before 1 July 2021 or 1 July 2022 respectively and the corresponding historical losses experienced within this period. Historical credit loss rates are adjusted to reflect current and forward-looking information on macroeconomic factors such as the ability of ratepayers and residents to settle the receivables. Housing prices and unemployment rates have been identified as the most relevant factor in repayment rates, and accordingly adjustments are made to the expected credit loss rate based on these factors.

The loss allowance as at 30 June 2022 and 30 June 2021 for rates receivable was determined as follows:

	Less than 1 year past due	More than 1 year past due	More than 2 years past due	More than 3 years past due	Total	Note
<b>30 June 2022</b>						
Rates receivable						
Expected credit loss	0.00%	0.00%	0.00%	0.00%		
Gross carrying amount	2,204,257	165,557	78,580	825,416	3,273,810	
Loss allowance					0	5
<b>30 June 2021</b>						
Rates receivable						
Expected credit loss	0.00%	0.00%	0.00%	0.00%		
Gross carrying amount	2,153,253	206,878	101,475	748,063	3,209,669	
Loss allowance					0	5

The loss allowance as at 30 June 2022 and 30 June 2021 was determined as follows for trade receivables.

	Less than 1 year past due	More than 30 days past due	More than 60 days past due	More than 90 days past due	Total	
<b>30 June 2022</b>						
Trade and other receivables						
Expected credit loss	0.00%	0.00%	0.00%	0.00%		
Gross carrying amount	5,947,800	0	0	0	5,947,800	
Loss allowance					0	5
<b>30 June 2021</b>						
Trade and other receivables						
Expected credit loss	0.00%	0.00%	0.00%	0.00%		
Gross carrying amount	4,538,533	0	0	0	4,538,533	
Loss allowance					0	5



CITY OF COCKBURN  
NOTES TO AND FORMING PART OF THE FINANCIAL REPORT  
FOR THE YEAR ENDED 30 JUNE 2022

23. FINANCIAL RISK MANAGEMENT (Continued)

(b) Credit risk

The loss allowances for trade receivables and contract assets as at 30 June reconcile to the opening loss allowances as follows:

	Rates receivable		Trade and other receivables		Contract Assets	
	2022 Actual	2021 Actual	2022 Actual	2021 Actual	2022 Actual	2021 Actual
Opening loss allowance as at 1 July	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0
Closing loss allowance at 30 June	0	0	0	0	0	0

Trade receivables and contract assets are written off where there is no reasonable expectation of recovery. Indicators that there is no reasonable expectation of recovery include, amongst others, the failure of a debtor to engage in a repayment plan with the City, and a failure to make contractual payments for a period of greater than 120 days past due.

Impairment losses on trade receivables and contract assets are presented as net impairment losses within operating profit. Subsequent recoveries of amounts previously written off are credited against the same line item.

**Contract Assets**

The City's contract assets represent work completed, which have not been invoiced at year end. This is due to the City not having met all the performance obligations in the contract which give an unconditional right to receive consideration. The City applies the simplified approach to measure expected credit losses which uses a lifetime expected loss allowance for all contract assets. To measure the expected credit losses, contract assets have been grouped based on shared credit risk characteristics and the days past due. Contract assets have substantially the same risk characteristics as the trade receivables for the same types of contracts. The City has therefore concluded that the expected loss rates for trade receivables are a reasonable approximation of the loss rates for the contract assets.

**CITY OF COCKBURN  
NOTES TO AND FORMING PART OF THE FINANCIAL REPORT  
FOR THE YEAR ENDED 30 JUNE 2022**

**23. FINANCIAL RISK MANAGEMENT (Continued)**

**(c) Liquidity risk**

**Payables and borrowings**

Payables and borrowings are both subject to liquidity risk – that is the risk that insufficient funds may be on hand to meet payment obligations as and when they fall due. The City manages this risk by monitoring its cash flow requirements and liquidity levels and maintaining an adequate cash buffer.

The contractual undiscounted cash flows of the City's payables and borrowings are set out in the liquidity table below. Balances due within 12 months equal their carrying balances, as the impact of discounting is not significant.

	Due within 1 year	Due between 1 & 5 years	Due after 5 years	Total contractual cash flows	Carrying values
	\$	\$	\$	\$	\$
<b>2022</b>					
Trade and other payables	22,012,696	17,935,989	0	39,948,685	19,478,364
Borrowings	3,934,065	7,500,000	0	11,434,065	11,434,065
Lease liabilities	114,651	0	0	114,651	114,651
	26,061,412	25,435,989	0	51,497,401	31,027,080
<b>2021</b>					
Trade and other payables	17,618,051	28,530,170	0	46,148,221	17,194,160
Borrowings	4,020,624	11,408,598	0	15,429,222	15,465,905
Lease liabilities	218,182	115,739	0	333,921	333,921
	21,856,857	40,054,507	0	61,911,364	32,993,986

**CITY OF COCKBURN  
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**24. EVENTS OCCURRING AFTER THE END OF THE REPORTING PERIOD**

There are no subsequent events after the reporting period.



**CITY OF COCKBURN  
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FOR THE YEAR ENDED 30 JUNE 2022**

**25. OTHER SIGNIFICANT ACCOUNTING POLICIES**

**a) Goods and services tax (GST)**

Revenues, expenses and assets are recognised net of the amount of GST, except where the amount of GST incurred is not recoverable from the Australian Taxation Office (ATO).

Receivables and payables are stated inclusive of GST receivable or payable. The net amount of GST recoverable from, or payable to, the ATO is included with receivables or payables in the statement of financial position.

Cash flows are presented on a gross basis. The GST components of cash flows arising from investing or financing activities which are recoverable from, or payable to, the ATO are presented as operating cash flows.

**b) Current and non-current classification**

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

**c) Rounding off figures**

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

**d) Comparative figures**

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

When the City applies an accounting policy retrospectively, makes a retrospective restatement or reclassifies items in its financial statements that has a material effect on the statement of financial position, an additional (third) Statement of Financial Position as at the beginning of the preceding period in addition to the minimum comparative financial statements is presented.

**e) Budget comparative figures**

Unless otherwise stated, the budget comparative figures shown in this annual financial report relate to the original budget estimate for the relevant item of disclosure.

**f) Superannuation**

The City contributes to a number of Superannuation Funds on behalf of employees. All funds to which the City contributes are defined contribution plans.

**g) Fair value of assets and liabilities**

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

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

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

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

**h) Interest earnings**

Interest income is calculated by applying the effective interest rate to the gross carrying amount of a financial asset measured at amortised cost except for financial assets that subsequently become credit-impaired. For credit-impaired financial assets the effective interest rate is applied to the net carrying amount of the financial asset (after deduction of the loss allowance).

**i) Fair value hierarchy**

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

**Level 1**

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

**Level 2**

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

**Level 3**

Measurements based on unobservable inputs for the asset or liability.

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

**Valuation techniques**

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

**Market approach**

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

**Income approach**

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

**Cost approach**

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

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

**j) Impairment of assets**

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

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

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

For non-cash generating specialised assets that are measured under the revaluation model, such as roads, drains, public buildings and the like, no annual assessment of impairment is required. Rather AASB 116.31 applies and revaluations need only be made with sufficient regularity to ensure the carrying value does not differ materially from that which would be determined using fair value at the end of the reporting period.

**k) Initial application of accounting standards**

During the current year, no new or revised Australian Accounting Standards and Interpretations were compiled, became mandatory and were applicable to its operations.

**New accounting standards for application in future years**

The following new accounting standards will have application to local government in future years:

- AASB 2020-1 Amendments to Australian Accounting Standards - Classification of Liabilities as Current or Non-current
- AASB 2020-3 Amendments to Australian Accounting Standards - Annual Improvements 2018-2020 and Other Amendments
- AASB 2021-2 Amendments to Australian Accounting Standards - Disclosure of Accounting Policies or Definition of Accounting Estimates
- AASB 2021-7 Amendments to Australian Accounting Standards - Effective Date of Amendments to AASB 10 and AASB 128 and Editorial Corrections

It is not expected these standards will have an impact on the financial report.

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**CITY OF COCKBURN  
NOTES TO AND FORMING PART OF THE FINANCIAL REPORT  
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**26. FUNCTION AND ACTIVITY**

**(a) Service objectives and descriptions**

City operations as disclosed in this financial report encompass the following service orientated functions and activities.

<b>Objective</b>	<b>Description</b>
<p><b>Governance</b></p> <p>To provide a decision making process for the efficient allocation of scarce resources.</p>	<p>The administration and operation of facilities and services to the elected members of Council. Also includes other corporate type costs that are not related to the specific service areas covered under the other programs.</p>
<p><b>General purpose funding</b></p> <p>To collect revenue to allow for the provision of services.</p>	<p>The collection of general-purpose revenue including rates and penalties, general-purpose grants and interest on investments. This provides the funding for much of the City's programs/activities.</p>
<p><b>Law, order, public safety</b></p> <p>To provide services to help ensure a safer and environmentally conscious community.</p>	<p>Provision of community safety services including supervision of various by-laws, animal and dog control, as security patrol service, fire prevention and voluntary emergency services.</p>
<p><b>Health</b></p> <p>To provide an operational framework for environmental and community health.</p>	<p>The provision of community health services including the regulation and monitoring of food premises, pollution and noise complaints, pest control and managing contaminated sites.</p>
<p><b>Education and welfare</b></p> <p>To provide services to disadvantaged person, the elderly, children and youth.</p>	<p>The provision of support services to families and children, the aged and disabled and senior citizens. The provision of pre-schools and services and facilities for the youth.</p>
<p><b>Community amenities</b></p> <p>To provide services required by the community.</p>	<p>The provision of a waste and recyclables collection service and disposal and waste recovery services at the Waste Recovery Park. Providing services for the protection and management of the natural environment. The administration of the Town Planning Scheme and all associated land use planning issues.</p>
<p><b>Recreation and culture</b></p> <p>To establish and effectively manage infrastructure and resources which will help the social well being of the community.</p>	<p>The provision and operation of community halls and recreation centres, parks and ovals, beach reserves and swimming areas and library facilities. The development and provision of arts and cultural events.</p>
<p><b>Transport</b></p> <p>To provide safe, effective and efficient transport services to the community</p>	<p>All activities relating to road, drainage and footpath construction and maintenance. The creation and maintenance of streetscapes. Provision of and operating the council works depot.</p>
<p><b>Economic services</b></p> <p>To help promote the local government and its economic wellbeing.</p>	<p>Activities associated with the control of building activity within the city and the provision of facilities and services that encourage tourism.</p>
<p><b>Other property and services</b></p> <p>To monitor and control operating accounts.</p>	<p>Includes private works and engineering overheads and plant operating costs (both of which are allocated to the City's works program). Includes all other unclassified activities.</p>

**CITY OF COCKBURN**  
**NOTES TO AND FORMING PART OF THE FINANCIAL REPORT**  
**FOR THE YEAR ENDED 30 JUNE 2022**

**26. FUNCTION AND ACTIVITY (Continued)**

**(b) Income and expenses**

	<b>2022</b>	<b>2022</b>	<b>2021</b>
	<b>Actual</b>	<b>Budget</b>	<b>Actual</b>
	<b>\$</b>	<b>\$</b>	<b>\$</b>
<b>Income excluding grants, subsidies and contributions</b>			
Governance	153,316	133,726	47,812
General purpose funding	115,574,380	114,906,889	110,331,302
Law, order, public safety	1,116,992	714,650	1,067,006
Health	336,855	334,300	385,975
Education and welfare	762,167	960,062	441,472
Community amenities	20,042,193	18,344,571	11,097,369
Recreation and culture	11,720,692	11,135,069	11,318,071
Transport	451,422	593,525	514,562
Economic services	2,152,474	2,203,205	2,336,308
Other property and services	4,757,532	7,794,532	3,342,034
	<b>157,068,023</b>	<b>157,120,529</b>	<b>140,881,911</b>
<b>Grants, subsidies and contributions</b>			
Governance	199,316	158,980	103,391
General purpose funding	14,344,928	7,287,700	7,450,943
Law, order, public safety	426,767	335,400	401,052
Health	24,945	47,286	32,901
Education and welfare	9,336,709	10,544,913	7,517,937
Community amenities	1,050,284	1,280,460	1,577,684
Recreation and culture	4,708,384	5,609,308	4,348,386
Transport	23,210,880	20,090,164	14,283,517
Economic services	942	4,000	1,687
Other property and services	1,528,351	2,449,712	900,056
	<b>54,831,506</b>	<b>47,807,923</b>	<b>36,617,554</b>
<b>Total Income</b>	<b>211,899,529</b>	<b>204,928,452</b>	<b>177,499,465</b>
<b>Expenses</b>			
Governance	(12,888,761)	(14,470,635)	(11,176,399)
General purpose funding	(795,375)	(755,115)	(818,805)
Law, order, public safety	(6,743,517)	(7,054,884)	(6,962,857)
Health	(2,535,098)	(2,628,205)	(2,473,411)
Education and welfare	(15,256,592)	(17,335,222)	(15,438,769)
Community amenities	(35,292,728)	(35,128,901)	(33,026,756)
Recreation and culture	(45,485,908)	(44,683,991)	(47,273,685)
Transport	(32,439,850)	(32,662,323)	(31,624,909)
Economic services	(2,769,064)	(3,024,443)	(9,501,460)
Other property and services	(5,873,754)	(6,108,175)	(3,582,700)
<b>Total expenses</b>	<b>(160,080,647)</b>	<b>(163,851,894)</b>	<b>(161,879,751)</b>
<b>Net result for the period</b>	<b>51,818,882</b>	<b>41,076,558</b>	<b>15,619,714</b>

