



# City of Cockburn Ordinary Council Meeting **Minutes**

For Thursday, 10 November 2022

These Minutes are subject to confirmation

Presiding Member's signature

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Date: 8 December 2022

## The Council of the City of Cockburn

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# The Council of the City of Cockburn

## Ordinary Council Meeting 10 November 2022

### Minutes

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#### 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
Ms C Stone	-	Councillor

#### In Attendance

Mr A Lees	-	A/Chief Executive Officer
Ms V Green	-	Executive Corporate Affairs
Ms E Milne	-	Executive Governance and Strategy
Mr D Arndt	-	Chief of Built and Natural Environment
Mr S Downing	-	Chief Financial Officer
Ms C Hanrahan	-	A/Executive people Experience & Transformation
Mr N Mauricio	-	Head of Finance
Mr J Saraceni	-	A/Chief of Operations (Depart 9.46pm & did not return)
Mr M Emery	-	Head of Community Safety & Ranger Services (Depart 9.46pm & did not return)
Ms M Todd	-	Manager Legal and Compliance
Mr A Tomlinson	-	Head of Recreation (Depart 9.46pm & did not return)
Ms M Nugent	-	Media & Communications Officer (Depart 9.46pm & 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 7pm.

“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 First Nations People who were 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)

Cr T Dewan	-	Impartiality Interest – Item 14.1.1
Cr C Stone	-	Impartiality Interest – Item 14.1.1
Cr M Separovich	-	Impartiality Interest – Item 14.1.1
Cr K Allen	-	Impartiality Interest – Item 14.2.4
Mayor L Howlett	-	Impartiality Interest – Item 14.3.1
Cr T Dewan	-	Impartiality Interest – Item 14.3.1
Cr P Eva	-	Impartiality Interest – Item 14.3.1
Mr D Arndt	-	Impartiality Interest – Item 21.1



**5. Apologies & Leave of Absence**

Nil

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

Nil .

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

Nil

**8. Public Question Time****Wolfgang Jovanovic, Jandakot**

Item 14.1.1 Recommendation on Final Adoption – Scheme Amendment 152 to Local Planning Scheme 3 and Structure Plan – Various Lots Comprising the Former Glen Iris Golf Course

Q1. Which City Officer authorised the commissioning of the ActiveXchange Report on the Glen Iris Golf Course?

A1. The Chief of Built and Natural Environment advised that the report was commissioned as a joint decision by the leadership group of the City's Planning Business Unit.

Q2. On what date did the City Officer authorise the engagement of ActiveXchange?

A2. The Chief of Built and Natural Environment advised 15 September 2022.

Q3. How much did the Report Findings Cost?

A3. The Chief of Built and Natural Environment advised \$4,345 incl. GST.

Q4. What was the wording of the defined scope of work for the Consultant?

A4. The Chief of Built and Natural Environment advised the scope was designed in consultation with the consultant. Based on their advice (and understanding of the issues) the City sought an Investment Planning Model for an analysis of golf course use demand:

- Based on a 20-minute drive time (from the former Glen Iris golf course clubhouse)
- Including forecasting existing and future needs until at least 2031
- Focusing on any latent demand that would be generated as a result of the former Glen Iris golf course not reopening.

Q5. Did Daniel Arndt as the Acting CEO on 2 Sept 2020 write to the Hon Minister Swinburn a letter the subject of which was "Petition No. 154 - Redevelopment of the Glen Iris Golf Course?"

A5. The Chief of Built and Natural Environment advised yes.

- Q6. In that letter did Mr Arndt, amongst other things, state that “An application to rezone and redevelop the subject land would need to comprehensively address issues such as the impact on neighbourhood character”?
- A6. The Chief of Built and Natural Environment advised yes.
- Q7. In that same letter did Mr Arndt, amongst other things, state that “The City understands the value that the Glen Iris community places on the existing neighbourhood character”?
- A7. The Chief of Built and Natural Environment advised yes.
- Q8. In that same letter did Mr Arndt, amongst other things, state that “They (the Proponent) would also be expected to provide extensive justification, including but not limited to, demonstrating why a golf course is no longer viable”?
- A8. The Chief of Built and Natural Environment advised yes.
- Q9. Did the proponent provide an independent report demonstrating why a golf course is no longer viable on the Glen Iris land in question?
- A9. The Chief of Built and Natural Environment advised no, however, despite its stated desire and requests for such information to be submitted, the City has no power to formally compel the current landowner to provide it as part of a scheme amendment or structure plan proposal.
- Q10. Did the proponent commission an independent party to, at arm’s length, consider whether the Glen Iris Golf Course was no longer viable?
- A10. The Chief of Built and Natural Environment advised not that the City is aware of.

**Janette Mouttet, Jandakot**

**Item 14.1.1 Recommendation on Final Adoption – Scheme Amendment 152 to Local Planning Scheme 3 and Structure Plan – Various Lots Comprising the Former Glen Iris Golf Course**

- Q1. Is it correct that Mr Arndt’s conclusion on page 29 of the Recommendation states: “Of the reasons suggested by submitters for refusal, the only ones of potential validity, or arguably not capable of resolution via modification to either or both proposals, are those relating to impact on local character and amenity”?
- A1. The Chief of Built and Natural Environment advised yes.
- Q2. Mr. Arndt can you please explain your rationale as to why you have acknowledged submitters’ reasons for refusal having potential validity, or arguably not capable of resolution via modification to either or both proposals relating to impact on local character and amenity, yet make no further substantive comment on this key issue?
- A2. The Chief of Built and Natural Environment advised he has no additional comment to make, apart from what is already stated in the Officer report.



**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. The Chief of Finance advised the question would be taken on notice.

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. The Chief of Finance advised the question would be taken on notice.

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

A3. The Chief of Finance advised that McDonalds is a very popular food outlet and he is unsure how Council can direct people to go or not go to McDonalds, so this question is irrelevant.

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

A4. The Chief of Finance advised the question would be taken on notice.

**Subject: ACROD Parking – Cockburn ARC**

Q1. How many car parking bays are there in the two major carparks and the parallel car parks on Veterans Parade adjacent to the Cockburn ARC?

A1. The Head of Community Safety and Ranger Services advised the main car park south of Veterans Parade has approximately 397 car bays, of which eight are designated ACROD bays.

The car park north of Veterans Parade has approximately 95 car bays, of which two are designated ACROD bays.

There is also an additional temporary overflow car park adjacent to this car park that has approximately 153 car bays.

Veterans Parade also has approximately 22 on-street car bays and an additional 3 ACROD bays.

In addition to this, there is a loading zone area that is large enough to support a couple of vehicles at any one time.

Q2. Of these total car parking bays how many and what percentage are allocated as ACROD parking bays?

A2. The Head of Community Safety and Ranger Services advised that, of the two permanent car bays and the on-street parking this equates to approximately 2%. The requirement under the relevant standards requires a 1:100 ratio. Which means 1 ACROD bay to every 100 standard car bays. The precinct provides double that amount.

Q3. How many of the ACROD bays are within 100M of the entrance to the ARC?

A3. The Head of Community Safety and Ranger Services advised, approximately five.

Q4. As a Support Worker I have had cause to utilise the HydroPool and Health Centre with clients with various disabilities in the last three months and have never managed to secure an ACROD car bay adjacent to the centre thus having to utilise the other carparks further out and having to bring out the wheelchair or drop the client off before finding parking. The very nature of the Centre means that you are there in excess of two hours once you include changing times etc. and that it would attract a large number of people with various disabilities to help with their conditions.

Speaking with ARC staff inside the centre and other ACROD users, it is a well-known and frustrating issue.

A4. The Head of Community Safety and Ranger Services advised that, within the southern car park of Veterans Parade there are approximately eight ACROD bays. Access to these bays from the Centre is via a large and well established footpath.

Q5. As a partial solution will the City commit to turn four general parallel parking spots on the south side of Veterans Parade, just east of the Loading Zones and roughly in line with the outdoor waterslide, to ACROD parking bays as these appear to be the closest available bays without having to cross the road?

A5. The Head of Community Safety and Ranger Services advised that there is no immediate plan to amend the on-street parking provisions along this section of Veterans Parade.

Converting existing on-street parking some areas is not possible, as ACROD bays require a wider width than normal car bays.

However, we are exploring the possible conversion of a no parking area into an additional three ACROD bays, as this area has the required width. The investigation of this is unlikely to commence until 2023.

Q6. Can the City investigate other ways of increasing ACROD Parking availability within 100M of the ARC entrance?

A6. The Head of Community Safety and Ranger Services advised referred to his previous response.





## 9. Confirmation of Minutes

### 9.1 (2022/MINUTE NO 0226) Minutes of the Ordinary Council Meeting - 13/10/2022

#### Recommendation/Council Decision

MOVED Cr K Allen SECONDED Cr C Stone

That Council confirms the Minutes of the Ordinary Council Meeting held on Thursday, 13 October 2022 as a true and accurate record.

**CARRIED UNANIMOUSLY 10/0**

## 10. Deputations

The Presiding Member invited the following deputations:

1. **George Hajigabriel (Rowe Group), Jarrod Rendell (Acumen), Tanya Moran (PJA), Jason Hick (Emerge Associates), Daniel Panickar (Eco Logical)**  
Item 14.1.1 Recommendation on Final Adoption - Scheme Amendment 152 to Local Planning Scheme 3 and Structure Plan - Various Lots Comprising the Former Glen Iris Golf Course
2. **Alan Stewart (Lateral Planning), Leanne Chaproniere (JRRA), Jason Silvester (JRRA), Wolfgang Jovanovic (JRRA)**  
Item 14.1.1 Recommendation on Final Adoption - Scheme Amendment 152 to Local Planning Scheme 3 and Structure Plan - Various Lots Comprising the Former Glen Iris Golf Course
3. **Andrew Byars, (Perron Group)**  
Item 14.1.2 Proposed Structure Plan Amendment - Lots 114, 123-125 Wattleup Road, Hammond Park - Amendment No.3
4. **Rebecca Thompson, (Rowe Group), Tim Connoley (Urbis)**  
Item 14.1.2 Proposed Structure Plan Amendment - Lots 114, 123-125 Wattleup Road, Hammond Park - Amendment No.3

The Presiding Member thanked the deputation for their presentation.

## 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 Resolutions**

7.58pm The following items were carried En Bloc by Simple Majority Resolution of Council:

14.1.3	15.1.1	16.1	17.1	19.1	20.1
14.2.1	15.1.2	16.2	17.2		
14.2.2	15.1.3		17.3		
14.3.2	15.1.5		17.4		
	15.1.6		17.8		
	15.1.7				
	15.1.9				
	15.2.1				

7.59pm The following items were carried En Bloc by Absolute Majority Resolution of Council:

14.2.3
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**13. Decisions Made at Electors Meeting**

Nil



## 14 Reports - CEO (and Delegates)

### 14.1 Built and Natural Environment

Type of Interest	Nature of Interest
Cr Dewan submitted an Impartiality Interest, pursuant to Regulation 22 of the <i>Local Government (Model Code of Conduct) Regulations 2021</i> for Item 14.1.1.	Cr Dewan has used the amenity since 2003 and was also a member of the Jandakot Ratepayers Residents' Association for a few months in 2021 and supported their goals. Cr Dewan, however, resigned from the membership soon after being elected as the East Ward Councillor.
Cr Stone submitted an Impartiality Interest, pursuant to Regulation 22 of the <i>Local Government (Model Code of Conduct) Regulations 2021</i> for Item 14.1.1.	During the 2021 election campaign, Cr Stone published election material in support of the Jandakot Residents and Ratepayers Associations' desire to keep the Glen Iris Golf Course and green spaces.
Cr Separovich submitted an Impartiality Interest, pursuant to Regulation 22 of the <i>Local Government (Model Code of Conduct) Regulations 2021</i> for Item 14.1.1.	Cr Separovich went for a site tour with the developer.

#### 14.1.1 (2022/MINUTE NO 0227) Recommendation on Final Adoption - Scheme Amendment 152 to Local Planning Scheme 3 and Structure Plan - Various Lots Comprising the Former Glen Iris Golf Course

<b>Author</b>	Daniel Arndt
<b>Attachments</b>	<ol style="list-style-type: none"> <li>1. Schedule of Modifications <a href="#">↓</a></li> <li>2. Advertised Structure Plan (Part 1) <a href="#">↓</a></li> <li>3. Advertised Indicative Subdivision Concept <a href="#">↓</a></li> <li>4. Schedule of Submissions (circulated under separate cover) <a href="#">↓</a></li> <li>5. Large and Handwritten Submissions (circulated under separate cover) <a href="#">↓</a></li> <li>6. ActiveXchange Demand Analysis <a href="#">↓</a></li> </ol>
<b>Location</b>	Lot 139 Berrigan Drive, Lots 3, 6 and 7 Glen Iris Drive and Lots 509 and 512 Dean Road, Jandakot
<b>Owner</b>	Eastcourt Property Group
<b>Applicant</b>	Rowe Group / Acumen Development Solutions
<b>Application Reference</b>	109/152 and 110/226

**Officer Recommendation**

That Council:

- (1) ENDORSES and ADOPTS the Schedule of Submissions prepared in respect of Amendment No.152 to the City of Cockburn Town Planning Scheme No.3 ("Scheme") and Glen Iris Estate Structure Plan;
- (2) ADOPTS Scheme Amendment No.152 for final approval for the purposes of:
  1. Rezoning Lot 3 on Diagram 30047, Lot 6 on Diagram 91027, Lot 7 on Plan 21402, Lot 139 on Plan 18946, and Lot 509 on Diagram 91028 in the locality of Jandakot from 'Special Use' to 'Development (DA 45)'.
  2. Rezoning Lot 512 on Diagram 94292 from 'Residential R40' to 'Development (DA 45)'.
  3. Amending 'Table 9 – Development Areas' to include Development Area 45 (DA 45) as follows:

REF. NO.	AREA	PROVISIONS
DA 45	Glen Iris Estate, Jandakot	<ol style="list-style-type: none"> <li>1. An approved Structure Plan together with all approved amendments shall be given due regard in the assessment of applications for subdivision and development in accordance with clause 27(1) of the Deemed Provisions.</li> <li>2. The Structure Plan is to provide an appropriate mix of residential and compatible land uses.</li> <li>3. Public open space and the use of wider, landscaped road reservations shall be arranged to:               <ul style="list-style-type: none"> <li>• promote the retention of significant mature trees and provide an amount of public open space beyond minimum standards, in recognition of the character of the area and the former use as a private recreational space</li> <li>• retain, where practicable, an appropriate amount of black cockatoo habitat, on the advice of the Department of Biodiversity, Conservation and Attractions;</li> <li>• provide for future active recreational needs of the community; and</li> <li>• provide an appropriate interface to surrounding landholdings.</li> </ul> </li> <li>4. Future subdivision and development of the DA 45 area is limited to a maximum of 250 dwellings (by no later than 2026), until such time as a new traffic-light controlled intersection on Berrigan Drive is approved by Main Roads Western Australian and constructed at the subdivider/developer's expense.</li> </ol>

4. Deleting 'Special Use 1' and 'Special Use 6' from 'Table 8 – Special Use Zones',
5. Amending the Scheme map accordingly;



- (3) DELEGATES authorisation and submission of the updated amendment documentation to the Western Australian Planning Commission along with a request for the endorsement of final approval by the Hon. Minister for Planning;
- (4) RECOMMENDS to the Western Australian Planning Commission, pursuant to Schedule 2, Part 4, clause 20 of the deemed provisions of the Planning and Development (Local Planning Schemes) Regulations 2015, that the proposed Structure Plan be approved, subject to the Schedule of Modifications set out in Attachment 1;
- (5) ENDORSES the Bushfire Management Plan, prepared by Eco Logical Australia in respect of the proposed Structure Plan (Version 4, 15 February 2022), subject to amendments being undertaken as per recommendation (4); and
- (6) ADVISES those parties that made a submission of Council's decision accordingly.

8.01pm Deputy Mayor Widenbar departed the meeting and returned at 8.04pm.

#### **Council Decision**

MOVED Cr C Stone SECONDED Cr P Eva

That Council:

- (1) ENDORSES and ADOPTS the Schedule of Submissions prepared in respect of Amendment No.152 to the City of Cockburn Town Planning Scheme No.3 (Scheme) and Glen Iris Estate Structure Plan;
- (2) NOT ADOPTS Scheme Amendment No.152 and pursuant to Part 5, Division 2, regulation 41(3)(c) of the deemed provisions of the *Planning and Development (Local Planning Schemes) Regulations 2015* and RECOMMENDS that the Hon. Minister for Planning REFUSES the Amendment on the following grounds:
  - 1. Consistent with the overwhelming feedback received during the public advertisement period, the proposal represents an unacceptable impact to the established character of the area, the expectations derived from the City's long established planning framework and the amenity of surrounding landowners,
  - 2. The incompatibility of the proposal with the City's Strategic Community Plan, Climate Change Strategy and Urban Forest Plan due to the removal of 700 trees which will create a significant reduction of the City's urban tree canopy over a set period of time and also negatively impact on the existing foraging grounds for the endangered Carnaby cockatoos.
- (3) RECOMMENDS to the Western Australian Planning Commission, pursuant to Schedule 2, Part 4, clause 20 of the deemed provisions of the *Planning and Development (Local Planning Schemes) Regulations 2015*, that the proposed Structure Plan be REFUSED on the following grounds:



1. In the absence of a Development Zone and specific Development Area, the local planning scheme does not suitably enable enforcement of a local structure plan to manage future subdivision and development of the land,
  2. The form of development currently proposed is not capable of modification to address the considerable range and levels of concerns raised through the public advertisement process; and
- (4) ADVISES those parties that made a submission of Council's decision accordingly.

**CARRIED 9/1**

**For:** Mayor L Howlett, Deputy Mayor T Widenbar, Cr K Allen, Cr P Corke, Cr T Dewan, Cr P Eva, Cr L Kirkwood, Cr C Reeve-Fowkes, Cr C Stone  
**Against:** Cr M Separovich

### **Reason for Decision**

The land surrounding Glen Iris Golf Course was initially developed as a golf course housing estate, offering a luxurious lifestyle of large homes overlooking a pristine golf course environment and appealing to a higher socio-economic demographic.

It is quite easy to clearly define the amenity of a golf course estate, as the impressive aesthetic of golfing estates sets them apart from other real estate propositions.

These types of estates are usually immaculately maintained and landscaped, creating a clean, pristine, healthy environment for residents and their guests.

They have strict building requirements for consistency such as fencing types and heights.

The quality of lifestyle on offer at a golf course estate is significantly higher than a normal suburban residential development due to increased amenities and access to the golf course itself.

Golf is one of Australia's most popular recreational activities.

Large luxurious homes overlooking fairways are the most covenanted, usually attracting a higher premium in the market.

Some research shows that just having a view of a course can boost property values between 15-30 percent.

For any golfer, the ultimate dream is to live on course, overlooking beautiful fairways.

And for many of the residents in the Glen Iris development, they were living that dream.

However, that dream has been shattered by this proposed scheme amendment.

It is due to this loss of a clearly established amenity as a golf course estate; concerns about the environmental impacts of this redevelopment; and concerns about the traffic impact on Berrigan Drive forcing the modification of existing intersections; that the City has received an overwhelming amount of submissions



from local residents that oppose this scheme amendment.

Under the Local Government Act, it is our job as Councillors to represent the interests of our residents and provide leadership.

We need to thoroughly consider that a very clear majority of surrounding residents do not want this development to go ahead.

We also must consider our other residents across Cockburn and what they want, which we can do through our Strategic Community Plan, as it establishes the community's vision, aspirations and service expectations.

Two years ago when our Strategic Community Plan was updated, our residents told us that they want Cockburn to be a leader in environmental management that enhances and sustainably manages our local natural areas and resources.

Our residents and ratepayers told us they want Council to address Climate Change, so we created a Climate Change Strategy.

In that Strategy, we made a commitment to our residents that we would increase our urban canopy through the implementation of our Urban Forest Plan.

The 2017 national survey report Where should all the trees go? provided a 'snapshot' of the health of the urban forest in 140 metropolitan local authorities across Australia.

The report ranks the City of Cockburn in the most vulnerable quartile nationwide to the degree to which it has lost shade canopy.

This evidence further justified the City's commitment to increasing the urban canopy, alleviating residents' concerns for climate change.

However, balancing urban expansion with a comprehensive urban forest program that maintains and protects the existing tree canopy whilst also expanding it in the future is difficult, especially when a proposed scheme amendment to remove approximately 700 trees that are anywhere from 10 to 30+ years old is presented to Council.

This tree removal could severely impact the City's urban tree canopy for a substantial number of years, as it could take anywhere between 10 to 30 years for any new trees planted to reach the level of maturity required to provide the canopy lost by this proposed clearing.

It would also severely impact and displace native wildlife currently using these trees for roosting, foraging and habitat, which include Carnaby Cockatoos that are protected under the *Environmental Protection and Biodiversity Conservation Act 1999*.

In their submissions, the Environmental Protection Authority, Department of Water and Environmental Regulation, Department of Biodiversity, Conservation and Attractions, and the Department of Health collectively request the retention of mature trees and prioritising black cockatoo foraging habitat.

However, in the structure plan it states that only eight cockatoo breeding habitat trees could possibly be retained out of the 11 on site, subject to engineering design, so that could be reduced further by engineering.



**Officer Comment**

The risks associated with refusal are clearly summarised under the 'Options for Determination' section of the officer's report.

It is particularly important to recognise the limited protection currently afforded to the existing trees whilst they remain on private land, noting that the State's *Environmental Protection (Clearing of Native Vegetation) Regulations 2004*, only require a clearing permit to be issued where it involves the removal of native vegetation (endemic to the locality).

On the contrary, the proposed transfer of over 500 mature trees into public ownership better secures their long-term future, whilst the planting of a further 1,100+ trees within publicly managed reserves will over time, ensure a superior tree canopy outcome.

It's also important to remember that the City cannot compel a landowner to operate a commercial use on private land, it can only seek to frustrate attempts to redevelop it for another purpose.

Hence refusal of these proposals will not guarantee reinstatement of the golf course.

In fact, the lapse of non-conforming use rights over the Residential (R40) zoned driving range means the use cannot recommence over that portion, without the landowner first willingly undertaking a separate scheme amendment to extend the Special Use zoning over that land.

**Cr Separovich moved a Motion of Dissent, based on the Presiding Member's ruling on a Point of Order, which lapsed for want of a seconder.**

**Background**

At the 9 December 2021 Ordinary Council Meeting, Council resolved to initiate proposed Amendment No.152 to Town Planning Scheme No.3 (TPS3) and seek Western Australian Planning Commission (WAPC) consent to receipt, process and extend the advertising timeframe for a Structure Plan proposal over the same landholdings.

If successful, the combined proposals would establish a modern planning framework that would facilitate coordinated redevelopment of the former Glen Iris Golf Course, primarily for residential purposes.





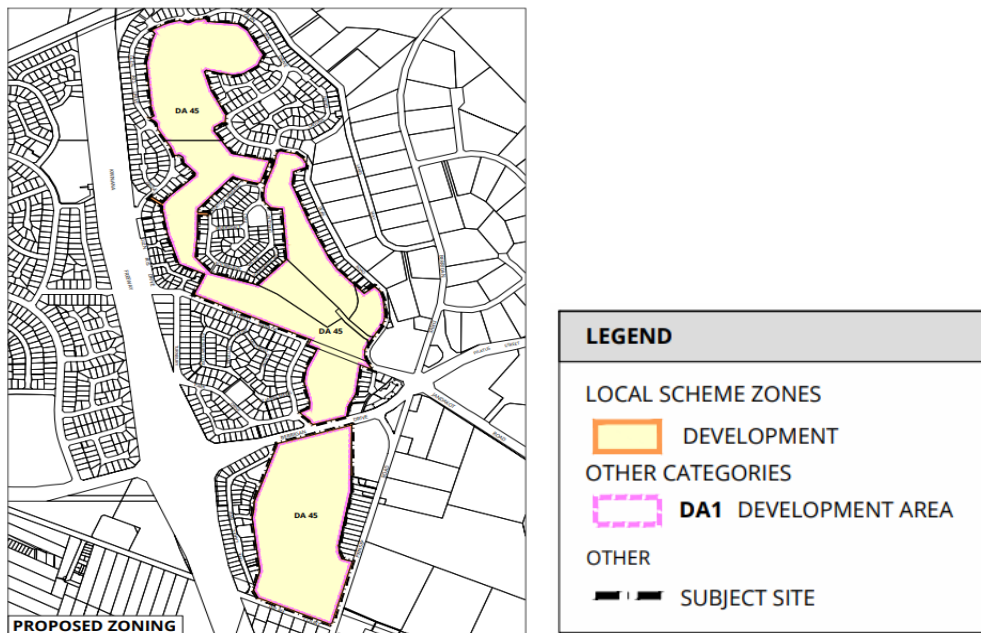


Figure 1: Proposed TPS3 Zoning

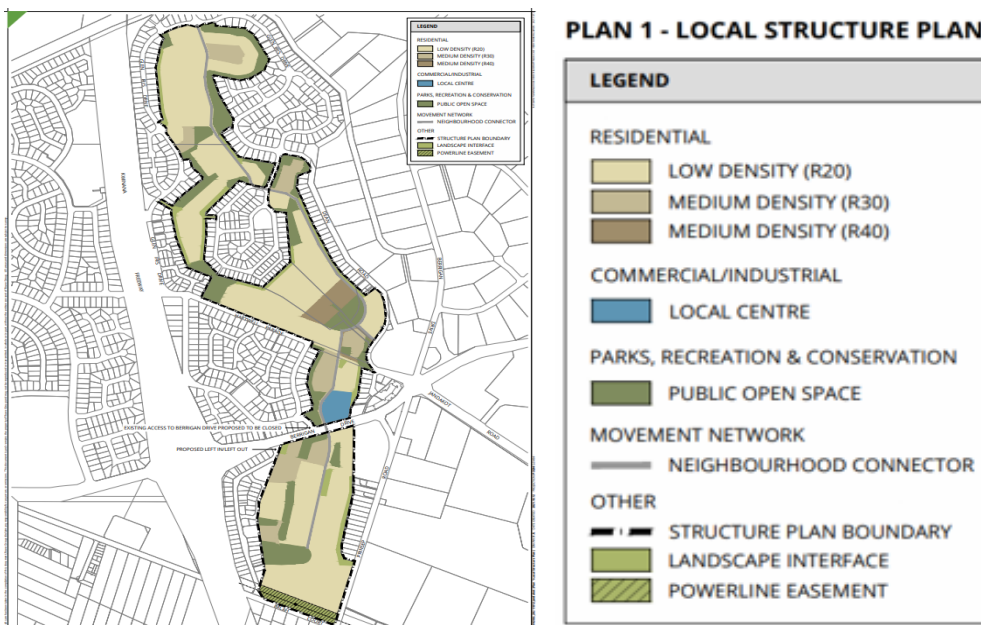


Figure 2: Proposed Local Structure Plan

WAPC consent to prepare a Structure Plan and advertise both proposals was received on 10 March 2022, followed by Environmental Protection Authority (EPA) determination that the Scheme Amendment did not warrant formal environmental assessment on 20 April 2022.

At the same time, the EPA recommended (in part) the inclusion of an additional scheme provision specific to site, to ensure structure planning and subsequent development suitably addresses the protection of black cockatoo habitat.

With the agreement of the WAPC, an appropriately worded provision was inserted into the Scheme Amendment document ahead of public advertisement (refer Provision #3 of the advertised Development Area Provisions below).

REF. NO.	AREA	PROVISIONS
DA 45	Glen Iris Estate, Jandakot	<ol style="list-style-type: none"> <li>1. An approved Structure Plan together with all approved amendments shall be given due regard in the assessment of applications for subdivision and development in accordance with clause 27(1) of the Deemed Provisions.</li> <li>2. The Structure Plan is to provide an appropriate mix of residential and compatible land uses.</li> <li>3. Public open space should be arranged to: <ul style="list-style-type: none"> <li>• retain, where practicable, an appropriate amount of black cockatoo habitat, on the advice of the Department of Water and Environmental Regulation;</li> <li>• provide for future active recreational needs of the community; and</li> <li>• provide an appropriate interface to surrounding landholdings.</li> </ul> </li> </ol>

The purpose of this report is to consider the submissions made during the advertising period and make a recommendation to:

1. the Minister for Planning on determination of Amendment No.152
2. the WAPC on determination of the Glen Iris Estate Structure Plan.

### Submission

N/A

### Report

The majority of public submissions received (as further detailed in the Community Consultation section towards the end of this report), objected to the proposed rezoning and redevelopment in its entirety.

The reasons provided were wide ranging, with a summary of the matters of greatest planning relevance, including associated officer commentary on each, provided under the headings that follow.

Greater detail as it relates to specific submissions is included in the Schedule of Submissions (refer Attachment 4).

Full copies of the larger and handwritten submissions (plus attachments) have been included (refer Attachment 5).

### Flaws in the Initiation Report

A small number of submissions raised concerns with the quality of City's reporting on initiating the amendment.



In particular they raised concerns with the level of information provided regarding the ongoing viability of the existing golf course, the City's reliance on potentially dated, high-level Parks and Leisure WA guidance regarding golfing needs across the metropolitan region (in part, given the City is already meeting its infill housing targets by other means), and the validity of the applicant's arguments regarding achieving an alternative residential development outcome under the existing planning framework.

Despite the City not being able to compel a private landowner to operate or sell the land to a third party for golf course purposes, and the already documented financial impediments faced by anyone seeking to re-establish a golf course on-site, the City commissioned Active Exchange to assess the question of golfing demand in the area.

A specialist data analysis firm regularly used to inform sports infrastructure investment, ActiveXchange modelled the projected demand (based on detailed demographic, membership and spending information) within a 20-minute drive of the former golf course.

The results of that analysis indicated that:

- by far the greatest demand within the catchment is coming from within the City of Melville (which already contains a number of existing facilities)
- there is relatively low unmet demand for a golf course in this area (both now and looking forward 10 years to 2032) (refer Attachment 6).

In summary, without offering a significant point of difference that would entice users to drive a significant distance past closer facilities, or being heavily subsidised by the City, a course in this location would be of questionable viability.

The broader need for golf facilities within the City will be further evaluated as part of its forthcoming review of its Community Sport and Recreation Facilities Plan.

An influencing factor will be new and proposed improvements to existing commercial operations that may help to service this need, in a manner attractive to a broader spectrum of the community, and in a more water and land efficient way.

In the interim the above analysis in addition to the Parks and Leisure Australia (WA) 'Guidelines of Community Infrastructure (2020)' provide enough certainty that an adequate level of provision will continue to be provided to the Cockburn community.

It is correct that redevelopment is not required to meet City's infill targets, however the state Government also encourages local authorities to consider opportunities to improve the development efficiency of existing urban zoned land wherever presented, as important means of limiting the environmental impact and greater societal cost of continued urban sprawl on the edge of the Metropolitan Region.



With respect to how the existing framework might be manipulated to accommodate an equivalent or worse development outcome, it is agreed that the proponent's suggestions are arguable.

In the event that the Scheme Amendment is unsuccessful and such proposals eventuate, the City will need to seriously consider its response, including associated impacts on its finite planning and legal resources.

#### Landowner Expectations and Impacts on Amenity

A large number of submissions (particularly from those who reside on land directly interfacing with the former golf course) focussed on the expectations set when they were sold the land, at a premium due its unique relationship and the broader character of the area largely created by the golf course.

Whilst it is a well-tested legal principle that the impact on land values is not a determinative planning consideration, a review of case law identified the importance of existing planning frameworks in terms of setting landowner expectations when considering the likely impact of new development proposals.

However, they also highlighted that people who live in a locality do not have a monopoly on expectations, and that a developer is also entitled to rely on reasonable expectations drawn from the planning framework, such as the underlying Urban zoning of the former golf course landholding under the Metropolitan Region Scheme.

In the case of a proposed local zoning change it is inevitable that there will be a change to the local character that sets those expectations.

In such instances the question becomes whether the change is reasonable in terms of the future character and likely amenity it will afford, both to affected residents and the broader community.

This is highly subjective, as it relies on making assumptions of how individuals and the broader community perceive the change will affect their quality of lifestyle.

For reasons discussed in further detail under the headings that follow, it is suggested that the current proposal delivers an acceptable and comparable level of amenity, in that the design involves:

- the retention and improved protection (via transfer into government ownership) of substantive elements of the remaining environmental attributes of the site
- the provision of substantive community offerings, in particular
  - a significant overprovision of public open space, that will enhance the public's access to new and improved passive and active recreational opportunities (particularly the option that facilitates the Community Oval)
  - a local centre that effectively replaces and expands upon the lost functions of the former golf course clubhouse



- enhanced traffic safety in the form of a new traffic light-controlled intersection, that will improve accessibility to the regional road network
- providing a development interface that ensures adjacent landowners maintain an attractive outlook over an enhanced vegetated buffer (should they choose to do so).

Given the importance each of the above play in making this determination, the Schedule of Modifications includes adjustments to the Development Area 45 (DA45) specific Scheme Provisions that seek to embed these fundamental elements into the structure planning of the land, and ensure the envisioned future character and amenity are delivered and not eroded through subsequent planning processes.

#### Health Risk and Environmental Impacts

The vast majority of submissions objecting to the proposal expressed considerable concern regarding the proposal's impact on the environment and the risk redevelopment may pose to surrounding residents both during and after construction.

On this note, it is important to first acknowledge that (likely) due to their understanding of broader context, none of the State Government agencies responsible for regulating impacts on the environment or human health has objected to the proposal.

This includes the Environmental Protection Authority (Scheme Amendment Not Assessed), Dept. of Water and Environmental Regulation (Submission #105), Dept. of Biodiversity Conservation and Attractions (#286) and Dept. of Health (#4).

Instead, they collectively raise relatively minor matters, each capable of being addressed via the recommended modifications to the Structure Plan included in Attachment 1.

These include:

- ensuring staged subdivision and development prioritise the retention of mature trees, that revegetation suitably prioritises the use of black cockatoo foraging habitat, and that the best area located at the northern end of the site is dedicated and fenced as a Conservation Reserve
- expanding the use of noise walls and Memorials on Title in relation to expected transport and aircraft noise impacts
- introducing the requirement for a Mosquito Management Plan, including associated Memorials on Title
- minor modifications to the technical detail included in the Local Water Management Strategy (LSP Appendix 10).

With specific regard to the potential impacts on the Jandakot groundwater mound, DWER's Water Quality Protection Note 25 is the guiding document for land uses in public water source areas.



Of note, within a Priority 3 area (such as Glen Iris), use of the land for housing is considered acceptable on the condition it is connected to reticulated sewer (as is proposed).

Reflective of its greater potential for impact, a much longer list of conditions applies to the operation of a golf course in the same area (refer key extracts below):

Land use or activity <i>Italics show local planning scheme categories, see Appendix A</i>	P1 areas <i>For condition numbers, refer to 'Conditions' heading on page 33</i>	P2 areas	P3 areas	Guidance information <i>Click on the link to access the document, or see References</i>
- single house <sup>y</sup> , holiday house	Compatible, with conditions (2, 4, 5, 16, 20)	Acceptable (2, 4, 5, 20)	Acceptable (2)	
- grouped dwelling <sup>z</sup> , including aged and dependent persons' dwelling <sup>aa</sup>	Incompatible	Incompatible	Acceptable (1)	
- golf course	Incompatible	Incompatible (36)	Compatible, with conditions (1, 6, 9, 11, 16, 23, 24)	<ul style="list-style-type: none"> <li>• WQPN 22: <i>Irrigation with nutrient-rich wastewater</i></li> <li>• WQPN 31: <i>Subsoil monitor drains and water recovery sumps</i></li> <li>• Brochure: <i>Fertiliser application on pasture or turf near sensitive water resources</i></li> <li>• <i>WA environmental guidelines for the establishment and maintenance of turf grass areas</i> (DBCA)</li> </ul>

With respect to the removal of existing vegetation, the proposal retains the best quality native vegetation on-site and essentially involves the planting of two new native trees per dwelling.

Overall, approximately 500 mature trees will be retained, and whilst around 700 largely will be removed, they are primarily exotic species that will be replaced with over 1,000 new native trees between 45–100 litres in size.

Over time the increased number and proportion of native trees will result in enhanced habitat for native birds. Recommended modifications to the Scheme Amendment and Structure Plan seek to reinforce and further enhance this outcome, making clear that the City will not be supportive of any subdivision applications that would result in a lesser environmental outcome.

With respect to broader health impacts raised by submitters, in particular the detailed reports included in the Residents and Ratepayers Submission (refer Large Submission #198) relating to break dust, mental health and light spill:

- The concern expressed regarding vehicle emissions is largely based upon research about impacts of emissions on humans in general terms and on a large scale.

Vehicle emissions from the major roads in the Glen Iris area are established and are comparable with many suburbs in Perth and Australia.

This is a public health issue that is constantly receiving attention by scientists and governments both locally and internationally, however there is no credible evidence to suggest that vehicle emissions caused by the projected increase in local traffic from the current proposal will cause measurable health impacts.

- Impacts on mental health are difficult to quantify or measure as they can differ significantly from person to person.

As this is an unregulated issue with no clear planning guidance to refer to, a refusal on this basis would be very difficult to substantiate or defend.

- Concerns relating to potential light spill on adjacent residences are manageable, particularly in the context of the landscape interface proposed.



Nevertheless, given the level of concern raised, it is recommended that an additional provision be inserted into the Part 1 section of the Structure Plan to ensure future street and POS/pathway lighting is positioned and arranged in a manner that avoids any adverse light spill onto adjoining residences, in accordance with the WAPC's Dark Sky Position Statement.

### Bushfire Risk

A large number of submissions also focussed on the limited number of escape routes for the land north of Berrigan Drive in the event of an emergency.

Whilst funnelling all traffic back towards multiple access points along Berrigan Drive is not the ideal scenario, the Dept. of Fire & Emergency Services (Submission #19) have confirmed that the proposal meets the minimum two-way alternative access requirements of the relevant State Planning Policy (3.7 – Planning in Bushfire Prone Areas).

Opportunities to further improve this situation are best deferred to the State Government's decision on whether further intensification will occur within the Jandakot Planning Investigation Area (PIA), as identified in its Sub-Regional Planning Framework.

Otherwise, whilst a number of modifications are recommended to ensure consistency between the bushfire and landscaping documentation, or to satisfy other aspects of SPP3.7, there is no fundamental flaw that would warrant refusal of either application.

### Transport Impacts

A large number of submissions also focussed on traffic impacts caused by the development, in particular questioning the suitability of modifying the existing road network to introduce another set of traffic lights in such close proximity to a number of existing intersections and the Kwinana Freeway, closure of the existing Turnbury Park Drive access point to Berrigan Drive, and the validity of traffic volumes sourced during the early stages of the COVID-19 pandemic.

First, it is important to recognise that the introduction of a new set of traffic-lights is a very expensive piece of infrastructure (both to install and maintain), that developers typically seek to avoid, and is a form of intersection rarely supported by Main Roads WA, whose focus is on maintaining free-flowing movement on its regional network.

To ensure the form of treatment proposed is an appropriate and viable proposition, prior to initiation Main Roads WA (MRWA) Stage 1 approval (the critical and most difficult step) for a traffic-light controlled intersection was obtained.

This simply would not have been obtained if the traffic modelling indicated it was inappropriate or posed any risk of traffic stacking back and adversely impacting operation of the Freeway, either now or into the foreseeable future (out to 2041) having regard for other external influences as forecast in their Regional Operations Model (ROM).





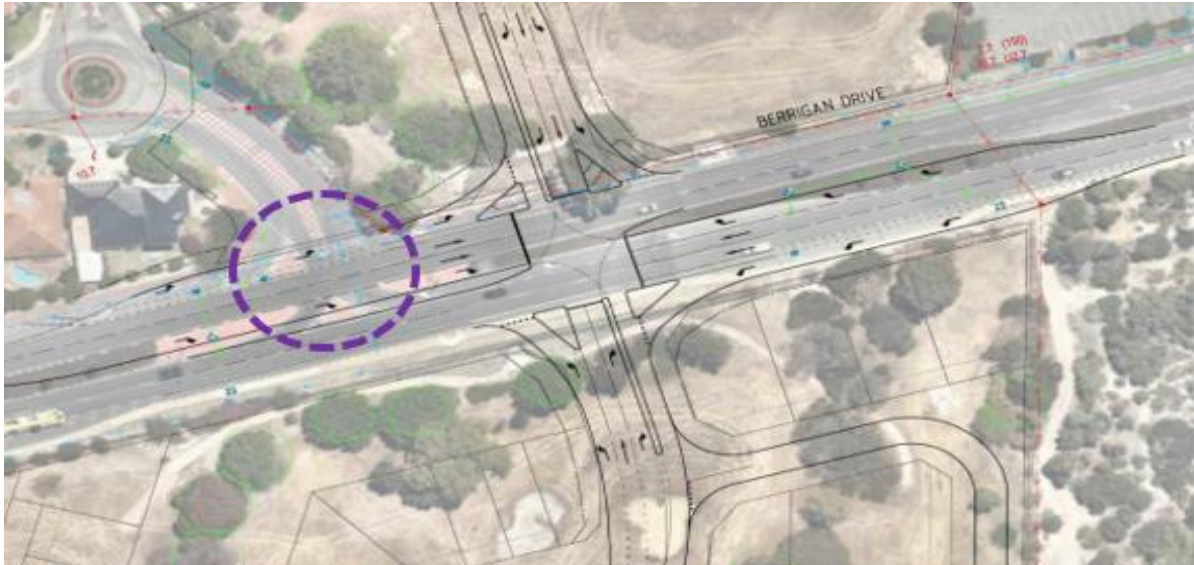


Figure 3: MRWA Approved Stage 1 Traffic-Light Controlled Intersection

More recently, at the developer's risk and expense, in July 2022 an updated turning movement vehicle survey was undertaken to support the Stage 2 process.

Of note, the survey results indicated a notable change in movement behaviour since the previous survey was undertaken in November 2020.

Rather than indicate an underestimation of traffic volumes, it identified a notable reduction in the volume of traffic using the section of Berrigan Drive between the Freeway and Jandakot Road, likely to be a direct result of changes to the surrounding network, in particular construction of the North Lake Road bridge across the freeway.

More recently, they have also been provided with access to modelling associated with the Adventuur proposed Surf Park and have provided further analysis (accepted by the City) as having no significant impact on its future design or functionality.

This will be further tested by MRWA as part of the Stage 2 approval process.

Notwithstanding the above, reflective of its fundamental nature, it is recommended that an additional DA 45 Scheme Provision be inserted into the Scheme Amendment, restricting the amount of dwellings that can be created based on current capacity until such time as the traffic lights are operational (250 dwellings before 2026).

An unfortunate consequence of the traffic lights is the need to close the existing Hartwell Park Drive intersection.

Retention of an access point onto the necessary deceleration lane (even in a left-in/out configuration) would not be accepted by MRWA or DPLH (who strictly regulate access to/from Other Regional Roads such as Berrigan Drive), on traffic safety grounds.





Whilst this will have a negative impact on all housing south of Hartwell Parade, given that the functionality of the existing intersection will likely decrease as background regional traffic continues to grow, and that the additional time in a car to exit via the new traffic lights (or return in the opposite direction) will be a small fraction of the total journey time, the impact of this change is considered acceptable in return for the benefits of being provided a safer, protected right turning movement into and out of this area.

Despite concerns raised regarding the internal arrangement of the proposed road network, most notably:

- the alignment of the Neighbourhood Connector road (in particular the portion that runs directly behind properties fronting Dean Road)
- the functionality of the proposed Twin Waters Pass / Portsea Gardens and Hartwell Parade roundabouts
- the alignment of the local roads running directly behind the properties fronting Prinsep Road
- the ability of The Fairway to accommodate additional housing and traffic
- the limited inclusion of dedicated embayed visitor parking (basically to around high activity areas near commercial, larger parks, and laneway lots).

The layout involves a highly integrated and functional network that concentrates traffic flow internal to the development area and does not involve volumes that pose an unreasonable amenity impact on surrounding houses (as measured against Austroads – Guide to Traffic Management Part 3: Traffic Studies and Analysis).

The Public Transport Authority's desire for a denser form of development to secure the viability of a local bus service through the area is not supported, particularly in the context of its suggestion that a service is highly unlikely due to budgeting constraints and other areas of greater demand.

Nor is limiting development to within the walking catchment of existing facilities on Berrigan Drive when there is already housing within the area located a further distance away.

As an interim step it seems sensible to ensure the neighbourhood connector road is delivered in a manner that futureproofs the potential for a future route to be accommodated through the area, but not the setting aside of additional land for a bus terminus.

The provision of a connection to Lakes Road is again, best deferred to a decision by the State on the Jandakot PIA.



## Interface Treatment

The majority of concerns raised with the Structure Plan design itself, focused on the proposed interface of existing dwellings, a large number of which have been specifically designed with large openings and open fencing specifically arranged to take advantage of the expansive views afforded across the former golf course.

Aside from limited instances (primarily involving grouped housing sites located along The Lakes Boulevard), the proposed design involves either the use of public open space, or a non-standard road reservation inclusive of a 10m landscaped buffer (inclusive of a public dual use path in most instances), between the existing lot boundary and the kerb of the new road.

The purpose of this buffer is to retain mature trees, to provide supplemental low level planting (to minimise the creation of hidden spaces whilst at the same time push new development away), and to minimise any disturbance to ground levels such that it would allow for the retention of a significant number of mature trees that ran along the edge of the former fairways, and to minimise potential risk of disturbance to the retaining walls of adjoining lots.

Examples of the proposed treatments are shown below:

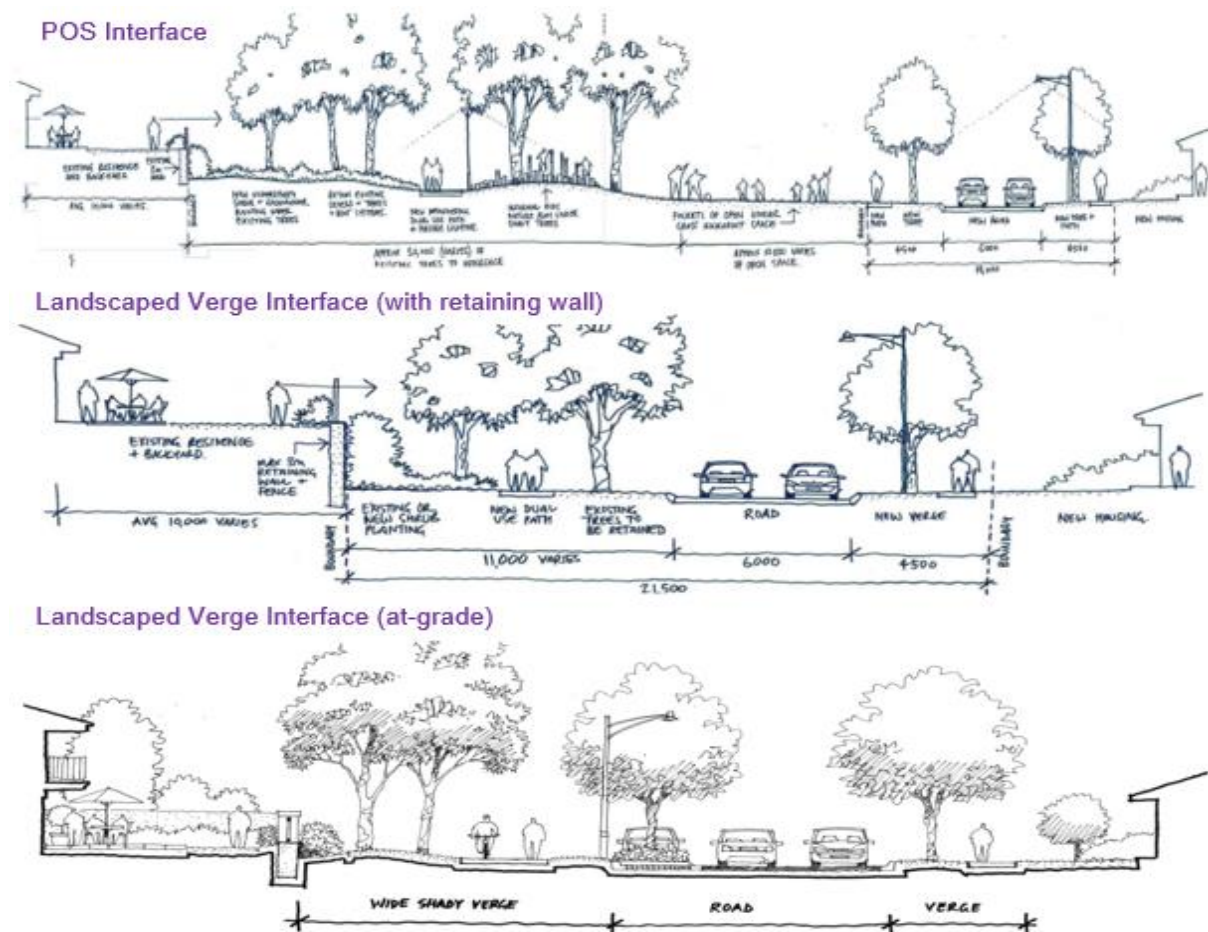


Figure 4: Proposed Residential Interface Examples



Liveable Neighbourhoods (LN – the WAPC’s operational policy as it relates to structure planning and neighbourhood design – Element 3, R27) allows for this form of development where lots are orientated to front parkland and natural areas to enhance amenity, while contributing to personal and property security and deterrence of crime and vandalism.

More specifically (Element, R28) suggests lots with boundaries that abut parkland should be provided with uniform fencing which addresses appropriate height, character, visual permeability and appropriate relationship to the parkland.

This often includes the use of retaining, that lifts lots above the parkland to reinforce the clear delineation between the private and public realm, and to provide a greater sense of separation via enhanced surveillance.

Local Development Plans (LDPs) are then used to correctly orientate buildings towards the parkland.

For new housing LDPs typically involve limiting vehicle access to the non-parkland side and mandating the creation of outdoor living areas within the setback area, the creation of major openings to habitable rooms, and in some instances direct pedestrian access, to encourage activity and maximise interaction as a means of providing passive surveillance/enhancing safety of the public domain.

Each of these outcomes is easily delivered for the new lots being created, the key concern for this proposal (as expressed in numerous submissions) is how this is delivered in relation to the existing houses that sit around the former golf course.

By virtue of being designed to take aspect across the golf course, most existing houses already meet the relevant LN design criteria.

However, in addition to the more expansive views, landowners have become accustomed to a greater level of privacy and security provided by the golf course, which restricted use of its land to paying customers during select daylight times.

To offset this loss, in addition to supplementing the perimeter landscaping the developer is proposing to prepare a palette of complementary fencing options for landowner consideration and offering to pay 50% of the cost of their installation (consistent with the shared responsibility that underpins the requirements of the Dividing Fences Act).

Each of the options proposed will involve material being added or attached to existing fencing in a manner that avoids implications to the structural integrity of retaining walls but will differ in terms of permeability.

The intent is to allow landowners to choose between the level of privacy afforded to them versus the extent of the outlook retained over an enhanced vegetated buffer.

This is essentially a time-limited offer, as once adjoining land is converted to a public reserve the shared obligations of the Dividing Fences Act will no longer apply.



Similarly, as these lots sit external to the development area, landowners who choose not to participate cannot be compelled by the developer (or the City) to do so, and may choose to install a different fencing entirely at their own expense.

In such instances the City would encourage landowners choosing an option consistent with the requirements of clause 5 of Local Planning Policy 5.7 – Uniform Fencing (fencing abutting public open space).

In preference to a form of development that would involve new lots directly backing onto existing properties, potential involving complete removal of the mature trees the proposal is striving to retain, this is considered an acceptable solution broadly consistent with LN objectives.

To ensure this process is followed through, it is recommended that the approach is elevated to Part 1 of the Structure Plan.

With respect to the suggestion that restrictive covenants apply to surrounding lots that would preclude this from occurring, a review of covenants applying around the golf course has revealed that whilst some are still in force that seek to restrict (amongst other things) fencing along the golf course edge, they are not registered in favour of the golf course landholding or the City, but instead burden/benefit all of the lots that were created on the same Deposited Plan created during each stage of the initial subdivision process (as per the green lines shown on the plan below).



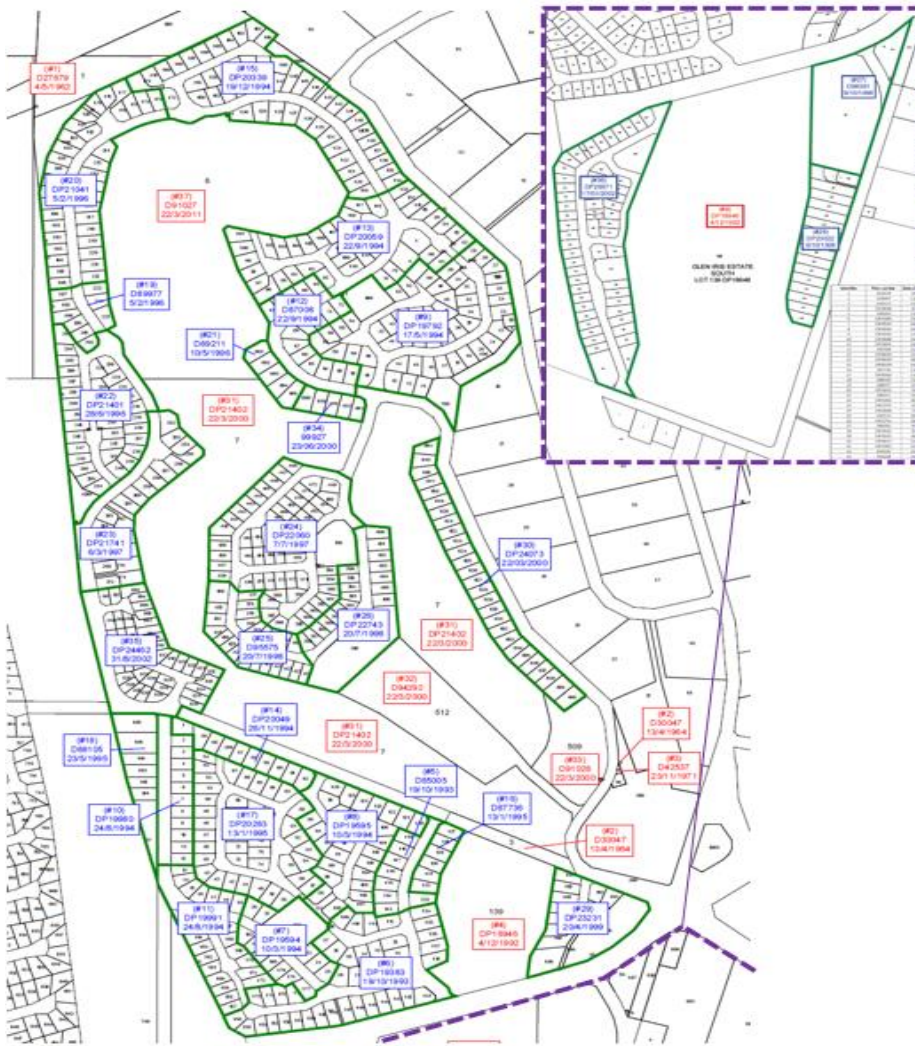


Figure 5: Deposited Plan Extents

This means that the only entities that can enforce (or collectively agree to their removal) are the owners of surrounding lots.

Whilst legally it is still possible for them to be enforced, in the context of the golf course having ceased to operate, for landowners to do so (at their own expense to each other) now, would serve no real purpose and thus seems highly unlikely.

This is supported by on-site inspection identifying numerous instances where landowners appear to have been ignoring the restrictions for some time, particularly as it relates to the positioning of buildings/structures within the 6m golf course setback area.

It is important to note that the City has no role in enforcing these restrictions, and thus would be unlikely to have been aware or had any regard to them in the instances where development approval was obtained for such structures.

With respect to the restrictive covenants that have expired, there is a process via which landowners can apply to the Commissioner for Titles under s.184 of the *Transfer of Land Act 1893* for their removal should they wish to do so.

Many of the same residents also suggested a significant increase to the depth of the vegetated buffer, or that portions of the golf course be handed over to them as compensation for the general loss of amenity.

With respect to the latter, it is beyond the ability of planning authorities to insist on the transfer of land to third-party private landholders as suggested, they can only reserve land for a legitimate public purpose.

If Council is inclined to propose widening as a middle-ground proposition, a small widening such as to 12m (to factor in the dual use path) could be accommodated without critically affecting most of the cell/lot depths across the site, however it should do so conscious of the additional burden any increase will place on it (in terms of future maintenance obligations), or benefitted residents, noting that surrounding landowners who would have equivalent access rights were strongly against the proponent's suggestion of adopting a special area rating to cover such costs.

Notwithstanding the above, to enhance the prospect of a greater number of larger trees being retained, included in the recommended Part 1 modifications is a requirement for the alignment of interface roads to be reviewed (via the submission of an overlay of the tree survey with engineering detail for the roads – e.g. cut to fill plan, civil servicing plan etc.) at the subdivision application stage of development.

As some trees sit beyond the nominal 10m buffer distance proposed, the proposed wording includes flexibility for paths and the road carriageway to meander or split (meaning they may come closer than 10m to adjoining lots), but only where it can be demonstrated that it will result in improved environmental outcome being achieved.

Despite concerns raised by residents who to date have enjoyed an outlook to the golf course across a public road (i.e. The Fairway, and limited sections of Hartwell Parade and Glen Iris Drive), it is accepted that fronting the other side of the road with new lots is a reasonable development outcome.

Similar to perceived impacts on property values, it is a well-established (and legally tested) planning principal in Western Australia that landowners do not own a view (especially across privately owned land).

One area where change is recommended is to the rear of an existing property on The Lakes Boulevard, where a house on a battle-axe lot was developed with a house that (unlike nearby grouped dwelling developments) was designed with major openings (i.e. living spaces and bedrooms) orientated towards the golf course.

An adjustment to the adjacent POS reserve to provide a landscaped interface is considered appropriate in this instance to avoid issues associated with entrapment and overlooking, unlikely to compromise the overall design as submitted, and would also allow for the retention of additional trees.







### Community & Commercial Facilities

Of importance, the proposal delivers a significantly larger amount of public open space than the normal 10% creditable requirement.

It provides 9.27ha of land, equating to 18.75% LN creditable POS, which by virtue of the interface treatment (discussed above) rises to 12.3ha or 22.8% of the total site as a landscaped green space area, which will form an integrated exercise network with nature play and fitness nodes at periodic intervals.

Whilst the layout shown is notional, some minor adjustments shown below are recommended to reduce potential privacy concerns expressed in submissions, where the level change to adjacent lots is relatively low.

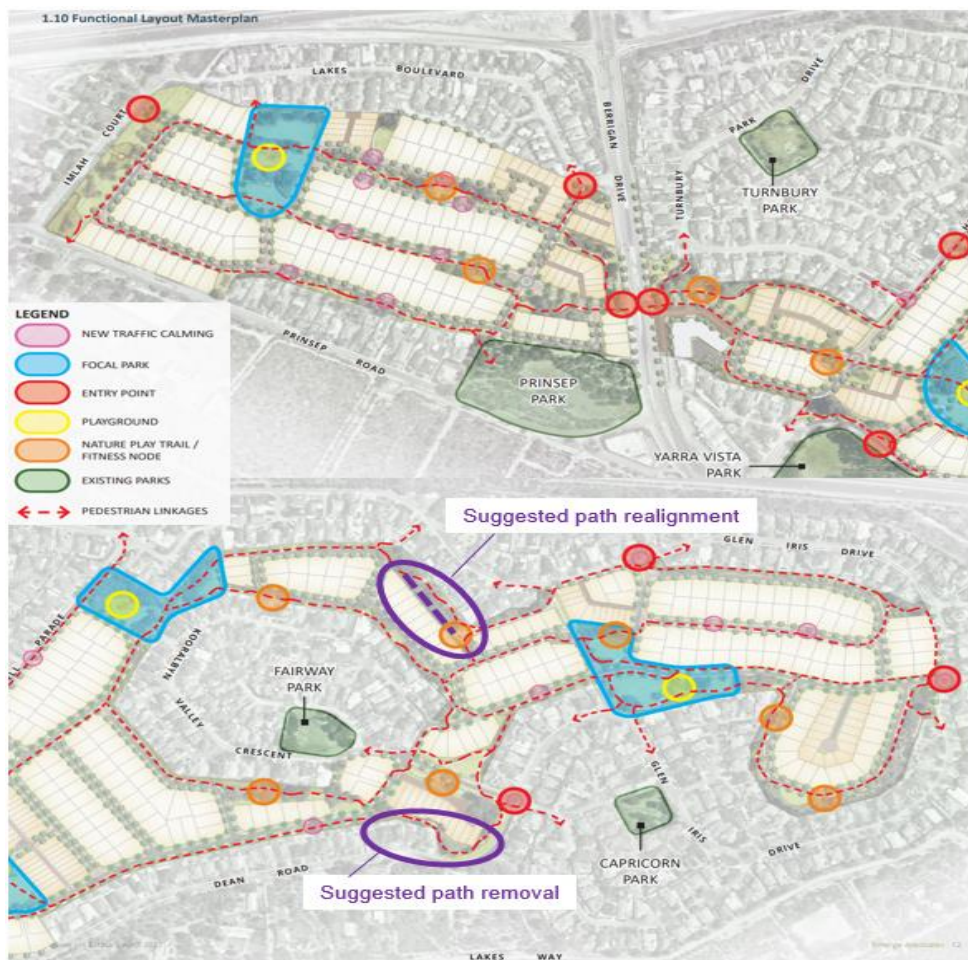


Figure 7: Recommended Integrated Pathway Network Adjustments

Despite the design intent, another repeated concern from submissions was the usability of this greenspace, and the collective loss of active recreational space in comparison to the existing golf course.

In response (and in recognition of the established and growing need for such facilities in this portion of the City) it is recommended that POS Option B be adopted, involving the relocation of POS along the western edge of Prinsep Reserve to facilitate future development of a Community Oval directly opposite the local centre on Berrigan Drive.

Due to the developer's desire to limit the removal of POS from other areas, in gross terms it also involves the provision an additional 1,950m<sup>2</sup> of POS.



Figure 8: Alternative Development Concept & Recommended Community Oval Concept

As this development is not generating the full catchment of such a facility, it would be inconsistent with SPP3.6 – Infrastructure Contributions to insist they physically deliver this asset, nor can funds obtained through the City’s existing Community Infrastructure Development Contribution Plans be used to fund its construction.

Hence, the timing of its delivery will be dependent on the availability of municipal funding at a future point in time.



Whilst not the developer's preference, they have indicated a willingness to accept this outcome on the basis they can initially develop and utilise their portion of the site for estate marketing purposes.

A large number of submissions also decried the loss of the existing club house and put forward the suggestion that it be retained and converted to local community centre.

This is not recommended on the basis that the City has already significantly invested in other facilities within the same catchment (in particular the Treeby District Community Centre), meaning there is no specific need for a further facility in this area, and without significant expense being incurred in modifying its layout, the existing building it is unlikely to suit the range of uses that operate in such facilities.

A more modest facility would only be required if co-located with the community oval.

Once operational, the proposed local centre should also replace the community formation function of the former club house, which the landowner (who has experience in delivering commercial developments) is seeking to develop as a high-quality centre with specialist offerings, with the concept plan provided taking inspiration from the layout used for redevelopment of the Empire Village in Floreat.

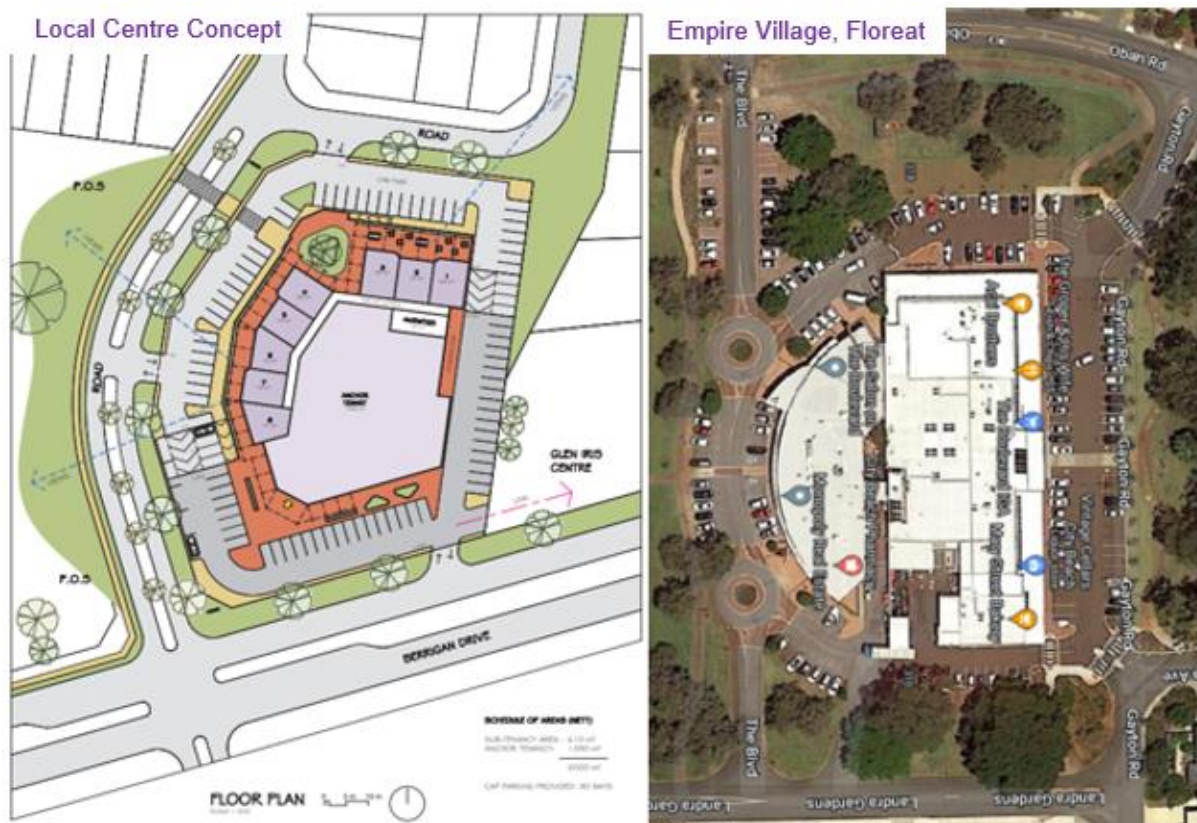


Figure 9: Local Centre Concept & Empire Village Comparison

Beyond requiring a Local Development Plan for this area as a condition of subdivision approval to address critical aspects of the future layout, there is little the City can do to ensure this aspect of the overall development vision is realised.

It would be unreasonably inflexible to mandate the exact commercial uses (such as the inclusion of a wine bar) as has been suggested in some submissions.

In response to the concerns raised by Perron regarding the scale of the centre and the impact it may have on the catchment of the Gateways redevelopment, the developer has indicated acceptance of the suggested 2,500m<sup>2</sup> NLA floorspace cap suggested, which (depending on market conditions) they may choose to supplement with additional medical or other non-retail facilities.

Notwithstanding the unnecessary criticism of the quality of surrounding facilities, the absence of a school from this proposal is supported by Department of Education, who on referral reiterated the advice contained in Appendix 12 of the Structure Plan that there is sufficient capacity in the area to accommodate this development.

#### Yield Limitations

If development proceeds, a number of submissions queried the manner in which the planning framework would limit the yield to the 550 to 600 dwellings foreshadowed in the proposal.

This is largely determined by the Residential Density Coding applied to each portion of the structure plan, that sets out minimum and average lot area requirements.

Whilst straight division of each of the cells depicted on the Subdivision Concept Plan by the average lot area requirement could theoretically deliver a higher yield than stated, there are a number of other factors that in practice limit the efficiency that would be achieved across this site, including its undulating and irregular (non-rectilinear) shape, elongated cell depths, the minimum widths required to accommodate housing with double garages, and (in recognition of the existing character and target market for the area), the developer's desire to create a clear point of difference in the market with a greater proportion of larger lots.

For these reasons it is not recommended that the R20 density coding proposed over the majority of the site (consistent with the majority of the surrounding area, and notably lower than the R25/R30 base coding typically applied to newer estates), or the select provision of R30 and R40 sites (which provide important diversity in housing choice, also consistent with existing codings in the area), are reduced.

#### Infrastructure and Construction Impacts

A significant number of submissions focused on the capacity of existing infrastructure to accommodate the development, and the impact that may be imposed on surrounding landowners during construction.



In terms of infrastructure capacity, upon referral, all of the relevant authorities confirmed the ability to service the development via the typical extension and upgrade requirements that will be imposed on the developer via the subsequent subdivision approval process.

The one area that may require further attention is the quality of mobile phone coverage, which to avoid a repeat of issues experienced in Treeby, the developer has accepted a requirement that an additional Structure Plan provision be included to require further detailed analysis to be undertaken as part of the local centre development application process.

The integration of any necessary additional infrastructure within this site (furthest away from existing or proposed residential housing) is considered by infrastructure providers, the City and the developer as being the most suitable location, if required in the future.

In terms of managing issues related to construction, including the need and extent of dilapidation reports, there are a number of widely accepted industry practises that suitably cover the various matters at play, including if any contaminated or uncontrolled fill is unearthed during the construction process.

Concerns relating to these matters are not valid grounds for refusal, nor would it be appropriate to use the planning framework to mandate a higher standard of implementation.

### Conclusion

Of the reasons suggested by submitters for refusal, the only ones of potential validity, or arguably not capable of resolution via modification to either or both proposals are those relating to impact on local character and amenity.

On balance however, it is considered that the proposals demonstrate a site sensitive design approach that respects and over time will enhance the open vegetated character of the area.

Whilst importantly providing for a greater diversity of housing typologies, by contemporary standard it principally creates large lots at low density, that are likely to be developed with high quality housing in keeping with surrounding development.

In doing so the proposals will deliver a comparable level of amenity, beyond that provided in nearby newer estates.

Whilst a small number of submissions criticised the initiation report's reference to them, a final comparison of the proposal against the concept assessment criteria set out in the Victorian *Planning Guidelines for the Conversion of Golf Course Land to Other Purposes* reaffirms the acceptability of this outcome, in that (as discussed in the sections above):



- on a total site basis it readily ensures at least 20% of the land is set aside as publicly accessible useable open space as part of an integrated network
- it secures and affords for better long-term preservation of the best remaining regional and locally significant environmental assets on-site
- it delivers a landscaping outcome that maintains and (over time will increase) the amount of tree canopy to mitigate urban heat effects, far greater than that which currently exists within the surrounding estate
- it incorporates active transport links into the surrounding area on the former golf course land, in a manner that best addresses long-term access to the regional road network and replaces the active recreational function of the golf course with a high-quality integrated recreation trail linking new and existing residents to key attractions, such as the proposed local centre and future community oval.

#### Options for Determination

1. Support the rezoning and structure plan proposals as submitted,
2. Support the proposals subject to modification (*as recommended*), or
3. Recommend refusal on specific grounds – this would be consistent with the overwhelming sentiment received from the community but comes with notable risks, including:
  - a. potentially having to defend ad-hoc proposals due to flaws associated with the land's current zoning under its existing planning framework,
  - b. the land continuing to deteriorate to a point where a number of the environmental benefits associated with this proposal are lost forever, and/or
  - c. the proposal is replaced with one of a poorer quality or involves a lesser community offering.

As suggested by Lateral Planning (Submission #278), a further option involves deferring consideration of the Structure Plan until such time as the Minister determines the Scheme Amendment.

This is not recommended as it would prolong resident uncertainty over the future of the area, likely trigger the need for a subsequent round of advertising and rely on the WAPC approving a further extension of time (for an unknown indeterminable length of time) and/or deciding not to progress its own consideration in the absence of Council's recommendation.

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



Environmental Responsibility

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

- Sustainable resource management including waste, water and energy.
- 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.

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.
- An integrated, accessible and improved transport network.

Listening & Leading

A community focused, sustainable, accountable and progressive organisation.

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

**Budget/Financial Implications**

Despite the additional cost involved in maintaining the vegetated interface and a larger amount of public open space than is typically provided in residential estates, the proponent's suggestion that a Special Area Rate be created is not recommended.

The idea was strongly opposed by surrounding landowners and would create an inequitable situation for future purchasers if applied just within the structure plan boundary.

As discussed earlier, future development of the Community Oval is not covered by the City's Community Infrastructure Development Contribution Plans and will also have to be delivered via municipal funds.

**Legal Implications**

*Planning and Development Act (2005)*

*Planning and Development Regulations (2009)*

*Planning and Development (Local Planning Scheme) Regulations (2015)*

**Community Consultation**

Both proposals were advertised concurrently for a period of 60 days, in accordance with:

- Part 5, Division 2, Regulation 38
- Schedule 2, Part 4, clause 18 (3A)(b).

of the *Planning and Development (Local Planning Schemes) Regulations 2015*, between 26 May and 25 July 2022.



The advertising consisted of advertisements in the Perth Now (Cockburn) newspaper, notice on the City's 'Comment on Cockburn' website, letters to surrounding landowners, and letters to State Government agencies and servicing authorities.

During this period electronic copies of the proposals were made available on-line, with hard copies printed for inspection at the City's Administration Building and both the Spearwood and Success public libraries.

As per the requirements of *Local Planning Policy 5.19 – Structure Plans & Telecommunications Infrastructure*, the proposal was specifically forwarded to telecommunication providers.

Copies of the complete documentation can still be sourced via the document library located on the City's Comment on Cockburn consultation website at:  
<https://comment.cockburn.wa.gov.au/glen-iris-jandakot-submissions>.

At Council's request, an independently moderated on-line Community Forum, including presentations from both the proponent and the Jandakot Residents and Ratepayers Association was also held on 14 June 2002, that provided:

- a high-level a high-level overview of the proposal
- an outline of the statutory process involved
- advice on where best to source information to consider and provide feedback on the proposal.

A copy of the summary report, and the presentations provided by both the Developer and the Jandakot Residents and Ratepayers Association can be sourced directly from the City's dedicated webpage for the Former Glen Iris Golf Course at:  
<https://eee.cockburn.wa.gov.au/GlenIris>.

At the end of the advertising period the City received 308 submissions, consisting of:

- 12 x Government/Service Authority submissions providing comment, or raising issues capable of resolution via modifications to the proposal
- 2 x Major Landowner submissions (Jandakot Airport and Gateways Shopping Centre) also raising issues capable of resolution via modification
- 1 x Government Agency submission (Public Transport Authority) objecting to the proposal without significant changes (not supported by the City)
- 7 x public submissions in support of the proposal (1 of which was a person who lives outside the Jandakot locality)
- 3 x public submissions providing general comment on the proposals; and
- 282 x public submissions of objection to the proposal (of which 85 were from people who reside outside the Jandakot locality, and 50 were from households where another resident also made a submission).

One submission was withdrawn during completion of the assessment process.



In the schedule (refer Attachment 4), government agencies, service authorities, major landowners, the Residents Association and large submissions have been brought to the front.

In no way is this intended to imply that those submissions are more important than any others, this has been done purely for ease of readability, noting that collectively, they comprehensively cover most of the critical issues raised.

Of note, full copies of the submissions were forwarded on to DPLH/WAPC shortly after the closure of advertising to afford them the greatest length of time to consider the substantial number of submissions received.

Modifications to both advertised proposals are recommended in response to the submissions received.

### **Risk Management Implications**

At this stage in both processes the City is not the determining authority and acts in an advisory role only.

However, the City would become the responsible party for compensating the landowner for injurious affection, in the event that via the Scheme Amendment process (only):

- any part of the land became reserved for a public purpose (where not instigated by the affected landowner)
- the outcome prohibited development for anything other than a public purpose
- the outcome wholly or partially prohibited the continuation of any non-conforming use, or the erection, alteration or extension of any building in connection with a non-conforming use which prior to the change would have been lawful.

The potential for such a risk to occur is addressed in the body of the officer report.

If the City does not make a recommendation on either proposal, it is open to the proponent to seek the WAPC and Minister's consideration of the proposal without the benefit of the City's advice.

If the Minister or WAPC decide major modifications are required to the Scheme Amendment or Structure Plan respectively, they have the ability to direct the proposal to be readvertised by the City before a final decision is made.

The Minister's decision on the Scheme Amendment is final. There is no right of appeal available to the City, the proponent or any third party.

A right of appeal exists to the proponent (only), in the event that they are not satisfied with the WAPC's decision on the Structure Plan or a subsequent Subdivision or Development application.



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

The proponent has had the opportunity to review a draft of the Schedule of Modifications and raised no objection to their inclusion in the event that the proposal is supported by the City and/or approved by the WAPC.

The proponent and those who lodged a submission on the proposal have been advised that this matter is to be considered at the 10 November 2022 Ordinary Council Meeting.

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

Nil





File No. 109/152 &amp; 110/226

**ATTACHMENT #1 – SCHEDULE OF MODIFICATIONS  
PROPOSED TPS3 AMENDMENT NO. 152 & GLEN IRIS ESTATE STRUCTURE PLAN**

NO.	RECOMMENDED MODIFICATION	REASON
	<b>SCHEME AMENDMENT – DA 35 PROVISIONS</b>	
	<p><b>Adjust Scheme Provision #3 to read as follows:</b> Public open space and the use of wider, landscaped road reservations shall be arranged to:</p> <ul style="list-style-type: none"> <li>• promote the retention of significant mature trees and provide an amount of public open space beyond minimum standards, in recognition of the character of the area and the former use as a private recreational space;</li> <li>• retain, where practicable, an appropriate amount of black cockatoo habitat, on the advice of the Department of Biodiversity, Conservation and Attractions;</li> <li>• provide for future active recreational needs of the community; and</li> <li>• provide an appropriate interface to surrounding landholdings.</li> </ul>	<p>To ensure the proposed environmental, community and landscape amenity benefits by which this proposal is being supported are truly realised and not eroded via future modification.</p> <p>To correct the State environmental agency best suited to evaluate and provide feedback on the proposal's merit in terms of black cockatoo habitat.</p>
	<p><b>Insert an Additional Scheme Provision #4:</b> Limiting any subdivision or development of the land to a maximum of 250 dwellings (by no later than 2026), until such time as a new traffic-light controlled intersection is approved by Main Roads Western Australian and constructed on Berrigan Drive at the subdivider/developer's expense.</p>	<p>To ensure delivery of the necessary infrastructure and ensure initial development does not have an unreasonable impact on the existing road network.</p>
	<b>STRUCTURE PLAN – PART 1 IMPLEMENTATION</b>	
	<p><b>Clause 4.3 – Interface with Adjoining Land</b> Expand this section to include specific requirements for the subdivider to:</p> <ul style="list-style-type: none"> <li>• generally maintain a 10m minimum separation distance between the kerb of any new road carriageway and the boundary of existing adjoining residential lots. Any proposed reduction to the 10m minimum separation distance would only be considered subject to there being a demonstrated improved environmental outcome such as achieving the ability to retain a significant tree or trees;</li> <li>• review the alignment of roads and the landscaped interface treatment/buffer width at each stage of subdivision, to maximise the number of mature trees retained;</li> <li>• consult with adjoining landowners regarding preferences for future fencing adjustments based on a palette of compatible options; and</li> <li>• ensure street and path lighting is located and arranged to avoid any adverse light spill onto adjoining residences, in accordance with the WAPC's Dark Sky Position Statement.</li> </ul>	<p>To ensure an appropriate interface is provided to existing development, inclusive of flexibility (in appropriate instances) to allow for maximum retention of existing mature trees.</p> <p>To clarify the relevance of the existing restrictive covenants on adjoining land in the context of this proposal.</p>
	<p><b>Summary Table, Plan 1 and Clause 4.4 – Public Open Space</b> Update to reflect the adjustments to the DA 45 Scheme Provision, that seeks to ensure the vision used to inform the Scheme Amendment and Structure Plan proposals (inclusive of a greater area of POS than 10%) is delivered and is not eroded by future landowner or public agency subdivision, developer or reserve</p>	<p>To reflect and appropriately manage the conservation significance of the vegetation in the northern portion of the development area.</p> <p>To reflect the need for a community oval in the future,</p>

NO.	RECOMMENDED MODIFICATION	REASON
	<p>rationalisation proposals.</p> <p>Replace LSP Plan with POS Option B, involving the relocation of POS adjacent to Prinsep Park to facilitate future creation of a Community Oval.</p> <p>Update to identify the banksia and cockatoo trees located at the northern end of the site as a conservation reserve that is to be fenced during the subdivision process to limit human access and best preserve the remaining environmental qualities of that vegetation. It is acknowledged that as conservation reserves are typically deducted from the gross subdivisible area, this will result in a small reduction to the creditable POS calculations.</p> <p>Further adjust the POS layout to include a POS/landscape interface to 37B The Lakes Boulevard.</p>	<p>with facilitation of its delivery via the colocation of POS fundamental to the City's consideration regarding the community merits of the proposal.</p> <p>To ensure the existing two-storey house that orientates towards the former golf course retains an open space outlook consistent with the balance of the design where houses directly abut and orientate towards the former golf course (i.e. with no road interface).</p>
	<p><b>Clause 4.5 – Residential Density Targets</b></p> <p>Update to include reference to the R40 laneway precinct in the middle of the estate.</p>	To accurately reflect the residential densities proposed
	<p><b>Insert New Clause 4.6 – Local Centre</b></p> <p>Include a retail floorspace limit of 2,500m<sup>2</sup> NLA to the new Local Centre. This restriction is specific to PLUC 5 retail floor space and is not intended to restrict the inclusion of other non-retail land uses such as medical offerings.</p>	To limit the scale of new development and protect the viability of the City's surrounding activity centre network.
	<p><b>Clause 7 – Additional Information</b></p> <ul style="list-style-type: none"> <li>Update Acoustic Assessment reference to specify the need for a Noise Management Plan (including memorials on title relating to transport and aircraft noise) as a condition of subdivision approval;</li> <li>Insert the requirement for a Mosquito Management Plan (including the need for memorials on title) as a condition of subdivision approval;</li> <li>Insert the requirement for a Fauna Relocation Management Plan as a condition of subdivision approval;</li> <li>Insert the requirement for further investigation regarding the need (or otherwise) for a mobile telecommunications base station to be provided as part of the Development Application for the Local Centre.</li> </ul>	To reflect the supported requests of environmental and service authorities as they relate to the needs of future development.
<b>STRUCTURE PLAN – PART 2 EXPLANATORY INFORMATION &amp; APPENDICES</b>		
	<p><b>Section 3.1.3 – 'The Lakes' Structure Plan (1990)</b></p> <p>Update to reflect the collective site having formed the subject of a number of scheme amendment proposals, of which Amendments #64, #82, #119 and #168 to former District Planning Zoning Scheme No.2 effectively facilitated its staged evolution to an integrated golf course and residential estate during the 1990s. Remove reference to Amendment #56 and 'The Lakes' Structure Plan as these were both failed proposals that had no influence on the current planning framework.</p>	To correct errors in the advertised documentation.
	<p><b>Sections 3.4.6 – Jandakot Airport / 5.1 – Land Use / 5.2.2.1 – Lot Typologies (&amp; Figure 7: Indicative Subdivision Concept)</b></p> <p>Update to reflect the full range of residential densities included within the proposal (which includes a Medium Density R40 laneway precinct in the middle of the estate).</p>	To accurately reflect the residential densities proposed.

NO.	RECOMMENDED MODIFICATION	REASON
	<p><b>Section 4.1.2 – Fauna (&amp; Appendix 4: Environmental Assessment &amp; Management Report)</b></p> <p>Update to reference the requirement for a Fauna Relocation Management Plan to be prepared (for the local Quenda population) and implemented as a condition of subdivision approval.</p>	<p>To reflect the modification to Clause 7 in Part 1 of the Structure Plan.</p>
	<p><b>Section 4.4 – Bushfire Management (&amp; Appendix 5: Bushfire Management Plan)</b></p> <p>Reassess the post-development BAL levels shown on Figure 9 based on the Landscape and POS Strategy.</p> <p>Update to reflect the banksia scrubland being retained to the rear of existing properties that front Kingston Heath Mews and consider the impacts of creation of the norther banksia scrub and cockatoo trees within a fenced conservation reserve.</p> <p>Clarify the post-development BAL levels reliance (or otherwise) on the suggested dedicated fire line and taller sprinklers around the banksia scrubland areas as set out in sections 1.23 and 1.24 of the POS &amp; Landscaping Strategy.</p> <p>Obtain DFES or DPLH confirmation of acceptance that post-development BAL-40 and BAL-FZ areas can go into the side and/or rear setbacks of private allotments. If not modify the design to proposal to exclude these incursions.</p>	<p>On-site investigation suggests that some of the levels (particularly in the SW portion of the estate) appear to be incorrect and overstate the likely impact on adjacent lots.</p> <p>To reflect the existing or enhanced environmental outcomes being achieved via other modifications.</p> <p>The POS &amp; Landscape Strategy referenced fire line and sprinkler approach is non-standard and is unlikely to be accepted by the City if it involves significant additional maintenance obligations.</p> <p>To address the City's uncertainty based on DFES advice and DPLH determinations regarding BAL-40 and BAL-FZ areas within private lots</p>
	<p><b>Section 4.6.4 – Acoustic Assessment (&amp; Appendix 6: Structure Plan Acoustic Assessment)</b></p> <p>Update to reflect the additional information sought by Main Roads WA during their review of the proposals (v4 dated 30/06/2022 includes this information).</p> <p>Update the Road Noise sub-section to specify the provision of a noise wall where lots back onto Berrigan Drive.</p> <p>Include a new Industrial Noise sub-section specifying the measures required to protect future lots from the impacts of nearby activities such as Fremantle Steel and the State Energy Commission public purpose reservation, including the provision of a noise wall where lots back onto Prinsep Road.</p> <p>Expand the aircraft noise memorial requirement to include <u>all new lots</u> in recognition of the type and number of aircraft that use Jandakot Airport and that the development lies almost entirely beneath the approach/departure splays of the two main runways.</p> <p>Update the Jandakot Airport sub-section to alert future landowners that any development requiring a crane of the significant timeframes involved in obtaining permission to impede the airport-controlled airspace, and that any residential development will be required to install a minimum of 6mm external glazing and additional noise reducing measures such as acoustic insulation.</p>	<p>To suitably protect future residents from the acoustic impacts of surrounding transport and industrial activities in line with referral authority recommendations.</p>

NO.	RECOMMENDED MODIFICATION	REASON
	<b>Section 5.2.4 – Open Space and Environment</b> Include a new section number (5.2.4.1) for 'Pedestrian Links' and renumber the sections thereafter.	To correct a formatting error in the advertised documentation.
	<b>Section 5.2.5 – Interface</b> Reword third paragraph to reflect the updates to Clause 4.3 in Part 1, including that this will require the submission of an overlay of the tree survey with engineering detail for the roads (cut to fill plan, civil servicing plan etc.) at the subdivision application stage of development. Include commentary clarifying the burden/benefit of the existing enduring restrictive covenants over adjoining lots. This should make clear that neither the City and golf course landowner are party to those restrictions or legally able to have them removed.	To enhance the prospect of retaining additional mature vegetation. To clarify the legitimacy of existing restrictive covenants and that neither the City nor the golf course landowner have any role in their enforcement of removal.
	<b>Section 5.4 – Public Open Space (incl. Figure 8: POS Schedule &amp; Figure 9: POS Plan)</b> Update section 5.4 to integrate the relevant commentary currently within section 5.5, and renumber the subsequent sections (and Figures) accordingly. Update to reflect conversion of the northern vegetated area to a Conservation Reserve.	To reflect the City's resolution to adopt the alternative arrangement that will allow for future creation of the community oval to cater for the expected active recreational needs of existing and future residents in the locality. To reflect earlier changes seeking to improve future management of the retained vegetation on site.
	<b>Section 5.4.1 – Landscape &amp; POS Strategy (&amp; Appendix 7: Landscape &amp; POS Strategy)</b> Reference to vegetation retention and replanting (dot point 8) be modified to emphasise the retention and inclusion of black cockatoo foraging and roosting habitat. Include commentary regarding the developer's commitment to using 100L stock for street trees and that new trees planted in POS areas and linear interface zones will be a variety of native tree species to support endemic wildlife habitat ranging in size of between 45L and 500L stock at the time of planting. This is intended to be a general guide given the optimal size of tree will vary depending upon the agreed species, availability at the time and upon a number of other factors that will need to be discussed further with the City representatives at the detail design stage. Adjust Figures 1.9 Landscape Masterplan and 1.10 Functional Layout Masterplan to: <ul style="list-style-type: none"> <li>• Reflect inclusion of the Community Oval, and adjust the proposed pedestrian linkages to suit;</li> <li>• Match the indicative layout of the Local Centre Concept Plan (as appears in Appendix 14);</li> <li>• Remove the proposed pedestrian linkage within the POS between the proposed R30 Grouped Housing site and #12 – #20 Dean Road;</li> <li>• Reposition the proposed pedestrian linkage within the POS at the rear of #162 – #174 Glen Iris Drive to the eastern side of the reserve;</li> <li>• Identify instances where the example sections shown later in</li> </ul>	To reflect the additional detail provided by the developer during consideration of the submissions received. To reflect the changes to the Part 1 section relating to the Community Oval. To adjust/remove linkages of significant concern to adjoining residents and improve their future privacy. To address the City's concerns about the suitability and management of the additional fire mitigation infrastructure proposed.