**CITY OF COCKBURN  
NOTES TO AND FORMING PART OF THE FINANCIAL REPORT  
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**26. FUNCTION AND ACTIVITY (Continued)**

	2022	2022	2021
	Actual	Revised Budget	Actual
<b>(c) Fees and Charges</b>	<b>\$</b>	<b>\$</b>	<b>\$</b>
Governance	153,316	133,726	47,811
General purpose funding	436,894	395,550	240,393
Law, order, public safety	1,116,992	709,650	1,067,006
Health	336,855	334,300	385,975
Education and welfare	758,803	960,062	435,245
Community amenities	20,042,193	18,344,571	11,097,369
Recreation and culture	11,720,692	11,135,069	11,318,071
Transport	221,106	265,000	240,660
Economic services	2,152,474	2,203,205	2,336,308
Other property and services	3,243,087	3,010,540	3,111,574
	<b>40,182,412</b>	<b>37,491,673</b>	<b>30,280,412</b>
<b>(d) Total Assets</b>	<b>\$</b>	<b>\$</b>	
Governance	37,441,034	35,674,338	
General purpose funding	218,907,078	206,405,663	
Law, order, public safety	678,224	714,829	
Health	940,719	978,316	
Education and welfare	1,179,755	1,240,200	
Community amenities	9,660,124	8,143,494	
Recreation and culture	165,641,369	121,762,433	
Transport	910,345,627	732,518,366	
Economic services	246,641	264,100	
Other property and services	332,094,895	358,160,355	
	<b>1,677,135,466</b>	<b>1,465,862,094</b>	

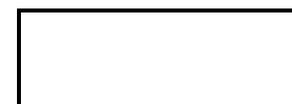
CITY OF COCKBURN  
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27. RATING INFORMATION

(a) General Rates

RATE TYPE		2021/22 Actual Rateable Value *	2021/22 Actual Rate Revenue	2021/22 Actual Interim Rates	2021/22 Actual Back Rates	2021/22 Actual Total Revenue	2021/22 Budget Rate Revenue	2021/22 Budget Interim Rate	2021/22 Budget Back Rate	2021/22 Budget Total Revenue	2020/21 Actual Total Revenue
Rate Description	Basis of valuation	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$
Improved Commercial/Industrial	Gross rental valuation	345,599,580	28,829,917	0	0	28,829,917	28,829,917	0	0	28,829,917	28,279,219
Improved Commercial - Caravan Park	Gross rental valuation	1,814,384	204,064	0	0	204,064	204,064	0	0	204,064	201,052
Improved Residential	Gross rental valuation	614,801,218	53,106,524	0	0	53,106,524	53,106,529	0	0	53,106,529	52,068,531
Vacant	Gross rental valuation	35,573,086	3,301,894	0	0	3,301,894	3,301,894	0	0	3,301,894	3,259,367
Rural Vacant Land	Unimproved valuation	56,539,000	236,898	0	0	236,898	236,898	0	0	236,898	253,640
Rural General	Unimproved valuation	50,730,000	137,986	0	0	137,986	137,986	0	0	137,986	134,625
Improved Commercial / Industrial	Split valuation	1,345,739	112,262	0	0	112,262	112,262	0	0	112,262	107,867
Rural General	Split valuation	7,019,444	19,093	0	0	19,093	19,093	0	0	19,093	17,718
Part Year Rating - GRV & UV	Split valuation	0	0	1,078,587	0	1,078,587	0	1,061,150	0	1,061,150	0
Ex-gratia rates	Split valuation	47,339,827	3,949,088	(7,277)	0	3,941,811	3,949,088	(136,000)	0	3,813,088	3,779,648
<b>Sub-Total</b>		<b>34,885</b>	<b>1,160,762,278</b>	<b>89,897,726</b>	<b>1,071,310</b>	<b>90,969,036</b>	<b>89,897,731</b>	<b>925,150</b>	<b>0</b>	<b>90,822,881</b>	<b>88,101,667</b>
<b>Minimum payment</b>		<b>\$</b>									
Improved Commercial/Industrial	Gross rental valuation	798	161,994	0	0	161,994	161,994	0	0	161,994	160,344
Improved Commercial - Caravan Park	Gross rental valuation	0	0	0	0	0	0	0	0	0	0
Improved Residential	Gross rental valuation	15,513	21,299,349	0	0	21,299,349	21,299,349	0	0	21,299,349	20,891,673
Vacant	Gross rental valuation	1,607	1,160,254	0	0	1,160,254	1,160,254	0	0	1,160,254	1,111,583
Rural Vacant Land	Unimproved valuation	1	972	0	0	972	972	0	0	972	958
Rural General	Unimproved valuation	4	3,888	0	0	3,888	3,888	0	0	3,888	6,706
<b>Sub-Total</b>		<b>17,328</b>	<b>224,359,269</b>	<b>22,626,457</b>	<b>0</b>	<b>22,626,457</b>	<b>22,626,457</b>	<b>0</b>	<b>0</b>	<b>22,626,457</b>	<b>22,171,264</b>
		<b>52,213</b>	<b>1,385,121,547</b>	<b>112,524,183</b>	<b>1,071,310</b>	<b>113,595,493</b>	<b>112,524,188</b>	<b>925,150</b>	<b>0</b>	<b>113,449,338</b>	<b>110,272,931</b>
Concessions on general rates (Refer note 27(d))						(1,294,651)				(1,279,338)	(2,521,960)
<b>Total amount raised from general rates</b>						<b>112,300,842</b>				<b>112,170,000</b>	<b>107,750,971</b>
* Rateable value is based on the value of properties at the time the rate is raised.											
<b>(b) Rates (excluding general rates)</b>											
		<b>Rate in</b>									
		<b>\$</b>									
<b>Specified Area Rates</b>											
Specified Area Rates - Port Coogee Special Area Maintenance		1,074	28,967,010	372,747	6,563	379,310	360,000	0	0	360,000	361,310
Specified Area Rates - Port Coogee Waterways		223	7,393,727	95,142	728	95,870	95,000	0	0	95,000	93,229
Specified Area Rates - Cockburn Coast Special Maintenance		146	3,235,840	41,639	3,189	44,828	35,000	0	0	35,000	35,623
Specified Area Rates - Bibra Lake Sewer Stage 1		26	3,169,408	64,035	0	64,035	65,000	0	0	65,000	64,034
<b>Sub-Total</b>		<b>1,469</b>	<b>42,765,985</b>	<b>573,563</b>	<b>10,480</b>	<b>584,043</b>	<b>555,000</b>	<b>0</b>	<b>0</b>	<b>555,000</b>	<b>554,196</b>
<b>Total amount raised from rates (excluding general rates)</b>						<b>584,043</b>				<b>555,000</b>	<b>554,196</b>
<b>(c) Total Rates</b>											
						<b>112,884,886</b>				<b>112,725,000</b>	<b>108,305,167</b>

The entire balance of rates revenue has been recognised at a point in time in accordance with AASB 1058 *Income for not-for-profit entities*.



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27. RATING INFORMATION (Continued)

(d) Specified Area Rate

Specified Area Rate	Purpose of the rate	Area/properties Rate Imposed	2021/22 Actual Rate Applied to Costs \$	2021/22 Actual Rate Set Aside to Reserve \$	2021/22 Actual Reserve Applied to Costs \$	2021/22 Budget Rate Applied to Costs \$	2021/22 Budget Rate Set Aside to Reserve \$	2021/22 Budget Reserve Applied to Costs \$
Specified Area Rates - Port Coogee Special Area Maintenance	Specialised maintenance of the Port Coogee Development scheme	Properties in the Port Coogee locality which are connected to the scheme.	326,398	52,912	0	200,473	159,527	180,276
Specified Area Rates - Port Coogee Waterways	Specialised maintenance of the Port Coogee waterways and associated infrastructure assets	Properties in the Port Coogee locality which are connected with the waterways.	50,000	45,871	0	90,000	5,000	0
Specified Area Rates - Cockburn Coast Special Maintenance	Specialised maintenance of parks and public areas (including custom street lighting) as per the standard agreed to between the City and the Developer.	Properties in the Cockburn Coast Development area. Properties within the Bibra Lake southern industrial area from Newton Street	10,389	34,439	0	11,429	23,571	10,318
Specified Area Rates - Bibra Lake Sewer Stage 1	Construction of the Bibra Lake Sewer Stage 1 sewerage works as Gazetted under the Health (Miscellaneous Provisions) Act 1911.	Wastewater Pumping Station, Spearwood to the City of Cockburn Operations Centre.	64,035	0	0	65,000	0	64,035
			450,822	133,222	0	366,902	188,098	254,629

CITY OF COCKBURN  
 NOTES TO AND FORMING PART OF THE FINANCIAL REPORT  
 FOR THE YEAR ENDED 30 JUNE 2022

27. RATING INFORMATION (Continued)

Waivers or Concessions

Rate or Fee and Charge to which the Waiver or Concession is Granted	Type	Waiver/Concession	Discount %	Discount \$	2022 Actual \$	2022 Budget \$	2021 Actual \$
Improved Residential Rate	Rate	Concession			844,114	821,582	1,706,005
Improved Residential Rate	Rate	Concession			450,537	457,756	0
Improved Commercial / Industrial Rate	Rate	Concession			0	0	709,267
Vacant Rate	Rate	Concession			0	0	106,688
					1,294,651	1,279,338	2,521,960
Total discounts/concessions					1,294,651	1,279,338	2,521,960

Rate or Fee and Charge to which the Waiver or Concession is Granted	Circumstances in which the Waiver or Concession is Granted and to whom it was available	Objects of the Waiver or Concession	Reasons for the Waiver or Concession
Improved Residential	High GRV residential property concession	To ensure year on year rates increases for all GRV residential improved properties do not exceed council's adopted annual increase	This concession is necessary as fixed waste and security charges were previously incorporated into general rates adversely impacting high GRV properties.
Improved Residential	COVID Concession - for ratepayers that would have paid more because of the GRV revaluation.	To ensure year on year rates increases for all GRV residential improved properties do not exceed council's adopted annual increase	The concession for eligible properties effectively reduces the rates payable to the same level as 2019-20. The concession does not apply to properties that will pay the same or lower rates as a result of the GRV revaluation.
Improved Commercial / Industrial	COVID Concession - for ratepayers that would have paid more because of the GRV revaluation.	To ensure year on year rates increases for all GRV residential improved properties do not exceed council's adopted annual increase	The concession for eligible properties effectively reduces the rates payable to the same level as 2019-20. The concession does not apply to properties that will pay the same or lower rates as a result of the GRV revaluation.