NO.	RECOMMENDED MODIFICATION	REASON
	<p>the report relate to the proposed layout.</p> <p>Further clarify (or remove) reference to the dedicated fire line and larger irrigation sprays in sections 1.23 (Bushfire Risk Management Landscape Response) and 1.24 (Irrigation Strategy).</p>	
	<p><b>Section 5.7 – Movement Networks (&amp; Appendix 9: Transport Impact Assessment)</b></p> <p>Update to reflect the additional information sought by Main Roads WA during their review of the proposals, including any additional modelling undertaken as part of the Stage 2 traffic-light controlled intersection approval process.</p> <p>Include a statement that the need for any upgrades to the existing local road network to facilitate this proposal will be undertaken entirely at the subdivider's expense. Specific reference should be made to:</p> <ul style="list-style-type: none"> <li>• 'The Fairway' road reservation, which currently involves an offset carriageway within an under-width reservation with a reduced verge on the golf course side;</li> <li>• Retention of the Twin Waters Pass Bridge, as a significant element of the existing character of the area that must be preserved; and</li> <li>• Investigation of a potential mini-roundabout at the future four-way intersection of Twin Waters Pass and the adjusted Portsea Gardens / new Neighbourhood Connector road.</li> </ul> <p>Ensure associated commentary references the use of MRWA ROM model outputs, discussion about peak use of the community oval and potential impacts associated with the proposed Surf Park on Prinsep Road.</p>	<p>To satisfy the requirements of Main Roads WA.</p> <p>To address public concerns about the responsible party for adjustments to the existing road network.</p> <p>To ensure the latest modelling is included and the basis on which it has been prepared.</p>
	<p><b>Section 5.8.1 (&amp; Appendix 10: Local Water Management Strategy)</b></p> <p>Update to address the stormwater basin invert levels, roadside rain gardens swales and tree pit advice provided by DWER.</p>	To reflect the advice of the Department of Water and Environmental Regulation.
	<p><b>Section 5.8.4.1 Pre-Development (Groundwater Monitoring)</b></p> <p>Update to include the outcomes of the groundwater monitoring that was collated following the completion of winter 2021.</p>	To reflect the latest available information.
	<p><b>Section 5.10.2 (&amp; Appendix 13 – Retail Needs Assessment)</b></p> <p>Clarify that the proposed 2,500m<sup>2</sup> retail NLA is in addition to the existing 300m<sup>2</sup> of retail floorspace currently provided in the vicinity of the proposed shopping centre location and include the latest Technical Note as an addendum to Appendix 13.</p>	To clarify the proposal and avoid any uncertainty as to the extent the proposed retail floorspace cap included in the Part 1 section applies to.
	<p><b>Section 5.10.2 (&amp; Appendix 14 – Local Centre Concept Plan)</b></p> <p>Update the second last paragraph relating to connection with the adjoining commercial uses, to include negotiation with the adjoining landowner, given the need to make physical changes on both sides of the boundary to facilitate it.</p> <p>Adjust the Local Centre Concept Plan to show the potential Berrigan Drive crossover arranged at 90 degrees, and with the notional link to the existing commercial facilities to the east pushed upwards, to match the alignment of their existing internal accessway.</p>	To reflect the existing arrangement of adjacent commercial development and typical crossover construction requirements of the City.

NO.	RECOMMENDED MODIFICATION	REASON
	<b>Section 5.12.2 (&amp; Appendix 15 – Engineering Services Report)</b> Update to reference latest Water Corporation advice regarding sewer catchments and associated funding.	To reflect the latest available information.



GLEN IRIS ESTATE 

# STRUCTURE PLAN





DOCUMENT CONTROL

Printed 05/05/2022

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VERSION	FILE NAME	PREPARED BY	APPROVED BY	DATE
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2	9166_21Mar02R_gh	Rebecca Thompson	George Hajigabriel	8/06/2021
3	9166_21June01R_gh	Rebecca Thompson	George Hajigabriel	16/06/2021
4	9166_21Aug01R_gh	George Hajigabriel	Rebecca Thompson	22/09/2021
5	9166_21Aug03R_gh	Rebecca Thompson	George Hajigabriel	05/05/2022

This report has been authorised by;

  
George Hajigabriel  
General Manager

  
Rebecca Thompson  
Senior Urban Planner

  
Jamie Baxter  
Quality Control

CONTACT PERTH OFFICE

p 9221 1991 e info@rowegroup.com.au w rowegroup.com.au  
a 3/369 Newcastle Street, Northbridge 6003

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RECORD OF ENDORSEMENT

This Structure Plan is prepared under the provisions of the City of Cockburn Town Planning Scheme No. 3.

IT IS CERTIFIED THAT THIS STRUCTURE PLAN WAS APPROVED BY RESOLUTION OF THE WESTERN AUSTRALIAN PLANNING COMMISSION ON:

..... Date

Signed for and on behalf of the Western Australian Planning Commission:

.....

an officer of the Commission duly authorised by the Commission pursuant to section 16 of the Planning and Development Act 2005 for that purpose, in the presence of:

..... Witness

..... Date

..... Date of Expiry

TABLE OF AMENDMENTS

AMENDMENT NO.	SUMMARY OF THE AMENDMENT	AMENDMENT TYPE	DATE APPROVED BY WAPC



■ EXECUTIVE SUMMARY

This Structure Plan has been prepared to guide the subdivision and development of Lot 3 on Diagram 30047, Lot 6 on Diagram 91027, Lot 7 on Plan 21402, Lot 512 on Diagram 94292, Lot 139 on Plan 18946, and Lot 509 (No. 76 Dean Road) on Diagram 91028 (herein referred to as the ‘subject site’). The subject site comprises an area of approximately 53.74 hectares, located in Jandakot within the municipality of the City of Cockburn.

The subject site, a former golf course, comprises underutilised vacant land located within the Glen Iris Residential Estate, encompassing a total area of approximately 130 hectares. The existing residential neighbourhood is inherently confined by its adjacent land uses, including the Rural Residential land to the east, Kwinana Freeway to the west, freight rail to the north and industrial land uses to the south.

The site presents a unique opportunity for a site responsive, infill residential development which integrates with, and contributes to, the existing residential area. The future development of the site will respect the existing pattern of residential development and enhance the sense of community within the locality, whilst providing for a diverse range of housing opportunities, including aging in place.

The site is ideally located within proximity to major employment nodes and transport infrastructure, with direct vehicular connections to the broader metropolitan area. It is within proximity to the Cockburn Central Secondary Centre, which provides for significant community facilities and amenity to support the proposed development.

The urban design rationale for the site has been informed through an extensive community engagement process undertaken with representatives from the Glen Iris Project Reference Group. Through the community engagement process, the following priority areas for consideration were identified as:

- Traffic and Access;
- Future Housing;
- Open Space and Environment;
- Interface with existing residences; and
- Local Amenities.

The above elements have been considered within the Structure Plan to provide for a site responsive design that integrates with, and is in keeping with, the characteristics of the existing residential area. The increase in the residential population provides the impetus for improved community facilities (public open space) and services.

As a result, the design philosophy has been based around the following:

- The retention of some 500 existing mature trees;
- Providing a landscaped interface ‘buffer’ to the rear of existing single residential houses that abut the former golf course;
- Providing a design outcome which responds to the topography of the land, including retention of existing drainage;
- Enhancing local traffic management through such means as including a new traffic light-controlled intersection with Berrigan Drive, and directing traffic to the internal subdivisional roads, away from the existing Glen Iris precinct roads, to safely navigate through the new intersection onto Berrigan Drive; and
- Listening carefully to resident’s requests and running a thorough and well-balanced design consultation process in order to arrive at a lineal parkland design that respects many of the wishes and wants of existing local residents.

The proposed Structure Plan has been prepared in accordance with the provisions of Part 4 of Schedule 2 of the *Planning and Development (Local Planning Schemes) Regulations 2015* (‘Regulations’) and provides the planning framework to guide and facilitate the urban residential development of the subject site.

The preparation of the Structure Plan has been undertaken in consultation with the City of Cockburn and other relevant stakeholders.



■ STRUCTURE PLAN SUMMARY

ITEM	DATA	SECTION NUMBER REFERENCED IN PART TWO OF REPORT
Total area covered by the Structure Plan (Site Area)	53.74 hectares	2.2
Gross Subdivisible Area	48.62 hectares	5.3
Area of each land use proposed:		
Residential	27.92 hectares	5.4
Local Centre	0.72 hectares	5.8
Public Open Space	9.27hectares	5.3
Total estimated lot yield	399 Residential lots	5.4
	1 Local Centre lot	5.8
Estimated number of dwellings	550 residential dwellings	5.4
Estimated residential site density	19.69 dwellings per site hectare	5.4
Estimated population	1,595 people (based on 2.9 people per household)	5.4
Number of high schools	nil	5.7
Number of primary schools	nil	5.7
Estimated retail/ commercial floor space	2,500m²	5.8
Estimated area and percentage of public open space given over to Neighbourhood and Local Parks	9.27 hectares, (20 parks) 18.75% of gross subdivisible area	5.3
Estimate percentage of 'green' space (parks + landscape interface)	12.3 hectares, 24.9% of gross subdivisible area (22.8% of site area)	5.3

*Note: All information and areas are approximate only and are subject to survey and detailed design.*



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APPENDIX NUMBER	DOCUMENT TITLE	NATURE OF DOCUMENT	REFERRAL/APPROVAL AGENCY	APPROVAL STATUS AND MODIFICATIONS
1	Community Engagement Report	Supporting	-	-
2	Community Engagement Register	Supporting	-	-
3	Certificates of Title	Supporting	-	-
4	Environmental Assessment Report	Supporting	-	-
5	Bushfire Management Plan	Requires Approval	DFES and City of Cockburn	Awaiting approval
6	Acoustic Assessment	Requires Approval	MRWA and City of Cockburn	Awaiting approval
7	Landscape and Public Open Space Strategy	Requires Approval	City of Cockburn	Awaiting approval
8	Prinsep Park Flora and Vegetation Assessment	Supporting	-	-
9	Transport Impact Assessment	Requires Approval	MRWA and City of Cockburn	Awaiting approval
10	Local Water Management Strategy	Requires Approval	DWER and City of Cockburn	Awaiting approval
11	Sustainability Initiatives	Supporting	-	-
12	Dept of Education Correspondence	Supporting	-	-
13	Retail Needs Assessment	Supporting	-	-
14	Local Centre Concept Plan	Supporting	-	-
15	Engineering Services Report	Supporting	-	-









STRUCTURE PLAN



1 STRUCTURE PLAN AREA

This Structure Plan applies to Lot 3 Dean Road on Diagram 30047, Lot 6 on Diagram 91027, Lot 7 on Plan 21402, Lot 512 on Diagram 94292, Lot 139 on Plan 18946, and Lot 509 (No. 76 Dean Road) on Diagram 91028, being the land contained within the inner edge of the line denoting the Structure Plan boundary on the Structure Plan map (Refer **Plan 1** situated at the end of Part 1 of this Structure Plan report).

2 OPERATION

In accordance with Schedule 2, Part 4 of the *Planning and Development (Local Planning Schemes) Regulations 2015* (Regulations), this Structure Plan shall come into operation when it is approved by the Western Australian Planning Commission (WAPC) pursuant to Schedule 2, Part 4, Clause 22 of the Regulations.

Pursuant to clause 27(1) of Schedule 2 of the Regulations:

*A decision-maker for an application for development approval or subdivision approval in an area covered by a structure plan that has been approved by the Commission is to have due regard to, but is not bound by, the structure plan when deciding the application.*

Pursuant to clause 28(1) of Schedule 2 of the Regulations, this Structure Plan has effect for a period of 10 years, commencing on the day the WAPC approves the plan.

3 STAGING

Staging of the Structure Plan area is anticipated to commence generally from the intersection of Hartwell Parade and Dean Road, progressively extending to the north and south from this point. The development is likely to be undertaken over 17 stages of approximately 30 to 40 lots each.

It is anticipated full build out will be complete within approximately 5 years of Structure Plan and Subdivision approval, depending on sales rates.

4 SUBDIVISION & DEVELOPMENT REQUIREMENTS

4.1 LAND USE AND ZONES

The Structure Plan Map (**Plan 1**) outlines the land use, zones and reserves applicable within the Structure Plan area. The zones and reserves designated under this Structure Plan apply to the land within it as if the zones and reserves were incorporated into the Scheme.

4.2 ENVIRONMENTAL FEATURES

The Structure Plan proposes to retain approximately 500 mature trees across the site. The retention and protection of these trees during and post construction is to be considered through detailed design and construction methodologies. The lineal parkland design incorporated in the Structure Plan allows for Water Sensitive Urban Design outcomes with swales and at-source infiltration a key feature of the drainage strategy, providing improved soil moisture levels around retained mature trees and additional planted street trees.

4.3 INTERFACE WITH ADJOINING LAND

The Structure Plan is surrounded by existing residential development with 220 residential dwellings directly abutting the land. To ensure appropriate management of this interface, a landscaped buffer is identified for the majority of the perimeter of the site. This is achieved through the provision of public open space, landscaped pedestrian access ways, and widened road reserves with landscaped streetscapes; or otherwise adjoining an existing road reserve, as depicted on Plan 1.

Where a landscaped buffer and/or widened road reserve adjoins the rear of existing residential properties, where appropriate, a 0.1 metre wide Pedestrian Access Way may be applied to the landscaped buffer and/or widened road reserve as a means of preventing vehicular access from the existing residential property to the landscaped buffer and/or widened road reserve.

There are only limited portions of the site in the south of the Structure Plan area where residential development is proposed to directly abut existing residential development. These interfaces will be managed by a Local Development Plan and in instances could include retention of trees and vegetation.

4.4 PUBLIC OPEN SPACE

Public open space should be provided generally in accordance with the Structure Plan Map (Plan 1).

In accordance with Liveable Neighbourhoods, a minimum of 10% of the gross subdivisible area shall be provided as public open space, comprising a minimum of 8% unrestricted open space.

4.5 RESIDENTIAL DENSITY TARGETS

The residential density codes applicable to the Structure Plan shall be in accordance with those shown on the Structure Plan Map (**Plan 1**). The Structure Plan prescribes a base code of R20, with areas of R30 dispersed throughout in strategic locations.

The Structure Plan area shall provide for an average minimum of 15-20 dwellings per residential site hectare and 10 dwellings per gross urban hectare, generally consistent with surrounding residential densities.

5 LOCAL DEVELOPMENT PLANS

Local Development Plans (LDP) may be prepared and implemented pursuant to Part 6 of Schedule 2 of the *Planning and Development (Local Planning Schemes) Regulations 2015* ('Planning Regulations') for lots comprising one or more of the following site attributes:

- Lots with an area less than 260m<sup>2</sup>;
- Lots with an irregular configuration;
- Lots where specific vehicle access and egress control is required;
- Lots abutting public open space, a pedestrian access way or an area of landscape interface;
- Lots zoned 'Local Centre';





STRUCTURE PLAN

- Lots with particular site constraints (e.g. steeply sloping land);
- Lots directly abutting existing residential development;
- Lots that require quiet house design for noise attenuation through deemed-to-comply noise attenuation packages, and/or lots requiring specialist acoustic requirements, as identified in an approved Noise Management Plan; and/or
- Any lots requiring variations to the Residential Design Codes to achieve specific built form and streetscape outcomes.

6 OTHER REQUIREMENTS

6.1 BUSHFIRE CONSTRUCTION STANDARDS

This Structure Plan is supported by a Bushfire Management Plan. Regardless of whether the land has been formally designated as bushfire prone, any buildings on land identified as falling within 100 metres of a bushfire hazard shall comply with the requirements of *Australian Standard 3959* under the *Building Code of Australia*.

6.2 DEVELOPER CONTRIBUTION ARRANGEMENTS

The Structure Plan area is located within Development Contribution Areas 13 and 15 ('DCA 13' and 'DCA 15'), as identified in Table 10 of the *City of Cockburn Town Planning Scheme No. 3* ('TPS 3'). Under TPS 3, a Development Contribution Plan applies to the Structure Plan area and should be read in conjunction with this Structure Plan.

The landowner/developer is to contribute towards key service and community infrastructure within the latest Development Contribution Plan for DCA's 13 and 15. A cost contribution payment based on the area being developed will be required in accordance with the relevant contribution rate in the DCP in DCA's 13 and 15 at the time that development is implemented.

7 ADDITIONAL INFORMATION

ADDITIONAL INFORMATION	APPROVAL STAGE	CONSULTATION REQUIRED
Bushfire Attack Level Contour Plan	Subdivision Application	Department of Fire and Emergency Services; and City of Cockburn
Bushfire Attack Level Certification	Building Licence	City of Cockburn
Acoustic Assessment	Subdivision Application	City of Cockburn



PLAN 1 - STRUCTURE PLAN MAP





**Item 14.1.1 Recommendation on Final Adoption – Scheme Amendment 152 to  
Local Planning Scheme 3 and Structure Plan – Various Lots  
Comprising the Former Glen Iris Golf Course**

The following Attachments for Item 14.1.1 have been distributed under separate cover.

They are located on the [Agendas and Minutes page](#) of the website.

Attachment 4	Schedule of Submissions
Attachment 5	Large and Handwritten Submissions

**Item 14.1.1 Recommendation on Final Adoption – Scheme Amendment 152 to  
Local Planning Scheme 3 and Structure Plan – Various Lots  
Comprising the Former Glen Iris Golf Course**

The following Attachments for Item 14.1.1 have been distributed under separate cover.

They are located on the [Agendas and Minutes page](#) of the website.

Attachment 4	Schedule of Submissions
Attachment 5	Large and Handwritten Submissions





18th October 2022  
City of Cockburn  
9 Coleville Crescent  
Spearwood WA 6163

## Investment Planning Model Report - Former Glen Iris Golf Course

Thank you for the opportunity for ActiveXchange to recently deliver the Investment Planning Model (IPM) report to the City of Cockburn (the City) for the Former Glen Iris Golf Course (the Site), with an analysis of projected demand for golf.

The IPM was produced using ActiveXchange's latest data sets, model metrics, demand profiling and validation processes to provide a contemporary, accurate and credible report. The model combines third party data such as lifestyle and demographic information with first party golf membership data to build a golf player profile which informs a demand projection based on the catchment population.

Please see below a number of explanations regarding key ActiveXchange datasets:

- Demand can be viewed as the potential market for a venue
- Organised Demand projections were calculated by applying the golf membership conversion averages for population segments, based on WA data
- Casual Demand projections were calculated using Ausplay survey data by applying casual participation rates at different age groups to the respective age-wise population within the analysed area

Some of the key findings of the IPM include:

- By far the largest amount of Projected Organised Demand for golf within the analysed area is in the City of Melville
- Projected Organised Demand within the catchment decreases by 96% after applying Drive-time and Competitor Decay for the Site, to a total of 755 people
  - As demonstrated by the City's ActiveXchange SportsEye platform, the rate of conversion of such Demand into golf Members averages 30% across Perth
- Projected Casual Demand of 25,026 within the analysed area
  - As Casual Demand is modelled using Ausplay data that does not provide household location information, Drive-time and Competitor Decay for the Site are unable to be calculated. It would be reasonable to expect however that decay would occur in a similar fashion to that demonstrated by the Organised Demand modelling.

It is important to note that the purpose of the IPM is to assist the City in making evidence based decisions and ActiveXchange is not contracted to provide consultancy or professional services to any parties in relation to this project. In addition, these reports are always one data set that contributes to a much larger context surrounding decision making. Thank you again for the opportunity to work with the City of Cockburn.

Kind regards,

**James Ellender**  
Chief Executive Officer

18/10/22



## Cockburn - Former Glen Iris Golf Course

### Investment Planning Report - Golf

October 2022



# OUR WHY IS A TIRELESS PURSUIT OF 3 QUESTIONS

Why **one person** is more likely to be active than another person?



30,000+  
Locations



4M+  
Leisure, Fitness  
and  
Sport Members



300+  
Leisure &  
Fitness  
Venues



8,000+  
Club Sport Sites



100+  
State Sports

What is the **value of participation** to enable evidence-based decisions?

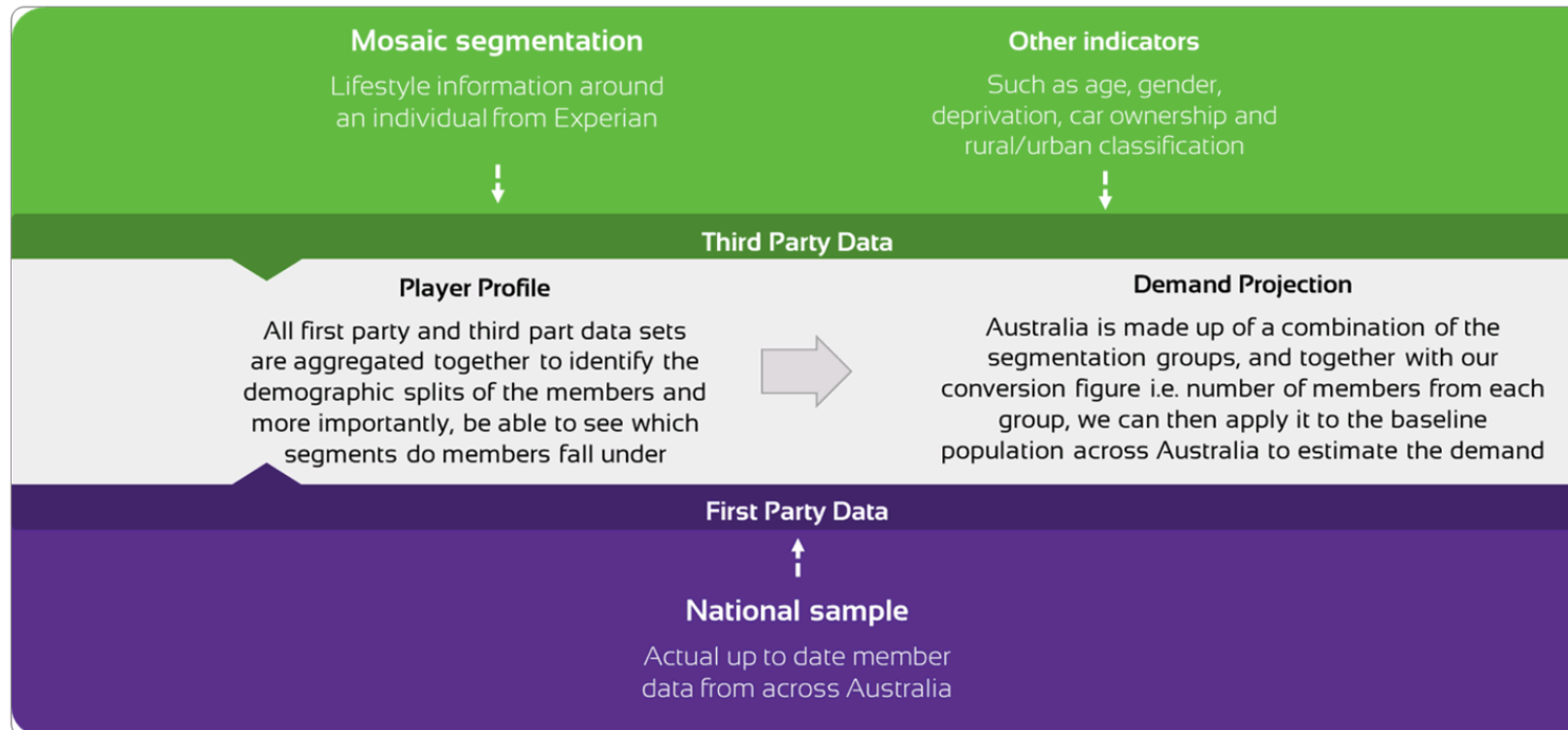


150M+  
Individual First  
Party  
Data  
Transactions

11B+  
Annual Australian  
Household  
Transactions

Full overview video: [www.ActiveXchange.org](http://www.ActiveXchange.org)

## Investment Planning Report - Golf

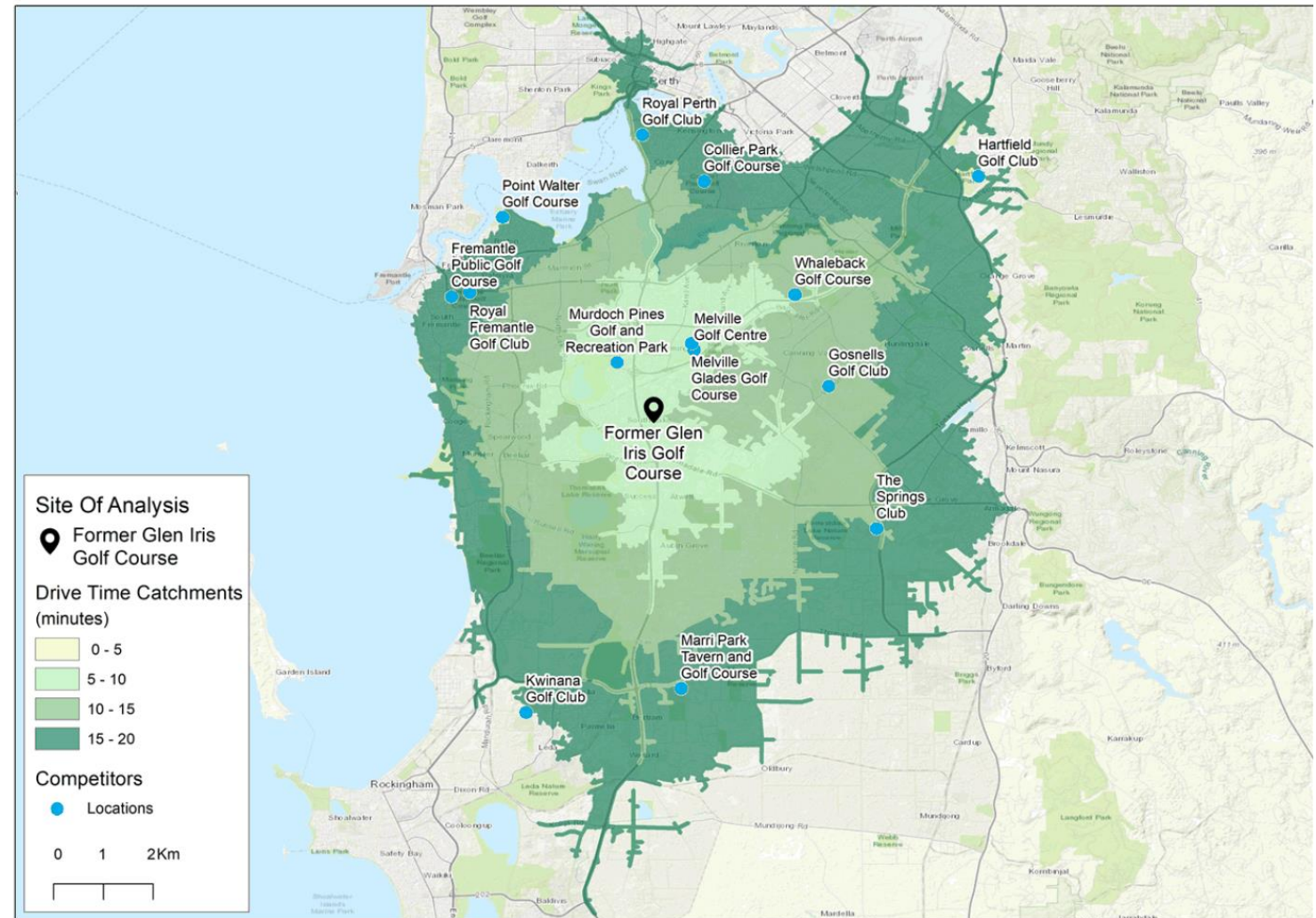




## Cockburn - Former Glen Iris Golf Course

### Area and Site Overview

The map shows the site and associated 20-minute drive time catchment. Competitor sites are overlayed.




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## Cockburn - Former Glen Iris Golf Course

## Top 6 Demographic Segments - Mosaic


**B05**



**Successful Spending** 13% **1**

Successful Spending Young, married couples with children and high income, living in outer-suburban/metro-fringe areas


**B07**



**Fruitful Families** 12% **2**

Fruitful Families Gen X families with many children, living in metro-fringe areas, with high income

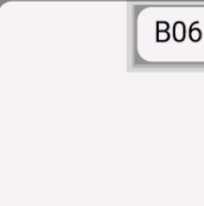
**D11**



**Scenic Connection** 10% **3**

Scenic Connection Older couples in semi-retirement, living in suburban areas and nearby towns for many years, with high income


**B06**



**Careers & Kids** 9% **4**

Careers & Kids Gen X families with children, living in expensive properties in suburban areas, with high income


**E14**



**Spacious Traditions** 9% **5**

Spacious Traditions Middle-aged, traditional families with older children, owning large and expensive properties in outer-suburban areas with high income

**F18**



**Developing Domestics** 9% **6**

Developing Domestics Young first-home-owner families with very young children, recently moved into new housing estates, with above average income

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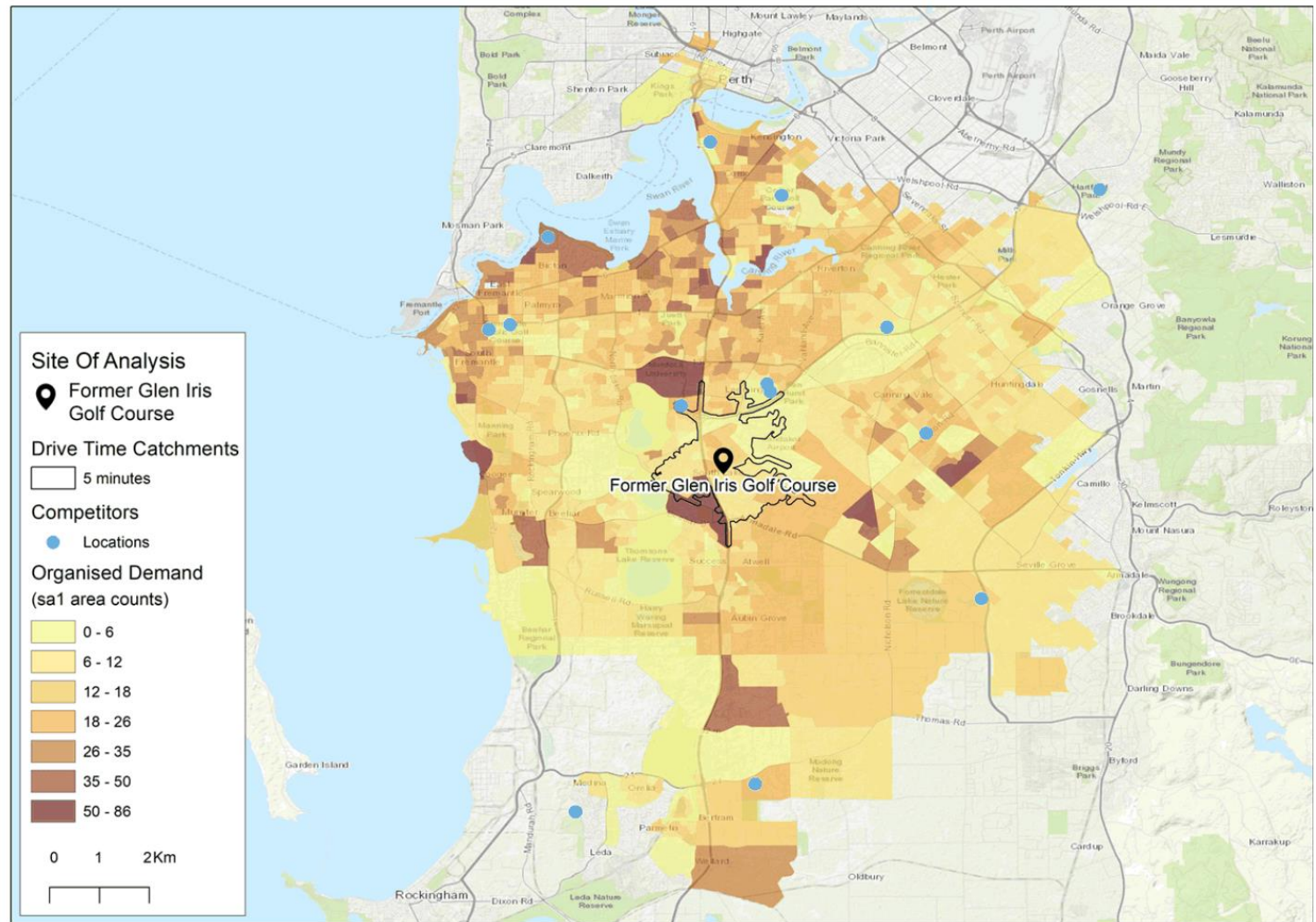


## Cockburn - Former Glen Iris Golf Course

### Golf Organised Demand

The map shows the site and associated Golf organised demand by SA1. Competitor sites are overlaid.

Organised demand projections are calculated by applying the sports-specific segment conversion averages (i.e. who plays the sport across the state identified by actual membership data from the State Sport Organisations) to the population within the site catchment.



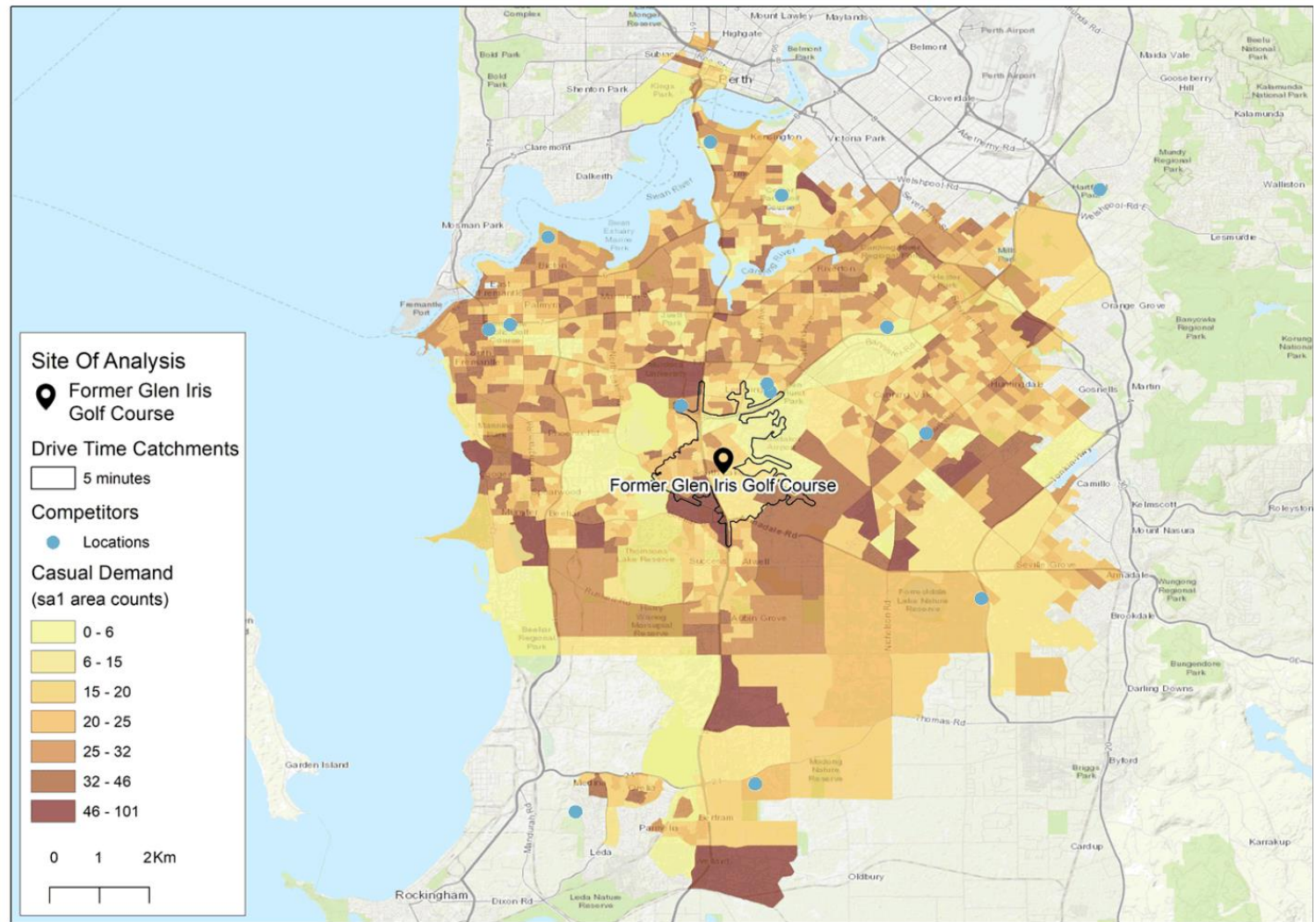
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## Cockburn - Former Glen Iris Golf Course

### Golf Casual Demand

The map shows the site and associated Golf casual demand by SA1. Competitor sites are overlaid.

Casual demand projections are calculated using Ausplay data by applying casual participation rates at different age groups to the respective age-wise population within the site catchment.



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## Cockburn - Former Glen Iris Golf Course

### Golf Demand Analysis

LGA	Projected Organised Demand ▼
Melville (C)	4,929
Cockburn (C)	2,992
Canning (C)	2,734
Gosnells (C)	2,400
South Perth (C)	2,068
Fremantle (C)	1,131
Armadale (C)	839
East Fremantle (T)	470
Kwinana (C)	114

SA2	Projected Organised Demand ▼
Melville	886
South Perth - Kensington	856
Booragoon	832
Applecross - Ardross	753
Canning Vale - East	713
Willetton	705
Como	658
Riverton - Shelley - Rossmoyne	634
Bicton - Palmyra	612
Fremantle - South	577

Golf Demand Analysis	Demand
Projected Organised Demand	18,405
Projected Organised Demand after Drive-time	1,415
Projected Organised Demand after Drive-time + Competitors	755
Projected Future Organised Demand 2032	20,720
Projected Casual Demand	25,026
Projected Future Casual Demand 2032	28,507



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### Shaping a more informed and connected sector



SportHQ  
203 Underwood Ave, Floreat 6014  
WA  
Australia



[www.ActiveXchange.org](http://www.ActiveXchange.org)



[intelligence@ActiveXchange.org](mailto:intelligence@ActiveXchange.org)



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### 14.1.2 (2022/MINUTE NO 0228) Proposed Structure Plan Amendment - Lots 114, 123-125 Wattleup Road, Hammond Park - Amendment No.3

<b>Author</b>	Daniel Arndt
<b>Attachments</b>	<ol style="list-style-type: none"> <li>1. Approved Structure Plan Map <a href="#">↓</a></li> <li>2. Proposed Structure Plan Amendment Map <a href="#">↓</a></li> <li>3. Development Concept Plan (as advertised) <a href="#">↓</a></li> <li>4. Updated Development Concept Plan (Oct. 2022) <a href="#">↓</a></li> <li>5. Retail Sustainability Assessment (Aug. 2022) <a href="#">↓</a></li> <li>6. Element RSA Review (for Perron Group) <a href="#">↓</a></li> <li>7. Pracsys RSA Review (for City of Kwinana) <a href="#">↓</a></li> <li>8. Far Lane RSA Peer Review <a href="#">↓</a></li> <li>9. Residential Interface Strategy <a href="#">↓</a></li> <li>10. Wattleup Road - Possible Long Term Layout <a href="#">↓</a></li> <li>11. Schedule of Submissions <a href="#">↓</a></li> </ol>
<b>Location</b>	Lot 305 Whadjuk Drive, Lot 9043 Wattleup Road and Lot 9053 Wattleup Road, Hammond Park
<b>Owner</b>	Goldenore Corporation Pty Ltd (Lots 305 and 9053) and Sunview Developments Pty Ltd (Lot 9043)
<b>Applicant</b>	Rowe Group Design, on behalf of Aigle Royal Developments
<b>Application Reference</b>	110/223

#### Officer Recommendation

That Council:

- (1) ADOPTS the Schedule of Submissions prepared in respect of the proposed Structure Plan Amendment;
- (2) Pursuant to Schedule 2, Part 4, Clause 20 of the deemed provisions of the Planning and Development (Local Planning Schemes) Regulations 2015, RECOMMENDS to the Western Australian Planning Commission that the proposed Structure Plan Amendment be approved, subject to the following modifications:
  1. The Structure Plan Map is to be modified to remove reference to an R80 coding applying within the proposed Local Centre zone.
  2. Part One – Implementation is to be modified to:
    - a) under Section 4.3 Local Development Plans stipulate that requirement for the preparation and approval of a local development plan for lots zoned 'Local Centre' is to occur prior to the lodgement of a development application, which is to include specific provisions relating to:
      - the interface with adjoining residential development;
      - minimum setback of buildings from the lot boundary, where adjacent to residential development;
      - maximum building height; and
      - vehicle access arrangements.



- b) Under Section 5.3 Additional Information, include the requirement for the following plans to be prepared and submitted at the development application stage:
- External Lighting Plan;
  - Bushfire Management Plan;
  - Delivery Management Plan;
  - Waste Management Plan;
  - Parking Demand Assessment;
  - Construction Drawings for the upgrades to Wattleup Road (between Hammond Road and Frankland Avenue), informed by a Road Safety Audit; and
  - Updated cross-sections detailing the proposed interface between the site and existing housing to the west and east.
3. Part Two – Explanatory is to be modified to:
- a) Modify Section 3.4.4 State Planning Policy 4.2 – Activity Centres for Perth and Peel to summarise the Hammond Park Shopping Centre Retail Impact Assessment and how this demonstrates compliance with State Planning Policy 4.2 – Activity Centres for Perth and Peel.
- b) Modify Table 4: Public Open Space Schedule under Section 5.2 Public Open Space to specify that the City of Cockburn may recommend to the WAPC that a cash-in-lieu contribution towards the provision of public open space is imposed as a condition of approval for land zoned 'Local Centre', where subdivided for residential purposes.
- c) Modify Section 5.4.2.3 to reflect the car parking arrangements associated with the updated Development Concept, noting that any shortfall will need to form the subject of a detailed demand assessment at the Development Application stage.
- d) Modify Section 5.5.1 to reflect the need to provide a drainage basin within the Amendment area, as per the endorsed LWMS Addendum.
- e) Under Section 5.8.3 Road Works include reference to the need for a detailed design for required upgrades to the local road network at the development application stage, with works to be undertaken at the proponent's cost, including:
- the relocation/adjustment of any existing embayed parking, footpaths, pram ramps or traffic management devices within the Whadjuk Drive reservation; and
  - upgrades to Wattleup Road between Hammond Road and Frankland Avenue, including any necessary deceleration lanes, median treatments and/or parking and footpath adjustments.
- f) Under Section 5.8.4 Staging, amend to reference the staging assumptions made in the Hammond Park Shopping Centre Retail Impact Assessment.
- g) Under Section 5.9 Developer Contributions, expand the paragraph on Development Contribution Area (DCA) 13 to reference liability under this DCA only where residential subdivision and/or development occurs.





4. Appendix 3 – Bushfire Management Plan is to be modified to provide photographic evidence and justification for the Wattleup Road being considered an exclusion pursuant to clause 2.2.3.2 of AS 3959-2018.
  5. Appendix 6 – Development Concept is updated in line with the concept provided in response to public submissions, and further modified to:
    - a) Depict the required 865m<sup>2</sup> drainage basin as detailed in the Local Water Management Strategy Addendum.
    - b) Insert the indicative landscape design on Plan C1.114 Rev D (prepared by Plan E) in the Landscape Interface Strategy.
  6. Insert the ‘Hammond Park Shopping Centre Retail Impact Assessment’ as a separate technical appendix.
  7. Insert the ‘Residential Interface Strategy’ as a separate technical appendix.
- (3) ENDORSES the Bushfire Management Plan, prepared by Strategen JBSS&G in respect of the proposed Structure Plan Amendment (Revision 1, 1 June 2022), subject to modifications being undertaken in accordance with Modification 4; and
- (4) ADVISES those who made a submission of Council’s decision accordingly.

8.24pm The Manager Legal and Compliance departed the meeting and returned at 8.27pm.

#### **Council Decision**

MOVED Cr L Kirkwood SECONDED Cr C Reeve-Fowkes

That Council:

- (1) NOTES the Schedule of Submissions prepared in respect of the proposed Structure Plan Amendment;
- (2) Pursuant to Schedule 2, Part 4, Clause 20 of the deemed provisions of the Planning and Development (Local Planning Schemes) Regulations 2015, RECOMMENDS to the Western Australian Planning Commission that the proposed Structure Plan Amendment be REFUSED on the basis that:
  1. By virtue of the land’s immediate interface with existing residential lots, the proposal will have an unacceptable impact on the amenity of adjoining landowners (in terms of noise, odour, light spill, privacy and security),
  2. The proposal will generate a level of traffic unsuitable for the adjoining local road network, in a manner that will have a negative impact on the intended residential character of the area,
  3. The proposed scale of the facility will have an adverse impact on the established and emerging activity centre hierarchy in the locality,
  4. Is inconsistent with surrounding landowner and commercial operator expectations, as derived from the City’s Local Commercial and Activity Centre Strategy and existing approved Structure Plan over this land; and



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

**CARRIED 9/1**

**For:** Mayor L Howlett, Deputy Mayor T Widenbar, Cr K Allen, Cr P Corke, Cr T Dewan, Cr P Eva, Cr L Kirkwood, Cr C Reeve-Fowkes, Cr C Stone

**Against:** Cr M Separovich

### **Reason**

Residents bought into this area with a clear understanding of the current Structure Plan.

They did not buy with the understanding that there may be two fast food businesses and a huge shopping centre precinct right on their doorstep or backyard.

This proposed Structure Plan is not fitting with the local surrounds or backyard.

There is a lack of parking.

The small roads within this area of Hammond Park cannot cope with a shopping centre and the traffic it will bring.

A minimal buffer between surrounding homes. We should not be supporting fast food within a short distance of three and soon to be four schools.

### **Officer Comment**

It is important to note that the development layout provided with the proposal is a concept plan only, with the final land uses, scale, arrangement and parking provision to form the subject of a more detailed Development Application (potentially informed by a Local Development Plan as recommended in the Schedule of Modifications).

Furthermore, whilst the concept plan includes landscaped areas that will be available for public use, they are not public open space that will be managed or maintained by the City.

## **Background**

The proposed Structure Plan Amendment is presented for a recommendation for final approval to the Western Australian Planning Commission (WAPC).

### **Southern Suburbs Stage 3 District Structure Plan**

The Amendment area is within the area subject to the Southern Suburbs Stage 3 District Structure Plan (the DSP), approved by Council in September 2012.

The DSP identified a 'Neighbourhood Centre, located at the intersection of Hammond Road and Whadjuk Drive, with an intended retail floor area of approximately 5,000m<sup>2</sup>.

The DSP sets out the requirement for the future design of the Neighbourhood Centre based on 'main street' principles, to provide an active frontage to Whadjuk Drive.



Lots 114, 123-125 Wattleup Road, Hammond Park Structure Plan

The Structure Plan was endorsed by the WAPC on 28 July 2014, and has formed the subject of two amendments, approved on 21 July 2015 and 13 April 2018.

Except for land within the Amendment area and on the former Lot 114 Wattleup Road, subdivision of the Structure Plan is nearing completion.

The approved Structure Plan contains 1.5312 ha of land zoned 'Local Centre', including 11 single residential lots, a childcare centre (approximately 945m<sup>2</sup> gross lettable area) and a mixed-use commercial development (medical consulting rooms, physio, dentist and café, of approximately 462m<sup>2</sup> gross lettable area).

**Submission**

N/A

**Report**Structure Plan Overview

The proposed Structure Plan Amendment (the Amendment) covers three existing lots within the Lots 114, 123-125 Wattleup Road, Hammond Park Structure Plan, being Lot 305 Whadjuk Drive, Lot 9043 Wattleup Road and Lot 9053 Wattleup Road, Hammond Park (refer to Figure 1).



**Figure 1 – Structure Plan Amendment Area**

The Amendment seeks to modify the existing Residential R30, R50 and R60 zoning and public open space, to a 'Local Centre R80' zoning across all three lots, to facilitate future development of a neighbourhood shopping centre (including a supermarket), fast food outlets and up to two stages of specialty retail.

### Retail Impact

Clause 6.5.2 of *State Planning Policy 4.2 – Activity Centres for Perth and Peel* (SPP 4.2) sets out the requirement for structure plans that provide for 'major development' to include a Retail Sustainability Assessment (RSA), where the retail floor space of a neighbourhood centre exceeds 6,000m<sup>2</sup> net lettable area (NLA), or where there is an expansion of a neighbourhood centre by more than 3,000m<sup>2</sup> NLA.

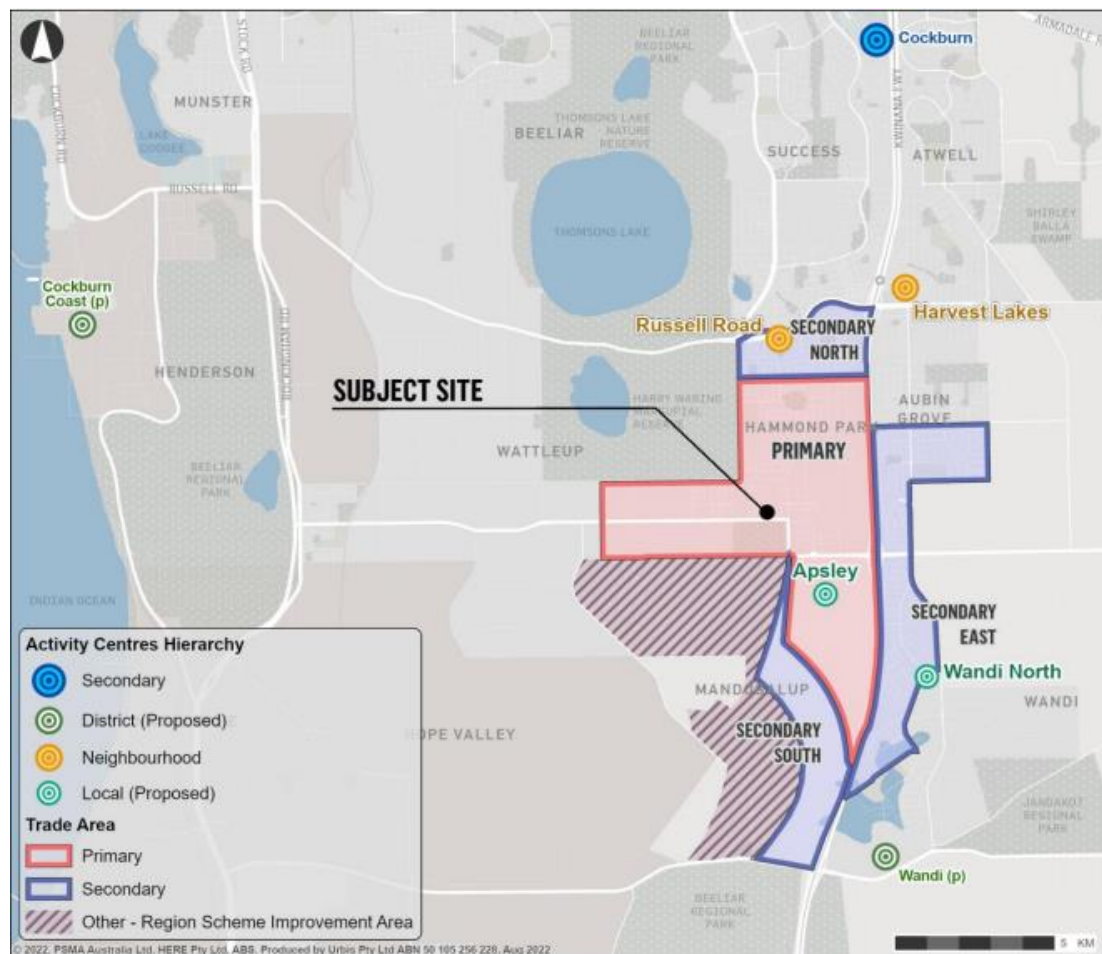
The Amendment proposes a retail floor area of approximately 7,194m<sup>2</sup> gross floor area (GFA), equivalent to approximately 6,000-6,500m<sup>2</sup> NLA, exceeding the trigger for the preparation of an RSA under SPP 4.2. This figure is exclusive of three undeveloped lots within the Structure Plan Area, with a combined area of approximately 8,590m<sup>2</sup>, also zoned 'Local Centre'.

Urbis prepared an RSA (Attachment 5) on behalf of the proponent, concluding:

- the primary trade area of the centre is likely to be confined to the western side of the Kwinana Freeway, covering much of Hammond Park and Mandogalup (City of Kwinana);
- a secondary trade area to the east of the Kwinana Freeway, covering the northern part of Hammond Park (south of Russell Road), southern part of Atwell, northern part of Wandi (City of Kwinana) and rural part of Mandogalup (City of Kwinana);
- an estimated annual retail spend increase within the primary and secondary trade area of \$354 million between 2022 and 2037, factoring in population increase;
- an estimate demand of 5,128m<sup>2</sup> of retail floor area in the trade area based on the current population, with the potential for 8,344m<sup>2</sup> of retail floor area by 2032;
- a future supermarket development is expected to capture 25% of supermarket spending from the overall trade area; and
- retail and commercial development is anticipated to create 293 direct and indirect jobs, once operational, contributing \$31.8 million in direct and indirect gross value added per annum.







**Figure 2 – Proposed Hammond Park Shopping Centre – Retail Trade Area**

Having previously raised concerns with the potential impact of the retail expansion on nearby centres, Perron Group and the City of Kwinana engaged Element and Pracsys (respectively) to undertake reviews of the RSA submitted. A copy of those reviews are provided at Attachment 6 and 7.

Separate to this, the City commissioned Far Lane, a consultant with extensive land-use economics expertise who advised the City during preparation of its Draft Local Planning Strategy (LPS), to undertake a peer review of the RSA. A copy of the Far Lane peer review is included at Attachment 8.

A summary of the key issues raised by Element, Pracsys and Far Lane in their separate reviews of the RSA are discussed under the issue headings below:

**Issue: The proposed Local Centre is equivalent to a 'District' Centre under SPP 4.2**

Element and Pracsys both suggested that once increased (via this proposal) the collective 'Local Centre' zoned land would be capable of accommodating up to 11,500m<sup>2</sup> of retail floor area, equivalent to that of a 'District' Centre. This figure assumes that all existing 'Local Centre' zoned land (outside of the Amendment area) is developed to its maximum potential, excluding areas already developed for residential purposes.

The amendment proposal itself seeks to create a site capable of accommodating a full-line supermarket plus specialty stores and two fast food outlets, with a collective estimated retail floor area of between 6,000m<sup>2</sup> and 6,500m<sup>2</sup> NLA. Under SPP 4.2 this equates to the size and function of a 'Neighbourhood' centre.

Whilst the City acknowledges the existence of a further 8,590m<sup>2</sup> undeveloped 'Local Centre' zoned land, its fragmentation over three future land parcels effectively precludes the development of a supermarket (the main driver behind this proposal), and there is no prospect of the centre incorporating a discount department store (a key element that typically defines a 'District' centre).

Furthermore, there is no certainty that the residual 'Local Centre' zoned land will be developed for retail purposes. To date, the landowners have shown no interest in developing the land for this purpose, and as evidenced by earlier development, there are a range of alternative uses (including complementary non-retail commercial uses such as the existing medical and childcare centres) that 'Local Centre' zoned land may be developed for under TPS 3.

In the event that a proposal is subsequently submitted to develop that land for retail purposes, SPP 4.2 affords the City the ability to require a further RSA at that time to test the impact of such a proposal on surrounding centres.

*Issue: The City's Draft Local Planning Strategy identifies the centre as 'Local' and does not identify the need for expansion or additional Neighbourhood Centres*

The City's draft LPS was adopted and forwarded to the Western Australian Planning Commission (WAPC) for certification to advertise in October 2020, well before lodgement of this Structure Plan Amendment.

Whilst the City's 2012 Local Commercial and Activity Centres Strategy (LCACS), identifies the Hammond Park centre as a 'Local' centre, anticipating a retail floor area of only 1,000m<sup>2</sup> (out to 2026), this is contrary to the ultimate intention for the area as set out in the DSP, which foreshadows up to 5,600m<sup>2</sup> of retail floor space for the broader area (inclusive of two 300m<sup>2</sup> nodes that have since been approved for other purposes). It is possible that this anomaly is a product of LCACS not anticipating the density and speed at which the Hammond Park area has developed, but of importance, LCACS does not prescribe set limits on retail floor area within activity centres, instead recognising that there may be a need for centres to grow over time.

The City's draft LPS is currently being advertised for public comment until 21 November 2022. Should this Structure Plan Amendment ultimately be approved by the WAPC, there is scope for its status to be corrected to a 'Neighbourhood' centre (as envisioned in the DSP) prior to finalisation.

*Issue: Development of the proposed centre will undermine the established activity centre hierarchy under SPP 4.2 and existing centres*

SPP 4.2 identifies the future creation of a 'District' centre at Wandi (within the City of Kwinana), which has the potential to compete with retail offerings at Hammond Park.





Far Lane noted that the RSA did not detail the impact on a future District Centre in Wandi, however acknowledged that this is difficult to assess due to the uncertainty on how and when this centre will develop.

The City of Kwinana's Local Commercial and Activity Centres Strategy (2014) anticipated the Wandi District Centre accommodating up to 6,000m<sup>2</sup> retail floor space by 2021, increasing to 20,000m<sup>2</sup> over the longer term. To date, structure planning for the District Centre is yet to occur, and it is unclear if or when retail development will occur. Given the uncertainty, development of a Neighbourhood centre in Hammond Park servicing an established need (as evidenced by the number of submissions received in support of the proposal), is not considered unreasonable and unlikely to undermine the activity centre hierarchy set out in SPP 4.2.

*Issue: The RSA does not appropriately consider potential growth of other centres in particular the existing Russell Road Neighbourhood Centre (Hammond Park)*

Pracsys correctly note that the submitted RSA does not recognise the 2,000m<sup>2</sup> surplus capacity that the Russell Road Neighbourhood Centre has not used, which is capable of filling the gap in retail floor area out to 2032. Since the 2012 adoption of LCACS this centre has fully built out, inclusive of approximately half of the zone being developed for non-retail purposes as 'The Quarie' tavern, making future use of this allocation highly unlikely.

Previous structure plans approved in Hammond Park have also designated select sites as 'Local Centres' to facilitate their development for convenience retail purposes. All of those sites have since been developed for non-retail uses, such as childcare and residential housing, again making use of this allocation highly unlikely.

*Issue: Potential impact on Gateways and wider Cockburn Central Secondary Centre*

The Cockburn Central Secondary Centre is recognised under the draft Local Planning Strategy and LCACS as the City's primary centre. The approved expansion of Gateways and future development within the wider activity centre includes a number of land uses that support future elevation under SPP 4.2 to a 'Strategic Metropolitan Centre', including high density residential, dining/entertainment, tertiary services (including healthcare and education) offices, and a scale of retail uses not typically provided for in smaller centres.

Element noted in their initial submission that the development of a larger centre in Hammond Park has the potential to undermine private investment at Gateways. The RSA forecasts that development of the Hammond Park centre will reduce turnover by 2.3% by 2025, then increasing by 16.8% by 2028 (compared to 2022 levels).

Under the WAPC's draft SPP 4.2 Implementation Guidelines this is considered to be a minor or insignificant level of impact.



*Issue: Potential impact on the Harvest Lakes 'Neighbourhood' Centre (Atwell)*

In the short-term, a much greater impact on retail trading conditions will be experienced at Harvest Lakes, the closest functioning 'Neighbourhood' centre that provides a similar scale of retail offerings to what is anticipated in Hammond Park (i.e. full size supermarket and specialty retail).

The RSA forecasts that the Harvest Lake's turnover will decrease by up to 12.9% by 2025 (compared to 2022 levels), which equates to a potential difference in turnover of \$8.9 million. Under the WAPC's draft SPP 4.2 Implementation Guidelines, an impact greater than 10 per cent may be considered 'significant' and is discouraged unless it can be demonstrated that there is a net community benefit.

The RSA predominantly outlines the potential employment (particularly suited to young locals looking to enter the job market during operation), and gross value outcomes from the proposed development as the main benefit to the community.

Far Lane points out that these are rather tenuous, given these types of jobs would likely be filled by another centre in meeting the consumption demands of the catchment.

The RSA references other community benefits arising from the development as including increasing consumer choice, activation of a strategic site, trading impacts and community engagement.

Given the distance and physical barrier created by the Freeway, these are considered more compelling considerations, with the proposal providing increased amenity and more immediate access to convenient daily and weekly retail offerings, in an area of recognised need.

Of importance is recognition that there is no land left within the primary trade area capable of accommodating a full-line supermarket.

Also of note, is that despite being provided with the opportunity to review the RSA, the owner of the Harvest Lakes Neighbourhood Centre provided no further feedback on the proposal.

In summary, both Far Lane and the City are satisfied with the findings of the RSA, with none of the matters raised by Element or Pracsys considered sufficient to reasonably refuse determination of a Neighbourhood Centre of the size proposed.

Interface With Adjoining Residential Development

The existing Structure Plan is premised on a 'Residential R30' zoning along its easternmost boundary, abutting nine residential properties fronting Criddle Way and Whadjuk Drive. To the west of the site is a row of seven 'R80' coded lots separated by Marcy Lane, and eight 'R60' coded lots backing onto the site, all fronting Snowden Street.

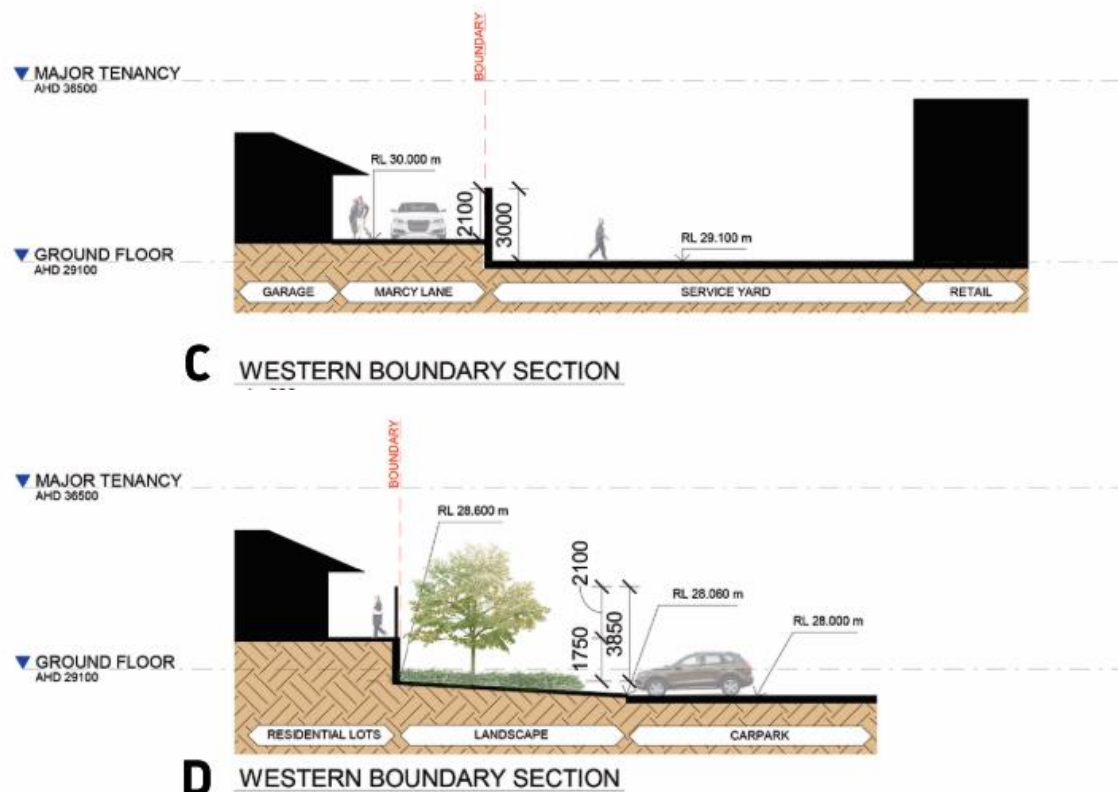


Based on the indicative Centre Concept Plan submitted (Attachment 3), future development will involve replacing the residential interface of both cells with either a secure rear service yard, a public car park and/or an associated landscaping strip.

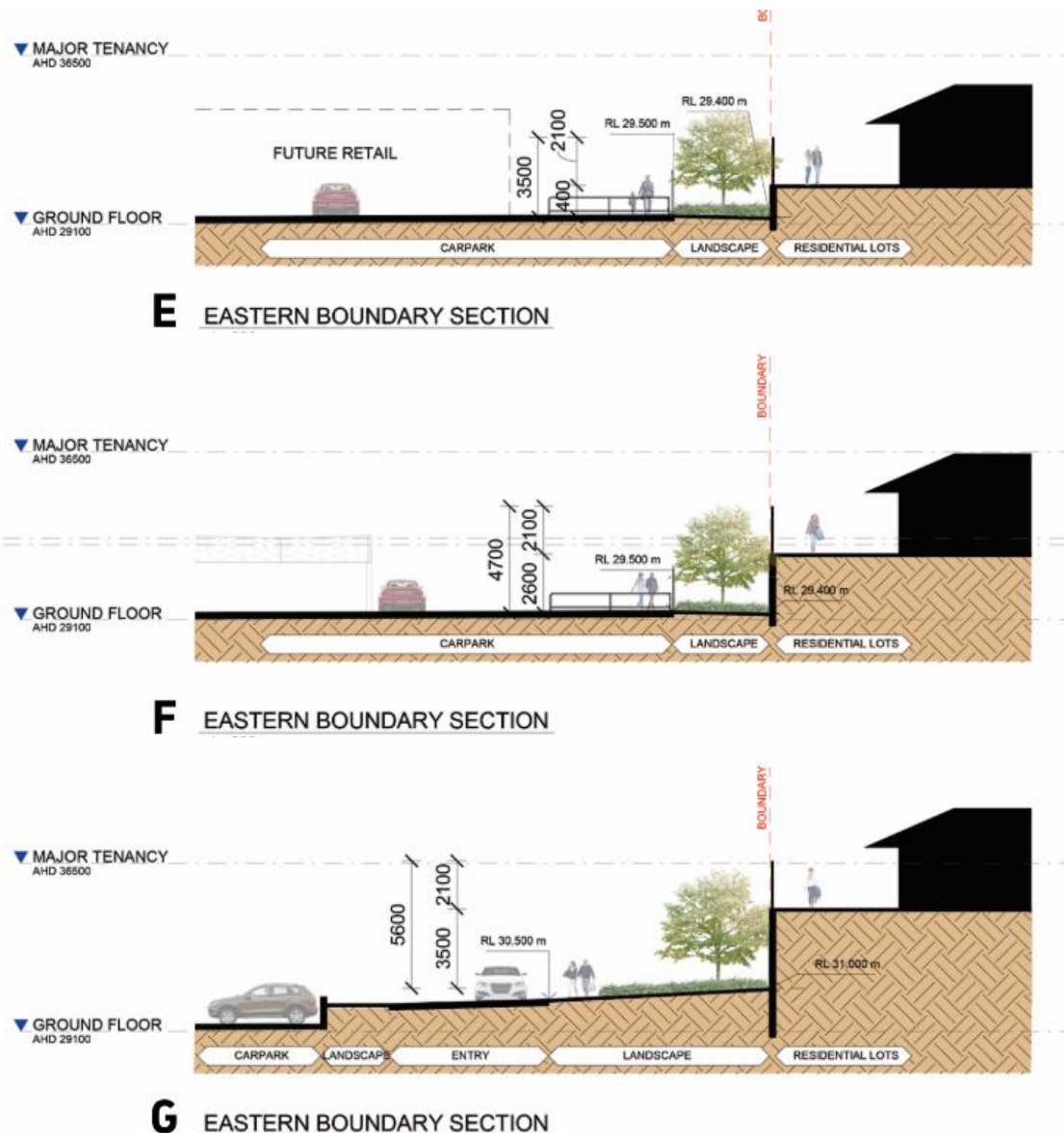
A number of the objections received during public advertisement focussed on this aspect of the proposal, raising concerns such as:

- security from intruders, accessing residential properties from the car park;
- potential amenity impacts from noise and odour associated with the fast-food outlets and vehicles within the car park; and
- existing expectations that the site would be developed for residential purposes, as per the approved Structure Plan.

In response the applicant prepared an updated Development Concept (Attachment 4), that centralises and increases the separation distance between the two fast-food outlets and adjacent residences, supplemented by a 'Residential Interface Strategy' (Attachment 9), including cross-sections that highlight the notable level changes along these edges (refer Figures 3 and 4 below).



**Figure 3 – Western Boundary Sections (Adjacent to Snowden Street)**



**Figure 4 – Eastern Boundary Sections (Adjacent to Criddle Way)**

The cross-sections detail that the finished site levels of residential lots on the east of the site are expected to be between 0.4 metres and 3.5 metres above the finished level of the adjacent car park and landscaping strip, and between 0.9 metres and 1.75 metres on the western side of the site.

In combination with the fencing and landscaping treatments proposed it is agreed that the proposed treatments are an acceptable means of managing the concerns raised, but to ensure such an outcome is achieved (and not eroded over time), it is recommended that the approach (and other select items, such as building heights, setbacks to adjoining housing and vehicle crossover locations based on the updated Development Concept) be embedded within a Local Development Plan for the site, inclusive of a requirement for updated cross-sections to be provided at the Development Application stage when the finished site levels can be confirmed.

### Traffic Impact



The development of the Amendment area for retail and commercial purposes will require upgrades to the existing road network, which involves the creation of three new access points into the site (two from Wattleup Road; one from Whadjuk Drive), as well as the impact of additional trip generation on the wider road network.

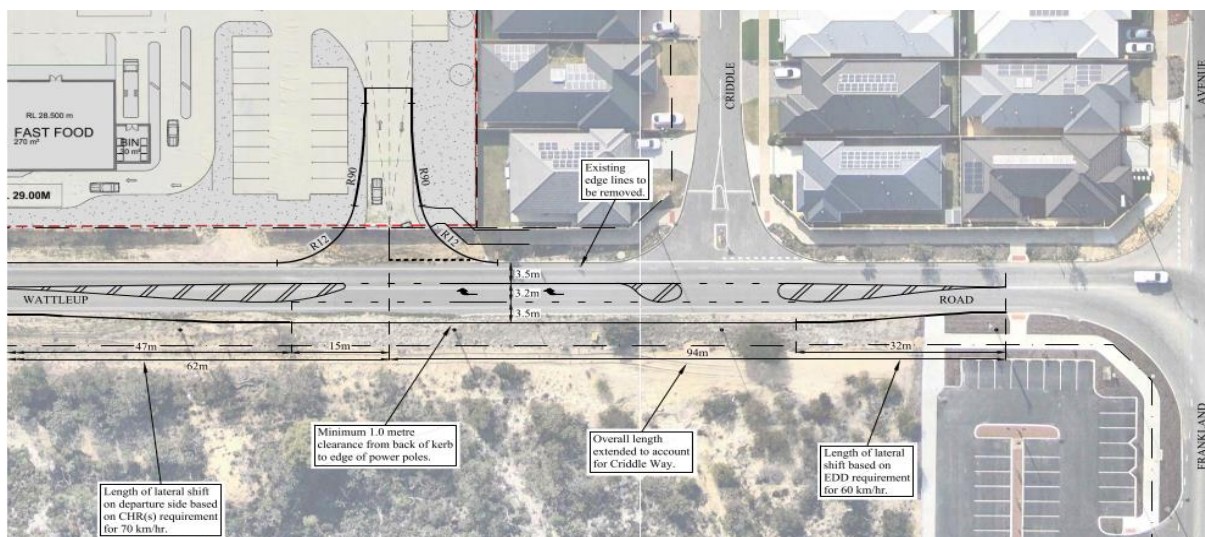
The Amendment area is located approximately 170 metres east of the future Hammond Road reservation, which will ultimately be developed as a four-lane divided carriageway between Russell Road (to the north) and the future extension of Rowley Road (to the south).

The Southern Suburbs DSP indicates the intersection of Wattleup Road and Hammond Road will be restricted to 'left-in, left-out' (LILO), helping to reduce traffic on Wattleup Road and elevating Whadjuk Drive as the primary west-east road through Hammond Park, however the City is yet to commission the detailed design for this section.

In the meantime, continued delays to the construction of Rowley Road and increased development pressures coming from the western side of Hammond Park have established a case for retaining Wattleup Road as a continuous east-west connection, with the City having prepared a concept design for Hammond Road involving a full-movement (roundabout) intersection at Wattleup Road.

In the absence of certainty over the final design, the submitted Transport Impact Assessment (TIA) for this proposal considers the traffic impact, including modifications to the local road network, based on both scenarios.

Included are design concepts prepared by Uloth & Associates for Wattleup Road, both of which necessitate changes to the existing road configuration between Hammond Road and Frankland Avenue, involving differing lengths of median islands and turning pockets.



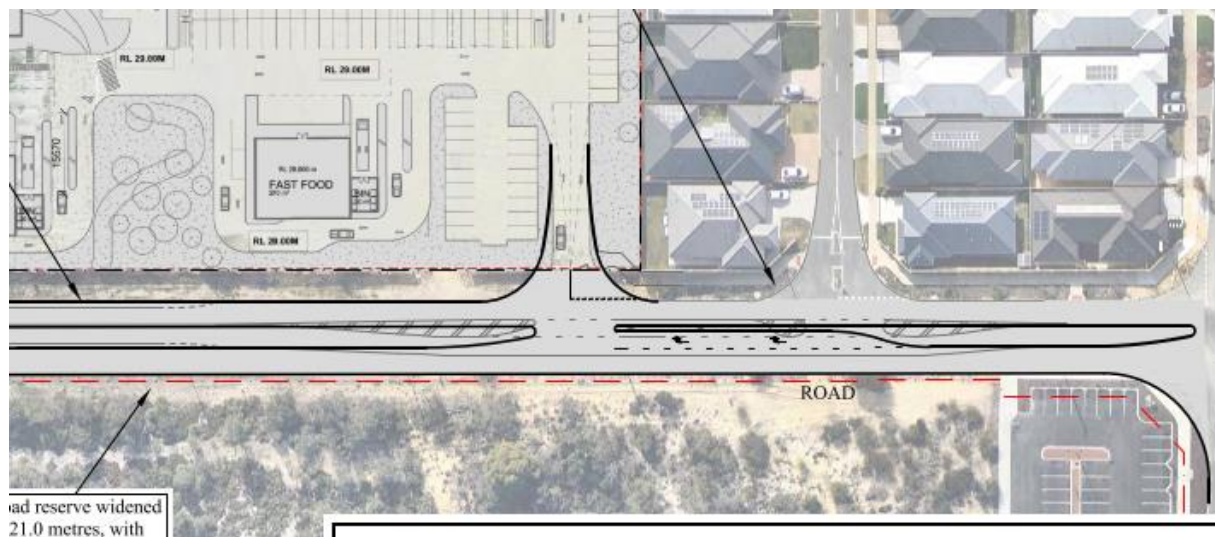
**Figure 5 – Wattleup Road Concept Design, Based on a Left-in/Left-out intersection at Hammond & Wattleup Roads (Neighbourhood Connector 'B' Standard)**



Should a full-movement intersection be created at the Hammond/Wattleup Road intersection, traffic volumes are anticipated to be sufficient to warrant further upgrading from a Neighbourhood Connector 'B' (under the LILO scenario) to a Neighbourhood Connector 'A' standard, which may necessitate 1 metre widening off the existing reserve.

As existing residential development to the west and east of the Amendment area has already occurred, this could only be achieved via excision of a 1m strip on the southern side from Frankland Reserve (Reserve 27057).

The consequences of such a change include the need for modifications to the Frankland Community Centre car park and the restriction of Criddle Way to a LILO intersection at its southern connection with Wattleup Road (refer to Figure 6).



**Figure 6 – Wattleup Road Concept Design, Based on a Full-Movement Roundabout at Hammond & Wattleup Roads (Neighbourhood Connector 'A' Standard)**

Irrespective of the final form of the Wattleup/Hammond Road intersection, as it is the additional traffic generated by relocation of the Local Centre that is causing the need for these upgrades, they should be provided at the shopping centre developer's expense.

It is therefore recommended that the Amendment be modified to reflect the need for full construction drawings (inclusive of an independent Road Safety Audit) be submitted at the development application stage, with any physical works required to be provided entirely at their expense.

Should the development occur ahead of a final decision on the Wattleup/Hammond Road intersection any subsequent adjustment will need to be considered by Council as part of the future Hammond Road extension project.

### Car Parking





The updated Development Concept accommodates around 380 car parking bays, including supermarket click and collect bays, drive through stacking spaces and embayed street parking along Whadjuk Drive.

Based on strict application of TPS3 parking rates (assuming the food and beverage sites are shops, and before any consideration is given to matters such as reciprocity or shared parking), approximately 470 bays would be required for Stage 1, rising to 540 for Stage 2.

The applicant considers the large shortfall a product of the City's conservative parking ratios, which are significantly higher than comparable planning schemes (such as the Cities of Melville, Kwinana and Gosnells).

Whether the City accepts such a reduction is not a matter to be resolved at the structure planning stage. It will need to be informed by a detailed demand assessment submitted at the Development Application stage, when a more precise understanding of the land uses proposed is known.

#### Public Open Space

The existing Structure Plan includes 3,520m<sup>2</sup> of public open space (POS) which the Amendment seeks to remove. Under the WAPC's *Development Control Policy 2.3 – Public Open Space in Residential Areas* (DC 2.3) and *Liveable Neighbourhoods* policy, 10% of the gross subdivisible area developed for residential purposes is to be provided as POS.

Whilst the Amendment proposes a 'Local Centre' zoning which can still accommodate residential development it is not typically considered a 'Residential' zone that requires the provision of POS under DC 2.3 and *Liveable Neighbourhoods*. For the purposes of determining the required area of POS, areas of 'Local Centre' are usually deducted from the gross subdivisible area.

Based on the advertised Amendment, the overall Structure Plan exceeds this requirement by providing 10.27% of the gross subdivisible area as POS.

This figure excludes 11 residential lots zoned 'Local Centre', which by virtue of their non-residential zoning, were excluded when calculating the POS required.

In the event that the 'Local Centre' development subsequently incorporates a residential component, rather than seek land, it is recommended the City seek WAPC imposition of a condition on any subdivision application requiring a cash-in-lieu contribution.

Of note, the updated Development Concept Plan (Attachment 4) includes an area of open space fronting Wattleup Road, located between the two proposed fast-food outlets.

Whilst the primary purpose of this area is to detain stormwater on site (as per the endorsed Local Water Management Strategy Addendum), this area is intended to be



landscaped, including a pathway and seating that can be used by the public for passive recreational purposes.

Located in the same position as the POS on the current Structure Plan, such a facility will encourage activity in the area, facilitate improved movement between the shopping centre and the Frankland Park Sporting and Community Centre, and enhance the community offering afforded by the development.

Located on private land it will also be managed by the shopping centre at no expense to the City.

### Density Coding

The proposal includes an 'R80' density coding being applied to the expanded 'Local Centre' zone within the Amendment area. Whilst this is consistent with the coding that applies to other 'Local Centre' zoned land within the Structure Plan, this is considered an unnecessary anomaly that should be removed.

TPS 3 already affords an appropriate density coding for Local Centre zoned land, via Clause 4.8.3(b) which states:

*Where residential development is permitted, other than in the Residential Zone and Regional Centre Zone and a residential density code has not been prescribed, all residential development should be in accordance with the R60 density coding.*

As acceptance of the Amendment is predicated on the delivery of shopping centre, to avoid any prospect that the new zoning is used to provide for greater residential density than currently allowed, it is recommended that the 'R80' coding be removed.

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

### City Growth & Moving Around

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

- An attractive, socially connected and diverse built environment.

## **Budget/Financial Implications**

The cost of processing the Structure Plan was calculated in accordance with the *Planning and Development Regulations 2009* and has been paid by the proponent.

## **Legal Implications**

N/A



### **Community Consultation**

The proposal was advertised for a period of 42 days, in accordance with Regulation 18 (3A) of the *Planning and Development (Local Planning Schemes) Regulations 2015*, between 30 June 2022 and 11 August 2022.

Advertising consisted of an advertisement in the Perth Now (Cockburn) newspaper, notice on the City's 'Comment on Cockburn' website, letters to surrounding landowners, and letters to State Government agencies and servicing authorities.

As per the requirements of *Local Planning Policy 5.19 – Structure Plans & Telecommunications Infrastructure*, the proposal was forwarded to telecommunication providers.

The City received 109 submissions, including nine (9) submissions from State Government agencies and servicing authorities, 97 submissions from members of the public, two (2) submissions on behalf of other retail landowners (Perron Group and RG Property) and one (1) submission from a telecommunications provider (Telstra).

In summary:

- 52 submissions supported the proposal;
- 12 provided comment or no objection; and
- 45 submissions objected to the proposal.

A copy of the Schedule of Submissions is attached in Attachment 11.

### **Risk Management Implications**

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

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

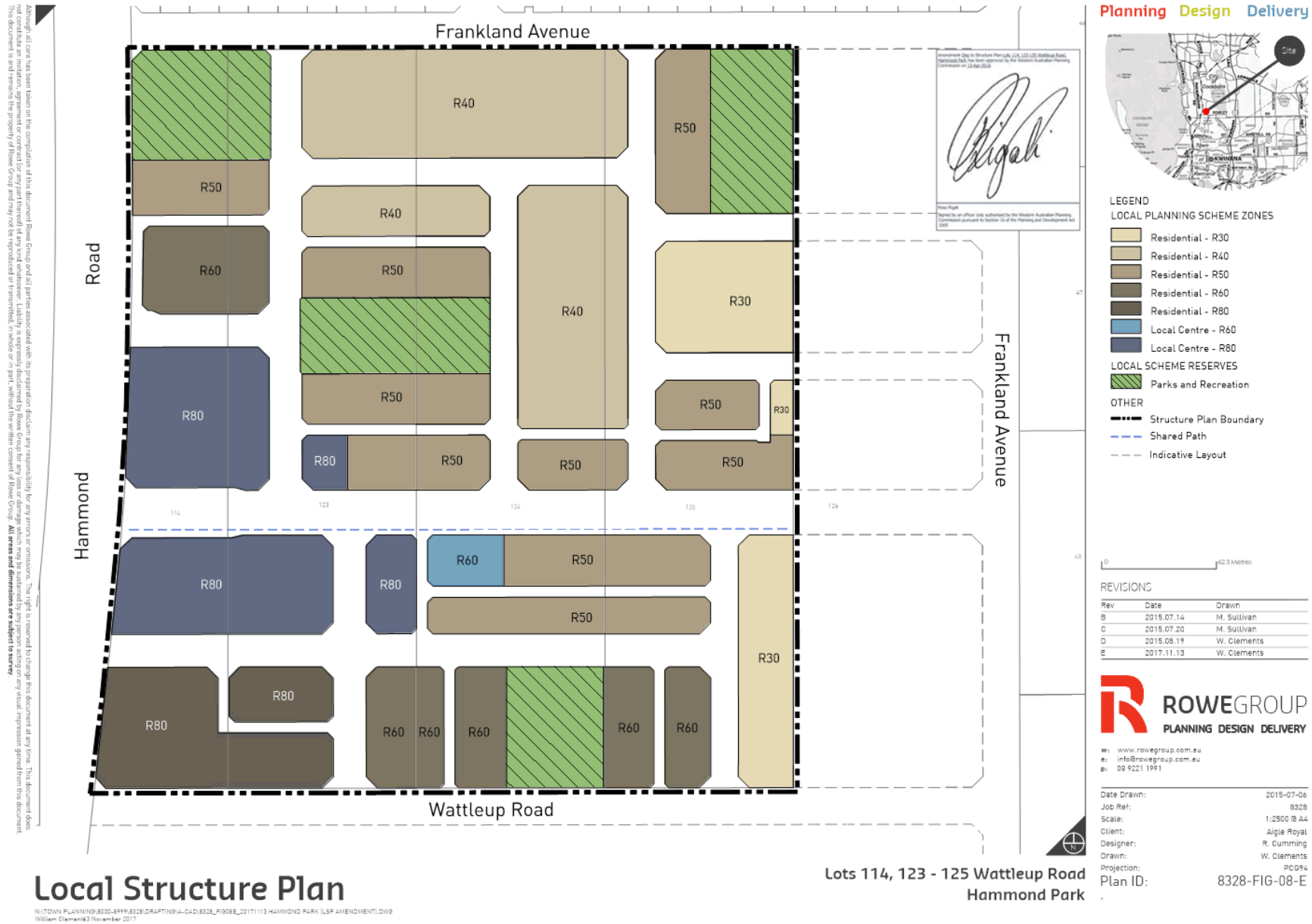
The proponent has had the opportunity to review a draft of the Schedule of Modifications and raised no objection to their inclusion in the event that the proposal is supported by the City and/or approved by the WAPC.