**CITY OF COCKBURN  
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**27. RATING INFORMATION (Continued)**

**(e) Interest Charges & Instalments**

<b>Instalment Options</b>	<b>Date Due</b>	<b>Instalment Plan Admin Charge</b>	<b>Instalment Plan Interest Rate</b>	<b>Unpaid Rates Interest Rate</b>
		\$	%	%
<b>Option One</b>				
Single full payment	27/08/2021	0.0	0.00%	6.00%
<b>Option Two</b>				
First instalment	27/08/2021	0.0	3.00%	6.00%
Second instalment	29/10/2021	5.0	3.00%	6.00%
Third instalment	7/01/2022	5.0	3.00%	6.00%
Fourth instalment	11/03/2022	5.0	3.00%	6.00%
<b>Option Three</b>				
Smart Rates - Weekly 43 payments	27/8/2021 to 17/06/2022		3.00%	6.00%
<b>Option Four</b>				
Smart Rates - Fortnightly 22 payments	27/8/2021 to 17/06/2022		3.00%	6.00%
<b>Option Five</b>				
Smart Rates - Monthly 11 payments	27/8/2021 to 03/06/2022		3.00%	6.00%

	<b>2022 Actual</b>	<b>2022 Revised Budget</b>	<b>2021 Actual</b>
	\$	\$	\$
Interest on unpaid rates	229,381	150,000	(550)
Interest on unpaid ESL Levy	28,208	35,000	(57)
Interest on instalment plan	474,363	475,000	0
Charges on instalment plan	206,204	206,500	35
	<b>938,156</b>	<b>866,500</b>	<b>(572)</b>

**CITY OF COCKBURN  
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**28. RATE SETTING STATEMENT INFORMATION**

Note	2021/22	2021/22	2020/21		
	(30 June 2022 Carried Forward) \$	Budget (30 June 2022 Carried Forward) \$	(30 June 2021 Carried Forward) \$		
<b>(a) Non-cash amounts excluded from operating activities</b>					
The following non-cash revenue or expenditure has been excluded from amounts attributable to operating activities within the Rate Setting Statement in accordance with <i>Financial Management Regulation 32</i> .					
<b>Adjustments to operating activities</b>					
	Less: Profit on asset disposals	10(b)	(1,744,761)	(280,924)	(504,360)
	Less: Movement in liabilities associated with restricted cash		(4,360,208)	0	2,531,930
	Less: Fair value adjustments to financial assets at fair value through profit and loss		(7,993)	0	(5,172)
	Less: Share of net profit of associates and joint ventures accounted for using the equity method		0	0	36,683
	Add: Loss on disposal of assets	10(b)	17,753	0	362,880
	Add: Loss on revaluation of fixed assets	9(a)	0	0	6,476,864
	Add: Depreciation	10(a)	35,104,328	36,429,117	38,568,691
Non-cash movements in non-current assets and liabilities:					
	Pensioner deferred rates		(13,137)	0	37,693
	Employee benefit provisions		(19,488)	0	(611,188)
	Other provisions		4,356,033	0	478,574
	Contract liabilities		0	1,447,620	0
	Public open space payment		(5,419,364)	0	5,419,364
<b>Non-cash amounts excluded from operating activities</b>					
			27,913,163	37,595,813	52,791,959
<b>(b) Non-cash amounts excluded from investing activities</b>					
The following non-cash revenue or expenditure has been excluded from amounts attributable to investing activities within the Rate Setting Statement in accordance with <i>Financial Management Regulation 32</i> .					
<b>Adjustments to investing activities</b>					
	Property, plant and equipment received for substantially less than fair value	8(a)	0	0	46,045
	Infrastructure received for substantially less than fair value	9(a)	7,998,299	0	11,370,561
	Non cash non-operating grants, subsidies and contributions		(7,998,299)	0	(11,416,606)
<b>(c) Surplus/(deficit) after imposition of general rates</b>					
The following current assets and liabilities have been excluded from the net current assets used in the Rate Setting Statement in accordance with <i>Financial Management Regulation 32</i> to agree to the surplus/(deficit) after imposition of general rates.					
<b>Adjustments to net current assets</b>					
	Less: Reserve accounts	30	(181,064,488)	(173,460,700)	(171,410,638)
	- Bonds and deposits		(1,535,484)	(5,735,446)	(2,010,562)
	Add: Current liabilities not expected to be cleared at end of year				
	- Current portion of borrowings	15	3,934,065	0	4,020,624
	- Financial assets - restricted - non current		101,900,141	941,519	941,521
	- Current portion of lease liabilities	11(b)	114,651	272,015	218,182
<b>Total adjustments to net current assets</b>					
			(76,651,115)	(177,982,612)	(168,240,873)
<b>Net current assets used in the Rate Setting Statement</b>					
	Total current assets		126,287,104	204,527,098	214,314,367
	Less: Total current liabilities		(37,708,224)	(26,384,370)	(37,485,311)
	Less: Total adjustments to net current assets		(76,651,115)	(177,982,612)	(168,240,873)
<b>Net current assets used in the Rate Setting Statement</b>					
			11,927,765	160,116	8,588,183

CITY OF COCKBURN  
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29. BORROWING AND LEASE LIABILITIES

(a) Borrowings

Purpose	Note	Actual						Budget				
		Principal at 1 July 2020	New Loans During 2020-21	Principal Repayments During 2020-21	Principal at 30 June 2021	New Loans During 2021-22	Principal Repayments During 2021-22	Principal at 30 June 2022	Principal at 1 July 2021	New Loans During 2021-22	Principal Repayments During 2021-22	Principal at 30 June 2022
		\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$
Portion of SMRC borrowings for RRRC waste recycling project repayable by the City		4,398,510	0	(1,469,288)	2,929,222	0	(1,531,840)	1,397,382	2,936,284	0	(1,520,624)	1,415,660
To assist fund the Cockburn ARC recreation facility		15,000,000	0	(2,500,000)	12,500,000	0	(2,500,000)	10,000,000	12,500,000	0	(2,500,000)	10,000,000
<b>Total</b>		<b>19,398,510</b>	<b>0</b>	<b>(3,969,288)</b>	<b>15,429,222</b>	<b>0</b>	<b>(4,031,840)</b>	<b>11,397,382</b>	<b>15,436,284</b>	<b>0</b>	<b>(4,020,624)</b>	<b>11,415,660</b>
<b>Total Borrowings</b>	15	<b>19,398,510</b>	<b>0</b>	<b>(3,969,288)</b>	<b>15,429,222</b>	<b>0</b>	<b>(4,031,840)</b>	<b>11,397,382</b>	<b>15,436,284</b>	<b>0</b>	<b>(4,020,624)</b>	<b>11,415,660</b>

\* WA Treasury Corporation

Self supporting loans are financed by payments from third parties. These are shown in Note 4 as other financial assets at amortised cost. All other loan repayments were financed by general purpose revenue.

Borrowing Interest Repayments

Purpose	Note	Function and activity	Loan Number	Institution	Interest Rate	Actual for year ending 30 June 2022	Budget for year ending 30 June 2022	Actual for year ending 30 June 2021
						\$	\$	\$
Portion of SMRC borrowings for RRRC waste recycling project repayable by the City		Community amenities	N/A	WATC	various	(102,680)	(105,000)	(162,821)
To assist fund the Cockburn ARC recreation facility		Recreation and culture	8	WATC	2.96%	(434,493)	(434,500)	(526,017)
<b>Total</b>						<b>(537,173)</b>	<b>(539,500)</b>	<b>(688,838)</b>
<b>Total Interest Repayments</b>	2(b)					<b>(537,173)</b>	<b>(539,500)</b>	<b>(688,838)</b>



(b) Lease Liabilities

Purpose	Note	Actual							Budget			
		Principal at 1 July 2020	New Leases During 2020-21	Principal Repayments During 2020-21	Principal at 30 June 2021	New Leases During 2021-22	Principal Repayments During 2021-22	Principal at 30 June 2022	Principal at 1 July 2021	New Leases During 2021-22	Principal Repayments During 2021-22	Principal at 30 June 2022
		\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$
Cisco Network Switches Unified		107,969	0	(38,751)	69,218	0	(39,332)	29,886	69,128	0	0	69,128
Unified Communications System		74,605	0	(42,399)	32,206	0	(32,206)	0	32,162	0	0	32,162
Rack Mount Servers (5)		9,993	0	(9,993)	0	0	0	0	0	0	0	0
VDI Servers (6)		21,491	0	(21,491)	0	0	0	0	0	0	0	0
SAN Equipment (2)		52,003	0	(52,003)	0	0	0	0	(54)	0	0	(54)
Pure Storage Shelf x 2		38,827	0	(38,827)	0	0	0	0	54	0	0	54
Wifi Equipment		13,479	0	(13,479)	0	0	0	0	0	0	0	0
Firewall Equipment		4,137	0	(4,137)	0	0	0	0	0	0	0	0
LAN Equipment		18,650	0	(18,650)	0	0	0	0	0	0	0	0
LAN Equipment		7,047	0	(7,047)	0	0	0	0	0	0	0	0
Multi Functional devices (MFD's) 47		76,553	0	(25,139)	51,414	0	(26,424)	24,990	55,630	0	0	55,630
Multi Functional Devices (MFD's) - 47		2,823	0	(927)	1,896	0	(941)	955	1,891	0	0	1,891
Multi Functional Devices (MFD's) - 1		4,085	0	(1,342)	2,743	0	(1,361)	1,382	2,740	0	0	2,740
Hyundai I30		6,290	0	(3,956)	2,334	0	(2,334)	0	2,666	0	0	2,666
Multi Functional Devices (MFD's) - 47		21,161	0	(6,949)	14,212	0	(11,064)	3,149	14,200	0	0	14,200
Ford Ranger Vehicle		7,093	0	(7,093)	0	0	0	0	(70)	0	0	(70)
Multi Functional Devices (MFD's) - 47		4,832	0	(1,587)	3,245	0	(1,610)	1,635	3,239	0	0	3,239
Health Club Equipment - Pin Loaded		34,869	0	(19,817)	15,052	0	(15,052)	0	15,032	0	0	15,032
Multi Functional Devices (MFD's) - 47		39,082	0	(12,834)	26,248	0	(9,194)	17,054	26,212	0	0	26,212
ALC Baltic Laminator		4,306	(1,689)	(2,617)	0	0	0	0	1,736	0	0	1,736
Shark Barrier		211,181	(16,992)	(78,835)	115,354	0	(79,753)	35,601	132,634	0	0	132,634
Signage Printer & Cutter		5,547	0	(5,547)	0	0	0	0	0	0	0	0
<b>Total Lease Liabilities</b>	11(b)	<b>766,023</b>	<b>(18,681)</b>	<b>(413,420)</b>	<b>333,922</b>	<b>0</b>	<b>(219,271)</b>	<b>114,652</b>	<b>357,200</b>	<b>0</b>	<b>0</b>	<b>357,200</b>

Lease Interest Repayments

Purpose	Note	Function and activity	Lease Number	Institution	Interest Rate	Actual for year ending 30 June 2022	Budget for year ending 30 June 2022	Actual for year ending 30 June 2021	Lease Term
						\$	\$	\$	
Cisco Network Switches Unified		Governance	E6N0162330	Maia Financial PL	1.49%	(763)	0	(1,345)	45Months
Unified Communications System		Governance	E6N0160636	Maia Financial PL	1.45%	(195)	0	(802)	33 Months
Rack Mount Servers (5)		Governance	E6N0159693	Maia Financial PL	1.40%	0	0	(41)	18 Months
VDI Servers (6)		Governance	E6N0159752	Maia Financial PL	1.40%	0	0	(88)	18 Months
SAN Equipment (2)		Governance	E6N0160532	Maia Financial PL	1.40%	0	0	(213)	18 Months
Pure Storage Shelf x 2		Governance	E6N0162620	Maia Financial PL	1.40%	0	0	(158)	18 Months
Wifi Equipment		Governance	E6N0159943	Maia Financial PL	1.40%	0	0	(79)	21 Months
Firewall Equipment		Governance	E6N0159959	Maia Financial PL	1.40%	0	0	(24)	21 Months



Purpose	Note	Function and activity	Lease Number	Institution	Interest Rate	Actual for year ending 30 June 2022	Budget for year ending 30 June 2022	Actual for year ending 30 June 2021	Lease Term
LAN Equipment		Governance	E6N0159960	Maia Financial PL	1.40%	0	0	(109)	21 Months
LAN Equipment		Governance	E6N0160277	Maia Financial PL	1.40%	0	0	(16)	15 Months
Multi Functional devices (MFD's) 47		Governance	E6N016202	Maia Financial PL	1.49%	(804)	0	(969)	48 Months
Multi Functional Devices (MFD's) - 47		Law, order, public safety	E6N016202	Maia Financial PL	1.49%	0	0	(36)	48 Months
Multi Functional Devices (MFD's) - 1		Education and welfare	E6N0162166	Maia Financial PL	1.49%	(32)	0	(52)	48 Months
Hyundai I30		Education and welfare	6,244,197	Easifleet Management	1.45%	(11)	0	(65)	31 Months
Multi Functional Devices (MFD's) - 47		Education and welfare	E6N016202	Maia Financial PL	1.49%	(245)	0	(268)	48 Months
Ford Ranger Vehicle		Community amenities		Easifleet Management	1.40%	0	0	(41)	21 Months
Multi Functional Devices (MFD's) - 47		Community amenities	E6N016202	Maia Financial PL	1.49%	(22)	0	(61)	48 Months
Health Club Equipment - Pin Loaded		Recreation and culture	E6N0159778	Maia Financial PL	1.45%	(91)	0	(374)	33 Months
Multi Functional Devices (MFD's) - 47		Recreation and culture	E6N016202	Maia Financial PL	1.49%	(55)	0	(477)	48 Months
ALC Baltic Laminator		Other property and services	E6N0162078	Maia Financial PL	1.43%	0	0	(9)	27 Months
Shark Barrier		Other property and services		Eco Shark Barrier	1.47%	(1,160)	(2,841)	(2,071)	41 Months
Signage Printer & Cutter	2(b)	Other property and services	E6N0160864	Maia Financial PL	1.40%	0	0	(23)	18 Months
						(3,378)	(2,841)	(7,321)	