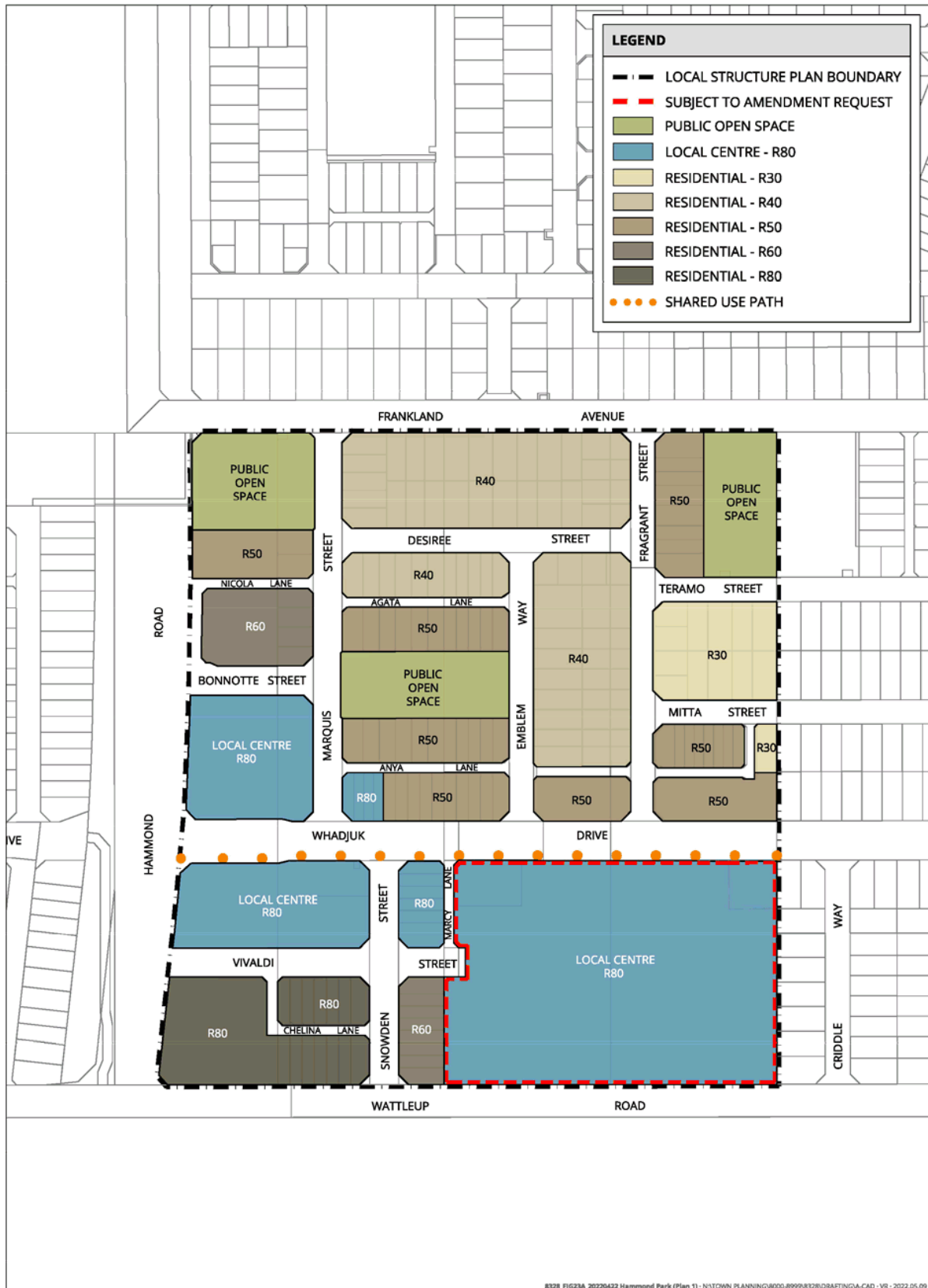
The proponent and those who lodged a submission on the proposal have been advised that this matter is to be considered at the 10 November 2022 Ordinary Council Meeting.

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

Nil





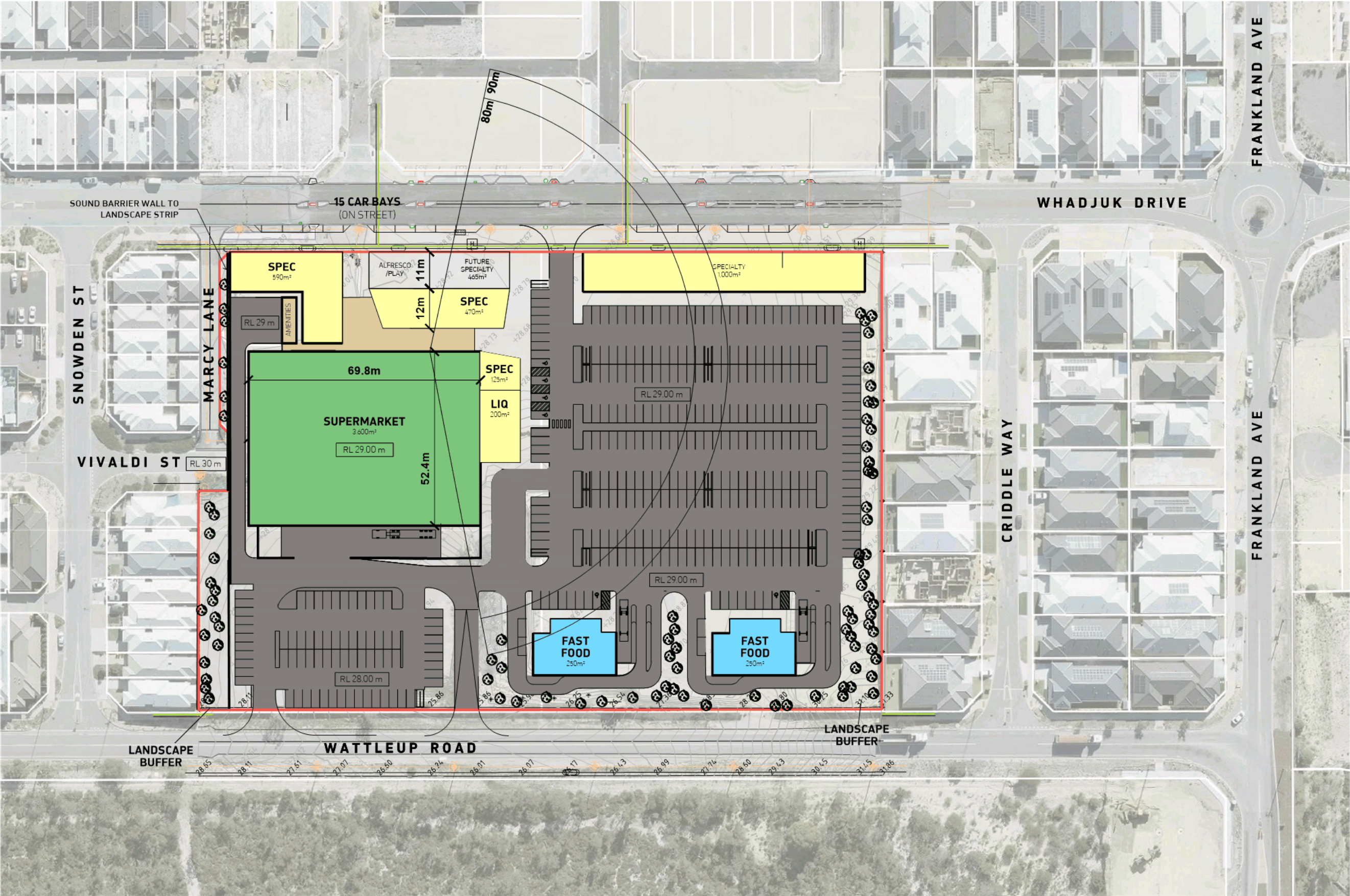



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SCALE @ A4: 1:3000



PLAN 1  
LOCAL STRUCTURE PLAN









MASTERPLAN DIAGRAM - OPTION 3.2B  
HAMMOND PARK NEIGHBOURHOOD CENTRE

Status: DRAFT  
Path: P:\44459 Wattieup Rd Neighbourhood Centre\03  
Production\01 Design\DWG\211117 Masterplan  
Diagrams

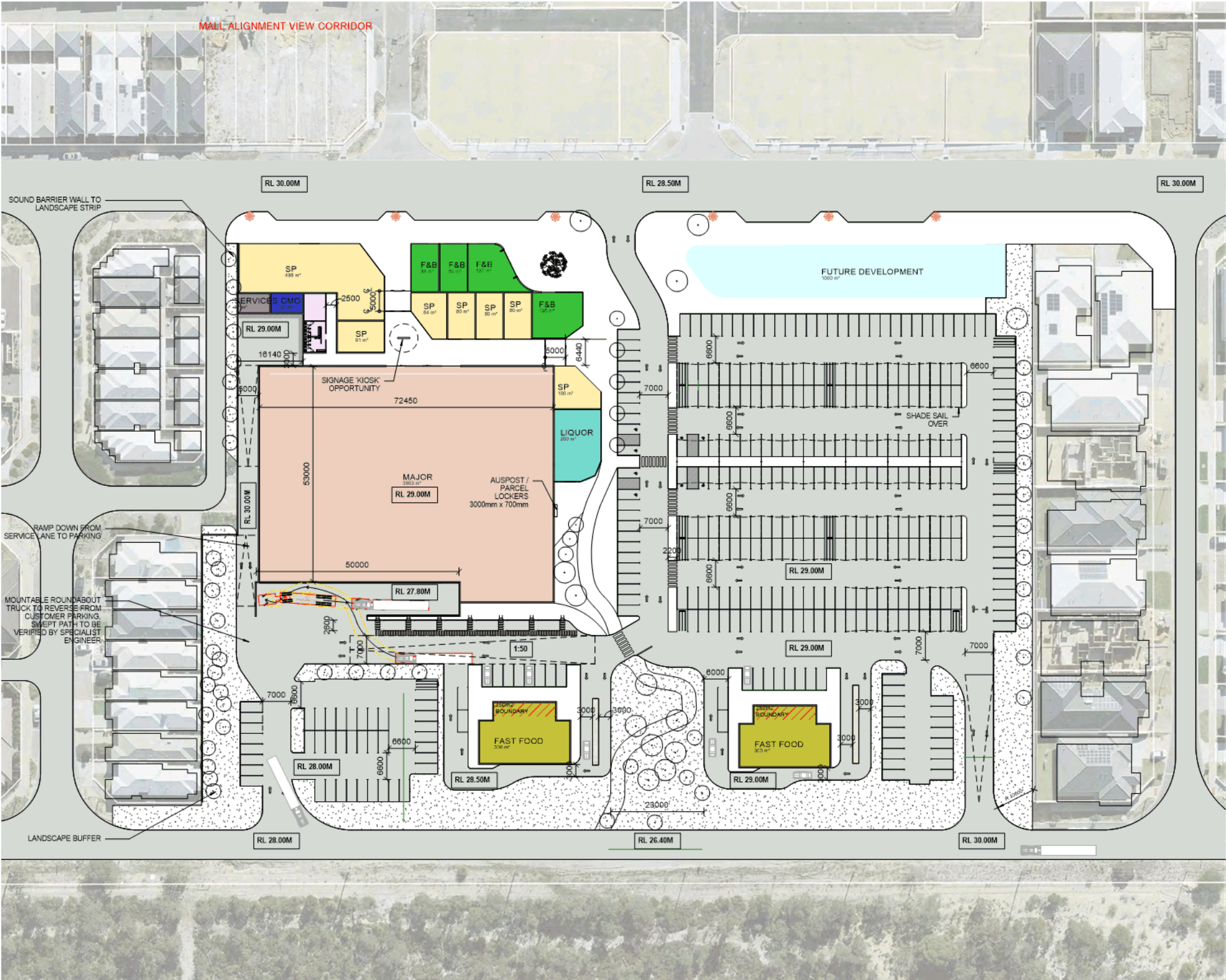
© Hames Sharley

Scale: 1:1000 @ A3  
North: 

Project Number: 44459  
Drawing Number: MP03.2B  
Revision: A  
Date: 05/04/22







PLAN 2

	<b>SITE PLAN</b> <b>WATTLEUP ROAD NEIGHBOURHOOD CENTRE</b>	<b>Status:</b> CONCEPT <b>Path:</b> C:\Users\st Wong\Documents\44459 - Wattleup Rd Neighbourhood Centre_R2B.T1 Wong\PSWZ.rvt	<b>Scale:</b> 1:200 @ A1 	<b>North:</b>	<b>Project Number:</b> 44459 <b>Drawing Number:</b> SD100 <b>Revision:</b> B <b>Date:</b> 26/05/22		



# HAMMOND PARK SHOPPING CENTRE

Retail Impact Assessment

Prepared for Aigle Royal Property  
August 2022



CONTENTS

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Introduction	4
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Trade Area Profile	10
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## EXECUTIVE SUMMARY

The analysis and findings outlined in this report demonstrate that there is a current and forecast need for convenience retail floorspace in the Hammond Park / Mandogalup area and the subject site is best placed to help meet this need whilst supporting the sustainability of the broader activity centre hierarchy.

The key retail need findings are summarised below.

- **A Rapidly Growing Population:** Housing stimulus measures and land supply availability are supporting high near-term population growth that is not being supported by a commensurate increase in retail / commercial amenities. Looking further forward, the trade area's population is expected to increase 67% over the next decade.
- **Increasing Retail Spend:** Annual retail expenditure generated by residents in the trade area is forecast to increase \$354 million (incl GST and inflation) in the main trade area from 2022 to 2037 due to high population growth and per capita retail expenditure increases.
- **Limited Retail Supply:** There has been limited expansion of retail floorspace in the trade area over recent years despite increasing population. In particular, the Hammond Park Activity Centre (the subject activity centre) has delivered significantly less retail than envisaged within the district structure plan (70 sq.m versus 5,000 sq.m NLA). Only 11% of supermarket retail expenditure generated by residents in the trade area is estimated to be captured by retailers in the trade area and this presents challenges regarding the liveability of the area, the level of local employment opportunities, limited competition and high need for additional travel for convenience shopping needs.

- **High and Increasing Retail Need:** There is a current undersupply of retail floorspace in the trade area (equivalent to shortfall of retail floorspace of ~22,900 sq.m GLA as of 2022) and this undersupply is expected to increase as the area continues to develop (equivalent to ~32,400 sq.m GLA as of 2030).

A retail impact assessment in line with State Planning Policy 4.2 (existing and draft policies) and the City of Cockburn's Local Commercial and Activity Centres Strategy demonstrates that there is strong merit in rezoning the subject site to commercial for the purposes of a supermarket-anchored development of approximately 6,670 sq.m (~5,000 to 5,500 sq.m NLA) – in line with floorspace envisaged within the Southern Suburbs District Structure Plan.

In particular, the proposed rezoning will ensure the subject centre can provide a neighbourhood level role and function as intended. The subject site is the only opportunity to ensure this centre can deliver this planned convenience retail function given other zoned sites have been developed for non-retail purposes or have limited scale to attract key tenants. Whilst there will almost always inevitably be trading impacts from the provision of additional retail floorspace, there is a need to understand the extent to which these impacts influence the longer term sustainability of the retail network. There is also importantly a need to balance these turnover impacts with competition, consumer choice and short term employment benefits.

No impacts are expected to be detrimental to the sustainability of any individual centre however the undersupply of convenience retail is expected to lead to one-off centre turnover impacts of between -1.9% and -12.9%.

Importantly, the positive effect of market growth is expected to offset the one-off trading impacts over the short-term, with competitive centres expected to be trading back above pre-centre levels within 2-3 years.

It is important to note that these impacts are concentrated on a few centres given the lack of competition in the area and the proposal only represents a moderate increase in retail floorspace on the 5,000 sq.m NLA identified in the district structure plan for the area. As such, the net impact (i.e. above what is planned for the site) is considered negligible.

Furthermore, the proposed rezoning is expected to deliver a number of benefits to the community. Key positive impacts include:

- Increased consumer choice and liveability associated with the provision of additional retail and commercial amenities close to residents; and
- Increased employment opportunities in the short term through the construction phase and significant ongoing employment (293 direct and indirect ongoing jobs, which includes full-time, part-time and casual roles).

Overall, the proposed development is expected to deliver a significant range of direct and demonstrable benefits for the community whilst maintaining a sustainable existing and planned activity centre hierarchy.



## INTRODUCTION

### STUDY BACKGROUND AND PURPOSE

The Hammond Park / Mandogalup area is a fast-growing region in Perth's south west corridor. This area has and continues to experience strong population growth however retail amenities have not kept up with this growth.

In particular, the Hammond Park Activity Centre has been planned to accommodate 5,000 sq.m of floorspace as per the Southern Suburbs District Structure Plan however it currently accommodates a small café, health and childcare tenancies. Furthermore, there are site constraints on the ability of this centre to function as a neighbourhood centre.

In response to this lack of convenience shopping amenities, a proposal for a Structure Plan amendment for land located at Lot 305 Whadjuk Road and Lots 9042 & 9052 Wattleup Road, Hammond Park (subject site) has been prepared to support retail / commercial development within the Hammond Park Activity Centre.

To inform decision making, Urbis was engaged to prepare a retail need and sustainability assessment.

### STUDY APPROACH

Recognising the requirements of SPP 4.2 Activity Centres for Perth and Peel, the draft SPP 4.2 Activity Centres and the City of Cockburn Local Commercial and Activity Centres Strategy, this study assessed:

- The outlook for retail demand and supply in the corridor;
- The forecast supply / undersupply of supermarket floorspace; and
- The impacts of a potential development mix in line with RSA requirements.

### REPORT STRUCTURE

This report includes the following sections.

- **Local context** – overview of the proposed development and subject site and review of the current and future activity centre hierarchy and urban development context.
- **Trade area profile** – analysis of the attributes of the defined trade area.
- **Retail need** – analysis of the need for relevant shop retail uses.
- **Impact test** – analysis of the impact of the proposed rezoning on the sustainability of the activity centre hierarchy.



01

# LOCAL CONTEXT



## LOCAL CONTEXT | SITE / ACTIVITY CENTRE CONTEXT

### Site Overview

The Hammond Park Activity Centre is located at the southern edge of Hammond Park within the City of Cockburn.

This centre was defined as a neighbourhood centre within the Southern Suburbs District Structure Plan. This plan states that: *"The total retail/commercial floorspace is likely to be in the order of 5000 square metres. The centre will also provide opportunities for other (non-retail) small businesses and local employment, consistent with the aims of SPP 4.2"*

The City of Cockburn's Local Commercial and Activity Centres Strategy adopts an alternative classification of the centre (as a local centre) with no rationale given for the inconsistency with the structure plan.

Since adoption of the district structure plan, the suitability of the location at Whadjuk Drive and Hammond Road has been 'eroded' by the intrusion of residential land uses (subdivision) and the fragmentation of the area (further) into smaller commercial lots of insufficient size to support a contemporary neighbourhood centre. There is now an opportunity to provide a neighbourhood centre on the subject land which is in close proximity to the original centre location identified in the district structure plan. There are existing retail and commercial uses within the activity centre, including a small café, health services and childcare.

### Hammond Park Activity Centre



Source: Urbis

## Proposal Overview

The centre is to be oriented to Whadjuk Drive, with a mall entry and street fronting shops located along this local collector road. The centre would have good exposure and accessibility from key east-west thoroughfare Wattleup Road.

**RETAIL AREA SUMMARY:**

SUPERMARKET: (3A Area)	3,600m <sup>2</sup>
LIQUOR	200m <sup>2</sup>
SPECIALTIES/RETAIL:	1,185m <sup>2</sup>
FUTURE SPEC:	1,185m <sup>2</sup>
FAST FOOD:	500m <sup>2</sup>
TOTAL AREA	6,670m <sup>2</sup>

**RETAIL PARKING SUMMARY:**

PARKING DEMAND (ESTIMATE @5.0 BAYS/100m <sup>2</sup> )	334 BAYS
PARKING PROVIDED (NET INCLUDING STREET PARKING)	334 BAYS

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## LOCAL CONTEXT | RESIDENTIAL LAND RELEASES

### Key Findings

The subject site is located within a fast-growing area with a number of active land developments.

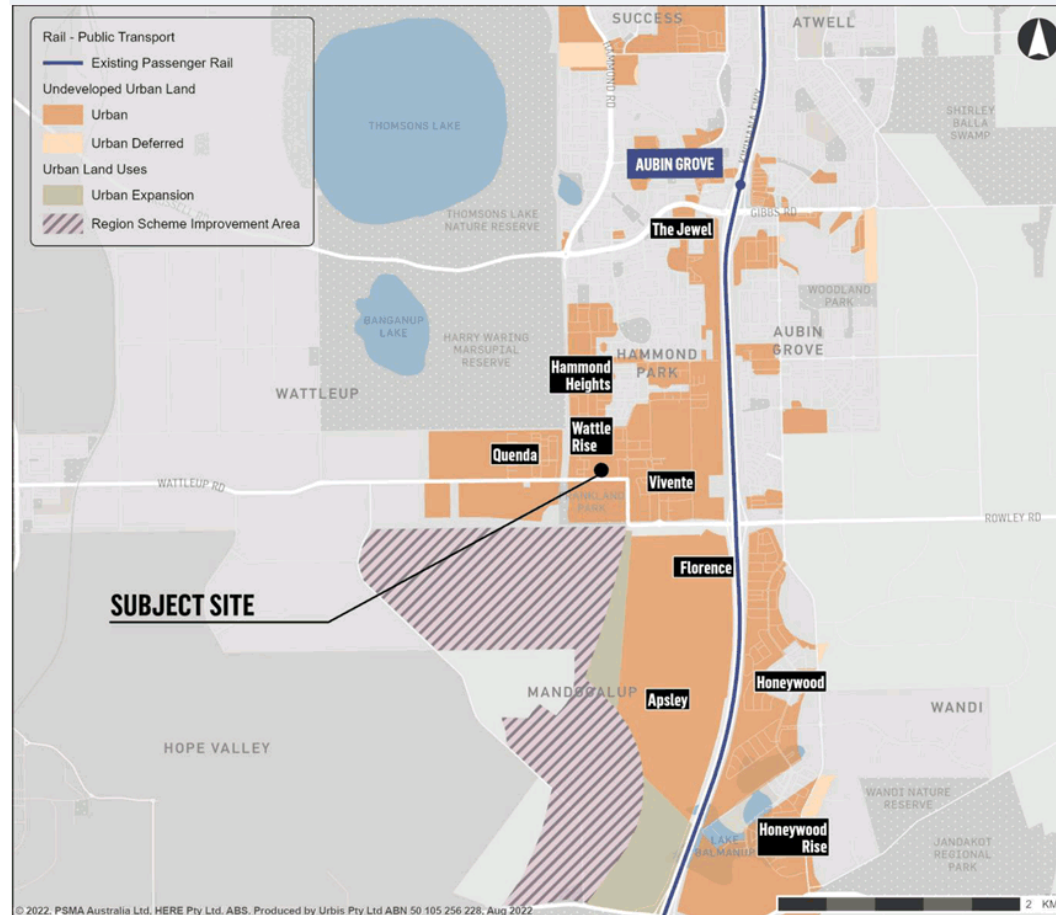
There are a number of active and future development areas within Hammond Park which are and will support population growth.

Additionally, the site is located close to the Apsley estate in Mandogalup which is located adjacent to Rowley Road. An adjacent estate known as Florence is launching in August 2022.

The subject site is also located near the Mandogalup Improvement Scheme area.

Detailed assumptions of land development timing are included in section two of this report.

### Land Estates and Urban Zoned Areas





## LOCAL CONTEXT | SITE ACCESSIBILITY

### Key Findings

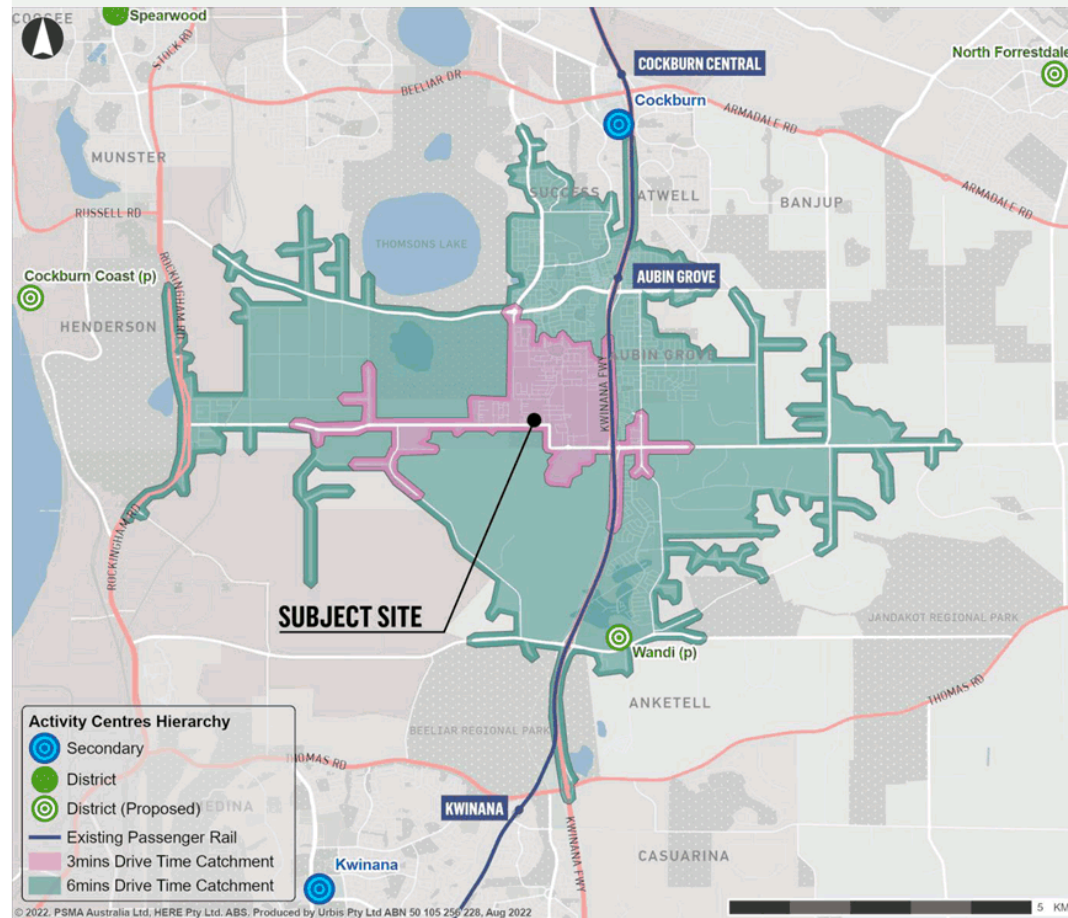
The subject site is conveniently accessible for a growing resident population in Hammond Park and Mandogalup.

The Kwinana Freeway is a natural barrier to the east, which creates a fairly captive catchment within 3-minute drive time to the west of the freeway.

Future road extensions will positively impact the accessibility of the site. This includes:

- Future extension of Rowley Road to the west, which will improve the accessibility of the site to the growth areas in Mandogalup and beyond; and
- Future extension of Hammond Road to the south, which will improve the north-south connection from Rowley Road to the subject site.

### Drive-Time to Subject Site



Source: Urbis

02

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## TRADE AREA PROFILE

## TRADE AREA PROFILE | DEFINED TRADE AREA

### Key Findings

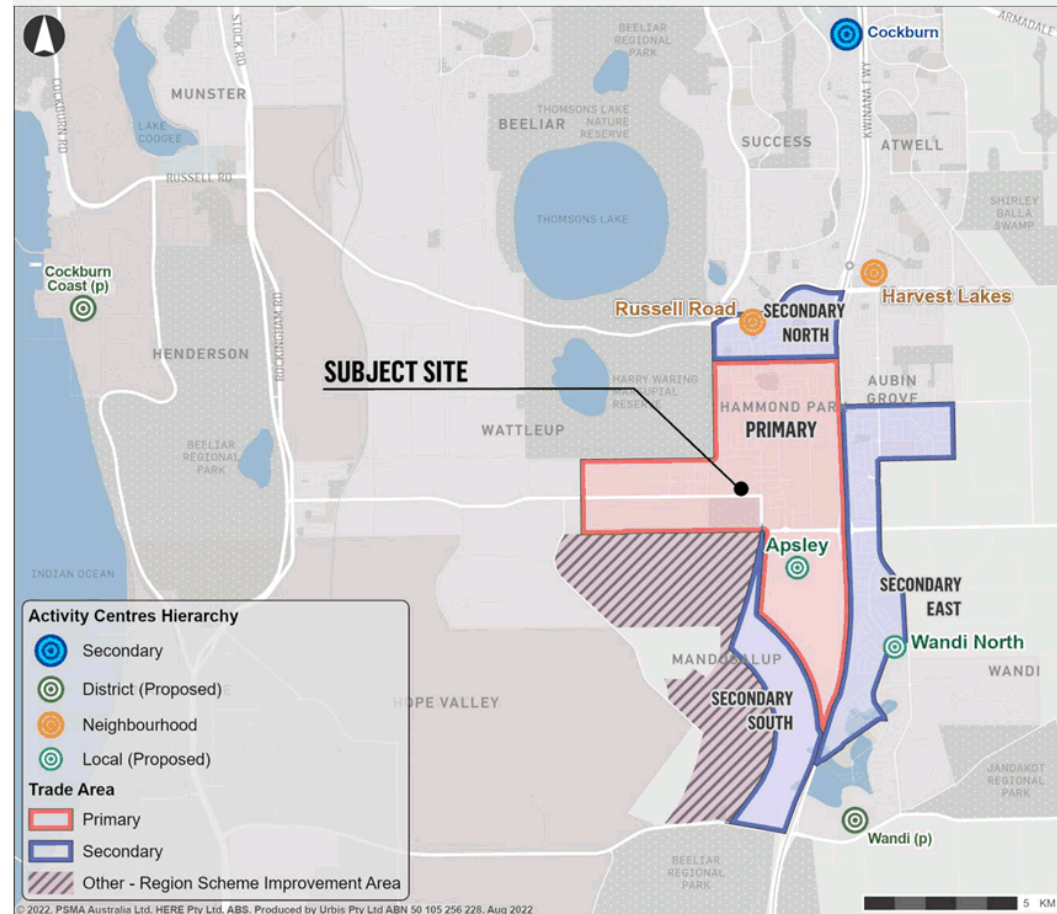
The defined trade area for the centre was based on:

- The surrounding activity centres and the activity centre hierarchy,
- The accessibility of the centre compared to other centres, and
- Urban development that will result in population growth.

Key trade area attributes are summarised below.

- The trade area includes a total of four sectors, including the primary, the secondary north, the secondary east and the secondary south.
- The primary trade area covers the majority of the suburb of Hammond Park and is defined with regard to the estate boundaries in the area. The primary sector is estimated to generate a large share of the market demand for this activity centre.
- The centre has relatively good access from the north, via Hammond Road, which will improve once this road is extended south.
- The Kwinana Freeway is a physical barrier constraining the catchment to the east. The secondary east catchment accounts for the urban development that is continuing in this area and drivetime to the subject site.
- The secondary south trade area includes the future land development in Mandogalup.

### Trade Area, Hammond Park Activity Centre



Source: Urbis

## Key Findings

The Western Australian Planning Commission (WAPC) has released the draft land use scenarios for the Mandogalup Improvement Scheme area. One of these scenarios includes provision for 3,330 residential dwellings. Given a decision has yet to be made on the land uses for this area, no population growth was assumed as part of this assessment. As such, this assessment is potentially conservative in regard to the need for the proposed rezoning.

The map displays the Apsley area with various activity centres and residential land use. The 'Activity Centres Hierarchy' legend indicates three levels: District (Proposed) represented by a green circle with a dot, Neighbourhood represented by an orange circle with a dot, and Local (Proposed) represented by a green circle with a ring. The 'ULDO 2020/21 - Residential' legend shows a red shaded area for Residential land use. The map includes labels for 'SECONDARY NORTH', 'PRIMARY', 'SECONDARY EAST', and 'SECONDARY SOUTH'. Specific locations marked include 'Apsley' (Local), 'Wandi North' (Local), and 'Wandi (p)' (District). Other labels include 'THOMSONS LAKE', 'BANGANUP LAKE', 'WATTLEUP', 'ROWLEY RD', 'RUSSELL RD', 'TOWNSHIP RD', 'BEELTAR REGIONAL PARK', 'HARRY WARING MARSUPIAL RESERVE', 'WOODLAND PARK', 'AUBIN GROVE', 'WANDI NATURE RESERVE', 'JANDAKOT REGIONAL PARK', and 'LAKE BALMAINUP'. A scale bar at the bottom right indicates 5 KM.

Source: Urbis

## TRADE AREA PROFILE | POPULATION OUTLOOK (CONT.)

### Key Findings

The population forecasts in this report are based on a number of assumptions regarding the future urban development within the trade area. The forecasts are based on the expected rate of sales of residential lots in the area, with an allowance for a lag between lot sales and an increase in residents (and an allowance for unoccupied dwellings in line with averages for this area).

The estimated dwellings projections account for:

- DPLH's Urban Land Development Outlook which outlines timing and lot yield for future land releases;
- Historical sales rates and lots remaining from Landgate sales records; and
- Future urban land releases that are likely to occur based on urban zoned land under the sub-regional planning framework.

Urbis' assumed lot sales rates for known estates and those identified in the ULDO are provided in the table to the right.

In addition to the identified and future estates, the population forecasts in this report have considered additional urban or urban expansion zoned land that is located to the south of Rowley Road. It is expected that strong demand for lots in this region means that this land will be developed as residential once the current supply of lots in the area is exhausted.

### Assumed Lot Sales Rates, Trade Area, 2022-2032

	Trade Area Sector	Estimated Dwellings (no.)		
		22-27	27-32	Total
Known Estates:				
Apsley	Primary	582	83	666
Florence	Primary	539	135	674
Hammond Heights	Primary	36	9	45
Honeywood	Secondary East	8	-	8
Quenda	Primary	18	-	18
The Jewel	Secondary North	21	5	26
Vivente	Primary	168	-	168
Wattle Rise	Primary	79	-	79
Future Estates (ULDO):				
Unconfirmed - SW438	Primary	-	187	187
Unconfirmed - SW388	Primary	40	27	67
Unconfirmed - SW136G	Primary	32	48	80
Unconfirmed - SW136H	Primary	-	200	200
Future Urban				
Urban	Secondary South	-	461	461
Urban Expansion	Secondary South	-	-	-
Total		1,524	1,155	2,678

Source: Urbis; DPLH; Landgate



## TRADE AREA PROFILE | POPULATION OUTLOOK (CONT.)

### Key Findings

Taking into account the lot sales assumptions, between 2021 and 2032, the main trade area is forecast to increase by 8,850 people from 13,170 to 22,020. This represents average annual growth of 4.8% pa and aggregate growth of 67%.

### Resident Population, Trade Area, 2021-2032

	Population (no.)				Annual Population Growth (%)		Annual Population Growth (no.)	
	2021	2022	2027	2032	22-27	27-32	22-27	27-32
<b>Primary:</b>								
<b>Primary Trade Area</b>	4,970	5,320	9,980	12,730	13.4%	9.1%	932	550
<b>Secondary:</b>								
North	2,170	2,170	2,220	2,250	0.5%	0.3%	10	6
South	0	0	0	950	n/a	n/a	0	190
East	6,030	6,030	6,080	6,080	0.2%	0.0%	10	0
<b>Secondary Trade Area</b>	8,210	8,210	8,300	9,290	0.2%	2.3%	18	198
<b>Total Trade Area</b>	13,170	13,530	18,280	22,020	6.2%	3.8%	950	748

1. Data provided as at June.

Source: Australian Bureau of Statistics (ABS); Urbis

## TRADE AREA PROFILE | RESIDENT DEMOGRAPHIC PROFILE

### Key Findings















The socio-economic attributes and potential retail expenditure of trade area residents have been estimated based on the characteristics and spending patterns of existing residents in the trade area, e.g. largely those in the secondary north and secondary east sectors. This is to allow for the fact that there is a small population base in the primary as the area is still developing. The residents in the secondary trade area are regarded to provide a good proxy for the future residents of the trade area.

The level of future expenditure and retail demand in the trade area will be influenced by the socio-economic profile of current and future residents.

Based on data from the 2021 Census of Population and Housing, the demographics of the catchment area reflect the outer suburban nature of the area with a high representation of young families and larger households.

Of note, the average per capita and household incomes in the trade area are above average, however a greater proportion of dwellings are owned with a mortgage. This will have an impact on the spending patterns of these households as their income available for discretionary spending is constrained by mortgage payments.

### Key Socio-Economic Attributes, Trade Area, Census 2021

	TRADE AREA	GREATER PERTH
 Average Age	30.4	38.6
 0 – 14	26.7%	18.9%
 25 – 39	30.3%	22.1%
 65+	5.0%	15.8%
 Born Overseas	38.3%	38%
 Average Household Size	2.8	2.5
 Families with Children <15 yrs	67.5%	40%
 Couples with No Children	18.6%	37.6%
 Owned Outright	13.0%	29%
 Owned with a Mortgage	60.0%	43%
 Renting	27.5%	27%
 Live in Semi-Detached and Units	12.4%	14%
 Average Household Income	\$145,400	\$125,900
 Average Per Capita Income	\$67,000	\$60,400

Source: ABS Census 2021

TRADE AREA PROFILE | RESIDENT SPENDING PROFILE

Key Findings

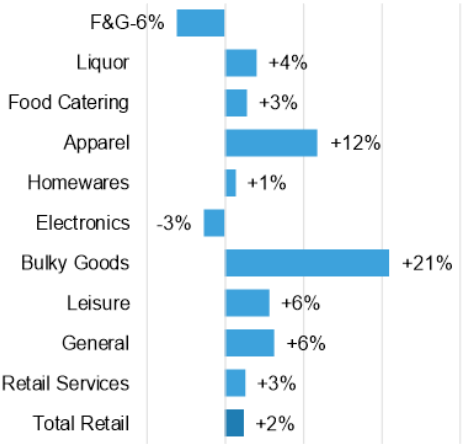
The retail spending level for the Hammond Park Activity Centre trade area is estimated at 2% above the Perth average. Spending levels on all product group categories except electronics and food and groceries (F&G) are also above the Perth average.

The spending patterns are indicative of the socio-demographic profile of the area, being young families and first home buyers, with significantly higher than average spend on bulky goods.

The retail spending market was estimated using MarketInfo – a micro-simulation model developed by MDS Market Data Systems Pty Ltd. This model is based on information from the ABS' Household Expenditure Survey (HES), the Census of Population and Housing and other information sources that provide up-to-date information on changes in spending behaviour and/or income levels (e.g. Australian National Accounts, Australian Taxation Statistics, etc.). MarketInfo is used widely by stakeholders in the retail industry and by other consultants preparing Retail Sustainability Assessments/Economic Impact Assessments.

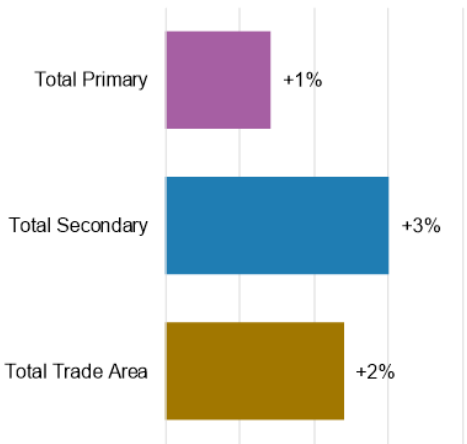
The model uses micro-simulation techniques to combine propensity to spend on particular commodities with the socio-economic characteristics of individuals to derive spending per capita estimates on a small area basis (i.e. the Statistical Area 1 level).

Spending Variation from Perth Average by Product Group (%), Trade Area, 2022



1. Data provided for the year ending June 2022 including GST.  
Source: MarketInfo; Urbis

Spending Variation from Perth Average (%), Trade Area, 2022



1. Data provided for the year ending June 2022 including GST.  
Source: MarketInfo; Urbis



## TRADE AREA PROFILE | TRADE AREA RETAIL EXPENDITURE

### Key Findings

The main trade area is estimated to generate approximately \$592 million in retail expenditure (incl. GST and inflation) by 2037.

The forecast growth in retail expenditure by trade area residents incorporates the following:

- Forecast population growth outlined above;
- Retail spend per capita growth; and
- The forecasts include retail price inflation and GST.

Due to its location in one of Perth's most active growth areas, retail spending in the trade area is forecast to increase significantly over the study period. The increase of \$354 million (incl GST and inflation) in total retail expenditure in the main trade area from 2022 to 2037 is largely attributable to strong population growth.

The strongest population growth in the primary trade area is forecast to support an increase of \$225 million (incl. GST, incl inflation) in total retail expenditure, which is a 248% increase over the period 2022-2037.

The forecast retail expenditure shows substantial increases in the market for food and groceries (+\$137 million (incl GST, incl. inflation) in the total trade area) over this period inline with the increases in total retail expenditure.

The strong growth in the retail expenditure market has important implications for the retail need in the area, particularly as it is driven by an increasing population.

### Forecast Retail Expenditure, Trade Area (\$ million, incl. GST, incl. inflation), 2022-37

Forecast Expenditure (\$M)							Annual Growth	= Pop Growth	+ Real Per Capita Growth	+ Retail Price Inflation
	F&G	Liquor	F&B	Apparel	Other Non-Food	Total Retail				
Primary Trade Area:										
2022	33	5	11	9	32	91				
2027	71	10	22	18	64	185	15.3%	13.2%	0.2%	1.7%
2032	104	15	34	26	95	274	8.2%	5.7%	1.0%	1.3%
2037	120	17	40	29	110	316	2.9%	0.6%	1.1%	1.3%
Secondary Trade Area:										
2022	53	8	18	15	53	147				
2027	61	9	19	16	57	163	2.1%	0.2%	0.2%	1.7%
2032	75	11	24	19	70	199	4.1%	1.8%	1.0%	1.3%
2037	104	15	35	25	98	276	6.8%	4.4%	1.0%	1.3%
Total Trade Area:										
2022	87	13	29	24	86	238				
2027	132	19	41	34	121	348	7.9%	6.0%	0.1%	1.7%
2032	179	26	58	45	165	473	6.3%	3.9%	1.0%	1.3%
2037	224	32	74	54	208	592	4.6%	2.2%	1.0%	1.3%

1. Data provided for the year ending June including GST and including inflation.

Source: MarketInfo; Australian Bureau of Statistics (ABS); Urbis

03

## RETAIL NEED



RETAIL NEED | ACTIVITY CENTRES HIERARCHY

Key Findings

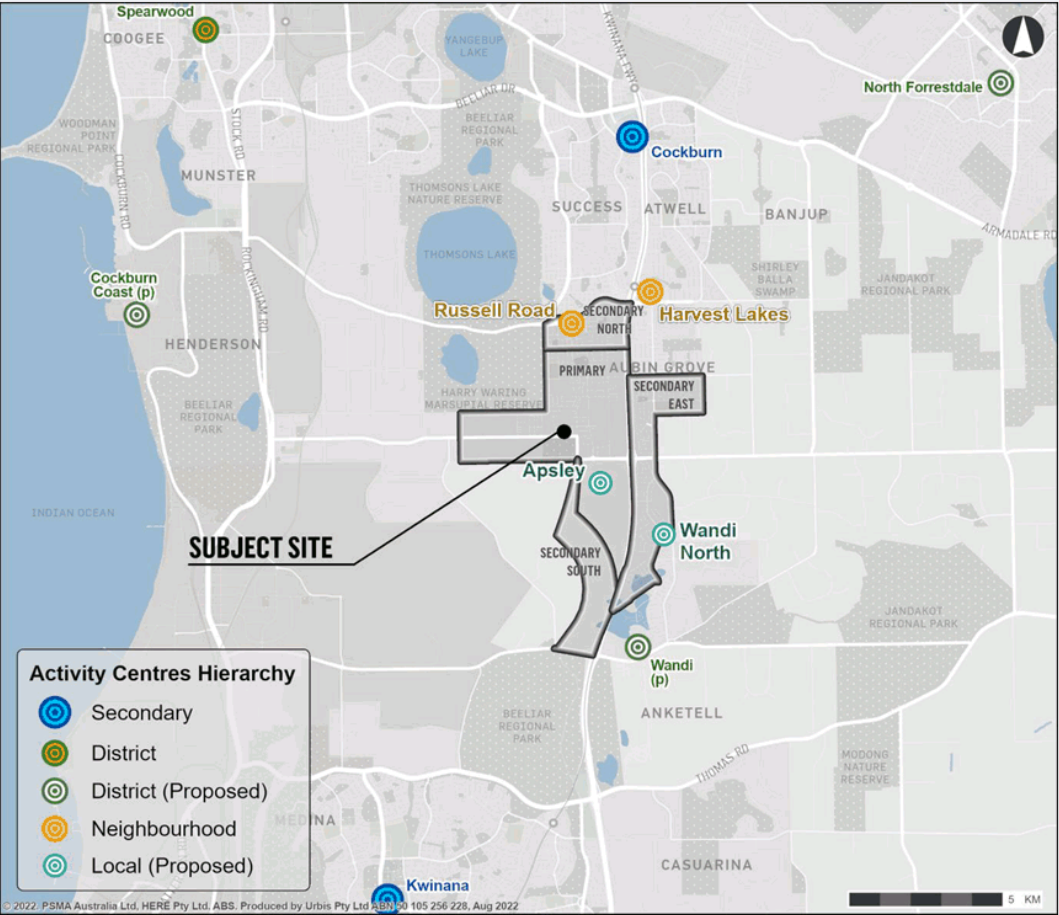
There are a number of existing and proposed centres within the trade area and higher order centres located outside the trade area.

The trade area is currently serviced by the **Cockburn Activity Centre** as the closest secondary centre. Cockburn has three supermarkets (Coles, Woolworths and Aldi). This higher order centre will support the discretionary retail needs of the trade area. Cockburn is a relatively large secondary centre at approximately 58,400 sq.m retail GLA.

There are two **neighbourhood centres** within or in close proximity to the trade area – **Harvest Lakes** (anchored by a Woolworths) and **Russell Road** (anchored by Park Hive IGA). These centres include retail uses such as food catering and retail services that support the daily / weekly needs of residents.

Also within the trade area is the **Lyon Road Local Centre**, with IGA Xpress Aubin Grove. This centre is expected to service mostly the secondary east of the subject centre's trade area. Local centres such as this service the day-to-day convenience retail needs of the catchment.

Activity Centres, Existing and Emerging



RETAIL NEED | ACTIVITY CENTRES HIERARCHY (CONT.)

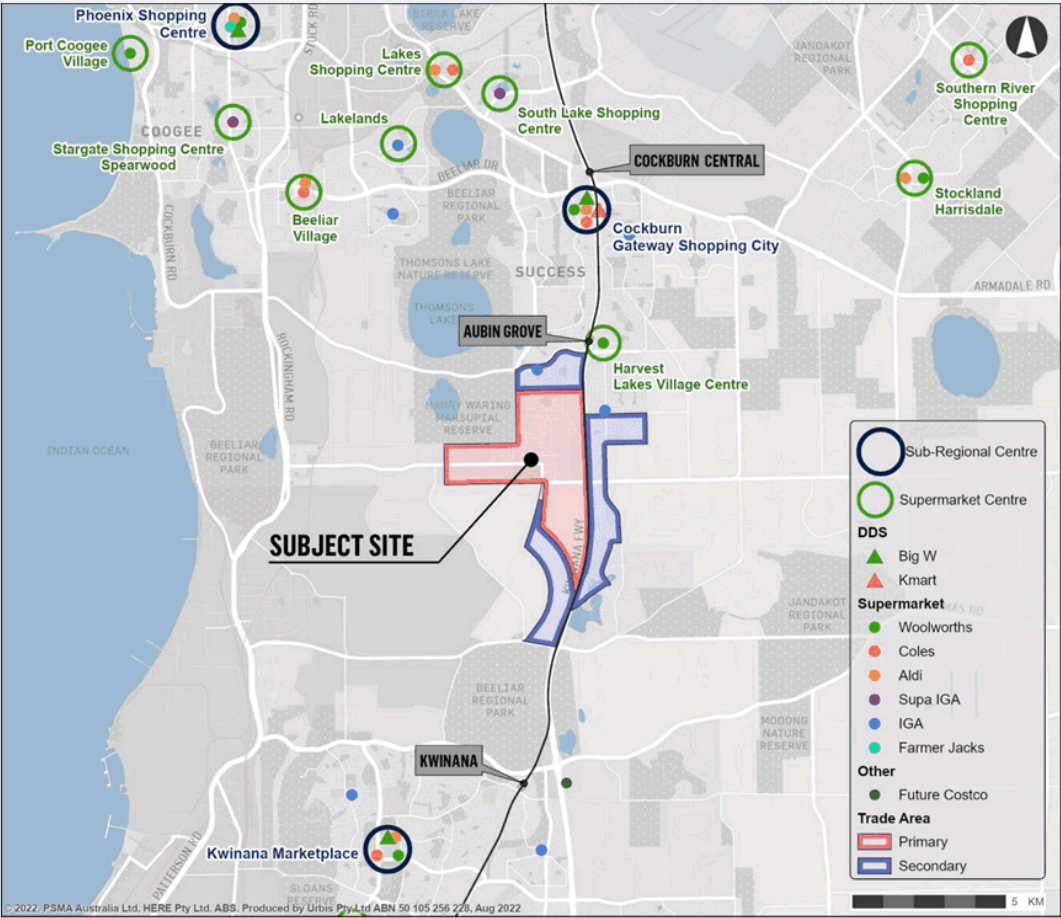
Key Findings

Currently, there is no full-line supermarket within the trade area for the Hammond Park Activity Centre. The closest existing full-line supermarket relative to the subject site is the Woolworths at Harvest Lakes Village.

The higher order retail needs of the trade area are currently met by Cockburn Gateway Shopping Centre, which is anchored by three supermarkets and two DDS'.

There is limited existing retail supply south of the subject site.

Retail Supply, Existing



Source: Urbis

## RETAIL NEED | ACTIVITY CENTRES HIERARCHY (CONT.)

### Existing Activity Centres, Trade Area and Surrounds

ACTIVITY CENTRE	TRADE AREA	ESTIMATED FLOORSPACE (GLA SQ.M)	DESCRIPTION
<b>SECONDARY CENTRES:</b>			
<b>Cockburn</b>	Beyond	Retail: 58,400 sq.m <sup>1</sup> Supermarket: 10,800 sq.m <sup>2</sup>	<ul style="list-style-type: none"> <li>Anchored by Coles, Woolworths and Aldi</li> <li>Two DDS: Kmart and Big W</li> <li>Undergoing significant development (+\$1billion) over next 20 years</li> </ul>
<b>NEIGHBOURHOOD CENTRES:</b>			
<b>Harvest Lakes</b>	Beyond	Retail: 5,160 sq.m <sup>3</sup> Supermarket: 3,600 sq.m <sup>3</sup>	<ul style="list-style-type: none"> <li>Anchored by Woolworths</li> </ul>
<b>Russell Road</b>	Secondary North	Retail: 2,130 sq.m <sup>3</sup> Supermarket: 800 sq.m <sup>3</sup>	<ul style="list-style-type: none"> <li>Anchored by The Hive IGA</li> </ul>
<b>LOCAL CENTRES:</b>			
<b>Lyon Road</b>	Beyond	Retail: 775 sq.m <sup>3</sup> Supermarket: 350 sq.m <sup>3</sup>	<ul style="list-style-type: none"> <li>Small supermarket centre anchored by IGA Xpress</li> </ul>

Source: Urbis, Property Council of Australia, Perron Group

<sup>1</sup>The retail floorspace for the Cockburn Activity Centre relies on PCA's Shopping Centres Online data in combination with DPLH's Land Use and Employment Survey.

<sup>2</sup>The floorspace estimate relies on PCA's Shopping Centres Online

<sup>3</sup>Urbis has estimated retail and supermarket floorspace based on a visual inspection and roof measurements.

## RETAIL NEED | ACTIVITY CENTRES HIERARCHY (CONT.)

### Key Findings

In addition to the existing activity centres within the trade area, the Cockburn Local Commercial & Activities Centres Strategy 2012 (CLCACS) and Kwinana Local Commercial & Activity Centres Strategy 2013 (KLCACS) make provision for additional centres that may develop as population growth in the Cities increases the need for retail. Future centres are provisional on market conditions being favourable to induce development and secure tenants.

The Apsley Local Centre is provisioned for in the approved West Mandogalup Local Structure Plan (WMLSP) within the Apsley estate. The WMLSP refers to a third party report that suggests 750 sq. m of retail floorspace is required to service residents in Mandogalup in terms of convenience retail. A small supermarket (approx. 500sq.m) is expected to develop at this site to service the convenience needs of the surrounding population as it develops, as indicated in the WMLSP.

The Wandii Local Centre is provisioned for in Satterley's Honeywood estate. Satterley's website states that the City of Kwinana is investigating a 2,523sq.m site in the estate to be zoned as a future local centre.

Like the Apsley Local Centre, this local centre is not thought to be of a sufficient scale to develop a full-line supermarket.

The Wandii District Centre provisioned for in the KLCACS is considered unlikely to develop to the full scale that was provisioned. This is due to changes to traffic conditions and land uses in the area with the future development of Anketell Road to service the future Kwinana Port.

Hammond Park Retail Impact Assessment

### Future Activity Centres, Trade Area and Surrounds

ACTIVITY CENTRE	TRADE AREA	ESTIMATED COMPLETION DATE	ESTIMATED FLOORSPACE (GLA SQ. M)	DESCRIPTION
<b>DISTRICT CENTRES:</b>				
<b>Wandii District Centre</b>	Beyond	2030	Retail: 4,500 sq.m <sup>1</sup> Supermarket: 3,500 sq.m <sup>1</sup>	<ul style="list-style-type: none"> <li>This activity centre is unlikely to develop to the full capacity that KLCACS provisioned for in 2013 due to a change in use of the surrounds. In particular, the development of Anketell Road as a major freight route to the future Kwinana Port impedes access to the centre.</li> <li>It is expected that a single full-line supermarket with peripheral retail specialities will develop by 2030.</li> </ul>
<b>LOCAL CENTRES:</b>				
<b>Apsley Local Centre</b>	Primary	2028	Retail: 750 sq.m <sup>2</sup> Supermarket: 500 sq.m <sup>3</sup>	<ul style="list-style-type: none"> <li>This centre is provisioned for in the WMLSP in the Apsley estate.</li> <li>750 sq. m of retail floorspace is expected to develop on this site.</li> <li>A full-line supermarket is not considered viable on this site.</li> </ul>
<b>Wandii Local Centre</b>	Secondary East	2032	Retail: 1,000 sq.m <sup>4</sup> Supermarket: 750 sq.m <sup>3</sup>	<ul style="list-style-type: none"> <li>This centre is provisioned for within Satterley's Honeywood estate.</li> <li>It is expected that approx. 1,000sq.m of retail floorspace will be supported on the site.</li> </ul>

Source: Urbis, City of Kwinana, City of Cockburn, Qube, Satterley

1 Urbis has assumed that the proposed district centre will not develop to full capacity due to factors stated above. Urbis has assumed a first stage of development of 4,500 sq.m could be supported in 2030 as a result of growth in the market. A 3,500 sq.m full-line supermarket is assumed to be appropriate for the market at that time.

2 The retail floorspace of 750 sq.m is assumed based on the retail assessment undertaken in the WMLSP.

3 Urbis has assumed a supermarket floorspace in both local centres based on the total retail floorspace available in the centres and the intended function of local centres.

4 Urbis has assumed a retail floorspace of 1,000 sq.m based on information publicly available from Satterley regarding the possible future commercial centre in the Honeywood estate Stage 5A. The site provisioned for this centre is reported as 2,532 sq.m.

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## RETAIL NEED | SUPERMARKET NEED

### Key Findings

There are currently no full-line supermarkets located in the Hammond Park Activity Centre trade area. The closest existing full-line supermarket is a **3,600 sq.m Woolworths located at Harvest Lakes Village**.

Residents have access to other smaller supermarkets in lower order centres in **The Park Hive IGA and IGA Xpress Aubin Grove**. These supermarkets have a combined GLA of 1,150 sq.m.

**Cockburn Gateway** is the closest secondary centre and is anchored by three supermarkets, **Coles, Woolworths, and Aldi, totalling GLA of 10,840 sq.m**. As a secondary centre, Cockburn Gateway services the discretionary retail needs of the catchment and is approx. 5km from the subject site.

In addition to the existing supermarkets in the region, there are three centres that could develop supermarkets over the medium-term. None of these centres currently has development applications pending or approved for activity at the sites. These centres are noted below.

- The **Wandi District Centre**, as previously discussed in section two of this report, is not expected to support the level of retail initially provisioned by the City of Kwinana for this centre. This report assumes a full-line supermarket will develop at the site in the medium term.
- The **Apsley Local Centre** within Qube's Apsley Estate. The commercial site provisioned in the Mandogalup West Local Structure Plan is not large enough to support a full-line supermarket. This local centre could develop with a small independent supermarket.
- The **Wandi Local Centre** within Satterley's Honeywood Estate. Likewise with the Apsley Local Centre, this site is expected to only be suitable for a small independent supermarket.

The planned opening of a 14,000 sq.m, **Costco** in during FY23 in Casuarina is expected to provide competition for F&G spending within the trade area. The Costco is currently under construction at the intersection of Thomas Road and Kwinana Freeway, which is 6 kms from the subject site (nearly equivalent distance to Cockburn Gateway).

### Supermarket Market, Existing and Future

CENTRE	TRADE AREA	ANCHORS	SUPERMARKET GLA (SQ. M)	LIFE STAGE
SECONDARY CENTRES:				
<b>Cockburn Gateway</b>	Beyond	Coles, Woolworths, Aldi	10,840	Established
DISTRICT CENTRES:				
<b>Wandi District Centre</b>	Beyond	N/A	N/A	Future
NEIGHBOURHOOD CENTRES:				
<b>The Park Hive</b>	Secondary North	IGA	~800	Established
<b>Harvest Lakes Village Centre</b>	Beyond	Woolworths	3,600	Established
LOCAL CENTRES:				
<b>IGA Xpress Aubin Grove</b>	Beyond	IGA Xpress	~350	Established
<b>Apsley Local Centre</b>	Primary	N/A	N/A	Future
<b>Wandi Local Centre</b>	Secondary East	N/A	N/A	Future

Source: Urbis, Property Council of Australia

n.b. Urbis has estimated the floorspace of the Park Hive IGA and IGA Xpress based on a visual inspection and measurement of roof area.



## RETAIL NEED | SUPERMARKET NEED (CONT.)

### Key Findings

This report assessed the need for additional supermarket floorspace within the trade area through per capita floorspace benchmarking.

There is currently an estimated 2,600 sq.m of supermarket floorspace (The Hive IGA at 800 sq.m and 50% of Woolworths at Harvest Lakes on the boundary) servicing the total trade area of 13,531 residents.

At the Greater Perth benchmark of 37.9 sq.m per 100 residents, the total trade area could currently support 5,128 sq.m of supermarket floorspace resulting in a significant shortfall of supermarket floorspace of ~2,530 sq.m of GLA.

The total trade area for the Hammond Park Activity Centre is forecast to experience strong population growth over the next ten years which results in this shortfall of floorspace increasing.

The proposed development within the Hammond Park Activity Centre includes an additional 3,600 sq.m of supermarket floorspace. This additional floorspace in 2025 would bring the provision of supermarket floorspace within the catchment in-line with the regional benchmark to meet the needs of the resident population.

By 2032, the trade area could potentially support 8,344 sq.m of floorspace. Inclusive of the subject development this results in a need for an additional 2,140 sq.m of supermarket floorspace. This is sufficient to support the development of smaller, independent grocers at the Apsley and Wandri Local Centres.

### Supermarket Floorspace Provisioning, Total Trade Area, 2022-2032

Year	Total Trade Area Population	Supermarket Floorspace	Supportable Floorspace Reg. B'Mark at 37.9 sq.m per 100 residents	Supermarket Need Trade Area Surplus (-) / Need (+)
	(No.)	(Sq.m)	(Sq.m)	(Sq.m)
2022	13,531	2,600	5,128	2,528
2023	14,429	2,600	5,469	2,869
2024	15,216	2,600	5,767	3,167
2025	16,476	6,200	6,245	45
2026	17,410	6,200	6,598	398
2027	18,281	6,200	6,928	728
2028	19,152	6,200	7,259	1,059
2029	19,994	6,200	7,578	1,378
2030	20,534	6,200	7,782	1,582
2031	21,299	6,200	8,072	1,872
2032	22,015	6,200	8,344	2,144

SOURCE: UTRIS



RETAIL NEED | TOTAL RETAIL NEED

Key Findings

There is currently approximately 4,780 sq.m of total retail floorspace within the total trade area, including 70sq.m of food catering floorspace in the Hammond Park Activity Centre.

With a population of 13,170, this represents a total retail floorspace per capita of 0.37 sq.m, which is well below the benchmark of 2.1 sq.m per capita.

The proposed development within the Hammond Park Activity Centre includes an additional 3,600 sq.m of supermarket floorspace and 1,110 sq.m of other retail floorspace in the first stage of development, which is expected to occur in 2025. By 2025, the 16,480 residents of the total trade area would be expected to support 34,608 sq.m of total retail floorspace at benchmark per capita provisioning.

The additional total retail floorspace provided by stage one of the development represents only 14% of the total catchment demand. This equates to 68% of the net change in floorspace demand from 2022 to 2025.

Given that there are only lower order centres within the catchment, higher order floorspace that caters to the additional retail demand will be provided outside of the catchment. A review of floorspace commonly associated with supermarket centres shows a leverage rate of 36% implying that in 2025, the trade area could support 6,200 sq.m of supermarket floorspace and an additional 2,230 sq.m of other retail floorspace.

Retail Floorspace Provisioning, Total Trade Area, 2022-2030

	Unit	Existing Trade Area	Existing Trade Area Floorspace + Proposed Development Stage One	Existing Trade Area Floorspace + Proposed Development Stage One & Two
		2022	2025	2030
Total Retail Floorspace Benchmark per Capita (sq.m per capita)	sq.m per capita	2.1		
Population	no.	13,170	16,480	20,530
Total Retail Floorspace at Benchmark (sq.m)	sq.m	27,657	34,608	43,113
Supermarket Floorspace (sq.m)	sq.m	2,600	6,200	6,200
Other Retail Floorspace (sq.m)	sq.m	2,180	3,290	4,475
Total Retail Floorspace	sq.m	4,780	9,490	10,675
Trade Area Surplus (-) / Need (+) from Benchmark	sq.m	22,877	25,118	32,438

Source: Urbis

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# IMPACT TEST

## IMPACT TEST | APPROACH AND METHODOLOGY

**Trading impacts are an integral component of a retail sustainability assessments. Trading impact assessments help to inform whether the potential benefit to the local community through the increase in retail floorspace from the proposed development is greater than the potential impact of additional floorspace on the long term sustainability of other existing and planned centres in the hierarchy.**

Trading impact assessments involve the development of base case forecast turnover levels (i.e. forecast turnover for existing and future developments under the scenario that the proposed development is not operating). These forecasts are then compared against a 'development scenario' (i.e. forecast turnover for existing and future developments under the scenario that the proposed development is operating). The development scenario is compared to the base case scenario in order to estimate the potential change to turnover levels if the proposed development is approved.

An impact assessment is expected to provide an indication of the trading environment and average trading conditions within which retailers operate, and implications for likely turnover declines or gains on average for the retailers involved. Because an impact assessment forecasts how groups of people are likely to alter their shopping behaviour in response to a given change in the competitive environment, it is not possible to estimate individual retailer impacts or each group of retailers in each location.

Therefore, in any impact assessment of this type it is not possible to estimate impacts on any specific individual retailer. The impact on any one individual retailer or any small group of retailers in a given

location would depend on many factors (e.g. retailer profitability), some of which are within their control. The actions which each of these retailers take will determine the eventual impact on each, and furthermore the actions which they each take will also determine the eventual impact on the other retailers involved.

All of these factors need to be kept in mind when considering the likely impact of any relocation and expansion of a retailer within the existing retail network. Existing retailers are not passive participants but rather will play a major role in the eventual impact which they will experience.

Shopper behaviour is influenced by a range of factors. Decisions made regarding where to shop are based on a number of judgements, including relative accessibility, availability of particular retailers, convenience, variety, carparking and others. As a result, residents like to spread their purchases across a wide variety of shopping centres and areas and use the full range of facilities available to satisfy their needs.

The method of analysis used to assess the impacts on individual centres from a retail development is based on a 'competitive usage' model. This model is based on the principle that if shoppers choose to direct some of their retail expenditure to the subject development proposal, then they will reduce their expenditure at other centres in a similar proportion to their usage of each centre or location (reflected by each centre's market share from the various trade area sectors). In assessing the potential impacts on other centres in the hierarchy we have adopted a 'turnover allocation approach'.

The assessment of impacts on specific retail centres

requires an estimate of the existing turnover and level of usage of centres in the trade area and beyond. The model estimates the degree to which various shopping locations within and beyond the trade area are used for retail shopping, by allocating a proportion of turnover to each trade area sector (i.e. source of sales). These estimates result in market share calculations for each competitive centre, and thereby form the basis of which the impact of the proposed retail development is distributed to all other centres used by residents of the trade area for retail shopping. This is commonly referred to as the 'one-off' impact.

It is also relevant to consider the dollar impacts in relation to the turnover that would potentially be generated by these and other shopping centres over the intervening period. The impact analysis therefore details the turnover change, or net impact, which is expected for each centre/location, expressed as a reduction in turnover and as a percentage of the turnover level for each centre between 2022 and 2028 for the proposed development.

For the purposes of this report "economic impact" on specific centres is defined as the indicative change in retail turnover at various shopping centres resulting from the introduction of new competition in the form of a new or expanded/refurbished shopping centre.

The reduction in turnover usually relates to a reduced turnover volume from that applicable if the status quo had been maintained (i.e. if the centre's competitive circumstances remained unchanged). However this analysis includes the cumulative impacts of the proposed development on existing centres and the impacts of the Casuarina Costco development.

## IMPACT TEST | CENTRE TURNOVER

### Key Findings

The proposed development adds a total of 6,170 sq.m of GLA over two phases (excluding PAD sites).

- **Stage one** consisting of the supermarket (3,600 sq.m), liquor (200 sq.m) and specialties/retail (1,185 sq.m) with the first full year of operation being FY2025.
- **Stage two** consisting of the remaining specialties/retail (1,185 sq.m) with the first full year of operation being FY2030.

Not all of this floorspace will be retail with an estimated 550 sq.m of non-retail floorspace (total for Phase 1 and Phase 2). This analysis has not considered the external, pad-site fast food which is not categorised as Shop Retail.

To determine an appropriate forecast turnover for the development, this study made the following assumptions.

- FY2025 is the first full year of centre operations, in line with the per capita floorspace provisioning need detailed on page 24.
- Trade area population and spending growth as outlined in this report.
- The F&G (Food and Groceries) market for the trade area is forecast to be at \$117 million in 2025 (Constant 2022 dollars) with ~77% of F&G spending directed to supermarkets.
- Significant leakage of supermarket spending from the current trade area (approximately 90%) prior to the opening of the development. This leakage is directed towards Harvest Lakes, Cockburn Gateway and the under construction Costco in addition to various other centres beyond the trade area and online. This is expected to increase to 41% retention following the opening of Phase 1 of the development.
- The supermarket to capture approximately 25% of trade area supermarket spending (34% from the primary and 18% from the combined secondary trade area) in FY2025.
- The supermarket to attract 15% of its turnover from beyond and an additional 6% of non F&G spending.

Based on these assumptions, a 3,600 sq.m supermarket at the subject site could achieve turnover of \$32.9 million (\$9,151 per sq.m) in year 1 rising to \$45.1 million (12,522 per sq.m) in 2030.

Hammond Park Retail Impact Assessment

### Supermarket Turnover Potential, Hammond Park Activity Centre, 2022-2030 (\$M, 2022, incl. GST)

	Subject Site Supermarket		
	2022	2025	2030
<b>Trade Area Population:</b>			
Primary Trade Area	5,325	8,208	12,201
Secondary Trade Area	8,206	8,269	8,333
<b>Total Trade Area</b>	<b>13,531</b>	<b>16,476</b>	<b>20,534</b>
<b>Trade Area Food &amp; Grocery (F&amp;G) Spending:</b>			
Primary Trade Area	33	63	84
Secondary Trade Area	53	55	61
<b>Total Trade Area</b>	<b>87</b>	<b>117</b>	<b>145</b>
<b>Proposed Supermarket Market Share of F&amp;G:</b>			
Primary Trade Area	0.0%	33.8%	32.6%
Secondary Trade Area	0.0%	17.7%	18.4%
<b>Total Trade Area</b>	<b>0.0%</b>	<b>25.4%</b>	<b>26.7%</b>
<b>Proposed Supermarket Turnover (\$M):</b>			
<b>F&amp;G Turnover from Trade Area</b>		<b>26.3</b>	<b>36.0</b>
F&G Turnover from Beyond Trade Area		4.6	6.4
<b>Total F&amp;G Turnover</b>		<b>31.0</b>	<b>42.4</b>
General Merchandise Turnover		2.0	2.7
<b>Total Supermarket Turnover (\$2022)</b>		<b>32.9</b>	<b>45.1</b>
Proposed Supermarket GLA		3,600	3,600
<b>Average Trading Level (\$ psm)</b>		<b>9,151</b>	<b>12,522</b>

Source: Urbis

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## IMPACT TEST | CENTRE TURNOVER (CONT.)

### Key Findings

To estimate the turnover performance of retail specialties at the subject site, this report reviewed leverage ratios between retail specialties and supermarket turnover for supermarket centres and the average trading level ratio between supermarkets and retail specialties in the Urbis Shopping Centre Benchmarks.

In summary, total retail turnover is estimated at \$41.5 million in the first year of trading with retail specialties accounting for \$8.6 million of turnover.

The table to the bottom right presents estimated market shares based on our forecast turnover for the first full year of centre trading in FY25.

These estimates are based on:

- Total centre turnover, inclusive of the existing café of \$41.5 million (\$8,687 per sq.m out of 4,780 sq.m of retail GLA) in Phase One.
- 85% of turnover originating from within the trade area and 15% from beyond.
- This market share is considered reasonable considering the significant share of retail floorspace within the trade area provided by the centre (an estimated 65% of total retail floorspace).

### Centre Turnover Potential Phase 1, FY2025 (Incl. GST and 2022\$)

	Existing	Development	Hammond Park Activity Centre		
	GLA (sq.m)	GLA (sq.m)	GLA (sq.m)	MAT (\$M)	ATL (\$ per sq.m)
<b>Majors:</b>					
Proposed Supermarket	0	+3,600	3,600	32.9	9,151
<b>Retail Specialty Shops:</b>					
Food Specialties <sup>1</sup>	70	+600	670	6.1	9,134
Non-Food Specialties	0	+510	510	2.5	4,827
<b>Total Retail Specialties</b>	<b>0</b>	<b>+1,110</b>	<b>1,180</b>	<b>8.6</b>	<b>7,273</b>
<b>Total Retail</b>	<b>70</b>	<b>+4,710</b>	<b>4,780</b>	<b>41.5</b>	<b>8,687</b>
<b>Non-Retail:</b>					
Non Reporting Specialties	0	+275	275		
Non-Retail Non-Shopfront	1,000	+0	1,000		
External	1,000	+500	1,500		
<b>Total Non-Retail</b>	<b>2,000</b>	<b>+775</b>	<b>2,775</b>		
<b>Total Activity Centre</b>	<b>2,070</b>	<b>+5,485</b>	<b>7,555</b>		

Note. Data provided for the year ending June in fully-established terms, including GST and inflation.

1. Inclusive of existing Food Catering Offer

Source: Aigle Royal; Urbis

### Subject Site – Phase 1, Market Share, FY2025

	Turnover	% of Turnover	Market Shares (%) - FY25
	Total Retail	Total Retail	Total Retail
<b>Turnover (\$M):</b>			
Hammond Park Activity Centre	41.5		41.5
<b>Primary:</b>			
Primary Trade Area	22.5	54.1%	17.0%
<b>Secondary:</b>			
Secondary North	3.6	8.7%	9.5%
Secondary East	9.2	22.2%	8.5%
<b>Secondary Trade Area</b>	<b>12.8</b>	<b>30.9%</b>	<b>8.8%</b>
<b>Total Trade Area</b>	<b>35.3</b>	<b>85.0%</b>	<b>12.7%</b>

1. Data provided for the year ending June 2025 including GST and inflation.

Source: Aigle Royal; Urbis

IMPACT TEST | RETAIL SUPPLY PERFORMANCE ASSUMPTIONS

Key Findings

The turnover of each relevant impacted centre has been estimated using a combination of available published data from the Property Council's survey of shopping centres (Shopping Centres Online) and from annual reports.

Where published data was not available, Urbis retail benchmarks were used to generate a turnover volume consistent with other centres with same components (e.g. single supermarket based centres, single DDS based centres).

The turnover per square metre of GLA does not necessarily imply whether a centre is trading well given it is influenced by the tenancy mix. However, relevant centres are, on average, seen to be trading above Australian benchmark levels. Thus, the impact of the proposed expansion is considered to be less significant than it would for a lower performing centre.

Centre Turnover Assumptions

	Current (2022)		
	Est. Retail GLA (sq.m)	Est. Retail Turnover (\$M)	Turnover per sq.m of GLA (\$)
Secondary Centres:			
Cockburn Activity Centre	58,369	475.7	8,150
Neighbourhood Centres:			
Harvest Lakes Activity Centre	5,160	66.8	12,952
Russell Road Activity Centre	2,130	24.4	11,466
Local Centres:			
Lyon Road Activity Centre	775	9.1	11,710

Source: Urbis Shopping Centre Benchmarks, PCA  
n.b. Urbis has estimated retail turnover with reference to Urbis' Shopping Centre Benchmarks, a visual inspection of the centres, and publicly available data, including PCA's Shopping Centres Online. These estimates are expected to be reasonable given the data available.



IMPACT TEST | RETAIL TURNOVER IMPACT FINDINGS

Key Findings

Whilst there will almost always inevitably be trading impacts from the provision of additional retail floorspace, there is a need to understand the extent to which these impacts influence the longer term sustainability of the retail network. There is also importantly a need to balance these turnover impacts with competition, consumer choice and short term employment benefits.

Overall, no impacts are expected to be detrimental to the sustainability of any individual centre however the undersupply of convenience retail is expected to lead to one-off centre turnover impacts of between -1.9% and -12.9%.

Importantly, the positive effect of market growth is expected to mostly offset the one-off trading impacts over the short-term with key centres expected to be trading back above pre-centre levels within 2-3 years.

Estimated Impacts on Competing Centres

	GLA (sq.m)	Retail Turnover (\$2022M)			Impact (2025)		Retail Turnover (\$2022M)	
		2022	'Before Impact' (2025)	'Post Impact' (2025)	(\$M)	(%)	2028 (\$M)	Var'n to 2022
Existing Centres:								
Harvest Lakes Village Centre	5,160	66.8	67.7	59.0	-8.7	-12.9%	68.6	+2.7%
The Park Hive IGA	2,130	24.4	25.6	22.4	-3.2	-12.6%	26.9	+10.3%
IGA Xpress Aubin Grove	775	9.1	9.4	9.0	-0.4	-4.0%	10.1	+11.6%
Cockburn Activity Centre	58,369	475.7	495.9	484.5	-11.3	-2.3%	555.4	+16.8%
Proposed Centres:								
Costco Casaurina			186.5	182.9	-3.6	-1.9%	210.5	
Other Centres					-13.6			
Total Impact					-40.8			

n.b. GLA rounded to nearest 5 sq.m  
Note: Costco turnover includes wholesale trade.  
Hammond Park Retail Impact Assessment

# IMPACT TEST | CENTRE HIERARCHY CONSIDERATIONS

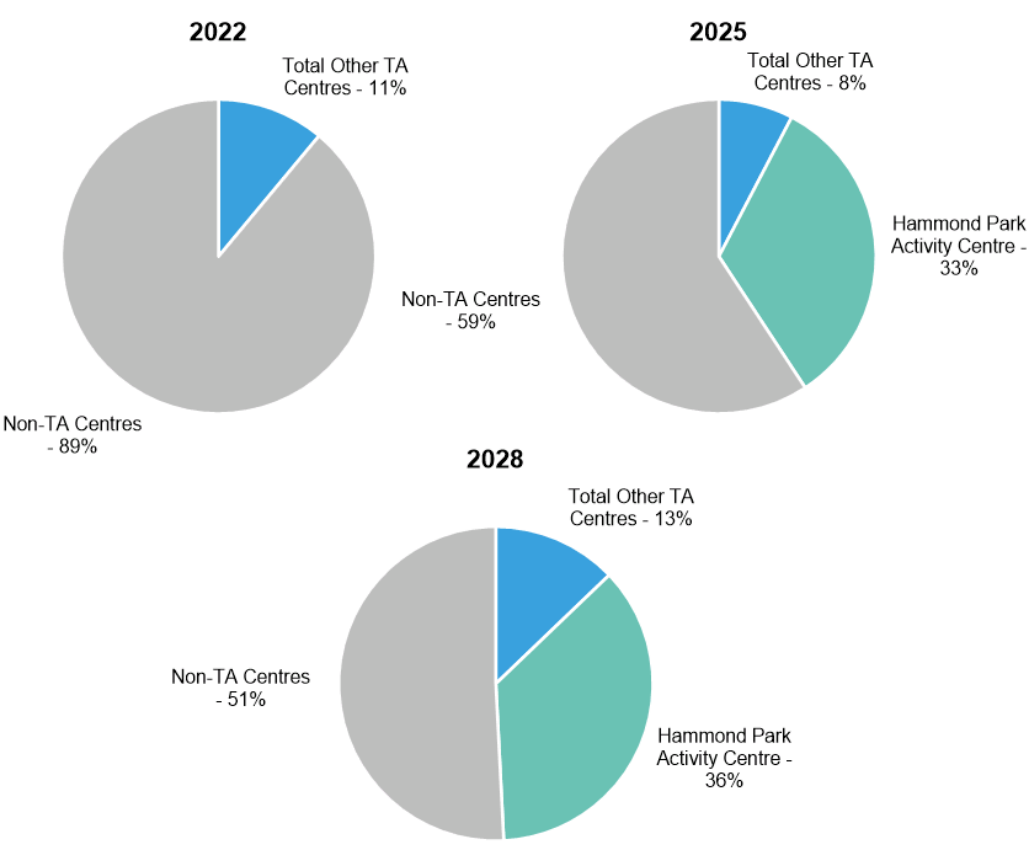
## Key Findings

In line with SPP 4.2, this report assessed the potential loss of services in the wider area. In order to ensure there was no potential loss of services and the identified centre hierarchy was not undermined, the proposed rezoning was assessed in the context of the balance of demand available to other activity centres in the region.

In terms of total retail floorspace demand, approximately 89% of supermarket retail floorspace is currently serviced by centres outside of the trade area. This level of leakage is expected to decline to 59% following the development of the proposed centre.

With the development of planned centres, this level of spending leakage is likely to decrease to 51% by 2028.

## Allocation of Supermarket Retail Floorspace Demand by Centre



Source: Urbis, Marketinfo



## IMPACT TEST | ECONOMIC AND COMMUNITY BENEFITS

### Key Findings

This study used REMPLAN modelling to supplement Urbis' in-house knowledge to quantify the potential employment and economic benefits likely to be generated by the development. These benefits will accrue during both the construction phase and on an ongoing operation basis. The methodology is explained further in the appendix.

The total construction cost (including professional fees) for the proposed development is estimated to be \$15.0 million including GST, with an estimated 12-month construction period. Urbis has estimated the construction cost based on a review of similar supermarket centre construction projects. This cost and the following benefits relate to the total proposed development (i.e. stage one and stage two of development).

The proposed development will generate a requirement for ongoing employment at the subject site. In addition, the project will also generate a sizeable short term employment boost during the construction of the centre. Through the creation of new construction and ongoing jobs, further employment benefits will be realised through economic multiplier effects.

The investment in the proposed Hammond Park Activity Centre development will have direct and indirect benefits for the Hammond Park and broader WA economy. The Gross Value Added (GVA) by the proposed development is summarised in the tables to the right for both the construction and operational phases.

During the construction phase, the project is estimated to support:

- 51 direct and indirect full-time equivalent (FTE) job years; and
- \$9.3 million direct and indirect GVA to the Hammond Park and WA economy.

During the operational phase, the proposed centre has the potential to support:

- 293 direct and indirect jobs, which includes full-time, part-time and casual roles; and
- \$31.8 million in direct and indirect GVA per annum.

The mix of employment that is generated by the development can cater to the needs of the family-focused demographic of Hammond Park and the wider catchment.

### Construction Phase Benefits

	Benefits		
	Direct Effect	Supply-Chain Effect	Total Effect
<b>Category:</b>			
Direct Economic Activity (\$M)	15.0	15.8	<b>30.8</b>
Employment (FTE)	21	30	<b>51</b>
Gross Value Added (\$M)	3.6	5.7	<b>9.3</b>

### Operation Phase Benefits

	Benefits		
	Direct Effect	Supply-Chain Effect	Total Effect
<b>Category:</b>			
Direct Economic Activity (\$M)	38.7	19.3	<b>58.0</b>
Employment (Jobs)	253	40	<b>293</b>
Gross Value Added (\$M)	23.1	8.7	<b>31.8</b>

*n.b. FTE = full-time equivalent job years*

*See definitions in appendix for further information*

*Urbis has estimated the direct economic impact (construction cost) for the construction phase based on a review of similar supermarket centre construction projects in the Perth metropolitan area.*



## IMPACT TEST | ECONOMIC AND COMMUNITY BENEFITS (CONT.)

### Key Findings

Overall, the estimated turnover impacts for other activity centres are not considered sufficient enough to warrant refusal of the development given the positive impacts likely to eventuate due to the development. These positive impacts include:

- **Increased consumer choice** associated with the provision of additional retail, including a full-line supermarket;
- **The activation of a strategic site** which has remained un-developed;
- **Increased employment opportunities** in the short term through the construction phase and considerable ongoing employment;
- **Trading Impacts** that will not undermine the activity centre hierarchy for the broader area; and
- **Community engagement** through the provision of additional socialisation spaces and the opportunity for non-retail uses to develop within the centre.

### Net Community Benefit Assessment Findings

IMPACT	ASSESSMENT FINDINGS
<b>Increased Consumer Choice</b>	<ul style="list-style-type: none"> <li>▪ The proposed retail centre will provide for brand new retail outlets and formats which align closely to retail spending trends and needs.</li> <li>▪ The introduction of a full-line supermarket will be the first within the trade area, meaning that residents will no longer have to travel beyond the trade area to access a full-line supermarket.</li> <li>▪ The centre will provide increased choice and price competition to the local community.</li> </ul>
<b>Activation of Strategic Site</b>	<ul style="list-style-type: none"> <li>▪ The development site is considered the only appropriate site for a retail development to service the Hammond Park community. Activating this strategic site will benefit the local community with a neighbourhood centre developing within the activity centre hierarchy to meet the needs of the growing population.</li> </ul>
<b>Increased Employment Opportunities</b>	<ul style="list-style-type: none"> <li>▪ The construction of the development and the ongoing operation will generate additional employment opportunities for the local community.</li> <li>▪ Retail centres are also important providers of employment for young workers and workers re-entering the workforce which is highly relevant for this trade area, which has seen and will continue to see a demographic shift towards young families with children that will mature to working age over the next 15 years.</li> </ul>
<b>Trading Impacts</b>	<ul style="list-style-type: none"> <li>▪ Currently, retail leakage is relatively high in the trade area, with a large proportion of spending going to other centres in the corridor. The development will support a reduction in this level of leakage without compromising the potential development in other centres. There is estimated to be a substantial volume of leakage that will be accommodated in centres outside of the trade area following the development of the subject centre and planned centres in the trade area.</li> </ul>
<b>Community Engagement</b>	<ul style="list-style-type: none"> <li>▪ There is an opportunity for non-retail uses to develop on the site which will support increased community engagement. This could include small scale such medical and population based commercial space occupying a portion of the specialty space.</li> </ul>



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# APPENDIX



## METHODOLOGY

### The REMPLAN Methodology

Analysis presented here uses REMPLAN economic modelling to assess current and potential economic impacts. REMPLAN provides a modelling tool that is accepted and used by various government bodies in Australia. It uses an Input-Output model that captures inter-industry relationships within an economy, based on the ABS 2016/17 National Input Output Tables (I/O Tables). It can assess the area-specific direct and flow-on implications across industry sectors in terms of employment, wages and salaries, output and value-added, allowing for analysis of impacts at the State of Western Australia level.

Key points regarding the workings or terminology of the model are as follows:

- REMPLAN uses either the value of investment or employment generation as the primary input. For this analysis, the value of total upfront investment has been used as the key input to assess the benefits of the construction phase.
- Outputs from the model include employment generated through the project and economic Gross Value Added (GVA) at the State level.
- Outputs from the model include employment generated through the project at both the local and the state level.
- Employment generated is calculated over the life of the construction phase; or in terms of the on-going operations, total on-going jobs generated.
- Both the direct and indirect employment are modelled:
  - *Direct* refers to the effect felt within the industry as a result of the investment. For example, the construction phase will directly result in the creation of construction jobs.
  - *Indirect* effects are those felt within industries that supply goods to the industries directly affected.
- It should be noted that the results presented in this report are estimates only based on the existing state of economic activity in the area. Due to the static nature of input-output modelling, they have the potential to overstate the actual effects. The approach Urbis adopts in accounting for this is presented adjacent. Nonetheless, the analysis still reflects the fact that employment growth will be positive for the State and the local area.

### Reporting of Impact Modelling Results

Urbis have adopted a conservative approach to estimating and reporting economic and employment benefits using the REMPLAN modelling tool so as to not overstate the likely effects. Key areas where Urbis' approach is designed to not overstate the effects include:

- While REMPLAN defines the supply chain linkages between local industries and allows the assessment of multiplier effects as a result of a direct input into an industry, the nature of the ABS I/O Tables and indeed the set-up of the model suggests there is likely some double-counting therefore overstatement of the flow-on effects.
- More specifically, REMPLAN defines 'Indirect Effect' as consisting of both the 'Supply-chain Effect' and 'Consumption Effect'. However, Urbis believe that the consumption effect (i.e. workers with more income spend elsewhere in the economy) has already been counted to an extent as part of the supply-chain effect in the modelling process and is a more tenuous link to the direct effects. As such, Urbis have only excluded consumption effect from benefit reporting and consider supply-chain effect as the only indirect effect generated from the direct input.
- Construction-related jobs are reported as FTE jobs for the period of one year, rather than the number of workers who might work on a site over the construction period which building contractors might report. For example, a project might have 200 workers on-site over the course of a two-year construction, but that may only equate to say 50 FTE jobs per year. Each trade is not onsite for the whole time (e.g. plumbers, joiners, painters etc. all come on site at different stages). Therefore, FTE for one year accounts for the total hours required by workers over the year and avoids the potential to overstate or misinterpret job figures that relate to part time workers. It also allows for direct comparison of jobs with different construction timeframes, as the jobs accrue each year over the length of construction.
- Wherever applicable, Urbis have chosen to report *Gross Value Added (GVA)* rather than '*Output*' as the economic benefit of a certain development project or activity, as it is considered a more accurate, albeit conservative, estimate of benefit which excludes items such as tax and subsidies which are included in '*Output*'.

## DEFINITIONS & ASSUMPTIONS

### Definitions

**Construction cost** is the estimated investment value for the project over the anticipated delivery period, measured in constant 2021 dollar (i.e. excluding inflation) including GST.

**Gross Value Added** or **GVA** is a measure of the value of goods and services produced in an area, industry or sector of an economy during a certain period of time. In this case, GVA represents the total economic contribution of the investment in the project. GVA is measured in constant 2022 dollars (i.e. excluding inflation) including GST.

**Construction job years** is a measurement of the volume of output required to support a construction job for a 12 month period.