CITY OF COCKBURN  
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30. RESERVE ACCOUNTS

	2022 Actual Opening Balance	2022 Actual Transfer to	2022 Actual Transfer (from)	2022 Actual Closing Balance	2022 Budget Opening Balance	2022 Budget Transfer to	2022 Budget Transfer (from)	2022 Budget Closing Balance	2021 Actual Opening Balance	2021 Actual Transfer to	2021 Actual Transfer (from)	2021 Actual Closing Balance
	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$
<b>Restricted by legislation/agreement</b>												
(a) Staff Payments & Entitlements	1,593,128	0	(831,092)	762,036	1,593,128	0	(40,000)	1,553,128	1,633,128	0	(40,000)	1,593,128
(b) Plant & Vehicle Replacement	11,869,994	2,256,686	(1,936,320)	12,190,360	11,632,212	2,000,000	(3,642,400)	9,989,812	11,400,754	3,117,086	(2,647,846)	11,869,994
(c) Information Technology	926,599	1,000,000	(251,897)	1,674,702	1,017,034	1,000,000	0	2,017,034	501,249	1,200,000	(774,650)	926,599
(d) Major Building Refurbishment	17,341,289	1,500,000	(727,734)	18,113,555	18,288,412	1,500,000	0	19,788,412	16,677,163	3,000,000	(2,335,874)	17,341,289
(e) Waste & Recycling	12,523,659	3,841,934	(139,263)	16,226,330	9,767,308	1,500,000	(560,000)	10,707,308	12,200,267	1,964,254	(1,640,862)	12,523,659
(f) Land Development and Investment Fund	12,863,720	2,696,660	(7,387,208)	8,173,172	13,175,218	268,114	(860,000)	12,583,332	11,002,645	2,211,775	(350,700)	12,863,720
(g) Roads & Drainage Infrastructure	12,203,545	3,789,864	(4,246,392)	11,747,017	11,498,609	3,000,000	(2,977,896)	11,520,713	10,442,059	4,638,533	(2,877,047)	12,203,545
(h) Naval Base Shacks	1,242,899	18,287	0	1,261,186	1,179,926	18,287	0	1,198,213	1,161,639	81,260	0	1,242,899
(i) Community Infrastructure	21,757,381	13,556,124	(3,611,282)	31,702,223	18,788,867	12,027,695	(522,982)	30,293,580	27,777,436	3,500,000	(9,520,055)	21,757,381
(j) Insurance	2,672,674	0	(281,471)	2,391,203	2,659,263	300,000	0	2,959,263	2,235,907	500,000	(63,233)	2,672,674
(k) Greenhouse Action Fund	708,938	200,000	0	908,938	889,034	200,000	0	1,089,034	741,641	200,000	(232,703)	708,938
(l) Aged and Disabled Asset Replacement	422,872	78,121	(35,159)	465,834	417,500	80,853	0	498,353	391,623	40,711	(9,462)	422,872
(m) Welfare Projects Employee Entitlements	1,850,773	1,800	(799,115)	1,053,458	2,290,271	675,716	0	2,965,987	1,611,878	903,894	(664,999)	1,850,773
(n) HWRP Post Closure Management & Contaminated Sites	2,915,674	500,000	(29,905)	3,385,769	3,439,276	500,000	(70,000)	3,869,276	3,501,513	250,000	(835,839)	2,915,674
(o) Municipal Elections	151,420	150,000	(150,000)	151,420	151,420	150,000	(150,000)	151,420	1,420	150,000	0	151,420
(p) Port Coogee Special Maintenance - SAR	1,980,900	386,476	(326,398)	2,040,979	1,651,371	382,245	(383,473)	1,650,143	1,820,480	374,034	(213,614)	1,980,900
(q) Port Coogee Waterways - SAR	146,257	98,508	(50,000)	194,765	102,931	96,291	(50,000)	149,222	102,267	93,989	(50,000)	146,256
(r) Community Surveillance	932,870	200,000	(145,000)	987,870	954,480	200,000	(365,000)	789,480	864,697	200,000	(131,827)	932,870
(s) Waste Collection	6,512,856	1,800,000	0	8,312,856	6,173,528	1,073,123	0	7,246,651	4,199,528	2,339,328	(26,000)	6,512,856
(t) Family Day Care Accumulation Fund	11,560	40	0	11,600	11,549	0	0	11,549	11,475	85	0	11,560
(u) Community Infrastructure (DCA 13)	6,832,991	1,385,122	(7,434,531)	783,582	5,612,666	3,017,282	(3,137,613)	5,492,335	4,782,645	5,125,095	(3,074,748)	6,832,991
(v) Naval Base Shack Removal	792,815	33,315	0	826,130	687,220	38,475	0	725,695	652,448	140,367	0	792,815
(w) Environmental Offset	248,759	0	0	248,759	308,011	0	0	308,011	308,011	0	(59,252)	248,759
(x) Bibra Lake Management Plan	192,968	0	(177,701)	15,267	353,125	0	0	353,125	521,086	0	(328,118)	192,968
(y) Restricted Grants & Contributions	5,174,134	4,576,396	(4,361,922)	5,388,608	1,017,085	0	(18,182)	998,903	5,786,772	2,805,355	(3,417,993)	5,174,134
(z) CIHCF Building Maintenance	10,688,137	1,044,840	(26,231)	11,706,747	10,401,720	720,779	(300,000)	10,822,499	9,327,472	1,360,665	0	10,688,137
(i) Cockburn ARC Building Maintenance	5,218,365	1,500,000	(43,317)	6,675,048	5,218,365	1,500,000	0	6,718,365	3,718,365	1,500,000	0	5,218,365
(l) Carry Forward Projects	11,867,222	8,523,422	(8,068,476)	12,322,168	10,782,677	0	(4,567,567)	6,215,110	2,850,851	17,918,715	(8,902,343)	11,867,223
(j) Port Coogee Marina Assets Replacement	1,784,887	300,000	0	2,084,887	1,484,887	300,000	(174,000)	1,610,887	1,484,887	300,000	0	1,784,887
(~) Port Coogee Waterways - WEMP	1,246,537	4,270	(175,623)	1,075,185	1,310,536	15,831	(200,000)	1,126,367	1,302,071	9,711	(65,245)	1,246,537
(j) Cockburn Coast SAR	50,644	45,151	(10,389)	85,406	15,007	35,465	(11,429)	39,043	25,209	35,753	(10,318)	50,644
(€) Developer Contribution Plans	11,226,093	2,240,245	(551,045)	12,915,294	10,753,580	1,972,167	(224,767)	12,500,980	10,744,509	2,365,468	(1,883,884)	11,226,093
(j) POS Reserve	5,458,078	190,389	(466,332)	5,182,134	5,517,470	0	0	5,517,470	0	5,784,328	(326,251)	5,458,077
	171,410,638	51,917,651	(42,263,801)	181,064,488	159,143,686	32,572,323	(18,255,309)	173,460,700	149,783,095	62,110,406	(40,482,863)	171,410,638

All reserves are supported by cash and cash equivalents and financial assets at amortised cost and are restricted within equity as Reserves - cash/financial assets backed.



In accordance with Council resolutions or adopted budget in relation to each reserve account, the purpose for which the reserves are set aside and their anticipated date of use are as follows:

Name of Reserve	Anticipated date of use	Purpose of the reserve
(a) Staff Payments & Entitlements	ongoing	This Reserve provides for payment of various staff entitlements including separation, bonus, awards and other payments made to Staff either through contractual or statutory entitlement, other than leave liabilities already provided for within the City's net asset position.
(b) Plant & Vehicle Replacement	ongoing	This Reserve provides for the orderly replacement of plant and vehicles. Annual transfers into this Reserve are based on the estimated depreciation charge for plant each year.
(c) Information Technology	ongoing	Funds are drawn as required to meet annual plant replacement costs.
(d) Major Building Refurbishment	ongoing	This Reserve is used to provide for the capital cost of upgrading/replacement of Council's computer hardware and software.
(e) Waste & Recycling	majority by 2040	This Reserve provides funding for future major refurbishment of Council buildings as they become necessary. Annual transfers are usually made to this Reserve from any end of year surplus.
(f) Land Development and Investment Fund	ongoing	This Reserve provides funding for capital costs associated with the development and management of a waste disposal site. Transfers to this Reserve are made based on planned future capital funding requirements for waste management.
(g) Roads & Drainage Infrastructure	ongoing	This Reserve is to accommodate and facilitate the purchase, development and disposal of land under the Council's land development strategies with the ability to loan funds on an interest payable basis to other reserve accounts of the City.
(h) Naval Base Shacks	ongoing	The purpose of this Reserve is to provide for the renewal and refurbishment of roads and drainage infrastructure and for the provision of matching funds for Federal & State Government road grants.
(i) Community Infrastructure	ongoing	This Reserve provides funds for the development & refurbishment of the Naval Base shacks site. It will also fund rehabilitation costs when the Park reverts back to the State Government. Annual transfers to this Reserve are fully funded by part of the lease income derived from the shacks.
(j) Insurance	ongoing	This Reserve funds the provision of community and recreation facilities within the City as the need arises. The requirement for these facilities over the next five to ten years is significant due to the rapid rate of development within the city and the associated population growth.
(k) Greenhouse Action Fund	ongoing	This Reserve is used to minimise and smooth annual budgetary impacts from the City's performance based insurance schemes, including deductibility levels.
(l) Aged and Disabled Asset Replacement	ongoing	This Reserve will be used to purchase carbon offsets and fund projects to support energy efficiency, waste management and renewable energy installations.
(m) Welfare Projects Employee Entitlements	ongoing	This Reserve is fully funded from the operating government grants received by the services and has no budgetary impact on Municipal funds.
(n) HWRP Post Closure Management & Contaminated Sites	ongoing	This Reserve is fully funded from the operating government grants received by the services and has no budgetary impact on Municipal funds.
(o) Municipal Elections	ongoing	This Reserve is required to cover any costs associated with clean-up & remediation works at contaminated sites within the district as enforced by the Contaminated Sites Act.
(p) Port Coogee Special Maintenance - SAR	ongoing	This Reserve provides funding to cover election expenses during election years to smooth out annual budgetary impacts.
(q) Port Coogee Waterways - SAR	ongoing	This Reserve is used to manage funds raised through the specified area rate (SAR) for the Port Coogee development. These funds are required for the specialised maintenance requirements of the development.
(r) Community Surveillance	ongoing	This Reserve is used to manage funds raised through the specified area rate (SAR) for the Port Coogee development on land directly adjacent to the waterways. These funds are required for the maintenance of the waterways surrounding Port Coogee marina and associated infrastructure.
(s) Waste Collection	ongoing	This Reserve funds activities in relation to Community Surveillance.
(t) Family Day Care Accumulation Fund	ongoing	This reserve provides funding for future capital requirements related to the Waste Collection service.
(u) Community Infrastructure (DCA 13)	ongoing	This Reserve is fully funded from the operating government grants received by the services and has no budgetary impact on Municipal funds.
(v) Naval Base Shack Removal	uncertain	This reserve is used to account for funds generated from the Community Infrastructure Development Contributions Scheme (DCP13) established under the City's Town Planning Scheme No. 3.
(w) Environmental Offset	ongoing	Established for the purposes of the future removal of leasehold dwellings at Reserve 24308, Naval Base. All funds raised are to be accounted for on a property lease by lease basis, and not on who paid the actual payment at the time of the payment. Funds raised will be reimbursed to leaseholders when dwelling is removed and the site rehabilitated to its prior state.
(x) Bibra Lake Management Plan	ongoing	This Reserve is used to manage funds required to undertake environmental rehabilitation of land associated with road construction as approved by the relevant government agency.
(y) Restricted Grants & Contributions	ongoing	This Reserve is used to manage funding to implement the Bibra Lake Management Plan as adopted by Council.
(z) CIHCF Building Maintenance	ongoing	This Reserve is used to quarantine monies received for restricted purposes across financial years.
(1) Cockburn ARC Building Maintenance	ongoing	This Reserve is used to manage funding for major building maintenance of the Cockburn Integrated Health and Community Facility (CIHCF).
(2) Carry Forward Projects	ongoing	This Reserve is used to manage funding for the major building maintenance of the Cockburn ARC recreation facility.
(3) Port Coogee Marina Assets Replacement	ongoing	This reserve is used to manage municipal funding for incomplete projects carried forward to the following financial year.
(~) Port Coogee Waterways - WEMP	ongoing	This Reserve provides for the replacement of marina infrastructure assets. Funding is provided from pen fees to reflect estimated depreciation costs.
(∩) Cockburn Coast SAR	ongoing	This Reserve is used to manage the funds paid by the developer of the Port Coogee marina development in accordance with the Waterways Environmental Management Plan (WEMP). The funds will be used to maintain and manage the marina waterways.
(€) Developer Contribution Plans	ongoing	This Reserve is used to manage funds raised through the specified area rate (SAR) providing funding to ensure that the parks and public areas (including custom street lighting) within the Cockburn Coast Development are maintained in accordance with the higher standards agreed to between the City and the Developer.
(∩) POS Reserve	ongoing	This Reserve is used for the management of contributions and costs with respect to Development Contribution Areas as established by and in accordance with Town Planning Scheme 3.
	ongoing	This Reserve is used to manage Public Open Space payments received from developers.