### Data Sources

**Costs and Timeframes** – review of Cordell Connect.

### Assumptions

**Average workspace ratios** for this analysis have been taken from the results of the Perth Land Use and Employment Survey published in 2017. The relevant ratios used for this analysis by each component are the WASLUC and PLUC Codes as per the following:

Component	Ratio	PLUC Code / WASLUC Code
Supermarket	29.1	Shop / Retail – Supermarkets and Grocers
Liquor	40.9	Shop / Retail – Liquor –Retail
Retail specialties	27.6	Shop / Retail
Non-retail	66.4	Health / Welfare / Community Services
Pad sites	11.3	Shop / Retail – Takeaway Food

## COVID-19 AND THE POTENTIAL IMPACT ON DATA INFORMATION

Hammond Park Retail Impact Assessment

The data and information that informs and supports our opinions, estimates, surveys, forecasts, projections, conclusion, judgments, assumptions and recommendations contained in this report (Report Content) are predominantly generated over long periods, and is reflective of the circumstances applying in the past. Significant economic, health and other local and world events can, however, take a period of time for the market to absorb and to be reflected in such data and information. In many instances a change in market thinking and actual market conditions as at the date of this report may not be reflected in the data and information used to support the Report Content.

The recent international outbreak of the Novel Coronavirus (COVID-19), which the World Health Organisation declared a global health emergency in January 2020 and pandemic on 11 March 2020, has and continues to cause considerable business uncertainty which in turn materially impacts market conditions and the Australian and world economies more broadly.

The uncertainty has and is continuing to impact the Australian real estate market and business operations. The full extent of the impact on the real estate market and more broadly on the Australian economy and how long that impact will last is not known and it is not possible to accurately and definitively predict. Some business sectors, such as the retail, hotel and tourism sectors, have reported material impacts on trading performance. For example, Shopping Centre operators are reporting material reductions in foot traffic numbers, particularly in centres that ordinarily experience a high proportion of international visitors.

The data and information that informs and supports the Report Content is current as at the date of this report and (unless otherwise specifically stated in the Report) does not necessarily reflect the full impact of the COVID-19 Outbreak on the Australian economy,

the asset(s) and any associated business operations to which the report relates. It is not possible to ascertain with certainty at this time how the market and the Australian economy more broadly will respond to this unprecedented event and the various programs and initiatives governments have adopted in attempting to address its impact. It is possible that the market conditions applying to the asset(s) and any associated business operations to which the report relates and the business sector to which they belong has been, and may be further, materially impacted by the COVID-19 Outbreak within a short space of time and that it will have a longer lasting impact than we have assumed. Clearly, the COVID-19 Outbreak is an important risk factor you must carefully consider when relying on the report and the Report Content.

Where we have sought to address the impact of the COVID-19 Outbreak in the Report, we have had to make estimates, assumptions, conclusions and judgements that (unless otherwise specifically stated in the Report) are not directly supported by available and reliable data and information. Any Report Content addressing the impact of the COVID-19 Outbreak on the asset(s) and any associated business operations to which the report relates or the Australian economy more broadly is (unless otherwise specifically stated in the Report) unsupported by specific and reliable data and information and must not be relied on.

To the maximum extent permitted by law, Urbis (its officers, employees and agents) expressly disclaim all liability and responsibility, whether direct or indirect, to any person (including the Instructing Party) in respect of any loss suffered or incurred as a result of the COVID-19 Outbreak materially impacting the Report Content, but only to the extent that such impact is not reflected in the data and information used to support the Report Content.

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This report is dated **August 2022** and incorporates information and events up to that date only and excludes any information arising, or event occurring, after that date which may affect the validity of Urbis Pty Ltd's (Urbis) opinion in this report. Urbis prepared this report on the instructions, and for the benefit only, of **Aigle Royal Property** (Instructing Party) for the purpose of a **Retail Impact Assessment** (Purpose) and not for any other purpose or use. Urbis expressly disclaims any liability to the Instructing Party who relies or purports to rely on this report for any purpose other than the Purpose and to any party other than the Instructing Party who relies or purports to rely on this report for any purpose whatsoever (including the Purpose).

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All surveys, forecasts, projections and recommendations contained in or made in relation to or associated with this report are made in good faith and on the basis of information supplied to Urbis at the date of this report. Achievement of the projections and budgets set out in this report will depend, among other things, on the actions of others over which Urbis has no control.

Urbis has made all reasonable inquiries that it believes is necessary in preparing this report but it cannot be certain that all information material to the preparation of this report has been provided to it as there may be information that is not publicly available at the time of its inquiry.

**Urbis acknowledges the important contribution that Aboriginal and Torres Strait Islander people make in creating a strong and vibrant Australian society.**

**We acknowledge, in each of our offices, the Traditional Owners on whose land we stand.**

Hammond Park Retail Impact Assessment

In preparing this report, Urbis may rely on or refer to documents in a language other than English which Urbis will procure the translation of into English. Urbis is not responsible for the accuracy or completeness of such translations and to the extent that the inaccurate or incomplete translation of any document results in any statement or opinion made in this report being inaccurate or incomplete, Urbis expressly disclaims any liability for that inaccuracy or incompleteness.

This report has been prepared with due care and diligence by Urbis and the statements and opinions given by Urbis in this report are given in good faith and in the belief on reasonable grounds that such statements and opinions are correct and not misleading bearing in mind the necessary limitations noted in the previous paragraphs. Further, no responsibility is accepted by Urbis or any of its officers or employees for any errors, including errors in data which is either supplied by the Instructing Party, supplied by a third party to Urbis, or which Urbis is required to estimate, or omissions howsoever arising in the preparation of this report, provided that this will not absolve Urbis from liability arising from an opinion expressed recklessly or in bad faith.

The population forecasts and Residential Development Forecast (estate outlines) in this report have been sourced in their entirety or in part from .id (informed decisions) [www.id.com.au](http://www.id.com.au). .id and its licensors are the sole and exclusive owners of all the rights, titles and interest subsisting in the part of the report where .id or other content providers are identified. Some of the .id sourced content is a derivative of ABS Data, which data can be accessed from the website of the Australian Bureau of Statistics at [www.abs.gov.au](http://www.abs.gov.au) and licensed on terms published on the ABS website.

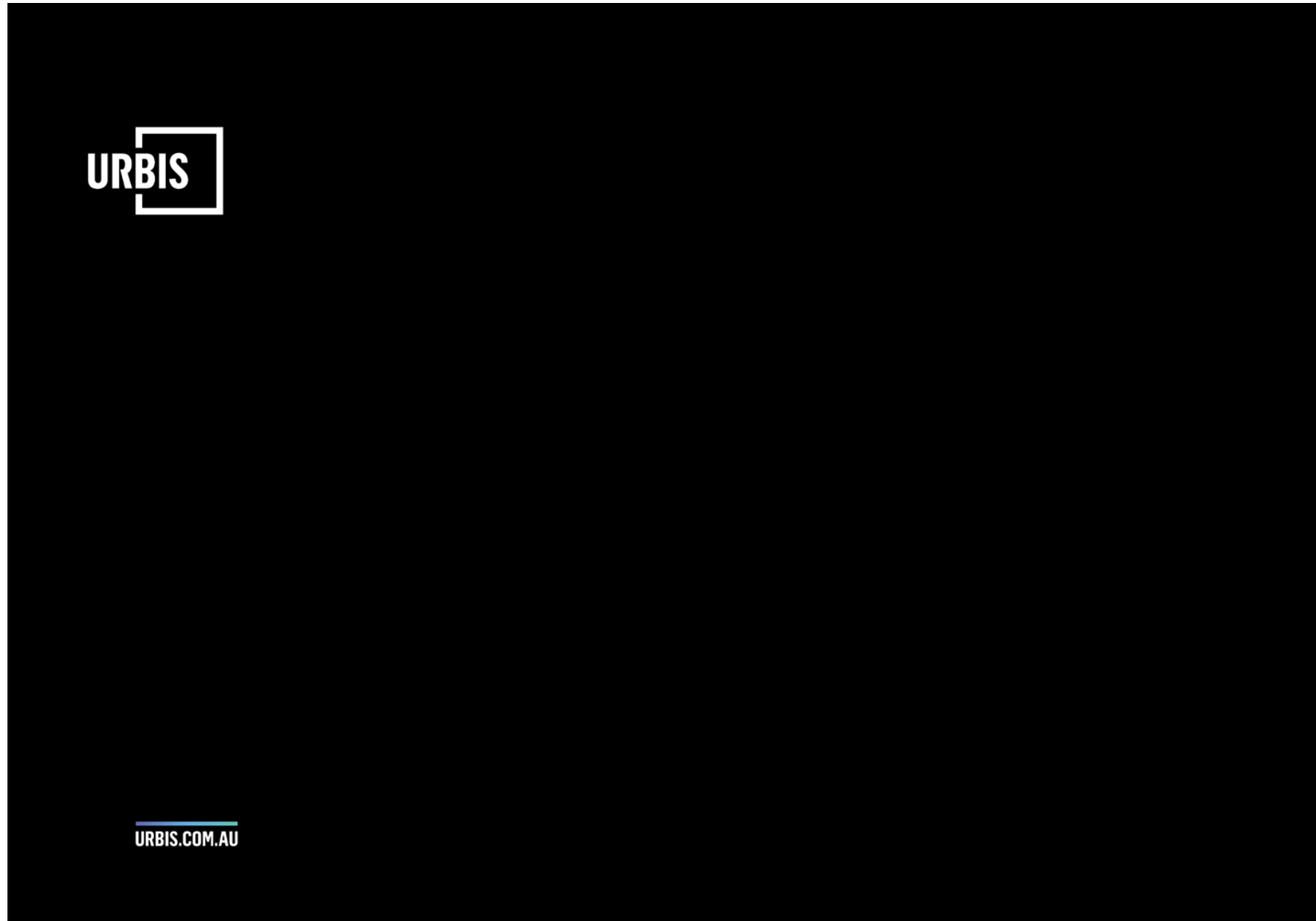
**Urbis staff responsible for this report were:**

Director	Tim Connoley
Associate Director	Craig Tunstall
Research Analyst	Katherine Rayner

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26 August 2022

City of Cockburn  
PO Box 1215  
BIBRA LAKE DC WA 6965

via e-mail transmission to: [lsantoriello@cockburn.wa.gov.au](mailto:lsantoriello@cockburn.wa.gov.au); [damdt@cockburn.wa.gov.au](mailto:damdt@cockburn.wa.gov.au); [gwillkinson@cockburn.wa.gov.au](mailto:gwillkinson@cockburn.wa.gov.au)

Attention: Daniel Arndt, Chief of Built and Natural Environment

Dear Daniel,

**SUBMISSION ON RETAIL IMPACT ASSESSMENT - PROPOSED STRUCTURE PLAN  
AMENDMENT – LOTS 114, 123-125 WATTLEUP ROAD, HAMMOND PARK**

**element.**, on behalf of Perron Group (Perron) as the landowners of Cockburn Gateway Shopping City (Cockburn Gateway) and as key stakeholders within the City of Cockburn (the City), has reviewed the Retail Impact Assessment (RIA) prepared by Urbis to support the proposed amendment to the *Lots 114, 123 – 125 Wattleup Road, Hammond Park Local Structure Plan* (the Structure Plan).

**element's** Principal – Property Economics (a highly experienced and well credentialed property economist) has reviewed the RIA and prepared a report, which summarises our findings and provides a comprehensive explanation for our comments and conclusions outlined below. This report is attached, as *Appendix A*.

Following our detailed review (by **element's** Planning and Property Economics teams), we are of the opinion that the methodology, assumptions and data used in the RIA are not sufficiently specified and transparent, and at times are not appropriate or accurate.

The RIA submitted by the applicant:

- Uses an inappropriate methodology (per capita benchmarking ratio) to determine floor space needs.
- Likely overestimates the extent of the trade area by not giving sufficient consideration to the physical barrier presented by Kwinana Freeway for residents to the east of the Freeway. Moreover, the inclusion of the Secondary North and Secondary South Trade Areas seems excessive given the intended 'neighbourhood' nature of the proposed development.
- Likely overstates population growth and further seems to inadequately address the appropriate time lags between lot sales and occupation.
- Does not consider, or only considers 50% of the retail floorspace, of certain existing activity centres in the needs assessment as they are located just outside the trade area boundary (as defined by the applicant).
- Does not consider future additions to supermarket and retail floorspace in the needs assessments.
- Overestimates the current turnover of existing activity centres.
- **And because of all the reasons listed above, underestimates the impact on existing activity centres in the area.**

Whadjuk Country, Level 18, 191 St Georges Terrace, Perth WA 6000  
PO Box 7375 Cloisters Square, Perth WA 6850  
T. (08) 9289 8300 E. [hello@elementwa.com.au](mailto:hello@elementwa.com.au) W. [elementwa.com.au](http://elementwa.com.au)

We further note:

- The RIA states that, *'the proposed rezoning will ensure the subject centre can provide a neighbourhood level role and function as intended'*. **We do not agree with this comment.**

Under the City's draft *Local Planning Strategy (2020)* and the *Local Commercial and Activity Centre Strategy (2012)* (LCACS), the subject centre is intended to function as a Local Centre, not a Neighbourhood Centre.

As identified within our submission lodged with the City on 12 August 2022, the proposed amendment (which proposes to rezone existing residential land and public open space as 'Local Centre' under the Structure Plan) facilitates a level of commercial and retail development ordinarily consistent with a *District Centre*, not a Local or Neighbourhood Centre.

- The RIA states that, *'The subject site is the only opportunity to ensure this centre can deliver this planned convenience retail function given other zoned sites have been developed for non-retail purposes or have limited scale to attract key tenants'*. **We do not agree with this comment.**

We are aware that a portion of land identified as 'Local Centre' has been developed for residential use (i.e., 18 – 30 Snowden Street and 124 – 130 Whadjuk Drive), however the approved Structure Plan still allows this land (i.e., total aggregate 2,208m<sup>2</sup>) to be developed for commercial use in the future.

Whilst land identified as 'Local Centre' has been developed as residential, this does not preclude additional commercial floorspace from being delivered upon the remaining areas identified as 'Local Centre', including within 466 Wattleup Road. On this basis the full 4,500m<sup>2</sup> of retail development anticipated in the approved Structure Plan still has the potential to be developed on the respective sites, outside of the proposed amendment.

Additionally, the approved existing Structure Plan contemplates the delivery of 6,861m<sup>2</sup> of 'Local Centre' zoned land as identified within 466 Wattleup Road. This area of Local Centre is still included in the configuration proposed by the amendment, and would adequately accommodate an appropriately sized supermarket should it be required to service the surrounding community.

- The RIA states that, *'Overall, no impacts are expected to be detrimental to the sustainability of any individual centre however the undersupply of convenience retail is expected to lead to one-off centre turnover impacts of between -1.9% and -12.9%'*.

It also states that, *'Overall, the estimated turnover impacts for other activity centres are not considered sufficient enough to warrant refusal of the development given the positive impacts likely to eventuate due to the development'*.

With regards to retail turnover impact (%), we note that under the draft *State Planning Policy 4.2 Activity Centres (SPP4.2) Implementation Guidelines* the impact of the proposed amendment ranges from minor/insignificant (less than 5%) to significant impact (10% and above) and under the existing SPP4.2, the proposed amendment may not be supported as the retail turnover impact exceeds 10%.

As **significant turnover impact** has been identified, *'the proposal should indicate how the development will deliver net community benefit and support the objectives of SPP4.2'*, as stated within clause 5.5 of draft SPP4.2.

**We do not consider the net community benefits outlined in the RIA align with the intent of draft SPP4.2**, which describes community benefit as, *'the public good that a proposal delivers as indicated (but not limited to) the following: Productivity, Quality of Life, Environmental Sustainability, Infrastructure Development and Equity and Social Inclusion'*.



The economic and community benefits included in the RIA are simply a list of 'positive impacts' which Urbis imply are associated with the proposal. As a significant turnover impact has been identified, we would request the City seek demonstration from the applicant as to how the net community benefit will be delivered, as per draft SPP4.2.

**We do not consider the objectives of SPP4.2 to be supported in the RIA**, particularly Policy Objective No. 2 of draft SPP4.2 which mentions that the distribution of retail developments should not undermine the hierarchy of activity centres. For all of the reasons outlined in our Report at *Appendix A*, we believe the RIA underestimates the impact on existing activity centres in the area and therefore the proposed amendment has the potential to undermine the hierarchy of activity centres.

As mentioned in our previous submission, the proposed expansion of the Local Centre represents a significant departure from the activity centre hierarchy confirmed within the City's draft Local Planning Strategy. The amount of floorspace proposed by the amendment is more aligned with a *District* Centre and as such will have a significant impact upon Cockburn Gateway's capacity to maintain its position within the activity centre hierarchy.

### Conclusion

Following our detailed review of the RIA prepared by Urbis, we are of the opinion that the methodology, assumptions and data used in the RIA are not sufficiently specified and transparent, and at times are not appropriate or accurate.

We do not consider the net community benefits outlined in the RIA align with the intent of draft SPP4.2. As such, we would request the City seek demonstration from the applicant as to how the proposed amendment to the Structure Plan will deliver net community benefit, especially considering a significant turnover impact has been identified in the RIA.

We do not consider the objectives of SPP4.2 to be supported in the RIA. For all of the reasons outlined in our Report at *Appendix A*, we believe the RIA underestimates the impact on existing activity centres in the area and therefore the proposed amendment has the potential to undermine the hierarchy of activity centres.

Given our many concerns with the RIA, as highlighted above and in our Report attached, we recommend that the Impact Test provided by the applicant be peer reviewed by a specialist and that these concerns be addressed.

Notwithstanding the findings of this RIA or the peer review (should it be undertaken), we are of the opinion that the proposed amendment is still considered to be inappropriate and should be refused due to the significant and fundamental planning non-compliance with the relevant and contemporary planning framework.

In light of the above, it is respectfully requested that the City recommend to the WAPC that the proposed amendment to the Structure Plan be refused for reasons included in this submission and our submission lodged with the City on 12 August 2022. Should you have any queries or require clarification on any of the matters raised, please do not hesitate to contact Michelle Huggins or the undersigned on 9289 8300.

Yours sincerely  
**element**

James Lewisson  
Associate – Planning



**APPENDIX A**

*element's Principal – Property Economics Review of the RIA prepared by Urbis*

**1. Compliance with State Planning Policy 4.2 Activity Centres for Perth and Peel**

Section 6.5.1 of State Planning Policy 4.2 Activity centres for Perth and Peel (SPP 4.2) states that: “(3) *The methodology, assumptions and data used in such analysis (Retail Sustainability Assessments) must be specified and be appropriate, transparent and verifiable*”.

Throughout the document submitted by the applicant in support of their application, ‘HAMMOND PARK SHOPPING CENTRE - Retail Impact Assessment’ (RIA), conclusions are presented without identifying the data sources, assumptions, or methodology applied to arrive at these conclusions.

As such, an objective assessment of the accuracy of the conclusions presented in this study is complicated by the fact that it is unable to be (easily) verified.

**2. Methodology****a. Retail Need**

The applicant's RIA uses ‘per capita floorspace benchmarking’ as the elected method to assess the (additional) need for both supermarket and general retail floorspace.

The use of per capita benchmark floorspace ratios should only applied in situations where no reliable data is available to undertake an assessment that accords with the SPP 4.2. ‘Implementation Guidelines, Appendix 1 – Scope and Methodology for Needs Assessment’.

Per capita floorspace benchmarking, as a methodology, gives little to no consideration to the local context of a proposed development (i.e. demographics, income distribution, retail spending habits, distance and accessibility to other ‘higher order’ centres nearby, etc). It assumes that the relative ‘need’ for retail floorspace is the same in Hammond Park as it is anywhere else in Greater Perth. Moreover, no data source or evidence supporting the proposed benchmark ratio of 37.9 sq.m of supermarket floor space and per 100 residents and 2.1 sq.m of total retail floor space per capita is provided.

Given the availability of the data required to follow the methodology suggested in the SPP4.2 Implementation Guidelines, as evidenced by the data presented in the report, the methodology applied in the applicant's RIA is considered unconventional and inappropriate.

**b. Impact**

Assessing a proposed development requires an objective understanding of the potential impacts of that development. There are several methodologies that can be used to develop an impartial Impact Assessment, including:

- The Market share method – applies a benchmarked retail centre's data to assess proposed development impact
- Retail turnover averages – applies reported retail averages to the local context to estimate proposed development impact
- Gravity modelling – uses a probabilistic approach to objectively distribute retail supply and demand to calculate network-wide impacts of development proposals.

The method of analysis used to assess the impacts on individual centres from the proposed development is based on a ‘competitive usage’ model. More specifically, the RIA adopts a



'turnover allocation approach'. This approach requires an estimate of the existing turnover and level of usage of centres in the trade area and beyond.

Whilst not inappropriate or uncommon, the use of a retail gravity model (in combination with the use of turnover averages) to assist in determining the re-distribution of expenditure amongst the various centres in the defined catchment area, would provide a more objective assessment of the potential market share captured by the proposed development and the impact on surrounding developments.

### 3. Assumptions

#### 3.1 Trade Area

A trade area is the spatial boundary from which a development generates the majority of its customers. The trade area definition allows for measurement of the number of potential customers, their expenditure profile and potential supply-side competition.

As per SPP 4.2, the trade area of a typical neighbourhood centre is approximately a one-kilometre radius from the activity centre and comprises a resident population catchment of 2,000-15,000. Based on our experience, the trade area for supermarket-based centres increases somewhat based on the type of supermarket tenant. As such, and depending on the size of the centre, the trade area for full-line supermarket based centres generally extends to 1.5 km.

- The proposed 'Main Trade Area' in the Hammond Park study largely comprises a 3 km radius with the 'Secondary South Trade Area' extending out to 3.5 km.
- The 'Primary Trade Area' largely comprises a 1.5 km radius but extends to the south by another 1.2 km.

Based on the suggested normative primary service areas in SPP 4.2, the inclusion of the proposed secondary trade areas (North, East and South) seems excessive given the intended nature (Neighbourhood Centre) of the proposed centre.

#### 3.2 Site Accessibility

The applicant's RIA correctly states that *"The Kwinana Freeway is a natural barrier to the east, which creates a fairly captive catchment within 3-minute drive time to the west of the freeway"*.

However, it goes on to advocate that the Main Trade Area for the proposed development will include areas east of the Kwinana Freeway (Secondary East Trade Area). It is our belief that the Kwinana Freeway does indeed present a significant barrier and discourages residents east of the freeway from patronizing the proposed development.

There are currently only two points at which to cross Kwinana Freeway from the east to the west - Russell Road and Rowley Road. The distance between these crossing is approximately 2.6 km thereby complicating accessibility to the proposed development for residents to the (north)east of Kwinana Freeway. It is more likely that these residents would patronize either of the two centres along Russell Road as result of their closer proximity and enhanced accessibility as compared to the proposed development at Hammond Park.

In conclusion, we are of the opinion that the expanse of the 'Main Trade Area' for the proposed development is likely overstated thereby possibly resulting in an overestimation of the trade area population and subsequently the relative 'need' for additional retail floorspace in this area.



### 3.3 Population Outlook / Dwelling Growth

The RIA cites housing stimulus measures and land supply availability as key drivers supporting high near term population growth in the proposed development's main trade area. The study estimates the trade area's population to increase 67% over the next decade.

The main cited source underpinning these estimates is the 2020/2021 Urban Land Development Outlook. This outlook identifies an estimated 2,179 dwellings to be delivered in the main trade area over the next decade whereas the RIA estimates 2,678 units to be delivered over the period 2022-2032.

However, a review of the previous edition of the Urban Land Development Outlook (2016/2017) reveals that the delivery of planned estates and identified land developments, commonly experiences significant delays. With the exception of SW438, SW437 and Florence Estate, which are all new, most of the referenced developments were previously identified for delivery in 2016-2021 and, where delivery was expected over 2021-2025, it appears to have been pushed out to 2025-2030 in the latest edition. As such we deem the overreliance on the ULDO in establishing population forecasts inappropriate.

No.	Suburb	Estate	2016/2017 ULDO		2020/2021 ULDO	
			2016-2021	2021-2025	2021-2025	2025-2030
SW 136A	Hammond Park	Hammond Heights		57		45
SW136H	Hammond Park	-		250		200
SW388	Hammond Park	-	74		67	
SW390	Hammond Park	Wattle Rise	165	15	117	15
SW438	Hammond Park	-			187	
SW387	Hammond Park	Quenda	74		90	
SW136G	Hammond Park	-	80			80
SW136E	Hammond Park	Vivente	404	79	178	97
SW437	Mandogalup	Apsley Estate			416	416
SW367	Wandi	Honeywood Rise	420		90	155
SW423	Hammond Park	The Jewel	28		26	
-	Mandogalup	Florence	-	-	-	-
		<b>Total</b>	<b>1,245</b>	<b>401</b>	<b>1,171</b>	<b>1,008</b>

The RIA does state that *"The population forecasts in this report are based on a number of assumptions regarding the future urban development within the trade area. The forecasts are based on the expected rate of sales of residential lots in the area, with an allowance for a lag between lot sales and an increase in residents (and an allowance for unoccupied dwellings in line with averages for this area)."*

However, these assumptions regarding the expected rate of sale and the suggested allowance for a lag between lot sales and residential occupation, as well as the allowance for unoccupied dwellings, are not detailed in the report and thus cannot be verified.

Regardless of the assumptions being clarified, the RIA seems to inadequately address the appropriate time lags between lot sales and occupation. The Florence Estate, for example, is identified in the RIA as delivering 539 units in the period 2022-2027. However, sales for the first phase (47 lots) of this estate have only recently (August 2022) commenced and all other lots are identified as 'future' releases. Given the limited size of the first phase and the fact, that thusfar <10% of the lots have even been released, it seems unlikely that the



remaining 492 lots will be released, sold, developed and occupied in the next 5 years.

In conclusion, we are of the opinion that the suggested rapid growth in population is likely overstated and warrants closer review and verification. Especially given the significant weight that is placed on the expected population growth in determining the relative 'need' for additional retail floorspace in the proposed development.

### 3.4 Retail Spending

The RIA states: *"The retail spending level for the Hammond Park Activity Centre trade area is estimated at 2% above the Perth average"* and goes on to clarify that *"The retail spending market was estimated using MarketInfo – a micro-simulation model developed by MDS Market Data Systems Pty Ltd."*

However, at no point does it detail what the retail spending assumptions (per capita) are, or how they were arrived at. It is unclear exactly what parameters are used to calculate expenditure within the MDS Marketinfo computational model as these are undisclosed. As such, the accuracy of this data cannot be verified.

The RIA presents a table detailing the forecasted retail expenditure for the trade area for the period 2022-2037 and concludes that: *"The main trade area is estimated to generate approximately \$592 million in retail expenditure (incl. GST and inflation) by 2037"*.

However, no verifiable data has been provided in support of this forecast.

### 3.5 Activity Centres Hierarchy

In the activity centre hierarchy section of the report the RIA presents the following information regarding the existing and proposed activity centres in the trade area and surrounds:

Within	Supermarket	Other Retail	Total	Status	Date
Russell Road	800	1,330	2,130	Existing	-
Apsley Local Centre	500	250	750	Proposed	2028
Wandi Local Centre	750	250	1,000	Proposed	2032
<b>Total</b>	<b>2,050</b>	<b>1,830</b>	<b>3,880</b>		
Beyond	Supermarket	Other Retail	Total	Status	Date
Harvest Lakes	3,600	1,560	5,160	Existing	-
Cockburn Gateway	10,800	47,600	58,400	Existing	-
Lyon Road	350	425	775	Existing	-
Wandi District Centre	3,500	4,500	8,000	Proposed	2030
<b>Total</b>	<b>18,250</b>	<b>54,085</b>	<b>72,335</b>		

- This would suggest that there is currently only 800 sq.m of supermarket floorspace (IGA Hive) and 1,330 sq.m of other retail within the trade area.
- However, both Harvest Lakes Centre and Lyon Road Centres are located just outside and directly bordering the trade area at a distance of 180 and 250 metres respectively. As such it would be prudent and appropriate to consider these centres when assessing the relative 'need' for additional retail floorspace.
- When computing the relative 'need' for additional supermarket floorspace, the RIA has assumed an existing supermarket floorspace estimate of 2,600 sq.m within the trade area. This is arrived at by considering the Russell Road Centre and 50% of the Woolworths at the Harvest Lakes Centre. This is an unconventional approach, and



we would recommend the Harvest Lakes Centre and the Lyon Road Centres be considered in full given their locations directly on the border of the trade area.

- This would result in a supermarket floorspace estimate of 4,750 sq.m within the trade area, as opposed to the 2,600 sq.m used in the study.
- Lastly, it should be noted that the Woolworths at Harvest Lakes is in fact 4,117 sq.m (according to the Property Council Shopping Centre Directory) and not 3,600 sq.m.

When computing the relative 'need' for total retail floorspace, the RIA assumes an existing floor space estimate of 4,780 sq.m within the trade area. It is unclear how this is arrived at given that the study indicates having considered 2,600 sq.m of supermarket floorspace which would result in an estimate of 2,180 sq.m of 'other' retail space. However, Russell Road Centre features 1,130 sq.m of other retail floor space and Harvest Lakes is said to have 1,560 sq.m.

Overall, we do not consider the existing and proposed supply used in the study to be reflective of the situation. As such we would recommend using the following data instead.

Within	Supermarket	Other Retail	Total	Status
Russell Road	800	1,330	2,130	Existing
Harvest Lakes	3,600	1,560	5,160	Existing
Lyon Road	350	425	775	Existing
Apsley Local Centre	500	250	750	Proposed
Wandi Local Centre	750	250	1,000	Proposed
<b>Total</b>	<b>6,000</b>	<b>3,815</b>	<b>9,815</b>	
Beyond	Supermarket	Other Retail	Total	Status
Cockburn Gateway	10,800	47,600	58,400	Existing
Wandi District Centre	3,500	4,500	8,000	Proposed
<b>Total</b>	<b>14,300</b>	<b>52,100</b>	<b>66,400</b>	

### 3.6 Retail Need

As previously mentioned, the RIA underestimates the level of current floorspace within the trade area by omitting the Lyon Road Centre and only considering only 50% of the Harvest Lakes Centre. It also fails to account for the identified future supply.

In the 'Activity Centres Hierarchy' section of the report they identified Apsley and Wandi Local Centres as located within the trade area and hypothesised reduced levels of floorspace (as compared to allowances) will be delivered at these locations in 2028 and 2032 respectively.

However, the tables on page 24 and 25, used to demonstrate the supermarket and total retail floorspace need, do not consider these new centres and only add the proposed floorspace at Hammond Park to the supply estimate.

This, in combination with an underestimation of current supply, results in a significant underestimation of supply moving forward, and therewith an exaggeration of the 'need' for additional floor space in the area.

Detailed below is an overview of the resulting variance in floorspace supply estimates.



element.

		2022	2025	2028	2030	2032
Study Assumption	(Supermarket)	2,600	6,200	6,200	6,200	6,200
Supermarket		4,750	8,350	8,850	8,850	9,600
Variance with RIA		-2,150	-2,150	-2,650	-2,650	-3,400
Study Assumption (total retail)		4,780	9,490	9,490	10,675	10,675
Total Retail		8,065	12,775	13,525	14,635	15,635
Variance with RIA		-3,285	-3,285	-4,035	-3,960	-4,960

Correcting for this shortfall in supermarket floorspace would negate the 'need' for the proposed quantum of supermarket floorspace. In fact, entering the proposed full-line supermarket in 2025 results in an oversupply situation in the market that does not correct throughout the forecast period.

Year	Population	Floorspace	Supportable Floorspace	Supermarket Need
2022	13,531	4,750	5,128	378
2023	14,429	4,750	5,469	719
2024	15,216	4,750	5,767	1,017
2025	16,476	8,350	6,244	-2,106
2026	17,410	8,350	6,598	-1,752
2027	18,281	8,350	6,928	-1,422
2028	19,152	8,850	7,259	-1,591
2029	19,994	8,850	7,578	-1,272
2030	20,534	8,850	7,782	-1,068
2031	21,299	8,850	8,072	-778
2032	22,015	9,600	8,344	-1,256

The same holds true for the estimate of 'need' for total retail floorspace. Correcting for the omitted existing (Harvest Lakes and Lyon Road Centre) and future additions to supply would result in the following 'need' for total retail space.

	Unit	2022	2025	2030
	sq.m per capita			
Total Retail Floor Space Benchmark	sq.m	2.1	2.1	2.1
Population	No.	13170	16480	20530
Total Retail Floor Space at Benchmark	sq.m	27,657	34,608	43,113
Supermarket Floor Space	sq.m	4,750	8,350	8,850
Other Retail Floor Space	sq.m	3,315	4,425	5,785
Total Retail Floor Space	sq.m	8,065	12,775	14,635
<b>Trade Area Surplus (-)/Need (+) from Benchmark</b>	<b>sq.m</b>	<b>19,592</b>	<b>21,833</b>	<b>28,478</b>
Variance with RIA	sq.m	-3,285	-3,285	-3,960

- As previously mentioned, the use of an arbitrary per capita benchmark ratio of 2.1 sq.m of total retail floor space is not appropriate in this regard. Not only is no evidence or source offered for the applied ratio, but it also assumes that the total per capita retail need should be provided for within the defined trade area and residents would not venture out of the trade area for 'higher order' goods.



- It should further be noted that the population estimates used in the total retail need calculation differ from the population estimates used to calculate the supermarket need.

### 3.7 Impact Test

#### a) Existing Centre Turnover Estimates

In order to compute the impact on the existing activity centres the study adopts a 'turnover allocation' approach. However, the current turnover estimates used for the existing activity centres appear very high.

For instance, the 'Property Council Shopping Centre Directory 2022' suggests that Harvest Lakes Centre achieves a turnover per sq.m of \$11,130 – this is approx. 15% less than the rate assumed in the RIA (\$12,952).

Given the small scale of the Russell Road and Lyon Road Centres, and the predominance of speciality retail floor space in these centres (which typically produces lower floor space productivity when compared to supermarket floor space productivity), the assumed turnover per sq.m estimates appear exaggerated and should be reviewed.

Overestimating the turnover of these centres results in an underestimation of the impact, and given the significant impact already identified on these centres (-12.6% and -12.9%) it is pertinent that these floorspace productivity estimates be reviewed against market data to ensure an accurate depiction of the impact on these centres.

#### b) Impact

The purpose of an Impact Test is to provide indications as to whether the scale of the proposed development is reasonable and whether any surrounding centres are likely to be at risk to the extent that the community would suffer a net disbenefit, attributable to the subject retail development.

The Impact Test, therefore, considers the likely broad changes in competitive circumstances, and in particular the changes in availability of retail spending for competitive centres, that can reasonably be expected to result from the development.

These broad changes effectively set the market conditions within which the competitive centres will operate as a result of this development, and reasonable conclusions can then be drawn about the possible impacts of these broad changes in market conditions.

As a guideline, impacts under 5% are generally considered 'minor'; impacts between 5% and 10% considered 'moderate'; and impacts greater than 10%, 'significant'. This convention is employed by WAPC and SAT. The 10% threshold is a generally accepted notional benchmark when impacts may be an issue.

While the level of trading impacts is important, so is their duration. Even a relatively small impact of less than 5%, could be significant if it were to last several years. Therefore it is recommended that the RIA show the duration of the impact alongside the value.

The RIA concludes:

*"No impacts are expected to be detrimental to the sustainability of any individual centre however the undersupply of convenience retail is expected to lead to one off centre turnover impacts of between 1.9 % and 12.9%."*



- As established by the generally accepted convention that impacts in excess of 10% are considered 'significant' it is inaccurate to suggest that no impacts are expected to be detrimental.
- Moreover, given the multitude of over-, and under-estimations applied throughout the analysis prepared by Urbis (as detailed in this review) the current estimate of impact is likely significantly underestimated and could in fact, be in excess of 15%.

*"Importantly, the positive effect of market growth is expected to offset the one off trading impacts over the short term, with competitive centres expected to be trading back above pre centre levels within 2-3 years".*

- It is erroneous to suggest that these impacts are 'one-off.' Whilst a pre- and post-development comparison has been provided for the year 2025 (first year of operations) no such comparison between a scenario with and without the proposed development is included for the year 2028 (when Phase 2 of the proposed development is expected to become operational). Instead, a comparison is drawn between 2028 with the proposed development and 2022, and the fact that the impacted centres trade at levels above 2022 levels is presented as having no further impact. If a comparison between 2028 with the proposed development and 2028 without the proposed development were to be made a significant decline in turnover resulting from the proposed development will be apparent.

*"It is important to note that these impacts are concentrated on a few centres given the lack of competition in the area and the proposal only represents a moderate increase in retail floorspace on the 5,000 sq.m NLA identified in the district structure plan for the area. As such, the net impact( i.e. above what is planned for the site) is considered negligible."*

- Citing the limited supply in the area, and therewith the impact being constraint to only a few centres does not negate the fact that these 'few' centres are significantly impacted by the proposed development. Moreover, suggesting that the impact is 'negligible' because the proposed increase in floor space is 'moderate' is audacious and misleading.

### **Community Benefit**

In direct contravention with the commonly accepted impact threshold of 10%, the study concludes that:

*"Overall, the estimated turnover impacts for other activity centres are not considered sufficient enough to warrant refusal of the development given the positive impacts likely to eventuate due to the development."*

The study goes on to list a number of purported benefits including:

- Increased Consumer Choice

Increased consumer choice is cited as a benefit resulting from the notion that the proposed retail centre will provide for new retail outlets and formats which align closely to retail spending trends and needs. However, this does not represent a net increase in community benefit. The original retail floorspace allowance of 5,000-5,500 sqm, as envisioned in Southern Suburbs District Structure Plan, would achieve the same outcome.

- Community Engagement

The study suggests that *"the provision of additional socialisation spaces will provide an opportunity for non retail uses to develop within the centre"* and this will allegedly lead to increased community engagement. However, the site is currently zoned as 'Public Open



Space' and as such it increases the aesthetic appeal, amenity and value of the neighbourhood. Aside from providing places to play, be active or relax, public open spaces afford many benefits to the community – including engagement. As such, the suggestion that increased community engagement is a net benefit resulting from the proposed development does not hold up and given the current designation of the site as POS it is more likely do detract from the current community benefit.

#### 4. Conclusion

Following a detailed review of the 'Retail Impact Assessment' for Hammond Park Shopping Centre, **element** considers that methodology, assumptions and data used in the Retail Impact Assessment conducted by Urbis are not sufficiently specified and transparent and at times are not appropriate or accurate.

The RIA submitted by the applicant:

- Uses an inappropriate methodology (per capita benchmarking ratio) to determine floor space needs.
- Likely overestimates the extent of the trade area by not giving sufficient consideration to the barrier presented by Kwinana Freeway for residents to the east of the Freeway. Moreover, the inclusion of the Secondary North and Secondary South Trade Areas seems excessive given the intended 'neighbourhood' nature of the proposed development.
- Likely overstates population growth and further seems to inadequately address the appropriate time lags between lot sales and occupation.
- Does not consider, or only considers 50% of the floorspace, of certain existing activity centres in the needs assessment as they are located just outside the trade area boundary (as defined by the applicant).
- Does not consider future additions to supermarket and retail floorspace in the needs assessments.
- Overestimates the current turnover of existing activity centres.
- And because of all of the above listed reasons, underestimates the impact on existing activity centres in the area.

Given the many concerns with the RIA submitted by the applicant, as highlighted in this review, we recommend that the Impact Test provided by the applicant be peer reviewed by a specialist and that these concerns be addressed.

**element** acknowledges the Whadjuk people of the Noongar nation as traditional owners of the land on which we live and work. We acknowledge and respect their enduring culture, their contribution to the life of this city, and Elders, past and present.





# CITY OF KWINANA

## Urbis Impact Test - Hammond Park Activity Centre Review

September 2022



Hammond Park Activity Centre Impact Test - Review

**Document Control**

Document Version	Description	Prepared By	Approved By	Date Approved
v 1.0	Impact Test Review	Ervin Sehovic	Dawson Demassiet-Huning	02/09/2022

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Hammond Park Activity Centre Impact Test - Review



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## 1 INTRODUCTION

As stated in State Planning Policy (SPP) 4.2: *The Impact Test only applies to major development or out of centre development (see clause 7.10) as outlined in SPP 4.2 and shall be prepared to support the precinct planning or development application process for such proposals*. As the proposed development at Hammond Park exceeds the major development floorspace threshold of 1,000 m<sup>2</sup> for an existing local centre, an Impact Test was conducted by Urbis and provided to the City of Cockburn.

SPP 4.2 provides detailed guidance on undertaking an Impact Test. An Impact Test is required to be prepared in accordance with the methodology provided within the draft SPP 4.2 Implementation Guidelines.

The following key considerations should be used to guide the assessment of Impact Tests:

- Is there a demand for additional floorspace, and how does the proposal meet this demand?
- How will the proposed development impact on the role of the activity centre and/or the viability and vibrancy of other activity centres in the hierarchy?
- What are the anticipated benefits to the community?
- Will the proposal contribute to employment?
- Will the proposal contribute to net community benefit?
- Does the proposal adhere to the SPP 4.2 and the planning framework?

Given the proposed site's proximity to the border with the City of Kwinana (the City), the City has been approached by the City of Cockburn to provide commentary on the report prepared by Urbis. Pracsys has been engaged by the City to undertake an independent review of the Hammond Park Activity Centre Impact Test conducted by Urbis in August 2022. This document summarises Pracsys' assessment of whether the methodology, assumptions and data used in the Impact Test are specified, appropriate and transparent.

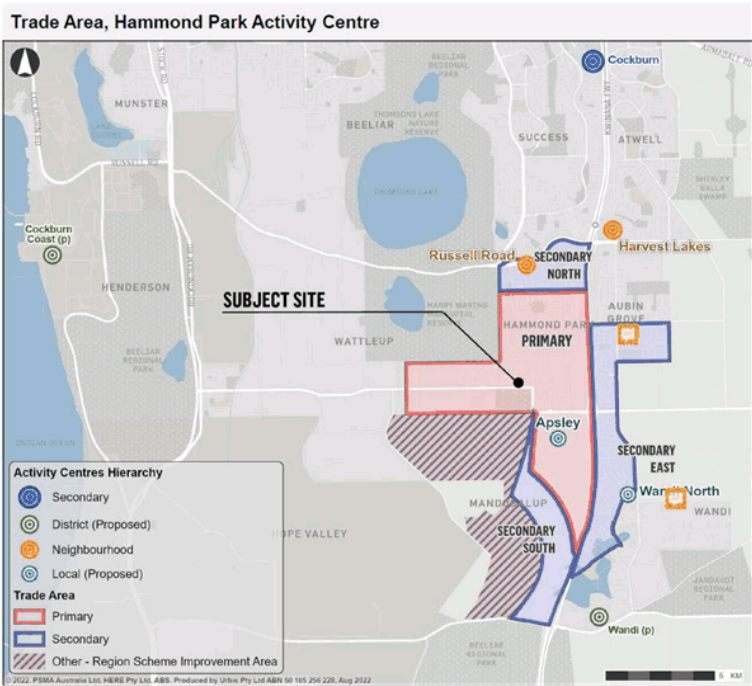




## 2 DEMAND

**Is there a demand for additional floorspace, and how does the proposal meet this demand?**

Report Data, Assumptions and Findings	Assessment
<p><b>Defined Trade Area</b></p> <p>Report identifies a number of existing and proposed centres within a defined trade area and higher orders centres located outside the trade area.</p> <ul style="list-style-type: none"> <li>Two neighborhood centres including Harvest Lakes (anchored by Woolworths) and Russell Road (anchored by IGA) located within close proximity to the trade area, servicing convenience retail of residents</li> <li>Cockburn Activity centre (anchored by Coles, Woolworths and Aldi) as the closest secondary centre, servicing discretionary spending of residents</li> <li>Lyon Road local centre (anchored by IGA express), likely servicing convenience retail of the secondary east catchment</li> </ul> <p>Urbis report that there is no full-line supermarket within the trade area for the Hammond Park Activity Centre, with the closest being Woolworths at Harvest Lakes.</p> <p>Report identified that Kwinana Freeway is a natural barrier to the east, however Harvest Lakes is identified within the 6-minute drive time catchment.</p> <p>Report identified that the future extension of Rowley Road to the west will improve accessibility to the area.</p>	<p>The catchment area (map included below) used in the report is not equally spread north and south, omitting centres from the analysis that should have been included.</p> <ul style="list-style-type: none"> <li>The south-east catchment of the trade area extends approximately 3km from the subject site, while the north-east doesn't extend far enough to include Harvest Lakes which is located 2.61 kilometres from the subject site</li> <li>The Harvest Lake Centre is identified as being within a 6-minute drive time zone, making it a relatively short commute to provide convenience retail for the identified trade area</li> <li>There is no justification as to why the trade area is larger to the south than to the north</li> <li>The analysis should have considered that all of the trade area is within the Harvest Lakes catchment given it is a neighbourhood centres with a large full-line supermarket</li> </ul> <p>The future extension of Rowley Road to the west will have a limited benefit on accessibility. Land more than ~1.5km to the west is zoned as industrial indicating that there is limited additional trading potential. Providing access for workers is not suitable or planned for the local road network.</p>



Report Data, Assumptions and Findings	Assessment
<p><b>Population Growth</b></p> <p>Trade area population forecasts are based on the expected rate of sales of residential lots in the area, allowing for a lag between lot sales and increase in residents as well as an allowance for unoccupied dwelling in line with trade area averages.</p> <p>Dwelling projections are based on:</p> <ul style="list-style-type: none"><li>The Department of Planning, Lands and Heritage's (DPLH) Urban Land Development Outlook (ULDO)</li><li>Historical lot sale rates from Landgate</li><li>Remaining (unsold) lots from Landgate</li><li>Future likely urban land releases based on urban zoned land under the Sub-regional Planning Framework (Perth and Peel @ 3.5m)</li></ul>	<p>Land development data (map provided below for convenience) from ULDO shows that dwelling growth is concentrated in the primary trade area. Assumed lot sale rates for known estates in the trade area were presented (provided in the table below). Compared to the ULDO, lots from Apsley Estate and Hammond Heights have been shifted to a more short-term uptake:</p> <ul style="list-style-type: none"><li>ULDO indicates that there will be a total of 832 lots developed from 2020-21 onwards in the Apsley Estate. The report indicates that there are 666 remaining lots in the Apsley Estate in 2022. Given the timing of this report is approximately 2 years after the release of the ULDA, the 166 developed lots indicate an uptake of 83 lots per annum in the Apsley Estate. Applying this annual uptake to a four-year period equates to 332 lots, well below the projections by the ULDO. Applied to a five-year period, as per the Urbis report (2022-2027), this equates to 415 dwellings in the Estate. The report presents a projected uptake of 582 lots during the same period without justification for the accelerated development timeline of the Apsley Estate</li></ul>

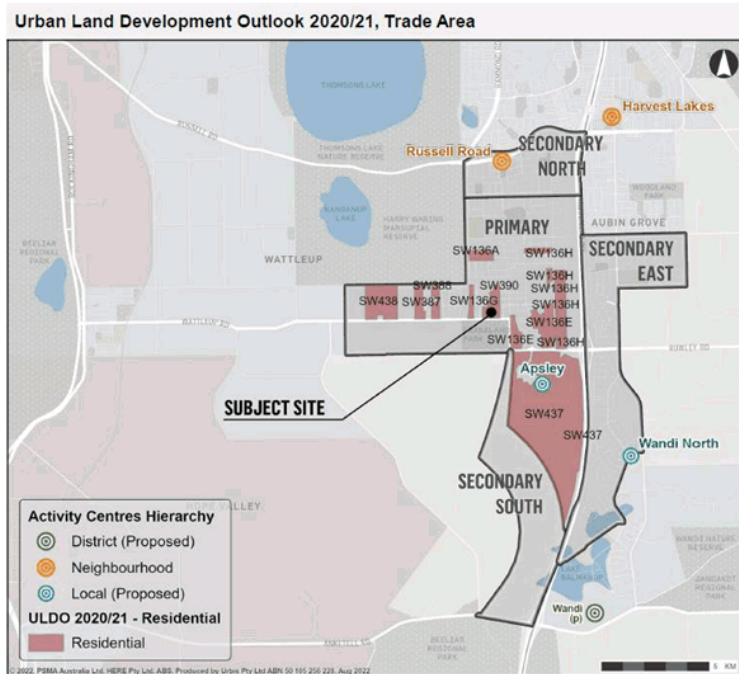


Hammond Park Activity Centre Impact Test - Review



Report Data, Assumptions and Findings	Assessment
	<ul style="list-style-type: none"> <li> <p>ULDO indicates that the Hammond Heights Estate is planned for the development of 45 lots between 2025-26 to 2029-30. The report has attributed 36 of those lots to the five-year period 2022-27, lending support to an accelerated development timeline for the Hammond Heights Estate without justification</p> <p>Future Estates SW438 (187 lots) and SW388 (67 lots) have been shifted to a more medium development timeframe in the Urbis report compared to ULDO, without justification.</p> <p>The Urbis report includes an additional 461 lots as 'Future Urban' in the Secondary South trade area. While the report suggests that strong demand for lots in the region means that land will be developed once current supply of lots is exhausted, it is not clear where this estimate came from and it is suggested that it should not have been included in the analysis.</p> <p>Population estimates were derived based on lot sale assumptions applied to ABS population data. The forecasted increase in population for the primary trade area is 7,760 persons to 2032. Applying this to the lot uptake assumptions over the same time for the primary trade area, it is estimated that there are 3.5 additional persons per additional dwelling. The report presented Census 2021 data as part of the socio-economic attributes for the trade area. The Census data indicated that the trade area averaged 2.8 persons per dwelling. No justification was provided by Urbis for this discrepancy. It is unclear whether there are additional dwellings in the study area compared with the uptake analysis that may lead to the higher population estimate.</p> <p>The report appears to have an expenditure estimate for 2022, which is assumed to be based on expenditure per household. This is then forecast overtime based on population growth. If there are no additional dwellings forecast for the location other than those in the Assumed Lot Sales Rates, the forecasts may be overstated by an amount of up to 25% (3.5 persons per household/2.8 persons per household).</p> </li> </ul>

Hammond Park Activity Centre Impact Test - Review



### Assumed Lot Sales Rates, Trade Area, 2022-2032

	Trade Area Sector	Estimated Dwellings (no.)		
		22-27	27-32	Total
Known Estates:				
Apsley	Primary	582	83	666
Florence	Primary	539	135	674
Hammond Heights	Primary	36	9	45
Honeywood	Secondary East	8	-	8
Quenda	Primary	18	-	18
The Jewel	Secondary North	21	5	26
Vivente	Primary	168	-	168
Wattle Rise	Primary	79	-	79
Future Estates (ULDO):				
Unconfirmed - SW438	Primary	-	187	187
Unconfirmed - SW388	Primary	40	27	67
Unconfirmed - SW136G	Primary	32	48	80
Unconfirmed - SW136H	Primary	-	200	200
Future Urban				
Urban	Secondary South	-	461	461
Urban Expansion	Secondary South	-	-	-
Total		1,524	1,155	2,678

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Hammond Park Activity Centre Impact Test - Review



Report Data, Assumptions and Findings	Assessment
<b>Expenditure</b> <p>The residential spending profile was estimated using a model developed by MDS Market Data Systems Pty Ltd. The model is based on data from the ABS' Household Expenditure Survey, Census data, ABS National Accounts, ATO data, etc.</p>	<p>The MDS model and the model's underlying data sources are appropriate, and analysis is assumed to be sound.</p>
<b>Expenditure Forecast</b> <p>Trade area retail expenditure was forecasted using forecast population growth outlined above, retail spend per capita growth, and has been adjusted for retail price inflation and GST.</p> <p>The main trade main trade area is estimated to generate approximately \$592 million in retail expenditure by 2037, representing an increase of \$354 million from 2022.</p>	<p>The expenditure analysis was forecast through to 2037 while population projections were only presented to 2032. No detail was provided on how population projections were treated past 2032.</p> <p>Retail expenditure growth from 2022 to 2032 was 98.7% for the trade area, while population growth over the same period was only 63% with no justification to address the discrepancy.</p> <p>There is no identified data source or method of calculation for real per-capita growth or retail price inflation.</p>
<b>Activity Centre Hierarchy</b> <p>Activity Centre Hierarchy from report:</p> <ul style="list-style-type: none"> <li>Cockburn (secondary centre), outside of trade area, 58,400 m<sup>2</sup> retail and 10,800 m<sup>2</sup> supermarket</li> <li>Harvest Lakes (neighbourhood centre), outside of trade area, 5,160 m<sup>2</sup> retail and 3,600 m<sup>2</sup> supermarket</li> <li>Russell Road (neighbourhood centre), Secondary North trade area, 2,130 m<sup>2</sup> retail and 800 m<sup>2</sup> supermarket</li> </ul> <p>Report indicates that estimated retail and supermarket floorspace was based on a visual inspection and roof measurements.</p>	<p>The Harvest Lakes Centre is anchored by Woolworths, data from the Shopping Centre Directory indicates that the Woolworth's has 4,111 m<sup>2</sup> GLA and the total centre floorspace 5,678 m<sup>2</sup> GLA. This may impact the centre's reported productivity per m<sup>2</sup>, given that the floorspace used as part of the analysis was lower than actual, productivity may have been overstated.</p> <p>The Russell Road Centre is approximately 3,237 m<sup>2</sup> based on DPLH LUES Complex floorspace values (Complex no:9498). As mentioned above, this may impact the centre's reported productivity per m<sup>2</sup>, given that the floorspace used as part of the analysis was lower than actual, productivity may have been overstated.</p> <p>SPP4.2 indicates that there needs to be consideration of additional planned floorspace. Based on the existing City of Cockburn LCACS (CLCACS), the Russell Road Centre is planned for up to 5,000 m<sup>2</sup>. This indicates that there is room for the Russell Road Centre to expand to service the existing floorspace gap in the trade area.</p>
<b>Wandi District Centre</b> <p>The report indicates that the Future Wandii District Centre which has 4,500 m<sup>2</sup> of provisioned retail floorspace, including 3,500 m<sup>2</sup> of supermarket floorspace as part of the 2013 KLCACS. Report indicates that the activity centre is unlikely to develop to full capacity due to change in surrounds, in particular the development of Anketell Road as major freight route to future Kwinana Port impeding access to the centre.</p>	<p>There is no justification as to why the development of Anketell Road will result in the Wandii District Centre developing smaller than the provisioned floorspace as part of the KLCACS. Approving additional floorspace at the Hammond Park Activity Centre will reduce the viability of the Wandii District Centre of achieving its full potential.</p>



Report Data, Assumptions and Findings	Assessment
<p><b>Supportable Supermarket Floorspace</b></p> <p>Urbis applies a supermarket Greater Perth Benchmark of 37.9 m<sup>2</sup> per person to estimate a total supportable supermarket floorspace of 5,128 m<sup>2</sup> for the trade area.</p>	<p>The ratios used are sourced as Urbis. These ratios are believed to accurately represent the Greater Perth provision of supermarket floorspace; this does not mean they are relevant to the trade area.</p> <p>The application of a Greater Perth supermarket per person ratio is not suitable to a suburban area as the ratio includes major centres with higher concentrations of supermarket floorspace than what could be supported at a local/neighbourhood centre. The identified supportable floorspace is therefore considered too high for the small trade area that is being considered.</p>
<p><b>Supermarket Gap Analysis</b></p> <p>Findings of the report indicate that there is an estimated 2,600 m<sup>2</sup> of supermarket floorspace for the total trade area. This was the sum of 800 m<sup>2</sup> from the Russell Road IGA and 50% of the 3,600 m<sup>2</sup> Woolworths at Harvest Lakes.</p> <p>Results identify a supermarket floorspace gap of 2,528 m<sup>2</sup> in 2022 and 2,144 m<sup>2</sup> in 2032 when including the development of the proposed centre coming online in 2025.</p> <p>Urbis uses a Greater Perth Benchmark (37.9 m<sup>2</sup> per 100 residents) to quantify supportable floorspace.</p>	<p>Given the discussion above, the entire supermarket floorspace for the Woolworths at Harvest Lakes (3,600 m<sup>2</sup>) should be included in the trade area floorspace given its close proximity to the proposed site and the fact that residents of the trade area would be within its catchment.</p> <p>The Lyon Road IGA Express supermarket floorspace of 350 m<sup>2</sup> was also omitted from the total trade area floorspace, it should however have been included.</p> <p>Including the additional 50% supermarket floorspace from the Harvest Lakes Woolworths and the 350 m<sup>2</sup> from the Lyon Road IGA Express reduces the gap to approximately 350 m<sup>2</sup> in 2022, with a total gap of approximately 3,580 m<sup>2</sup> in 2032 (not including the proposed development).</p> <ul style="list-style-type: none"> <li>Based on the CLCACS, Russell Road has been planned expandable by approximately 2,000 m<sup>2</sup> and as a result could provide for some the identified gap in 2032.</li> </ul> <p>The approach used to determine supermarket demand does not account for the current provision of supply in a suitable way; it does not consider the potential for the Russell Road centre to expand to its full planned potential by 2030; and it overestimates relevant demand for the defined trade area. A more objective method is recommended to determine retail need that accounts for all retail supply within a larger trade area, the distance from residents to that supply and the attractiveness of centres.</p>
<p><b>Non-Supermarket Floorspace</b></p> <p>Findings of the report indicate based on population estimates a total retail floorspace per capita of 0.37 m<sup>2</sup>, which is well below the benchmark of 2.1 m<sup>2</sup> per capita.</p> <p>The additional total retail floorspace provided by stage one of the development represents only 14% of the total catchment demand. This equates to 68%</p>	<p>The ratios used are sourced as Urbis. These ratios are believed to accurately represent the Greater Perth provision of retail floorspace; this does not mean they are relevant to the trade area.</p> <p>The ratio of 2.1 m<sup>2</sup> per capita is not relevant to the trade area based on the discussion above. This is particularly the case for comparison retail (i.e. clothing, footwear, etc.) which has much higher</p>



Hammond Park Activity Centre Impact Test - Review



Report Data, Assumptions and Findings	Assessment
<p>of the net change in floorspace demand from 2022 to 2025.</p> <p>A review of floorspace commonly associated with supermarket centres shows a leverage rate of 36% implying that in 2025, the trade area could support 6,200 m<sup>2</sup> supermarket floorspace and an additional 2,230 m<sup>2</sup> other retail floorspace.</p>	<p>concentrations in major centres than district or neighbourhood centres. The analysis using this ratio should be disregarded; it should be pointed out that it was not used to estimate the supportable non-supermarket floorspace.</p> <p>Non-supermarket retail floorspace is estimated based on average ratios of this floorspace to supermarket floorspace. It is assumed this figure is internal to Urbis, it cannot be verified but it is assumed to be acceptable given their significant data base.</p> <p>As the ratio is applied to supermarket floorspace however, if there is an overestimation of supportable supermarket floorspace there will be an overestimation of supportable non-supermarket floorspace.</p>
<p><b>Assessment Conclusions:</b></p> <p>The need for supermarket and non-supermarket floorspace is overstated. The gap that has been identified is inaccurate and does not appropriately consider current supply. This conclusion is based on the following key findings:</p> <ul style="list-style-type: none"> <li>• The trade area arbitrarily excludes Harvest Lakes Activity Centre</li> <li>• Retail floorspace of centres used in the gap analysis is inconsistent with Property Council Shopping Centre Directory data and DPLH LUES data</li> <li>• The total supermarket floorspace provision at Harvest lakes should be considered as the trade area is within its catchment – it does not make sense to say that residents have 50% access</li> <li>• Lyon Road IGA express should be considered in the gap analysis</li> <li>• The analysis comparing overall retail ratio of 2.1 m<sup>2</sup> per person is not relevant</li> <li>• Supportable non-supermarket floorspace provision is based on supportable supermarket floorspace. It is likely also overstated</li> <li>• Much of the data used is internal Urbis data. While the data is from a reliable source it is not publicly verifiable which is one of the requirements of the Draft SPP4.2 Implementation Guidelines Appendix 1</li> </ul> <p>Note: there may be additional demand for retail floorspace at the Hammond Park centre (as per the Southern Suburbs DSP) however the results from the analysis are not suitable for estimating this need.</p>	





### 3 IMPACT

**How will the proposed development impact on the role of the activity centre and/or the viability and vibrancy of other activity centres in the hierarchy?**

Report Data, Assumptions and Findings	Assessment
<p><b>Approach and Methodology</b></p> <p>Impact test has been conducted using a competitive usage model.</p> <p>Potential impact on other activity centres in the hierarchy have been assessed using a turnover allocation approach.</p> <p>The impact analysis details the turnover change over time (between 2022 and 2028) for each development.</p> <p>Economic impact has been defined as the indicative change in retail turnover at other centres resulting from the introduction of new competition.</p>	<p>The competitive usage method applies market share principles, which appear to be decided subjectively and lack justification apart from benchmark averages and previous experience. The turnover allocation approach requires estimation of turnover for each centre based on its size and mix of each individual centre without accounting for the available demand and supply in the surrounding area.</p> <p>While Urbis have extensive experience in the retail industry, the method applied is not seen as an objective approach to impact assessment.</p> <p>Looking at the change in impact over time is appropriate and in line with Draft SPP4.2 guidelines.</p> <p>Assessing economic impact as the change in retail turnover from the introduction of new competition is appropriate and in line with Draft SPP4.2 guidelines.</p>
<p><b>Supermarket Turnover and Productivity</b></p> <p>Floorspace productivity for supermarket uses in 2025 is estimated to be \$9,151m<sup>2</sup>.</p>	<p>The reported estimate of supermarket turnover is based on a series of assumptions of market capture and does not reflect actual demand for uses at the subject site.</p> <p>Colliers 2017 indicate that a benchmark viable productivity level for supermarket floorspace is approximately \$10,750m<sup>2</sup> (\$2022).<sup>1</sup> It is unclear if this benchmark is for NLA or GLA therefore it has been conservatively assumed to be NLA. Adjusting the reported supermarket floorspace based to NLA based on an industry rule of thumb of 0.9 (NLA/GLA), the productivity of the floorspace is approximately \$10,070m<sup>2</sup>. This is under the benchmark viable level and indicates there is not sufficient demand for this level of floorspace in 2025.</p> <p>If a higher turnover productivity were to be achieved in 2025, the impact would be greater.</p> <p>Please note that the report indicates an NLA/GLA ratio of between 0.82 and 0.75, this is seen as a very low estimate of NLA based on GLA. It is perhaps</p>

<sup>1</sup> [https://consultation.dplh.wa.gov.au/land-use-planning/ormis/supporting\\_documents/ORMIS2.9%20Appendix%20H1%20%20Retail%20Floorspace%20Demand%20Analysis.pdf](https://consultation.dplh.wa.gov.au/land-use-planning/ormis/supporting_documents/ORMIS2.9%20Appendix%20H1%20%20Retail%20Floorspace%20Demand%20Analysis.pdf)

Hammond Park Activity Centre Impact Test - Review



Report Data, Assumptions and Findings	Assessment
	reasonable for the entire centre given walkways and other potential common area amenity that may be provided; the industry rule of thumb 0.9 is seen as more appropriate for the supermarket floorspace in isolation.
<b>Competing Centres</b> Floorspace of competing centres was included with turnover based on benchmarks.	<p>Turnover benchmarks are sourced as Urbis. This is seen as reliable although the benchmarks used cannot be verified.</p> <p>As indicated above the floorspace for Harvest Lakes and Russel Road Activity Centres is understated. The turnover for Harvest Lakes is appropriate (Property Council Shopping Centre directory indicates it was \$65 million). There was no means of assessing the turnover for Russell Road and Lyon Road Activity Centres, however, the productivity levels appear to be high given these centres are anchored by an IGA and an IGA express respectively. IGA's generally trade at lower productivity levels than major supermarkets (i.e. Coles, Woolworths).</p> <p>The higher the turnover applied to a centre, the lower the proportion impact of a reduction in turnover. For instance, if the Russel Road Activity Centre was only turning over at \$10,000m<sup>2</sup>, the same turnover change would result in a 15% impact as opposed to 12.6%.</p>
<b>Other Centres</b> The impact includes the Cockburn Activity Centre and Costco Activity Centre.	<p>The analysis does not seem to account for the approved Stage One 21,000m<sup>2</sup> expansion of Cockburn Activity Centre.<sup>2</sup></p> <p>The impact test allocates a 2.3% turnover impact to Cockburn activity centre or \$11 million in turnover. The main trade area is approximately 9km<sup>2</sup>. Assuming the Cockburn Activity Centre has a catchment equivalent to 15km radius, the trade area makes up approximately 1.3% of the total trade area. The project site is approximately 5km from the Cockburn Activity Centre meaning it is likely in the secondary catchment for the centre. The allocation of turnover that is expected to come from Cockburn Activity Centre appears to be an upper estimate. Should this turnover attribution be overstated the impact on nearby centres such as Harvest Lakes is understated.</p> <p>Costco will have a catchment that likely spans wider than the Cockburn Activity Centre. It is likely that some persons who do not currently shop at Costco will do so once the Costco Casuarina opens, however, given the subscription nature of the offering it is likely many of the customers that will shop there will be a transfer from the current airport</p>

<sup>2</sup> <https://www.perthnow.com.au/local-news/south/1-billion-cockburn-gateway-expansion-approved-c-4365580>

Hammond Park Activity Centre Impact Test - Review



Report Data, Assumptions and Findings	Assessment
	<p>Costco. Additionally, the turnover for Costco includes wholesale trade, meaning the impact proportion is higher than indicated for relevant turnover and the allocation of turnover may be high given the Costco is over 6km from the subject site.</p> <p>Furthermore, the inclusion of Costco and not the Kwinana Secondary Centre which is only 1.5km farther away but much more relevant in terms of shopping behaviour and catchment is not understood.</p>
<p><b>Planned Centres</b></p> <p>Other planned centres are not included in the impact test.</p>	<p>Draft SPP4.2 requires consideration of the impact on future planned infrastructure. The Wandi District Centre, the Apsley Centre and the Wandi North Local Centre should all have been included in the analysis. The impact on the Apsley centre is likely higher than the Russel Road centre given its size and location approximate 1km from the subject site.</p> <p>The Wandi District Centre is a higher order centre whose catchment includes the identified trade area. The viability of the Wandi DC will be directly affected by the proposed expansion.</p> <p>Russel Road is allowed to expand to 5,000m<sup>2</sup> under the City of Cockburn LCACS; the impact on the potential for the higher order centre to expand is not considered.</p> <p>There are also a number of planned local centres identified in the City of Cockburn LCACS to the west of the subject site that have not been identified in the analysis, particularly Latitude 32 East which is less than 3km from the subject site.</p>
<p><b>Fast food Floorspace</b></p> <p>Analysis excludes fast food as shop retail</p>	<p>Takeaway food is categorised as Shop Retail according to LUES. It is assumed this includes fast food and this land use should have been included as shop retail in the analysis.</p> <p>The proposed development includes fast food that would compete with takeaway food uses at other centres. The turnover is therefore understated and impact proportions are understated.</p> <p>Reference can be found on page 24 at the following link:  <a href="https://www.wa.gov.au/system/files/2021-07/LUES_Glossary.pdf">https://www.wa.gov.au/system/files/2021-07/LUES_Glossary.pdf</a></p>
<p><b>Impact Estimates</b></p> <p>The impact identifies a range of impacts from -1.9% to 12.9%.</p>	<p>There is no summary of how the reduction in turnover for each centre is decided and the approach cannot be verified. The reduction in turnover appears to be allocated subjectively. A summary of how the quantum of turnover reduction was calculated should be provided. A more objective approach of estimating turnover is recommended that accounts for the size of centres,</p>

City of Kwinana

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Hammond Park Activity Centre Impact Test - Review



Report Data, Assumptions and Findings	Assessment
	location of centres and their distance from consumers.
<b>Centre Hierarchy Considerations</b> The impact of services in the wider area is assessed in line with SPP4.2.	The report discusses a reduction in leakage from the trade area of 89% that reduces to 51% by 2028. There is no discussion of how this relates to non-trade area centres. It is also unclear how the market share of both Total Other Centres and Hammond Park Activity Centre both increase between 2025 and 2028. If new centres in the TA are developed this would lead to additional market share for those centres in competition with the Hammond Park centre.
<b>Assessment Conclusions:</b> The Impact Test appears to have been undertaken subjectively and does not address the Draft SPP4.2 Implementation Guidelines Appendix 2: Scope and Methodology for Impact Test, as future planned centres that are within and directly adjacent to the identified trade area are not considered in the Impact Test. The results of the impact test may also be understated for nearby centres as: <ul style="list-style-type: none"> <li>• The change in turnover applied to Cockburn Activity Centre and Costco Casuarina appear to be high</li> <li>• Fast food floorspace and its turnover was excluded from the analysis</li> <li>• The supermarket productivity estimate for the proposed development was under what would be considered viable; this demonstrates either a lack of demand or the impact is understated</li> </ul>	



## 4 NET COMMUNITY BENEFIT

**What are the anticipated benefits to the community? Will the proposal contribute to net community benefit?**

Report Data, Assumptions and Findings	Assessment
<b>Consumer Choice</b> The report states there will be new retail outlets, the first full-line supermarket in the trade area and improved choice and competition to the area	<p>There could be a slight increase in consumer choice through new specialty stores. The addition of the 'first' full line supermarket to the trade area is subjectively so given the shape of the defined trade area. Harvest Lakes would be the main shopping centre for most of the catchment and is within 6 minute drive for almost all current residents.</p> <p>There may be some competition benefits however this is expected to be minimal given the standardised prices of most major supermarkets.</p> <p>The analysis does not consider the fact that some uses would have developed at the current planned centre and that the Russell Road centre can expand to 5,000 m<sup>2</sup>, reducing the potential additional benefit due to the proposed rezoning.</p>
<b>Activation of Strategic Site</b> The report indicates the current site is the only appropriate site for a retail development.	<p>There is still land that could be developed for commercial uses at the current area which is designated for commercial uses. The land that can still be developed is along what is planned as an extension of Hammond Road and is likely more suited to commercial uses for this reason. (see Figure below for DSP map that shows area designated as Neighbourhood centre)</p>
<b>Increased Employment Opportunities</b> The report states there will be construction and operational employment.	<p>The construction will support employment over the construction period, however this is not additional as it could be developed at the planned centre. Employment would only be additional if more floorspace is developed than what is currently planned in the activity centre hierarchy.</p> <p>The operational employment would otherwise have been provided for at the planned location. There could be some additional employment if a larger centre is approved, however, the majority of employment will be a transfer of working hours from neighbouring centres.</p>
<b>Trading Impacts</b> The report states that there is currently a high level of retail leakage in the trade area and that the proposed development will reduce the leakage.	<p>It is not clear where the leakage rates in the report 89%-91% are derived from, they appear to be assumptions. The high level of leakage in the area would be significantly less were Hammond Park included as part of the trade area.</p> <p>The impact of the expanded centre on the Apsley and Wandi North LC centres was not assessed; these centres are likely to be significantly impacted,</p>

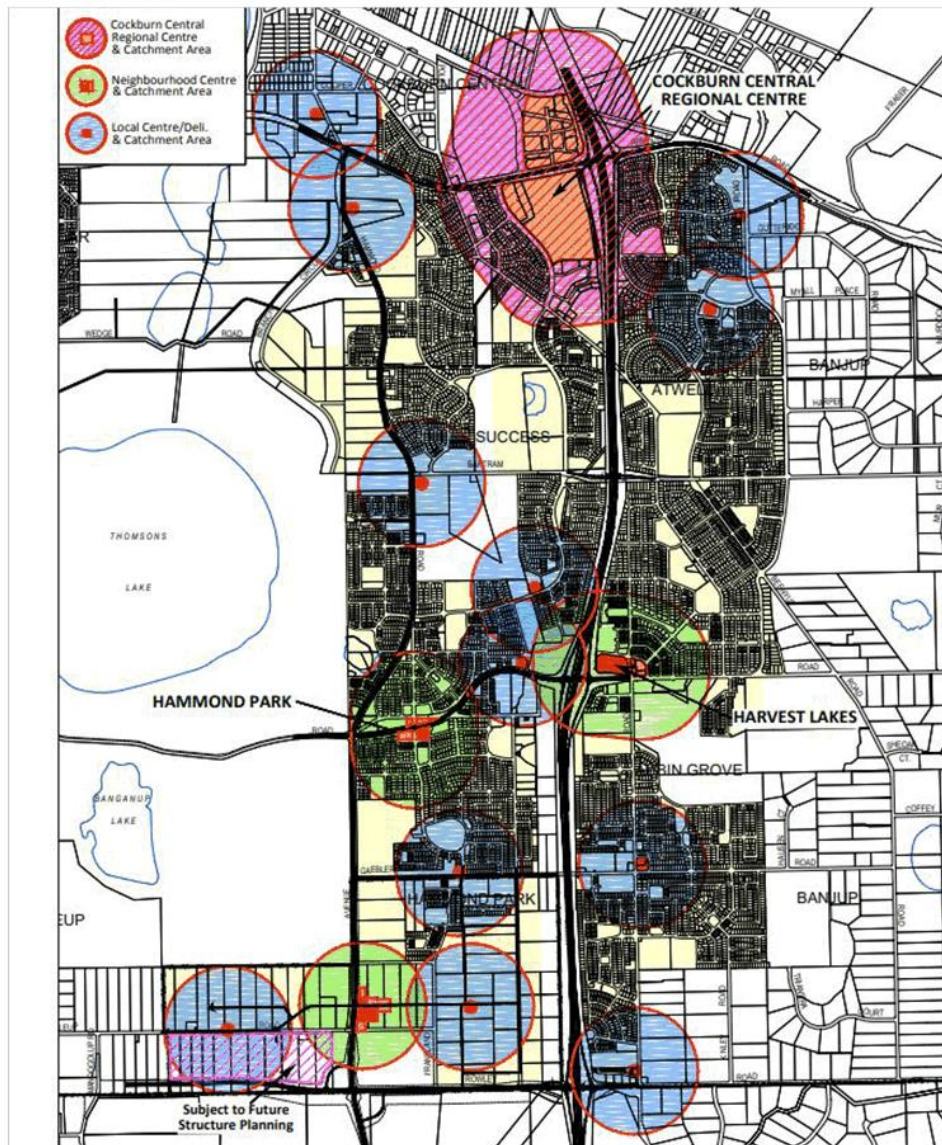


Hammond Park Activity Centre Impact Test - Review



Report Data, Assumptions and Findings	Assessment
	<p>particularly if the analysis is overstating the supportable level of floorspace in the catchment.</p> <p>Increasing the allocation of floorspace at the proposed site is likely to reduce the viability of planned local centres and delay their development, this leads to a negative community outcome where residents are required to drive / drive farther to access daily shopping needs.</p>
<p><b>Community Engagement</b></p> <p>The report states that non-retail uses at the site would support increased community engagement.</p>	<p>There are currently non-retail uses on the designated commercial land. A centre developed at the planned location would achieve the same benefit. This benefit is not additional.</p>
<p><b>Assessment Conclusion:</b></p> <p>The peer review has concluded that there is insufficient evidence that a positive net community benefit will be achieved as:</p> <ul style="list-style-type: none"> <li>• The are other centres that could provide for the proposed uses within the trade area (the current planned commercial area and Russell Road Activity Centre)</li> <li>• It is not the only site that can support commercial uses with other sites potentially more suitable</li> <li>• The expansion could negatively impact planned local centres, reducing community benefit</li> </ul>	

## Hammond Park Activity Centre Impact Test - Review





## 5 ECONOMIC IMPACT

### Will the proposal contribute to employment?

Report Data, Assumptions and Findings	Assessment
<p>Urbis in-house knowledge is supplemented by REMPLAN to develop the economic impact of the proposed development. Construction will support 21 direct FTE jobs. Operations will support 253 direct FTE jobs.</p>	<p>Floorspace to employment ratios are used to estimate employment, the ratios have been developed using Department of Planning, Lands and Heritage Land Use and Employment Survey data and appear to be appropriate.</p> <p>LUES reports floorspace as a net lettable area, and the ratios are therefore based on the net lettable area. It is not clear which floorspace amount was used for the estimation (both GLA and NLA are discussed in the report). If the GLA was used it could overestimate employment by between 18% to 25% based on the floorspace figures provided in the report.</p> <p>REMPLAN is a common source for economic impact and is seen as reliable.</p> <p>The analysis does not acknowledge that most of the economic impacts will be a transfer from surrounding centres and not an additional benefit. Additionally, when considering the impact you must assess against a base case; the base case includes up to 1,000m<sup>2</sup> of retail uses and potentially more non-retail uses.</p>
<p><b>Assessment Conclusion:</b></p> <p>The peer review sees the data sources for economic impact as appropriate. There are two omissions that put in question the economic impact estimates:</p> <ul style="list-style-type: none"> <li>It is not clear whether the worker ratios have been applied to the correct floorspace type (GLA or NLA) and this could overstate employment by between 18% and 25%</li> <li>The report does not acknowledge that the majority of employment will be a transfer from neighbouring centres and not additional employment</li> </ul>	



## 6 ALIGNMENT WITH PLANNING FRAMEWORK

### Does the proposal adhere to the SPP 4.2 and the planning framework?

The draft SPP4.2 identifies the following objectives:

- *Provide a hierarchy and network of activity centres that meets community need and provides social, economic and environmental benefits to all Western Australians.*  
The supportable floorspace identified in the report is overstated through the application of Greater Perth floorspace ratios to a small trade area in a suburban environment. The gap identified did not suitably consider surrounding supply. The development might not even provide a net benefit to the community. In fact, by reducing the turnover for planned centres in the hierarchy that are closer to future population it may reduce their access and create a community disbenefit
- *Enable the distribution of a broad range of goods, services and activities, including retail, commercial and mixed-use developments that do not undermine the hierarchy of activity centres.*  
Reducing the turnover potential for planned centres in the hierarchy that are closer to future population is likely to undermine the hierarchy
- *Ensure consistency and rigour in the planning and development of activity centres.*  
This could undermine the planning for a district centre by significantly expanding the scale of a planned local centre to include a full-line supermarket within 3.7 km of the district centre, easily within the district centre's catchment. It is also unclear whether the rezoning would still allow for retail development on the area that is currently zoned for the activity centre. This could result in an additional 923m<sup>2</sup> of retail floorspace that would further impact surrounding centres.





## 7 KEY FINDINGS AND CONCLUSION

The peer review has concluded that there are a number of issues associated with the Hammond Park Urbis Impact Test.

### **Demand**

The need for supermarket and non-supermarket floorspace is overstated. The gap that has been identified is inaccurate and does not appropriately consider current supply. This conclusion is based on the following key findings:

- The trade area arbitrarily excludes Harvest Lakes Activity Centre
- Retail floorspace of centres used in the gap analysis is inconsistent with Property Council Shopping Centre Directory data and DPLH LUES data
- The total supermarket floorspace provision at Harvest lakes should be considered as the trade area is within its catchment – it does not make sense to say that residents have 50% access
- Lyon Road IGA express should be considered in the gap analysis
- The analysis comparing overall retail ratio of 2.1 m2 per person is not relevant
- Supportable non-supermarket floorspace provision is based on supportable supermarket floorspace. It is likely also overstated
- Much of the data used is internal Urbis data. While the data is from a reliable source it is not publicly verifiable which is one of the requirements of the Draft SPP4.2 Implementation Guidelines Appendix 1

There may be additional demand for retail floorspace at the Hammond Park centre (as per the Southern Suburbs DSP) however the results from the analysis are not suitable for estimating this need.

### **Impact**

The Impact Test appears to have been undertaken subjectively and does not address the Draft SPP4.2 Implementation Guidelines Appendix 2: Scope and Methodology for Impact Test as future planned centres that are within and directly adjacent to the identified trade area are not considered in the Impact Test. The results of the impact test may also be understated for nearby centres as:

- The change in turnover applied to Cockburn Activity Centre and Costco Casuarina appear to be high
- Fast food floorspace and its turnover was excluded from the analysis
- The supermarket productivity estimate for the proposed development was under what would be considered viable; this demonstrates either a lack of demand or the impact is understated



Hammond Park Activity Centre Impact Test - Review



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### **Net Community Benefit**

The peer review has concluded that there is insufficient evidence that a positive net community benefit will be achieved as:

- The are other centres that could provide for the proposed uses within the trade area (the current planned commercial area and Russell Road Activity Centre)
- It is not the only site that can support commercial uses with other sites potentially more suitable
- The expansion could negatively impact planned local centres, reducing community benefit

### **Economic Impact**

The peer review sees the data sources for economic impact as appropriate. There are two omissions that put in question the economic impact estimates:

- It is not clear whether the worker ratios have been applied to the correct floorspace type (GLA or NLA) and this could overstate employment by between 18% and 25%
- The report does not acknowledge that the majority of employment will be a transfer from neighbouring centres and not additional employment

### **Alignment with the Planning Framework**

The proposed rezoning does not adhere to SPP4.2 and the planning frameworks as it:

- Could lead to community disbenefit
- Could undermine the activity centre hierarchy
- Is inconsistent with the established planning and development of a local centre
- The rezoning may not stop the current area designated for retail uses from developing to the 1,000m<sup>2</sup> allowed for in the LCACS which could lead to an even greater impact on the activity centre hierarchy



 www.farlane.com.au Unit 20, 663 Newcastle Street LEEDERVILLE, WA 6007 0412 836 147

21 September 2022  
Gary Wilkinson  
City of Cockburn  
9 Coleville Crescent  
Spearwood WA 6163

Dear Gary

## REVIEW OF RETAIL IMPACT ASSESSMENT OF LOTS 114, 123-125 WATTLEUP ROAD, HAMMOND PARK (FINAL)

Thank you for the opportunity provide economic input into review of Urbis' Retail Impact Assessment of Lots 114, 123-125 Wattleup Road, Hammond Park (the Assessment). This work is required to support the City in assessing the veracity of claims and recommendations related to the Assessment, and the proposed significant increase in retail floor area to the future neighborhood site.

### Our approach

This review balanced the need for efficiency with a robust examination of the research, analysis and recommendations that supports City officers and Councilors in coming to and justifying its position.

FAR Lane's review utilised the Draft State Planning Policy 4.2 Implementation Guide (SPP 4.2) as a framework to structure our review. This approach allowed us to ensure our review was aligned with State Planning Guidelines to be of maximum relevance and use to the City. Specifically, we utilised the Impact Test Assessment Framework provided by SPP 4.2 and assessed Urbis's approach and assumptions relating the following questions:

- Is there a demand for additional floorspace, and how does the proposal meet this demand?
- How will the proposed development impact on the role of the activity centre and/or the viability and vibrancy of other activity centres in the hierarchy?
- What are the anticipated benefits to the community?
- Will the proposal contribute to employment?
- Will the proposal contribute to net community benefit?
- Does the proposal adhere to this policy and the planning framework?

As clarified in our proposal, our approach did not allow for any further analysis to test the sensitivity of assumptions and findings. Our work also included a high level review of the following documentation provided by the City:

- Wandi (Honeywood) Local Centre Retail Potential Assessment prepared for the City of Kwinana by Shrapnel Urban Planning
- Wandi North – Local Structure Plan Retail Needs Assessment prepared for Satterly Group by Taktics4
- City of Kwinana Local Commercial & Activity Centres Strategy prepared by Shrapnel Urban Planning for the City of Kwinana

FAR lane .....

## 1. Is there a demand for additional floorspace, and how does the proposal meet this demand?

Urbis's report cites a rapidly growing population in the trade area, limited existing retail supply and a high and increasing retail need as factors contributing to sufficient demand for the additional floor space in the Hammond Park / Mandogalup area.

### A rapidly growing population

Urbis's population and dwellings growth assumptions look at a growth period of 2021 – 2032 as the basis for assessing future demand and are based on the interaction of the following data:

- Department of Planning Lands and Heritage's Urban Land Development Outlook data/ insights
- Historical sales rates and lots remaining from Landgate sales records
- Future urban land releases that are likely to occur based on urban zoned land under the sub-regional planning framework.

Urbis's work assumes the future population profile of the (age, income, household size etc) will develop in line with 2021 population profile in the trade area as described by the 2021 ABS Census.

**FAR Lane observation:** DPLH and the 2021 ABS Census are major published data sources that represent the best available information about the potential of the future population in the trade area. It is unclear if Urbis have assessed to what extent the trade area's population has evolved in line with previous projects for 2021, and how the population has changed since 2016 (the previous Census). Given the volatile local, national and international economic conditions, there are some risks in projecting forward a current socio-economic profile. Given the relatively short timeframe (10 years) of the projection, this is unlikely to have a significant bearing on the overall scale of estimates, however further shocks impacting the timing of population growth may have greater than anticipated impacts on the investment decisions/viability of existing and planned centres within the network.

Population and dwelling growth assumptions utilise the best possible data available and are plausible and probable for the purpose of the study.

The trade area designated by Urbis is appropriate. The catchment population in the secondary east area may be considered constrained by Kwinana Freeway, access via Rowley Road, and limited further residential development anticipated in the area. This however means that the proposed development should not be significantly reliant on growth occurring in this zone.

### Increasing retail spend

Urbis' report estimates that annual retail expenditure generated by residents in the trade area is forecast to increase \$354 million (including GST and inflation) in the main trade area from 2022 to 2037 due to high population growth and per capita retail expenditure increases.

Urbis's report utilises retail spending data from Marketinfo for the period of year ending June 2022. This short time period reflects a highly volatile local, national and global economy that has been experiencing significant inflation which has impacted on household costs and spending. It is noted that Marketinfo draws on insights from the Australian Bureau of Statistics, Australian National Accounts, and Australian Taxation Statistics. The service provides up-to-date information and is relied upon by many consultants in preparing similar assessments and proposals.

**FAR Lane observation:** It is possible that analysis could have compared and analysed spending in other periods (including pre-COVID) to provide a more nuanced picture of spending habits in the trade area, or comparator communities, to develop stronger assumptions around future spending. Urbis's report does note that the spending habits described are indicative of the trade area's socioeconomic profile, so it is considered that the assumptions used, despite using data from a volatile period, are appropriate for the purposes of the study.

**FAR** lane .....

**Limited retail supply**

Urbis's report states that there has been limited expansion of retail floorspace in the trade area over recent years despite increasing population. In particular, the Hammond Park Activity Centre (the subject activity centre) has delivered significantly less retail than envisaged within the district structure plan (70 m<sup>2</sup> versus 5,000m<sup>2</sup> NLA). Urbis estimates that only 11% of supermarket retail expenditure generated by residents in the trade area is estimated to be captured by retailers in the trade area and this presents challenges regarding the liveability of the area, the level of local employment opportunities, limited competition and high need for additional travel for convenience shopping needs.

Further, Urbis's report highlights that there are three activity centres with no pending or approved development applications (Wandi District Centre, Aspley Local Centre and Wandu Local Centre). The report assesses that the local centres will not develop full-line shopping centres and that the district centre in Wandu will develop a full-line supermarket in the medium term.

**FAR Lane observation:** Access to amenity and services is a key factor underpinning the principles of activity centre development outlined in SPP4.2. Urbis' analysis suggests that residents in the trade area are currently doing the vast majority of their retail spending outside the trade area, and that this has implications for liveability, local employment, convenience and local competition.

With regards to the proposed activity centres (Wandi and Aspley), the lack of information about their development scale and timelines presents a potential gap in the assumptions underpinning this study as the proposed development may further impact investment decisions related to these currently undeveloped centres (both regarding timing and offer).

**High and increasing retail need**

Urbis' report states that there is a current undersupply of retail floorspace in the trade area (equivalent to shortfall of retail floorspace of ~22,900m<sup>2</sup> GLA as of 2022) and this undersupply is expected to increase as the area continues to develop (equivalent to ~32,400m<sup>2</sup> GLA as of 2030). Urbis' report profiled the current provision of retail floor space in the trade area, and then estimated the need for additional supermarket floorspace within the trade area through per capita floorspace benchmarking. The Greater Perth area was used as the benchmark area for the assessment. The report identifies that additional total retail floorspace provided by stage one of the development represents only 14% of the total catchment demand. This equates to 68% of the net change in floorspace demand from 2022 to 2025.

**FAR Lane observation:** As an average of other trade areas in the metropolitan area, Greater Perth offers an adequate benchmark for estimating the level of retail floorspace that should be required by residents in the trade area. Furthermore, we can realistically expect expenditure patterns to change post-COVID. With more people working from home more often, local expenditure is likely to increase. As a result, Urbis's use of 2022 expenditure as a forecast assumption is considered conservative and appropriate.

FAR lane notes that the proposed development includes the provision of specialty floor space (stage 2) that potentially could otherwise be accommodated within the existing activity centre footprint. Such an outcome may help realise positive local economic activation benefits for the centre by connecting in-centre activities and supporting activated street frontages.

## 2. How will the proposed development impact on the role of the activity centre and/or the viability and vibrancy of other activity centres in the hierarchy?

Urbis' report highlights that the centre was defined as a neighbourhood centre within the Southern Suburbs District Structure Plan. This plan states that "The total retail/commercial floorspace is likely to be in the order of 5,000 square metres." The centre will also provide opportunities for other (non-retail) small businesses and local employment, consistent with the aims of SPP 4.2. Urbis goes on to highlight that the City of Cockburn's Local Commercial and Activity Centres Strategy adopts an alternative

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classification of the centre (as a local centre) with no rationale given for the inconsistency with the structure plan.

According to the City of Cockburn, "Local centres provide for daily and some weekly household shopping needs, and a very small range of other convenience services".<sup>1</sup> According to SPP 4.2 the role of Neighbourhood Centres is to "provide for daily and weekly household shopping needs, community facilities and a small range of other convenience services."<sup>2</sup> This includes the provision of supermarkets, personal services and convenience shops.

**FAR Lane observation:** *While recognising the inconsistency between these classifications, the anticipated role that the centre will play within the DSP area does not appear to differ meaningfully from a retail perspective, in particular, if other anticipated local centres anticipated in the DSP do not develop a significant retail offer.*

#### **Impact on role of activity centre and viability and vibrancy of other centres in the hierarchy**

The proposed development is in line with the role of a Neighbourhood Centre as described by SPP 2.4, by providing for daily and weekly household shopping needs through the provision of a full-line shopping centre and other speciality retail.

Urbis' impact assessment on activity centres in the hierarchy is based on:

- The potential for other developable land in the trade area
- That the proposed rezoning of the site was assessed in the context of maintaining the balance of demand available to other activity centres in the region
- The performance of existing retailers in the region
- The potential impact of the proposed development on spending leakage into other trading areas.

Overall, the impact of the proposed development on activity centres in the hierarchy was assessed to be not negative, in that:

- It would develop the limited land that is available into appropriate retail land uses
- The performance of existing retailers was good (trading above Australian benchmark levels)
- Much of expenditure capture would be the result of a reduction in spending leakage outside of the Trade Area - estimated to decline by to 59% from 89% as a result of the development of the proposed centre.

Assessment of the impact of the proposed development on the turnover of existing retailers in the activity centre was based on published data by the Property Council and annual reports and compared with the potential turnover of the proposed site which draws on Urbis's Shopping Centre Benchmarks, which were used where publicly available data about existing retailers was not available. Urbis also estimated retail turnover using Urbis' Shopping Centre Benchmarks and a visual inspection of the centres.

**FAR Lane observation:** *Whilst FAR Lane supports Urbis's impact analysis based on the available information, the impact of the proposed centre on the other proposed centres (Wandi and Aspley) is unclear. If all sites are developed as anticipated within the Structure Plan in a short timeframe, there is a risk that last-mover centres will not have a compelling proposition for investment and development because of the increased scale of early centres.*

*It is noted that the City of Kwinana's Local Commercial Activity Centres Strategy (2014) states that "the future Wandri district centre proposed at the corner of the Kwinana Freeway and Anketell Road has the potential for a first stage of 6,000 sqm Shop/ Retail floorspace by 2021, increasing to 16,000 sqm by 2026 and 20,000 sqm in the longer term. This growth potential is somewhat constrained by the need to maintain the strength of the Kwinana city centre over time, as well as the significant future growth potential identified for Cockburn Central further north. The narrowness of the urban corridor in the vicinity of the district centre is also something of a constraint on the Wandri centre's Shop/ Retail*

<sup>1</sup> Draft Local Commercial Activity Centre Strategy, City of Cockburn, page 8.

<sup>2</sup> Activity Centres for Perth and Peel, State Planning Policy 4.2, page 12.



floorspace potential, but this is being offset to some extent by the relatively high suburban residential densities being planned in the locality.”<sup>3</sup>

It is appropriate to seek further clarity from the City of Kwinana as to the status of the District Centre in assessing future impacts, as SPP 4.2 emphasises the potentially important role that this higher-order centre will play in servicing the broader catchment into the future. It is considered plausible however that, if the timing of development of this centre is undetermined or further delayed significantly, the proposed development will have a negligible impact on the potential for the proposed district centre to attract expenditure from an expanded catchment.

### 3 to 5: Community and employment benefit.

Questions 3 – 5 have been addressed by Urbis as a collective in the Economics and Community Benefits section. These questions are:

- What are the anticipated benefits to the community?
- Will the proposal contribute to employment?
- Will the proposal contribute to net community benefit?

Urbis’s report predominantly outlines the potential employment, and gross value adds outcomes from the proposed development as the main benefit to the community. Specifically, Urbis estimates the following potential impacts:

- Construction phase: 51 FTE direct and indirect jobs and potential for \$9.3 million in direct and indirect gross value add to the Hammond Park Area (and via that the WA economy)
- Operations phase: 293 direct and indirect jobs (total jobs, not FTE) and potential for \$31.8 million in gross value add per annum.

Urbis’s employment and gross value add analysis draws on REMPLAN impact multipliers which is adequate for this type of assessment. The operations phase employment impacts seem high for this scale of development but is likely made up of a large number of part time and casual positions.

**FAR Lane observation:** Urbis’s employment impact assessment is adequate and utilises appropriate data and assumptions. Any analysis of retail employment should acknowledge that these types of jobs would likely be filled by another retail centre in the defined trade area in meeting the consumption demands of the catchment.

Other community benefits Urbis references as potentially arising from this development include:

- Increased consumer choice
- Activation of a strategic site
- Trading impacts
- Community engagement

Increased amenity and access to close and convenient daily and weekly retail is at the core of the services these proposed development provide to the residents of a trade area. Urbis points out that this would be the first full-line shopping centre in the trade area, and as mentioned earlier in the report, no other applications for similar developments are active in the Activity Centre. It estimates that there will be no adverse impacts on trade in other areas and that significant spending leakage will be addressed (partially) by the proposed development.

**FAR Lane observation:** Draft State Planning Policy provides five community benefit categories that could be addressed by proposals. Table 1 assesses the extent to which Urbis’s report addresses these categories as part of their impact methodology. It is noted that a retail sustainability assessment

<sup>3</sup> Local Commercial Activity Centres Strategy (2014) City of Kwinana, page 44.

may not need to include the consideration of all these factors as they are dealt within a Structure Plan or other planning instruments.

Table 1 – Community benefit analysis

Category	FAR Lane observation
<b>Productivity:</b> Contribute to increasing and/or diversifying employment and the local economy. <ul style="list-style-type: none"> <li>• Does the proposal provide new jobs in addition to any that may be lost elsewhere – net additional jobs?</li> <li>• Does the proposal contribute to diversifying local jobs – creating more strategic employment versus population-driven employment?</li> </ul>	<i>Urbis's report demonstrates the potential for new jobs in the area through direct and indirect employment during construction and operations phase. They also highlight that many of the types of jobs available would be suited to the growing youth cohort (young people entering the job market) in the area. Strategic employment analysis is not relevant to retail developments.</i>
<b>Quality of life:</b> Provide new or improve on existing services that could improve quality of life for community members. <ul style="list-style-type: none"> <li>• Does the proposal include land uses such as healthcare, education and community facilities?</li> <li>• Does the proposal provide additional, or improve on existing public open space?</li> </ul>	<i>Urbis's report points to increased consumer choice, increased amenity and the potential for future development of population driven services such as medical services as the proposal's potential contribution to local resident quality of life. This is adequate for the nature of the development (retail) which is not necessarily focused on providing community infrastructure.</i>
<b>Environmental sustainability:</b> Contribute to a sustainable urban environment. <ul style="list-style-type: none"> <li>• Does the proposal contribute to improved air and water quality – such as incorporating enhanced water sensitive urban design, or walking and cycling infrastructure that reduces emissions from vehicles?</li> <li>• Does the proposal protect remnant vegetation or contribute to improving the urban tree canopy?</li> </ul>	<i>Usually dealt with at the Structure Plan level.</i>
<b>Infrastructure development:</b> Provide needed or improve on existing infrastructure. <ul style="list-style-type: none"> <li>• Does the proposal include new, or improvements to existing transport infrastructure that increases access and helps manage congestion?</li> <li>• Does the proposal include enhancements to utilities that benefit the local area?</li> <li>• Does the proposal contribute to infrastructure for recreation purposes?</li> </ul>	<i>Usually dealt with at the Structure Plan level.</i>
<b>Equity and social inclusion:</b> Contribute towards the creation of equitable communities. <ul style="list-style-type: none"> <li>• Does the proposal have the potential to improve access to economic opportunity for minority and vulnerable groups?</li> </ul>	<i>Urbis's report addresses social equity and inclusion briefly, through their determination that "There is an opportunity for non retail uses to develop on the site which will support increased community engagement. This could include small scale such medical and population based commercial space occupying a portion of the specialty space."</i>

#### 6. Does the proposal adhere to this policy and the planning framework?

In the context of this question, FAR Lane refers to the SPP 4.2 Implementation Guidelines and the extent to which Urbis's report addresses the requirements outlined in the Impact Test Checklist (page 9). Where gaps are identified there may be opportunities for further investigations to ensure the proposal adheres to SPP 4.2 and the planning framework.

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Table 2 – Impact Test checklist review

Element	Items or data required	Urbis report	FAR Lane observation
Impact test is required	Proposal requires an Impact Test under the SPP 4.2 requirements. SPP 4.2 states that a Retail Needs Assessment (now known as an Impact Test) is required for major developments or any proposal that would result in the total shop retail floorspace of a neighbourhood centre exceeding 6000m <sup>2</sup> nla, or expanding by more than 3000m <sup>2</sup> shop-retail nla.	The proposed development plan includes provision for a full line supermarket, pad site uses and circa 2,570m <sup>2</sup> of specialty shops. Total gross leasable area is approximately 6,670m <sup>2</sup> (approximately 5,000 to 5,500m <sup>2</sup> NLA).	<i>Requirement met.</i>  <i>The proposed development meets the need for an RSA (Impact Assessment) through its increase of total 5,000 – 5,500m<sup>2</sup> NLA).</i>
Location of proposed development	Contextual description of the proposed development and location with supporting maps, identifying if Out-of-Centre, In-Centre development or new activity centre.	Description, location data and maps provided on pages 7, 8 & 9.	<i>Requirement met.</i>
Size of the proposed development	A measure of the change in the net lettable area (NLA) of the retail space.	The report identifies that the proposed development would result in a supermarket-anchored development of approximately 6,670m <sup>2</sup> (~5,000 to 5,500 m <sup>2</sup> NLA) – in line with floorspace envisaged in line with floorspace envisaged within the Southern Suburbs District Structure Plan.	<i>Requirement met.</i>
Trade area proposal	Definition of trade area (including primary trade area and any secondary and tertiary trade areas)	In depth trade profile provided on pages 11 – 17.	<i>Requirement met.</i>
	Estimated historical and forecast population of the trade area	Current and forecast population profile provided on page 15 but does not examine historical population profile.	<i>Requirement partially met; however, given the dynamic context of recent years this is appropriate.</i>
	Overview of trade area resident attributes and implications for floorspace need and spending estimates	Provided on pages 15 & 16. Utilises current data. As stated earlier in our report, FAR Lane has concerns that the data used reflects a highly volatile economic period, and that there is potential for the assessment to use a broader date range to understand spending trends better.	<i>Requirement met</i>
	Supporting maps of trade area	Provided on page 11 and 12.	<i>Requirement met.</i>
Number, size, description and location of other existing and planned activity	Description, size (NLA), turnover, position in hierarchy, location, performance and any other relevant factors	Provided on page 21-24, 28 & 29.	<i>Requirement met.</i>

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centres in the region			
Trade area expenditure	Estimated historical and forecast expenditure of the trade area using latest ABS Household Expenditure Survey or other reliable source	Provided on page 17. Data sources includes: MarketInfo; Australian Bureau of Statistics (ABS) and Urbis.	<i>Requirement met.</i>
Activity centre turnover/ floorspace productivity	Average annual sales turnover (aggregate and per m2) for the proposed development and/or activity centre pre-and post-development proposal	Provided on pages 28 – 31.	<i>Requirement met.</i>
Methodology	Recognised methodology and justification for approach provided	See FAR Lane observations which address methodology and assumptions utilised to answer key questions posed by Implementation Guidelines.	<i>Requirement met.</i>
Impact assessment/ community benefit test	Logical, sound impact assessment covering impact assessment considerations noted in SPP 4.2 and these Guidelines	See FAR Lane observations which address methodology and assumptions utilised to answer key questions posed by Implementation Guidelines.	<i>Requirement mostly met, with some gaps. There is not full clarity of the impact of the centre on the proposed higher order Wandi District Centre. This may not be possible given uncertainty over the development pathways of this and other planned centres.</i>

Gary, thank you again for the opportunity to quote on this work, and we look forward to working with the City of Cockburn going forward.

Yours Sincerely



Jason McFarlane  
Managing Director  
FAR Lane

FAR lane

### References

- i. Hammond Park Shopping Centre Retail Impact Assessment, Urbis, August 2022
- ii. Draft Local Commercial Activity Centre Strategy, City of Cockburn,
- iii. Activity Centres for Perth and Peel, State Planning Policy 4.2,
- iv. Draft State Planning Policy 4.2 Implementation Guidelines
- v. Wandi (Honeywood) Local Centre Retail Potential Assessment prepared for the City of Kwinana by Shrapnel Urban Planning
- vi. Wandi North – Local Structure Plan Retail Needs Assessment prepared for Satterly Group by Taktics4
- vii. City of Kwinana Local Commercial & Activity Centres Strategy prepared by Shrapnel Urban Planning for the City of Kwinana

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✦  
ARCHITECTURE  
INTERIORS  
URBAN DESIGN  
PLANNING  
LANDSCAPE

# HAMMOND PARK NEIGHBOURHOOD CENTRE RESIDENTIAL INTERFACE STRATEGY

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27/09/22  
REV B





HAMMOND PARK NEIGHBOURHOOD CENTRE  
PREPARED FOR HAMES SHARLEY ARCHITECTS

MASTERPLAN GRAPHIC  
SEPTEMBER 2022

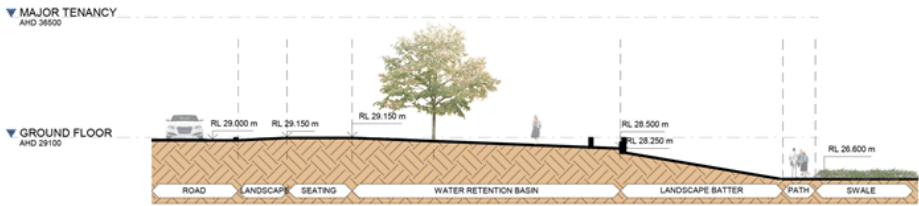
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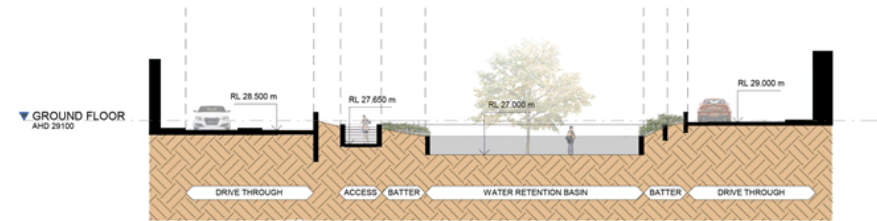
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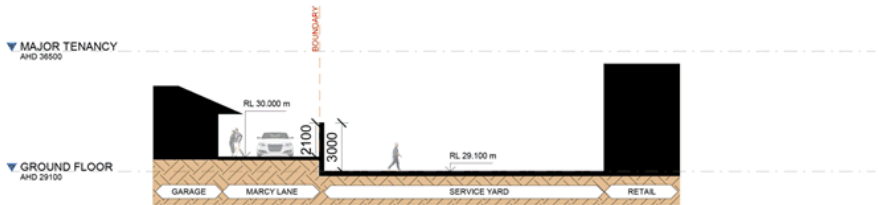
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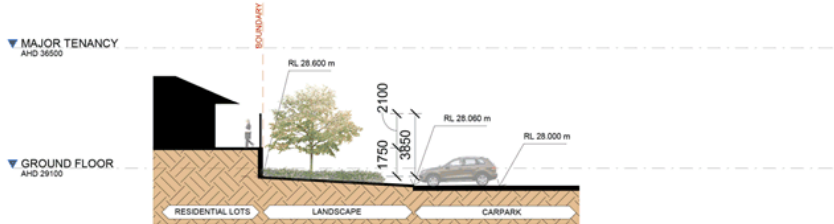
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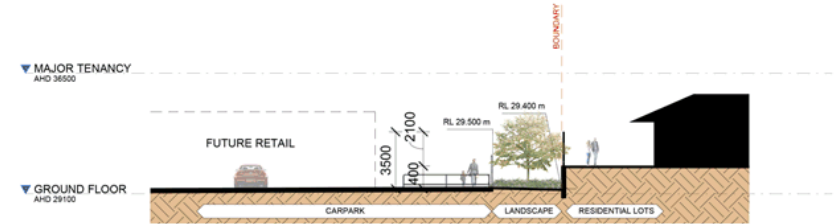
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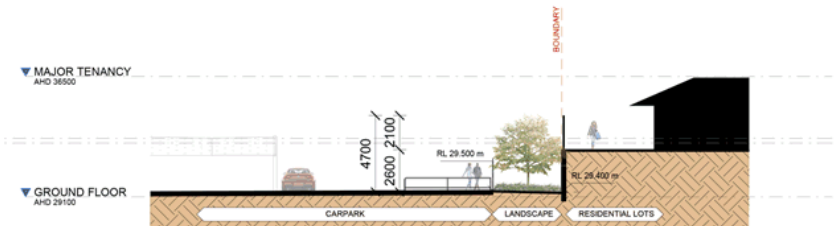
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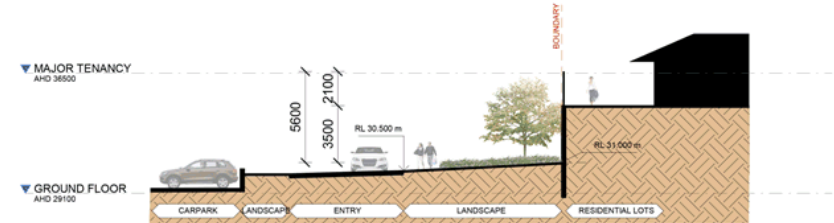
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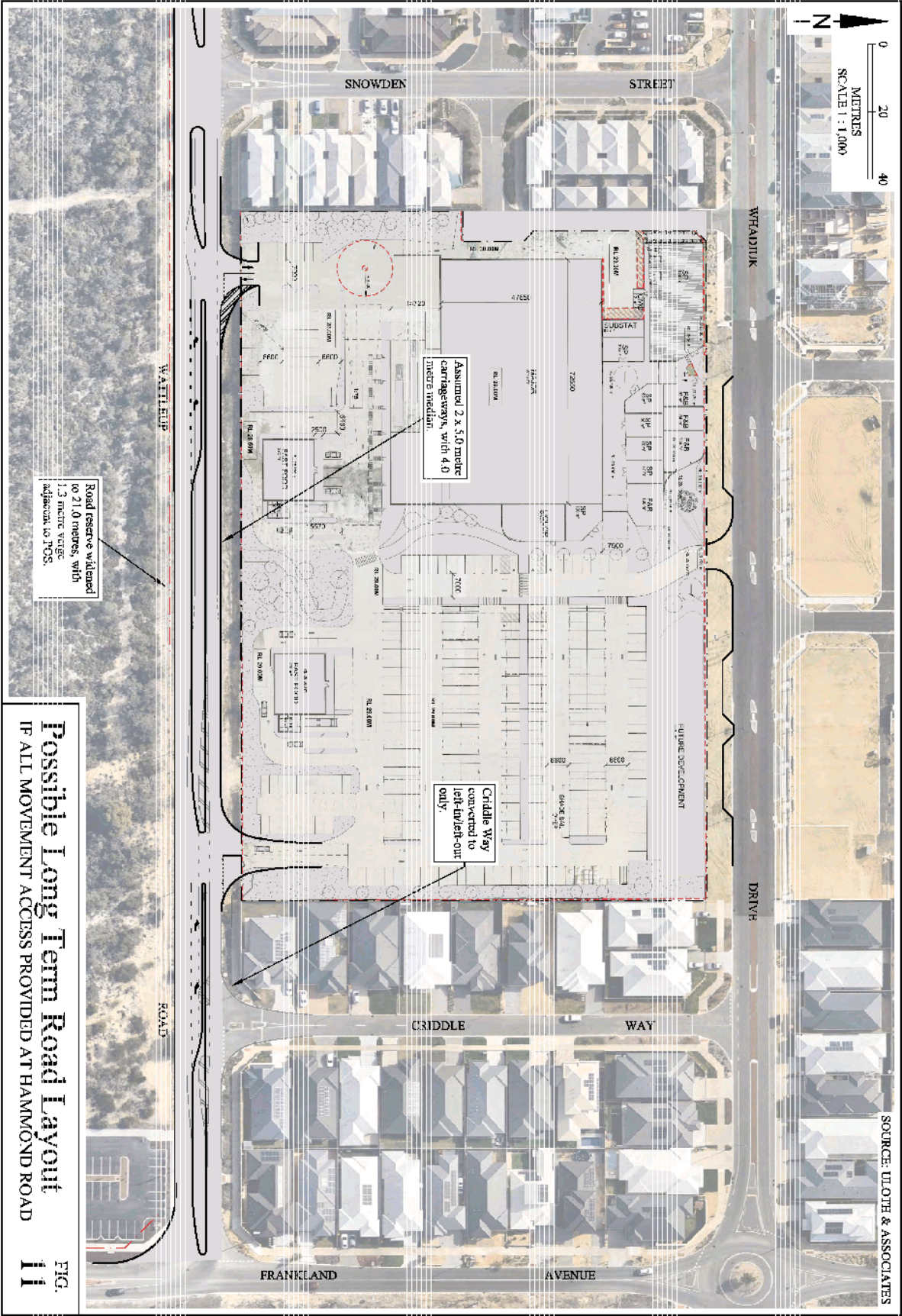


WATTLEUP ROAD BOUNDARY LOOKING WEST



WATTLEUP ROAD BOUNDARY LOOKING EAST





File No. 110/223

**SCHEDULE OF SUBMISSIONS**  
**Amendment No.3 to the Lots 114, 123-125 Wattleup Road, Hammond Park Structure Plan**

NO.	NAME/ADDRESS	SUBMISSION	RECOMMENDATION
1	DPLH – Infrastructure Planning	<p><b>NO OBJECTION:</b> This proposal seeks approval for amendments to a local structure plan (WAPC reference: SPN/0543).</p> <p><b>Land Requirements</b></p> <p>Hammond Road is reserved as an Other Regional Road (ORR) in the Metropolitan Region Scheme (MRS), and Category 1 (control of access) per Plan Number SP 694/5. The structure plan amendment area is not affected by the ORR reservation.</p> <p><b>Traffic Impact Assessment (TIA)</b></p> <p>The above report by Shawmac dated May 2022, states that the amendment area is currently approved for 74 dwellings as well as a local centre and public open space. The site is planned to accommodate a neighbourhood centre including supermarket, fast food outlets and commercial tenancies.</p> <p>Access will be obtained via Wattleup Road and Whadjuk Drive with slip lanes where warranted. It is anticipated that the amended LSP portion will generate an additional 267 trips during weekday peak hour periods and 342 additional trips for Saturday midday peak periods. SIDRA analysis shows acceptable performance with minimal queuing for 2023 and 2033.</p> <p><b>Recommendation</b></p>	1. Noted.



NO.	NAME/ADDRESS	SUBMISSION	RECOMMENDATION
		The Department has no objection to the proposal on ORR planning grounds and provides the following recommendation: Table 2 and 3 of the TIA has based traffic generation on the shopping plaza land use (#821) from the ITE Trip Generation Manual (11th Edition). A more accurate indication of future trips would be to break down proposed specific land uses per Figure 19: supermarket, fast food, specialty stores etc. (Plus Attachment)	
2	Name and Address withheld, Hammond Park	<b>SUPPORT</b>	1. Noted.
3	Name and Address withheld, Hammond Park	<b>SUPPORT:</b> Fully support the proposal	1. Noted.
4	Name and Address withheld, Hammond Park	<b>SUPPORT:</b> Fuel station would be nice to have	1. The Structure Plan Amendment contemplates future redevelopment, including a supermarket, specialty retail and fast-food outlets.  Whilst the City acknowledges some members of the community would like a Service Station in Hammond Park, a development proposal for such a use is ultimately determined by the landowner/developer, having regard to the commercial viability of the use.
5	Name and Address withheld, Hammond Park	<b>SUPPORT:</b> Support the proposal	1. Noted.



NO.	NAME/ADDRESS	SUBMISSION	RECOMMENDATION
6	Name and Address withheld, Cockburn Central	<b>SUPPORT:</b> I own a property within Hammond Park on Wattleup Road and lived there for approximately 18 months. I now rent out the property. Whilst living there, I witnessed on a weekly, motorists driving at excessive speeds along Wattleup Road toward Franklin Ave. The speed limit between Canary Drive and Franklin Ave needs to be reduced to a maximum of 60km/h for the road and surrounding areas to remain safe, especially with the proposal to build a shopping district in this location.	1. The speed limit on Wattleup Road is proposed to remain at 70km/h, however, a reduction in the speed limit may be necessary between Hammond Road and Frankland Avenue following development within the Amendment area. The concept design for upgrades to Wattleup Road in this location, is based on the speed limit being decreased to 60km/h.  A reduction in the speed limit on Wattleup Road is ultimately a decision for Main Roads WA.
7	Linda Healy, Armand Dr, Aubin Grove	<b>SUPPORT</b>	1. Noted.
8	Name and Address withheld, Hammond Park	<b>SUPPORT:</b> Would love some local shops close by without having to get into my car. The suburb is rapidly growing with so many new estates and it's much needed.	1. Noted.
9	Name and Address withheld, Hammond Park	<b>SUPPORT:</b> Fantastic news we need shops	1. Noted.
10	Name and Address withheld, Beeliar	<b>SUPPORT:</b> My friend lives here and we together would both love to see this happen as I have Hammond Park in consideration for where I'd like to live and I think it is needed.	1. Noted.
11	Name and Address withheld, Hammond Park	<b>SUPPORT:</b> With a growing population in the area we are in need of a local shopping centre with a supermarket and some take away food outlets. I feel we should also have a chemist warehouse in the	1. Noted. Whilst the Structure Plan Amendment is premised on the site accommodating commercial and retail

NO.	NAME/ADDRESS	SUBMISSION	RECOMMENDATION
		area to allow us to have local access to discounted medicines. The nearest chemist warehouse is either Leeda or Fremantle neither of which are real close by.	uses, including a supermarket, the specific land uses will be determined through the submission of a future development application.
12	Name and Address withheld, Hammond Park	<b>SUPPORT:</b> We need this in our area, there's nothing close by for us.	1. Noted.
13	Name and Address withheld, Hammond Park	<b>SUPPORT</b>	1. Noted.
14	Name and Address withheld, Hammond Park	<b>SUPPORT</b>	1. Noted.
15	Name and Address withheld, Hammond Park	<b>SUPPORT:</b> We need a grocery shop and some food choices. It's over a 10 minutes drive in any direction to get either food or groceries and it's the one major gripe about living here	1. Noted.
16	Ryan Worthington, Suttor Dr, Success	<b>SUPPORT</b>	1. Noted.
17	Name and Address withheld, Hammond Park	<b>SUPPORT:</b> Please also build a service station	1. Refer to Submission No.4, Recommendation No.1.
18	Name and Address withheld, Hammond Park	<b>SUPPORT:</b> I think it would be really great if we had local shops	1. Noted.
19	Jenna, Whadjuk Dr, Hammond Park	<b>SUPPORT:</b> Would like done asap	1. Noted.
20	Name and Address withheld, Hammond Park	<b>COMMENT:</b> We appreciate that you are working hard for community & came up with proposal to have a supermarket & fast food shop.	1. The Structure Plan Amendment proposal has been submitted by Rowe Group, on behalf Aigle Royal Developments.



NO.	NAME/ADDRESS	SUBMISSION	RECOMMENDATION
		<p>We need a Fuel station in this area as we have to drive all the way to Cockburn where there are 5-6 fuel stations in close by. There is no fuel station around &amp; lots of vehicles (commercial &amp; private) drives on Wattleup Road &amp; Rowley Road.</p> <p>IGA in Hammond Park opens early till 11pm &amp; Woolworths is located in end of Atwell which is other side of freeway</p>	2. Refer to Submission No.4, Recommendation No.1.
21	Name and Address withheld, Hammond Park	<b>SUPPORT:</b> Great for the suburb	1. Noted.
22	Name and Address withheld, Hammond Park	<b>SUPPORT:</b> Needed for the amount of people in the suburb	1. Noted.
23	ATCO Gas Jandakot	<p><b>COMMENT:</b> ATCO Gas Australia (ATCO) has no objection to the proposed application, based on the information and plan provided, subject to the following advice notes being adhered to:</p> <p>Advice notes:</p> <ul style="list-style-type: none"> <li>Anyone proposing to carry out construction or excavation works must contact 'Before You Dig Australia' (<a href="http://www.byda.com.au">www.byda.com.au</a>) to determine the location of buried gas infrastructure. Refer to ATCO document AGA-O&amp;M-PR24-Additional Information for Working Around Gas Infrastructure <a href="https://www.atco.com/en-au/for-home/natural-gas/wa-gas-network/working-around-gas.html">https://www.atco.com/en-au/for-home/natural-gas/wa-gas-network/working-around-gas.html</a></li> </ul>	1. Noted.
24	Resident, Gaebler Rd, Hammond Park	<b>SUPPORT:</b> I support this, we need more food choices in the area.	1. Noted.
25	Name and Address withheld,	<b>SUPPORT</b>	1. Noted.

NO.	NAME/ADDRESS	SUBMISSION	RECOMMENDATION
	Hammond Park		
26	Elisha Middleton, Ironbark Tce, Hammond Park	<b>OBJECT</b>	1. Noted.
27	Lauren, Juncea Way, Hammond Park	<b>OBJECT:</b> Increased crime in the area. Proposed plan in such a high residential area no need for more fast food shops in that area. Attract wrong crowds to families with younger kids living near by	1. There is no evidence to suggest that future development of the Amendment area will lead to an increase in crime within the immediate area. A perceived increase in crime is not considered to be a valid planning consideration.
28	Name and Address withheld, Hammond Park	<b>SUPPORT:</b> Please make this proposal go ahead ASAP. The community have been talking about this happening for a while, everyone that I have spoken with very much want this in the community. My house is quite close to the proposed site and I have no objections.	1. Noted.
29	Name and Address withheld, Hammond Park	<b>SUPPORT:</b> Need local shops in the area as whilst there is some in Hammond Park, its in the old.end not the new end near Wattleup Road. Just what we need.	1. Noted.
30	Pierre and Cindy Scholtz, Whadjuk Dr, Hammond Park	<b>OBJECT:</b> We would like it to be noted that we strongly object to the Proposed Structure Plan Amendment. Our main reasons for supporting our objection: 1. Traffic Since moving into our house in 2020, Whadjuk drive has opened up from a Cul-de-sac to a through road. The traffic has increased significantly and in the traffic survey provided - there could be an increase of 400+ cars per day. 2. Noise Increased traffic and trucks will cause a lot of noise, especially at night. With the proposed drive-through take aways there will be a significant increase in noise, especially for the people on Criddle Way. 3. Air quality/pollution Increase in	1. Whadjuk Drive has been designed as the main east-west road connection through Hammond Park. Parts of the road have been constructed as a cul-de-sac on a temporary basis, in recognition that the ultimate road alignment requires subdivision to occur on some currently undeveloped lots.





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		<p>Pollution from cars and trucks. The smells coming from the drive-throughs will definitely disturb the fresh air we currently have, living so close to Frankland reserve. 4. Security It is has been proven that a shop within a close proximity of housing, causes security and safety issues. The residents living next to IGA have been complaining about this for quite a while. 5. Market value We recently had an appraisal done on our property and had an increase in value. We fear that the Proposed development will have a negative impact on our property value. 6. Pests With commercial sized garbage bins there is an increased risk of pests around, like rats and crows. 7. Littering / dumping of trolleys 8. Property insurance With an increased risk of security / safety it could possibly increase our premiums for our property insurance. 9. Future issues with selling our property We don't know yet what the effect will be on the future value of our property and if we decide to sell one day, there might be a risk of not finding the right buyer - willing to live in such a close proximity to a shopping centre. 10. Safety We are big family with young kids who loves to play outside and with their neighbourhood friends. With increased car traffic, we fear that it will simply not be safe for our kids to do that anymore. We hope that the Council will take our concerns into consideration when making their decision on the proposed structure amendment.</p>	<p>2. It is acknowledged that future development of the site will increase noise emissions due to increased vehicle movements (including delivery vehicles) and operational activities (such as air conditioning).</p> <p>An Environmental Noise Assessment has been prepared in support of the Structure Plan Amendment. It is anticipated that this will be revised at the development stage, once the location of built form and land uses are confirmed.</p> <p>Restrictions may be imposed on matters such operating hours, location of delivery bays and placement of servicing infrastructure to mitigate amenity impacts on nearby residents. Future operators will also need to comply with the <i>Environmental Protection (Noise) Regulations 1997</i>.</p> <p>3. Should the City be satisfied that odour emissions from a premises are of a quantity that it will cause a nuisance to a person, the City may take action in accordance with Clause 5.4 of the <i>City of Cockburn (Local Government Act) Local Laws 2000</i>.</p>

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			<p>4. The City is not aware of any studies which demonstrate that proximity to commercial or retail development increases security of safety concerns.</p> <p>It should be noted that part of existing Structure Plan is already zoned 'Local Centre', therefore there is already scope for retail and commercial development to be considered.</p> <p>5. The perceived impact on property values is not a valid planning consideration.</p> <p>6. Waste management will be a consideration at the development stage.</p> <p>7. The dumping of litter, including trolleys, relates to behaviour from individual people. It is not a matter that can be managed from a planning perspective.</p> <p>8. There is no evidence to suggest that future development will impact insurance premiums of nearby residents and businesses. The perceived impact on insurance premiums is not a valid planning consideration.</p>



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			<p>9. The ease of selling a property will be determined by a range of factors at a point of time. The perceived difficulty in selling a property is not a valid planning consideration.</p> <p>10. Hammond Park has been developed to incorporate areas of public open space, which include playgrounds and sporting facilities capable of being used by local residents without conflict with vehicles.</p> <p>An increase in traffic in Hammond Park, as new areas are developed, is not expected to hinder the ability for residents to access public open space.</p>
31	Name and Address withheld, Hammond Park	<b>SUPPORT</b>	1. Noted.
32	Name and Address withheld, Hammond Park	<b>SUPPORT:</b> I am the first business owner to occupy the developing local centre in mention, we commenced trading approximately 5 years ago and have watched the neighbourhood develop from its infancy and well aware of the planning schemes and directions for the growth of the neighbourhood, and existing structure plans from many years ago. I write not out of self interest, but out of being able to visualize the needs of the community from a long term business standpoint and years of discussions with local residents who visit our business. The	<p>1. Support noted.</p> <p>2. The Development Concept Plan and Traffic Impact Assessment for the Structure Plan Amendment are premised on a single crossover into the Local Centre site from Whadjuk Drive. The specific number and location of crossovers into the site</p>

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		<p>existing commercial allocation of land west of Marquis Street is not only in a parcel of land which lacks development or foreseeable development due to private ownership, it is significantly below the land size requirements for a thriving local centre. The Southern Suburbs District Structure Plan identifies this local centre at the intersection of Whadjuk Drive and the future Hammond Road extension as the central site, with pedestrian based retail being a feature. The developer has not only identified the lack of land area to achieve the goals of the SSDSP but has submitted a proposal which at this stage appears to be the only opportunity to rectify the planning failures which are developing, in implementing the direction of the plan with a retail and commercial precinct, which is in significant need for the area. There are very limited alternative opportunities where the local centre is centralized, and close to existing businesses and failure to act on this by allowing for this development will significantly, detrimentally affect the amenity of those living in the southern suburbs of Hammond Park. Resident concerns appear to be based on the concerns with security, noise, smell, and having purchased land based on the information available to them at the time, now proposed to be changed. Security concerns should be addressed with appropriate non scalable walls being a feature in the design to protect these properties from unwanted entry. The overall need to the local community for commercial facilities including a supermarket likely far outweighs potential undesired risks to neighbouring properties, and arguably increases the local convenience and amenity to even these adjacent residences. Whether these benefits outweigh the disadvantages would be on an individual personality basis. In my opinion, it is actually very concerning if this structure plan amendment does not happen, as the rapid development of residential land all along Whadjuk drive to the West and further West to Latitude 32 boundaries, but also</p>	<p>from Whadjuk Drive will be determined at the development application stage.</p> <p>3. It is acknowledged that the Southern Suburbs Stage 3 District Structure Plan outlines the requirement for the proposed Local Centre to address 'Main Street' design principles, which are to be demonstrated through the provision of a concept plan and local development plan.</p> <p>The Structure Plan proposes to address the 'main street' principles through the preparation of a local development plan as a condition of subdivision approval, to ensure an appropriate design interface to Whadjuk Drive.</p> <p>Development of the site may occur following approval of the Structure Plan, without prior subdivision occurring. To ensure 'main street' principals are appropriately addressed, it is recommended that there is requirement for a Local Development Plan to be prepared and approved prior to development approval.</p>

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		<p>South to Apsley and beyond is happening at such a pace the needs of the community will be soon overwhelmingly underserved and place impacts on existing stretched local centres and make the neighbourhood less liveable. Regarding the specific site layout of the proposal, apart from previously mentioned non-scalable walls which should be incorporated with artistic features, The single crossover from Whadjuk Drive is likely insufficient causing traffic congestion along what should be a free-flowing arterial Whadjuk Drive. A second crossover should be included to avoid turning traffic build up from what will be the main entry point of Whadjuk Drive, this crossover may best be a one way entrance on the West of the site to co-use what appears to be the service entrance along the Western Boundary, or East to the North-Eastern proposed specialty shop strip. The 2 crossovers on Hammond Road will likely be secondary in preference for access to residents based on where the developments and the existing developed area is. The development of the Specialty shop strip should also have conditions to ensure the Main Street Principles are adhered to with shopfronts being on Whadjuk Drive, as it may be considered desirable for these shopfronts to be facing the car park which would reduce the amenity and visual appeal of the Main Street. It may be worth considering reorientation of these to be along the Eastern Boundary fence to allow these to face towards the local centre and other commercial businesses along Whadjuk Drive. This in effect will extend the local centre, which reflects the commercial needs of the neighbourhood not only now, but well into the future and it would be a detriment to the community if it were not adopted and I hope my input will help optimise not only the site layout but also the development of a successful and liveable local centre.</p>	



NO.	NAME/ADDRESS	SUBMISSION	RECOMMENDATION
33	Name and Address withheld, Hammond Park	<b>OBJECT:</b> It will cause danger to kids in the area	1. There is no evidence to suggest that the future development of the Amendment area for commercial and retails purposes will be dangerous to children.
34	Name and Address withheld, Hammond Park	<b>SUPPORT</b>	1. Noted.
35	Kimberlee Kite, McPhee Rd, Hammond Park	<b>SUPPORT:</b> Great repurpose of the space, this 'new' area of Hammond Park lacks the availability of services within close / easy access. These facilities will support the local community and encourage further growth in the area.	1. Noted.
36	Name and Address withheld, Hammond Park	<b>OBJECT:</b> If I'd have known this area was going to turn into a shopping precinct, I would not have built a house in this location. There is a perfectly suitable Woolworths 10 minutes away in Atwell and an IGA less than 5 minutes away and Cockburn gateways 10 minutes down the road too. We do not need a big supermarket plonked in the middle of a family friendly quiet suburban area. I am absolutely disgusted at this proposal to dump a supermarket right in this spot. What the is the justification around this decision. This a quiet residential area, with young families and children who like to play in the driveways and we don't need it to become more built up with increased traffic along Whadjuk Drive and more noise pollution in the area. I would absolutely welcome and would be more than happy to support small local businesses, and restaurants/cafes but there is absolutely no need for a large supermarket or liquor store when we have enough to choose from. It is not the right location to build a supermarket, fast food options or a liquor store.	1. The current approved Structure Plan zones part of the Amendment area and land to the west of the Amendment area as 'Local Centre', which supports the potential development of retail and commercial land uses.  Whilst the Amendment is predicated on the development of a site for retail uses, including a supermarket, fast-food outlets and a liquor, the location of such uses will be subject to a consequent development application.

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37	Telstra, Wireless Program Office, Perth	<p><b>COMMENT:</b> Proposed amendment as per current documents on the City of Cockburn website is not expected to make a significant impact on the Telstra wireless network performance in the area.</p> <p>Should the planned Supermarket and Speciality shops cause shadowing to the residential areas immediately adjacent, there may be the need to install a Small Cell using a carpark light pole or similar – this will be investigated once construction is completed.</p>	1. Noted.
38	Name and Address withheld, Hammond Park	<p><b>OBJECT:</b> This is completely manipulated , unclear road map misleading, unethical, prepared to facilitate the land developers, need to check relation with developers of proposing stakeholders because there is rumour one person secretly working for one big land developer around this area he/she has personal relationship with them (pls take it serious and your own research he/she could be from city of Cockburn), security threat to surrounding properties , what sort of fast food outlets coming it is totally hidden and it is a very shameful act by developers ?</p> <p><b>Submission 2</b></p> <p><b>OBJECT:</b> The proposal to remove existing Residential zoning and public open space and replace the whole area with a commercial development would result in a significantly negative impact on the residential area and dramatically affect the quiet enjoyment of the residential neighbourhood. I purchased and built my home in this location because the Council had zoned it as a quiet residential area that was safe for families. A large supermarket complex and associated uses will be visually and physically obtrusive impacting on the outdoor living areas and neighbourhood in general. Instead of garden spaces and dwellings, the adjoining lot will be occupied by large scale</p>	<p>1. Structure Plans are typically prepared by planning consultants on behalf of a landowner or developer.</p> <p>Structure Plans follow the required regulatory process under the <i>Planning and Development (Local Planning Schemes) Regulations 2015</i>.</p> <p>2. A Structure Plan establishes the intended zoning for a particular area of land. The proposed Amendment is informed by a Development Concept Plan (which has since been revised following public consultation) which provides an indication of the manner and scale of development proposed.</p> <p>The specific design of built form will be confirmed through the preparation of a future development application, following approval of a Local Development Plan.</p>

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		<p>commercial buildings and signage. It will have a significant negative impact on the value of our property.</p> <p>Increase in traffic well beyond what the local streets were designed to accommodate. This will impact greatly in terms of increased noise and disturbance. Vehicles and trucks of an unsuitable size and in far greater numbers will need to access the site via these local roads to service the site leading to unacceptable vehicle traffic levels. The developers own assessment identifies traffic volumes are likely to increase by up to 300 - 400%.</p> <p>An increased number of cars requiring parking will not be accommodated on the site and the proposed parking bay shortfall will lead to vehicles parking in the surrounding residential streets. Noise and disturbance due to late and early opening hours 7 days a week for the proposed facilities will result in high general levels of noise disturbance, as will the major jump in traffic - up to 400 cars and trucks in the area at a time. This is clearly far greater than would be considered fair and reasonable in a residential area. The developers own assessment, even using best case assumptions identifies it will exceed noise regulation limits and that is without looking at Sunday trading.</p> <p>Anti-social behaviour and theft would be likely to increase due to the easy access to the residential properties which abut the development as well as other nearby homes. Hoon behaviour is likely to increase particularly around the car park areas which are right next to our homes.</p> <p>The need for additional lighting, security lighting and large illuminated signage associated with a supermarket, liquor store, cafe/restaurant and takeaway food outlets will result in light spill into the residential area and significantly detract from the visual</p>	<p>3. The City notes that the existing Structure Plan was predicated on the Amendment area being predominantly zoned for residential purposes.</p> <p>The City is recommending modifications to the Structure Plan Amendment to include the requirement for a local development plan (LDP) to be prepared and approved, prior to development, to specify built form requirements for commercial development, including building height, setbacks and interface with adjoining development. The preparation of an LDP will enable an improved development outcomes which considers the proximity to existing residential development.</p> <p>4. The Traffic Impact Assessment is premised on the majority of vehicle movements to the site through Wattleup Road. Upon completion of the planned road network, including the extensions of Rowley Road and Hammond Road, it is anticipated that heavy traffic movements (particularly those associated with future commercial development) will flow onto these road, rather than the local</p>

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		<p>amenity as well as cause particular issue in having to live with the permanent brightness instead of a night sky.</p> <p>The high level of waste and food production/refuse will result in unpleasant odours for the nearby dwellings. The proposed fast-food outlets are particularly likely to cause unacceptable odour issues as they are far too close to housing. Significant waste retention from the complex in the area is also likely to draw substantial extra numbers of pests such as rats and flies into the area.</p> <p><b>Submission 3</b></p> <p><b>OBJECT:</b> My concern about changing lot No.144 and 123-125 Wattleup road Hammond Park from approved and promised residential plan by Council to Commercial land. Which we strongly believe it is unethical decision and breach of trust because when we bought our land then this proposed commercial was approved residential land. We tried to read this proposed commercial plan which we found totally misleading, manipulated, half informative and nothing Clear. We do not agree with lot of things in draft and developer forgot to mention lot of things there.</p> <p>There are two fast food outlets proposed by developer. They did not mention about it because it is normal by every developer everywhere now to do like this. Every cuisine have their own cuisine fast food but they did not mention anything about it but they have all kind knowledge and data of suburb. If developers are not sure about this then city of Cockburn council must clear from proposing with developers what sort out of fast food they bringing? what will be business nature 24/7, drive through? If they bringing fast food like KFC, MacDonald or hungry jack or any other like this then it is very hard to accept any kind of justification Given any party because this going to happen next to some one</p>	<p>roads that access residential development.</p> <p>5. The City recognises that the advertised Amendment is premised on car parking areas backing onto existing residential development, particularly on the eastern part of the site.</p> <p>The City is satisfied that a future development can achieve an appropriate level of separation, due to differences in proposed levels (between 0.4 metres and 3.5 metres, where the site abuts residential lots on Criddle Way and Whadjuk Drive) and the preparation of a Local Development Plan (LDP). An LDP will allow for prescribe development standards to addressed matters such as building interface, height and setbacks.</p> <p>6. The specific location of fast-food outlets, including bin storage areas, will be determined as part of a future development application for the site.</p> <p>Where odour emissions from waste or other activities on site cause a nuisance to an individual person, such</p>

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		<p>house. CCTVs do not stop crime much it is just recording of crime.</p> <p>We also strongly believe that if this shopping centre is approved then all the road network will be designed to facilitate the developers of this shops because if developers can change residential land to commercial land then they can they do everything they want. They can decide the future of Rowley, Frankland Ave, Hammond road. Whadjuk st. etc local road. We still struggling to find future of these roads with time frames. if council have any clear and approved plan of these roads please provide us because I live just corner of *Address Withheld* and Wattleup road and I see accidents every week over there because there is Only "Give way" Sign and vehicles do not stop over there specially trucks and we do not know yet who will fix it and when ?</p> <p>We can not say much about this proposed plan at this stage . People came from different cultures and backgrounds to live in this area if some one arise any concern about this proposed plan then we hope City of Cockburn will listen to them and respect their concern because everyone can have different way to report their concern .</p> <p>We also believe city of Cockburn will reject this proposal to avoid any unnecessary argument , conflict , allegation within any party which can make any one unhappy .</p>	<p>emissions may be considered an offence under Clause 5.4 of the <i>City of Cockburn (Local Government Act) Local Laws 2000</i>.</p> <p>7. The specific operator and hours of operation for the fast-food outlets is not determined at the Structure Plan stage. Further details on the operating hours will be confirmed as part of a future development application.</p>
39	Name and Address withheld, Hammond Park	<p><b>OBJECT:</b> It will affect the safety and traffic around our area. Then it will not be resident area, it will be commercial area. There are other location in down to wattleup drive further for development. Try to put away from resident. They are taking kids playground - common area also</p>	<p>1. The Amendment seeks to introduce a 'Local Centre' zoning over part of the existing Structure Plan area that was previously zoned 'Residential'. Whilst the Amendment proposes a significant expansion to the 'Local Centre'</p>





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			<p>zoning, small-scale commercial development is already permissible within the Structure Plan.</p> <p>Other than the land already zoned 'Local Centre', there are no other areas fronting Wattleup Road that can accommodate commercial development.</p> <p>2. It is noted that the Amendment removes a proposed public open space reserve, however, the designation of the Amendment area as 'Local Centre' no longer triggers the need for this reserve.</p> <p>In the event that the proposed 'Local Centre' zone is developed for residential purposes, which is possible under the City's TPS3, a cash-in-lieu contribution towards public open space will be required. Cash-in-lieu contributions received will be used to fund the acquisition of public open space, or fund upgrades to existing public open space.</p>
40	Name and Address withheld, Hammond Park	<p><b>SUPPORT:</b> I just wanted to show some support for the local centre zoning of lots 114, 123-125 Wattleup Rd.</p> <p>I'm a home owner near the proposed development and have lived here for 8 years. I think the Hammond Park community needs this</p>	1. Noted.

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		development and I can not see any negatives to having a decent local centre in Hammond Park, the other shops and supermarkets that are around keep getting busier, not the easiest journey with my young kids so I would be very disappointed if this exciting proposal did not go ahead.	
41	Name and Address withheld, Hammond Park	<b>SUPPORT:</b> This will bring shopping closer to back end of Hammond Park. This will also bring more jobs for the youth in the area. Fantastic idea	1. Noted.
42	Name and Address withheld, Hammond Park	<b>SUPPORT:</b> This area is expanding rapidly and requires services such as supermarkets and specialty shops. I think this is a good location and plan.	1. Noted.
43	Shehan Kiramage, Irvine Pde, Hammond Park	<b>SUPPORT:</b> I really like the idea, but i would prefer to have some healthy options instead fast food options	1. Noted.
44	Name and Address withheld, Hammond Park	<b>SUPPORT:</b> This will be a great addition to our community.	1. Noted.
45	Jeninne Perdigao, TBA, Hammond Park	<b>SUPPORT:</b> I love the idea and remember when purchasing my block 8 years ago that was supposed to be a shop complex, soo I will be disappointed if it didn't go ahead. Now seeing the Plans for that space for wattleup and criddle road with two take away stores hungry jacks and chicken treat would be great. A coles would be great a local pub/restaurant it all looks very exciting	1. Noted.



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46	Name and Address withheld, Hammond Park	<b>SUPPORT:</b> I am in support of this. Greater options and employment for not only Hammond park but also Wandri	1. Noted.
47	Name and Address withheld, Hammond Park	<b>OBJECT:</b> While I am in favour of the general development and agree there is need for a small retail/food precinct in the area (cafe, bakery, grocer), I do not think building a large supermarket with fast food shops is in the spirit of the community. Fast food chains bring a lot of air, noise and light pollution with them. Large chain supermarkets and fast food shops also bring in people from outside the community, which will further increase existing crime problems with break ins and theft. I think the idea in itself holds promise, but in its current design fails to understand the community it will serve and the general direction we hope the council will take it.	1. Noted.
48	Name and Address withheld, Hammond Park	<b>SUPPORT</b>	1. Noted.
49	Name and Address withheld, Hammond Park	<b>SUPPORT:</b> I live just a couple of minutes away from the proposed supermarket. I totally support the proposal as I see it will greatly help to build the community, local jobs at convenience. Go for it	1. Noted.
50	Department of Biodiversity, Conservation and Attractions, Locked Bag 104, Bently DC	<b>COMMENT:</b> The Department of Biodiversity Conservation and Attractions - Swan Region Office has no comments on the proposal	1. Noted.
51	Name and Address withheld, Hammond Park	<b>OBJECT:</b> We are not in favor of this proposed plan at all, and feel very strongly about this. I live on *Address withheld* When we purchased our block, we looked into the surrounding area zoning to see what would be built in the future and were happy with the surrounding residential zoning. Some of my neighbours and I are extremely annoyed, frustrated and furious by this proposal. A lot of	Recommendation in response to the first submission:  1. The future development of the Amendment area is not considered to remove the ability for the existing and

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		<p>us looked into this area before purchase, and were happy to go ahead with building as it was zoned residential. We would not have bought this block if that area was zoned for shopping.</p> <p>There are a number of reasons why we are not in favour of this.</p> <ol style="list-style-type: none"> <li>1. We have many kids in the surrounding area. If a shopping centre is built, it will take away the ability for them to play and ride around the streets as they do now.</li> <li>2. There will be a massive noise disruption to the area, which has being shown according to the Noise Assessment that was undertaken.</li> <li>3. We already have a traffic problem with the new Frankland Park. People park along Frankland Road, all the way along Wattleup Road and are starting to park in the other nearby residential streets. There will also be an increase in car accidents putting people at risk of injury.</li> <li>4. More traffic means more emissions which is not good for the environment.</li> <li>5. When Frankland Park was under construction there was movement in my property. The construction for this to be built will most likely cause damage to nearby properties</li> <li>6. There will be an increase in crime putting local residents at risk. This is behind my back fence and my property will most likely become a prime target.</li> <li>7. Shopping centres are a hot spot for anti social behavior which would impact the local residents.</li> <li>8. These types of areas are never kept tidy. There will be rubbish, trolleys etc everywhere. We do not want to see that in our neighbourhood.</li> <li>9. Fast food and shopping will have a lot of rubbish. These are a big draw for things like rats and pests, that will then come</li> </ol>	<p>future road network to accommodate bicycle traffic.</p> <ol style="list-style-type: none"> <li>2. The Environmental Noise Assessment prepared for the Amendment demonstrates that the indicative noise levels are within the permitted levels, except for some exceedance in night time levels</li> </ol> <p>Consequent noise assessments will be required at the development application stage once further detail is required on aspects such as built form location, land uses and loading areas.</p> <ol style="list-style-type: none"> <li>3. Parking issues associated with the Frankland Park Sports &amp; Community Facility are beyond the scope of the current proposal.</li> <li>4. The environmental impact of vehicle emissions is not a valid planning consideration.</li> <li>5. There is no evidence to suggest that future development of the site will cause damage to nearby properties. Should any damage occur to nearby properties as a result of construction works, this is a civil matter between the relevant landowners.</li> </ol>

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		<p>onto the nearby properties. This will cause a massive problem for residents.</p> <p>10. A drive through of a fast food store will have a big impact on noise and traffic in the off peak hours for residents.</p> <p>11. We already have many fast food restaurants within 10 kms. More will not encourage people to live a healthy lifestyle.</p> <p>12. The extra lighting that will be used will disrupt the nearby residents.</p> <p>13. Hammond Park is full of families and children. A shopping centre in this area will have a big impact on the peaceful neighbourhood we have now and enjoy with our families.</p> <p>14. This area is in the middle of housing. It should be considered in an area that is already a high traffic/noise area where it is not in the middle of housing and disrupting many residents.</p> <p>I understand some residents in the area will welcome a shopping centre, however they probably do not have it behind their back fence. Surely there is another option to put it elsewhere where future residents will be aware it is happening before building their houses there, along with an area that will not have such an impact on the local residents? There is land further down Wattleup Road, or even on Rowley Road when that is developed, that will not impact residents as much as this will. To have built our house exactly how we wanted it, to now be thinking I will have to sell because I do not feel safe doesn't seem right to me.</p> <p>I ask the council to please seriously consider rejecting this proposal for all the nearby residents of Hammond Park and their families.</p> <p><b><u>2<sup>nd</sup> Submission</u></b></p>	<p>6. There is no evidence to suggest that the future development of the Amendment area for retail purpose will lead to an increase in crime in the area.</p> <p>It is acknowledged that Amendment is premised on car parking being located adjacent to the rear of lots on Criddle Way, however, a difference of levels between the future car park and residential lots of between 0.4 and 3.5 metres is considered to provide appropriate separation. It is recommended that further details on the levels are provided at the development application, once finished levels are determined.</p> <p>7. The potential for anti-social behaviour is not a valid planning consideration.</p> <p>8. The potential for additional litter is not a valid planning consideration.</p> <p>9. There is no evidence to suggest that future retail and fast-food outlet development will attract vermin. Future development will need to comply with the relevant health</p>



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		<p>The proposal to remove existing Residential zoning and public open space and replace the whole area with a commercial development would result in a significantly negative impact on the residential area and dramatically affect the quiet enjoyment of the residential neighbourhood. I purchased and built my home in this location because the Council had zoned it as a quiet residential area that was safe for families.</p> <p>A large supermarket complex and associated uses will be visually and physically obtrusive impacting on the outdoor living areas and neighbourhood in general. Instead of garden spaces and dwellings, the adjoining lot will be occupied by large scale commercial buildings and signage. It will have a significant negative impact on the value of our property.</p> <p>Increase in traffic well beyond what the local streets were designed to accommodate. This will impact greatly in terms of increased noise and disturbance. Vehicles and trucks of an unsuitable size and in far greater numbers will need to access the site via these local roads to service the site leading to unacceptable vehicle traffic levels. The developers own assessment identifies traffic volumes are likely to increase by up to 300 – 400%.</p> <p>An increased number of cars requiring parking will not be accommodated on the site and the proposed parking bay shortfall will lead to vehicles parking in the surrounding residential streets.</p> <p>Noise and disturbance due to late and early opening hours 7 days a week for the proposed facilities will result in high general levels of noise disturbance, as will the major jump in traffic – up to 400 cars and trucks in the area at a time. This is clearly far greater than would be considered fair and reasonable in a residential area. The</p>	<p>requirements with respect to the storage of waste products.</p> <p>10.The specific noise and traffic impact from the development of fast-food outlets will be considered in further detail at the development application stage.</p> <p>11.The presence of other fast-food outlets within 10 kilometres of the site is not a valid planning consideration.</p> <p>12. All external lighting is required under Clause 5.5 of the <i>City of Cockburn (Local Government Act) Local Laws 2000</i> to be consistent with <i>Australian Standard AS 4982-1997 – Control of the Obtrusive Effects of Outdoor Lighting</i>.</p> <p>Notwithstanding the above, the City is recommending a modification to the Amendment to specify that an external lighting plan is to be provided as part of a future development application, which details the location of all external lighting and lux levels.</p> <p>13. The City acknowledges that residents purchased lots in the vicinity of the Amendment area on the basis that the</p>

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		<p>developers own assessment, even using best case assumptions identifies it will exceed noise regulation limits and that is without looking at Sunday trading.</p> <p>Anti-social behaviour and theft would be likely to increase due to the easy access to the residential properties which abut the development as well as other nearby homes. Hoon behaviour is likely to increase particularly around the car park areas which are right next to our homes.</p> <p>The need for additional lighting, security lighting and large illuminated signage associated with a supermarket, liquor store, café/restaurant and takeaway food outlets will result in light spill into the residential area and significantly detract from the visual amenity as well as cause particular issue in having to live with the permanent brightness instead of a night sky.</p> <p>The high level of waste and food production/refuse will result in unpleasant odours for the nearby dwellings. The proposed fast-food outlets are particularly likely to cause unacceptable odour issues as they are far too close to housing. Significant waste retention from the complex in the area is also likely to draw substantial extra numbers of pests such as rats and flies into the area.</p>	<p>site would be developed for residential purposes.</p> <p>It is considered that recommended modifications to set out built form requirements, including the interface with existing residential development, will mitigate amenity impacts of commercial development.</p> <p>14. The Structure Plan Amendment has complied with the submission requirements under the <i>Planning and Development (Local Planning Schemes) Regulations 2015</i>, therefore the City is obligated to consider the current proposal, irrespective of whether the location for commercial development is suitable.</p> <p>Recommendation in response to the second submission:</p> <p>1. The existing Structure Plan includes an area zoned as 'Local Centre', which is capable of accommodating small-scale retail and commercial development, however, it is acknowledged that the current Amendment will support a substantial intensification of such land uses.</p>

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			<p>It is considered that the preparation of a local development plan, prior to development of the site, will support an appropriate interface between residential and commercial development.</p> <p>2. The preparation and approval of a local development plan will provide the ability for bespoke design requirements for the site, which consider appropriate building height and setbacks from existing residential lots.</p> <p>The perceived impact on residential property prices is not a valid consideration.</p> <p>3. The Traffic Impact Assessment prepared for the Amendment proposes entry for trucks from Wattleup Road, which will ultimately connect onto Rowley Road and Hammond Road, being regional roads.</p> <p>4. Future development applications for the site will need to consider the car parking requirements under the City's Town Planning Scheme No.3 for specific land uses. The required car</p>



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			<p>parking will generally need to be provided on the site being developed.</p> <p>5. The Environmental Noise Assessment prepared for the Amendment demonstrates that the indicative noise levels are within the permitted levels, except for some exceedance in high time levels</p> <p>Consequent noise assessments will be required at the development application stage once further detail is required on aspects such as built form location, land uses and loading areas.</p> <p>6. Refer to Recommendation No.6 under the Submission No.1.</p> <p>7. Refer to Recommendation No.12 under Submission No.1.</p> <p>8. There is no evidence to suggest that future retail and fast-food outlet development will attract vermin. Future development will need to comply with the relevant health requirements with respect to the storage of waste products.</p>

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52	Department of Health, WA	<p><b>COMMENT:</b> The DOH provides the following comment:</p> <p><b>1. Water Supply and Wastewater Disposal</b> The development is required to connect to scheme water and reticulated sewerage and be in accordance with the Government Sewerage Policy 2019.</p> <p><b>2. Medical Entomology</b> The subject land is in a region that regularly experiences significant problems with nuisance and disease carrying mosquitoes. These mosquitoes can disperse several kilometres from breeding sites and are known carriers of Ross River (RRV) and Barmah Forest (BFV) viruses. Human cases of RRV and BFV diseases occur annually in this general locality.</p> <p>The subject land is also within 3km of mosquito dispersal distance from mosquito breeding sites at Thomsons Lake. Mosquitoes will disperse from these sites to the subject land under favourable environmental conditions. There may also be seasonal freshwater mosquito breeding habitat within proximity to the subject land. Additionally, there is the potential for mosquitoes to breed in on-site infrastructure and constructed water bodies if they are poorly designed.</p> <p>The above disease risks, as well as the lifestyle impacts of nuisance mosquitoes, will inevitably result in demands for the application of chemicals to control larval and/or adult mosquitoes. Environmental agencies may not automatically approve the use of such measures in and around environmentally significant wetlands. Therefore, it will be important that in-principle approval for effective mosquito control measures in and around these wetlands is obtained from the relevant environmental agencies before planning decisions are finalised.</p>	<p>1. It is noted that future development of the site will need to connect to scheme water and reticulated sewerage.</p> <p>2. It is not considered that a Mosquito Management Plan is required to prior to development occurring within the Amendment area, as future development is not expected to include constructed water bodies.</p>



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		<p>Prior to development, the DOH recommends a Mosquito Management Plan (MMP) be developed and approved by both the DOH and the City of Cockburn to ensure the risk to the community of exposure to nuisance and/or disease carrying mosquitoes is considered. This MMP is to be approved by the City of Cockburn and DOH prior to any subdivision.</p> <p>The DOH has provided guides and templates for the development of suitable MMP's to assist land developers meet these requirements. Please see the DOH's website Mosquito management (health.wa.gov.au) for additional support.</p> <p>In addition, due to the high-risk nature of the proposed development, the DOH requires the following wording to be placed on all land title documents: "This lot is located near extensive mosquito breeding habitat and can experience substantial numbers of nuisance mosquitoes after certain environmental conditions. The mosquito species in the region are known vectors of Ross River Virus and other mosquito-borne diseases and the region is subject to annual outbreaks of these diseases."</p>	
53	Name and Address withheld, Hammond Park	<b>SUPPORT:</b> I would like to see another local shopping centre so it is more accessible.	1. Noted.
54	Name and Address withheld, Hammond Park	<b>SUPPORT</b>	1. Noted.
55	Name and Address withheld, Hammond Park	<b>OBJECT:</b> I am writing to you in regards to the proposed structure plan amendment on Wattelup Road. As a nearby resident, I oppose.	1. The proposed Amendment is premised upon future development including two fast-food outlets, however, these land uses will only be

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		<p>A beautiful suburb full of young children that are being targeted by the fast food industry. I moved to Hammond park because it was full of young families with plenty of outdoor community spaces. With the goal of Promoting a healthy lifestyle for my family. I think it's disgusting that the amount of children in the area are being preyed on. The Cockburn council promotes a healthy lifestyle yet are considering having two fast food outlets in the middle of a suburb surrounded by young children and directly across from a sporting complex used by many local families. How many fast food outlets do we need in the Cockburn area?</p> <p>Not to mention the amount of traffic it will create in an area that already has issues. For example both public and private primary schools that have problems with traffic, a new sport facility with not enough parking and a high school that once at full capacity will create further issues.</p> <p>We bought and built a family home on Whadjuk Dr under the impression that we would be living in a residential area not with fast food outlets and a supermarket 200m from my front door.</p> <p>I highly hope the future of all the young children in this area are taken into consideration.</p>	<p>formally considered by the City once a development application is considered for such uses.</p> <p>2. Future development applications for the site will need to consider the car parking requirements under the City's Town Planning Scheme No.3 for specific land uses. The required car parking will generally need to be provided on the site being developed.</p> <p>3. It is noted that the current Structure Plan includes limited potential for commercial and retail land uses, such as a supermarket and fast-food outlets, as the 'Local Centre' zone covers a smaller area over a number of separate lots.</p>
56	Cara McCarthy, Prato Vista, Hammond Park	<p><b>OBJECT:</b> We live a few roads away and strongly object to this proposal. Our road is currently closed but is due to be opened and it will become a shortcut for vehicles in the area which will lead to danger for the young children on our road. We are currently a very family friendly road (20 children already) and all of our children enjoy the freedom of being able to run and play at each other's houses but that will have to stop once our road opens and is used as a shortcut to the proposed shops. Even if our road isn't used as</p>	<p>1. It is acknowledged that Prato Vista is likely to experience higher traffic volumes once it is fully constructed between Irvine Parade and Frankland Avenue. This will occur irrespective of whether commercial development occurs within the amendment area.</p>

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		<p>a short cut the number of vehicles in and around our street will dramatically increase therefore bringing higher probability of accidents which could involve one of the high number of children in the area.</p> <p>The higher number of vehicles will also bring with it high noise volume in our backyard. Hammond park's popularity amongst young families is built on the reputation it has built over the years as safe, friendly, and great community spirit putting in shops let alone take always will bring the standard down to a second class citizen level. As soon as I saw the proposal I thought; trouble, teenagers, theft, bogans, thornlie, crime. Which is not what Hammond Park has been built on. Yes we need a shopping facility but not backing on to peoples gardens where it just invites criminals to vandalise their literal back yards. These poor people built in Hammond park at their chosen plots thinking they would be backed on to other houses not take aways and car parks. We are currently going through a bad spell with crime in the area due to one bad family up on Barfield Road, they have bought crime and disruption to our area and we have all put our heads and hearts together as a community to keep the crime under control we will not be able to do that with the amount of crime this shopping complex and take away services bring and the crime it brings will just drive the good in the community out and invite criminals in to the area.</p> <p>On top of noise and crime it will also bring bad smells and higher pollution to the area (including my back yard) If the proposal wasn't in the middle of peoples houses but backed on to the freeway somehow like Harvest Lakes then I'd definitely be open to it but I think it's very insulting to propose it slap bang in the middle of houses. It does not take in to consideration the family and children friendly area it is currently. Our children are at an impressionable</p>	<p>2. Future development within the 'Local Centre' will be required to comply with the applicable health and environmental regulations with respect to odour and pollution.</p>

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		<p>age and I for one will not feel safe for them living close to the shopping area Is there no where you could put it further down wattle up road on the other side? Or over on Barfield backing on to the freeway so the traffic and noise and crime doesn't have to come in to the heart of our community/estate.</p> <p>To conclude, the positioning of this proposal is highly insulting and insensitive bringing crime, noise, bad smells and pollution affecting hundreds of young families. I can guarantee if this proposal goes ahead partially or in full you will lose a lot of good and invite the bad.</p>	
57	Name and Address withheld, Hammond Park	<p><b>OBJECT:</b> While I support a commercial space in the locality, I object to access to the commercial zone through Whadjuk Drive. Request to restrict access only via Wattleup Road. Whadjuk Drive is supposed to be for local resident thoroughfare. If access to the commercial space is provided via Whadjuk Drive it will increase the traffic and parking congestion on the road. A lot of families living on Whadjuk Drive have little kids. Increased traffic on Whadjuk Drive therefore increases risk to the little kids who use the road near their home which should be a safe space</p>	<p>1. The Southern Suburbs Stage 3 District Structure Plan established the need to provide a neighbourhood centre within Hammond Park, which included frontage to Whadjuk Drive.</p> <p>Whilst the Development Concept Plan and Traffic Impact Assessment details an access point to Whadjuk Drive, it is anticipated that the majority of traffic will access the site via Wattleup Road to the south.</p>
58	Name and Address withheld, Hammond Park	<p><b>SUPPORT:</b> I believe adding local shops such as cafes, small retail outlets and supermarkets to the area is a great improvement</p>	1. Noted.
59	Bradley & Meghan Woodruff, Criddle Way, Hammond Park	<p><b>OBJECT:</b> We, Bradley and Meghan Woodruff, residents and homeowners of 8 Criddle Way, Hammond Park, hereby submit our joint formal response against the proposed Commercial Development of 'supermarket and fast food outlets' on Wattleup</p>	1. Future development applications for the site will need to consider the car parking requirements under the City's Town Planning Scheme No.3 for

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		<p>and Hammond Road. It is our understanding, the Hammond Park Community have expressed an interest in having a local supermarket, which I believe should be taken into consideration, but definitely not at the expense of the local residents and home owners. The proposed ground in my opinion, is not the most ideal location for a number of reasons. Considering the substantial growth of Hammond Park and surrounding areas to date and upcoming predictions, firstly this land would not be able to accommodate the traffic and parking, which is almost guaranteed to fail as the current parking area for Frankland Oval Community Centre overflows into our narrow side streets as it is. Secondly, The likeliness of traffic being directed from the freeway is high, along with nearby suburbs, therefore adding even greater capacity issues. I noted in the recent Hammond Park community meeting / briefing, the upcoming proposal for Rowley Road off ramp. Should this go ahead, the proposed supermarket on Wattleup road along with fast food outlets will no longer be the most optimal location as traffic will likely then need to be redirected from a main road being the new Rowley to what will become a suburbia Wattleup rd. Is the fore planning of main roads being seriously considered? Realistically speaking, there needs to be some level of common sense approach to this proposal. The community has too requested a local skate park with expansion to the local cafe. Considering other 'sports' and 'outdoor' facilities in the area, would this not make more sense to further encourage 'on foot' outdoor in nature types of activities for local children and residents instead of pushing more vehicle traffic. Hammond Park is a wonderful suburb which encourages 'kids on bikes' and outdoor play (my children included). Globally the conversation should be to encourage more green nature sustainable play and not cash driven incredibly unhealthy 2x fast food outlets along with in my opinion a poorly planned out supermarket location. What message</p>	<p>specific land uses. The required car parking will generally need to be provided on the site being developed.</p> <p>Future development of the site will not need to consider the parking generated from the existing Frankland Park Sports &amp; Community Facility in determining the required number of car parking bays.</p> <ol style="list-style-type: none"> <li>The timing for the extension and upgrades to Rowley Road is currently unknown at the current time.</li> <li>It is acknowledged that the Amendment proposes the removal of a future POS reserve, however, the proposed 'Local Centre' zone does not trigger the need for POS to be provided.</li> <li>Any damage caused to nearby dwellings as a result of construction of activities is a civil matter between the relevant landowners.</li> <li>Crime prevention is a responsibility of the Western Australian Police and goes beyond the powers of the City of Cockburn as a local government.</li> </ol>



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		<p>does Hammond Park want to put out there and be betrayed as for future generations to come. I was under the impression we were a community focussed in the right way with all the new investment made in the last year with the Frankland ovals for sports and new parkour park. This proposal will have significant negative impact in encouraging children to venture to/from and use these facilities due to the significant amount of increased traffic to our already narrow and over-whelmed small streets. What a waste to all the investments already done, parents will no longer feel reassured their children can safely travel to and from these venues due to additional traffic imposed to the area. There is already not enough parking at both Frankland Oval and the parkour park as it is.</p> <p>After careful review of Pros vs Cons, a few comments come to mind that I would appreciate serious consideration of prior to any approvals being made;</p> <p>1). With the construction of Frankland Oval / Community centre, there was movement in my residential property. The proposed supermarket and 2x fast food buildings would be even closer in proximity. Who would be liable for any damages to my property (i.e. cracks in walls and tiles splitting). Would this entity be in contact with all local land owners prior to any approvals being made? What is the assurance that there will be no damage to my property, because I can almost guarantee from recent commercial buildings that this will occur. Would this entity pay to repair any damages caused? Are there case studies of previous developments of the same close proximity that are being considered and included in the proposal with supporting data for construction of this calibre and how they do affect existing residential buildings?</p>	<p>6. The disposal of waste by individuals and building companies is not a valid planning consideration.</p> <p>7. It is not clear from this submission as to how the Environmental Noise Assessment fails to address relevant requirements.</p> <p>It is acknowledged that ENA notes an exceedance in night time noise levels, however, a revised ENA will be required at the development application stage once the intended built form, land uses and loading areas are confirmed.</p>

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		<p>2). There are zero measures by the City of Cockburn or other community heads including the developers that have been put in place to reduce or defer any increased crime or threats to local residents. It is proven that these types of establishments increase traffic which further increase activity including late night after hours activity in the area. Unfortunately this increase in activity usually results in increased crime.</p> <p>3). There are zero measures being put in place by the City Council to ensure the local area is kept free from discarded rubbish, shopping centre trolleys, pests such as rats drawn to commercial bins. Currently we are finding developers responsible for keeping our existing verges clean and maintained already seriously lacking in the responsibility. How can we trust that a much larger and busier site will be up kept when they are already failing on the simplest of verges.</p> <p>4). It is our understanding that the most recent noise assessment failed to meet the necessary requirements. As residents, we are concerned over the noise from aircon units, delivery trucks and additional traffic, refrigeration units and the overall public disturbance.</p> <p>The above points are a serious worry to us and the local community. We hope that you will take our response seriously and consider how this will affect ALL Hammond Park residents to come up with a better solution for the WHOLE community. Although we recognise an actual need for SOME of the proposed services, the planning and future vision is lacking in many areas and this plan must be reconsidered to account for new growth in Hammond Park with larger streets acting as main access roads along with efficient parking spaces. There is an actual need and then there is a poorly</p>	

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		drawn up proposal that seriously lacks true understanding of community needs and wants. To include not one but two fast foods outlets is not only completely unnecessary, unwanted and against the message of healthy living we as a community strive for , but it is an incredibly unoriginal tasteless and common cash grab where I feel the developers perhaps lack innovation and inspiration to actually do their jobs efficiently. It is 2022, we have to do better than this.	
60	Name and Address withheld, Hammond Park	<p><b>OBJECT:</b> We consider that the proposed structure plan amendment should not be supported by the City of Cockburn or approved by the Western Australian Planning Commission (WAPC) in its current form for the following reasons:</p> <p>1. The area of land the amendment proposes to zone as 'Local Centre', when added to the land already zoned Local Centre under the approved structure plan, would be disproportionately large relative to the intended purpose of the centre to be developed in this location as stated in the City of Cockburn Southern Suburbs District Structure Plan (SSDSP).</p> <p>2. Due to the size of the land area proposed to be rezoned to Local Centre (the entire area of Lots 9052, 9042 and 305) the proposed amendment would facilitate development of retail and other commercial uses with floor area substantially in excess of the approximately 5000 square metres indicated for the centre in the SSDSP. This is evidenced by the Hames Sharley illustrative concept plan submitted as Appendix 6 of the structure plan amendment which illustrates development with a gross lettable retail area of 6,950 square metres. This would be in addition to the medical centre/café and child care centre which have already been developed on land already zoned Local Centre (Lots 55 and</p>	<p>1. Following public consultation, the applicant provided a Retail Sustainability Assessment, which outlines the likely trade area of the centre, retail need and impact on nearby existing/proposed centres. The City appointed Far Lane to undertake a peer review of the RSA, with the increase in retail floor area considered appropriate.</p> <p>2. The City considers that the preparation and approval of a Local Development Plan (LDP) at the subdivision stage will not adequately address the interface with adjoining dwellings, particularly as the site could be development prior to further subdivision occurring.</p> <p>For example, City's local planning framework (including local planning scheme and local planning policies)</p>

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		<p>102). We consider this provides for a form of development which is not consistent with the intended purpose of the centre as stated in the SSDSP as a pedestrian orientated 'main street' centre with reduced car-based patronage, consistent with WAPC Liveable Neighbourhoods principles.</p> <p>3. The structure plan states that a new or amended Local Development Plan (LDP) is required as a condition of subdivision approval. However, given the importance of an LDP as a planning instrument to ensure the final layout and built form of development in the centre achieves the 'main street' pedestrian friendly form intended for a centre in this location as stated in the SSDSP, and safeguards the amenity of nearby residential lots, we consider an updated LDP should be required to be lodged and approved prior to lodgement of a subdivision and/or development application.</p> <p>For the above reasons we request the City of Cockburn to pass a resolution to recommend to the WAPC that the structure plan amendment should not be approved in its current form, and determination of the amendment should be deferred until modifications have been made to the plan to (a) reduce the extent of the proposed Local Centre zoning on Lots 9052, 9042 and 305 in order to limit the size of eventual retail/commercial development to a smaller scale, and (b) incorporate stronger provisions requiring an amended or new LDP for the subject land to be approved prior to lodgement of any subdivision and/or development application for the land.</p> <p><b>Detail of Submission</b></p>	<p>does not prescribe a minimum setback to commercial development from residential development. In the absence of an LDP being prepared and approved prior to a development application being lodged, the City would have limited recourse to prevent development occurring at a nil setback to residential properties.</p>

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		<p>We acknowledge that the SSDSP has always indicated a local centre/neighbourhood centre (pedestrian based retail) in the general south-western area of the Central Precinct (the area now subject to the already approved version of the Lots 114 and 123-125 Wattleup Road Hammond Park Local Structure Plan (Lots 114 &amp; 123-125 LSP). The notation on the SSDSP Structure Plan map for this area (note 5) stated: <i>'Neighbourhood Centre – the design and function of the proposed neighbourhood centre shall be based on 'main street' principles and relevant provisions of Liveable Neighbourhoods'</i>. This was also stated in the SSDSP report (Section 5.8 Commercial Facilities) which additionally stated:</p> <p><i>'A Neighbourhood Centre has been designated at the intersection of Hammond Road and the realigned Wattleup Road. This centre will provide the main activities and shopping facilities for the structure plan area. It is envisaged the Neighbourhood Centre will include a supermarket, café's and small specialty shops. <b>The total retail/commercial floorspace is likely to be in the order of 5000 square metres'</b>.</i> (Our emphasis added).</p> <p>The already approved version of the Lots 114 &amp; 123-125 LSP zoned a total of 1.54 hectares of land as Local Centre, including approximately 1158 sq m in the amendment area. We consider this is sufficient land area to accommodate an appropriate range and scale of facilities for the neighbourhood centre in this location as envisaged in the SSDSP. We believe the scale of supermarket anticipated to be provided for in this centre was intended to be comparable to the Park Hive IGA in the Hammond Park neighbourhood centre at the intersection of Russell Road and Macquarie Boulevard which has already been developed, consistent with the hierarchy of centres shown on Figure 10 –</p>	





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		<p>Neighbourhood Structure and Retail Hierarchy Plan of the SSDSP.</p> <p>However, the amended structure plan now proposes a total 2.77 hectares to be zoned Local Centre, an increase of 80% over the existing approved structure plan. We believe this would be disproportionately large relative to the intended purpose of the centre to be developed in this location as stated in the SSDSP.</p> <p>We are particularly concerned that the scale of the centre zoning is being driven by the commercial requirements of a specific supermarket operator as evidenced by this statement in the structure plan amendment report prepared by Rowe Group: <i>'Further, the future supermarket operator, who has informed the design process for the proposed centre...'</i> This suggests that although the concept plan in Appendix 6 of the structure plan amendment documentation is only illustrative, in fact the design and layout has already been predetermined to a large degree and has been heavily influenced by the commercial and operational expectations of a major supermarket operator. The indicative 3600 square metre floorspace of the supermarket shown on the concept plan is typical of the size of a full line Coles or Woolworths supermarket more suited to a larger centre serving a bigger residential catchment, rather than an IGA-scale facility similar to the one in the Hammond Park neighbourhood centre (Park Hive) which has the same status and function in the City of Cockburn's Neighbourhood Structure and Retail Hierarchy as the centre in the Lots 114 &amp; 123-125 LSP area. For comparison, a full line supermarket for Coles currently under construction at the corner of South Street and Paget Street within the Hilton centre in the City of Fremantle (development application approved in January 2021) which is a typical current generation design of</p>	

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		<p>Coles store has a gross lettable area of 3,123 sq m and a net lettable area of 2,285 sq m. The indicative size of the supermarket shown in the indicative concept plan in Appendix 6 of the structure plan amendment documentation is even larger than this.</p> <p>We are concerned that the structure plan amendment is, in effect, a 'reverse engineering' exercise to facilitate a pre-designed outcome based on a supermarket operator's requirements, rather than being based on a principles-led planning exercise to guide the development of a neighbourhood centre consistent with the objectives of the SSDSP. We believe this is not consistent with the principles of orderly and proper planning.</p> <p>Another example of why we believe the scale of the centre that could be accommodated by the amount of land proposed for Local Centre zoning would not be consistent with the intended purpose and pedestrian-orientated form of the centre as stated in the SSDSP is provided by the proposed drive-through fast food units shown on the concept plan in Appendix 6 of the structure plan amendment report. This is clearly designed around providing for a land use and built form which is completely car-dominated and in no way consistent with the Liveable Neighbourhoods principles and pedestrian-orientated 'main street' type of centre which the SSDSP states should be the basis for a neighbourhood centre in this location. We request that either through further amendment of the structure plan or a subsequent LDP the development of this type of car-dominated takeaway fast food operation should be prohibited from development in this structure plan area.</p> <p>The structure plan amendment report makes several references to the use of a Local Development Plan (LDP) to guide more</p>	



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		<p>detailed design and secure appropriate built form outcomes at subsequent stages of the planning process (i.e. subdivision and/or development approval). We agree it is very important that an LDP should be required to ensure that site layout and built form achieve the 'main street' pedestrian-friendly style of the centre that the SSDSP proposes for this location is achieved. However, rather than leave the submission of an LDP until after a subdivision had been approved, and simply require an LDP as a condition of subdivision approval, given the importance of guaranteeing a 'main street' style of centre design, we consider an updated LDP should be required to be lodged and approved prior to lodgement of a subdivision and/or development application.</p> <p>The structure plan amendment report acknowledges (section 4.3) that the Planning and Development Regulations state that an LDP may be prepared for lots zoned Local Centre, and section 1.3 (final paragraph) states: <i>'There is an existing Local Development Plan approved for the site in accordance with the existing Structure Plan layout. This will need to be updated, or otherwise a new Local Development Plan prepared, to reflect the amended layout and proposed centre development'</i>. We believe this should be required to occur prior to any subdivision application and not be a condition of subdivision approval.</p> <p><b>For the above reasons we request the City of Cockburn to pass a resolution to recommend to the WAPC that the structure plan amendment should not approved in its current form, and determination of the amendment should be deferred until modifications have been made to the plan to:</b></p> <p><b>(a) reduce the extent of the proposed Local Centre zoning on Lots 9052, 9042 and 305 in order to limit the size of eventual</b></p>	

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		retail/commercial development to a smaller scale, and (b) incorporate stronger provisions requiring an amended or new LDP for the subject land to be approved prior to lodgement of any subdivision and/or development application for the land.	
61	Name and Address withheld, Hammond Park	<b>SUPPORT:</b> We need the supermarket in our area.	1. Noted.
62	Anna Nguyen, Fragrant St, Hammond Park	<b>SUPPORT:</b> Perfect location for a small commercial hub.	1. Noted.
63	Struan McCorkindale, Fragrant St, Hammond Park	<b>SUPPORT:</b> I fully support this development in the area as I believe it will be convenient for the local community, add value to the area, and improve the facilities in the 'hub' around the Frankland Park community centre.	1. Noted.
64	Name and Address withheld, Hammond Park	<b>SUPPORT:</b> Would be really great to have a shopping centre and restaurant options close by.	1. Noted.
65	Department of Water & Environmental Regulation, Mandurah	<p><b>COMMENT:</b> The Department has identified that the proposed local structure plan for Lots 114, 123 – 125 Wattleup Road in Hammond Park has the potential for impacts on water values and/or management. In principle the Department does not object to the proposal however key issues, recommendations and advice are provided below and these matters should be addressed.</p> <p><b>Issue</b> Better Urban Water Management</p> <p><b>Recommendation</b></p>	1. Noted.



NO.	NAME/ADDRESS	SUBMISSION	RECOMMENDATION
		<p>Consistent with Better Urban Water Management (BUWM) (WAPC, 2008) and policy measures outlined in State Planning Policy 2.9: Water Resources, the proposed structure plan should be supported by an approved Local Water Management Strategy (LWMS) prior to finalising the structure plan.</p> <p>The Department previously reviewed the <i>Lots 114 and 123 – 126 Frankland Avenue, Hammond Park - Local Water Management Strategy</i> (DEC, July 2013) and the <i>Lots 124 &amp; 125 Wattleup Rd, Hammond Park Local Water Management Strategy Amendment</i> (Hyd2o, May 2022) and both were deemed satisfactory to the Department to support the structure plan. Accordingly, the Department has no objection to the amended local structure plan.</p> <p>Furthermore, if the proposed local structure plan amendment is approved, the Department recommends that the approved urban water management plan; <i>Lots 124 &amp; 125 Wattleup Road, Hammond Park</i> (OchreWest, June 2019), be amended to reflect the extent of the commercial development area and proposed method of stormwater management within the commercial area. In the event there are modifications to the proposal that may have implications on aspects of environment and/or water management, the Department should be notified to enable the implications to be assessed.</p>	
66	Name and Address withheld, Hammond Park	<b>SUPPORT:</b> I believe this will have a positive impact for new/young families and families with only 1 car. It will also be great for when all of Whadjuk Drive is joined up so that residents towards Canary Drive will have easy access to a shopping centre and other essentials.	1. Noted.