City of Cockburn  
Report to the Audit, Risk & Compliance Committee  
For the year ended 30 June 2022



# Introduction

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## To the Audit, Risk & Compliance Committee of the City of Cockburn

We are pleased to have the opportunity to meet with you on 7 December 2022 to discuss the results of our audit of the City of Cockburn ("the City"), as at and for the year ended 30 June 2022.

We are providing this report in advance of our meeting to enable you to consider our findings and hence enhance the quality of our discussions. This report should be read in conjunction with our audit plan for the year ended 30 June 2022. We will be pleased to elaborate on the matters covered in this report when we meet.

Our audit is substantially complete. Subject to the Committee's approval, the OAG expects to be in a position to recommend an unmodified audit opinion on the City's financial report, provided that the outstanding matters noted on page 3 of this report are satisfactorily resolved.

We draw your attention to the important notice on page 16 of this report, which explains:

- the purpose of this report; and
- limitations on work performed;
- restrictions on distribution of this report.

We would like to thank management for their assistance during the audit process.





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	<h1>4</h1> <p><b>Auditor's independence</b></p> <p><a href="#">Page   13</a></p>	<h1>5</h1> <p><b>Appendices</b></p> <p><a href="#">Page   14</a></p>	





# Executive summary

## Key focus areas

	Page ref.
Existence and valuation of Infrastructure Assets	<a href="#">4</a>
Existence and valuation of Fixed Assets	<a href="#">5</a>
Revenue – rates, fees, charges, operating grants and subsidies, developer contributions plan	<a href="#">6</a>
Landfill site – Rehabilitation Provision	<a href="#">7</a>
Contracts and procurement	<a href="#">8</a>
Personnel costs and related liabilities	<a href="#">9</a>
Cash and cash equivalents and term deposits	<a href="#">10</a>

## Audit misstatements

Please refer to page [11](#) for details on the corrected and uncorrected audit misstatements identified.

## Outstanding matters

- In order to finalise our work, we require the following:
- Final review of the updated financial statements
  - Receipt of signed financial statements declaration and certification
  - Receipt of signed management representation letters
  - Subsequent events procedures
  - Final clearance comments of the Audit, Risk & Compliance Committee of matters contained in this report.

## Fraud

We have not identified any instances of material fraud through our audit procedures.





# Audit Focus Areas

## 01 Existence and valuation of Infrastructure Assets

### Summary

Our audit response to the existence and valuation of infrastructure assets comprises primarily of fully substantive approach.

We consider this an audit focus area due to:

- Valuation methodology and assumptions can be complex and judgmental
- Significant volume of individual assets
- ASA 540 (Revised) Auditing Accounting Estimates and Related Disclosures is now effective

Balance	FY22	FY21
Infrastructure	\$1,098,860,378	\$890,486,978

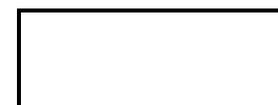
### Our substantive approach

- Considered the internally prepared valuations for the City's infrastructure assets (Roads & Footpaths, Drainage and Parks & Equipment Infrastructure Assets).
- Assessed the competence and capabilities of the City's Asset Services Team who performed the valuation, as well as the valuation methods and assumptions used.
- Performed an infrastructure asset roll forward from 1 July 2021 to 30 June 2022.
- On a sample basis, selected and tested asset additions to confirm existence and accuracy thereof.
- Performed substantive analytical procedures over depreciation expense to assess reasonableness thereof.
- Recalculated any revaluation gain/loss arising from the revaluation and ensured this has been appropriately recorded.
- Considered management's impairment assessment for reasonableness and compliance with the Accounting Standards.
- Assessed the completeness and accuracy of capital WIP at year end, and for a sample selected, ensured the asset was capitalized at the correct date.
- A significant finding relating to the absence of a robust review to assess the fair value of the City's infrastructure assets in a non-revaluation year was included in the management letter.

### Conclusion

During the audit, management brought to our attention the omission of depreciation of drainage assets in the revaluation process. Noting that two years of depreciation has not been factored into the initial revaluation when calculating the depreciated replacement cost of drainage assets, this resulted in an incorrect revaluation surplus. Management corrected the error during the audit.

Based on the audit procedures performed, there were no reportable misstatements noted.





# Audit Focus Areas

## 02 Existence of Fixed Assets

### Summary

Our audit response to the existence of fixed assets comprises a fully substantive approach.

We consider this an audit focus area due to:

- Significant volume of individual assets
- ASA 540 (Revised) Auditing Accounting Estimates and Related Disclosures is now effective

Balance	FY22	FY21
Fixed assets	\$348,489,480	\$339,326,772

### Our substantive approach

- Performed a fixed asset roll forward from 1 July 2021 to 30 June 2022.
- On a sample basis, selected and tested fixed asset additions to confirm existence and accuracy thereof.
- Assessed management's impairment assessment for fixed assets carried at cost for reasonableness.
- Perform substantive analytical procedures over depreciation expense to assess reasonableness thereof.
- Assessed the appropriateness of the assets' fair value recorded as at 30 June 2022.
- Assessed the completeness and accuracy of capital WIP at year end, and for a sample selected, ensured the asset was capitalized at the correct date.

### Conclusion

Based on the audit procedures performed, no reportable misstatements are noted.





# Audit Focus Areas

## 03 Revenue - rates, fees, charges, operating grants and subsidies

### Summary

Our audit response to the revenue – rates, fees, charges, operating grants and subsidies comprises controls and substantive testing.

We consider this an audit focus area due to:

- High volume of transactions that management are required to process accurately
- Heightened area of focus for stakeholders

Balance	FY22	FY21
Rates	\$112,884,886	\$108,305,167
Operating grants and subsidies	\$15,305,806	\$15,363,201
Fees and charges	\$40,182,411	\$30,280,412
Non-operating grants and subsidies	\$39,525,700	\$21,254,356

### Our controls approach

- Approval of rates, fees & charges by the Council for the 2022 financial year

### Our substantive approach

- For a statistical sample selected, recalculated the rates revenue for the year ensuring the correct rates were used and verified the accuracy thereof.
- Focused testing around financial year ends to ensure revenue was recorded in the correct period.
- For a statistical sample selected, verified a sample of fees and charges to invoices, bank statements and other relevant supporting information.
- Vouched grants received to relevant grant agreement and bank statement.
- Tested the completeness and accuracy of contract liabilities relating to developer contributions.
- Reviewed management’s disclosures in relation to the relevant Accounting Standards (AASB 15 Revenue from Contracts with Customers and AASB 1058 Income for Not-For-Profit entities).
- Reviewed and assessed the accounting for Public Open Space contributions is appropriate.

### Conclusion

Based on the audit procedures performed, no reportable misstatements noted.





# Audit Focus Areas

## 04 Landfill site - Rehabilitation provision

### Summary

Our audit response to Landfill site – Rehabilitation provision comprises a fully substantive approach.

We consider this an audit focus area due to:

- Accounting for rehabilitation provisions is complex
- Accounting treatment can involve high levels of judgement and estimation uncertainty
- ASA 540 (Revised) Auditing Accounting Estimates and Related Disclosures is now effective

Balance	FY22	FY21
Rehabilitation asset	\$22,218,259	\$19,010,399
Provision for rehabilitation liability	\$36,418,461	\$32,062,428

### Our substantive approach

- Tested management’s landfill site rehabilitation provision and asset calculations.
- Verified the mathematical accuracy of the calculations received.
- Assessed the competence and capabilities of the experts engaged by the City, including valuation method and assumptions used.
- Tested and critically assessed the assumptions and inputs (such as discount rate, inflation rate) used in the model by management.
- Assessed the accuracy of component accounting for the rehabilitation asset, including related amortisation..
- Assessed the accuracy of the change in classification of the landfill asset transferred from Intangible Assets to Infrastructure assets in FY22 in line with the OAG’s technical guidance.

### Conclusion

Based on the audit procedures performed, other than the error which has been corrected (refer to page 11) in relation to the change in assumptions used in the provision for Cell 6, no reportable misstatements are noted.





# Audit Focus Areas

## 05 Contracts and Procurement

### Summary

Our audit response to the contracts and procurement comprises controls and substantive testing.

We consider this an audit focus area due to:

- High volume of transactions that management are required to process accurately
- Heightened area of focus for stakeholders

Balance	FY22	FY21
Total operating expenditure (excluding employee costs)	\$95,828,197	\$92,158,046

### Our controls approach

- Testing of authorisation of purchases orders in line with the City's Delegation of Authority
- Testing of authorisation of purchases orders in line with the City's Procurement Policy

### Our substantive approach

- On a statistical sample basis for expenditure, agreed payments made to supporting documentation and confirmed authorisation of such payments was in line with the City's Delegation of Authority and Procurement Policy.
- For a sample of new contracts awarded during the year, reviewed the procurement process to ensure the City's Procurement Policy was adhered to.
- Performed a search for unrecorded liabilities at year end.
- Assessed the completeness and accuracy of leases disclosed by the City.

### Conclusion

Based on the audit procedures performed, no reportable misstatements are noted.





# Audit Focus Areas

## 06 Personnel costs and related liabilities

### Summary

Our audit response to the personnel costs and related liabilities comprises a largely substantive approach.

We consider this an audit focus area due to:

- High volume of transactions that management are required to process accurately
- Existence and accuracy of payroll related costs

Balance	FY22	FY21
Employee costs	\$64,234,698	\$62,845,278

### Our controls approach

- Authorisation and approval of pay run payments.

### Our substantive approach

- Reconciled the payroll report transactions and trial balance as at 30 June 2022, including related payroll liabilities.
- Vouched a sample of employees included in the payroll report at 30 June 2022 to employment contracts
- Substantive analytical procedures were performed over payroll expenses.
- Substantive analytical procedures were performed over annual leave and long service leave provisions as at 30 June 2022.

### Conclusion

Based on the audit procedures performed, no reportable misstatements are noted.





# Audit Focus Areas

**07** Cash and cash equivalents and term deposits

**Summary**

Our audit response to cash and cash equivalents comprises a fully substantive approach.

We consider this an audit focus area due to:

- High volume of transactions of significant value
- Significant value of term deposits

Balance	FY22	FY21
Cash and cash equivalents	\$20,777,520	\$4,606,858
Term deposits	\$92,800,000	\$197,500,000

**Our substantive approach**

- Obtained independent bank confirmations at year end.
- Reviewed the year end bank reconciliations and agreed to bank confirmations received.
- On a sample basis, vouched term deposits to confirmations and consider appropriateness of classification.
- Verified that movements of restricted cash to and from reserves were appropriately approved.

**Conclusion**

Based on the audit procedures performed, no reportable misstatements are noted.

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CITY OF COCKBURN | ARCC REPORT



# Audit Misstatements

We assess audit misstatements under the income statement method.