NO.	NAME/ADDRESS	SUBMISSION	RECOMMENDATION
67	Name and Address withheld, Hammond Park	<b>SUPPORT:</b> I support the proposal with the exception of the liquor store due to the crime implications. This is a densely populated area with many young families. I have relatives near the Hive, the Thirsty Camel bottle shop there has caused endless problems with crime. Young adults will purchase takeaway liquor and then hold parties at Duggan Park, there is often smashed glass left behind at the playground. Cars nearby are often vandalised and public property vandalised.	1. The specific land uses, including whether a 'Liquor Store' land use is proposed, will be subject a future development application.
68	Name and Address withheld, Hammond Park	<b>SUPPORT:</b> I support the establishment of supermarket to meet the needs of the community especially in view of the growing population	1. Noted.
69	Name and Address withheld, Hammond Park	<b>COMMENT:</b> My family and I welcome the amendment to develop a neighbourhood shopping centre in the above area. However we are concerned that this plan includes fast food outlets.  Fast food outlets will increase the amount of human activity around the area and we are worried that this might impact on the safety and quietness of the area.  We support a shopping centre without fast food outlets.	1. Noted.
70	Mandhlenkosi Sidambe, Whadjuk Dr, Hammond Park	<b>OPPOSE:</b> First I would like to thank you for the great work that you guy are doing of developing and maintaining and improving our community.  While we appreciate all the great work you are doing, I would like to oppose the proposed development On the above stated lots for the following reasons	1. There is no evidence to suggest that future commercial development within the Amendment area will result in in increased crime rates in the locality.  2. Future development of the site will be required to comply with the applicable parking requirements under the City's Town Planning Scheme No.3.



NO.	NAME/ADDRESS	SUBMISSION	RECOMMENDATION
		<p>1 It is sad that the developer did not disclose to us that he was planning to build shops next to my property. I feel like I was trapped because if he had done so, I would have not bought the block</p> <p>I feel like my property will be prone to vandalism as result of high traffic volumes and criminal activities that come with such developments. The place just turns into a teens meeting spot and a crime hot spot. We already have a crime problem. The proposed development will only make our situation even worse. We are already feeling like prisoners in our own homes.</p> <p>An increase in traffic noise. Our houses are not equipped with double glazed window. I'm a shift worker and that will mean that sleeping will be a thing of the past. If the developer had disclosed his plans to us, we would have put double glazed windows or just not buy at all.</p> <p>Overflow parking My house is just next door to the proposed development and any overflow will see people parking in front of our properties resulting in conflicts and confrontation. We already have a parking problem of people using the Frankland community Center. this will only result in the shopping centre parking being an option and then over flowing to our properties.</p> <p>We already have a Community Center, a high school, a primary school, two day cares, Hammond Practice and now a shopping centre, all these within 300m to 500m from property. Surely this over crowding or centralising of services in one place. We also deserve some space to breathe and it will be good if you can spread these services across our community. It will be great if you guys can decongest our community a little.</p>	

NO.	NAME/ADDRESS	SUBMISSION	RECOMMENDATION
		Hopefully you will take our concerns into consideration and reject the proposed development.	
71	Name and Address withheld, Cannington	<b>SUPPORT:</b> We are building in Hammond West, there are no supermarket nearby. Would be nice to have Coles/Woolworth around with walking distance.	1. Noted.
72	Name and Address withheld, Hammond Park	<b>OBJECT:</b> Area wasn't indicated as zoned for this when we bought. Increased traffic and people at night right behind our house. Potential for crime and hoons.	1. <b>Noted.</b>
73	Name and Address withheld, Hammond Park	<b>SUPPORT:</b> This proposed structure will support the growing community of Hammond Park. The existing infrastructure cannot cope with the demand of how quickly the area has expanded. The one IGA in the area cannot support the population that is now growing towards Rowley road. This will bring opportunities to employ the population of teens and young adults who have grown up in Hammond Park. I fully support this proposal and the opportunities it will create.	1. Noted.
74	Name and Address withheld, Hammond Park	<b>SUPPORT:</b> In general, I support the proposed land use change of LOTS 114, 123-125 WATTLEUP ROAD, HAMMOND PARK in principle to meet the resident's future needs. I do not support the reduction of parking requirements and further planning is required to ensure the community amenity is not negatively impacted, and incorporates pedestrian, vehicle, and bike movements in line with the community.  Hammond Park is a unique suburb mainly consisting of young couples and families. The community has bought into this lifestyle and invested in this suburb with the community values of young	1. Support noted.  2. It is acknowledged that the location and size of the centre proposed will likely attract customers from outside of Hammond Park, including Wandi and Mandogalup, which will have an impact on the local and regional road network.



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		<p>families, some of which are safe traffic movements, low crime and anti-social problems, and the accessibility to parks/ recreational areas. Without proper planning this development could impact the safety and increase incidence of crime and anti-social behaviours, changing the amenity that the community values.</p> <p>I support the shops fronting Whadjuk Drive which I believe will enhance the community identity and provide the community an environment for social interaction in line with the community needs and expectations.</p> <p>However, this needs to be planned and managed appropriately to ensure it is developed in line with the community values and the inevitability of issues surrounding vehicle movements (entry/exits, increase of traffic), parking and anti-social behaviours associated with fast food outlets, liquor store and the like.</p> <p>The surrounding areas to the subject land are largely residential and rural zoning, with considerable land marked for future urban development, therefore the population and dwelling numbers are set to largely increase over the next 14 years. <i>See approved Structure Plans 27A &amp; 27B and Figure 1 Demographic Snapshot.</i> Hammond Park population growth is projected to be significant, with the increase of population the need for a larger local shopping centre also increases. With this increased need, the vehicle and pedestrian access will undoubtedly increase throughout its development. The level of car dependency in Australian cities has increased at a faster rate than population growth. Infrastructure and public transport provision have not kept pace with growth rates (State of Australian Cities) and is a valid point in Hammond Park with only 2 minor bus services.</p>	<p>3. The Traffic Impact Assessment (TIA) has been revised to consider improve access and vehicular circulation, including a right turn deceleration lane and wider access points on Wattleup Road.</p> <p>4. The City acknowledges that the concept plan (as advertised and as amended) and Part Two of the Structure Plan proposes a reduction in car parking, when compared to the requirements under the City's Town Planning Scheme No.3.</p> <p>It is recommended that Part Two be modified to remove commentary on a parking reduction. Should a reduction in parking ultimately be proposed, this will need to be considered by the City at the development application stage.</p> <p>4. The Southern Suburbs Stage 3 District Structure Plan outlines the requirement for the proposed Local Centre to address 'Main Street' design principles, which are to be demonstrated through the provision of a concept plan and local development plan.</p>

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		<p>Directions 2031 is a high-level spatial framework and strategic plan that establishes a vision for future growth of the metropolitan Perth and Peel region; and it provides a framework to guide the detailed planning and delivery of housing, infrastructure, and services necessary to accommodate a range of growth scenarios. Directions 2031 details a 50 per cent increase in the current average residential density of 10 dwellings per gross urban zoned hectare; and has set a target of 15 dwellings per gross urban zoned hectare of land in new development areas. This translates to 18,280 new dwellings as part of greenfield development opportunities within the City of Cockburn, with the City expected to require an additional 30,120 dwellings by 2050. These numbers could increase above predicted with the large redevelopment of the Mandogalup Train Station, Thornlie train line, and Gateway Shopping Centre extensions. Growth rates in Western Australia in general have already exceeded projected population numbers of reaching 2.2 million by 2031.</p> <p>Draft Local Commercial Activity Centre Strategy ("LCACS") was prepared in 2011 and states the role of the future local centre is identified as being for "daily and some weekly household shopping needs, and a very small range of other convenience stores". This information is simply outdated. I live in Hammond Park as part of the community and the access to a local shopping centre is always a big topic. Young families are not wanting to travel to Cockburn Shopping Centre and the Woolworths in Atwell is too busy with no car parking bays available. The development of a local shopping centre of a large size that can service the needs of the community will become a great asset to Hammond park and surrounding suburbs but only if the fatal flaws are assessed and properly</p>	<p>The Structure Plan proposes to address the 'main street' principles through the preparation of a local development plan as a condition of subdivision approval, to ensure an appropriate design interface to Whadjuk Drive.</p> <p>5. Under the Western Australian Planning Commission's Liveable Neighbourhoods policy and Development Control Policy 2.3 – Public Open Space in Residential Areas, the requirement to provide public open space is triggered only where residential subdivision is proposed. Where residential subdivision is proposed, a minimum 10 per cent of the gross subdivisible area is required as POS.</p> <p>Although an area of POS that is depicted on the approved Structure Plan has been removed, the developer has the ability to satisfy the 10 per cent requirement for land with a 'Residential' zoning. This includes land within the Structure Plan already subdivided for residential purposes, and land subject to future residential subdivision.</p>

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		<p>planned. It is better to over plan and be conservative in reducing car bays at least initially.</p> <p>Perth has one of the highest rates of population growth and unfortunately the urban planning for this growth has been inadequate. Some of these reports are from 2005- 2011 and Council have previously agreed that these reports are outdated and require further detailed investigations and planning. The growth and development of this area and surrounding area have been larger than was originally predicted, knowing this already further consideration is required to ensure the future plan anticipates and provides for the large growth. To suggest and plan for the centre to be for "daily and some weekly household shopping needs" is basically planning to fail by not adequately considering the trends and realities of higher growth in this particular area and surrounding suburbs.</p> <p>1. <u>Traffic Impact Assessment</u></p> <p>The traffic management plan has been summarised and viewed with bias in favour of the submitter. This report fails to reflect the future impact, as it does not include enough parameters by only including the information in support and encompasses outdated traffic data.</p> <p>The City recommended using the projected Cockburn 2018 District Traffic Study prepared by ARUP, this report is 4 years old, and the projections/ infrastructure have changed significantly in that time. The traffic was assessed on the Saturday midday peak and only encompassed a small amount of surrounding residential dwellings. This report indicated the amended LSP will generate approximately 267 new vehicle trips during the PM peak hour</p>	<p>Should the landowner seek to subdivide the Amendment area for residential purposes (which is possible under a 'Local Centre' zoning), the City may consider POS obligations being met via a cash-in-lieu contribution.</p>



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		<p>(123 inbound and 154 outbound) and approximately 342 new vehicle trips during the Saturday midday peak hour (172 inbound and 170 outbound) compared to the exiting LSP. While the trip and parking generation methodology is based on studies in the United States &amp; Canada and may be applicable to some areas. It has a serious problem with confirmation bias and has not been used to accurately reflect the proposed increase in traffic. It fails to reflect an accurate increase in vehicle trips by failing to encompass the surrounding areas that will now use this shopping centre/ fast food outlets instead of driving an additional 7-8 kilometers to Cockburn Shopping precinct or Kwinana Shopping Centre. The shopping centre is not an exclusive use for local residents that surround the site. The traffic increase will not just be from the development of the immediate dwellings, the traffic will increase as this becomes the largest shopping area for surrounding dwellings and suburbs. Urban population growth is the leading drive of traffic congestion and while the immediate lots are higher density and will be able to walk to and from the shops, a shopping centre of this size will not only service the immediate lots but largely by surrounding lots and suburbs. If the local centre was of a smaller scale, it would likely be as predicted <i>"daily and some weekly household shopping needs"</i> but a centre of this size will draw in more than originally predicted and become the <i>majority of the daily/weekly household shopping needs</i>.</p> <p>It is prudent to consider the surrounding ongoing residential development of not just Hammond park, but Wattleup, Mandogalup, Aubin Grove/ Banjup and Wandi and the significant changes in surrounding urban development. Traditionally these suburbs would utilise Woolworths in Atwell if not Cockburn Shopping Centre for their shopping. With the opening of a local centre of this proposed size, these shoppers would divert using</p>	



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		<p>this centre as their regular. Additionally, the new \$10.5m Frankland Park Sporting and Community Facility which has only just recently opened will also bring more traffic into the area, with these visitors likely to use the shopping centre and fast-food restaurants before/after events and in particular on weekends. Again, with the completion of Hammond Road will see further increase in traffic, as this road will be the main road linking Russell Road with Rowley Road through Frankland Springs. The industrial development and rural land (marked for urban development) west of this development will also continue to grow, with this local shopping centre becoming the largest closest shopping centre. The shopping centre visitors/ shoppers will continue to grow and the density increases in this area.</p> <p><i>See the increase of development in Figure 2 Comparison of development Southern Suburbs District Structure Plan (figure 4) and aerials showing the significant development of Hammond Park.</i></p> <p>2. <u>Entry and Exit Points</u></p> <p>I have concerns over the concept plan with various tight corner truncations and with the location to cars reversing from bays. Additionally, it doesn't appear that servicing trucks would be able to enter, reverse and exit the site easily and without blocking the traffic. Where can these trucks reverse? Truncation needs to be widened around the fast-food entry and exits.</p> <p>I would support additional entry and exit for the fast food on Wattleup Road to reduce the increase of the night-time traffic on Whadjuk Drive. Additionally, the inclusion of a turning lane into</p>	

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		<p>the shopping centre from Wattleup road would also reduce the vehicle congestion and traffic related issues.</p> <p>Consideration of having separate entry and exit points on both Wattleup Road and Whadjuk Drive would assist in traffic entry/exiting the development and the associated issues. Having only one vehicle entry/exit off Whadjuk for a development of this size will generate numerous issues once in operation with vehicles trying to turn in especially with the narrow truncations. The entry access points should be increased in size to accommodate larger vehicle and truck access/ exit.</p> <p>3. <u>Objection to Reduction of Parking Requirements</u></p> <p>I do not support a reduction in parking bays. It has been shown throughout WA that with the construction of shopping centres coincides with traffic congestion and parking issues particularly in peak times. Especially when said shopping centres continue to increase in size.</p> <p>Most of the local authority parking requirements used in comparison do not match the amenity of this area and do not represent justification for a reduction. The allocation of parking bays must be carefully managed to support broader accessibility objectives and It is prudent not to reduce parking requirements at this stage of the plan. A local development plan is used to assist in achieving better built development, supplement development standards by providing a framework to guide council when considering development proposals. By reducing the parking required now is setting up the precedent for reducing parking requirements in the development application process.</p>	



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		<p>An understanding of parking supply, access criteria and the balance of types of parking is necessary to meet amenity objectives as the local centre will grow and evolve over time. In large local centre activities, the outdated parking provisions are having a significant impact on traffic congestion and local amenity when the dependency on vehicles has not decreased. The development can extend gross letting areas with the addition of a second storey and will be harder to pull back land for parking than necessary. The parking could always be reduced over time as the access to public transport increases and the reduction of vehicle dependency is shown.</p> <p>City of Melville, Fremantle and Gosnells are already largely developed while the City of Cockburn, in particular Hammond park is in its growth construction phase. I also noted some discrepancy between these comparisons and the proposed structure plan parking rates Table 7 with the omission of the fast-food use parking requirements.</p> <p>I have selected Rockingham (Baldivis) and Serpentine (Byford/Whitby) as comparable as they have recently had large residential growth and construction.</p> <table><tr><th>LOCAL AUTHORITY</th><th>PARKING RATE</th><th>REQUIRED PROVISION (APPROX)</th></tr><tr><td>SHIRE OF SERPENTINE JARRAHDALE</td><td>Fast food, take away:  2 spaces per 10 square metres gross leasable area</td><td>100</td></tr></table>	LOCAL AUTHORITY	PARKING RATE	REQUIRED PROVISION (APPROX)	SHIRE OF SERPENTINE JARRAHDALE	Fast food, take away:  2 spaces per 10 square metres gross leasable area	100	
LOCAL AUTHORITY	PARKING RATE	REQUIRED PROVISION (APPROX)							
SHIRE OF SERPENTINE JARRAHDALE	Fast food, take away:  2 spaces per 10 square metres gross leasable area	100							

NO.	NAME/ADDRESS	SUBMISSION	RECOMMENDATION
		<div> <div>Shop: 1 space 430</div> <div>per 15 square</div> <div>metres gross</div> <div>leasable area</div> </div> <div>530 Total</div>	
	CITY OF ROCKINGHAM	<div> <div>Fast Food Outlet: 45</div> <div>1 bay per 11m2</div> <div>NLA (including</div> <div>outdoor eating</div> <div>areas</div> </div> <div> <div>Shop: 6 bays per 387</div> <div>100m2 NLA</div> </div> <div>432 Total</div>	
		<p>While most comparable is the Shire of Serpentine- Jarrahdale which would require more bays and using the City of Rockingham whilst is a small reduction compared to Cockburn, it would still require more than the proposed 393 car bays.</p> <p>In response to justifications;</p> <p><i>a) Greater home delivery of convenience retail products;</i> Residents already have this capability, the construction of additional shops would not increase home deliveries, it could in fact mean residents visit this shopping centre as it's closer now with home delivery not required. Most items that are home delivered are food from Uber East and the like, weekly shopping Coles/ Woolworths and online retail that are not available in store.</p> <p><i>b) Possible greater patronage of public transport to access such centres.</i> This might be applicable at some of the more developed Shopping City centres that have large access nodes of public</p>	

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		<p>transport however as stated in this proposal, public transport does not service this immediate area. There are only 2 public transport buses that service Hammond Park and these would not be suitable for local residents as it does not traverse throughout the area, rather goes between the train station and the schools. The public transport available would not decrease the dependency on vehicles and therefore should not be a justification to reduce parking requirements.</p> <p><i>c) Centres incorporating a greater mix of uses therefore promoting reciprocity of on-site parking use.</i> As stated this centre is incorporating a greater mix of uses therefore will generate more people attending for the mixed uses. This in turn can increase the amount of vehicles/ pedestrians as these shops become their local centre removing the need to travel outside of the area to attend. Local surrounding residents will use this centre instead of driving 7-13 kilometers to other shopping centres. Additionally these retail stores could bring shoppers from a distance that would not otherwise be in the area.</p> <p><i>d) Drive through click and collect facilities:</i> A drive through click and collect could only reduce parking requirements if a 'Direct to boot' collection area is incorporated into the design and developed as part of the development, otherwise the cars will still be driving into the centre, parking and then getting their 'click &amp; collect' and likely visiting other shops while in attendance. Additionally, there would be parking/ vehicle movements to be accounted and planned for.</p> <p>4. <u>Availability of car parking in the locality</u></p>	



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		<p>Immediately surrounding the proposed site are R50 to R80 lots, and a significant amount of lots with rear-loaded vehicular access and as such do not have the extra parking space available on a driveway or lane. I drive past the proposed site at least twice daily and witness that the existing street parking is generally 80% occupied, with a large amount of the street parking being utilised by the immediate residences and their visitors. Most of the higher density zoning (R50/R80) for Hammond Park is located in the land comprised in the Development Area 26 (DA 26). Another example is the street parking to a much smaller developed zone of R50 on Minigwal Loop (corner of Barfield and Gaebler Road) which can be used as an example of what will occur in DA26 on a larger scale. The street parking bays particularly in the afternoons, overnight to the morning are generally full, which we can safely assume are from the R50 surrounding properties. Using the street parking availability cannot be used as justification for lowering the car parking requirements as these are strategically for the higher density housing in the area, across the road from the proposed site.</p> <p>With the location, lack of job local opportunities and lack of viable public transport options, the residents of Hammond Park are heavily car dependent. With most residents being families, the traffic, parking requirements and vehicle movements will increase as these families' children become of an age to start driving. The justifications provided do not show that this will decrease any time in the near future.</p> <p>5. <u>Proximity of Public Transport</u></p> <p>One of the key development principles of the Southern Suburbs District Structure Plan is to define a robust road network reflecting</p>	



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		<p>and accommodating public and private transport priorities, responding to the Sub Regional transport network. The structure plan alludes to the future extension of the bus routes with Directions 2031 however does not plan for the bus route to include the local centre shops. A local shopping centre of this size should include the future construction of a bus stop at the front of the property in line with Directions 2031 to promote and encourage the efficient operation of the transport network and bike/ pedestrian connections.</p> <p>One of the key requirements for a sustainable community is ensuring proposed clusters of retail/ employment which attract large numbers of people is to have public transport nodes so as to reduce the need for vehicle movements. There isn't enough information at this point in time to use public transport as justification to reduce car bay requirements. Planning for a liveable neighbourhood that can reduce the car dependency requires access to public transport that is convenient and accessible. In recognition of the important role that public transport plays in shaping the future growth of the suburb and reducing dependence on the private car there needs to be planning and consultation for public transport extension infrastructure to ensure it can be delivered with the new development and not kept as an afterthought.</p> <p>Therefore, there needs to be an effective integration plan of the land use and public transport that will support walking, cycling and access to effective public transport services. At this stage there lacks appropriate access to the public transport system thus the parking requirement should not be reduced until such a time that the accessibility to public transport is to an acceptable level.</p>	

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		<p>The Mandogalup train station was originally planned to be built north of Rowley Road however this has been moved further south into Mandogalup, this will reduce the likelihood of frequent additional buses servicing through the area. Residents of Hammond Park and surrounding suburbs could not effectively use public transport to go to and from the shopping centre and reports cannot show that this will become a possibility at this stage.</p> <p>6. <u>Social and Amenity Impacts</u></p> <p>The residents are already concerned over the recent increase of crime and problems with the social amenity, especially as Cockburn continues to grow. With the \$1.08b redevelopment of Cockburn Gateway Shopping City, development of Mandogalup Train Station and new Thornlie Cockburn train line link, Cockburn is set to become even more populated than projected with its completion. Establishment of two Fast Food Outlets and liquor store is likely to have a significant potential impact upon the amenity of an area especially with late opening hours. These late-night activities will subsequently attract antisocial behaviour-hooring, dangerous driving, disorderly/ noisy behaviours. Already the Cockburn Gateway Shopping City fast food outlets on Thursday nights have issues with youth and antisocial behaviour which the residents do not want to see these problems to become a neighbourhood character in Hammond Park. The closest fast-food outlets are 8kms away at the Cockburn Gateway Shopping City/ Jandakot and 13km in Kwinana. Should two fast food outlets be developed on this land, the increase of people and vehicles will increase as these outlets become the closest for the suburbs, Hammond park, Mandogalup (Apsley Estate &amp; The Spectacles), Wattleup, Success, Wandi, Aubin Grove and some parts of Atwell. Even the people in the surrounding industrial area</p>	



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		<p>will utilise the shopping centre and fast-food outlets as the location becomes more feasible to visit within break times or even on their way home.</p> <p>Community is a key aspect of the WAPC primary policy Liveable Neighbourhoods, and the residents would like to preserve the lifestyle and amenities of our community. Design requirements should include requirements for buildings facing Whadjuk drive to incorporate alfresco and awnings and not as a "where as practicable", increasing the footpath width to include landscaping/ trees to assist in creating an activated and community minded development and increasing the public open space. This development reduces the open space, and again the proposal uses parts of the Neighbourhood plan that suits their bias and disregards what doesn't. Stating the proposed is within Liveable Neighbourhood public open requirements and that cash in lieu can resolve the open space contributions required for the residential developments. This is the opposite of the community character and a proposal needs to retain neighbourhood character and mitigate these adverse amenity impacts. There should be an increase in the public open space along Whadjuk Drive to mitigate the amenity impacts and assist with stormwater management. Having alfresco/dining facing Whadjuk Drive will assist in slowing vehicles, reducing vehicles as people walk down to the local café for breakfast etc. This adds a place for the community to socialise, a place where the community can gather to foster community mentality as well as creating local employment. If the Whadjuk Drive area is simply glass with no access/ alfresco would create a plain corridor and either a blank canvas for graffiti or windows having unsightly advertisements with no visual buffer of landscaping/ trees. People would also be more inclined to drive to the shops instead of walking and dining</p>	

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		<p>in. By opening and activating this area for dining/landscaping it would assist in reducing the amenity impacts and would be more in line with the neighbourhood character. The more permeable ground covers would also assist in managing storm water and reducing the amount of water runoff onto the street and drainage.</p> <p><b><u>Summary</u></b></p> <p>This structure plan needs to consider and plan for the flaws of the potential development especially in the long term and to counteract these flaws. This area is the last remaining large greenfield area to be developed in the City of Cockburn. This plan should not just plan for today but plan for the significant future growth of this area and subsequent increases to the population, dwelling and associated traffic. The Council cannot afford to give large concessions this early in the process without recent and valid reports to justify the changes. Confirmation bias is throughout the proposal and as such is not objective. The community would love to see more activation along Whadjuk Drive however it needs to be properly planned to suit the neighbourhood and not just done the cheapest way for a developer.</p> <p>State Planning recognises that the orderly planning of urban growth needs to be facilitated by structure plans, which take into account the strategic and physical context of the locality, provide for the development of safe, convenient and attractive neighbourhoods which meet the diverse needs of the community, and facilitate logical and timely provision of infrastructure and services.</p>	



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		<p>If the local centre of this size is to be approved, it should have requirements surrounding the landscaping and activation (alfresco) facing Whadjuk Drive in line with the amenity of the community to achieve an attractive local centre. Landscaping should be incorporated around the supermarket area and throughout the site and not just left to the boundaries of the development.</p> <p>There should not be any reduction in car parking requirements at this stage of planning especially as public transport is not a viable justification and the high dependency on cars in the area.</p> <p>Incorporation of future bus stop/public transport area at the front of the complex along Whadjuk Drive to assist in future planning of public transport.</p> <p>An increase in size and additional one-way entry and exit points, particularly to assist in the afternoon night-time increase of vehicular traffic to the fast-food outlets and to minimise disruption to traffic flows (especially peak hours), minimise impulse driving behaviour and limit pedestrian/vehicle conflicts. Planning for times when the fast-food outlets drive through lines exceed the stacked vehicle bays so that it does not block the flow of traffic.</p> <p>Consideration of exiting onto Wattleup Drive and not back into the carpark.</p> <p>Reduce the impact of the fast-food outlet on the amenity of the locality through the control of trading hours, noise, lighting (light spill), cooking odours and windblown litter, provision of suitable setbacks, entry/ exit points and sufficient landscaping buffers.</p> <p>(Plus attachments)</p>	



NO.	NAME/ADDRESS	SUBMISSION	RECOMMENDATION
75	Dept. of Education 151 Royal St, East Perth	<p><b>COMMENT:</b> The Department has reviewed the information in support of the proposed amendment and understands the dwelling yield is generally consistent with the existing approved local structure plan. Consequently, the Department does not have any objections to the proposal.</p> <p>If there are any changes to residential zoning, residential density coding and / or dwelling numbers in the area which may result in an increase to the projected student yield, the Department requests prior consultation.</p>	1. Noted.
76	Richard Noble PO Box 8210, Subiaco	<p><b>SUPPORT:</b> Richard Noble and Company as Project Manager for Gold Estates Holdings Pty Ltd, has been developing and selling land in the Hammond Park locality since 2014 and within the broader City of Cockburn locality since 1993. We are interested in ensuring that Hammond Park continues to grow as a vibrant community supporting current and future residents.</p> <p>We have reviewed the proposed structure plan amendment proposed by Aigle Royal Group. As you would be aware, the purpose of the amendment is to facilitate the development of a neighbourhood shopping centre. In our view, the proposal will deliver many essential benefits, including:</p> <ol style="list-style-type: none"> <li>1. The realisation of the vision for a neighbourhood centre on Whadjuk Drive as proposed by the Southern Suburbs District Structure Plan;</li> <li>2. Provision of much-needed convenience retail facilities for existing and future residents; and</li> </ol>	1. Noted.



NO.	NAME/ADDRESS	SUBMISSION	RECOMMENDATION
		<p>3. Delivery of a 'main street' outcome to part of Whadjuk Drive, creating a much-needed neighbourhood centre or focal point for the community.</p> <p>We are concerned that if the proposal is not supported, this will genuinely represent a lost opportunity as no other land parcels in this locality can accommodate a viable centre like that proposed.</p> <p>In this regard, we respectfully request the City of Cockburn and the Western Australian Planning Commission to support the proposal.</p>	
77	Name and Address withheld, Hammond Park	<b>SUPPORT</b>	1. Noted.
78	Katie de Bes, Marquis St, Hammond Park	<p><b>OBJECT:</b> When you buy a property to live in, you look around and try and assess the impact of what is happening around you on your amenity. With the focus on small lots with reduced setbacks and increased density, the impacts of traffic can be severe. We could see the small local commercial area at the end of our street and thought that the adverse impact from the extra traffic generated would be manageable. However this new much larger commercial development on land that was planned for residential AND PUBLIC OPEN SPACE will create an additional 169 traffic movements per hour during weekday peak times. This doesn't take into account the road being used by delivery trucks coming from other shopping centres to the north which are unlikely to travel back to the freeway to access the new centre via Wattleup Road. With living areas so close to the street consideration needs to be given to the adverse impact on amenity rather than just the capacity of the road to handle the traffic. There is no assessment of the adverse amenity impact of the increased traffic (including delivery vehicles) in the various</p>	<p>1. The additional 169 trips per hour during peak periods, as forecast by the Traffic Impact Assessment (TIA) will be within the capacity of the existing neighbourhood road network. Modifications to Wattleup Road (between the future Hammond Road and Frankland Avenue) will be required due to additional traffic generated from development in the Amendment area.</p> <p>2. The Amendment is premised upon a 'Local Centre' zoning, in lieu of a 'Residential' zoning. Under the Western Australian Planning Commission's Liveable Neighbourhoods policy and</p>

NO.	NAME/ADDRESS	SUBMISSION	RECOMMENDATION
		<p>reports. An additional car travelling every 30 seconds will have a significant adverse impact on our local amenity and deserves consideration. How does land zoned for Parks and Recreation become Commercial? There is no information in the reports that gives consideration to the minimum requirement for Public Open Space and why the reduction of POS for Commercial Premises is in the Public Interest. The use of POS for a shopping centre should have to pass a significant hurdle. There are adequate shopping centres in the area and with the increased density of the subdivision POS should be protected. You can't get Open Space back once it is gone. We also note that the development falls short in providing onsite parking by some 101 bays. This is a clear indication that the site is overdeveloped and the current plan should be rejected based on the adverse impact on local amenity of the increased traffic, the overdevelopment of the site and the loss of much needed Public Open Space. Another concern we have for this development is the planned fast food outlets in close proximity to the local primary school and high school. We believe that the convenience of having these outlets so close to the schools will influence the children to make unhealthy food choices and become a place of congregation for the older students.</p>	<p>Development Control Policy 2.3 – Public Open Space in Residential Areas, the requirement to provide public open space is triggered only where residential subdivision is proposed. Where residential subdivision is proposed, a minimum 10 per cent of the gross subdivisible area is required as POS.</p> <p>Although an area of POS that is depicted on the approved Structure Plan has been removed, the developer has the ability to satisfy the 10 per cent requirement for land with a 'Residential' zoning. This includes land within the Structure Plan already subdivided for residential purposes, and land subject to future residential subdivision.</p> <p>Should the landowner seek to subdivide the Amendment area for residential purposes (which is possible under a 'Local Centre' zoning), the City may consider POS obligations being met via a cash-in-lieu contribution.</p> <p>3. The parking requirements for the site will be determined at the development application stage, in accordance with</p>

NO.	NAME/ADDRESS	SUBMISSION	RECOMMENDATION
			<p>the requirements under the City's Town Planning Scheme No.3.</p> <p>4. The acceptability of fast-food outlets will be considered against the relevant planning framework, following submission of a development application.</p>
79	Name and Address withheld, Hammond Park	<p><b>OBJECT:</b> As a resident who will suffer severe negative impact from the proposed Structure Plan amendment and associated proposed development, I wish to strongly object and call on Council to reject the proposal to rezone the land in question. I have broken down my objections as follows.</p> <p>AMENITY</p> <p>We purchased our land and built our house on the understanding that the subject site was to be for residential purposes and open space only and NOT for large scale, intensive commercial and retail purposes. Many residents moved to the area because existing planning indicated it would be a quality liveable community for their families, if the proposed rezoning is approved it will generate significant risks and concerns for parents regarding their younger children playing in the area with so many cars. A change to the land classification will undoubtedly result in a significantly negative impact on the residential area and dramatically affect the quiet enjoyment of the residential neighbourhood due to the issues listed. It will also have a significant negative impact on the value of our property. A large supermarket complex and associated uses will be visually and physically obtrusive impacting on the outdoor living areas and</p>	<p>1. It is acknowledged that residents would have purchased land and constructed residential dwellings on the understanding that the Amendment area would be predominantly developed for residential purposes.</p> <p>The City considers that the visual and amenity impact of retail development can be mitigated through the preparation of a Local Development Plan (LDP), prior to a development application, which considers matters such as building height and setbacks</p> <p>2. The specific location of bin storage areas, will be determined as part of a future development application for the site.</p> <p>Where odour emissions from waste or other activities on site cause a</p>

NO.	NAME/ADDRESS	SUBMISSION	RECOMMENDATION
		<p>neighbourhood in general. Instead of the garden spaces and dwellings the adjoining lot will be occupied by large scale commercial buildings and signage. Inadequate landscaping of the site detracts from the pleasant surroundings of the residential area.</p> <p>The need for additional lighting, security lighting and large illuminated signage associated with a supermarket, liquor store, cafe/restaurant and takeaway food outlets will result in significant light spill into residential areas and negatively impact visual amenity. Lighting will be at a level not normally associated with a residential area and potentially may require residents to make modifications to windows to try and control the light spill. Privacy will also be impacted due to the closeness of residences without an adequate buffer between the commercial and residential uses.</p> <p>Anti-social behaviour and theft could be expected to increase due to the easy access to the residential properties which abut the rear of the commercial premises and car park area. This risk is heightened by the developers plans to place a landscape buffer (trees) behind the properties as this will provide exactly what police warn residents against e.g., a nice hiding spot to break in from.</p> <p>Inadequate buffer between the commercial and residential properties. The impact will be immediate and there is very little a residential property owner can do to mitigate the negative impact. The location of waste collection receptacles/bins will result in unpleasant odours for the nearby dwellings. This odour issue will also be a major impact for Criddle Way residents from the very close location of the proposed fast food outlets. Significant waste retention from the complex in the area is also likely to draw substantial extra numbers of pests such as rats and flies into the area.</p>	<p>nuisance to an individual person, such emissions may be considered an offence under Clause 5.4 of the <i>City of Cockburn (Local Government Act) Local Laws 2000</i>.</p> <p>3. The preparation of dilapidation reports for nearby landowners is a civil matter between that the City has no control over.</p> <p>4. The Environmental Noise Assessment (ENA) prepared in support of the Amendment is based on indicative built form and land uses.</p> <p>Whilst it is acknowledged that the ENA references an exceedance in night time noise levels, the modelled noise levels will be subject to a separate noise assessment at the development stage. The consequent noise assessment will be modelled based on factors such as the location of built form, specific land uses and the location of loading areas.</p> <p>5. A 'Fast Food Outlet' is not considered a high-risk land use under <i>State Planning Policy 3.7 – Planning in Bushfire Prone Areas</i>, therefore the potential flammability of materials on</p>

NO.	NAME/ADDRESS	SUBMISSION	RECOMMENDATION
		<p>The developers did not automatically offer dilapidation reports as they should have done when conducting the initial clearing work for the proposed rezoning area and properties suffered damage from movement that was therefore not covered. It would be reasonable to expect such a massive commercial construction would generate even more damage to homes that would not be compensated.</p> <p><b>NOISE</b>  The Noise report submitted by the developer is focused solely on legislative compliance with the Environmental Protection (Noise) Regulations and therefore only considers part of the full noise impacts on residents.  The report seems to presuppose almost perfect level noise minimisation equipment is installed and perfectly maintained and that staff and customers will be 'encouraged' to maintain a courteous quiet when they are present. No suggestion is provided on where such an approach has ever worked. In addition, the report fails to even look at noise impacts on Sundays and Public Holidays, presumably because if the businesses maintain the same doubtful low noise levels, they are forecasting for Monday to Friday then the proposal would definitely exceed Noise regulations. Despite this, the report still identifies and itself acknowledges that the proposed development does not meet the noise regulation levels and only hopes this can be fixed in later planning.  In its' assessment the report intentionally ignores the huge amount of additional noise that will come from the massive increase in vehicle traffic in relation to the impact on residents. Although it does make use of this massive increase in traffic to use a technicality in the noise regulations that allows it to give the proposal a higher 'allowable' noise level. The report also chose to</p>	<p>a future building is not considered as a part of the Bushfire Management Plan (BMP).</p> <p>The potential for transfer of fire between a Fast-Food Outlet and nearby bushland is not considered in determining the applicable Bushfire Attack Level (BAL) rating for a building. A BAL rating considers the radiant heat from classified vegetation, rather than the likelihood of radiant heat transfer between and building and classified vegetation.</p> <p>The BMP does mention a future road on the east of the Amendment area. Whilst this appears to be a reference made in error, future development is still provided with sufficient access and egress to comply with applicable requirement under the WAPC's Guidelines for Planning in Bushfire Prone Areas.</p> <p>6. It is acknowledged that the additional traffic generation from future development of the Amendment area will ultimately result in the need for this road to be upgraded a Neighbourhood Connector 'A' standard. A revised Traffic Impact Assessment has been</p>



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		<p>ignore all the traffic noise from that will come from around 400 cars and trucks in the car park of the proposed centre as that is technically considered 'a road' under the noise regulations and therefore exempt from the assessment. Unfortunately, we residents won't just be able to ignore that extra noise.</p> <p>The report appears to make a range of assumptions that are likely to make a more positive assessment than realistic conditions may incur:</p> <ul style="list-style-type: none"> <li>• it appears noise levels are calculated at 1.5m AGL from noise source. Although topographical information was available the calculations don't seem to take this in to account e.g., impact on houses above or below the level of the commercial area don't seem correctly assessed. This can be seen in Figure 4.1 where significant noise impacts magically stop at the property line of many of the most impacted houses. Clearly the noise won't just stop as there is a direct line of sight between the windows of residents and the noises in question.</li> <li>• the report's authors appear to use the same meteorological data on all their reports in WA regardless of local conditions. An overnight minimum temperature of 15 is used to supposedly represent the worst months conditions. As local temperatures can drop to around 0 during winter this figure of 15 seems very unrealistic and would distort calculations with noise likely to travel further in cold conditions.</li> <li>• in the report, noise levels from idling cars in the drive thru's are not considered tonal (and therefore subject to +5 dB) due to varying engine idle speeds. The report's author has clearly not experienced 'souped up' cars sitting in a drive</li> </ul>	<p>provided which considers the need for upgrades on Wattleup Road as a result of the future development, including widening, modifications to the road median, and a right turn deceleration lane.</p>



NO.	NAME/ADDRESS	SUBMISSION	RECOMMENDATION
		<p>thru queue. Given this could end up being a 24/7 drive thru this is a serious concern that appears to have been dramatically underestimated.</p> <p>Noise and disturbance likely to be high due to late and early opening hours, potentially 24 hours per day - 7 days a week, certainly far greater than would be considered fair and reasonable for a residential area.</p> <p>BUSHFIRE RISK</p> <p>The proposed development is in a Bushfire Prone Area and adjacent to a Bush Forever Site, Frankland Park. The Developer has included a Bushfire Management Plan (BMP) which acknowledges BAL levels. The BMP does raise 3 concerns however:</p> <ul style="list-style-type: none"><li>• identifies Fast Food outlets as not needing to comply with BAL construction guidelines. These outlets are likely to contain highly flammable materials and could pose a risk all surrounding properties.</li><li>• Fast Food outlets themselves could pose a risk of transferring an internal fire to the local bushland especially if they aren't constructed to BAL standards.</li><li>• The BMP makes several references, including as a supposed egress route, to a planned road running east from the centre. Given the entire eastern border of the precinct is residential housing this seems a dubious claim.</li></ul> <p>TRAFFIC</p>	

NO.	NAME/ADDRESS	SUBMISSION	RECOMMENDATION
		<p>The Developer's Traffic Impact Assessment has identified that the proposed development would TRIPLE vehicle activity in the area on weekdays and almost quadruple vehicle movement on Saturdays. Of note, Saturday activity has already increased significantly as a result of the opening of the new Frankland Sports facility so that area would become extremely congested. Whilst the TIA states it has factored in the facility in the document, it would appear usage was heavily underestimated as many cars are using local streets for parking as there isn't enough parking at the centre.</p> <p>A lot of the community and younger children have been walking to the new sports ground (either intentionally or from where they had to park) and need to cross Wattleup Road. Wattleup Road is designated as a Neighbourhood Connector B Road under the Liveable Communities guidelines and therefore should be carrying less than 3000 vehicles per day. As the TIA noted, daily traffic levels are already well in excess of this due to the delay in opening the intended primary route for Latitude 32 traffic. Children and other community members are therefore already trying to use their liveable community as intended and walk to the sporting facility but must contend with already very high traffic levels including heavy trucks travelling at high speed to try and get to the top of the incline. Under the proposed plan and its' 300% - 400% traffic increase these issues are made even more dangerous and Wattleup Road's supposed Neighbourhood Connector B Road classification even more of a depressing joke.</p>	



NO.	NAME/ADDRESS	SUBMISSION	RECOMMENDATION
		<p>With the inclusion of Fast Food outlets in the plan, the traffic on Wattleup Road would be expected to jump even more drastically in the evenings as these services are accessed.</p> <p>Wattleup Road has crests to the East and West of the proposed development with a significant slope enticing a high number of road users to exceed the current 70kph limit. This seems to include heavy trucks who would have trouble stopping at short notice. As a result, sight distances are much longer and the entry of vehicles from the proposed development are likely to cause issues as they will be entering at low speed and having to build up speed whilst going uphill.</p> <p>The TIA acknowledges the plan is about 20% short of the required number of car bays and proposes this would be addressed in a final development. Given the neighbourhood is already dealing with street parking caused by a lack of parking bays at Sports facility this causes high concern.</p> <p>Our community is not against the idea of a new commercial centre however we strongly believe that the suggested site is totally inappropriate and goes against all the concepts in the Liveable Communities planning. Any such future site should be located at a major intersection area that can appropriately cope with the traffic involved and where residents are giving clear planning warning before they buy into the area that this will be the intended usage.</p> <p><b>Submission 2</b></p>	

NO.	NAME/ADDRESS	SUBMISSION	RECOMMENDATION
		<b>OBJECT:</b> Submission is same as Submission #38.2	
80	Name and Address withheld, Hammond Park	<b>OBJECT:</b> Submission is same as Submission #79	1. Refer to Recommendation No.1 to 6 for Submission No 79.
81	Name and Address withheld, Hammond Park	<b>OBJECT:</b> Submission is same as Submission #38.2	1. Refer to Recommendation No.1 to 7 for Submission No.38.
82	Name and Address withheld, Hammond Park	<b>OBJECT:</b> Submission is same as Submission #38.2	1. Refer to Recommendation No.1 to 7 for Submission No.38.
83	Name and Address withheld, Hammond Park	<b>OBJECT:</b> Submission is same as Submission #38.2	1. Refer to Recommendation No.1 to 7 for Submission No.38.
84	Name and Address withheld, Hammond Park	<b>OBJECT:</b> Submission is same as Submission #38.2	1. Refer to Recommendation No.1 to 7 for Submission No.38.
85	Name and Address withheld, Hammond Park	<b>OBJECT:</b> Submission is same as Submission #38.2	1. Refer to Recommendation No.1 to 7 for Submission No.38.
86	Name and Address withheld, Hammond Park	<b>OBJECT:</b> Submission is same as Submission #38.2	1. Refer to Recommendation No.1 to 7 for Submission No.38.
87	Name and Address withheld, Hammond Park	<b>OBJECT:</b> Submission is same as Submission #38.2	1. Refer to Recommendation No.1 to 7 for Submission No.38.
88	Name and Address withheld, Hammond Park	<b>OBJECT:</b> Submission is same as Submission #38.2	1. Refer to Recommendation No.1 to 7 for Submission No.38.
89	Name and Address withheld, Hammond Park	<b>OBJECT:</b> Submission is same as Submission #38.2	1. Refer to Recommendation No.1 to 7 for Submission No.38.



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90	Name and Address withheld, Hammond Park	<b>OBJECT:</b> Submission is same as Submission #38.2	1. Refer to Recommendation No.1 to 7 for Submission No.38.
91	Name and Address withheld, Hammond Park	<b>OBJECT:</b> Submission is same as Submission #38.2	1. Refer to Recommendation No.1 to 7 for Submission No.38.
92	Name and Address withheld, Hammond Park	<b>OBJECT:</b> Submission is same as Submission #38.2	1. Refer to Recommendation No.1 to 7 for Submission No.38.
93	Name and Address withheld, Hammond Park	<b>OBJECT:</b> Submission is same as Submission #38.2	1. Refer to Recommendation No.1 to 7 for Submission No.38.
94	Name and Address withheld, Hammond Park	<b>OBJECT:</b> Submission is same as Submission #38.2	1. Refer to Recommendation No.1 to 7 for Submission No.38.
95	Name and Address withheld, Hammond Park	<b>OBJECT:</b> Submission is same as Submission #38.2	1. Refer to Recommendation No.1 to 7 for Submission No.38.
96	Name and Address withheld, Hammond Park	<b>OBJECT:</b> Submission is same as Submission #38.2	1. Refer to Recommendation No.1 to 7 for Submission No.38.
97	Name and Address withheld, Hammond Park	<b>OBJECT:</b> Submission is same as Submission #38.2	1. Refer to Recommendation No.1 to 7 for Submission No.38.
98	Name and Address withheld, Hammond Park	<b>OBJECT:</b> Submission is same as Submission #38.2	1. Refer to Recommendation No.1 to 7 for Submission No.38.
99	Name and Address withheld, Hammond Park	<b>OBJECT:</b> Submission is same as Submission #38.2	1. Refer to Recommendation No.1 to 7 for Submission No.38.
100	Name and Address withheld,	<b>OBJECT:</b> Submission is same as Submission #38.2	1. Refer to Recommendation No.1 to 7 for Submission No.38.



NO.	NAME/ADDRESS	SUBMISSION	RECOMMENDATION
	Hammond Park		
101	Name and Address withheld, Hammond Park	<b>OBJECT:</b> Submission is same as Submission #38.2	2. Refer to Recommendation No.1 to 7 for Submission No.38.
102	Tom Harling, Criddle Way, Hammond Park	<p><b>OBJECT:</b> Submission is same as Submission #38.2</p> <p><b>Submission 2</b></p> <p><b>OBJECT:</b> My wife and I have recently spent our life savings to purchase block in Hammond Park to build our first family home. I had previously lived briefly in Hammond Park and my wife has grown up her whole life only a short distance away in success. We had always planned on returning to area to start our family. Before buying land we considered what we valued, a family friendly area with plenty of schools and parks. We looked at proposed planning development in the area including the structure plan and the proposed development of Frankland reserve and future development of Rowley road before purchasing our current land at *Address Withheld*</p> <p>Unfortunately due to many of the values we hold resulting in us purchasing and deciding to live in Hammond Park is why we are <b>Strongly Against</b> the proposed structure plan amendment and development of Lots 114, 123-125 Wattleup Road, Hammond Park. This is for a number of reasons outlined below:</p> <p><b>Noise:</b></p> <p>Noise is a major concern for ourselves and our children, we have designed a house to have kids bedrooms at the back to back as far away from road noise occurring from Criddle Way. This future</p>	<p>1. Refer to Recommendation No. 1 to 7 for Submission No.38.</p> <p>2. The Environmental Noise Assessment (ENA) prepared in support of the Amendment is based on indicative built form and land uses.</p> <p>Whilst it is acknowledged that the ENA references an exceedance in night time noise levels, the modelled noise levels will be subject to a separate noise assessment at the development stage. The consequent noise assessment will be modelled based on factors such as the location of built form, specific land uses and the location of loading areas.</p> <p>3. The Traffic Impact Assessment prepared for the Amendment is considered to appropriately assess additional traffic generation, including its impact on the existing road network.</p> <p>It is expected that a revised TIA will be prepared at the development stage,</p>

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		<p>development would place our nursery bedroom window 5m from a commercial property boundary.</p> <p>The noise study already shows that the development will exceed noise limits even with many unreasonable assumptions:</p> <ul style="list-style-type: none"> <li>▪ "Each of the closest residences obtains a + 2 dB influencing factor due to the commercial nature of the proposed development" The commercial property is encroaching on existing residential development, the proposed development should be expected to meet current noise regulation limits.</li> <li>▪ "With the introduction of the shopping centre, as well as general growth in the area, traffic volumes on Wattleup Road are expected to exceed 6,000 vpd. As such, residences within 100 metres of Wattleup Road also receive a + 2 dB traffic factor. Figure 2- 3 shows the residences considered with Table 2-3 providing the assigned noise levels". The proposed development is the cause of the additional traffic on Wattleup Road and this fails to take into account the future development of Rowley road which would further reduce traffic along Wattleup Road. It is unreasonable to add an additional + 2 dB influencing factor due to effects of the proposed development while additionally failing to include all information.</li> <li>▪ "Where this was not possible to be achieved due to the close proximity of existing buildings and/or fences, the noise emissions were assessed at a point within 1 metre from building facades and a -2 dB adjustment was made to the predicted noise levels to account for reflected noise" There is current residential development and the "reflected noise" will be heard by the current residence.</li> </ul>	<p>which considers specific land uses and any changes to proposed access arrangements.</p> <p>4. In the absence of a development application which confirms the location of proposed built form, car parking and entries to the site, it is considered premature for the Amendment to consider lighting impacts.</p> <p>Due the proximity of future retail development for existing housing, it is considered that the impact of external lighting should be considered at the development stage. A modification to Part One of the Structure Plan is recommended, to require an External Lighting Plan as part of a development application.</p>

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		<p>These assumptions make a difference of 4db to location R2,3,&amp;5 and 6db to locations R1 &amp;4.</p> <p>Table 4-1 already shows night-time noise will be exceeded by up to 8db this is before taking into account the reasonable adjustments made. With this taken into account R1 +13db, R3 +12db and R4 +11db, this is over a 30% and totally unreasonable.</p> <p><i>Table 4-1 Predicted and Assessed Night-time Noise Levels, dB LA10</i></p> <table><tr><th>Receiver</th><th>Predicted</th><th>Adjusted<sup>1</sup></th><th>Assigned</th><th>Exceedance</th><th>Highest Source</th></tr><tr><td>R1 (West) – Snowden Street</td><td>41</td><td>46</td><td>39</td><td>+ 7</td><td>Supermarket Compressors</td></tr><tr><td>R2 (West) Snowden Street</td><td>34</td><td>39</td><td>37</td><td>+ 2</td><td>Supermarket Refrigeration Condensers</td></tr><tr><td>R3 (North) Whadjuk Drive</td><td>40</td><td>45</td><td>37</td><td>+ 8</td><td>Supermarket Refrigeration Condensers</td></tr><tr><td>R4 (East) Criddle Way</td><td>39</td><td>44</td><td>39</td><td>+ 5</td><td>Supermarket Refrigeration Condensers</td></tr><tr><td>R5 (Northeast) Whadjuk Drive</td><td>36</td><td>41</td><td>37</td><td>+ 4</td><td>Supermarket Refrigeration Condensers</td></tr></table> <p>1. Where mechanical plant is dominant, noise levels are adjusted by + 5 dB for tonality. Where cars in drive thru are dominant, noise is not considered tonal due to varying engine idling speeds.</p> <p>Further to the above, once the reasonable assumption are removed all of the 5 scenario show exceedances to the regulation that will directly impact the current surrounding residence.</p> <p><b><u>Traffic:</u></b></p> <p>Traffic within the centre of a family focused neighbourhood should be reduced and limited as best as possible. Within a close</p>	Receiver	Predicted	Adjusted <sup>1</sup>	Assigned	Exceedance	Highest Source	R1 (West) – Snowden Street	41	46	39	+ 7	Supermarket Compressors	R2 (West) Snowden Street	34	39	37	+ 2	Supermarket Refrigeration Condensers	R3 (North) Whadjuk Drive	40	45	37	+ 8	Supermarket Refrigeration Condensers	R4 (East) Criddle Way	39	44	39	+ 5	Supermarket Refrigeration Condensers	R5 (Northeast) Whadjuk Drive	36	41	37	+ 4	Supermarket Refrigeration Condensers	
Receiver	Predicted	Adjusted <sup>1</sup>	Assigned	Exceedance	Highest Source																																		
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R5 (Northeast) Whadjuk Drive	36	41	37	+ 4	Supermarket Refrigeration Condensers																																		

NO.	NAME/ADDRESS	SUBMISSION	RECOMMENDATION
		<p>proximity there is soon to be 4 schools with Whadjuk Drive linking 3 of these school and to become a vital path for kids going to and from school. This road is soon to have an additional 172 traffic movements per hour as per the traffic report.</p> <p>This traffic report has some fundamental issues:</p> <ul style="list-style-type: none"> <li>▪ The report hasn't undertaken a base line study, it is using data that is close to 2 years old and doesn't even have data on Whadjuk drive - a key neighbourhood connector.</li> <li>▪ No community consultation, anyone that lives in this community knows that the worst traffic is surrounding school drop off and pick up periods. This report has just used the assumption of general peak hour.</li> </ul> <p>There is many recommendations made in this report and as a minimum these need to be mandated as conditions of the structure plan change / DA consent.</p> <p><b>Light:</b></p> <p>No study has even been undertaken on how light pollution form the current proposed development will impact the current residence and comply with current regulations.</p> <p><b>Future:</b></p> <p>I believe the council needs to ensure they consider consequences for the future when considering the proposed structure plan change. This change increases the commercial zoning considerably and could allow further much further development. This development could have further impacts on existing</p>	

NO.	NAME/ADDRESS	SUBMISSION	RECOMMENDATION
		<p>residence especially if the council give leniency to regulations or approach to safety in the first instance.</p> <p>Ultimately if this development goes ahead the city is encouraging noise and large amount of additional traffic into the heart of a family/school friendly neighbourhood.</p> <p><b>Recommendation:</b> I can see the need and requirement for such a commercial centre to support the community, although this development needs consider what negative impacts it will also have. I believe the city should follow is current trends which considering the development of new neighbourhood centres. Placing them near other high infill areas, placing them within easy access to major arterial road networks (Example, Cockburn Gateway, Harvest Lakes, The Park Hive).</p> <p>There is potential with current undeveloped land within close proximately to current proposed location that could potentially work better for the community. These include close the future intersection of Rowley road and Hammond Road and to a lessor extend Wattleup Road and Rowley Road. There is the potential to follow the trend of being close to the future Rowley Road train station.</p> <p>My recommendation is to work with other local developers to place the complex in a more suitable location for the growing family community.</p>	
103	Name and Address withheld,	<b>OBJECT:</b> Submission is same as Submission #38.2	1. Refer to Recommendation No.1-7 for Submission No. 38.



NO.	NAME/ADDRESS	SUBMISSION	RECOMMENDATION
	Hammond Park	<b>Submission 2</b> <b>OBJECT:</b> Submission is same as Submission #102.2	2. Refer to Recommendation No.1-4 for Submission No.102..
104	RG Property Pty Ltd, Forrest St, Cottesloe	<p><b>OBJECT:</b> RG Property, as the owners of Harvest Lakes Shopping Centre, have a vested interest in the proposed amendment to the Lots 114 and 123-125 Wattleup Road Hammond Park Structure Plan currently being consider by the City of Cockburn (the City). We understand the proposed amendments relate to Lot 305 Whadjuk Drive and Lots 9042 and 9052 Wattleup Road, Hammond Park (the subject site) and seek to change the zoning from Residential R30, R50 and R60, Local Centre R60 and public open space to Local Centre R80. The proposed amendments are intended to facilitate the development of a neighbourhood shopping centre on the subject site which will have an unreasonable impact on our retail tenants at Harvest Lakes Shopping Centre. RG Property therefore oppose the proposed amendments to the Structure Plan based on the following concerns:</p> <ul style="list-style-type: none"> <li>No evidence has been provided to substantiate the need for a large neighbourhood shopping centre with approximately 6,950m2 Gross Lettable Area Retail (GLAR) floorspace. The proposal is therefore considered incomplete in the absence of any retail modelling and should be refused, or placed on hold and then re-advertised until this information is made publicly available for review;</li> <li>The increase in 'Local Centre' zoned land to facilitate a neighbourhood centre with up to 11,500m2 of retail floorspace will undermine the hierarchy of established activity centres. The proposal does not comply with State Planning Policy 4.2 – Activity Centres given a Retail Needs Assessment and Impact Test are required to substantiate the proposed significant increase in retail floorspace and</li> </ul>	<p>1. Following public advertisement, the applicant provided a Retail Sustainability Assessment (RSA) to the City, as required under State Planning Policy 4.2 – Activity Centres for Perth and Peel (SPP 4.2).</p> <p>RG Property were invited to review the RSA and provide comment to the City. RG Property did not respond to the City's invitation.</p> <p>2. It is noted that the increase in the 'Local Centre' zone within the Amendment area could result in an overall centre which exceeds the 7,194m<sup>2</sup> (GFA) proposed, however, this would occur only if the currently vacant 'Local Centre' lots are developed for retail purposes. Should there be any further expansion which would push the retail floor area beyond 10,000m<sup>2</sup> NLA (equivalent to a 'District' centre), a further RSA will be required.</p> <p>3. The City's Local Commercial and Activity Centres Strategy (LCACS) does not prescribe a retail floorspace</p>



NO.	NAME/ADDRESS	SUBMISSION	RECOMMENDATION
		<p>demonstrate a negligible impact on the hierarchy of established activity centres;</p> <ul style="list-style-type: none"> <li>▪ The proposed amendments do not prescribe any limitations on the amount of retail floorspace that can be considered within the structure plan area. Without a cap on retail floorspace, it is anticipated that the proposal will unreasonably impact established activity centres;</li> <li>▪ The proposed amendments are inconsistent with the current and forthcoming planning framework relevant to the subject site, specifically the City's draft <i>Local Planning Strategy</i> (the Strategy), the City's <i>Local Commercial and Activity Centres Strategy</i> (LCACS), <i>State Planning Policy 4.2 – Activity Centres</i> (SPP4.2), the <i>Southern Suburbs District Structure Plan</i> (SSDSP) and <i>Lots 114 and 123-125 Wattleup Road Hammond Park Structure Plan</i> (the Structure Plan).</li> <li>▪ In the context of appropriate planning outcomes and amenity impact, the proposed amendments do not align with the principles of orderly and proper planning, in accordance with the 'Deemed Provisions' of the <i>Planning and Development (Local Planning Schemes) Regulations 2015</i> (the Regulations).</li> </ul> <p>Considering the above, it is evident there is sufficient grounds for the City to recommend refusal of the proposed amendments to preserve the hierarchy of existing activity centre and the amenity of the Hammond Park community.</p> <p><b>Retail Impact</b></p> <p>The proposed amendments pave the way for a 'Neighbourhood Centre' anchored by a large shopping centre on the subject site. The proposed 'Neighbourhood Centre' will be located within the vicinity of the following established activity centres:</p>	<p>cap. Notwithstanding this, as the proposed centre is not designated 'District' centre under SPP 4.2, it is considered that the provisions of SPP 4.2 will limit the growth of the centre beyond the retail floor area considered acceptable for a 'Neighbourhood' centre.</p> <p>4. In the absence of specific comments on the RSA, it is unclear how the proposal will adversely impact established activity centres.</p>




NO.	NAME/ADDRESS	SUBMISSION	RECOMMENDATION
		<ul style="list-style-type: none"> <li>▪ Park Hive Shopping Centre (1.7kms) – Neighbourhood Centre</li> <li>▪ Harvest Lakes Shopping Centre (2.5kms) – Neighbourhood Centre</li> <li>▪ Cockburn Gateway Shopping Centre (5kms) – Secondary Centre</li> </ul> <p>There are meaningful concerns that the proposed amendments will undermine the hierarchy of existing activity centres through the approval of additional retail floorspace which align with the scale of a 'Neighbourhood' or 'District' activity centre in accordance with SPP4.2, whereas Hammond Park has only been identified for a 'Local Centre', as evident in the planning framework outlined below.</p> <p><b>Estimated Floorspace Calculations</b></p> <p>The extent of retail floorspace that could be provided on 'Local Centre' zoned land as a result of the proposed amendments has been calculated using the following:</p> <ul style="list-style-type: none"> <li>▪ Future neighbourhood shopping centre development on the subject site with approximately 6,950m<sup>2</sup> GLAR; and</li> <li>▪ Existing and future commercial development on the remaining 1.35ha of 'Town Centre' zoned land which could accommodate up to 4,500m<sup>2</sup> of retail floorspace, based on the formula used in the current Structure Plan (anticipated retail floorspace = one third of the 'Town Centre' zone).</li> </ul> <p>In the absence of any retail floorspace controls, the proposed amendments could result in up to 11,500m<sup>2</sup> of retail floorspace which has not been suitably substantiated through appropriate retail modelling. In addition, it must be demonstrated that the</p>	

NO.	NAME/ADDRESS	SUBMISSION	RECOMMENDATION
		<p>additional retail floorspace will have negligible impact on the hierarchy of established activity centres. In the absence of these controls, it is unclear how the City will regulate any future floorspace expansion of retail land uses within the Hammond Park Local Centre.</p> <p>Without any retail modelling to support the proposal, the application should be considered incomplete and placed on hold until it is provided by the applicant, and then re-advertised. In the event the City is willing to support the proposal without this information, it is recommended that a development control provision is introduced into the Structure Plan, limiting the amount of shop-retail floorspace on the subject site to 1,500m<sup>2</sup>, in accordance with definition of a 'Local Centre' under SPP4.2 and the LCACS.</p> <p><b>Planning Framework</b></p> <p>The proposed amendments are inconsistent with the current and forthcoming planning framework relevant to the subject site, specifically the City's draft <i>Local Planning Strategy</i> (the Strategy), the City's <i>Local Commercial and Activity Centres Strategy</i> (LCACS), <i>State Planning Policy 4.2 – Activity Centres</i> (SPP4.2), the <i>Southern Suburbs District Structure Plan</i> (SSDSP) and <i>Lots 114 and 123-125 Wattleup Road Hammond Park Structure Plan</i> (the Structure Plan)</p> <p><u>Draft Local Planning Strategy</u> The Strategy has been endorsed by the Council and referred to the WAPC Statutory Planning Committee for public advertising. While the Strategy is yet to be endorsed by the Minister for</p>	



NO.	NAME/ADDRESS	SUBMISSION	RECOMMENDATION
		<p>Planning, it should be considered seriously entertained in the determination of this proposal.</p> <p>The Strategy sets out the long-term planning directions for the City over the next 10 – 15 years, including strategies to protect the hierarchy of activity centres. The Strategy states “<i>it is projected that population growth will create demand for growth of existing centres. This potentially already exists, with many neighbourhood centres currently underperforming. This means that <b>no additional neighbourhood centres</b> are required based on current residential zoned land, including within structure plan areas.</i>”</p> <p>This statement is reinforced by the Local Planning Strategy Map in Figure 1 which identifies the hierarchy of activity centres within the City, noting that a ‘Neighbourhood Centre’ has not been identified for Hammond Park. This indicates that the Strategy only contemplates a ‘Local Centre’ for Hammond Park, in accordance with the LCACS.</p>	

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		 <p>Figure 1 – Local Planning Strategy Map (City of Cockburn, 2020)</p> <p>The proposed amendments seek to substantially increase 'Local Centre' zoned land to facilitate the development of a 'Neighbourhood Centre' which is inconsistent with the Strategy and the activity centre hierarchy.</p> <p><u>Local Commercial and Activity Centres Strategy</u></p> <p>The LCACS provides the framework for the planning and development of commercial centres within the City. The modelling in the LCACS is intended to assist the City in making statutory decisions on activity centres.</p> <p>The LCACS identified scope for a Hammond Park Local Centre which is intended for "daily and some weekly household shopping</p>	

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		<p><i>needs, and a very small range of other convenience stores.” The modelled floorspace anticipated for the Hammond Park Local Centre is between 736m<sup>2</sup> – 1,227m<sup>2</sup> by 2026 which is consistent with the scale of a ‘Local’ activity centre, in accordance with SPP4.2. In the absence of any retail modelling, the LCACS should be used as the fundamental economic framework for the establishment of retail floorspace limits for Hammond Park. The proposed amendments seek to increase the ‘Town Centre’ zoned land by 2.654ha to facilitate a neighbourhood shopping centre development with up to 6,950m<sup>2</sup> GLAR. The magnitude of additional retail floorspace proposed is well beyond that anticipated in the LCACS and paves the way for the development of an activity centre of a scale that is inconsistent with current and forthcoming planning framework.</i></p> <p><u>State Planning Policy 4.2 – Activity Centres</u></p> <p>State Planning Policy 4.2 – Activity Centre (SPP4.2) aims to ensure planning and development adequately considers the distribution, function and broad land use options for activity centres to meet local community needs, and provide social, economic and environmental benefits to all Western Australians. It is acknowledged that SPP4.2 has recently been updated and awaiting final endorsement of the Minister for Planning. The proposed amendments have been reviewed against the provisions contained in draft SPP4.2 which should be seriously entertained given the scale of the proposal.</p> <p>The current Structure Plan (RPS 2014) estimates a total of 4,000m<sup>2</sup> – 4,500m<sup>2</sup> of commercial floor space across the 1.49ha of ‘Local Centre’ zoned, including a neighbourhood / local centre at the intersection of Hammond Road and the realigned Wattleup</p>	



NO.	NAME/ADDRESS	SUBMISSION	RECOMMENDATION
		<p>Road. Considering the commercial floorspace is intended to be distributed across multiple 'Town Centre' lots and the activity centre designation under the LCACS and the Strategy, it is clear that a 'Local Centre' has always been intended for Hammond Park.</p> <p>The proposed amendments will result in an additional 6,950m<sup>2</sup> of GLAR to a local centre which meets the definition of a 'major development' under SPP4.2. Accordingly, the proposed amendments must be substantiated through the following:</p> <ul style="list-style-type: none"> <li>▪ Retail Needs Assessment to consider and assess the projected retail needs of the Hammond Park community and its surrounds. The assessment of need must be based on facts and unbiased evidence; and</li> <li>▪ Impact Test (previously known as a Retail Sustainability Assessment) to demonstrate that proposal for a 'major development' will not unreasonably impact upon the activity centre hierarchy, result in loss of services to the community and/or impact upon existing, committed and planned public and private infrastructure investment.</li> </ul> <p>Considering the proximity to Harvest Lakes Shopping Centre, the Park Hive Shopping Centre and the Cockburn Gateway Shopping Centre, further analysis must be undertaken to determine whether the additional 'Town Centre' zoned land to support 6,950m<sup>2</sup> of GLAR is appropriate within the context of the subject site and will not jeopardise the hierarchy of established activity centres.</p> <p>In the absence of a Retail Needs Assessment and Impact Test, the application should be considered incomplete and placed on hold until they are provided, then and made publicly available for</p>	



NO.	NAME/ADDRESS	SUBMISSION	RECOMMENDATION
		<p>review via re-advertising. If the retail assessments are not provided by the applicant, the proposal is considered non-compliant with SPP4.2 and should not be supported by the City.</p> <p>In the interest in acting transparently and maintaining the trust of the community, the City should provide the opportunity to validate the findings and assumptions of any retail assessment provided through a further public consultation process, in accordance with SPP4.2.</p> <p><u>Southern Suburbs District Structure Plan</u></p> <p>The SSDSP envisages a neighbourhood centre with up to 5,000m<sup>2</sup> at the intersection of Hammond Road and the realigned Wattleup Road. However, considering the above analysis, it is clear that the scale of the activity centre intended for Hammond Park is to meet definition of a 'Local Centre' and not a 'Neighbourhood Centre'.</p> <p>In respect to the location of the proposed shopping centre, the Structure Plan Report (Rowe Group, 2022) states <i>"the suitability of the location at Whadjuk Drive and Hammond Road has been 'eroded' by the intrusion of residential land uses (subdivision) and the fragmentation of the area (further) into smaller commercial lots of insufficient size to support a contemporary neighbourhood centre."</i></p> <p>The applicant's justification that there is no other suitable location for the activity centre is considered to be insufficient and not hold true, given there is approximately 9,500m<sup>2</sup> of undeveloped 'Local Centre' zoned land Lot 114 (No. 466) Wattleup Road, Hammond</p>	

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		<p>Park which could be used to expand the existing commercial land use westward, in accordance with the SSDSP.</p> <p>It is therefore considered that the proposed additional 'Local Centre' zoned land is unnecessary given there is appropriately zoned land already readily available to facilitate the establishment of a 'Local Centre', in accordance with the SSDSP.</p> <p><b>Principles of Orderly and Proper Planning</b></p> <p>As key stakeholders within the City, RG Property is committed to upholding the core values of the local community. While the design of the proposed centre may not directly impact Harvest Lakes Shopping Centre, there are significant concerns as to the amenity impacts of the proposed amendments on the Hammond Park community.</p> <p>In our view, the established residential community will be adversely impacted should the subject site be developed for a shopping centre. Therefore, the proposal is considered inconsistent with the principles of orderly and proper planning. The relevant matters under Clause 67 of the Deemed Provisions have been summarised in the below Table.</p> <table><tr><th>Matters to be considered</th><th>Comments</th></tr><tr><td><i>Any structure plan, activity centre plan or local development plan that relates to the development.</i></td><td>The zoning under the current endorsed Structure Plan is considered entirely consistent with the SSDSP with the subject site zoned Residential R30, R50 and R60, Parks and Recreation and Local Centre (R60). It is therefore considered that the proposed</td></tr></table>	Matters to be considered	Comments	<i>Any structure plan, activity centre plan or local development plan that relates to the development.</i>	The zoning under the current endorsed Structure Plan is considered entirely consistent with the SSDSP with the subject site zoned Residential R30, R50 and R60, Parks and Recreation and Local Centre (R60). It is therefore considered that the proposed	
Matters to be considered	Comments						
<i>Any structure plan, activity centre plan or local development plan that relates to the development.</i>	The zoning under the current endorsed Structure Plan is considered entirely consistent with the SSDSP with the subject site zoned Residential R30, R50 and R60, Parks and Recreation and Local Centre (R60). It is therefore considered that the proposed						



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			<p>amendments to facilitate a shopping centre on the subject site is in complete contrast to the intended zoning for the subject site under the SSDSP.</p> <p>In addition, the Hammond Park Local Centre is envisaged for the intersection of Hammond Road and the realigned Wattleup Road with surrounding properties, including the subject site, to complement the activity centre through high to medium density residential and commercial / mixed business land uses.</p> <p>The proposed amendments are therefore considered inconsistent with the intended use of the subject site under the SSDSP and Structure Plan.</p>	
		<i>The compatibility of the development with its setting including the relationship of the development to development on adjoining land or on other land in the locality including, but not limited to, the likely effect</i>	The development and use of the subject site for a shopping centre is incompatible within its current setting. Surrounding landowners have purchased residential lots based on the current Structure Plan which identifies the subject site for complimentary residential land uses and POS.	

NO.	NAME/ADDRESS	SUBMISSION		RECOMMENDATION
		<p><i>of the height, bulk, scale, orientation and appearance of the development.</i></p>	<p>It is also noted that the Local Development Plan requires lots that have dual frontages to address both the street and POS, with elevations to be articulated in a manner that is consistent with that of the primary elevation. This includes the orientation of balconies and major openings to address the POS.</p> <p>Should the subject site be developed for a shopping centre, the existing residential built form will directly address the car parking areas which will adversely impact the amenity of existing dwellings.</p>	
		<p><i>The amenity of the locality including the following:</i></p> <ul style="list-style-type: none"> <li><i>i. environmental impacts of the development;</i></li> <li><i>ii. the character of the locality;</i></li> <li><i>iii. social impacts of the development.</i></li> </ul>	<p>The development of the subject site for a shopping centre will impact the amenity of the locality and established residential dwellings. It is expected that the shopping centre will adversely impact the character and amenity of the locality, specifically:</p> <ul style="list-style-type: none"> <li>• Noise from traffic, delivery vehicles and commercial land uses;</li> </ul>	



NO.	NAME/ADDRESS	SUBMISSION		RECOMMENDATION
			<ul style="list-style-type: none"> <li>• Anti-social behaviour given the proposal includes a liquor store; and</li> <li>• Security concerns given the carpark directly adjoins the backyards of existing dwellings.</li> </ul>	
		<p><i>The adequacy of:</i></p> <p><i>iv. the proposed means of access to and egress from the site; and</i></p> <p><i>v. arrangements for the loading, unloading, manoeuvring and parking of vehicles.</i></p>	<p>The shopping centre is likely to require the City's discretion for a significant parking shortfall which will adversely impact the locality.</p> <p>The submission states that a total of 494 parking bays will be required with only 393 provided, a shortfall of 101 bays.</p> <p>The Traffic Impact Assessment also require the concept plan to be modified to provide compliant swept paths which could result in further reduction in onsite car parking.</p> <p>It would be considered irresponsible of the City to support the proposed amendments given the extent of parking issues identified at such an early stage. These parking issues will likely result in unauthorised parking on</p>	



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			verges, congestion on local roads and a general adverse impact on the character of the locality.	
		<i>The potential loss of any community service or benefit resulting from the development other than potential loss that may result from economic competition between new and existing businesses.</i>	<p>The current Structure Plan includes 0.3ha of POS on the subject site which will be a valuable asset to the established residential community. Removal of the POS to facilitate the proposed amendments will adversely impact the residential amenity of the local area.</p> <p>In addition, the SSDSP require a minimum 10% POS to be provided which is based on overall land area (no dedications). The proposed amendments will reduce the POS to approximately 8.68% which is inconsistent with the SSDSP.</p> <p>It is also noted that there is no guarantee that the landowners of Lot 114 (No. 466) Wattleup Road, Hammond Park will develop their site which includes the provision of 0.31 hectares of POS. This will further reduce the POS within the structure plan area to an unacceptable level.</p>	



NO.	NAME/ADDRESS	SUBMISSION	RECOMMENDATION
		<p><b>Conclusion</b></p> <p>RG Property has meaningful concerns that the proposed amendments will unreasonably impact Harvest Lakes Shopping Centre and surrounding activity centres. There are grounds for the City to recommend refusal to the WAPC on the basis that the proposal is inconsistent with the planning framework, does not provide sufficient information to demonstrate negligible impact on the activity centre hierarchy and will ultimately result in a detrimental impact on the character and amenity of the Hammond Park community.</p> <p>The concerns outlined within this submission are of planning merit and should therefore be considered by the City prior to finalising the recommendation to the WAPC. Should the applicant subsequently provide the City with a Retail Needs Assessment and Impact Test, RG Property would welcome the opportunity to review and provide comment via re-advertising.</p>	
105	Perron Group (Element), Plain St, East Perth	<p><b>OBJECT:</b> Perron Group (Perron), as the landowners of Cockburn Gateway Shopping City (Cockburn Gateway) and as key stakeholders within the City of Cockburn (the City), take a keen interest in the City's strategic planning objectives for both the Cockburn City Centre and the catchment area as a whole.</p> <p><b>Background</b></p> <p>To provide meaningful feedback on the proposed amendment to the Structure Plan, we commissioned element to provide comments in relation to planning matters, and in particular, to assess the proposed amendment against the State Planning Policy 4.2 Activity Centres for Perth and Peel (SPP4.2).</p>	<ol style="list-style-type: none"> <li>1. No evidence has been provided that the development of a future centre in Hammond Park will impact investment in the approved Cockburn Quarter development, or wider Cockburn Central Secondary Centre.</li> <li>2. The City's Local Commercial and Activity Centres Strategy (LCACS) estimates 1,000m<sup>2</sup> of retail floor space will be required in Hammond Park by 2026. Notwithstanding this, it should</li> </ol>

NO.	NAME/ADDRESS	SUBMISSION	RECOMMENDATION
		<p>A copy of the advice provided by element is enclosed as a part of this submission for the City's information and consideration.</p> <p><b>Matters for consideration</b>  <u>Impacts on the Cockburn Secondary Centre</u>  As the City is aware, we have recently secured development approval for Cockburn Quarter, which represents significant private investment that aims to deliver a vibrant community heart for Cockburn.</p> <p>The planned private investment into Cockburn Gateway will deliver net benefit to the local community in the following ways (amongst others) –</p> <ul style="list-style-type: none"> <li>• \$1 billion of private investment, over the next 20-years;</li> <li>• \$5.5 million of private investment to fund and develop a public pedestrian bridge;</li> <li>• The creation of more than 7,400 jobs over the life of the project; and</li> <li>• Incorporation of a diversity of land uses, including residential, commercial, retail and public open space.</li> </ul> <p>It is acknowledged that the City has well documented ambitions for the Cockburn Secondary Centre to grow into a Strategic Metropolitan Centre and provide the additional services to the community, outside of a typical retail destination. Perron has surmountable concerns that the proposed expansion of the Hammond Park Local Centre will have a significant impact upon Cockburn Gateway's capacity to maintain its position within the</p>	<p>be acknowledged that the intent of LCACS is not provide a retail floorspace cap, with the estimate not taking into account the significant increase in resident population over the last 10 years.</p> <p>The City has since received a Retail Sustainability Assessment (RSA), as required under State Planning Policy 4.2 – Activity Centres for Perth and Peel (SPP 4.2) which considers the likely trade area profile, retail need and impact on existing/proposed centres.</p> <p>The City is satisfied that the development of a retail centre in Hammond Park, equivalent to the size of a Neighbourhood Centre under SPP 4.2, is acceptable in this location.</p>

NO.	NAME/ADDRESS	SUBMISSION	RECOMMENDATION
		<p>activity centre hierarchy and provide the services and amenities required by the community and anticipated by the City.</p> <p><u>Planning assessment</u></p> <p>The assessment undertaken by element demonstrates that the proposed amendment does not comply with SPP4.2, the City's Local Commercial Activity Centre Strategy (LCACS) or the City's draft Local Planning Strategy (the draft Strategy) which we understand is intended to be made available for public comment imminently.</p> <p>The amount of shop/retail floorspace proposed by the amendment cannot be justified based on the rate of population growth (and therefore retail demand) within the Hammond Park trade area. In addition, the proposal is not supported by an Impact Test (or Retail Sustainability Assessment), as required pursuant to the provisions of SPP4.2. This thereby warrants the refusal of the proposed amendment.</p> <p>We also note that the proposed expansion of the Local Centre represents a significant departure from the activity centre hierarchy confirmed within the City's draft Strategy. The amount of floorspace proposed by the amendment is more aligned with a District Centre and as such will have a significant impact upon Cockburn Gateway's capacity to maintain its position within the activity centre hierarchy.</p> <p>It will also inhibit Cockburn Gateway's capacity to assist the Cockburn Secondary Centre from becoming a 'Strategic</p>	

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		<p>Metropolitan Centre' under SPP4.2, by significantly eroding the private investment and community benefit planned to be delivered as part of its most recent development approval as obtained from the Western Australian Planning Commission (WAPC).</p> <p>The Cockburn Quarter project represents a significant investment in the Cockburn Secondary Centre by Perron, with the dominant focus of the project being to create a destination where the community can live, work and recreate. This objective comes at significant cost, outside of any services and amenities required to be provided by Local, Neighbourhood or District Centres. The requirement to provide these different services, amenities and spaces to the community is acknowledged by SPP4.2 in the documentation of the activity centre hierarchy. As these are not income generating spaces or uses, the activity centre hierarchy therefore needs to be closely protected by the planning framework to ensure the community has access to these services and amenities. It is noted that the proposed structure plan amendment does not include any scope to provide services or amenities to the community outside of a retail offering.</p> <p><b>Conclusion</b></p> <p>Upon detailed review of the proposal, Perron objects to the proposed amendment to the Structure Plan and appeals to the City's principles of orderly and proper planning to recommend refusal to the WAPC.</p>	



NO.	NAME/ADDRESS	SUBMISSION	RECOMMENDATION
		We trust that our considered analysis, as set out in this letter and accompanying attachment, assists the City in its consideration of the proposed amendment. (Plus Attachment)	
106	Late Submission - Name and Address withheld, Hammond Park	<b>OBJECT:</b> Submission is same as Submission #38.2	1. Refer to Recommendation No.38.
107	Water Corporation, Perth	<p><b>COMMENT:</b> We offer the following comments regarding this proposal.</p> <p><b>Water</b> Reticulated water is currently available to the subject area. Extension of the water main across the Wattleup Rd section of the scheme amendment area will be required as part of development of this land. All water main extensions for the development site, must be laid within the existing and proposed road reserves, on the correct alignment and in accordance with the Utility Providers Code of Practice.</p> <p><b>Wastewater</b> Reticulated sewerage is currently available to the subject area. All sewer main extensions, if required for the development site, should be laid within the existing and proposed road reserves, on the correct alignment and in accordance with the Utility Providers Code of Practice.</p>	1. Noted.
108	Main Roads WA, East Perth	<b>COMMENT:</b> Please be advised Main Roads has no objection to the structure plan amendment as the proposal does not have direct impact upon the state road network.	1. The Traffic Impact Assessment has been revised to model trip generation using the 'Shopping Plaza' and 'Fast



NO.	NAME/ADDRESS	SUBMISSION	RECOMMENDATION
		<p>The management of traffic impacts to the local road network will be the responsibility of the City.</p> <p>Main Roads provides the following comments regarding the proposed amendment for the City's and Commission's consideration:</p> <p>a) The Transport Impact Assessment (TIA) has used the trip rates of 'Shopping Plaza' land use from ITE to estimate the proposed development. However, the Structure Plan report has specified the site comprises of four different types of land uses. The traffic impacts should be assessed based on trip generation rates for the specific land uses instead of a Shopping Plaza.</p> <p>b) A 5% growth rate for the background traffic has been adopted. The TIA does not include a methodology as to how this value was achieved. Justification should be provided for the growth rate used in the analysis.</p> <p>Main Roads requests a copy of the City's final determination on this proposal</p>	<p>Food' generation rates from the Institute of Transportation Engineers (ITE) <i>Trip Generation Manual 11<sup>th</sup> Edition</i>. These generation rates are considered acceptable for the purposes of assessing the Structure Plan Amendment, given specific uses will be determined at the development application stage and subject to further traffic assessments.</p>
109	DFES, 20 Stockton Bend, Cockburn Central	<p><b>COMMENT:</b> This advice relates only to <i>State Planning Policy 3.7 Planning in Bushfire Prone Areas (SPP 3.7)</i> and the <i>Guidelines for Planning in Bushfire Prone Areas (Guidelines)</i>. It is the responsibility of the proponent to ensure the proposal complies with all other relevant planning policies and building regulations where necessary. This advice does not exempt the applicant/proponent from obtaining necessary approvals that may apply to the proposal including planning, building, health or any other approvals required by a relevant authority under other written laws.</p> <p><b>Assessment</b></p>	<p>1. Vegetation Exclusion – the City is satisfied that the undeveloped lots within 100 metres of the Amendment area will be maintained as a low-threat exclusion under AS 3959, as this is a responsibility of the landowner under an approved bushfire management plan.</p> <p>It is acknowledged that insufficient information has been provided to</p>

NO.	NAME/ADDRESS	SUBMISSION			RECOMMENDATION
		<b>1. Policy Measure 6.3 a) (ii) Preparation of a BAL Contour Map</b>			<p>justify vegetation within the Wattleup Road as being maintained in a low-threat condition. Although classification of this vegetation is unlikely to affect the required Bushfire Attack Level (BAL) applicable to future development, a modification to the bushfire management plan is recommended.</p> <p>2. Slope Assessment – Plot 1 is located outside of 100 metre assessment area and is not considered to impact the BAL rating of future development in the Amendment area. Re-assessment of the slope in Plot 1 is not considered necessary.</p>
		<b>Issue</b>	<b>Assessment</b>	<b>Action</b>	
		<b>Vegetation Exclusion Road verge</b>	<p><b>Vegetation exclusions – not demonstrated</b></p> <p>The BAL Contour Map assumes the area of road verge (Wattleup Road) and currently undeveloped lots will be maintained as low threat vegetation as per AS3959. Evidence of an enforcement mechanism to accept this exclusion as maintained to low threat as per AS3959 in perpetuity has not been provided. Provide substantiated evidence or alternatively, modify the Vegetation Classification Map and BAL contour map.</p>	<p>The decision maker to be satisfied with vegetation exclusions and vegetation management proposed</p>	
		<b>Slope assessment</b>	<p>DFES is not confident of the slope assessment for Plot 1 (0-5 degrees) given the slope demonstrated in photo ID 1a. Further evidence is required. It is acknowledged that the slope is unlikely to impact the BAL rating of the proposed development.</p>	<p>Modification to the BMP is required in order to meet Policy Measure 6.3.</p>	
		<b>Recommendation – supported subject to modifications</b>			

NO.	NAME/ADDRESS	SUBMISSION	RECOMMENDATION
		<p>The Structure Plan and BMP have adequately identified issues arising from the bushfire hazard level assessment and considered how compliance with the bushfire protection criteria can be achieved at subsequent planning stages.</p> <p>Minor modifications to the BMP are however recommended to ensure it accurately identifies the bushfire risk and necessary mitigation measures. These modifications are detailed in the table(s) above. As these modifications are considered minor in nature and will not affect the Structure Plan, these can be undertaken without further referral to DFES.</p>	



**14.1.3 (2022/MINUTE NO 0229) Development Application - DA22/0524 - Lot 69 (60) Duchart Way, Coogee - Retrospective Residential Building****Author** Daniel Arndt**Attachments**  

1. Location Plan [↓](#)
2. Development Plans [↓](#)
3. Property Management Plan [↓](#)
4. Schedule of Submission - DA22 0524 - 60 Duchart Way [↓](#)

**Officer Recommendation/Council Decision**

MOVED Cr C Reeve-Fowkes SECONDED Cr T Dewan

That Council:

(1) APPROVES the proposal subject to the following conditions:

Conditions

1. Approval for the use of a Retrospective 'Residential Building' is valid for twelve (12) months only, from the date of approval.  
After this time, the continued use of the dwelling as a 'Residential Building' will require a new Development Application to be submitted to the City.
2. Approval of the Residential Building is subject to the owner/manager, occupiers, residents and visitors complying with the relevant aspects of the Property Management Plan, dated 20 October 2022, for the duration of approval/ use.  
This includes the details listed under the following headings within the Management Plan;
  - a. Length of Stay
  - b. Vehicles and Parking
  - c. Visitors
  - d. Noise
  - e. Waste
  - f. Complaints management.
3. The owner/manager, as outlined within the Property Management Plan dated 20 October 2022, is responsible for ensuring occupiers, residents and visitors understand and provide written acceptance of the relevant aspects of the Management Plan prior to their stay.  
This is to be actioned and recorded prior to their stay/ visit for any future residents/ visitors; or from within 20 days of this approval for any existing residents.
4. The owner/manager, outlined within the Property Management Plan dated 20 October 2022, is responsible to ensure occupiers, residents and visitors comply with the relevant aspects of the Management Plan for the duration of their stay/visit.
5. The Code of Conduct being printed and placed within the family room available

- for all residents and visitors to view and observe upon entry of the dwelling.
6. Signs, to the satisfaction of the City of Cockburn, shall be installed and maintained for the duration of the use/ approval on the façade of the building and front door for the Community to view.  
Signs are to clearly advise the premises is approved as a 'Residential Building', and provide the contact details of the Owner/Manager.
  7. The owner/ manager shall always be contactable.  
Where the owner/manager is not available, a suitable temporary replacement manager is to be responsible for receiving calls, responding to the complaints, and making a record of the complaints and subsequent actions for the owner/ manager.
  8. It is the responsibility of the owner/manager to find a suitable replacement manager should the owner/manager be un- contactable for a period.
  9. All complaints shall be recorded in accordance with the Management Plan which includes the following details;
    - a. Name and address of complainant
    - b. Date and time of complaint
    - c. The nature of complaint
    - d. Response to the complainant.
  10. A verified breach to the Code of Conduct may result in the offending resident/s being evicted from the premises by the owner/manager.
  11. The City reserves the right to request from the owner/ manager written documentation/ proof of compliance with the Management Plan on a periodic basis for the duration of the approval.

Advice Notes:

1. In relation to Condition 6, the signs are to be clearly visible from the street including appropriate size, positioning, font type/ size to ensure the community is aware of the owner/ managers contact name and details.  
The signs are to provide the community with a suitable contact should the impact from any of the occupiers of the residential building result in any unsatisfactory impacts on local amenity/ reason for complaint.
2. In relation to condition 10, the City may recommend that the owner evicts offending resident/s from the premises following a verified breach/ breaches to the Code of Conduct.

**CARRIED UNANIMOUSLY 10/0**

## Background

The City has received a Development Application (DA22/0524) for a *Retrospective Residential Building* on Lot 69 (No. 60) Duchart Way, Coogee (subject site).

The subject site is irregular in shape due to its location on the bend of Duchart Way and is 662m<sup>2</sup>.



It is located within the Residential zone and designated with a R20 density code.

The surrounding neighbourhood is characterised by its undulating topography and a mix of single storey and two storey dwellings (refer Attachment 1 for Location Plan).

The City was made aware of the residential building via complaints received from the public regarding the property and its use.

Several site inspections from Rangers, Co-Safe and Development Compliance determined that an unapproved residential building is operating from the property, the subject of this application.

### **Submission**

N/A

### **Report**

#### Proposal

A retrospective application for Residential Building was submitted, based on direction from the City for the owner to lodge for a Residential Building, due to seven occupants residing at the premises, of who do not comprise a single family.

The occupants reside in the following bedrooms:

- Bedroom 1 – one person
- Study – one person
- Bedroom 2 – one person (landowner/manager)
- Bedroom 3 – two persons
- Bedroom 4 – two persons.

The applicant/landowner advises the residents assist him with his mobility issues, and he only receives payment in the form of assistance with bills.

Whether or not payment is received by the landowner has no consequence on the planning framework.

#### *Amendments to property*

Officers attended the site on 7 October 2022 to confirm the alterations which have taken place on the property and these include the following:

- A window to the dining room has been converted into a door with a security screen. The dining room was observed to be used primarily as an office space.
- The laundry has been converted to an additional bathroom, with accessible shower. The laundry itself has been moved into the outbuilding at the rear of the property (refer Attachment 2 – Development Plans).





The amendments made are not considered to change the class of the building from a Class 1a, which is a residential dwelling.

### *Property Management Plan*

The proposal was initially lodged without a Management Plan (MP) however one was requested during the early assessment stage.

The MP seeks to address and establish existing issues of amenity as a result of the proposal.

As a result of advertising and the comments received, the Property MP was amended to include additional controls upon the premises with particular regard to noise, complaints management and ensuring that residents have signed and agreed to the Code of Conduct within the Property MP (refer Attachment 3 – Property Management Plan).

### Planning Framework

#### *Use*

In considering the land use of the proposal the City has regard to the following uses and their definitions under TPS 3 and *State Planning Policy 7.3 – Residential Design Codes Volume 1 (R-Codes)*:

Land Use	Definition
Single house	<i>A dwelling standing wholly on its own green title or survey strata lot, together with any easement over adjoining land for support of a wall or for access or services and excludes dwellings on titles with areas held in common property.</i>
Dwelling	<i>A building or portion of building being used, adapted, or designed or intended to be used for the purpose of human habitation on a permanent basis by a single person, a single family, or <b>no more than six persons who do not comprise a single family</b> (emphasis added).</i>
Grouped Dwelling	<i>A dwelling that is one of a group of two or more dwellings on the same lot such that no dwelling is placed wholly or partly vertically above or below another, except where special conditions of landscape or topography dictate otherwise, and includes a dwelling on a survey strata with common property.</i>
Lodging House	<p>TPS 3 – “has the same meaning as given to it in and for the purposes of the Health Act”.</p> <p>Health (Miscellaneous Provisions) Act 1911 – “means any building or structure, permanent or otherwise, and any part thereof in which provision is made for lodging or boarding of more than six persons, exclusive of the family of the keeper thereof, for hire or reward, but the term does not include –</p>



Land Use	Definition
	<p><i>Premises licensed under a publican's general license, limited hotel license, or wayside-house license, granted under the Licensing Act 1911; or</i></p> <p><i>Residential accommodation for students in a non-government school with the meaning of the School Education Act 1999; or</i></p> <p><i>Any building comprising residential flats.</i></p>
Residential Building	<p>TPS 3 - <i>"has the same meaning as in the Residential Design Codes and does not include a lodging house"</i></p> <p><i>R-Codes - "a building or portion of a building, together with rooms and outbuildings separate from such building but incidental thereto; such building being used or intended, adapted or designed to be used for the purpose of human habitation:</i></p> <p><i>Temporarily by two or more persons; or</i></p> <p><i>Permanently by seven or more persons, who do not comprise a single family, but does not include a hospital or sanatorium, a prison, a hotel, a motel or a residential school.</i></p>

In review of the above land use definitions, the proposal is considered a Residential Building for the following reasons:

- There are seven persons residing at the premises, therefore it does not fall into the land use of Dwelling, either Single House or Grouped Dwelling
- It is not considered a Lodging House as the landowner/applicant acts as the keeper/manager, who is excluded from the calculations of persons on site. Therefore, for the purposes of a Lodging House, the number of tenants would be six persons
- There are seven persons, not comprising a single family, who reside at the premises. It is therefore considered a 'Residential Building'.

### *Zoning*

The subject site is zoned 'Urban' under the Metropolitan Region Scheme and 'Residential', with a R20 density code, under the City of Cockburn Town Planning Scheme No. 3 (TPS 3).

The objective of the Residential zone in TPS 3 is:

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



The proposal conforms with the objectives of the Residential zone. It offers a diverse form of residential development and does not propose to alter the existing (approved) built form.

Residential Building is a 'discretionary' use within the Residential zone, which

*"means the use is not permitted unless the local government has exercised its discretion by granting approval".*

### Community Consultation

Being a discretionary use, mandatory advertising is not required, however it was advertised to nearby landowners due to the nature of complaints previously received by the City.

The proposal was advertised to 10 nearby landowners for a period of 21 days (29 August 2022 to 20 September 2022).

A total of 11 submissions (all objections) were received by the City, with some objections coming from residents not included in the advertising radius.

All submissions have been included in the Schedule of Submissions (refer Attachment 4).

Objections related to the following issues which are discussed further in the 'planning assessment' section below.

- Anti-social behaviour
- Amenity
- Noise
- Traffic and Parking
- Overcrowding
- Management of Premises
- Property values.

### Assessment

#### *Amenity*

The Regulations define Amenity as:

*"all those factors which combine to form the character of an area and include the present and likely future amenity."*

With regard to built form amenity, the area consists of low-density residential form with a dwelling diversity primarily consisting of Single and Grouped Dwellings.



The subject site has not changed from the original dwelling approval in 1995, being a four bedroom, two bathroom single storey dwelling and is therefore consistent with the built form amenity of its surrounds.

The proposed land use whilst compatible with the objectives of the Residential zone as described above, is leading to amenity impacts on surrounding owners in the form of noise, traffic and general anti-social behaviour.

The planning framework is unable to control the individual or grouped behaviour of persons occupying a premises, however controls can be put in place in the form of a management plan which places restrictions upon the use of the development.

The Property MP dated 20 October 2022 includes specific criteria by which residents are to abide, including:

- Limit of four resident vehicles on site
- No visitors between the hours 10pm to 8am
- No resident is to have more than two visitors at any one time
- Compliance with the *Environmental Protection (Noise) Regulations 1997*.

The restrictions imposed upon the residents of the subject site are more restrictive than a standard dwelling and if breached may result in eviction or prosecution.

The conditions and limitations that can be imposed upon the premises are considered to control the impact of amenity upon the surrounding neighbourhood.

#### *Anti-Social behaviour*

The planning framework is unable to control the behaviour of individuals or groups. However, certain development controls imposed upon a 'use' can limit the likelihood of certain behaviours occurring.

The MP restricts the number of residents, visitors and times upon which visitors can attend the premises.

In limiting the number of people who inhabit the premises and those who can visit the premises, the likelihood of anti-social behaviour is reduced.

All responsibility lies with the owner/manager.

#### *Noise*

The impact of noise on residential amenity is a matter which can be considered under the *Planning and Development (Local Planning Schemes) Regulations 2015*.

A Residential Building, similar to the surrounding dwellings, is considered a 'sensitive use', due to being developed for human habitation.



The Property MP provides an ability to control the noise being emitted from the site by limiting the number of residents and visitors who can attend the site.

The MP incorporates a section within which the subject site is required to comply with the *Environmental Protection (Noise) Regulations 1997*, as are all dwellings within the Residential zone.

Should instances arise where noise becomes an issue on the subject site, complainants may call Co-safe who will investigate.

### *Traffic and Parking*

Within the Residential zone, each dwelling of two bedrooms or more is required to provide the ability for a minimum two vehicles to be parked on-site.

The City's TPS 3 and R-Codes do not prescribe a ratio for car parking bays for Residential Buildings.

The City has determined that a maximum of four cars are permitted to be parked at the property for use by residents.

The car parking bays are contained within the garage (2) and two bays either side of the garage.

Residents are not permitted to park on the verge/footpath or Duchart Way pavement in itself and visitors to the site must safely park upon the roadway where safe to do so.

Noting that the subject site is upon a bend in the road, visitors are requested to park on a straight section of the road which is not in front of the subject property.

The City notes community concerns regarding the frequency of vehicles attending the premises at all hours of the day.

The City cannot restrict residents leaving or entering the subject site at any particular hour, however a restriction is proposed upon the times at which visitors can attend the site, with no visitors permitted from 10pm to 8am.

### Overcrowding

The R-Codes definition of Residential Building does not designate a maximum number of occupants. Notwithstanding this, the MP restricts the number of residents to seven persons and the number of visitors to two per resident.

### Management of Premises

The majority of comments received prior to the MP revolved around the amenity issue and anti-social behaviours being experienced within the street.



The applicant, who also lives on-site and is the manager/landowner of the premises, has advised he will ensure compliance with the MP.

It is recommended the City should not issue a refusal based upon assumed non-compliance with the above recommended conditions.

The MP has been developed in a manner to provide additional development controls on the subject site which have greater restrictions than if the site was to revert back to a single dwelling.

The MP requires all residents to sign to acknowledge they have read the Code of Conduct and will abide by the Code of Conduct.

Should complaints be raised with the manager, who's direct phone number and email address are provided in the MP, they are required to complete a complaints register which documents the following:

- Name and address of complainant
- Date and time of complaint
- The nature of complaint
- Response to the complainant.

Those who have made a complaint are able to advise the City of such complaint, to which the City can request a copy of the Complaints Register to assess whether the Complaints Management section is being complied with.

Should a breach to the MP occur, the City may prosecute the landowner under the *Planning and Development Act 2005*.

#### *Property values*

Property values are not a valid matter for consideration of development applications under clause 67 *Matters to be Considered by Local Governments* of the *Planning and Development (Local Planning Schemes) Regulations 2015*.

#### *Temporary approval*

A temporary approval period of 12 months is recommended to be imposed upon the determination.

If approved, the applicant will be required to re-lodge the application within 12 months. The City will then be able to base its decision on how the subject site has complied with the new Property MP, which it will have been subject to in the preceding 12-month period.





### Conclusion

The change of use from Single Dwelling to Residential Building is recommended to be conditionally approved for a temporary timeframe of 12 months, for the following reasons:

- Some concerns regarding resident anti-social behaviour is not able to be addressed by the planning framework
- A Property MP is recommended to be imposed with conditions of approval which restrict the number of residents, visitors, and time upon which a visitor may attend the site -
  - This will address, where possible, some concerns regarding traffic from the site
- The Property MP can provide controls which would otherwise not be able to be imposed upon a standard Single or Grouped Dwelling.

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

#### Local Economy

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

- Increased Investment, economic growth and local employment.

#### Community, Lifestyle & Security

A vibrant healthy, safe, inclusive and connected community.

- A safe and healthy community that is socially connected.

#### City Growth & Moving Around

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

- An attractive, socially connected and diverse built environment.

### **Legal Implications**

Should Council refuse the proposal, the applicant has the right of review to the State Administrative Tribunal (SAT).

Should this occur the City may be required to engage legal counsel.

### **Community Consultation**

The application was advertised from 29 August 2022 to 20 September 2022, for a period of 21 days.

During this time 11 submission responses were received, all being objections.

Detailed submissions and responses from officers is provided (refer Attachment 4 – Schedule of Submissions).



**Risk Management Implications**

The applicant has the right to review Council's decision through the State Administrative Tribunal.

Should the applicant exercise this right, there may be financial implications, particularly if the City requires legal counsel.

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

The Proponent and those who lodged a submission on the proposal have been advised that this matter is to be considered at the 10 November 2022 Ordinary Council Meeting.

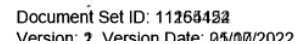
**Implications of Section 3.18(3) *Local Government Act 1995***

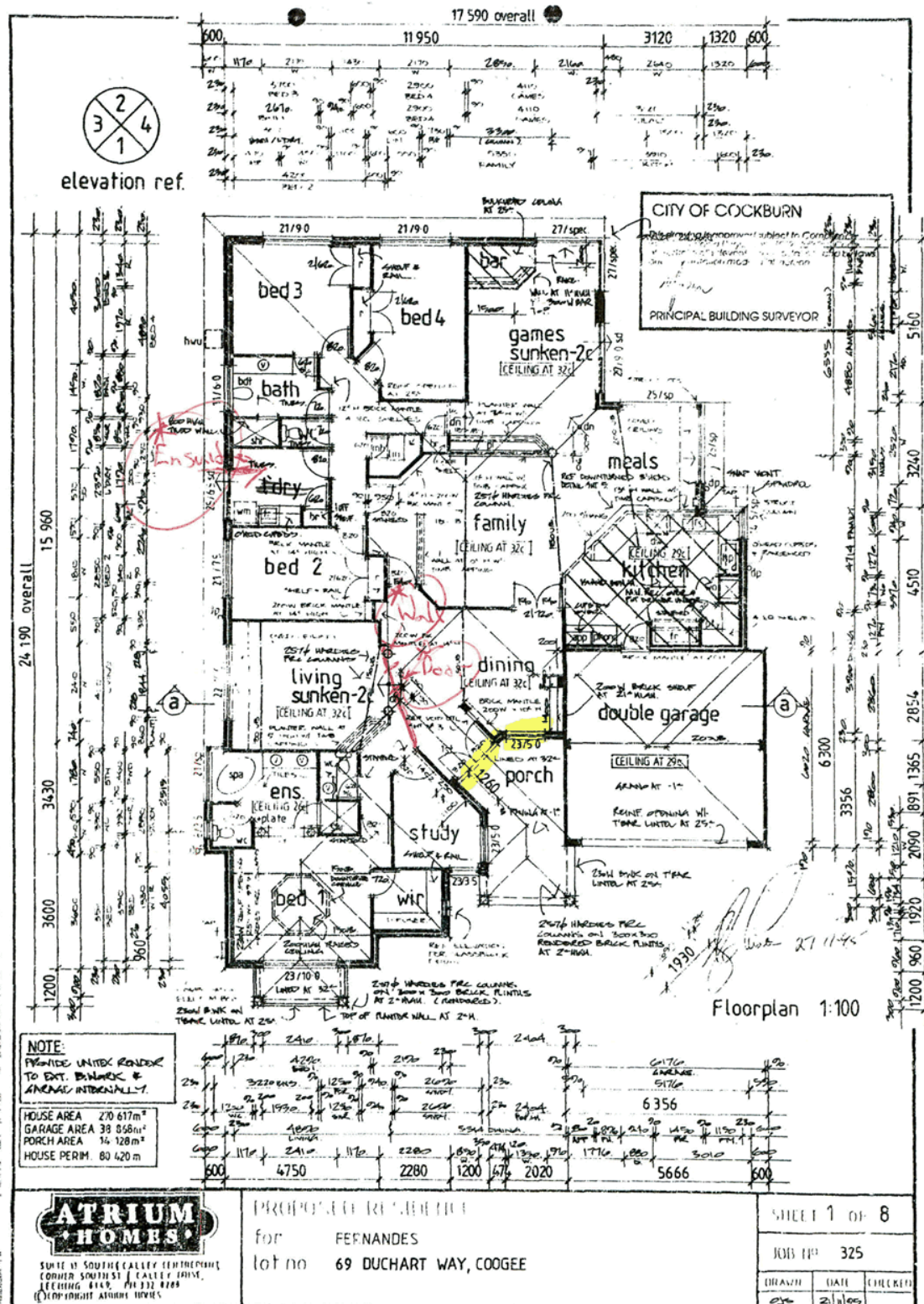
N/A











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Property Management Plan – 60 Duchart Way, Coogee – Residential Building

## **Property Management Plan**

60 Duchart Way, Coogee

Retrospective Residential Building

Dated: 20 October 2022

Landowner/applicant: Robert Camarda

Contact details: 0418 959 421

Email: [watannerperth@bigpond.com](mailto:watannerperth@bigpond.com)

Document Set ID: 11196709  
Version: 9, Version Date: 21/10/2022





Property Management Plan – 60 Duchart Way, Coogee – Residential Building

## Background

60 Duchart Way, Coogee (the subject site) is used as a **Residential Building** which has the following definition.

*A building or portion of a building, together with rooms and outbuildings separate from such building but incidental thereto; such building being used or intended, adapted or designed to be used for the purpose of human habitation:*

- *Temporarily by two or more people; or*
- *Permanently by seven or more persons, who do not comprise a single family, but does not include a hospital or sanatorium, a prison, a hotel, a motel or a residential school.*

The premises (60 Duchart Way, Coogee) is limited to a maximum of seven (7) residents at any one time.

All residents within the premises have viewed the below Code of Conduct and shall sign that they will comply with its provisions.

## CODE OF CONDUCT

All residents and visitors of the premises shall abide by the Code of Conduct listed below.

### 1. Length of Stay

- a. The minimum length of stay for each resident is three (3) months.

### 2. Vehicles and Parking

- a. Resident parking is restricted to four (4) on-site car parking bays;

Property Management Plan – 60 Duchart Way, Coogee – Residential Building

- b. No resident shall park on-street (inclusive of the verge). Visitors to the premises may park on Duchart Way, where safe to do so.

### 3. Visitors

- a. No resident is to have more than two (2) visitors at any one time;
- b. Visitors are not permitted on site between the hours of 10:00pm and 8:00am any day of the week.

### 4. Noise

- a. The premises shall comply with the *Environmental Protection (Noise) Regulations 1997 with regard to noise*;
- b. Residents and visitors shall be respectful of neighbourhood amenity and keep noise to a minimum.

### 5. Waste

- a. Waste bins shall be placed out for collection no earlier than 6:00pm on Wednesday (the day prior to collection);
- b. Waste bins shall be collected from the street by 6:00pm on Thursday and returned to site.

### 6. Complaints Management

- a. The landowner/manager is responsible for ensuring residents abide by the Code of Conduct;
- b. A complaints register shall be kept on site and detail the following;
  - i. The date and time of complaint;
  - ii. The name and address of complainant;
  - iii. The nature of complaint;
  - iv. Investigations and/or actions carried out;
  - v. Response to complainant provided.

Property Management Plan – 60 Duchart Way, Coogee – Residential Building

- c. A complainant may refer to the City to determine whether a breach to the Code of Conduct has occurred;
- d. The Manager shall be contactable at all times;
- e. A verified breach to the Code of Conduct may result in the offending resident/s being evicted from the premises.

**Manager details:** Robert Camarda – Ph: 0418 959 421

Email: watannerperth@bigpond.com

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#	Submission	Submission Comments	Officer Comments
1	Details Withheld	<p>I 'm just a concerned resident. We moved into the area over 20 years ago and have enjoyed the quiet lifestyle. Our kids grew up in a place that has always felt safe and friendly but over they last couple of years this has changed. Anti-social behaviour, Dirt bikes riding up and down the streets, loud music coming and going of cars throughout the night. Group of people hanging out the front especially in summer. It's been on going. I've taken videos of the dirt bikes riding up and down our street and Cosafe have given me great feedback. Saying they have confiscated bikes etc. Great work. I heard you sent letters to nearby residents for their views for 60 Duchart Way for multi residential zoning. I know we are not close enough for our view, but I strongly oppose it to be rezoned in this case. Please consider my concerns. If you wish to discuss this further please don't hesitate to call me.</p>	<ol style="list-style-type: none"> <li>1. With regard to Anti-Social behaviour, the Property Management Plan restricts the number of people who occupy the premises to seven (7) and restricts the number and times visitors of the premises can attend the site. By reducing the number and frequency of residents and visitors the potential for anti-social behaviour such as noise is likely to be reduced. The planning framework cannot control or mandate behaviour of people such as swearing and fighting, however the restriction upon numbers will have some impact in reducing the likelihood of anti-social behaviour.</li> <li>2. With regard to noise, the subject site is currently approved as a Single House, which is required to comply with the <i>Environmental Protection (Noise) Regulations 1997</i> with regard to the level of noise which can be emitted within Residentially zoned land. The proposed Residential Building is compatible with the Residential zone and noise emanating from the site is dependent upon the behaviour of the premises Residents.  In this regard, the Management Plan restricts visitors to only attend the site between the hours of 10:00pm to 8:00am any day of the week which discourages the premises being used for parties/gatherings and other potential sources of noise. The Management Plan also requires compliance with the <i>Environmental Protection (Noise) Regulations 1997</i>.  The <i>Environmental Protection (Noise) Regulations 1997</i> does not apply to vehicles being driven upon road reserves, such as Duchart Way. The City cannot unreasonably restrict an occupant from leaving site between certain hours however the Management Plan does restrict the times at which vehicles/visitors can attend the site.</li> <li>3. With regard to <u>traffic and parking</u>, Management Plan restricts the number of vehicles residents of the premises may have to four (4) vehicles. This requires two vehicles to be parked within the garage and one vehicle parked either side of the garage, enabling full movement without requiring vehicles to be relocated. No resident of the premises is permitted to park upon the verge/footpath or Duchart Way itself.  Visitors to the site must park within the property boundaries, or on Duchart Way, and are restricted to visiting between 8:00am and 10:00pm only. The intention behind this provision being included in the Management Plan is to reduce the number of vehicles attending the premises during night-time hours as this is a point of objection raised by several submissions. The Management Plan cannot control, however, residents leaving the premises as they may be required to do so for employment. The City is unable to control speeding which is a Police issue.</li> <li>4. With regard to issues related to Police attendances at the premise, the City notes that Police and the City's Community Services Patrol (CoSafe) have been called to the premises numerous times. However, Police deal with matters under the <i>Police Act 1982</i> such as criminal activity the City is unable to control criminal matters but can refer to the Police where issues arise.</li> </ol>
2	Details Withheld	<p>I would like to strongly oppose acceptance of the proposed plan. The residence of 60 Duchart Way in Coogee has been the subject of continual angst for local residents.</p> <p>The police have been called out to the dwelling on numerous occasions as well as co safe, for unruly behaviour as well as loud music being played, the use of unregistered motorcycles up and down the street, cars coming and going at all hours of the night and early morning making it difficult for everyone to sleep. There has been fighting and obscene language emanating from the premises as well.</p>	<ol style="list-style-type: none"> <li>1. With regard to anti-social behaviour please see the Officer response to submission 1, officer comment 1 (above).</li> <li>2. With regard to objections pertaining to noise, please see the officer response to submission 1, officer comments 2 (above).</li> <li>3. With regard to traffic and parking objections, please see the officer response to submission 1, officer comment 3 (above).</li> <li>4. With regard to matters for the Police, please see officer response to submission 1, officer comment 4 (above).</li> </ol>

		This has been going on for some time now, as a result of the owner renting his rooms out to undesirables and the neighbourhood is fed up...as rate paying citizens.	
3	Details Withheld	<p>I strongly object to this application having lived at my address for the past 24 years for the following reasons:</p> <ul style="list-style-type: none"> <li>The owner Rob Camarda has been approached with multiple issues with his tenants, Robs response: didn't hear or see nothing (he takes no responsibility);</li> <li>Multiple calls made to CoSafe (various issues);</li> <li>Police frequent the property on a regular basis;</li> <li>Elderly people have approached me in tears and afraid to go outside (these are neighbours);</li> <li>Cars constantly in and out all hours every night. We are unable to sleep;</li> <li>The tenants at this property are drug dealing, fights on the verge etc..</li> <li>Pit bikes have been and still up and down the street from this address;</li> <li>The owner of this property allows the use of his vehicle at all hours of the night/day;</li> <li>The owner has no regard to other neighbours or the community in the area. Duchart Way Coogee is populated with families and elderly people which are all likeminded in their values. Unfortunately, these are not the first tenants at 60 Duchart Way were there has been problems and the values shared with the local community is not on their agenda;</li> </ul> <p>The community within 60 Duchart Way Coogee know that the owner has no interest in controlling his tenants and his thoughts and intentions are based on income from the property.</p>	<ol style="list-style-type: none"> <li>With regard to Management of the premises, The proposal includes a Property Management Plan (see Attachment 3), which has been updated with further controls since it was advertised. Included within the Management Plan is a Complaints Management procedure which requires the following of the manager; The manager being responsible for resident actions; A complaints register being kept on file at the property which includes; Complaint details and measures put in place to address them;</li> <li>Verified breaches to the Management Plan may result in resident evictions from the premises and/or prosecution under the <i>Planning and Development Act 2005</i>. A breach to a condition of approval (inclusive of the Management Plan, which is a recommended condition of approval) is an offence under the <i>Planning and Development Act 2005</i>.</li> <li>Concerns regarding compliance with the Management Plan should first be raised with the Manager to address and advise the City of such concerns and complaints which can then be reviewed to ascertain whether the complaints register is being kept, in accordance with the Management Plan. Whilst the City notes several submissions which have identified that existing complaints to the Manager have not been adequately addressed, the City is unable to assume non-compliance with the Property Management Plan which is required to be complied with.</li> <li>With regard to matters for the Police, please see officer response to submission 1, officer comment 4 (above).</li> <li>With regard to traffic and parking objections, please see the officer response to submission 1, officer comment 3 (above).</li> </ol>
4	Details Withheld	<ol style="list-style-type: none"> <li>Robert Camarda has been leasing out his front rooms for 5 years and in this time has been approached by multiple neighbours about his tenants' behaviours, his answer to all the complaints are that he didn't hear anything, or doesn't know. Robert has no respect for our close-knit neighbourhood and clearly cannot manage his tenants.</li> <li>Police and CoSafe are called to the property on a regular basis;</li> <li>Tenants ride unlicensed pit bikes around our street;</li> <li>Tenants are violent and fight in the street;</li> <li>We suspect that the tenants deal drugs from the property;</li> <li>Elderly neighbours are scared to go out the front;</li> <li>Cars coming and going all day and night (wakes us up most nights)</li> <li>The last 2 years have been hell living at our address and this is not acceptable in our local community;</li> <li>Elderly people, families and kids all use the footpath of Duchart Way and it is only a matter of time before one of the tenants at 60 Duchart Way seriously injures or kills somebody;</li> <li>Code of Conduct In your proposed code of conduct you have 5 key points, over the last 5 years that Robert Camarda has leased out his front rooms he hasn't been able to comply with any of them especially #5 Robert Camarda has brushed off any complaints raised with him by multiple residents and he has no intention to change. Even after submitting this application, he is not complying with the Code of Conduct.</li> </ol>	<ol style="list-style-type: none"> <li>With regard to Management of the premises, please see officer response to Submission 3, officer comment 1 (above).</li> <li>With regard to matters for the Police, please see officer response to submission 1, officer comment 4 (above).</li> <li>With regard to traffic and parking objections, please see the officer response to submission 1, officer comment 3 (above).</li> </ol>

		<p>In closing I would ask the City of Cockburn to reject this application for the health and safety of all the residents in the area, this property is one of the horror stories you see on 'A Current Affair' and I really hope this one doesn't end up on it. Its time for the City of Cockburn to stand up for its local community and stop this injustice.</p> <p>We wish for our names to be withheld from any public documents as we cannot be sure what the tenants at 60 Duchart Way are capable of doing.</p>	
5	Details Withheld	<p>Thankyou for forwarding the consultation letter for the proposed change of use application DA22/0524 for the property located at 60 Duchart Way, Coogee. I have reviewed the plans and proposed management plan for the application and categorically and unequivocally object. I have been a resident of Duchart Way for almost 30 years, deciding to move my family into Coogee with the outlook of improving their environment and building a strong asset for their future.</p> <p>Unfortunately, over the last few years the property requesting a 'Change of Use' has been unofficially operating as a 'Residential Building', to the detriment of the surrounding neighbourhood. On many occasions police have been called in order to bring some form of respite for the immediate neighbours due to the inhabitants of 60 Duchart Way insisting on playing loud music and arguing within the street until late into the night and sometimes into the early morning.</p> <p>I object to the proposed 'change of use' on the basis that this form of low-cost tenanted building tends to attract those with limited means and a disposition that is not a typical character set for Coogee let alone Duchart Way. The 'change of use' is not in keeping with the context and character of the immediate area and will only serve to degrade the quality and safety of the street of which many of the residents have worked so hard to maintain. This type of residential building is not welcomed or suitable for Duchart Way. There are many other areas available and more suitable for this type of tenant and development.</p> <p>I trust my comments will be taken in all seriousness and wish my identity withheld as a matter of safety.</p>	<ol style="list-style-type: none"> <li>1. With regard to matters for the Police, please see officer response to submission 1, officer comment 4 (above).</li> <li>2. With regard to objections pertaining to noise, please see the officer response to submission 1, officer comments 2 (above).</li> <li>3. With regard to the Character of an area, a Residential Building is a Discretionary use within the Residential zone, therefore it has an ability to be approved within different suburbs of the City and is not restricted to areas of lower socio-economic status. The context and character of a use is relevant to the amenity of an area, in this instance the built form is consistent with the amenity of the area and is not proposed to change. The use however, Residential Building, does differ from the standard single and/or grouped dwellings within Coogee, although it does conform to the objectives of the Residential zone. The Property Management Plan is in place and required to be complied with to ensure the character of the low density Residential neighbourhood is complied with.</li> </ol>
6	Details Withheld	<p><b>Noisy and Rowdy Behaviour</b> The property 60 Duchart, Coogee, has already been functioning as a Residential Building, for more than a year. The anti-social behaviour of the tenants is difficult for many families, with very loud music (on a player situated outside of the house); drinking in the portico, activities in the middle of the night, frequent loud cars leaving and arriving day and night.</p> <p><b>Partitioning Too Small</b> The plan shows that the section (currently the part facing south) that will house the many tenants (which can be six or more unrelated tenants) is quite small. This gross overcrowding will almost certainly breed anti-social behaviour.</p> <p><b>Negative Impact on neighbours</b> Over the past year, Camarda's tenants have negatively impacted this place. There were commotions and also an altercation where Police, in siren, had to be called on 28 May 2022 at 1:24am (see diary attached)</p>	<ol style="list-style-type: none"> <li>1. With regard to objections pertaining to noise, please see the officer response to submission 1, officer comments 2 (above).</li> <li>2. With regard to objections relating to overcrowding, the Management Plan restricts residents at the premises to seven (7) persons. A dwelling is able to have up to six unrelated persons on-site without being considered a Retrospective Building.</li> <li>3. With regard to traffic and parking objections, please see the officer response to submission 1, officer comment 3 (above).</li> <li>4. With regard to matters for the Police, please see officer response to submission 1, officer comment 4 (above).</li> <li>5. With regard to issues of amenity and character of the area, please see officer response to submission 5, officer comment 3 (above).</li> <li>6. With regard to Management of the premises, please see officer response to Submission 3, officer comment 1 (above).</li> </ol>

		<table><tr><th>Day</th><th>Date</th><th>Start</th><th>Duration (hr)</th><th>Comments</th></tr><tr><td>Tuesday</td><td>12/04/2022</td><td></td><td>5.0</td><td>Music started early evening. Very loud, stopped about 10 pm with young teens shouting. This is the start of many tenants (maybe 5)</td></tr><tr><td>Friday</td><td>15/04/2022</td><td>14:00</td><td>1.0</td><td>Very loud music on <b>high-powered music player situated outside</b></td></tr><tr><td>Monday</td><td>18/04/2022</td><td>19:30</td><td>1.0</td><td>Music so loud that my floor vibrates</td></tr><tr><td>Tuesday</td><td>19/04/2022</td><td>19:30</td><td>1.0</td><td>Same</td></tr><tr><td>Thursday</td><td>21/04/2022</td><td>16:30</td><td>3.5</td><td>Loud music with some pauses</td></tr><tr><td>Friday</td><td>22/04/2022</td><td>15:18</td><td>2.0</td><td>Loud music, my heart <b>palpitating!!!</b></td></tr><tr><td>Saturday</td><td>23/04/2022</td><td>15:50</td><td>2.0</td><td></td></tr><tr><td>Sunday</td><td>24/04/2022</td><td>17:30</td><td>2.0</td><td>Some loud music at 12:30 but the worst in the evening</td></tr><tr><td>Saturday</td><td>30/04/2022</td><td>18:00</td><td>3.0</td><td>Loud thumping music</td></tr><tr><td>Sunday</td><td>1/05/2022</td><td>18:00</td><td>1.0</td><td>The loudest music ever, so loud that it can be heard many houses away. So upsetting that it is even hard to do gardening. Many people in the street can bear witness</td></tr><tr><td>Tuesday</td><td>3/05/2022</td><td>15:30</td><td>3.0</td><td>Loud music</td></tr><tr><td>Wednesday</td><td>4/05/2022</td><td>15:30</td><td>1.0</td><td>Loud music</td></tr><tr><td>Thursday</td><td>5/05/2022</td><td>1:45</td><td>0.2</td><td>Music in the wee hours</td></tr><tr><td>Friday</td><td>6/05/2022</td><td>15:30</td><td></td><td>Loud music</td></tr><tr><td></td><td></td><td>18:00</td><td>1.0</td><td>Extremely loud for an hour but softer hours later</td></tr><tr><td>Thursday</td><td>26/05/2022</td><td>16:45</td><td>0.2</td><td>Loud music</td></tr><tr><td>Saturday</td><td>28/05/2022</td><td>1:24</td><td></td><td><b>Quarrels in the dead of the night. Shouting and multiple banging (sound like kicking door). Girl and boys screaming. Man (sounds like Rob) shouting "Get Out, get out". Police, with siren, arrived but two cars have already scooted off</b></td></tr><tr><td>Saturday</td><td>3/09/2022</td><td></td><td></td><td>"Change of Use to Residential Building" form found in letterbox</td></tr></table> <p><b>Security and suburb downgrade</b> We have great concern regarding the numerous tenants, especially on short term stay. This will make it impossible to identify loitering strangers from tenants, who themselves may be shady. Children will be put at risk. There is also an added risk of house break in.</p> <p><b>Business at the expense of Other Residents</b> The operation of a Residential "Business" is done at the expense of other residents' safety and enjoyment of the harmony of the surroundings.</p> <p><b>Precedence away from Family Dwelling</b></p> <p><b>Complaints Management</b> The 'complaints management' section of the proposal does not clearly outline how, and at what speed, complaints should be addressed and remedied. There is no clear indication of what will be done to address common complaints, such as rowdiness, loud music, disturbance caused by tenants in the middle of the night, and suspicious characters loitering around. Also, residents cannot determine the actual length of stay of each tenant. It does not indicate what the penalties are if the Manager does not address the complaints in a timely manner. <b>I am aware that the Manager does not answer phones or take residences complaints at the door.</b></p>	Day	Date	Start	Duration (hr)	Comments	Tuesday	12/04/2022		5.0	Music started early evening. Very loud, stopped about 10 pm with young teens shouting. This is the start of many tenants (maybe 5)	Friday	15/04/2022	14:00	1.0	Very loud music on <b>high-powered music player situated outside</b>	Monday	18/04/2022	19:30	1.0	Music so loud that my floor vibrates	Tuesday	19/04/2022	19:30	1.0	Same	Thursday	21/04/2022	16:30	3.5	Loud music with some pauses	Friday	22/04/2022	15:18	2.0	Loud music, my heart <b>palpitating!!!</b>	Saturday	23/04/2022	15:50	2.0		Sunday	24/04/2022	17:30	2.0	Some loud music at 12:30 but the worst in the evening	Saturday	30/04/2022	18:00	3.0	Loud thumping music	Sunday	1/05/2022	18:00	1.0	The loudest music ever, so loud that it can be heard many houses away. So upsetting that it is even hard to do gardening. 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7	Details Withheld	<p>I write to you as a local resident in the locale of 60 Duchart Way, Coogee.</p> <p>I received notification of a 'Property Management Plan' for 'Retrospective Residential Building' for 60 Duchart Way, Coogee.</p> <p>My family and I have held concerns for the residents at this address for awhile now and I appreciate the opportunity to comment on this proposal.</p>	<p>1. With regard to anti-social behaviour please see the Officer response to submission 1, officer comment 1 (above).</p> <p>2. With regard to Management of the premises, please see officer response to Submission 3, officer comment 1 (above).</p> <p>3. With regard to traffic and parking objections, please see the officer response to submission 1, officer comment 3 (above).</p>																																																																																															



	<p>The current state of Duchart Way is absolutely appalling. Public safety must be taken into consideration.</p> <p>The only side of the street that has a footpath runs along this property and due to many dangerous incidents that have spilled out of this property over the past 2 years since I have lived here, we no longer feel safe walking in that direction. My children can no longer walk past the property to get to their friends house who live just beyond number 60. My children walk a long and less direct route to get to their school bus stop for their own safety.</p> <p>We have been woken on occasion in the middle of our sleep due to fights that have exposed our community to loud and violent crimes. Grown men have beaten one another and screamed loud and scary abusive language waking up our children many houses away.</p> <p>We hold concerns that the current landlord can not and will not control tenants. On the most recent night of violence, it was days before the landlord was available to speak to his neighbours and he claims to have slept through the event. Given I live more than a few houses away and I could hear every word, every scream and every head bashed against a car, I can guarantee he wouldn't have slept through it. I have been made aware that 4 people rang the police that night.</p> <p>They have unregistered vehicles on the property. Often speeding up and down the street - including the footpath and nearby park. I am concerned that, as they speed around the corner, at some point a local resident is going to run them over backing out of their driveway. Children used to play in the cauldresac across from this property. It is no longer safe to do so for many reasons.</p> <p>The tenants have also threatened anyone who have tried to call them out on their behaviour.</p> <p>I can not be clearer when I say that the current landlord/manager can not and will not control tenants.</p> <p>In relation to the 'Code of Conduct' listed on the documentation I wish to draw your attention to the following points and questions:</p> <p>2. Vehicals and parking There are often more than 4 cars on the property, these are often parked outside of the fence line. Do the 4 bays you've listed include outside their fence line?</p> <p>This property is also on a corner which means it would be an extremely dangerous and illegal for visitors to be allowed to park in the street as listed. Let alone visibility issues with the current 4 cars parked outside their fence line.</p> <p>3. Given the proposal allows for 7 or more permanent tenants this would mean more than 14 guests at any time. Is their a maximum on how many tenants he is allowed 'permanently by 7 or more'. When can he stop?</p> <p>Further clarification needs to be made on how this would be managed. Does this include children? The tenants often have large families over. Is their some sort of registrar? What if the landlord is out when a loud party or fight starts? Who do</p>	<p>4. With regard to the maximum occupancy of the premises, the Property Management Plan restricts the occupancy of the site to a maximum of seven (7) persons. There is the potential that up to 14 persons could be on site between the hours of 8:00am to 10:00pm, given the ability for visitors to attend the site. In contrast, a standard dwelling has no limitations as to how many persons may be on site at any one time.</p>
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		<p>local residents call then? And what is the landlord to do when he is ignored? CoSafe have visited the property before. Do they hold concerns?</p> <p>3b - Given they are driving to and from the property (we are assuming deliveries) 24 hours a day, will the council be monitoring?</p> <p>As I type this email, reviving engines and burn outs are taking place.</p> <p>5 - The landlord/manager is unable to ensure his current tenants abide by the law, let alone a 'Code of Conduct'. He has illegally allowed 6 tenants to live there for the past 2 years.</p> <p>I don't see how, given the risk to the local residents, he should be allowed to now seek approval for something he has been illegally conducting. Especially given the issues his current tenants have created.</p> <p>In relation to the register, how often will this be checked by council? What happens if they break the code of conduct? What happens if local residents are too scared to talk to the landowner? I am too scared to walk past the property! How many items are to be in this register before action is taken and what sort of action would this be?</p> <p>I appreciate the opportunity to comment and thank you for your time.</p>	
8	Details Withheld	<p>In response to your letter re the above property I wish to make the following comments:</p> <p>I oppose the change of use to a residential building due to points 1 through to 7 of your letter as I am a pensioner and do not want to hear loud music, fighting, wreckesser driving an uncouth behaviour in my street.</p> <p>Thank you giving me the opportunity to comment</p>	<ol style="list-style-type: none"> <li>1. With regard to objections pertaining to noise, please see the officer response to submission 1, officer comments 2 (above).</li> <li>2. With regard to matters for the Police, please see officer response to submission 1, officer comment 4 (above).</li> <li>3. With regard to traffic and parking objections, please see the officer response to submission 1, officer comment 3 (above).</li> </ol>
9	Details Withheld	<p>Objection.</p> <p>There has been fighting out the front of the house, which has spilled out onto the road and onto other properties in the street;</p> <p>Rob has had lodgers for almost 2 years now;</p> <p>There have been numerous Police visits day &amp; night sometimes with sirens going;</p> <p>They sit outside until early morning with bright spotlights on;</p> <p>There has been shouting &amp; screaming from the building both male and female;</p> <p>One of the lodgers has a large barking dog that is kept in a very small area. It is outside in all weather every time, every time we open our door onto our patio it barks loudly and throws itself onto the fence;</p> <p>We have lived in Perth for almost 50 years and never had a cross word with neighbours;</p> <p>People have been coming round and asking what is happening here;</p> <p>How is Rob going to manage this is beyond us, he has a problem with his mobility.</p> <p>Everytime we complain to Rob his answer is the same ' they are just young lads doing what young lads do'.</p> <p>He doesn't answer phone calls or door knocking;</p> <p>Also most of the properties around here will be devalued after people have lived here for many years and put a lot of time and money on their homes.</p>	<ol style="list-style-type: none"> <li>1. With regard to matters for the Police, please see officer response to submission 1, officer comment 4 (above).</li> <li>2. With regard to anti-social behaviour please see the Officer response to submission 1, officer comment 1 (above).With regard to Management of the premises, please see officer response to Submission 3, officer comment 1 (above).</li> <li>3. With regard to Management of the premises, please see officer response to Submission 3, officer comment 1 (above).</li> <li>4. With regard to objections relating to the premises impact upon surrounding property values, these are not valid planning considerations in accordance with clause 67 of the <i>Planning and Development (Local Planning Schemes) Regulations 2015</i>.</li> </ol>

10	Details Withheld	<p>In response to the above mentioned subject my husband and I OPPOSE the change of use to residential building at number 60 Duchart Way, Coogee.</p> <p>We recently purchased our property under the impression that we were moving into a "high-end" locality, and where we would not have to be concerned about the comings and goings of several unrecognizable individuals.</p> <p>To date, we have seen many young individuals who come and go at all times of the day. This is of great concern to us, as we believe it may compromise the safety of our home.</p> <p>Additionally, and as mentioned, we have only recently moved into the street, but have already noticed reckless driving in the street by some occupants of number 60 Duchart Way. This is also very concerning to us as we have very young grandchildren that will very often visit us, and who like to walk to the park.</p> <p>We have also recently been advised that over the past two years, there has been violence and fighting in the street, and that the police have regularly visited the property. It is also of great concern that there has been suspected drug dealing from the property.</p> <p>So, to conclude, we hope the council will take into great consideration the input from the residents, who we believe, the majority will also NOT be in favour of this proposed residential building change.</p>	<ol style="list-style-type: none"> <li>1. With regard to objections relating to property values, please see officer response to submission 9, officer comment 4 (above).</li> <li>2. With regard to traffic and parking objections, please see the officer response to submission 1, officer comment 3 (above).</li> <li>3. With regard to matters for the Police, please see officer response to submission 1, officer comment 4 (above).</li> </ol>
11	Details Withheld	<p>I have objection to the proposal plan of 60 Duchart way Coogee for following reason:</p> <p>1- They are very noisy specially at night</p> <p>2- Many time police and Gosafe were called to that address and their behaviour scared us .</p> <p>3- we are elderly people we respect our neighbours but they don't respect at all</p> <p>"I wish my name to be withheld from any public documents "</p>	<ol style="list-style-type: none"> <li>1. With regard to objections pertaining to noise, please see the officer response to submission 1, officer comments 2 (above).</li> <li>2. With regard to anti-social behaviour please see the Officer response to submission 1, officer comment 1 (above).With regard to Management of the premises, please see officer response to Submission 3, officer comment 1 (above).</li> </ol>

## 14.2 Finance

### 14.2.1 (2022/MINUTE NO 0230) Payments Made from Municipal Fund and Local Procurement Summary - September 2022

**Author** Stuart Downing

**Attachments**

1. Payments Report - September 2022 [↓](#)
2. Credit Card Expenditure Report - August 2022 [↓](#)
3. Fuel Cards Report - August 2022 [↓](#)

#### Officer Recommendation/Council Decision

MOVED Cr C Reeve-Fowkes SECONDED Cr T Dewan

That Council:

- (1) RECEIVES the list of payments from the Municipal Fund during the month of September 2022, as attached to the Agenda.

**CARRIED UNANIMOUSLY 10/0**

#### 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 September totalled \$19.735 million, and a listing of these is attached to the agenda for review by Council.

These comprise:

- EFT payments (suppliers and sundry creditors) - \$16.432 million (945 payments)
- Payroll payments - \$3.174 million (2 fortnights)
- Corporate credit cards – total of \$85,293 (64 cards used)
- Bank transactional fees (BPay and merchant fees) - \$42,670.



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

Also attached is the monthly credit card payments report, showing August transactions (paid in September) by cardholder position. There were two transactions made on the CEO's credit card, totalling \$56, both for News Limited subscriptions.

The City's fuel card report for August (paid in September) shows total spending of \$26,558, restricted to fuel purchases for the City's fleet.

### Local Procurement

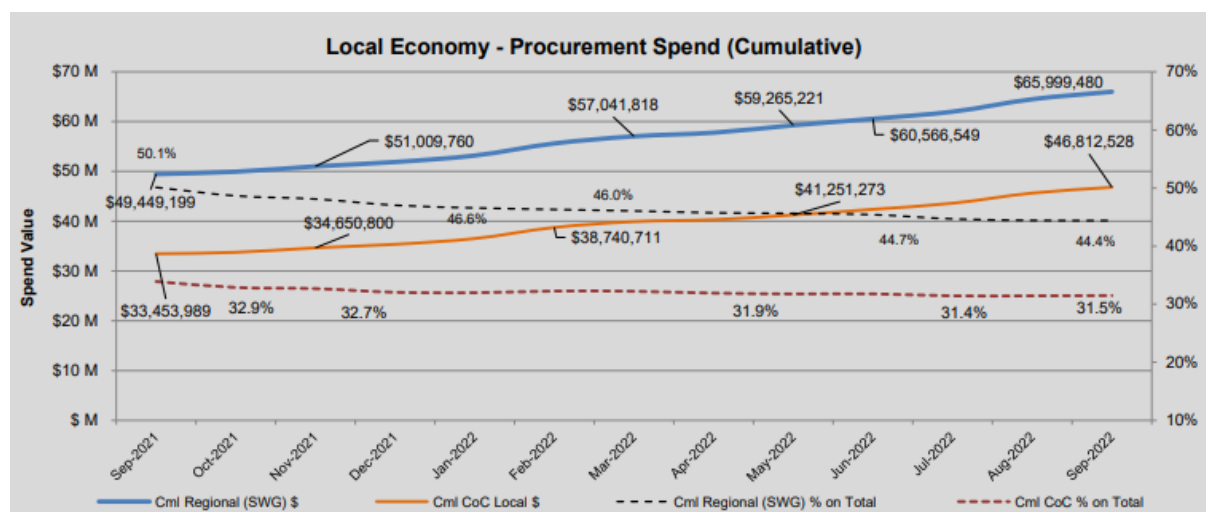
Monthly statistics on local and regional procurement spend are summarised below, showing the spend amounts and percentages against total spend:

Procurement Report - Local Buy Summary & Trends				September 2022	
Monthly Statistics	Total SWG Spend	\$1,505,543	CoC Local \$	33.5%	Local/Regional \$ 43.3%
	CoC Local Spend	\$1,166,956	CoC Local %	26.2%	Local/Regional % 33.8%

In September, local spending within Cockburn made up 33.5 percent of the City's monthly spend, comprising 26.2 percent of all procurement transactions made for the month.

Within the Perth South West region, this increased to 43.3 percent of monthly spend from 33.8 percent of transactions.

The following one year rolling chart to September 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 \$46.81 million, representing 31.5 percent of the City's total spend, with \$65.99 million or 44.4 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



SEPTEMBER 2022 PAYMENT LISTING					
MUNICIPAL FUND					
PAYMENT No.	ACCOUNT No.	PAYEE	PAYMENT DESCRIPTION	DATE	VALUE \$
EF152576	27874	Smartsalary	Salary Packaging/Leasing Administration	1/09/2022	2,384.31
EF152577	10152	Aust Services Union	Payroll Deductions	2/09/2022	784.90
EF152578	10154	Australian Taxation Office	Payroll Deductions	2/09/2022	486,402.00
EF152579	10305	Child Support Agency	Payroll Deductions	2/09/2022	1,086.01
EF152580	11001	Local Government Racing & Cemeteries Employees Union Lgrceu	Payroll Deductions	2/09/2022	44.00
EF152581	19726	Health Insurance Fund Of Wa	Payroll Deductions	2/09/2022	923.35
EF152582	27874	Smartsalary	Salary Packaging/Leasing Administration	2/09/2022	11,284.30
EF152583	26987	Cti Risk Management	Security - Cash Collection	6/09/2022	2,168.65
EF152584	99997	Family Day Care	Fdc Payment We 04/09/2022	8/09/2022	45,335.96
EF152585	26987	Cti Risk Management	Security - Cash Collection	13/09/2022	1,809.25
EF152586	27475	Lara Kirkwood	Monthly Elected Member Allowance	13/09/2022	473.00
EF152587	28364	Behind Pty Ltd	Entertainment - Band	13/09/2022	1,925.00
EF152588	10058	Alsco Pty Ltd	Hygiene Services/Supplies	16/09/2022	313.56
EF152589	10086	Arteil Wa Pty Ltd	Ergonomic Chairs	16/09/2022	7,018.00
EF152590	10097	Blackwoods Atkins	Engineering Supplies	16/09/2022	471.30
EF152591	10170	Macri Partners	Auditing Services	16/09/2022	770.00
EF152592	10184	Benara Nurseries	Plants	16/09/2022	4,192.30
EF152593	10201	Big W Discount Stores	Various Supplies	16/09/2022	19.00
EF152594	10207	Boc Gases	Gas Supplies	16/09/2022	854.76
EF152595	10221	Bp Australia Pty Ltd	Diesel/Petrol Supplies	16/09/2022	26,558.23
EF152596	10226	Bridgestone Australia Ltd	Tyre Services	16/09/2022	17,756.41
EF152597	10239	Budget Rent A Car - Perth	Motor Vehicle Hire	16/09/2022	1,249.91
EF152598	10246	Bunnings Building Supplies Pty Ltd	Hardware Supplies	16/09/2022	3,846.04
EF152599	10333	Cjd Equipment Pty Ltd	Hardware Supplies	16/09/2022	2,669.77
EF152600	10359	Cockburn Painting Service	Painting Supplies/Services	16/09/2022	12,610.40
EF152601	10368	Cockburn Wetlands Education Centre	Community Grant	16/09/2022	103.00
EF152602	10384	Progility Pty Ltd	Communication Services	16/09/2022	1,910.70
EF152603	10483	Landgate	Mapping/Land Title Searches	16/09/2022	10,967.43
EF152604	10528	Easifleet	Vehicle Lease	16/09/2022	921.52
EF152605	10535	Workpower Incorporated	Employment Services - Planting	16/09/2022	19,773.18
EF152606	10589	Fines Enforcement Registry	Fines Enforcement Fees	16/09/2022	2,106.00
EF152607	10611	Forpark Australia	Playground Equipment	16/09/2022	1,371.70
EF152608	10655	Ghd Pty Ltd	Consultancy Services	16/09/2022	10,450.00
EF152609	10783	Jandakot Metal Industries Pty Ltd	Metal Supplies	16/09/2022	864.60



EF152610	10787	Jandakot Accident Repair Centre	Panel Beating Services	16/09/2022	3,000.00
EF152611	10794	Jason Signmakers	Signs	16/09/2022	2,591.82
EF152612	10879	Les Mills Aerobics	Instruction/Training Services	16/09/2022	1,536.48
EF152613	10888	Lj Caterers	Catering Services	16/09/2022	2,900.43
EF152614	10892	Local Government Professionals Australia Wa	Subscription	16/09/2022	1,070.00
EF152615	10918	Main Roads Wa	Repairs/Maintenance/Funding Contribution	16/09/2022	3,422.86
EF152616	10938	Mrp Pest Management	Pest & Weed Management	16/09/2022	1,045.76
EF152617	10942	Mcgees Property	Property Consultancy Services	16/09/2022	9,350.00
EF152618	10944	Mcleods	Legal Services	16/09/2022	10,683.33
EF152619	10991	Beacon Equipment	Mowing Equipment	16/09/2022	1,421.00
EF152620	11028	Neverfail Springwater Ltd	Bottled Water Supplies	16/09/2022	198.63
EF152621	11032	Noise & Vibration Measurement Systems	Measuring Equipment/Services	16/09/2022	1,056.00
EF152622	11036	Northlake Electrical Pty Ltd	Electrical Services	16/09/2022	98,422.65
EF152623	11244	Research Solutions Pty Ltd	Research Services	16/09/2022	18,143.01
EF152624	11247	Richgro Wa	Gardening Supplies	16/09/2022	327.36
EF152625	11284	The Royal Life Saving Society Wa Inc Pty Ltd	Training Services	16/09/2022	118.50
EF152626	11307	Satellite Security Services Pty Ltd	Security Services	16/09/2022	6,935.94
EF152627	11308	Boss Industrial Formally Sba Supplies	Hardware Supplies	16/09/2022	5,084.78
EF152628	11311	Scitech	Entertainment Services	16/09/2022	450.00
EF152629	11334	Shenton Pumps	Pool Equipment/Services	16/09/2022	14,214.29
EF152630	11387	Bibra Lake Soils	Soil & Limestone Supplies	16/09/2022	1,088.00
EF152631	11425	Resource Recovery Group	Waste Disposal Gate Fees	16/09/2022	1,080.00
EF152632	11469	Sports Turf Technology Pty Ltd	Turf Consultancy Services	16/09/2022	4,317.50
EF152633	11483	St John Ambulance Aust Wa Operations	First Aid Courses	16/09/2022	681.00
EF152634	11557	Technology One Ltd	It Consultancy Services	16/09/2022	970.20
EF152635	11609	Thomson Reuters (Professional) Australia Limited	Software Support/Licence Fees	16/09/2022	29,214.83
EF152636	11625	Nutrien Water	Reticulation Supplies	16/09/2022	9,049.68
EF152637	11699	Vernon Design Group	Architectural Services	16/09/2022	675.00
EF152638	11710	Volunteering Wa	Subscriptions	16/09/2022	330.00
EF152639	11726	Wa Limestone	Limestone Supplies	16/09/2022	5,136.42
EF152640	11787	Department Of Transport	Vehicle Search Fees	16/09/2022	1,053.70
EF152641	11793	Western Irrigation Pty Ltd	Irrigation Services/Supplies	16/09/2022	10,003.08
EF152642	11795	Western Power	Street Lighting Installation & Service	16/09/2022	3,300.00
EF152643	11806	Westrac Pty Ltd	Repairs/Mtnce - Earthmoving Equipment	16/09/2022	2,288.52
EF152644	11841	Yangebup Family Centre Inc	Venue Hire / Grants & Donations	16/09/2022	500.00
EF152645	12153	Hays Personnel Services Pty Ltd	Employment Services	16/09/2022	34,654.94
EF152646	12207	Civica Pty Ltd	Software Support/Licence Fees	16/09/2022	92,400.00
EF152647	12249	Family Day Care Wa	Membership Renewal	16/09/2022	400.00
EF152648	12796	Isentia Pty Ltd	Media Monitoring Services	16/09/2022	1,496.00
EF152649	13150	Western Australian Electoral Commission	Election Expenses	16/09/2022	61,996.63
EF152650	13779	Porter Consulting Engineers	Engineering Consultancy Services	16/09/2022	1,650.00

EF152651	13825	Jackson Mcdonald	Legal Services	16/09/2022	17,453.15
EF152652	14350	Baileys Fertiliser	Fertiliser Supplies	16/09/2022	747.76
EF152653	15271	Ple Computers Pty Ltd	Computer Hardware	16/09/2022	110.00
EF152654	15393	Stratagreen	Hardware Supplies	16/09/2022	1,976.98
EF152655	15588	Natural Area Consulting Management Services	Weed Spraying	16/09/2022	33,660.00
EF152656	15746	Western Australia Police Service	Police Clearances	16/09/2022	204.00
EF152657	15850	Ecoscope Australia Pty Ltd	Environmental Consultancy	16/09/2022	2,860.00
EF152658	16064	Cms Engineering	Airconditioning Services	16/09/2022	7,412.43
EF152659	16107	Wren Oil	Waste Disposal Services	16/09/2022	33.00
EF152660	16396	Mayday Rental	Road Construction Machine Hire	16/09/2022	28,017.00
EF152661	16653	Complete Portables Pty Ltd	Supply & Hire Of Modular Buildings	16/09/2022	990.78
EF152662	16846	Action Glass & Aluminium	Glazing Services	16/09/2022	343.64
EF152663	16985	Wa Premix	Concrete Supplies	16/09/2022	1,222.98
EF152664	17555	Maia Financial	Equipment Lease Payments	16/09/2022	17,618.28
EF152665	17600	Lightforce Asset Pty Ltd (Erections!)	Guard Rails	16/09/2022	16,327.96
EF152666	18126	Dell Australia Pty Ltd	Computer Hardware	16/09/2022	23,297.91
EF152667	18272	Austraclear Limited	Investment Services	16/09/2022	158.93
EF152668	18533	Friends Of The Community Inc.	Donation	16/09/2022	4,800.50
EF152669	18962	Sealanes (1985) P/L	Catering Supplies	16/09/2022	774.14
EF152670	19349	Wrightway Road Training Pty Ltd	Driver Training	16/09/2022	616.00
EF152671	19533	Woolworths Ltd	Groceries	16/09/2022	2,034.77
EF152672	19541	Turf Care Wa Pty Ltd	Turf Services	16/09/2022	22,372.13
EF152673	19776	Josh Byrne & Associates	Environmental Consultant	16/09/2022	539.00
EF152674	20000	Aust West Auto Electrical Pty Ltd	Auto Electrical Services	16/09/2022	24,408.10
EF152675	20146	Data#3 Limited	Contract It Personnel & Software	16/09/2022	833.04
EF152676	20247	Da Christie Pty Ltd	Parks & Recreational Products	16/09/2022	396.00
EF152677	20546	Pacific Biologics Pty Ltd	Insecticides/Pesticides-Mosquito Control	16/09/2022	2,604.80
EF152678	21139	Austraffic Wa Pty Ltd	Traffic Surveys	16/09/2022	4,158.00
EF152679	21291	The Worm Shed	Environmental Education	16/09/2022	2,140.00
EF152680	21294	Cat Haven	Animal Services	16/09/2022	2,827.28
EF152681	21577	Lavan	Legal Services	16/09/2022	85,073.70
EF152682	21627	Manheim Pty Ltd	Impounded Vehicles	16/09/2022	2,338.60
EF152683	21665	Mmj Real Estate (Wa) Pty Ltd	Property Management Services	16/09/2022	25,127.82
EF152684	21744	Jb Hi Fi - Commercial	Electronic Equipment	16/09/2022	4,322.88
EF152685	21747	Unicare Health	Wheelchair Hire	16/09/2022	3,180.00
EF152686	21934	Phoenix Podiatry	Podiatry Services	16/09/2022	85.00
EF152687	21946	Ryan's Quality Meats	Meat Supplies	16/09/2022	1,413.86
EF152688	22106	Intelife Group	Services - Daip	16/09/2022	5,395.08
EF152689	22308	Department Of Primary Industries & Regional Development	Weed Control Services/Lab Analysis	16/09/2022	11,150.50
EF152690	22553	Brownes Food Operations	Catering Supplies	16/09/2022	484.21
EF152691	22658	South East Regional Centre For Urban Landcare Inc (Sercul)	Urban Landcare Services	16/09/2022	8,752.97

EF152692	22752	Elgas Limited	Gas Supplies	16/09/2022	313.40
EF152693	22806	Chevron Australia Downstream Fuels Pty Ltd	Fuel Supplies	16/09/2022	88,389.07
EF152694	22913	Opal Australian Paper	Envelopes	16/09/2022	552.96
EF152695	22969	National Local Government Customer Service Network Inc	Benchmarking	16/09/2022	533.50
EF152696	23351	Cockburn Gp Super Clinic Limited T/A Cockburn Integrated Health	Leasing Fees	16/09/2022	1,113.29
EF152697	23457	Totally Workwear Fremantle	Clothing - Uniforms	16/09/2022	2,779.93
EF152698	23550	Henricks Consulting Pty Ltd	Consultancy Services - Human Resources	16/09/2022	2,299.00
EF152699	23685	Astro Synthetic Turf Pty Ltd	Site Inspections	16/09/2022	4,400.00
EF152700	24643	Bibliotheca Rfid Library Systems Australia Pty Ltd	Purchase Of Library Tags	16/09/2022	1,822.25
EF152701	24655	Automasters Spearwood	Vehicle Servicing	16/09/2022	1,387.20
EF152702	24736	Zenien	Cctv Camera Licences	16/09/2022	18,151.20
EF152703	24978	Ambius	Plants Supplies	16/09/2022	58.96
EF152704	25002	Brain Ambulance Pty Ltd	Education Services	16/09/2022	2,197.80
EF152705	25128	Horizon West Landscape & Irrigation Pty Ltd	Landscaping Services	16/09/2022	37,538.90
EF152706	25201	Jtagz Pty Ltd	Wriststraps	16/09/2022	1,262.80
EF152707	25264	Acurix Networks Pty Ltd	Wifi Access Service	16/09/2022	9,990.20
EF152708	25418	Cs Legal	Legal Services	16/09/2022	400.81
EF152709	25586	Envirovap Pty Ltd	Hire Of Leachate Units	16/09/2022	7,865.00
EF152710	25644	Dymocks Garden City	Purchase Of Books	16/09/2022	4,260.00
EF152711	25645	Yelakitj Moort Nyungar Association Inc	Welcome To The Country Performances	16/09/2022	400.00
EF152712	25736	Blue Tang (Wa) Pty Ltd T/As Emerge Associates (The Trustee For The Reef Unit Trust) Emerge Associates	Consultancy Services	16/09/2022	1,320.00
EF152713	25813	Lg Connect Pty Ltd	Erp Systems Development	16/09/2022	1,516.42
EF152714	25822	Fit2work.Com.Au Mercury Search And Selection Pty Ltd	Employee Check	16/09/2022	76.78
EF152715	25940	Leaf Bean Machine	Coffee Bean Supply	16/09/2022	1,760.00
EF152716	26114	Grace Records Management	Records Management Services	16/09/2022	1,343.40
EF152717	26121	Cockburn Community Men's Shed Inc	Fabrication Services	16/09/2022	200.00
EF152718	26195	Play Check	Consulting Services	16/09/2022	37,290.00
EF152719	26211	Amcom Pty Ltd	Internet/Data Services	16/09/2022	5,771.02
EF152720	26257	Paperbark Technologies Pty Ltd	Arboricultural Consultancy Services	16/09/2022	15,725.00
EF152721	26303	Gecko Contracting Turf & Landscape Maintenance	Turf & Landscape Maintenance	16/09/2022	385,027.25
EF152722	26314	Cpe Group	Temporary Employment Services	16/09/2022	5,158.41
EF152723	26329	Safety Signs Service Pty Ltd	Safety Signs	16/09/2022	213.29
EF152724	26403	Ches Power Group Pty Ltd	Engineering Solutions / Back Up Generato	16/09/2022	1,209.50
EF152725	26419	Equifax Australasia Credit Ratings Pty Ltd	Credit Reference Checks	16/09/2022	3,019.50
EF152726	26449	Eco Shark Barrier Pty Ltd	Leasing Fee For Shark Barrier	16/09/2022	22,250.00
EF152727	26470	Scp Conservation	Fencing Services	16/09/2022	7,656.00
EF152728	26549	Sharon Gregory (Koort-Kadak Consultancy)	Consultancy Services	16/09/2022	400.00
EF152729	26606	Enviro Infrastructure Pty Ltd	Construction & Fabrication	16/09/2022	38,400.27
EF152730	26614	Marketforce Pty Ltd	Advertising	16/09/2022	4,060.55

EF152731	26626	Senversa Pty Ltd	Environmental Auditing	16/09/2022	2,310.57
EF152732	26637	Sylex Ergonomics	Office Furniture	16/09/2022	438.90
EF152733	26644	Fire Protection Association Australia	Fire Services Training	16/09/2022	6,600.00
EF152734	26677	Australia And New Zealand Recycling Platform Limited	Not- For-Profit Member Services Body	16/09/2022	1,791.99
EF152735	26709	Talis Consultants Pty Ltd	Waste Consultancy	16/09/2022	7,910.30
EF152736	26735	Shane McMaster Surveys	Survey Services	16/09/2022	14,190.00
EF152737	26739	Kerb Doctor	Kerb Maintenance	16/09/2022	15,669.15
EF152738	26778	Robert Walters	Recruitment Services	16/09/2022	6,819.15
EF152739	26782	Soft Landing	Recycling Services	16/09/2022	20,243.33
EF152740	26800	The Goods	Retail	16/09/2022	328.90
EF152741	26832	Cooling Brothers Glazing	Glazing Services	16/09/2022	10,417.00
EF152742	26843	Ergolink	Ergonomic Office Furniture	16/09/2022	683.75
EF152743	26901	Alyka Pty Ltd	Digital Consultancy And Web Development	16/09/2022	3,410.00
EF152744	26917	Cirrus Networks Pty Ltd	IT Network & Telephony Services	16/09/2022	14,383.71
EF152745	26929	Elan Energy Matrix Pty Ltd	Recycling Services	16/09/2022	1,462.78
EF152746	26946	Av Truck Services Pty Ltd	Truck Dealership	16/09/2022	3,169.67
EF152747	26950	Walcon Marine Australasia Pty Ltd	Marine Services	16/09/2022	1,137.40
EF152748	26964	South Metropolitan Tafe	Education	16/09/2022	434.08
EF152749	26982	Plantrite	Plants	16/09/2022	639.76
EF152750	26983	Hitech Sports Pty Ltd	Sporting Equipment	16/09/2022	16,839.90
EF152751	26985	Access Icon Pty Ltd	Drainage Products	16/09/2022	5,060.05
EF152752	26986	Ahal Consulting	Consultancy	16/09/2022	5,236.00
EF152753	27006	Bibra Lake Iga Xpress	Liquor Supplies	16/09/2022	767.84
EF152754	27011	Baileys Marine Fuel Australia	Fuel	16/09/2022	1,194.20
EF152755	27028	Technogym Australia Pty Ltd	Fitness Equipment	16/09/2022	1,739.38
EF152756	27031	Downer Edi Works Pty Ltd	Asphalt Services	16/09/2022	55,836.84
EF152757	27034	Adelby Pty Ltd	Firebreak Construction	16/09/2022	2,090.00
EF152758	27046	Tfh Hire Services Pty Ltd	Hire Fencing	16/09/2022	791.17
EF152759	27054	Vocus Pty Ltd	Telecommunications	16/09/2022	1,392.35
EF152760	27065	Westbooks	Books	16/09/2022	2,159.37
EF152761	27082	Kulbardi Pty Ltd	Stationery Supplies	16/09/2022	525.58
EF152762	27085	Savills Project Management Pty Ltd	Project Management	16/09/2022	2,283.60
EF152763	27098	Q2 (Q-Squared)	Digital Data Service	16/09/2022	5,170.00
EF152764	27130	Motio Play Pty Ltd	Digital Marketing & Software Service Pro	16/09/2022	1,419.64
EF152765	27154	Suez Recycling & Recovery Pty Ltd	Waste Services	16/09/2022	64,669.13
EF152766	27168	Nightlife Music Pty Ltd	Music Management	16/09/2022	465.53
EF152767	27189	Healthstrong Pty Ltd	Home Care	16/09/2022	165.00
EF152768	27205	Cameron Chisholm Nicol	Architectural Services	16/09/2022	687.50
EF152769	27210	Urban Design Lab	Landscape Design	16/09/2022	480.00
EF152770	27241	Landscape Elements	Landscaping Services	16/09/2022	45,952.72
EF152771	27260	Equal Disability Consultants	Consultancy - Disability	16/09/2022	5,082.00

EF152772	27269	Payrix Australia	Payment Processing	16/09/2022	12,841.47
EF152773	27334	Westcare Print	Printing Services	16/09/2022	1,371.70
EF152774	27361	Christal Clear Training	Training	16/09/2022	585.00
EF152775	27374	Southern Cross Cleaning	Commercial Cleaning	16/09/2022	12,876.19
EF152776	27396	Ankeet Mehta Spearwood Newspaper Round Delivery	Newspaper Delivery	16/09/2022	19.98
EF152777	27401	Emprise Mobility	Mobility Equipment	16/09/2022	5,767.00
EF152778	27406	Straker Pty Ltd	Translation Services	16/09/2022	833.94
EF152779	27422	Little Hawk Freo	Catering	16/09/2022	53.80
EF152780	27423	Mechanical Project Services Pty Ltd	Airconditioning Services	16/09/2022	106.48
EF152781	27427	Home Chef	Cooking/Food Services	16/09/2022	1,175.40
EF152782	27437	Pb Reticulation & Maintenance Services Pty Ltd	Irrigation Services	16/09/2022	558.80
EF152783	27448	Selectro Services Pty Ltd	Electrical	16/09/2022	1,012.00
EF152784	27450	Aaa Production Services	Hire Pa/Satge Systems	16/09/2022	1,443.46
EF152785	27455	Site Protective Services	Cctv Parts	16/09/2022	119,954.78
EF152786	27482	Billi Australia Pty Ltd	Water Filter Taps	16/09/2022	661.02
EF152787	27499	Hodge Collard Preston Architects	Architects	16/09/2022	4,314.75
EF152788	27505	Dec The Malls Pty Ltd	Dispaly Equipment	16/09/2022	7,150.00
EF152789	27507	Serco Facilities Management Pty Ltd	Cleaning Services	16/09/2022	55,384.31
EF152790	27518	Kyocera Document Solutions Australia Pty Ltd	Photocopying Machines	16/09/2022	3,830.61
EF152791	27519	Euphorium Creative	Events Management	16/09/2022	10,725.00
EF152792	27523	Robert Lawrence Toohey	High Pressure Cleaning	16/09/2022	2,791.00
EF152793	27524	David Wills And Associates	Engineering Services	16/09/2022	2,640.00
EF152794	27539	Jasmin Carpentry & Maintenance	Carpentry	16/09/2022	786.50
EF152795	27546	Bpa Engineering	Consultancy - Engineering	16/09/2022	1,364.00
EF152796	27566	Thuroona Services	Asbestos Removal	16/09/2022	5,676.00
EF152797	27575	Shred X Secure Destruction	Document Destruction	16/09/2022	73.07
EF152798	27579	Soco Studios	Photography Services	16/09/2022	594.00
EF152799	27587	New Ground Water Services Pty Ltd	Irrigation/Reticulation	16/09/2022	3,300.00
EF152800	27592	Hey Jay Fix It!! Home Maintenance Service	Home Maintenance	16/09/2022	80.00
EF152801	27611	Cgc Dredging	Civil Engineering - Dredging	16/09/2022	165,497.31
EF152802	27617	Atturra Business Applications	Consultancy - It	16/09/2022	7,837.50
EF152803	27622	Truegrade Medical Supplies	Medical Supplies	16/09/2022	2,090.15
EF152804	27631	Aquatic Services Wa Pty Ltd	Pool Equipment & Maintenance	16/09/2022	18,958.50
EF152805	27635	Mammoth Security	Security	16/09/2022	46.00
EF152806	27650	Datacom Systems (Au) Pty Ltd	It Sales, Consulting & Service	16/09/2022	40.65
EF152807	27657	Positive Balance Massage	Massage Therapy	16/09/2022	500.00
EF152808	27675	Wgawa Pty Ltd	Consultancy Engineering	16/09/2022	10,879.00
EF152809	27676	Blue Force Pty Ltd	Security Services	16/09/2022	2,925.00
EF152810	27684	Jani Murphy Pty Ltd	Training	16/09/2022	3,260.40
EF152811	27695	Qtm Pty Ltd	Traffic Management	16/09/2022	38,356.85
EF152812	27717	Moore Stephens (Wa) Pty Ltd	Accounting Services	16/09/2022	14,300.00

EF152813	27741	Betty Lola	Catering - Bakery Products	16/09/2022	600.00
EF152814	27797	City Lift Services Pty Ltd	Lift Maintenance	16/09/2022	1,364.00
EF152815	27825	Wespray On Paving	Concrete Works	16/09/2022	780.12
EF152816	27827	Abc Containers	Sea Containers	16/09/2022	734.25
EF152817	27829	Smec Australia Pty Ltd	Consultancy - Engineering	16/09/2022	10,684.96
EF152818	27850	Dowsing Group Pty Ltd	Concreting Services	16/09/2022	172,581.45
EF152819	27855	Total Landscape Redevelopment Service Pty Ltd	Tree Watering	16/09/2022	5,467.00
EF152820	27865	Pritchard Francis Consulting Pty Ltd	Engineering Services	16/09/2022	4,304.85
EF152821	27894	Homecare Physiotherapy	Healthcare	16/09/2022	10,842.93
EF152822	27896	Rmc Rail Services Pty Ltd	Rail Traffic Management	16/09/2022	899.89
EF152823	27917	Go Doors Advanced Automation	Door Maintenance & Repair	16/09/2022	8,086.70
EF152824	27953	Truckline	Spare Parts, Truck/Trailer	16/09/2022	328.00
EF152825	27955	Delta Echo Pty Ltd	Consultancy Economic	16/09/2022	5,245.08
EF152826	27965	Stantec Australia Pty Ltd	Engineering Services	16/09/2022	15,950.00
EF152827	27986	Daily Living Products	Mobility Equip	16/09/2022	188.00
EF152828	28002	Little Aussie Directories	Advertising	16/09/2022	1,265.00
EF152829	28003	Taylor Made Design	Graphic Design	16/09/2022	880.00
EF152830	28013	Rps Aap Consulting Pty Ltd	Project Management	16/09/2022	7,630.59
EF152831	28026	The Gate Bar & Bistro	Hospitality	16/09/2022	1,750.00
EF152832	28031	Brandon's Shredding Boxes	Recycling	16/09/2022	45.00
EF152833	28049	Copy Magic	Printing Services	16/09/2022	2,898.50
EF152834	28058	Sage Consulting Engineers Pty Ltd	Consultancy - Engineering	16/09/2022	1,056.00
EF152835	28078	Crayon Australia Pty Ltd	Licensing	16/09/2022	9.70
EF152836	28080	Yacht Grot 1985 Pty Ltd	Marine	16/09/2022	266.09
EF152837	28082	For Blue Pty Ltd	Consultancy - Economic	16/09/2022	3,025.00
EF152838	28115	Survitec	Safety And Survival Equipment	16/09/2022	295.48
EF152839	28130	Geoffrey London Architectural Consultant	Architectural Consultant	16/09/2022	1,855.00
EF152840	28159	Intelligent Rfid Solutions	Rfid Software	16/09/2022	3,718.00
EF152841	28168	Sifting Sands	Sand Cleaning	16/09/2022	8,164.20
EF152842	28181	Seaview Rentals	Aquarium Servicing	16/09/2022	85.00
EF152843	28184	Spearwood Veterinary Hospital	Veterinary Hospital	16/09/2022	105.00
EF152844	28189	Mercury Messengers Pty Ltd	Courier Service	16/09/2022	2,465.42
EF152845	28191	Enviro Sweep	Sweeping Services	16/09/2022	836.00
EF152846	28196	Brightmark Group Pty Ltd	Cleaning Services	16/09/2022	7,818.95
EF152847	28197	Lite N Easy Pty Ltd	Food Supplies	16/09/2022	1,381.72
EF152848	28201	Select Fresh	Food Supplies	16/09/2022	415.98
EF152849	28215	Complete Office Supplies Pty Ltd	Stationery	16/09/2022	1,415.67
EF152850	28218	Laminar Capital Pty Ltd	Financial Services	16/09/2022	1,595.00
EF152851	28220	Comcare Foodservice Repairs	Catering Equipment Repairs	16/09/2022	379.50
EF152852	28222	Tcn Group Pty Ltd	Gift Vouchers	16/09/2022	2,327.22
EF152853	28228	Delta Roofing Pty Ltd	Roofing Services	16/09/2022	1,078.00



EF152854	28231	Typeset Pty Ltd	Editorial And Business Communications Se	16/09/2022	1,089.00
EF152855	28233	Western Maze Wa Pty Ltd	Waste Collection Services	16/09/2022	46,546.50
EF152856	28241	Swift Flow Pty Ltd	Plumbing	16/09/2022	34,313.44
EF152857	28246	Hendercare	Nursing Services	16/09/2022	1,708.51
EF152858	28247	Fremantle City Centre Podiatry	Consultancy - Heritage	16/09/2022	80.30
EF152859	28258	Garden Care West	Gardening Services	16/09/2022	1,746.25
EF152860	28261	Hazed Services Pty Ltd	Safety - Roof	16/09/2022	2,112.00
EF152861	28264	Garden Organics	Organics Processing	16/09/2022	935.09
EF152862	28265	Tree Care Wa	Vegetation Maintenance Services	16/09/2022	55,415.78
EF152863	28270	Volunteer Home Support	Aged Care	16/09/2022	129.80
EF152864	28273	Ae Hoskins Building Services	Construction Services	16/09/2022	97,152.53
EF152865	28277	Gesha Coffee Co	Coffee Supplies	16/09/2022	940.00
EF152866	28282	Birds Eye Media	Media	16/09/2022	6,839.80
EF152867	28283	Mills Recruitment	Recruitment Services	16/09/2022	4,116.42
EF152868	28285	Port Catherine Developments Pty Ltd	Land Developer	16/09/2022	23.66
EF152869	28289	Grafton General Products	Mobility Equipment	16/09/2022	688.60
EF152870	28292	Emerg Solutions Pty. Ltd.	Emergency Management	16/09/2022	300.00
EF152871	28297	Techbrain	It Consultancy	16/09/2022	1,764.40
EF152872	28301	Bondin All Metals	Marine Welding, Fabrication	16/09/2022	2,160.00
EF152873	28302	Ohura Group Pty Ltd	Industrial Relations Consulting	16/09/2022	6,510.00
EF152874	28303	Miracle Recreation Equipment	Playground Equipment	16/09/2022	3,817.00
EF152875	28312	Catch Music Inc	Music Lessons	16/09/2022	480.00
EF152876	28320	Hammond Woodhouse Advisory	Management Counselling	16/09/2022	13,750.00
EF152877	28322	Youtour Pty Ltd	Video Productions	16/09/2022	31,175.10
EF152878	28325	Squiz Australia Pty Ltd	Search Engine Optimisation	16/09/2022	2,750.00
EF152879	28326	Du Clene Pty Ltd	Cleaning Services	16/09/2022	4,457.30
EF152880	28328	Allcolour Holdings Pty Ltd	Patio/Pergola Installs	16/09/2022	5,790.00
EF152881	28336	Holonic Pty Ltd	Consulting - Enviro	16/09/2022	4,180.00
EF152882	28350	Amanda Hart	Artist	16/09/2022	9,000.00
EF152883	28354	Sauna And Steam Wa	Carpentry Services	16/09/2022	2,765.35
EF152884	28361	Indoor Gardens Pty Ltd	Hiring Indoor Plants	16/09/2022	1,162.48
EF152885	28365	Healthcraft Pty Ltd	Furniture	16/09/2022	19,591.74
EF152886	28371	Flexi Staff	Employment Services	16/09/2022	33,024.77
EF152887	28373	Bos Civil	Civil Construction & Landscaping	16/09/2022	510,621.33
EF152888	28386	Practical Products Pty Ltd	Catering Equipment	16/09/2022	2,728.00
EF152889	28388	Professional Search Group Pty Ltd	Recruitment Services	16/09/2022	6,434.44
EF152890	28389	Kinn & Co Pty Ltd	Marketing & Events Management	16/09/2022	5,715.60
EF152891	28390	Logo Appointments	Employment Services	16/09/2022	12,336.72
EF152892	28395	Voice Project	Consultancy - Hr	16/09/2022	21,829.50
EF152893	28396	Industrial Decontamination Services Pty Ltd	Decontamination Services	16/09/2022	231.43
EF152894	28398	Museumly	conservation and restoration services	16/09/2022	2,475.00

EF152895	10047	Alinta Energy	Natural Gas & Electricity Supply	16/09/2022	36,389.70
EF152896	11794	Synergy	Electricity Usage/Supplies	16/09/2022	385,651.73
EF152897	12025	Telstra Corporation	Communications Services	16/09/2022	214.07
EF152898	99996	Cecilia Coelho	Rates And Property Related Refunds	16/09/2022	887.00
EF152899	99996	Rahw Weldermariam	Rates And Property Related Refunds	16/09/2022	147.00
EF152900	99996	Andantino Pty Ltd T/As Outdoor World	Rates And Property Related Refunds	16/09/2022	147.00
EF152901	99996	101 Residential Pty Ltd	Rates And Property Related Refunds	16/09/2022	992.00
EF152902	99996	Rates And Property Related Eft Refunds (Not Bonds)	Rates And Property Related Refunds	16/09/2022	474.84
EF152903	99996	Fabian D`Mello	Rates And Property Related Refunds	16/09/2022	51.43
EF152904	99996	George Batey	Rates And Property Related Refunds	16/09/2022	401.87
EF152905	99996	Kylie Melzer	Rates And Property Related Refunds	16/09/2022	1,969.03
EF152906	99996	Mike Poels	Rates And Property Related Refunds	16/09/2022	74.38
EF152907	99996	Amanda J Huxtable	Rates And Property Related Refunds	16/09/2022	781.34
EF152908	99996	Joanne Margaret Bruce	Rates And Property Related Refunds	16/09/2022	550.00
EF152909	99996	Xavier G Clarke	Rates And Property Related Refunds	16/09/2022	1,650.06
EF152910	99996	Perry Kasper	Rates And Property Related Refunds	16/09/2022	1,658.49
EF152911	99996	Xavier Teague	Rates And Property Related Refunds	16/09/2022	1,641.63
EF152912	99996	Claudia Mangan	Rates And Property Related Refunds	16/09/2022	47.63
EF152913	99996	Christine Cuff	Rates And Property Related Refunds	16/09/2022	380.48
EF152914	99996	Lisa Bourke	Rates And Property Related Refunds	16/09/2022	93.81
EF152915	99996	Steven J Harmsen	Rates And Property Related Refunds	16/09/2022	1,886.98
EF152916	99996	Yet Chee Wong	Rates And Property Related Refunds	16/09/2022	974.86
EF152917	99996	Gusto Realty Tryst Account	Rates And Property Related Refunds	16/09/2022	448.70
EF152918	99996	Gillian A King	Rates And Property Related Refunds	16/09/2022	1,671.14
EF152919	99996	Suzanne Ashard	Rates And Property Related Refunds	16/09/2022	2,079.56
EF152920	99996	Gusto Realty Trust Account	Rates And Property Related Refunds	16/09/2022	461.77
EF152921	99996	Anirban Choudhury	Rates And Property Related Refunds	16/09/2022	67.48
EF152922	99996	Ahmed Barifcani	Rates And Property Related Refunds	16/09/2022	2,184.81
EF152923	99996	Anirban Choudhury	Rates And Property Related Refunds	16/09/2022	74.16
EF152924	99996	Kitack Sung	Rates And Property Related Refunds	16/09/2022	38.35
EF152925	99996	John O'Neil & Son Pty Ltd	Rates And Property Related Refunds	16/09/2022	754.97
EF152926	99996	Peak Central Trust Account	Rates And Property Related Refunds	16/09/2022	503.97
EF152927	99996	Irma Rosa Hinojosa Nima	Rates And Property Related Refunds	16/09/2022	418.85
EF152928	99996	Janet Harrison	Rates And Property Related Refunds	16/09/2022	133.53
EF152929	99996	Michael Giancola & Antoinette Giancola	Rates And Property Related Refunds	16/09/2022	2,585.13
EF152930	99996	Phillip Watson	Rates And Property Related Refunds	16/09/2022	1,804.95
EF152931	99996	Caroline De Albuquerque	Rates And Property Related Refunds	16/09/2022	163.33
EF152932	99996	Harpreet Singh And Sarbjit Kaur	Rates And Property Related Refunds	16/09/2022	813.38
EF152933	99996	Daniel Collins	Rates And Property Related Refunds	16/09/2022	205.92
EF152934	99996	Sonja Naude	Rates And Property Related Refunds	16/09/2022	199.09
EF152935	99996	Sheena Hardy	Rates And Property Related Refunds	16/09/2022	147.04

EF152936	99996	Housing Choices Western Australia Ltd	Rates And Property Related Refunds	16/09/2022	7,000.00
EF152937	99996	Gusto Realty Trust Account	Rates And Property Related Refunds	16/09/2022	510.84
EF152938	99996	George Weston Foods	Rates And Property Related Refunds	16/09/2022	2,784.14
EF152939	99996	Anubhav Jain	Rates And Property Related Refunds	16/09/2022	90.10
EF152940	99996	Southern Cross Care (Wa) Inc	Rates And Property Related Refunds	16/09/2022	207.45
EF152941	99996	Helen Misekl	Rates And Property Related Refunds	16/09/2022	90.86
EF152942	99996	Judith Montalbo	Rates And Property Related Refunds	16/09/2022	201.25
EF152943	99996	Abigail D'Souza	Rates And Property Related Refunds	16/09/2022	81.68
EF152944	99996	Kartikkumar Patel	Rates And Property Related Refunds	16/09/2022	58.82
EF152945	99996	Paige Allert	Rates And Property Related Refunds	16/09/2022	154.58
EF152946	99996	Yangebup Family Centre Inc	Rates And Property Related Refunds	16/09/2022	1,956.33
EF152947	99996	Wanneroo Patios	Rates And Property Related Refunds	16/09/2022	147.00
EF152948	99996	Renae Dalton	Rates And Property Related Refunds	16/09/2022	83.01
EF152949	23250	Department Of Planning, Lands & Heritage	Dap Applications & Dap Fees	16/09/2022	249.00
EF152950	88888	Aigle Royal Developments	Bond Refund	16/09/2022	42,034.74
EF152951	88888	Jason Abreu Bond Refund	Bond Refund	16/09/2022	500.00
EF152952	88888	Kim S Tan	Bond Refund	16/09/2022	3,737.50
EF152953	99997	Maria Ciccarone	Senior Security Subsidy Scheme	16/09/2022	300.00
EF152954	99997	Diane Vittali	Booking Refund Reference Br2489	16/09/2022	165.00
EF152955	99997	D Parker Orange Everyday	Booking Refund Reference Br2409	16/09/2022	60.00
EF152956	99997	Peggy Khinsoe	Overcharged Fees	16/09/2022	29.00
EF152957	99997	Glaucia Sprenger	Nappy & Sanitary Rebate - G Sprenger	16/09/2022	50.00
EF152958	99997	Bridget Lynch	Nappy & Sanitary Rebate - B Lynch	16/09/2022	50.00
EF152959	99997	Laurie Smith	Nappy & Sanitary Rebate - L Smith	16/09/2022	50.00
EF152960	99997	Anton Wieland	2022/23 Individual Sponsorship Grant	16/09/2022	650.00
EF152961	99997	Susan Elinor Bendall	Bird Bath Rebate - S Bendall	16/09/2022	26.40
EF152962	99997	Beeliar Primary School	Donation For School	16/09/2022	580.00
EF152963	99997	Chatterbox Public Speaking	Invoice 300	16/09/2022	5,720.00
EF152964	99997	Newton Primary School	6M3 Sand Donation	16/09/2022	620.00
EF152965	99997	Rafeena Boyle	Turtle Tracker Morning Tea	16/09/2022	61.98
EF152966	99997	Mr Cm And Mrs Bm Koehler	Working With Children Check	16/09/2022	87.00
EF152967	99997	Lucy Gregg	Working With Children Check	16/09/2022	87.00
EF152968	99997	Holden Sheppard	Invoice 22111	16/09/2022	305.00
EF152969	99997	Paul Jones	Crossover Claim - P Jones	16/09/2022	300.00
EF152970	99997	Coolbellup Amateur Football Club John Ra	Seg-202216	16/09/2022	1,000.00
EF152971	99997	A Peck And A Warne	Reimbursement Relating To Rehabilitating	16/09/2022	31.96
EF152972	99997	Katerina Rowe	Nappy & Sanitary Rebate - K Rowe	16/09/2022	40.28
EF152973	99997	Sarah Baty	Nappy And Sanitary Product Rebate	16/09/2022	37.50
EF152974	99997	Australian Association For Environmental	2 Year Partnership - Little Green Steps	16/09/2022	34,726.01
EF152975	99997	Jaye Snowden	Resource Code Cos001	16/09/2022	100.00
EF152976	99997	Ashish Pillai	Cancelled Booking For Jandakot Hall	16/09/2022	225.00