The income statement method considers the effect of uncorrected prior-period misstatements from an income statement perspective and uncorrected misstatements are quantified as the amount by which the current period income statement is misstated, after considering the reversing and correcting effects of uncorrected prior-period misstatements.

## Corrected misstatements

We noted and corrected the following errors, including the current year impact:

Accounts	SOPF adjustment Debit/ (Credit) (\$)	SOCI adjustment Debit/ (Credit) (\$)	Comment
<b>1. Correction of erroneous recognition of changes in assumptions used for provision</b>			
Rehabilitation assets	1,228,376		Management's assessment in current year, on the provision to rehabilitate Cell 6 resulted in a reduction of the provision amount by \$1,228,376 which has been recognized against the provision and the asset. As Cell 6 had been capped in the prior period, the carrying value of the asset was nil (having been fully amortized). This recognition has resulted in Cell 6 having a negative written down value (WDV) and hence the adjustment required to correct this.
Other expenditure		(1,228,376)	





# Audit Misstatements (continued)

## Corrected misstatements continued

Accounts	SOPF adjustment Debit/ (Credit) (\$)	SOCI adjustment Debit/ (Credit) (\$)	Comment
<b>2. Overstatement of unspent liability relating to developer’s contribution</b>			
Non-operating grants – developer contributions		(348,916)	Overstatement of the DCP liability noted from the reconciliation of movement in the DCP liability as at 30 June 2022.
Other liabilities – liabilities under transfer	348,916		
<b>Total aggregate effect (corrected and uncorrected)</b>	<b>1,577,292</b>	<b>(1,577,292)</b>	

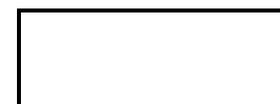
## Uncorrected misstatements

There were no uncorrected audit misstatements.

## Omissions and Errors in Presentation and Disclosures

We have not identified any material omissions or errors in presentation and disclosures in the financial report.

In the course of our review of the financial statements we made a number of recommendations in relation to presentation matters, including the disclosure of the corrected adjustments as detailed above.





# Auditor's Independence

We have strict rules and protocols to maintain our independence from City of Cockburn, including annual training and an annual staff declaration.

## Safeguard

Non-audit services did not involve partners or staff acting in a managerial or decision making capacity, or involve the processing or originating of transactions.

Non-audit services were only provided where we were satisfied that they did not impact on our auditor independence.

Partners and staff involved in the provision of non-audit services obtained approval from the lead engagement partner to deliver the service.

## Breaches

The APESB Code of Ethics for Professional Accountants ("the Code") requires us to communicate to you any breaches of the independence requirements of the Code.

On the rare instance of a significant breach of the Code, we will report our conclusions to you on the actions to be taken, or already taken within three working days. We will report less significant breaches in the Year-end Report to the Audit, Risk & Compliance Committee.

We confirm that as at the date of this report, no such breaches have been identified.

## Non audit services

No non-audit services have been performed during or subsequent to the year ended 30 June 2022, other than approved Grant Acquittals in our capacity as external auditor.

## Conclusion

We confirm that, as at the date of this report, we have complied with the ethical requirements regarding independence.





# Appendices

1

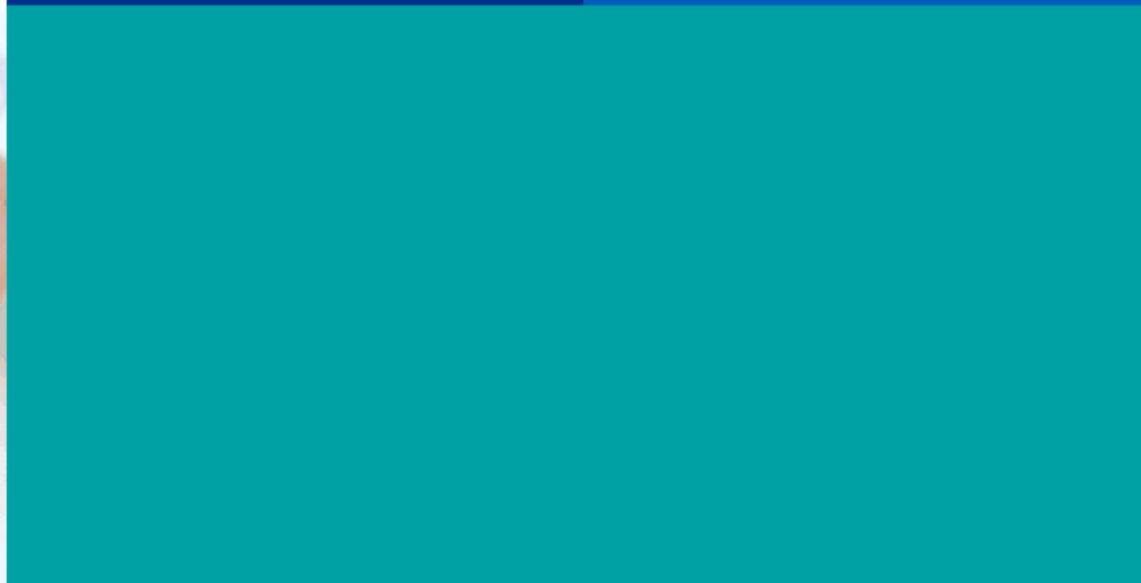
**Required  
Communications**

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2

**Important  
notice**

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# Required communications with the Committee

Type	Response
<b>Our draft management representation letter</b>	We have not requested any specific representations in addition to those areas normally covered by our standard representation letter for the year ended 30 June 2022.
<b>Related parties</b>	There were no significant matters that arose during the audit in connection with the entity's related parties.
<b>Other matters warranting attention by those charged with governance</b>	There were no matters to report arising from the audit that, in our professional judgement, are significant to the oversight of the financial reporting process.
<b>Control deficiencies</b>	Refer to management letter issued for control deficiencies noted.
<b>Modifications to auditor's report</b>	None.
<b>Actual or suspected fraud, non-compliance with laws or regulations or illegal acts</b>	No actual or suspected fraud management, employees with significant roles in internal control, or where fraud results in a material misstatement in the financial statements was identified during the audit.

Type	Response
<b>Significant difficulties</b>	No significant difficulties were encountered during the audit.
<b>Disagreements with management or scope limitations</b>	The engagement team had no disagreements with management and no scope limitations were imposed by management during the audit.
<b>Other information</b>	This is to be completed once the preparation of the annual report is completed.
<b>Breaches of independence</b>	No matters to report. The engagement team and the firm have complied with relevant ethical requirements regarding independence.
<b>Accounting practices</b>	Over the course of our audit, we have evaluated the appropriateness of City of Cockburn's accounting policies, accounting estimates and financial statement disclosures. In general, we believe that these are appropriate.
<b>Significant matters discussed or subject to correspondence with management</b>	The significant matters arising from the audit were discussed with management and included within this Report.



CITY OF COCKBURN | ARCC REPORT

# Important notice



This report is presented under the terms of our audit contract with the OAG.

- Circulation of this report is restricted.
- The content of this report is based solely on the procedures necessary for our audit.

## Purpose of this report

This Report has been prepared in connection with our audit of the financial statements of the City of Cockburn (the "City"), prepared in accordance with the Australian Accounting Standards ('AASBs') as at and for the year ended 30 June 2022.

This Report has been prepared for those charged with governance, whom we consider to be the Audit, Risk & Compliance Committee, in order to communicate matters of interest as required by ASAs (including ASA 260 Communication with Those Charged with Governance), and other matters coming to our attention during our audit work that we consider might be of interest, and for no other purpose. The Audit, Risk & Compliance Committee should not assume that reports from us indicate that there are no additional matters they should be aware of in meeting their responsibilities.

This report summarizes the key issues identified during our audit but does not repeat matters previously communicated to you.

## Limitations on work performed

This Report is separate from our audit report and does not provide an additional opinion on the City's financial statements, nor does it add to or extend or alter our duties and responsibilities as auditors.

We have not designed or performed procedures outside those required of us as auditors for the purpose of identifying or communicating any of the matters covered by this Report.

The matters reported are based on the knowledge gained as a result of being your auditors. We have not verified the accuracy or completeness of any such information other than in connection with and to the extent required for the purposes of our audit.

## Restrictions on distribution

The report is provided on the basis that it is only for the information of those charged with governance of the City's; that it will not be quoted or referred to, in whole or in part, without our prior written consent; and that we accept no responsibility to any third party in relation to it.

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## 20. Matters to be Noted for Investigation, Without Debate

### 20.1 (2022/MINUTE NO 0293) Traffic Study - Berrigan and Elderberry Drive Impacts from North Lake Road Bridge

<b>Author</b>	Transport and Traffic Coordinator and Senior Technical Officer Traffic
<b>Attachments</b>	<ol style="list-style-type: none"> <li>1. MRWA Road Hierarchy for Western Australia Road Types and Criteria <a href="#">↓</a></li> <li>2. Approved Elderberry Drive Signage and Line Marking Plans <a href="#">↓</a></li> </ol>

#### Officer Recommendation/Council Decision

MOVED Cr C Reeve-Fowkes SECONDED Cr M Separovich  
That Council:

- (1) NOTES the report;
- (2) AUTHORISES the City to provide Connecting South Lake with a summary of the impact that the North Lake Road Bridge project has had on the traffic environment of Berrigan and Elderberry Drives; and
- (3) NOTES the City will arrange collection of traffic data to review the traffic environment of Berrigan and Elderberry Drives in mid-2024.

**CARRIED 9/0**

#### Background

At the Ordinary Council meeting on 10 February 2022 Deputy Mayor Widenbar moved a Matter to be Noted for Investigation (Item 23.2), which requested a traffic study on both Berrigan Drive and Elderberry Drive, South Lake, to determine the traffic count, times of traffic peaks, impacts to these roads from the new North Lake Road Bridge.

The Deputy Mayor cited the following reasons for the matter:

Local residents directly abutting Berrigan Drive and Elderberry Drive, as well as the local community group, Connecting South Lake, have raised concerns about the volume of traffic, both heavy and light, as well as speeding and dangerous driving by vehicles and motorcycles, for some time.

Following completion of the North Lake Road Bridge Project, anecdotal reports indicate that significantly more traffic has been funnelled onto North Lake Road, in turn impacting residents on Elderberry and Berrigan Drive.

A detailed traffic study is therefore required to determine if there is any need for traffic calming, advocacy for changed speed limits, or any alternative measures.

#### Submission

N/A



## Report

To ease congestion and improve access for Cockburn visitors and residents, Main Roads WA (MRWA) initiated a project to build a bridge over Kwinana Freeway to connect North Lake Road and Armadale Road in 2017.

The project has been completed with the opening of the new bridge over Kwinana Freeway on 15 December 2021.

To assess the impact of the bridge on Berrigan Drive and Elderberry Drive in South Lake, a preliminary assessment of the current traffic environment has been completed which includes traffic surveys and review of collected traffic data.

MRWA Road Hierarchy for Western Australia Road Types and Criteria document, and the City of Cockburn Council Policy - Local Area Traffic Management Investigation have been used to evaluate traffic conditions on Berrigan Drive and Elderberry Drive.

### Berrigan Drive – District Distributor (A)

Berrigan Drive between North Lake Road and Kwinana Freeway is classified as a District Distributor (A) road under the road hierarchy classification within the City of Cockburn.

In accordance with MRWA Road Hierarchy for Western Australia Road Types and Criteria document, the function of these roads is to allow for high-capacity traffic movements between industrial, commercial and residential areas.

They connect to primary and/or other distributor roads.

Comparison of traffic data of Berrigan Drive before and after the opening of the Armadale Road to North Lake Road bridge is shown in the Table 1 below:

Date of the Survey	Location	Average Weekday Traffic	AM Peak Traffic	PM Peak Traffic	Average Speed (km/hr)	85th %ile speed (km/hr)*	% of Heavy vehicles**
25/10/21	260m west of Semple Court	26,314	2,074	2,287	70	75	12.4
10/08/22	260m west of Semple Court	21,432	1,662	1,742	69.9	75.1	11.66

\*85th percentile speed = the speed that 85% of vehicles are travelling at, or slower, under free-flow conditions (i.e. with >4 seconds headway)

\*\*Heavy vehicles = Austroads Vehicle Class 3 or greater, including buses.

Table 1: Traffic data of Berrigan Drive before and after the opening of the Armadale Road to North Lake Road bridge

Comparison of traffic data indicates that the average weekday traffic on Berrigan Drive reduced by 4,882 vehicles after the bridge opened.



Traffic during AM and PM peak hours is also reduced by 412 and 545 vehicles respectively.

Comparisons also indicate that changes of average speed, 85th percentile speed and percentage of heavy vehicles before and after the opening of the Armadale Road to North Lake Road bridge are minimal.

Under the MRWA Road Hierarchy for Western Australia Road Types and Criteria document, the recommended operating speed for the District Distributor A roads is 60-80 km/h.

The traffic speed presented in Table 1 shows the average speed is under 70km/h, and the 85th percentile speed is also lower than 80km/h, which indicates there are no major speed issues along Berrigan Drive.

Considering traffic volume on Berrigan Drive has reduced, changes of average speed, 85th percentile speed and percentage of heavy vehicles are minimal, and the current operating speed is in line with MRWA standard, it is concluded the Armadale Road to North Lake Road Bridge Project has provided a positive impact on the traffic environment of Berrigan Drive.

#### Elderberry Drive – Local Distributor

Elderberry Drive in South Lake is classified as a Local Distributor road under the road hierarchy classification within the City of Cockburn.

The function of a Local Distributor road is to collect and distribute traffic from access streets, linking to the major collector roads within the neighbourhood.

Local Distributor roads can also provide secondary connections to the external arterial road network within the residential, industrial and commercial areas.

Comparison of traffic data of Elderberry Drive before and after the opening of the Armadale Road to North Lake Road Bridge is shown in the Table 2 below:

Date of the survey	Location	Average Weekday Traffic	AM Peak Traffic	PM Peak Traffic	Average Speed (km/hr)	85th %ile speed (km/hr)*	% of Heavy vehicles **
27/07/15	50m East of Apara Court	3,518	Not Available	Not Available	Not Available	64	9.6
10/08/22	50m east of Apara Court	3,040	274	278	55.5	62.5	9

\*85th percentile speed = the speed that 85% of vehicles are travelling at, or slower, under free-flow conditions (i.e. with >4 seconds headway)

\*\*Heavy vehicles = Austroads Vehicle Class 3 or greater, including buses.



Table 2: Traffic data of Elderberry Drive before and after the opening of the Armadale Road to North Lake Road bridge

Comparison of traffic data indicates that the average weekday traffic of Elderberry Drive has reduced by 478 vehicles after the bridge is opened.

The 85th percentile speed and percentage of heavy vehicles are also lower.

In accordance with the MRWA Road Hierarchy for Western Australia Road Types and Criteria document, the recommended operating speed for a Local Distributor Road within a Built-up Area is 50-60 km/h (desired speed).

The traffic speed in Table 2 shows the current average speed is 55.5 km/h, and the 85th percentile speed is 62.5km/h, indicating a minor speeding issue along Elderberry Drive.

Considering traffic volumes on Elderberry Drive has reduced, the 85th percentile speed has reduced, and the percentage of heavy vehicles is lower, it is concluded the Armadale Road to North Lake Road Bridge project provides a positive impact on the traffic environment in Elderberry Drive.

### Summary

The City developed detailed improvements for Elderberry Drive, with new line markings and signage plans, approved by MRWA and installed in June 2022 (refer Attachment 2).

As per the City's standard practice, the City will monitor the road and collect traffic data to review the traffic environment in two years (mid-2024).

It is recommended this information be conveyed to the local community group, Connecting South Lake, in order to provide an update.

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

#### Local Economy

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

#### Community, Lifestyle & Security

A vibrant healthy, safe, inclusive and connected community.

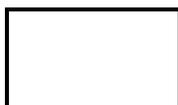
#### City Growth & Moving Around

A growing City that is easy to move around and provides great places to live.

- An attractive, socially connected and diverse built environment.

#### Listening & Leading

A community focused, sustainable, accountable and progressive organisation.



**Budget/Financial Implications**

Traffic data collection and preparation of signage and line marking plans are funded by the account for Traffic Safety Management WC00217.

**Legal Implications**

N/A

**Community Consultation**

N/A

**Risk Management Implications**

The City has an obligation to monitor traffic conditions of local roads, ensuring resources are put towards areas where road safety issues need to be addressed.

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

N/A

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

Nil



**ROAD HIERARCHY FOR WESTERN AUSTRALIA**  
**ROAD TYPES AND CRITERIA (see Note 1)**

CRITERIA	PRIMARY DISTRIBUTOR (PD) (see Note 2)	DISTRICT DISTRIBUTOR A (DA)	DISTRICT DISTRIBUTOR B (DB)	REGIONAL DISTRIBUTOR (RD)	LOCAL DISTRIBUTOR (LD)	ACCESS ROAD (A)
<i>Primary Criteria</i>						
1. Location (see Note 3)	All of WA incl. BUA	Only Built Up Area.	Only Built Up Area.	Only Non Built Up Area. (see Note 4)	All of WA incl. BUA	All of WA incl. BUA
2. Responsibility	Main Roads Western Australia.	Local Government.	Local Government.	Local Government.	Local Government.	Local Government.
3. Degree of Connectivity	High. Connects to other Primary and Distributor roads.	High. Connects to Primary and/or other Distributor roads.	High. Connects to Primary and/or other Distributor roads.	High. Connects to Primary and/or other Distributor roads.	Medium. Minor Network Role Connects to Distributors and Access Roads.	Low. Provides mainly for property access.
4. Predominant Purpose	Movement of inter regional and/or cross town/city traffic, e.g. freeways, highways and main roads.	High capacity traffic movements between industrial, commercial and residential areas.	Reduced capacity but high traffic volumes travelling between industrial, commercial and residential areas.	Roads linking significant destinations and designed for efficient movement of people and goods between and within regions.	Movement of traffic within local areas and connect access roads to higher order Distributors.	Provision of vehicle access to abutting properties
<i>Secondary Criteria</i>						
5. Indicative Traffic Volume (AADT)	In accordance with Classification Assessment Guidelines.	Above 8 000 vpd	Above 6 000 vpd.	Greater than 100 vpd	<u>Built Up Area</u> - Maximum desirable volume 6 000 vpd. <u>Non Built Up Area</u> – up to 100 vpd.	<u>Built Up Area</u> - Maximum desirable volume 3 000 vpd. <u>Non Built Up Area</u> – up to 75 vpd.
6. Recommended Operating Speed	60 – 110 km/h (depending on design characteristics).	60 – 80 km/h.	60 – 70 km/h.	50 – 110 km/h (depending on design characteristics).	<u>Built Up Area</u> 50 - 60 km/h (desired speed) <u>Non Built Up Area</u> 60 – 110 km/h (depending on design characteristics).	<u>Built Up Area</u> 50 km/h (desired speed). <u>Non Built Up Area</u> 50 – 110 km/h (depending on design characteristics).
7. Heavy Vehicles permitted	Yes.	Yes.	Yes.	Yes.	Yes, but preferably only to service properties.	Only to service properties.
8. Intersection treatments	Controlled with appropriate measures e.g. high speed traffic management, signing, line marking, grade separation.	Controlled with appropriate measures e.g. traffic signals.	Controlled with appropriate Local Area Traffic Management.	Controlled with measures such as signing and line marking of intersections.	Controlled with minor Local Area Traffic Management or measures such as signing.	Self controlling with minor measures.
9. Frontage Access	None on Controlled Access Roads. On other routes, preferably none, but limited access is acceptable to service individual properties.	Prefer not to have residential access. Limited commercial access, generally via service roads.	Residential and commercial access due to its historic status Prefer to limit when and where possible.	Prefer not to have property access. Limited commercial access, generally via lesser roads.	Yes, for property and commercial access due to its historic status. Prefer to limit whenever possible. Side entry is preferred.	Yes.
10. Pedestrians	Preferably none. Crossing should be controlled where possible.	With positive measures for control and safety e.g. pedestrian signals.	With appropriate measures for control and safety e.g. median/islands refuges.	Measures for control and safety such as careful siteing of school bus stops and rest areas.	Yes, with minor safety measures where necessary.	Yes.
11. Buses	Yes.	Yes.	Yes.	Yes.	Yes.	If necessary (see Note 5)
12. On-Road Parking	No (emergency parking on shoulders only).	Generally no. Clearways where necessary.	Not preferred. Clearways where necessary.	No – emergency parking on shoulders – encourage parking in off road rest areas where possible.	<u>Built Up Area</u> – yes, where sufficient width and sight distance allow safe passing. <u>Non Built Up Area</u> – no. Emergency parking on shoulders.	Yes, where sufficient width and sight distance allow safe passing.
13. Signs & Linemarking	Centrelines, speed signs, guide and service signs to highway standard.	Centrelines, speed signs, guide and service signs.	Centrelines, speed signs, guide and service signs.	Centrelines, speed signs and guide signs.	Speed and guide signs.	Urban areas – generally not applicable. Rural areas - Guide signs.
14. Rest Areas/Parking Bays	In accordance with Main Roads' <i>Roadside Stopping Places Policy</i> .	Not Applicable.	Not Applicable.	Parking Bays/Rest Areas. Desired at 60km spacing.	Not Applicable.	Not Applicable.

MAIN ROADS Western Australia  
D10#10992

**DEFINITIONS**

Built Up Areas	See Note 3 below. The criteria was provided by Clive Shepherd from the Western Australian Local Government Grants Commission (WALGGC).
Primary Criteria	A road, or road section, must meet all of these criteria to qualify for the category.
Secondary Criteria	These criteria are provided as indicators of the likely characteristics of a road designated under a particular road type. Ideally, a road should have all of these characteristics, but it is recognised that is unlikely to occur in a number of instances, particularly for traffic volumes in rural areas.
vpd	vehicles per day

**NOTES**

1. The type designated to each road should represent the role that the road is intended to perform. It may not necessarily reflect the current conditions on the road.
2. Declared Roads under the Main Roads Act ('highways' and 'main roads')
3. Built Up Areas (as defined by the Western Australian Local Government Grants Commission) Built up areas are identified because roads within them generally involve greater expenditure than roads in non built up areas. This is because roads in built up areas :
  - have high traffic volumes;
  - have large numbers of intersections, necessitating intersection treatments, pavement markings, signs, etc;
  - require kerbing for traffic control and or drainage;
  - require an asphalt surface where traffic volumes are high, or where noise reduction is important;
  - require underground drainage because surface drainage is impractical;
  - involve high cost of service alterations during reconstruction;
  - involve high costs because road works have to be carried out under heavy traffic.

The following definition is intended to limit built up areas to localities where the above conditions prevail.

Residential localities, which have lots with areas less than 0.45 ha, and commercial and industrial areas that meet the following criteria are classed as built up:

- at least half the blocks are developed;<sup>1</sup>
- existing roads have a minimum standard of a gravel road for old subdivisions and a sealed road for new subdivisions.

Areas serving sporting complexes, schools and caravan parks are classed as built up where:

- they are located in an area which is developed as residential; or
- the existing roads serving these facilities are already sealed and kerbed.

A road connecting two built up areas is classed as a road in a built up area where the connecting road is less than 300m in length.

4. Except where the Regional Distributor is passing through, or terminating in a town.
5. Buses may need to use Access Roads in some instances e.g. Rural areas for school buses and in cities and towns to provide connectivity for a route.

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<sup>1</sup> Roads within new subdivisions being developed in accordance with a Structure Plan should be designed and constructed in accordance with the planned use of the road once the area is fully developed. They should be categorised on the basis of the intended purpose.



## DESCRIPTION OF ROAD HIERARCHY

### Primary Distributors :

Provide for major regional and inter-regional traffic movement and carry large volumes of generally fast moving traffic. Some are strategic freight routes and all are State Roads. They are managed by Main Roads Western Australia.

### District Distributor A : Urban area roads - (Built Up Area -)

Carry traffic between industrial, commercial and residential areas and generally connect to Primary Distributors. These are likely to be truck routes and provide only limited access to adjoining property. They are managed by local government.

### District Distributor B : Urban area roads - (Built Up Area)

Perform a similar function to type A District Distributors but with reduced capacity due to flow restrictions from access to and roadside parking alongside adjoining property. These are often older roads with a traffic demand in excess of that originally intended. District Distributor A and B roads run between land-use cells and generally not through them, forming a grid which would ideally space them around 1.5 kilometres apart. They are managed by local government.

### Regional Distributor : Rural - (Non Built Up Area)

Roads that are not Primary Distributors but which link significant destinations and are designed for efficient movement of people and goods within and beyond regional areas. They are managed by local government.

### Local Distributor :

#### Urban - (Built Up Area)

Roads that carry traffic within a cell and link District Distributors or Regional Distributors at the boundary, to access roads. The route of Local Distributors should discourage through traffic so that the cell formed by the grid of District Distributors only carries traffic belonging to, or serving the area. These roads should accommodate buses, but discourage trucks.

#### Rural - (Non Built Up Area)

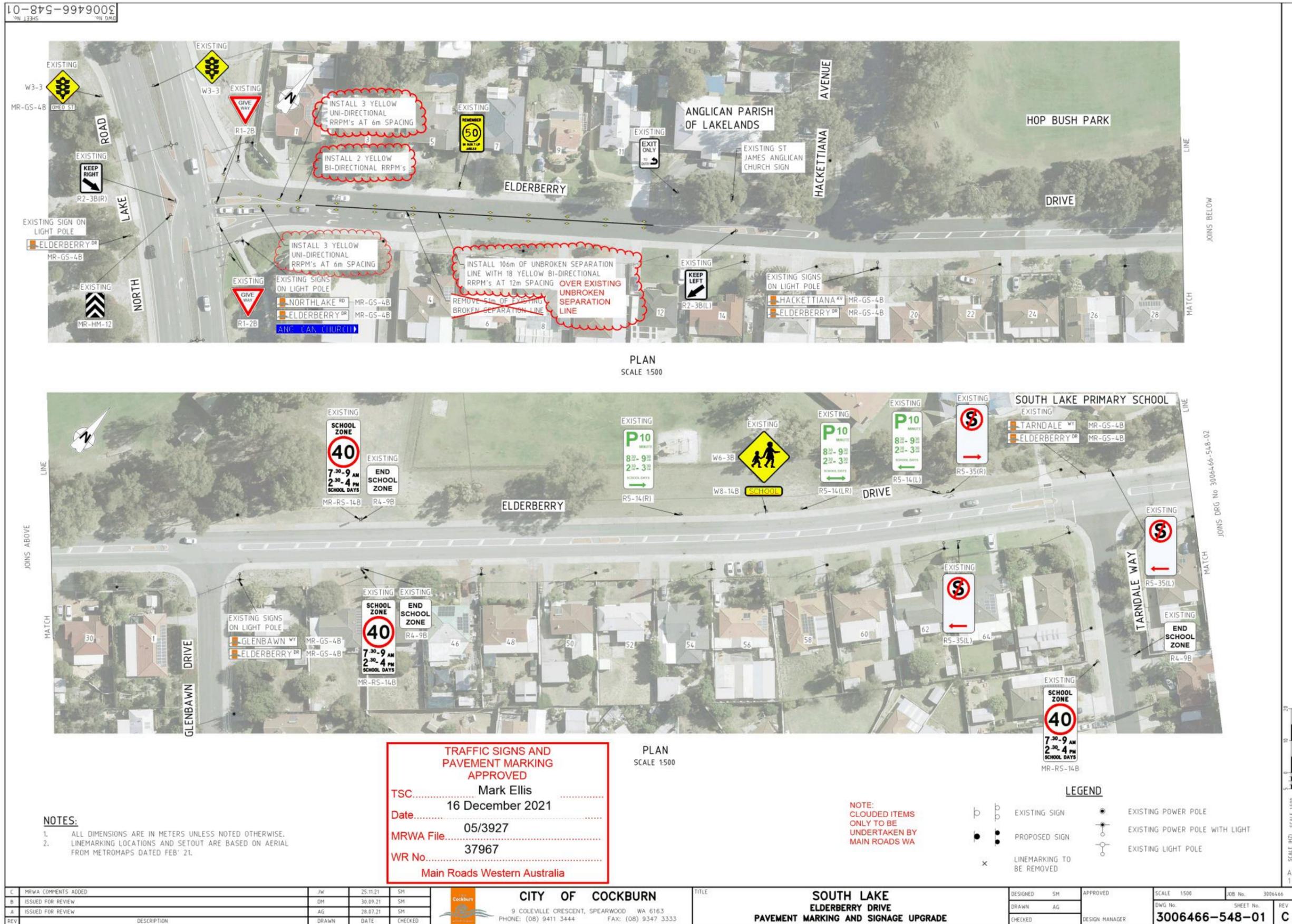
Connect to other Rural Distributors and to Rural Access Roads.

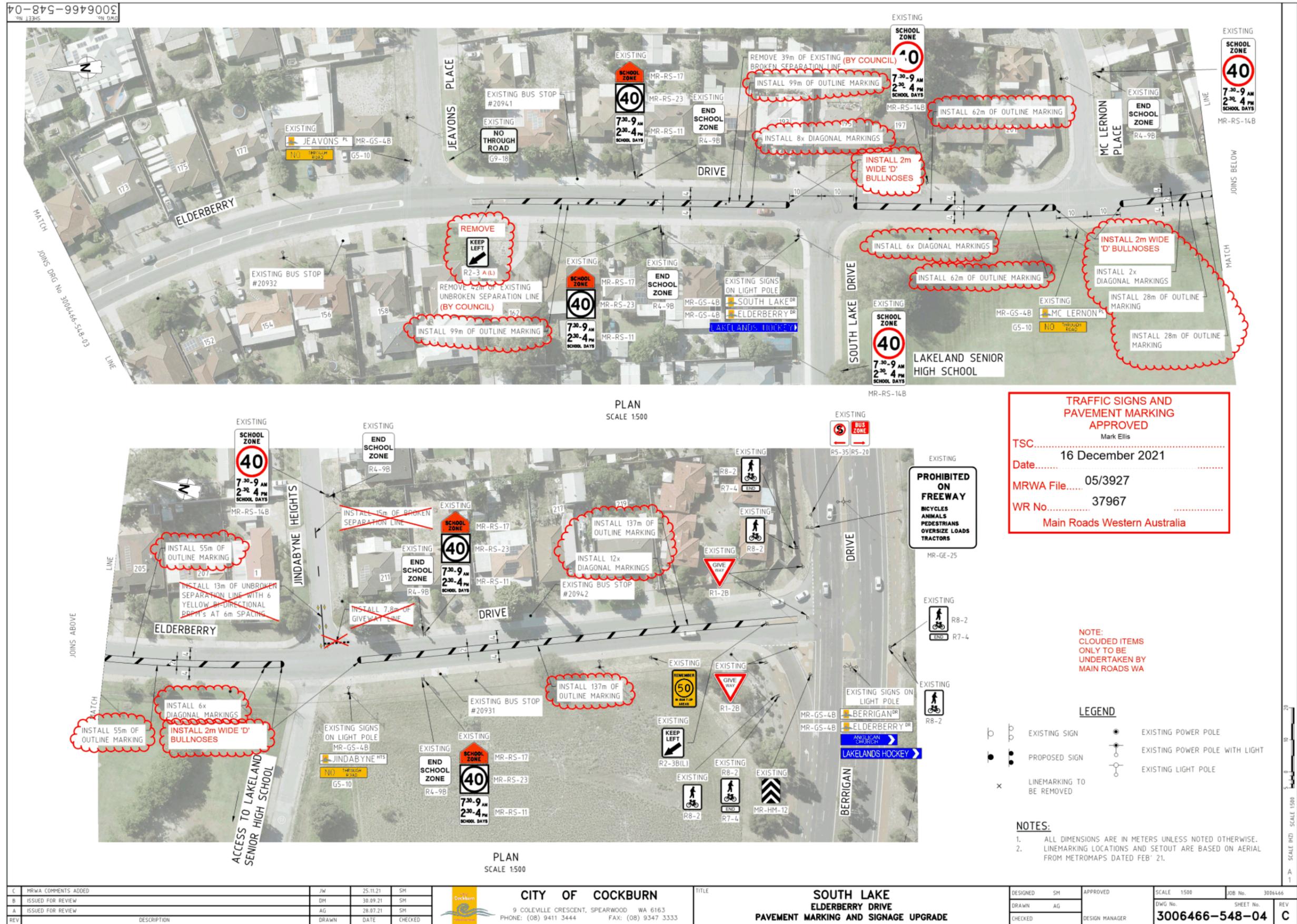
Not Regional Distributors, but which are designed for efficient movement of people and goods within regional areas

Urban and Rural Local Distributor roads are managed by local government.

### Access Roads :

Provide access to abutting properties with amenity, safety and aesthetic aspects having priority over the vehicle movement function. These roads are bicycle and pedestrian friendly. They are managed by local government.





<table border="1"> <tr> <td>REV</td> <td>DESCRIPTION</td> <td>DRAWN</td> <td>DATE</td> <td>CHECKED</td> </tr> <tr> <td>C</td> <td>MRWA COMMENTS ADDED</td> <td>JW</td> <td>25.11.21</td> <td>SM</td> </tr> <tr> <td>B</td> <td>ISSUED FOR REVIEW</td> <td>DM</td> <td>30.09.21</td> <td>SM</td> </tr> <tr> <td>A</td> <td>ISSUED FOR REVIEW</td> <td>AG</td> <td>28.07.21</td> <td>SM</td> </tr> </table>	REV	DESCRIPTION	DRAWN	DATE	CHECKED	C	MRWA COMMENTS ADDED	JW	25.11.21	SM	B	ISSUED FOR REVIEW	DM	30.09.21	SM	A	ISSUED FOR REVIEW	AG	28.07.21	SM	<p><b>CITY OF COCKBURN</b> 9 COLEVILLE CRESCENT, SPEARWOOD WA 6163 PHONE: (08) 9411 3444 FAX: (08) 9347 3333</p>	<p><b>SOUTH LAKE ELDERBERRY DRIVE PAVEMENT MARKING AND SIGNAGE UPGRADE</b></p>	<table border="1"> <tr> <td>DESIGNED</td> <td>SM</td> <td>APPROVED</td> <td>SCALE 1:500</td> <td>IDB No.</td> <td>3094466</td> </tr> <tr> <td>DRAWN</td> <td>AG</td> <td>DESIGN MANAGER</td> <td>DWG No.</td> <td>SHEET No.</td> <td>3006466-548-04</td> </tr> <tr> <td>CHECKED</td> <td></td> <td></td> <td></td> <td>REV</td> <td>C</td> </tr> </table>	DESIGNED	SM	APPROVED	SCALE 1:500	IDB No.	3094466	DRAWN	AG	DESIGN MANAGER	DWG No.	SHEET No.	3006466-548-04	CHECKED				REV	C
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**21. Confidential Business**

**21.1 (2022/MINUTE NO 0294) Enterprise Agreement**

This report and its attachments are **CONFIDENTIAL** in accordance with Section 5.23(2) (a) of the *Local Government Act 1995*, which permits the meeting to be closed to the public for business relating to the following:

(a) *a matter affecting an employee or employees.*

**Officer Recommendation/Council Decision**

MOVED Cr C Reeve-Fowkes SECONDED Cr M Separovich

That Council ADOPTS the actions agreed as specified in the Confidential Resolution.

**CARRIED 9/0**

**21.2 (2022/MINUTE NO 0295) Western Power Funding Agreement for the South Lake East Underground Power Project**

This report and its attachments are **CONFIDENTIAL** in accordance with Section 5.23(2) (c) of the *Local Government Act 1995*, which permits the meeting to be closed to the public for business relating to the following:

(c) *a contract entered into, or which may be entered into, by the local government and which relates to a matter to be discussed at the meeting.*

**Officer Recommendation/Council Decision**

MOVED Cr C Reeve-Fowkes SECONDED Cr M Separovich

That Council ADOPTS the actions agreed as specified in the Confidential Resolution.

**CARRIED 9/0**



## 22. (2022/MINUTE NO 0296) Resolution of Compliance

### Council Decision

MOVED Cr K Allen SECONDED Cr C Reeve-Fowkes

- (1) That Council is satisfied that resolutions carried at this Meeting and applicable to items concerning Council provided services and facilities, are:-
- (2) integrated and co-ordinated, so far as practicable, with any provided by the Commonwealth, the State or any public body;
- (3) 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
- (4) managed efficiently and effectively.

**CARRIED 9/0**

## 23. Closure of Meeting

Before closing the meeting, Mayor Howlett took the opportunity to make the following announcement:

'I would like to wish Elected Members, staff, those in the public gallery and listening online, and members of the Cockburn community, all the very best for the festive season and the New Year, in particular, with relevance to the school holiday coming up, a focus on road safety and being aware of children out and about, having fun.

Thank you to the Elected Members for their contributions this calendar year and to the administration for the very good work they have done to allow us to arrive at decisions which continue to keep Cockburn at the front end of local government in Western Australia'.

Mayor Howlett closed the meeting at 8.28pm.