EF152977	99997	Mr Neville Dunn	Port Coogee Marina - D107 Electricity Re	16/09/2022	169.51
EF152978	99997	Deborah August	Nappy And Sanitary Product Rebate	16/09/2022	50.00
EF152979	99997	Melanie & Michael Carey	Nappy And Sanitary Product Rebate	16/09/2022	35.00
EF152980	99997	Tazra Hawkins	Nappy And Sanitary Product Rebate	16/09/2022	50.00
EF152981	99997	Holly Crofts	Nappy And Sanitary Product Rebate	16/09/2022	50.00
EF152982	99997	K Lyndon	Nappy And Sanitary Product Rebate	16/09/2022	50.00
EF152983	99997	Natalie M Di Lello	Nappy And Sanitary Product Rebate	16/09/2022	49.95
EF152984	99997	Barbara Vincent	Nappy And Sanitary Product Rebate	16/09/2022	50.00
EF152985	99997	Maria Harben	Nappy & Sanitary Rebate - M Harben	16/09/2022	50.00
EF152986	99997	Coc Grants, Donations & Refunds	Grants, Donations & Refunds	16/09/2022	44.00
EF152987	99997	Olivia Hawkes	Nappy & Sanitary Rebate - O Hawkes	16/09/2022	50.00
EF152988	99997	Elena Fucentese	Nappy & Sanitary Rebate - E Fucentese	16/09/2022	50.00
EF152989	99997	Susan Lavalette	Nappy & Sanitary Rebate - S Lavalette	16/09/2022	50.00
EF152990	99997	Katrina Forrest	Nappy & Sanitary Rebate - K Forrest	16/09/2022	45.48
EF152991	99997	Katharine Mead	Nappy & Sanitary Rebate - K Mead	16/09/2022	50.00
EF152992	99997	Zoe Crowest	Nappy & Sanitary Rebate - Z Crowest	16/09/2022	48.00
EF152993	99997	Cecile Lucas	Nappy & Sanitary Rebate - C Lucas	16/09/2022	50.00
EF152994	99997	Lorna Wilson	Nappy & Sanitary Rebate - L Wilson	16/09/2022	50.00
EF152995	99997	Alyssa Over	Nappy & Sanitary Rebate - A Over	16/09/2022	50.00
EF152996	99997	Sally Piotrowski	Nappy & Sanitary Rebate - S Piotrowski	16/09/2022	50.00
EF152997	99997	Erin Ring	Compost Bin Rebate - E Ring	16/09/2022	49.00
EF152998	99997	Kathryn Riley	Nappy & Sanitary Rebate - K Riley	16/09/2022	29.99
EF152999	99997	A J Carboni	Compost Bin Rebate - A J Carboni	16/09/2022	49.98
EF153000	99997	Kristi-Lee Lowe	Nappy And Sanitary Rebate- Kristi-Lee Lo	16/09/2022	50.00
EF153001	99997	Miss K P Evans	Nappy And Sanitary Rebate Miss K P Evans	16/09/2022	29.99
EF153002	99997	Tanya Wylie	Nappy And Sanitary Product Rebate	16/09/2022	37.50
EF153003	99997	Chelsea Xie Wei Xie	Nappy And Sanitary Product Rebate	16/09/2022	42.00
EF153004	99997	Westpeak Engineering Pty	Coastal Engineering Services	16/09/2022	2,644.95
EF153005	99997	Altus Planning Pty Ltd	Invoice Ap2920	16/09/2022	2,475.00
EF153006	99997	Remondis Australia Pty Ltd	Invoice 1464634	16/09/2022	5,364.81
EF153007	99997	Remondis Australia Pty Ltd	Invoice 1484937	16/09/2022	713.79
EF153008	99997	Luyando Snare	Cockburn Youth Fund To Buy Ping Pong Tab	16/09/2022	400.00
EF153009	99997	Cockburn Masters Swimming Club	Small Events Sponsorship	16/09/2022	3,000.00
EF153010	99997	Rossmoyne Shs	School No Longer Requires Second Day Boo	16/09/2022	181.25
EF153011	99997	Kelli Gordon	Pen Licence Refund J230	16/09/2022	840.00
EF153012	99997	Charleen Lukasik	Incorrectly Charged	16/09/2022	35.00
EF153013	99997	Rohimal Weddikkara	Bird Bath Rebate	16/09/2022	27.60
EF153014	99997	Christina And Peter Camacho	Bird Bath Rebate	16/09/2022	50.00
EF153015	99997	A Peck And A Warne	Fuel Reimbursement For Leased Vehicle	16/09/2022	131.60
EF153016	99997	South Coogee Vol Bushfire Brigade	Grants, Donations & Refunds	16/09/2022	663.23

EF153017	99997	Arjun Raj Sharma	Work Ppe Shoes	16/09/2022	169.95
EF153018	99997	John K Trimble	Waterwise Verge Rebate - J Trimble	16/09/2022	196.30
EF153019	99997	Barry Geldart	Senior Security Subsidy Scheme	16/09/2022	100.00
EF153020	99997	Loredanna Poletti	Senior Security Subsidy Scheme	16/09/2022	80.00
EF153021	99997	Maureen Jeanette Healy	Senior Security Subsidy Scheme	16/09/2022	300.00
EF153022	99997	Stephen Taylor	Senior Security Subsidy Scheme	16/09/2022	100.00
EF153023	99997	Kj We Jeffrey	Senior Security Subsidy Scheme	16/09/2022	100.00
EF153024	99997	Mrs Sarah A Wybrott	Senior Security Subsidy Scheme	16/09/2022	200.00
EF153025	99997	Wayne Deller	Senior Security Subsidy Scheme	16/09/2022	200.00
EF153026	99997	Jacquelyn Benden	Senior Security Subsidy Scheme	16/09/2022	200.00
EF153027	99997	Le & Lm Morzenti	Senior Security Subsidy Scheme	16/09/2022	300.00
EF153028	99997	Raymond & Coralie Spark	Senior Security Subsidy Scheme	16/09/2022	100.00
EF153029	99997	Julie Helen Forrester	Senior Security Subsidy Scheme	16/09/2022	100.00
EF153030	99997	Ivica Perica	Senior Security Subsidy Scheme	16/09/2022	200.00
EF153031	99997	Kr & Ca Reynolds	Senior Security Subsidy Scheme	16/09/2022	100.00
EF153032	99997	D & S Comrie	Senior Security Subsidy Scheme	16/09/2022	100.00
EF153033	99997	William T & Dianne W Newbold	Senior Security Subsidy Scheme	16/09/2022	200.00
EF153034	99997	Frank Bruijnzeel	Senior Security Subsidy Scheme	16/09/2022	200.00
EF153035	99997	Pw Harrower	Senior Security Subsidy Scheme	16/09/2022	200.00
EF153036	99997	Paul Mccaw	Senior Security Subsidy Scheme	16/09/2022	200.00
EF153037	99997	Amy M Hayes	Nappy And Sanitary Product Rebate	16/09/2022	50.00
EF153038	99997	Shenae Gaudet	Nappy And Sanitary - Shenae Gaudet	16/09/2022	48.00
EF153039	99997	Bhavna Jagtiani	Nappy And Sanitary Rebate - Bhavna Jagti	16/09/2022	50.00
EF153040	99997	Coc Grants, Donations & Refunds	Grants, Donations & Refunds	16/09/2022	43.00
EF153041	99997	Alcina Meaden-Cox	Nappy And Sanitary Rebate	16/09/2022	50.00
EF153042	99997	Justyna Garland	Nappy And Sanitary Rebate	16/09/2022	50.00
EF153043	99997	Ms J L Gallagher	Nappy And Sanitary Rebate	16/09/2022	45.00
EF153044	99997	Nina Kleinbreuer	Nappy And Sanitary Rebate	16/09/2022	50.00
EF153045	99997	Jennifer Seaman	Nappy And Sanitary Product Rebate	16/09/2022	50.00
EF153046	99997	Marie Piu	Nappy And Sanitary Product Rebate	16/09/2022	48.00
EF153047	99997	Miss Rachel Eaton	Nappy And Sanitary Product Rebate	16/09/2022	31.25
EF153048	99997	Nenad And Vesna Milanovic	Employee Reimbursement - Children Check	16/09/2022	87.00
EF153049	99997	Yangebup Primary School	Sand Reimbursement	16/09/2022	1,188.00
EF153050	11758	Water Corp Utility Account Only - Please Refer To 11760 When Raising Po	Water Usage / Sundry Charges	16/09/2022	14,882.52
EF153051	11760	Water Corporation	Sewer Easement	16/09/2022	359.49
EF153052	10152	Aust Services Union	Payroll Deductions	19/09/2022	784.90
EF153053	10154	Australian Taxation Office	Payroll Deductions	19/09/2022	486,651.00
EF153054	10305	Child Support Agency	Payroll Deductions	19/09/2022	586.52
EF153055	11001	Local Government Racing & Cemeteries Employees Union Lgrceu	Payroll Deductions	19/09/2022	44.00

EF153056	19726	Health Insurance Fund Of Wa	Payroll Deductions	19/09/2022	923.35
EF153057	27874	Smartsalary	Salary Packaging/Leasing Administration	19/09/2022	12,126.57
EF153058	27492	Superchoice Services Pty Limited	Payroll Deductions	13/09/2022	609,261.57
EF153059	10590	Department Of Fire And Emergency Services	Esl Levy & Related Costs	19/09/2022	5,943,406.27
EF153060	11760	Water Corporation	Sewer Easement	19/09/2022	4,835.92
EF153061	12565	Southern Metro Regional Council - Loans	Loan Repayment	19/09/2022	403,692.17
EF153062	26987	Cti Risk Management	Security - Cash Collection	19/09/2022	250.80
EF153063	99997	Family Day Care	Fdc Payment We 18/09/2022	21/09/2022	46,398.30
EF153064	26987	Cti Risk Management	Security - Cash Collection	27/09/2022	1,027.95
EF153065	99997	Corrs Chambers Westgarth	Invoice 7032070	27/09/2022	24,860.00
EF153066	11867	Kevin John Allen	Monthly Elected Member Allowance	30/09/2022	2,705.83
EF153067	12740	Logan Howlett	Monthly Elected Member Allowance	30/09/2022	11,725.09
EF153068	19059	Carol Reeve-Fowkes	Monthly Elected Member Allowance	30/09/2022	2,705.83
EF153069	25353	Philip Eva	Monthly Elected Member Allowance	30/09/2022	2,705.83
EF153070	27326	Michael Separovich	Monthly Elected Member Allowance	30/09/2022	2,705.83
EF153071	27327	Chontelle Stone	Monthly Elected Member Allowance	30/09/2022	2,705.83
EF153072	27475	Lara Kirkwood	Monthly Elected Member Allowance	30/09/2022	2,705.83
EF153073	27871	Tom Widenbar	Monthly Elected Member Allowance	30/09/2022	4,622.43
EF153074	27872	Phoebe Corke	Monthly Elected Member Allowance	30/09/2022	2,705.83
EF153075	28238	Tarun Dewan	Monthly Elected Member Allowance	30/09/2022	2,705.83
EF153076	99996	Urban Wa Real Estate	Rates And Property Related Refunds	30/09/2022	474.84
EF153077	99996	Jenifer-Anne Angwin	Rates And Property Related Refunds	30/09/2022	1,469.44
EF153078	99996	Ahmed Jahanzaib	Rates And Property Related Refunds	30/09/2022	111.65
EF153079	99996	Yi-Ling Ong And Hock Oon William Lau	Rates And Property Related Refunds	30/09/2022	2,250.00
EF153080	99996	Diamond Realty Reba Trust Account	Rates And Property Related Refunds	30/09/2022	376.87
EF153081	99996	Diamond Realty Reba Trust Account	Rates And Property Related Refunds	30/09/2022	526.40
EF153082	99996	Richard Hague	Rates And Property Related Refunds	30/09/2022	207.74
EF153083	99996	Australian Outdoor Living (Wa) Pty Ltd	Rates And Property Related Refunds	30/09/2022	147.00
EF153084	99996	Gemma Lees-Newman	Rates And Property Related Refunds	30/09/2022	147.00
EF153085	99996	Matthew Patmore	Rates And Property Related Refunds	30/09/2022	1,592.36
EF153086	99996	Bakulbhai Patel	Rates And Property Related Refunds	30/09/2022	1,664.82
EF153087	99996	Dionisio E B Montejo	Rates And Property Related Refunds	30/09/2022	165.83
EF153088	99996	Alan Sousa	Rates And Property Related Refunds	30/09/2022	143.63
EF153089	99996	Leon And Ann Grace	Rates And Property Related Refunds	30/09/2022	929.16
EF153090	99996	Kate J Pearson	Rates And Property Related Refunds	30/09/2022	43.70
EF153091	99996	Scott William Spencer	Rates And Property Related Refunds	30/09/2022	199.76
EF153092	99996	Xin M Chen & Ya L Zhuo	Rates And Property Related Refunds	30/09/2022	976.64
EF153095	11794	Synergy	Electricity Usage/Supplies	30/09/2022	9,684.00
EF153096	12025	Telstra Corporation	Communications Services	30/09/2022	1,231.74
EF153097	10086	Arteil Wa Pty Ltd	Ergonomic Chairs	30/09/2022	992.20
EF153098	10097	Blackwoods Atkins	Engineering Supplies	30/09/2022	72.07

EF153099	10118	Australia Post	Postage Charges	30/09/2022	55,656.00
EF153100	10184	Benara Nurseries	Plants	30/09/2022	8,720.21
EF153101	10207	Boc Gases	Gas Supplies	30/09/2022	205.11
EF153102	10212	Boss Bollards	Security Products	30/09/2022	803.00
EF153103	10226	Bridgestone Australia Ltd	Tyre Services	30/09/2022	4,175.85
EF153104	10244	Building & Const Industry Training Fund	Levy Payment	30/09/2022	23,163.01
EF153105	10246	Bunnings Building Supplies Pty Ltd	Hardware Supplies	30/09/2022	2,898.24
EF153106	10287	Centreline Markings	Linemarking Services	30/09/2022	2,365.00
EF153107	10333	Cjd Equipment Pty Ltd	Hardware Supplies	30/09/2022	6,161.13
EF153108	10359	Cockburn Painting Service	Painting Supplies/Services	30/09/2022	11,672.10
EF153109	10368	Cockburn Wetlands Education Centre	Community Grant	30/09/2022	310.00
EF153110	10459	David Gray & Co Pty Ltd	Mobile Garbage Bins	30/09/2022	5,992.37
EF153111	10484	Department Of Mines, Industry Regulation And Safety	Building Services Levy	30/09/2022	59,508.50
EF153112	10526	E & Mj Rosher Pty Ltd	Mower Equipment	30/09/2022	8,635.95
EF153113	10528	Easifleet	Vehicle Lease	30/09/2022	415.27
EF153114	10535	Workpower Incorporated	Employment Services - Planting	30/09/2022	5,258.22
EF153115	10589	Fines Enforcement Registry	Fines Enforcement Fees	30/09/2022	2,754.00
EF153116	10609	Forestvale Trees Pty Ltd	Plants - Trees/Shrubs	30/09/2022	2,244.00
EF153117	10648	Geofabrics	Geosynthetic Products	30/09/2022	6,205.76
EF153118	10708	Heavy Automatics Pty Ltd	Equipment Maintenance Services	30/09/2022	9,708.64
EF153119	10783	Jandakot Metal Industries Pty Ltd	Metal Supplies	30/09/2022	2,780.80
EF153120	10787	Jandakot Accident Repair Centre	Panel Beating Services	30/09/2022	1,861.83
EF153121	10888	Lj Caterers	Catering Services	30/09/2022	3,411.98
EF153122	10913	Bucher Municipal Pty Ltd	Purchase Of New Plant / Repair Services	30/09/2022	24,802.35
EF153123	10923	Major Motors Pty Ltd	Repairs/Maintenance Services	30/09/2022	1,212.39
EF153124	10938	Mrp Pest Management	Pest & Weed Management	30/09/2022	3,102.85
EF153125	10942	Mcgees Property	Property Consultancy Services	30/09/2022	1,100.00
EF153126	10944	Mcleods	Legal Services	30/09/2022	13,083.95
EF153127	10982	Modern Teaching Aids Pty Ltd	Teaching Aids	30/09/2022	74.20
EF153128	10991	Beacon Equipment	Mowing Equipment	30/09/2022	1,027.95
EF153129	11004	Murdoch University Office Of Finance, Planning & Reporting	Analysing Services	30/09/2022	611.60
EF153130	11028	Neverfail Springwater Ltd	Bottled Water Supplies	30/09/2022	638.22
EF153131	11036	Northlake Electrical Pty Ltd	Electrical Services	30/09/2022	63,069.63
EF153132	11182	Premium Brake & Clutch Services Pty Ltd	Brake Services	30/09/2022	5,850.68
EF153133	11274	Rottnest Express	Transport Services	30/09/2022	2,019.60
EF153134	11284	The Royal Life Saving Society Wa Inc Pty Ltd	Training Services	30/09/2022	60.50
EF153135	11307	Satellite Security Services Pty Ltd	Security Services	30/09/2022	6,672.03
EF153136	11308	Boss Industrial Formally Sba Supplies	Hardware Supplies	30/09/2022	310.40
EF153137	11316	Seek Limited	Recruitment Advertising	30/09/2022	6,526.30
EF153138	11333	Shelford Constructions Pty Ltd	Construction Services	30/09/2022	4,968.26
EF153139	11387	Bibra Lake Soils	Soil & Limestone Supplies	30/09/2022	196.00



EF153140	11483	St John Ambulance Aust Wa Operations	First Aid Courses	30/09/2022	1,246.00
EF153141	11512	Statewide Cleaning Supplies Pty Ltd	Cleaning Supplies/Service	30/09/2022	9,598.66
EF153142	11619	Titan Ford	Purchase Of Vehicles & Servicing	30/09/2022	47.65
EF153143	11625	Nutrien Water	Reticulation Supplies	30/09/2022	6,248.67
EF153144	11701	Vibra Industrial Filtration Australasia	Filter Supplies	30/09/2022	672.65
EF153145	11702	Villa Dalmacia Association Inc.	Spical Club Activities	30/09/2022	2,990.00
EF153146	11722	Wa Hino Sales & Service	Purchase Of New Trucks / Maintenance	30/09/2022	4,138.05
EF153147	11787	Department Of Transport	Vehicle Search Fees	30/09/2022	43.70
EF153148	11789	Walga	Advertising/Training Services	30/09/2022	140.00
EF153149	11793	Western Irrigation Pty Ltd	Irrigation Services/Supplies	30/09/2022	7,171.39
EF153150	11806	Westrac Pty Ltd	Repairs/Mtnce - Earthmoving Equipment	30/09/2022	16,024.93
EF153151	11828	Worldwide Online Printing - O'connor	Printing Services	30/09/2022	449.97
EF153152	11835	Wurth Australia Pty Ltd	Hardware Supplies	30/09/2022	84.95
EF153153	11841	Yangebup Family Centre Inc	Venue Hire / Grants & Donations	30/09/2022	1,637.00
EF153154	11873	Wattleup Tractors	Hardware Supplies	30/09/2022	1,795.92
EF153155	12014	Tutt Bryant Equipment Bt Equipment Pty Ltd T/As	Excavating/Earthmoving Equipment	30/09/2022	6,199.49
EF153156	12153	Hays Personnel Services Pty Ltd	Employment Services	30/09/2022	18,265.36
EF153157	12295	Stewart & Heaton Clothing Co. Pty Ltd	Clothing Supplies	30/09/2022	1,017.07
EF153158	12497	Trophy Choice	Trophy Supplies	30/09/2022	2,751.25
EF153159	12565	Southern Metro Regional Council - Loans	Loan Repayment	30/09/2022	4,478.50
EF153160	13825	Jackson Mcdonald	Legal Services	30/09/2022	6,456.60
EF153161	14350	Baileys Fertiliser	Fertiliser Supplies	30/09/2022	21,589.70
EF153162	15393	Stratagreen	Hardware Supplies	30/09/2022	3,183.35
EF153163	15588	Natural Area Consulting Management Services	Weed Spraying	30/09/2022	2,983.75
EF153164	16064	Cms Engineering	Airconditioning Services	30/09/2022	385.00
EF153165	16107	Wren Oil	Waste Disposal Services	30/09/2022	16.50
EF153166	16396	Mayday Rental	Road Construction Machine Hire	30/09/2022	31,691.00
EF153167	16985	Wa Premix	Concrete Supplies	30/09/2022	4,079.68
EF153168	17121	Underground Power Development Pty Ltd	Electrical Services	30/09/2022	3,652.00
EF153169	17346	Arbor Logic	Training	30/09/2022	1,364.00
EF153170	17471	Pirtek (Fremantle) Pty Ltd	Hoses & Fittings	30/09/2022	4,855.44
EF153171	17600	Lightforce Asset Pty Ltd (ErectionsI)	Guard Rails	30/09/2022	880.00
EF153172	18126	Dell Australia Pty Ltd	Computer Hardware	30/09/2022	1,738.00
EF153173	18286	Iw Projects Pty Ltd	Consultancy Services - Civil Engineering	30/09/2022	24,948.00
EF153174	18799	Down To Earth Training & Assessing	Training Services	30/09/2022	2,900.00
EF153175	18801	Fremantle Bin Hire	Bin Hire - Skip Bins	30/09/2022	420.00
EF153176	18962	Sealanes (1985) P/L	Catering Supplies	30/09/2022	505.54
EF153177	19496	Officer Woods Architects Pty Ltd	Architects	30/09/2022	4,699.20
EF153178	19533	Woolworths Ltd	Groceries	30/09/2022	1,793.38
EF153179	20000	Aust West Auto Electrical Pty Ltd	Auto Electrical Services	30/09/2022	1,358.05
EF153180	20247	Da Christie Pty Ltd	Parks & Recreational Products	30/09/2022	8,541.50

EF153181	20321	Riverjet Pty Ltd	Educting-Cleaning Services	30/09/2022	20,526.00
EF153182	20535	Home-Grown Theatre	Drama Classes	30/09/2022	3,300.00
EF153183	20549	A1 Carpet, Tile & Grout Cleaning	Cleaning Services - Tiles/Carpet	30/09/2022	1,375.00
EF153184	21291	The Worm Shed	Environmental Education	30/09/2022	1,390.00
EF153185	21665	Mmj Real Estate (Wa) Pty Ltd	Property Management Services	30/09/2022	463.33
EF153186	21697	Ict Express Pty Ltd	Consultancy Services - It	30/09/2022	2,816.00
EF153187	21744	Jb Hi Fi - Commercial	Electronic Equipment	30/09/2022	7,877.01
EF153188	21747	Unicare Health	Wheelchair Hire	30/09/2022	211.00
EF153189	21946	Ryan's Quality Meats	Meat Supplies	30/09/2022	536.01
EF153190	22404	Cleverpatch Pty Ltd	Arts/Craft Supplies	30/09/2022	378.34
EF153191	22553	Brownes Food Operations	Catering Supplies	30/09/2022	712.37
EF153192	22569	Sonic Health Plus Pty Ltd	Medical Services	30/09/2022	5,197.50
EF153193	22613	Vicki Royans	Artistic Services	30/09/2022	450.00
EF153194	22639	Shatish Chauhan	Training Services - Yoga	30/09/2022	2,325.00
EF153195	22658	South East Regional Centre For Urban Landcare Inc (Sercul)	Urban Landcare Services	30/09/2022	54,450.00
EF153196	22749	People Solutions Australasia Pty Ltd	Consultancy Services - Hr	30/09/2022	841.50
EF153197	22806	Chevron Australia Downstream Fuels Pty Ltd	Fuel Supplies	30/09/2022	63,267.14
EF153198	23351	Cockburn Gp Super Clinic Limited T/A Cockburn Integrated Health	Leasing Fees	30/09/2022	1,113.29
EF153199	23457	Totally Workwear Fremantle	Clothing - Uniforms	30/09/2022	1,737.52
EF153200	23570	A Proud Landmark Pty Ltd	Landscape Contruction Services	30/09/2022	1,440.00
EF153201	23579	Daimler Trucks Perth	Purchase Of New Truck	30/09/2022	6,988.49
EF153202	23685	Astro Synthetic Turf Pty Ltd	Site Inspections	30/09/2022	3,575.00
EF153203	23971	Find Wise Location Services	Locating Services - Underground	30/09/2022	558.80
EF153204	24275	Truck Centre Wa Pty Ltd	Purchase Of New Truck	30/09/2022	3,962.20
EF153205	24298	Tanks For Hire	Equipment Hire	30/09/2022	649.00
EF153206	24506	Amaranti's Personal Training	Personal Training Services	30/09/2022	525.00
EF153207	24655	Automasters Spearwood	Vehicle Servicing	30/09/2022	6,234.20
EF153208	24736	Zenien	Cctv Camera Licences	30/09/2022	31,059.45
EF153209	24974	Scott Print	Printing Services	30/09/2022	2,277.00
EF153210	25063	Superior Pak Pty Ltd	Vehicle Maintenance	30/09/2022	4,642.93
EF153211	25121	Imagesource Digital Solutions	Billboards	30/09/2022	2,272.60
EF153212	25128	Horizon West Landscape & Irrigation Pty Ltd	Landscaping Services	30/09/2022	1,210.00
EF153213	25418	Cs Legal	Legal Services	30/09/2022	4,465.85
EF153214	25645	Yelakitj Moort Nyungar Association Inc	Welcome To The Country Performances	30/09/2022	400.00
EF153215	25736	Blue Tang (Wa) Pty Ltd T/As Emerge Associates (The Trustee For The Reef Unit Trust) Emerge Associates	Consultancy Services	30/09/2022	1,100.00
EF153216	25832	Exteria	Street And Park Infrastructure	30/09/2022	14,098.70
EF153217	26195	Play Check	Consulting Services	30/09/2022	660.00
EF153218	26257	Paperbark Technologies Pty Ltd	Arboricultural Consultancy Services	30/09/2022	13,306.10
EF153219	26303	Gecko Contracting Turf & Landscape Maintenance	Turf & Landscape Maintenance	30/09/2022	5,351.50

EF153220	26314	Cpe Group	Temporary Employment Services	30/09/2022	1,191.96
EF153221	26399	Paperscout The Trustee For Peters Morrison Family Trust	Graphic Design Services	30/09/2022	15,840.00
EF153222	26403	Ches Power Group Pty Ltd	Engineering Solutions / Back Up Generato	30/09/2022	687.30
EF153223	26470	Scp Conservation	Fencing Services	30/09/2022	27,412.00
EF153224	26574	Eva Bellydance	Entertainment - Belly Dancing	30/09/2022	75.00
EF153225	26588	Source Separation Systems P/L	Providing Waste And Recycling Bins	30/09/2022	4,047.33
EF153226	26606	Enviro Infrastructure Pty Ltd	Construction& Fabrication	30/09/2022	8,264.17
EF153227	26610	Tracc Civil Pty Ltd	Civil Construction	30/09/2022	1,391,963.96
EF153228	26614	Marketforce Pty Ltd	Advertising	30/09/2022	1,702.46
EF153229	26618	Global Spill Control Pty Ltd	Road Safety Products	30/09/2022	2,031.83
EF153230	26625	Andover Detailers	Car Detailing Services	30/09/2022	2,165.51
EF153231	26677	Australia And New Zealand Recycling Platform Limited	Not- For-Profit Member Services Body	30/09/2022	3,464.36
EF153232	26705	Creative Adm	Marketing Services	30/09/2022	7,488.25
EF153233	26709	Talis Consultants Pty Ltd	Waste Consultancy	30/09/2022	24,545.40
EF153234	26735	Shane McMaster Surveys	Survey Services	30/09/2022	12,980.00
EF153235	26739	Kerb Doctor	Kerb Maintenance	30/09/2022	1,565.94
EF153236	26743	Statewide Turf Services	Turf Renovation	30/09/2022	1,595.00
EF153237	26754	Insight Call Centre Services	Call Centre Services	30/09/2022	3,700.79
EF153238	26778	Robert Walters	Recruitment Services	30/09/2022	3,693.04
EF153239	26811	Romeri Motor Trimmers	Upholstery Repair	30/09/2022	110.00
EF153240	26888	Media Engine	Graphic Design, Marketing, Video Product	30/09/2022	360.00
EF153241	26901	Alyka Pty Ltd	Digital Consultancy And Web Development	30/09/2022	1,292.50
EF153242	26917	Cirrus Networks Pty Ltd	It Network & Telephony Services	30/09/2022	508.88
EF153243	26923	Woodlands	Rubbish Collection Equipment	30/09/2022	6,822.20
EF153244	26929	Elan Energy Matrix Pty Ltd	Recycling Services	30/09/2022	980.87
EF153245	26946	Av Truck Services Pty Ltd	Truck Dealership	30/09/2022	1,077.12
EF153246	26952	Focus Promotions	Promotion - Etertainment	30/09/2022	4,950.00
EF153247	26985	Access Icon Pty Ltd	Drainage Products	30/09/2022	6,977.25
EF153248	26987	Cti Risk Management	Security - Cash Collection	30/09/2022	104.85
EF153249	26994	Komodo Music	Dj & Mc Services	30/09/2022	660.00
EF153250	27002	Cockburn Party Hire	Hire Services	30/09/2022	1,935.00
EF153251	27010	Quantum Building Services Pty Ltd	Building Maintenance	30/09/2022	9,206.10
EF153252	27015	Intelli Trac	Gps Tracking	30/09/2022	2,630.10
EF153253	27031	Downer Edi Works Pty Ltd	Asphalt Services	30/09/2022	3,294.64
EF153254	27044	Graffiti Systems Australia	Graffiti Removal & Anti-Graffiti Coating	30/09/2022	8,531.55
EF153255	27046	Tfh Hire Services Pty Ltd	Hire Fencing	30/09/2022	1,555.12
EF153256	27054	Vocus Pty Ltd	Telecommunications	30/09/2022	2,443.08
EF153257	27059	Frontline Fire & Rescue Equipment	Manufacture-Fire Vehicles/Equipment	30/09/2022	4,630.77
EF153258	27065	Westbooks	Books	30/09/2022	2,886.26
EF153259	27078	Infocouncil Pty Ltd	Software	30/09/2022	10,195.68
EF153260	27082	Kulbardi Pty Ltd	Stationery Supplies	30/09/2022	1,169.44

EF153261	27092	Sprayline Spraying Equipment	Spraying Equipment	30/09/2022	77.00
EF153262	27143	Embroidme Success	Embroidery Services	30/09/2022	1,045.00
EF153263	27144	Property Valuation & Advisory (Wa) Pty Ltd	Valuation Services	30/09/2022	1,100.00
EF153264	27168	Nightlife Music Pty Ltd	Music Management	30/09/2022	465.53
EF153265	27177	Initial Hygiene	Hygiene	30/09/2022	3,428.72
EF153266	27189	Healthstrong Pty Ltd	Home Care	30/09/2022	220.00
EF153267	27195	Allflow Industrial	Oil Water Separators	30/09/2022	681.95
EF153268	27243	Arjohuntleigh Pty Ltd	Supply, Repairs Health Equipemnt	30/09/2022	342.50
EF153269	27246	Veale Auto Parts	Spare Parts Mechanical	30/09/2022	881.20
EF153270	27334	Westcare Print	Printing Services	30/09/2022	126.50
EF153271	27348	Message Media	Telecommunications	30/09/2022	352.40
EF153272	27355	Playmaster	Playground Equipment	30/09/2022	58,300.00
EF153273	27377	Accidental Health And Safety - Perth	First Aid Supplies	30/09/2022	1,477.61
EF153274	27381	Fit For Life Exercise Physiology	Exercise Classes	30/09/2022	2,160.00
EF153275	27396	Ankeet Mehta Spearwood Newspaper Round Delivery	Newspaper Delivery	30/09/2022	399.60
EF153276	27401	Emprise Mobility	Mobility Equipment	30/09/2022	4,751.00
EF153277	27420	Cygnnet Workplace Investigations	Consultancy - Human Resources	30/09/2022	6,270.00
EF153278	27423	Mechanical Project Services Pty Ltd	Airconditioning Services	30/09/2022	3,325.30
EF153279	27427	Home Chef	Cooking/Food Services	30/09/2022	711.40
EF153280	27437	Pb Reticulation & Maintenance Services Pty Ltd	Irrigation Services	30/09/2022	1,295.80
EF153281	27448	Selectro Services Pty Ltd	Electrical	30/09/2022	220.00
EF153282	27450	Aaa Production Services	Hire Pa/Satge Systems	30/09/2022	599.01
EF153283	27455	Site Protective Services	Cctv Parts	30/09/2022	13,105.73
EF153284	27482	Billi Australia Pty Ltd	Water Filter Taps	30/09/2022	2,953.50
EF153285	27499	Hodge Collard Preston Architects	Architects	30/09/2022	6,341.50
EF153286	27507	Serco Facilities Management Pty Ltd	Cleaning Services	30/09/2022	2,728.55
EF153287	27523	Robert Lawrence Toohey	High Pressure Cleaning	30/09/2022	1,666.50
EF153288	27539	Jasmin Carpentry & Maintenance	Carpentry	30/09/2022	3,835.75
EF153289	27548	Standing Fork	Catering	30/09/2022	2,458.50
EF153290	27551	Incognito Catering	Catering Services	30/09/2022	343.20
EF153291	27592	Hey Jay Fix It!! Home Maintenance Service	Home Maintenance	30/09/2022	325.00
EF153292	27602	Rawlinsons (Wa)	Surveying Services	30/09/2022	5,830.00
EF153293	27622	Truegrade Medical Supplies	Medical Supplies	30/09/2022	2,202.70
EF153294	27631	Aquatic Services Wa Pty Ltd	Pool Equipment & Maintenance	30/09/2022	8,435.90
EF153295	27650	Datacom Systems (Au) Pty Ltd	It Sales, Consulting & Service	30/09/2022	136.32
EF153296	27657	Positive Balance Massage	Massage Therapy	30/09/2022	100.00
EF153297	27676	Blue Force Pty Ltd	Security Services	30/09/2022	1,151.21
EF153298	27684	Jani Murphy Pty Ltd	Training	30/09/2022	3,260.40
EF153299	27695	Qtm Pty Ltd	Traffic Management	30/09/2022	10,974.20
EF153300	27703	Jda Consultant Hydrologists	Hydrological Consultancy	30/09/2022	2,057.00
EF153301	27720	Bj Systems	Security Services	30/09/2022	7,339.33

EF153302	27734	Ecocene	Environmental Management Information Sys	30/09/2022	8,250.00
EF153303	27749	Advisian	Consulting - Engineering	30/09/2022	3,685.44
EF153304	27767	Altus Group Consulting Pty Ltd	Surveying Services	30/09/2022	1,650.00
EF153305	27784	Rops Engineering Australia Pty Ltd	Crane Repairs	30/09/2022	930.00
EF153306	27809	Ra-One Pty Ltd	Software	30/09/2022	22,319.00
EF153307	27829	Smec Australia Pty Ltd	Consultancy - Engineering	30/09/2022	2,623.50
EF153308	27831	Butler And Brown	Event Management	30/09/2022	38,500.00
EF153309	27850	Dowsing Group Pty Ltd	Concreting Services	30/09/2022	62,472.49
EF153310	27861	Collaborative World Consultants	Consultancy - Engineering	30/09/2022	5,060.00
EF153311	27865	Pritchard Francis Consulting Pty Ltd	Engineering Services	30/09/2022	28,083.00
EF153312	27894	Homecare Physiotherapy	Healthcare	30/09/2022	11,481.57
EF153313	27917	Go Doors Advanced Automation	Door Maintenance & Repair	30/09/2022	3,874.04
EF153314	27953	Truckline	Spare Parts, Truck/Trailer	30/09/2022	208.89
EF153315	27955	Delta Echo Pty Ltd	Consultancy Economic	30/09/2022	9,049.50
EF153316	27965	Stantec Australia Pty Ltd	Engineering Services	30/09/2022	6,237.06
EF153317	27984	Sabrina Fenwick	Excercise Classes	30/09/2022	640.00
EF153318	28001	Corsign Wa Pty Ltd	Sign Making Material	30/09/2022	6,028.00
EF153319	28002	Little Aussie Directories	Advertising	30/09/2022	1,512.50
EF153320	28003	Taylor Made Design	Graphic Design	30/09/2022	253.00
EF153321	28013	Rps Aap Consulting Pty Ltd	Project Management	30/09/2022	17,605.50
EF153322	28029	Dennis Tan	Photography Services	30/09/2022	785.00
EF153323	28030	Running Works	Computer Software	30/09/2022	5,012.37
EF153324	28047	Mitchell Garlett	Ceremonial Services	30/09/2022	5,200.00
EF153325	28049	Copy Magic	Printing Services	30/09/2022	1,605.90
EF153326	28080	Yacht Grot 1985 Pty Ltd	Marine	30/09/2022	186.50
EF153327	28168	Sifting Sands	Sand Cleaning	30/09/2022	4,437.40
EF153328	28171	Smc Marine Pty Ltd	Construction Services	30/09/2022	86,560.90
EF153329	28174	Central West Refrigeration Pty Ltd	Refrigeration	30/09/2022	231.00
EF153330	28180	Ecocycle Pty Ltd	Recycling Services	30/09/2022	225.92
EF153331	28191	Enviro Sweep	Sweeping Services	30/09/2022	6,031.03
EF153332	28197	Lite N Easy Pty Ltd	Food Supplies	30/09/2022	822.83
EF153333	28201	Select Fresh	Food Supplies	30/09/2022	268.67
EF153334	28211	Nordic Fitness Equipment	Fitness Equipment	30/09/2022	3,337.00
EF153335	28215	Complete Office Supplies Pty Ltd	Stationery	30/09/2022	1,520.69
EF153336	28228	Delta Roofing Pty Ltd	Roofing Services	30/09/2022	1,606.00
EF153337	28229	Reino International Pty Ltd	Parking Software	30/09/2022	22,440.00
EF153338	28233	Western Maze Wa Pty Ltd	Waste Collection Services	30/09/2022	34,617.00
EF153339	28241	Swift Flow Pty Ltd	Plumbing	30/09/2022	19,924.06
EF153340	28246	Hendercare	Nursing Services	30/09/2022	2,001.23
EF153341	28261	Hazed Services Pty Ltd	Safety - Roof	30/09/2022	880.00
EF153342	28265	Tree Care Wa	Vegetation Maintenance Services	30/09/2022	14,363.84

EF153343	28270	Volunteer Home Support	AGED CARE	30/09/2022	176.39
EF153344	28277	Gesha Coffee Co	Coffee Supplies	30/09/2022	1,204.00
EF153345	28283	Mills Recruitment	Recruitment Services	30/09/2022	2,146.42
EF153346	28285	Port Catherine Developments Pty Ltd	Land Developer	30/09/2022	11,701.35
EF153347	28287	All Lines	Linemarking	30/09/2022	2,585.00
EF153348	28289	Grafton General Products	Mobility Equipment	30/09/2022	739.20
EF153349	28291	Brigid Lowry	Writing Workshops	30/09/2022	460.00
EF153350	28303	Miracle Recreation Equipment	Playground Equipment	30/09/2022	610.50
EF153351	28318	Ati-Mirage	Training	30/09/2022	1,320.00
EF153352	28326	Du Clene Pty Ltd	Cleaning Services	30/09/2022	5,631.12
EF153353	28330	Vanhar Civils Pty Ltd	Road Profiling	30/09/2022	7,415.10
EF153354	28371	Flexi Staff	Employment Services	30/09/2022	17,490.60
EF153355	28372	Advanteeing - Civil Engineers	Civil Engineering	30/09/2022	1,166.00
EF153356	28388	Professional Search Group Pty Ltd	Recruitment Services	30/09/2022	4,936.01
EF153357	28404	Before You Dig Australia Ltd	Provision of referral services for Asset	30/09/2022	10,348.22
EF153358	28409	Sanpoint Pty Ltd	Landscape Services	30/09/2022	25,416.66
EF153359	28410	Wa Temporary Fencing Supplies	Hire Fencing	30/09/2022	1,254.00
EF153360	28418	Property Council Of Australia Limited	Non Profit	30/09/2022	660.00
EF153361	23250	Department Of Planning, Lands & Heritage	Dap Applications & Dap Fees	30/09/2022	10,883.00
EF153362	88888	Refund Of Maintenance Bond	Bond Refund	30/09/2022	21,824.11
EF153363	88888	Wattleup Road Property Developments Pty	Bond Refund	30/09/2022	40,005.00
EF153364	99997	Janelle Patterson	Nappy & Sanitary Rebate - J Patterson	30/09/2022	44.00
EF153365	99997	Av And AeJ Morgan	Nappy And Sanitary Rebate	30/09/2022	43.00
EF153366	99997	Cekilic A	Refund Arc Damjana Ceklic	30/09/2022	300.00
EF153367	99997	Fiona Mcquade James Adams	Cockburn Care Hcp	30/09/2022	5,060.57
EF153368	99997	Cockburn Communtiy Mens Shed Inc	Donation - Ccms	30/09/2022	54,854.00
EF153369	99997	The Wetlands Centre Cockburn	Sponsorship - Wetlands Centre - 2Nd Inst	30/09/2022	51,010.00
EF153370	99997	Bibra Lake Primary School	Reimbursement - White Sand For Payground	30/09/2022	270.00
EF153371	99997	Cockburn Bowling And Recreation Club	Club Recognition Program	30/09/2022	1,000.00
EF153372	99997	Cockburn Basketball Association	Club Recognition Program	30/09/2022	1,500.00
EF153373	99997	Cockburn Junior Cricket Club	Club Recognition Program	30/09/2022	1,000.00
EF153374	99997	Curling Wa	Club Recognition Programme	30/09/2022	1,500.00
EF153375	99997	Phoenix Lacrosse Club	Club Recognition Programme	30/09/2022	1,500.00
EF153376	99997	Cockburn Cougars Softball Club	Club Recognition Programme	30/09/2022	500.00
EF153377	99997	Jandakot Lakes Junior Cricket Club	Club Recognition Programme	30/09/2022	1,000.00
EF153378	99997	Hammond Park Football Club	Club Recognition Programme	30/09/2022	500.00
EF153379	99997	Cockburn Masters Swimming Club	Club Recognition Programme	30/09/2022	1,000.00
EF153380	99997	Carly Mason	Nappy And Sanitary Product Rebate	30/09/2022	50.00
EF153381	99997	Rachel Wylie	Nappy And Sanitary Product Rebate	30/09/2022	50.00
EF153382	99997	Sara-Louise Gehrmann	Nappy And Sanitary Product Rebate	30/09/2022	50.00

EF153383	99997	Rhonda Joy Harrison	Nappy And Sanitary Product Rebate	30/09/2022	50.00
EF153384	99997	Sheila Whittall	Nappy And Sanitary Product Rebate	30/09/2022	50.00
EF153385	99997	Servau Offcl. Departmental Recpts & Paym	Grants, Donations & Refunds	30/09/2022	241.56
EF153386	99997	Callum Morgan	Bibra Lake Fun Run 6Km 1St Male 12-16Yo	30/09/2022	80.00
EF153387	99997	Bailey Hartley	Bibra Lake Fun Run 6Km 2Nd Male 12-16Yo	30/09/2022	60.00
EF153388	99997	Joel Vlasic	Bibra Lake Fun Run 6Km 3Rd Male 12-16Yo	30/09/2022	40.00
EF153389	99997	Isabella Heathcote	Bibra Lake Fun Run 6Km 1St Female 12-16Y	30/09/2022	80.00
EF153390	99997	Lucy Pepper	Bibra Lake Fun Run 6Km 2Nd Female 12-16Y	30/09/2022	60.00
EF153391	99997	Madison Mirabella	Bibra Lake Fun Run 6Km 3Rd Female 12-16Y	30/09/2022	40.00
EF153392	99997	Luke Shaw	Bibra Lake Fun Run 6Km 1St Male 17-30Yo	30/09/2022	80.00
EF153393	99997	David Cecchi	Bibra Lake Fun Run 6Km 2Nd Male 17-30Yo	30/09/2022	60.00
EF153394	99997	Lachlan Bennett	Bibra Lake Fun Run 6Km 3Rd Male 17-30Yo	30/09/2022	40.00
EF153395	99997	Amy Buckingham	Bibra Lake Fun Run 6Km 1St Female 17-30Y	30/09/2022	80.00
EF153396	99997	Charli-Rose Carlyon	Bibra Lake Fun Run 6Km 2Nd Female 17-30Y	30/09/2022	60.00
EF153397	99997	Ellaby Hansen	Bibra Lake Fun Run 6Km 3Rd Female 17-30Y	30/09/2022	40.00
EF153398	99997	Drew Langford	Bibra Lake Fun Run 6Km 1St Male 31-54Yo	30/09/2022	80.00
EF153399	99997	Ryan Willmot	Bibra Lake Fun Run 6Km 2Nd Male 31-54Yo	30/09/2022	60.00
EF153400	99997	Nathan Jones	Bibra Lake Fun Run 6Km 3Rd Male 31-54Yo	30/09/2022	40.00
EF153401	99997	Sharon Davis	Bibra Lake Fun Run 6Km 1St Female 31-54Y	30/09/2022	80.00
EF153402	99997	Vanessa Carson	Bibra Lake Fun Run 6Km 2Nd Female 31-54Y	30/09/2022	60.00
EF153403	99997	Giselle Allix	Bibra Lake Fun Run 6Km 3Rd Female 31-54Y	30/09/2022	40.00
EF153404	99997	Trevor Scott	Bibra Lake Fun Run 6Km 1St Male 55Yo & O	30/09/2022	80.00
EF153405	99997	Michael Wartenweiler	Bibra Lake Fun Run 6Km 2Nd Male 55Yo & O	30/09/2022	60.00
EF153406	99997	Nick Christodoulou	Bibra Lake Fun Run 6Km 3Rd Male 55Yo & O	30/09/2022	40.00
EF153407	99997	Leanne Bird	Bibra Lake Fun Run 6Km 1St Female 55Yo &	30/09/2022	80.00
EF153408	99997	Valentina Hellbusch	Bibra Lake Fun Run 6Km 2Nd Female 55Yo &	30/09/2022	60.00



EF153409	99997	Renate McLaurin	Bibra Lake Fun Run 6Km 3Rd Female 55Yo &	30/09/2022	40.00
EF153410	99997	Luke Shaw	Bibra Lake Fun Run 6Km 1St Male Overall	30/09/2022	50.00
EF153411	99997	David Cecchi	Bibra Lake Fun Run 6Km 2Nd Male Overall	30/09/2022	30.00
EF153412	99997	Lachlan Bennett	Bibra Lake Fun Run 6Km 3Rd Male Overall	30/09/2022	20.00
EF153413	99997	Amy Buckingham	Bibra Lake Fun Run 6Km 1St Female Overal	30/09/2022	50.00
EF153414	99997	Charli-Rose Carlyon	Bibra Lake Fun Run 6Km 2Nd Female Overal	30/09/2022	30.00
EF153415	99997	Ellaby Hansen	Bibra Lake Fun Run 6Km 3Rd Female Overal	30/09/2022	20.00
EF153416	99997	Andrew Hellbusch	Bibra Lake Fun Run 12Km 1St Male 12-16Yo	30/09/2022	80.00
EF153417	99997	Ben Mostert	Bibra Lake Fun Run 12Km 2Nd Male 12-16Yo	30/09/2022	60.00
EF153418	99997	Sarah Flahive	Bibra Lake Fun Run 12Km 1St Female 12-16	30/09/2022	80.00
EF153419	99997	Joselyn Thomas	Bibra Lake Fun Run 12Km 2Nd Female 12-16	30/09/2022	60.00
EF153420	99997	Matilda Deering	Bibra Lake Fun Run 12Km 3Rd Female 12-16	30/09/2022	40.00
EF153421	99997	Burrows Luke	Bibra Lake Fun Run 12Km 1St Male 17-30Yo	30/09/2022	80.00
EF153422	99997	Mackenzie Spiers	Bibra Lake Fun Run 12Km 2Nd Male 17-30Yo	30/09/2022	60.00
EF153423	99997	Wen Quan Chee	Bibra Lake Fun Run 12Km 3Rd Male 17-30Yo	30/09/2022	40.00
EF153424	99997	Tracy Xu	Bibra Lake Fun Run 12Km 1St Female 17-30	30/09/2022	80.00
EF153425	99997	Georga Baldock	Bibra Lake Fun Run 12Km 2Nd Female 17-30	30/09/2022	60.00
EF153426	99997	Tracey Foster	Bibra Lake Fun Run 12Km 3Rd Female 17-30	30/09/2022	40.00
EF153427	99997	Justin Kelly	Bibra Lake Fun Run 12Km 1St Male 31-54Yo	30/09/2022	80.00
EF153428	99997	Christopher Perkins	Bibra Lake Fun Run 12Km 2Nd Male 31-54Yo	30/09/2022	60.00
EF153429	99997	Samuel Oh	Bibra Lake Fun Run 12Km 3Rd Male 31-54Yo	30/09/2022	40.00
EF153430	99997	Clare Wardle	Bibra Lake Fun Run 12Km 1St Female 31-54	30/09/2022	80.00

EF153431	99997	Terri Cochrane	Bibra Lake Fun Run 12Km 2Nd Female 31-54	30/09/2022	60.00
EF153432	99997	Louisa Paparo	Bibra Lake Fun Run 12Km 3Rd Female 31-54	30/09/2022	40.00
EF153433	99997	Sean Pirini	Bibra Lake Fun Run 12Km 1St Male 55Yo &	30/09/2022	80.00
EF153434	99997	Adrian Cantwell	Bibra Lake Fun Run 12Km 2Nd Male 55Yo &	30/09/2022	60.00
EF153435	99997	Chris Gore	Bibra Lake Fun Run 12Km 3Rd Male 55Yo &	30/09/2022	40.00
EF153436	99997	Sue ZInay	Bibra Lake Fun Run 12Km 1St Female 55Yo	30/09/2022	80.00
EF153437	99997	Pauline Harris	Bibra Lake Fun Run 12Km 2Nd Female 55Yo	30/09/2022	60.00
EF153438	99997	Elizabeth Bryson	Bibra Lake Fun Run 12Km 3Rd Female 55Yo	30/09/2022	40.00
EF153439	99997	Burrows Luke	Bibra Lake Fun Run 12Km 1St Male Overall	30/09/2022	50.00
EF153440	99997	Justin Kelly	Bibra Lake Fun Run 12Km 2Nd Male Overall	30/09/2022	30.00
EF153441	99997	Christopher Perkins	Bibra Lake Fun Run 12Km 3Rd Male Overall	30/09/2022	20.00
EF153442	99997	Clare Wardle	Bibra Lake Fun Run 12Km 1St Female Overa	30/09/2022	50.00
EF153443	99997	Terri Cochrane	Bibra Lake Fun Run 12Km 2Nd Female Overa	30/09/2022	30.00
EF153444	99997	Sue ZInay	Bibra Lake Fun Run 12Km 3Rd Female Overa	30/09/2022	20.00
EF153445	99997	Raian Ferido	Junior Sport Travel Assistance 2022-2023	30/09/2022	400.00
EF153446	99997	Bianca Ettridge	Junior Sport Travel Assistance 2022-2023	30/09/2022	400.00
EF153447	99997	Emme Ingrey	Junior Sport Travel Assistance 2022-2023	30/09/2022	400.00
EF153448	99997	Kale Arena	Junior Sport Travel Assistance 2022-2023	30/09/2022	400.00
EF153449	99997	Jessica Johnson	Junior Sport Travel Assistance 2022-2023	30/09/2022	400.00
EF153450	99997	Ella Marwick	Junior Sport Travel Assistance 2022-2023	30/09/2022	400.00
EF153451	99997	Chulu Johnson	Junior Sport Travel Assistance 2022-2023	30/09/2022	400.00
EF153452	99997	Joshua Lai	Junior Sport Travel Assistance 2022-2023	30/09/2022	400.00
EF153453	99997	Harper Collinson	Junior Sport Travel Assistance 2022-2023	30/09/2022	400.00
EF153454	99997	Zara Board	Junior Sport Travel Assistance 2022-2023	30/09/2022	400.00
EF153455	99997	Max Naylor	Junior Sport Travel Assistance 2022-2023	30/09/2022	400.00
EF153456	99997	Andreas Piotrowski	Junior Sport Travel Assistance 2022-2023	30/09/2022	400.00
EF153457	99997	Kate Beamish	Junior Sport Travel Assistance 2022-2023	30/09/2022	400.00
EF153458	99997	Hemi Brown	Junior Sport Travel Assistance 2022-2023	30/09/2022	400.00
EF153459	99997	Keshav Satheesh	Junior Sport Travel Assistance 2022-2023	30/09/2022	400.00
EF153460	99997	Sebastian Aiken Setiawan	Junior Sport Travel Assistance 2022-2023	30/09/2022	400.00
EF153461	99997	Joshua Soh	Junior Sport Travel Assistance 2022-2023	30/09/2022	400.00
EF153462	99997	Elizabeth Puthumana	Junior Sport Travel Assistance 2022-2023	30/09/2022	400.00
EF153463	99997	Rayden Chellumbrun	Junior Sport Travel Assistance 2022-2023	30/09/2022	400.00
EF153464	99997	Seth McGillivray	Junior Sport Travel Assistance 2022-2023	30/09/2022	400.00

EF153465	99997	Seren Davies	Junior Sport Travel Assistance 2022-2023	30/09/2022	400.00
EF153466	99997	Hani Kim	Junior Sport Travel Assistance 2022-2023	30/09/2022	400.00
EF153467	99997	Christe-Lee Griesel	Junior Sport Travel Assistance 2022-2023	30/09/2022	400.00
EF153468	99997	Emily Eric	Junior Sport Travel Assistance 2022-2023	30/09/2022	400.00
EF153469	99997	Lana Biserko	Junior Sport Travel Assistance 2022-2023	30/09/2022	400.00
EF153470	99997	Colby Salmon	Junior Sport Travel Assistance 2022-2023	30/09/2022	400.00
EF153471	99997	Alexis Mayers	Junior Sport Travel Assistance 2022-2023	30/09/2022	400.00
EF153472	99997	Ava Ritchie	Junior Sport Travel Assistance 2022-2023	30/09/2022	400.00
EF153473	99997	Christopher Eddy	Junior Sport Travel Assistance 2022-2023	30/09/2022	400.00
EF153474	99997	Aidan Mccabe	Junior Sport Travel Assistance 2022-2023	30/09/2022	400.00
EF153475	99997	Toby Baker	Junior Sport Travel Assistance 2022-2023	30/09/2022	400.00
EF153476	99997	Chace Nuku	Junior Sport Travel Assistance 2022-2023	30/09/2022	400.00
EF153477	99997	Chace Vanderhoek	Junior Sport Travel Assistance 2022-2023	30/09/2022	400.00
EF153478	99997	Lincoln Kemp	Junior Sport Travel Assistance 2022-2023	30/09/2022	400.00
EF153479	99997	Matthew Summerfield	Junior Sport Travel Assistance 2022-2023	30/09/2022	400.00
EF153480	99997	Bridget Cranley	Junior Sport Travel Assistance 2022-2023	30/09/2022	400.00
EF153481	99997	Talia Costins	Junior Sport Travel Assistance 2022-2023	30/09/2022	400.00
EF153482	99997	Samantha Mathers	Junior Sport Travel Assistance 2022-2023	30/09/2022	400.00
EF153483	99997	Abigail Yeoh	Junior Sport Travel Assistance 2022-2023	30/09/2022	400.00
EF153484	99997	Louis Min	Junior Sport Travel Assistance 2022-2023	30/09/2022	400.00
EF153485	99997	Madison Rogers	Junior Sport Travel Assistance 2022-2023	30/09/2022	400.00
EF153486	99997	Reece Strydom	Junior Sport Travel Assistance 2022-2023	30/09/2022	400.00
EF153487	99997	Renee Morgan	Junior Sport Travel Assistance 2022-2023	30/09/2022	400.00
EF153488	99997	Kiefer Lake	Junior Sport Travel Assistance 2022-2023	30/09/2022	400.00
EF153489	99997	Indigenous Literacy Foundation	Children's Book Week Special Dress-Up	30/09/2022	253.80
EF153490	99997	Kari Martin	Refund Of Membership Fee Overpayment	30/09/2022	295.20
EF153491	99997	Kelli Gordon	Refund Of Pen Licence J230	30/09/2022	3.00
EF153492	99997	Wesley Vanbarneveld	Compost Bin Rebate	30/09/2022	50.00
EF153493	99997	Keira Lumsden	Nappy And Sanitary Product Rebate	30/09/2022	50.00
EF153494	99997	Charlotte Deeney	Nappy And Sanitary Product Rebate	30/09/2022	48.75
EF153495	99997	Pamela Williams	Verge Improvement Rebate	30/09/2022	222.63
EF153496	99997	Soazig Le Bot	Compost Bin Rebate	30/09/2022	50.00
EF153497	99997	Connecting South Lake	Small Events Sponsorship	30/09/2022	3,000.00
EF153498	99997	Cockburn Cricket Club	Donation - Cockburn Cricket Insurance Co	30/09/2022	1,500.00
EF153499	99997	Spearwood Dalmatinac Sport And Community	Donation - Spearwood Dalmatinac Club Rat	30/09/2022	12,511.00
EF153500	99997	Pineview Community Kindergarten Inc	Donation - Pineview Preschool Maintenanc	30/09/2022	8,305.00
EF153501	99997	Cockburn Senior Citizens Association	Donation - Cscs	30/09/2022	10,192.00
EF153502	99997	Brett Andrew Fellows	Reimbursement Of Fees	30/09/2022	4,165.25
EF153503	99997	Johnny Elecanal	Crossover Johnny Elecanal	30/09/2022	300.00
EF153504	99997	Fallon Atkinson	Crossover Fallon Atkinson150922	30/09/2022	300.00
EF153505	99997	Megan Teede	Crossover Megan Teede	30/09/2022	300.00

EF153506	99997	Nirmal Bagga	Crossover Claim	30/09/2022	300.00
EF153507	99997	Guido Swart	Crossover Claim	30/09/2022	300.00
EF153508	99997	Port Coogee Community Association	Small Events Sponsorship	30/09/2022	3,000.00
EF153509	99997	Carolina Fuentes Gandolfo	Waterwise Verge Incentive Scheme Rebate	30/09/2022	216.94
EF153510	99997	Hannah Van Schayk	Waterwise Verge Incentive Scheme Rebate	30/09/2022	240.89
EF153511	99997	Mitchell Scott	Waterwise Verge Incentive Scheme Rebate	30/09/2022	250.00
EF153512	99997	Spearwood Progress Association	September 2022 Newsletter	30/09/2022	989.65
EF153513	10330	City Of Stirling	Replacement Of Library Supplies	30/09/2022	5,119.08
EF153514	10747	linet Limited	Internet Services	30/09/2022	1,119.87
EF153515	11758	Water Corp Utility Account Only - Please Refer To 11760 When Raising Po	Water Usage / Sundry Charges	30/09/2022	10,595.64
EF153516	11760	Water Corporation	Sewer Easement	30/09/2022	336.11
EF153517	10152	Aust Services Union	Payroll Deductions	30/09/2022	856.60
EF153518	10154	Australian Taxation Office	Payroll Deductions	30/09/2022	496,895.00
EF153519	10305	Child Support Agency	Payroll Deductions	30/09/2022	586.52
EF153520	11001	Local Government Racing & Cemeteries Employees Union Lgrceu	Payroll Deductions	30/09/2022	44.00
EF153521	19726	Health Insurance Fund Of Wa	Payroll Deductions	30/09/2022	1,504.60
EF153522	27874	Smartsalary	Salary Packaging/Leasing Administration	30/09/2022	11,825.29
		<b>TOTAL OF 945 EFT PAYMENTS</b>			<b>16,433,882.62</b>
		<b>LESS: CANCELLED EFT PAYMENTS:</b>			
EF152230	99996	Rates And Property Related Eft Refunds (Not Bonds)	Rates And Property Related Refunds	6/09/2022	-887.00
EF152902	99996	Rates And Property Related Eft Refunds (Not Bonds)	Rates And Property Related Refunds	21/09/2022	-474.84
EF152986	99997	Coc Grants, Donations & Refunds	Grants, Donations & Refunds	21/09/2022	-44.00
EF153040	99997	Coc Grants, Donations & Refunds	Grants, Donations & Refunds	21/09/2022	-43.00
		<b>TOTAL CANCELLED EFT PAYMENT</b>			<b>-1,448.84</b>
		<b>TOTAL EFT PAYMENTS ( EXCL. CANCELLED PAYMENTS)</b>			<b>16,432,433.78</b>
		<b>ADD: BANK FEES</b>			
		BPAY BATCH FEE			4,473.65
		MERCHANT FEES COC			17,867.00
		MERCHANT FEES MARINA			819.25
		MERCHANT FEES ARC			4,600.16
		MERCHANT FEES VARIOUS OUT CENTRES			5,769.30

		NAB TRANSACT FEE			9,140.66
					<b>42,670.02</b>
		<b><u>ADD: CREDIT CARD PAYMENTS</u></b>			<b>85,292.73</b>
		<b><u>ADD: PAYROLL PAYMENTS</u></b>			
		COC-01/09/22 Pmt 000214211394 City of Cockburn	7/09/2022		6,257.29
		COC-05/09/22 Pmt 000214213860 City of Cockburn	7/09/2022		2,266.19
		COC-05/09/22 Pmt 000214224895 City of Cockburn	7/09/2022		7,495.93
		COC-06/09/22 Pmt 000214137351 City of Cockburn	6/09/2022		560.21
		COC-08/09/22 Pmt 000214682680 City of Cockburn	14/09/2022		3,287.67
		COC-09/09/22 Pmt 000214682341 City of Cockburn	14/09/2022		8,269.30
		COC-11/09/22 Pmt 000214742682 City of Cockburn	14/09/2022		1,541,626.91
		COC-16/09/22 Pmt 000214951895 City of Cockburn	16/09/2022		947.22
		COC-16/09/22 Pmt 000215125203 City of Cockburn	20/09/2022		23,601.83
		COC-17/09/22 Pmt 000215615602 City of Cockburn	28/09/2022		77.91
		COC-21/09/22 Pmt 000215613848 City of Cockburn	28/09/2022		6,538.74
		COC-23/09/22 Pmt 000215611818 City of Cockburn	28/09/2022		6,404.36
		COC-25/09/22 Pmt 000215651597 City of Cockburn	28/09/2022		1,560,783.99
		COC-29/09/22 Pmt 000215789348 City of Cockburn	29/09/2022		2,351.77
		COC-30/09/22 Pmt 000215882055 City of Cockburn	30/09/2022		1,268.44
		COC-31/08/22 Pmt 000214213126 City of Cockburn	7/09/2022		3,013.00
					<b>3,174,750.76</b>
		<b>TOTAL PAYMENTS MADE FOR THE MONTH</b>			<b>19,735,147.29</b>

## City of Cockburn

## Credit Card Transactions Report

Transactions Post Date Between 29-Jul-2022 and 29-Aug-2022

Reference	Date	Status	Service Provider	Card Liability	Description
<b>Adult Services Coordinator</b>				<b>171.73</b>	
000109	9/08/2022	Completed	YELLOW RAVEN CAFE	2.50	Consumables
000109	12/08/2022	Completed	WOOLWORTHS 4367	11.20	Consumables
000109	18/08/2022	Completed	PROUD ENTERTAINMENT	110.00	Professional Services
000109	19/08/2022	Completed	WOOLWORTHS 4367	48.03	Consumables
<b>Art and Culture Coordinator</b>				<b>1,874.67</b>	
000074	4/08/2022	Completed	AUS COPYRIGHT COUNCIL	180.00	Conferences and Seminars
000074	15/08/2022	Completed	COCKBURN PARTY HIRE	291.00	Hire of equipment and facilities
000074	15/08/2022	Completed	EASYFLOWERS	141.90	Consumables
000074	24/08/2022	Completed	WHIRLY WINDMILLS	792.00	Supplies and Materials purchases
000074	26/08/2022	Completed	MISS MAUD	445.95	Meeting/Workshop Catering
000074	29/08/2022	Completed	COLES 0311	23.82	Meeting/Workshop Catering
<b>Branch Manager - Spearwood Library</b>				<b>1,328.37</b>	
000075	1/08/2022	Completed	JB HI FI BOORAGOON	237.17	Supplies and Materials purchases
000075	9/08/2022	Completed	INDOOR GARDENS PTY L	198.00	Professional Services
000075	9/08/2022	Completed	NEVERFAIL SPRINGWTR	42.00	Subscriptions
000075	11/08/2022	Completed	SECURE PARKING BARRA	12.30	Parking Expenses
000075	15/08/2022	Completed	JB HI FI SHEFFIELD H	322.20	Supplies and Materials purchases
000075	17/08/2022	Completed	INDOOR GARDENS PTY L	198.00	Professional Services
000075	23/08/2022	Completed	SECURE PARKING BARRA	12.28	Parking Expenses
000075	25/08/2022	Completed	JB HI FI BOORAGOON	302.22	Supplies and Materials purchases
000075	26/08/2022	Completed	Neverfail	4.20	Subscriptions
<b>Branch Manager Coolbellup Library</b>				<b>472.14</b>	
000088	3/08/2022	Completed	WOOLWORTHS 4703	8.60	Supplies and Materials purchases
000088	11/08/2022	Completed	Booktopia Pty Ltd	200.98	Supplies and Materials purchases
000088	15/08/2022	Completed	DYMOCKS ONLINE	43.94	Supplies and Materials purchases
000088	16/08/2022	Completed	SEC* CITY OF COCKBURN	44.00	Hire of equipment and facilities

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000088	24/08/2022	Completed	Booktopia Pty Ltd	137.64	Supplies and Materials purchases
000088	29/08/2022	Completed	OPTIMAL PHARM PLUS	36.98	Supplies and Materials purchases

**Chief Executive Officer** **56.00**

CC75727	29/07/2022	Outstanding	NEWS LIMITED	28.00	Subscriptions
CC75902	26/08/2022	Outstanding	NEWS LIMITED	28.00	Subscriptions

**Chief Financial Officer** **194.66**

000122	29/07/2022	Completed	SECURE PARKING - COLLI	13.32	Parking Expenses
000122	1/08/2022	Completed	APPLE.COM/BILL	1.49	Hire of equipment and facilities
000122	5/08/2022	Completed	U N M COOGEE	99.86	Meeting/Workshop Catering
000122	12/08/2022	Completed	APPLE.COM/BILL	39.99	Subscriptions
000122	24/08/2022	Completed	NEWS LIMITED	40.00	Subscriptions

**Chief of Built and Natural Environment** **765.84**

CC75715	29/07/2022	Outstanding	UNIVERSITY OF WESTER	6.00	Parking Expenses
CC75730	29/07/2022	Outstanding	UNIVERSITY OF WESTER	6.00	Parking Expenses
CC75709	1/08/2022	Outstanding	WILSON PARKING AUSTRAL	25.31	Parking Expenses
CC75940	9/08/2022	Outstanding	FRAUD REVERSAL	-124.76	Disputed Transaction
CC75952	9/08/2022	Outstanding	UDIWA	208.08	Conferences and Seminars
CC75954	9/08/2022	Outstanding	CROWN PERTH PARKING	25.21	Parking Expenses
CC76312	15/08/2022	Outstanding	COMPANY DIRECTOR	620.00	Subscriptions

**Chief of Operations** **1,579.84**

CC76013	9/08/2022	Outstanding	CROWN PERTH PARKING	20.17	Parking Expenses
CC76324	15/08/2022	Outstanding	ROSCOS TRADE MATE PL	330.00	Supplies and Materials purchases
CC75773	29/08/2022	Outstanding	IDENTITY MATTERS	1,229.67	Supplies and Materials purchases

**Child Care and Seniors Manager** **808.95**

000073	1/08/2022	Completed	LOCAL GOVERNEMENT MANA	531.00	Subscriptions
000073	1/08/2022	Completed	NDS LTD	89.00	Conferences and Seminars
000073	11/08/2022	Completed	SP EARLY SETTLER AU	188.95	Equipment purchases

**Child Care Services Manager** **815.10**

000119	22/08/2022	Completed	MYO*Harmony Kids	815.10	Subscriptions
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**City Facilities Coordinator** **769.57**

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CC76279	2/08/2022	Outstanding	Business Base	700.61	Supplies and Materials purchases
CC76226	3/08/2022	Outstanding	OFFICEWORKS 0616	68.96	Supplies and Materials purchases

**City Facilities Manager** **1,046.44**

000079	18/08/2022	Completed	CRUCE PTY LTD	1,046.44	Supplies and Materials purchases
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**Civil Infrastructure Manager** **490.80**

000083	12/08/2022	Completed	TECH REVO GROUP PTY	255.80	Consumables
000083	25/08/2022	Completed	COLES 0494	235.00	Events and Functions

**Cockburn ARC Manager** **316.72**

000095	29/07/2022	Completed	SCTA SHOP	145.00	Equipment purchases
000095	29/07/2022	Completed	SP OH CLOCKS	119.95	Equipment purchases
000095	1/08/2022	Completed	ANNUAL FEE	5.33	Bank and other fees
000095	1/08/2022	Completed	CPP CONVENTION CENTRE	23.22	Parking Expenses
000095	2/08/2022	Completed	CPP CONVENTION CENTRE	23.22	Parking Expenses

**Cockburn Community Care Manager** **2,677.29**

000120	29/07/2022	Completed	LIVE LIFE ALARMS	597.00	Professional Services
000120	1/08/2022	Completed	PAYPAL *FLEXYFOOT	74.99	Equipment purchases
000120	5/08/2022	Completed	OVENU SUCCESS	180.00	Supplies and Materials purchases
000120	8/08/2022	Completed	WARRICK M THOMAS	130.00	Hire of equipment and facilities
000120	11/08/2022	Completed	IKEA PTY LTD	985.92	Equipment purchases
000120	22/08/2022	Completed	BUNNINGS GROUP LTD	639.40	Supplies and Materials purchases
000120	25/08/2022	Completed	OPTIMAL PHARM PLUS	69.98	Equipment purchases

**Collection Development Librarian** **585.59**

000076	3/08/2022	Completed	BOFFINS BOOKSHOP PTY L	45.93	Supplies and Materials purchases
000076	5/08/2022	Completed	Booktopia Pty Ltd	112.29	Supplies and Materials purchases
000076	10/08/2022	Completed	Booktopia Pty Ltd	181.78	Supplies and Materials purchases
000076	15/08/2022	Completed	Booktopia Pty Ltd	-21.85	Supplies and Materials purchases
000076	23/08/2022	Completed	Booktopia Pty Ltd	121.99	Supplies and Materials purchases
000076	29/08/2022	Completed	Booktopia Pty Ltd	145.45	Supplies and Materials purchases

**Communications and Marketing Manager** **1,732.98**

CC75706	1/08/2022	Outstanding	DROPBOX*Y2M624ZJWKG	18.69	Subscriptions
CC76235	3/08/2022	Outstanding	FACEBK *3C6C8HP7P2	12.00	Advertising

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CC76237	3/08/2022	Outstanding	GRAMMARLY COGMHZMOG	69.82	Subscriptions
CC76239	3/08/2022	Outstanding	WANEWSDTI	28.00	Subscriptions
CC76244	3/08/2022	Outstanding	INTNL TRANSACTION FEE	1.75	Bank and other fees
CC76206	4/08/2022	Outstanding	FAIRFAX SUBSCRIPTIONS	59.00	Subscriptions
CC76208	4/08/2022	Outstanding	FACEBK *YXTT7LF8P2	20.00	Advertising
CC76211	4/08/2022	Outstanding	FACEBK *N43W7FBMT2	33.49	Advertising
CC76085	8/08/2022	Outstanding	FACEBK *78HLVH38P2	30.00	Advertising
CC75880	11/08/2022	Outstanding	iStock.com	176.00	Subscriptions
CC76315	15/08/2022	Outstanding	ASANA.COM	303.44	Subscriptions
CC76275	16/08/2022	Outstanding	FAIRFAX SUBSCRIPTIONS	15.00	Advertising
CC76170	22/08/2022	Outstanding	FACEBK *D3V96HX7P2	12.00	Advertising
CC76116	23/08/2022	Outstanding	OFFICEWORKS	81.56	Supplies and Materials purchases
CC76148	23/08/2022	Outstanding	NEWS LIMITED	40.00	Subscriptions
CC76009	25/08/2022	Outstanding	FAIRFAX SUBSCRIPTIONS	26.00	Subscriptions
CC76011	25/08/2022	Outstanding	MailChimp	508.08	Subscriptions
CC76017	25/08/2022	Outstanding	ASANA.COM	68.51	Subscriptions
CC75840	26/08/2022	Outstanding	INTNL TRANSACTION FEE	1.27	Bank and other fees
CC75910	26/08/2022	Outstanding	iStock.com	176.00	Subscriptions
CC75920	26/08/2022	Outstanding	LNK.BIO	1.44	Subscriptions
CC75924	26/08/2022	Outstanding	BITLY.COM	50.89	Subscriptions
CC75934	26/08/2022	Outstanding	INTNL TRANSACTION FEE	0.04	Bank and other fees

## Community Development Coordinator

1,379.60

000107	29/07/2022	Completed	WOOLWORTHS 4367	28.80	Meeting/Workshop Catering
000107	2/08/2022	Completed	SEC*CITY OF COCKBURN	68.50	Hire of equipment and facilities
000107	2/08/2022	Completed	SEC*CITY OF COCKBURN	68.50	Hire of equipment and facilities
000107	2/08/2022	Completed	SEC*CITY OF COCKBURN	66.00	Hire of equipment and facilities
000107	2/08/2022	Completed	SEC*CITY OF COCKBURN	52.25	Hire of equipment and facilities
000107	2/08/2022	Completed	SEC*CITY OF COCKBURN	52.25	Hire of equipment and facilities
000107	2/08/2022	Completed	SEC*CITY OF COCKBURN	47.50	Hire of equipment and facilities
000107	2/08/2022	Completed	SEC*CITY OF COCKBURN	21.00	Hire of equipment and facilities
000107	9/08/2022	Completed	ST JOHN AMBULANCE AUST	199.00	Training & Professional Development
000107	11/08/2022	Completed	WOOLWORTHS 4367	36.00	Meeting/Workshop Catering
000107	15/08/2022	Completed	SPACETOCO VENUE HIRE	22.00	Hire of equipment and facilities
000107	17/08/2022	Completed	NAUT	177.00	Meeting/Workshop Catering
000107	17/08/2022	Completed	SQ *WILD BAKERY	48.00	Meeting/Workshop Catering
000107	24/08/2022	Completed	WELCOME IN DELICATES	8.30	Meeting/Workshop Catering

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000107	25/08/2022	Completed	LAKESIDE BPTST CHURC	52.50	Hire of equipment and facilities
000107	26/08/2022	Completed	SEC*CITY OF COCKBURN	330.00	Hire of equipment and facilities
000107	26/08/2022	Completed	SEC*CITY OF COCKBURN	51.00	Hire of equipment and facilities
000107	26/08/2022	Completed	SEC*CITY OF COCKBURN	51.00	Hire of equipment and facilities

**Customer Experience and Marketing Lead****1,838.49**

000117	1/08/2022	Completed	AMAZON MARKETPLACE AU	39.99	Supplies and Materials purchases
000117	1/08/2022	Completed	EB *Building your Busi	20.00	Training & Professional Development
000117	2/08/2022	Completed	AMAZON MARKETPLACE AU	62.28	Supplies and Materials purchases
000117	5/08/2022	Completed	FREEDOM JANDAKOT	137.79	Supplies and Materials purchases
000117	5/08/2022	Completed	OFFICEWORKS 0620	52.39	Supplies and Materials purchases
000117	10/08/2022	Completed	ASSURANCE VENTURE PTY	48.00	Consumables
000117	11/08/2022	Completed	COLES 0490	13.20	Consumables
000117	11/08/2022	Completed	YELLOW RAVEN CAFE	2.50	Consumables
000117	12/08/2022	Completed	COLES 0490	23.50	Consumables
000117	12/08/2022	Completed	CRICUT	13.99	Subscriptions
000117	15/08/2022	Completed	FACEBK *96KTWG7DE2	385.00	Advertising
000117	15/08/2022	Completed	FACEBK *VSS9CH3EE2	26.86	Advertising
000117	15/08/2022	Completed	FLOWERS BY ANNE	155.00	Consumables
000117	15/08/2022	Completed	SQ *GRAZED_BY_YOU	400.00	Meeting/Workshop Catering
000117	22/08/2022	Completed	FACEBK *QMPAFGKDE2	385.00	Advertising
000117	29/08/2022	Completed	SPOTLIGHT PTY LTD	72.99	Supplies and Materials purchases

**Customer Experience Coordinator - ARC****1,143.29**

000094	1/08/2022	Completed	FACEBK *KB7H7H7QQ2	22.00	Advertising
000094	5/08/2022	Completed	FACEBK *CW8S7JXPQ2	33.00	Advertising
000094	8/08/2022	Completed	BIG W 0444	50.00	Training & Professional Development
000094	8/08/2022	Completed	MYO*SLIPLESS SERVICES	124.30	Consumables
000094	12/08/2022	Completed	EB *AUSactive Western	328.85	Training & Professional Development
000094	12/08/2022	Completed	KMART 1362	10.50	Supplies and Materials purchases
000094	17/08/2022	Completed	BIG W 0444	22.00	Equipment purchases
000094	22/08/2022	Completed	FACEBK *Q8WBNGPPQ2	2.20	Advertising
000094	22/08/2022	Completed	INTNL TRANSACTION FEE	12.94	Bank and other fees
000094	22/08/2022	Completed	JB HI FI COCKBURN GA	19.95	Equipment purchases
000094	22/08/2022	Completed	KEEPME PTE LTD	517.55	Subscriptions

**Events and Culture Manager****1,434.12**

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000080	1/08/2022	Completed	ALDI STORES - SPEARWOOD	37.13	Supplies and Materials purchases
000080	8/08/2022	Completed	BIG W 0455	44.95	Equipment purchases
000080	8/08/2022	Completed	BUNNINGS 303000	150.45	Equipment purchases
000080	10/08/2022	Completed	SP CARTON & CO	864.00	Supplies and Materials purchases
000080	18/08/2022	Completed	ALDI STORES - KARDINYA	8.02	Equipment purchases
000080	22/08/2022	Completed	Coogee Continental	128.27	Meeting/Workshop Catering
000080	22/08/2022	Completed	WOOLWORTHS 4367	29.30	Meeting/Workshop Catering
000080	26/08/2022	Completed	SEC*CITY OF COCKBURN	150.00	Hire of equipment and facilities
000080	26/08/2022	Completed	SEC*CITY OF COCKBURN	22.00	Hire of equipment and facilities

**Events Officer****1,859.63**

000098	1/08/2022	Completed	FRESH PROVISIONS BICTO	67.98	Events and Functions
000098	10/08/2022	Completed	BUSY NIPPERS PTY LTD	697.71	Supplies and Materials purchases
000098	10/08/2022	Completed	BUSY NIPPERS PTY LTD	245.10	Supplies and Materials purchases
000098	11/08/2022	Completed	SQ *22FOLDS	319.00	Professional Services
000098	17/08/2022	Completed	Limepay*DiscPartySupp	255.49	Supplies and Materials purchases
000098	17/08/2022	Completed	SEC*WHOLESALE WEDDING	215.35	Supplies and Materials purchases
000098	17/08/2022	Completed	SP LOTSALOLLIES	59.00	Supplies and Materials purchases

**Executive Governance and Strategy****1,776.50**

000102	4/08/2022	Completed	GOVERNANCE INSTITUTE	275.00	Conferences and Seminars
000102	10/08/2022	Completed	AH PHOTOGRAPHY	290.00	Professional Services
000102	11/08/2022	Completed	SEC*CITY OF COCKBURN	59.50	Training & Professional Development
000102	11/08/2022	Completed	TRYBOOKING* LGIS	230.50	Conferences and Seminars
000102	15/08/2022	Completed	SEC*CITY OF COCKBURN	17.50	Training & Professional Development
000102	16/08/2022	Completed	CEDA	796.00	Conferences and Seminars
000102	17/08/2022	Completed	PLUNGE	41.50	Conferences and Seminars
000101	25/08/2022	Completed	TRYBOOKING* LGIS	66.50	Conferences and Seminars

**Head of Community Safety & Ranger Svcs****194.86**

CC76233	3/08/2022	Outstanding	TOWN OF CAMBRIDGE	5.80	Parking Expenses
CC75779	12/08/2022	Outstanding	Starlink Internet	139.00	Subscriptions
CC76256	17/08/2022	Outstanding	Coogee Common	11.40	Consumables
CC76146	23/08/2022	Outstanding	CITY OF PERTH PARKING-	13.63	Parking Expenses
CC76095	24/08/2022	Outstanding	CITY OF PERTH PARKING-	13.63	Parking Expenses
CC75834	29/08/2022	Outstanding	Coogee Common	11.40	Consumables

**Head of Develop Assessment & Compliance****47.23**

CC76189	4/08/2022	Outstanding	SECURE PARKING - 164-1	9.23	Parking Expenses
CC76203	18/08/2022	Outstanding	EZI*Eclipse Education	38.00	Subscriptions

**Head of Finance****103.87**

CC76141	23/08/2022	Outstanding	SMS Broadcast Pty Ltd	38.50	Subscriptions
CC75753	29/08/2022	Outstanding	INTNL TRANSACTION FEE	0.53	Bank and other fees
CC75759	29/08/2022	Outstanding	INTNL TRANSACTION FEE	0.53	Bank and other fees
CC75763	29/08/2022	Outstanding	INTNL TRANSACTION FEE	0.53	Bank and other fees
CC75812	29/08/2022	Outstanding	MAYORS FOR PEACE	21.26	Subscriptions
CC75822	29/08/2022	Outstanding	MAYORS FOR PEACE	21.26	Subscriptions
CC75828	29/08/2022	Outstanding	MAYORS FOR PEACE	21.26	Subscriptions

**Head of Information and Technology****760.38**

CC76230	3/08/2022	Outstanding	CLOUDFLARE	28.72	Application, Licence, Registration Fees
CC76242	3/08/2022	Outstanding	INTNL TRANSACTION FEE	0.72	Bank and other fees
CC76204	4/08/2022	Outstanding	SEC*RIMPA	356.99	Training & Professional Development
CC75872	11/08/2022	Outstanding	MCAFREE *WWW.MCAFREE.COM	179.95	Application, Licence, Registration Fees
CC76254	17/08/2022	Outstanding	BUNNINGS 303000	99.00	Supplies and Materials purchases
CC75914	26/08/2022	Outstanding	BIG W 0455	95.00	Supplies and Materials purchases

**Head of Library and Cultural Services****3,994.27**

CC76316	1/08/2022	Outstanding	NEWS LIMITED	56.00	Subscriptions
CC76177	4/08/2022	Outstanding	INTERPOINT EVENTS PT	49.50	Subscriptions
CC76179	4/08/2022	Outstanding	CHOICE	980.00	Subscriptions
CC76142	5/08/2022	Outstanding	iSubscribe Pty Ltd	45.00	Subscriptions
CC76144	5/08/2022	Outstanding	iSubscribe Pty Ltd	224.97	Subscriptions
CC76145	5/08/2022	Outstanding	iSubscribe Pty Ltd	198.00	Subscriptions
CC76147	5/08/2022	Outstanding	iSubscribe Pty Ltd	35.80	Subscriptions
CC76150	5/08/2022	Outstanding	iSubscribe Pty Ltd	55.00	Subscriptions
CC76151	5/08/2022	Outstanding	iSubscribe Pty Ltd	77.00	Subscriptions
CC76154	5/08/2022	Outstanding	RENEW-MEMB* 175XXX PAY	153.00	Subscriptions
CC75983	9/08/2022	Outstanding	INDOOR GARDENS PTY L	495.00	Subscriptions
CC75991	9/08/2022	Outstanding	iSubscribe Pty Ltd	130.00	Subscriptions
CC75749	12/08/2022	Outstanding	CARROLL RICHARDSON-FLA	1,401.00	Supplies and Materials purchases
CC76272	16/08/2022	Outstanding	PLUNGE	9.00	Consumables
CC76135	23/08/2022	Outstanding	FAIRFAX SUBSCRIPTIONS	74.00	Subscriptions

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CC76073	24/08/2022	Outstanding	PORT CITY ROASTERS P	11.00	Consumables
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**Head of Planning****133.84**

000072	16/08/2022	Completed	UDIAWA	104.04	Conferences and Seminars
000072	17/08/2022	Completed	CITY RUBBER STAMPS	29.80	Supplies and Materials purchases

**Head of Projects****497.92**

CC75922	10/08/2022	Outstanding	WESTERN POWER	497.92	Application, Licence, Registration Fees
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**Head of Recreation Infrastructure & Svcs****361.79**

000097	8/08/2022	Completed	INTNL TRANSACTION FEE	4.19	Bank and other fees
000097	8/08/2022	Completed	OUTGROW	167.41	Subscriptions
000097	29/08/2022	Completed	INTNL TRANSACTION FEE	4.64	Bank and other fees
000097	29/08/2022	Completed	QUICKTAPSURVEY	185.55	Subscriptions

**Head of Sustainability and Environment****447.50**

000070	3/08/2022	Completed	SEC* CITY OF COCKBURN	152.00	Hire of equipment and facilities
000070	29/08/2022	Completed	ENDUROBY PTY LTD	295.50	Equipment purchases

**Health Promotion Officer****290.13**

000089	17/08/2022	Completed	OFFICEWORKS	126.40	Supplies and Materials purchases
000089	23/08/2022	Completed	BIG W 0455	10.00	Supplies and Materials purchases
000089	23/08/2022	Completed	OFFICEWORKS	15.73	Supplies and Materials purchases
000089	26/08/2022	Completed	WOOLWORTHS 4387	138.00	Supplies and Materials purchases

**Infrastructure & Operations Coordinator****1,788.66**

000091	1/08/2022	Completed	INTNL TRANSACTION FEE	0.69	Bank and other fees
000091	1/08/2022	Completed	ZUBTITLE.COM	27.49	Subscriptions
000091	2/08/2022	Completed	GECKOBOARD	287.96	Subscriptions
000091	2/08/2022	Completed	INTNL TRANSACTION FEE	7.20	Bank and other fees
000091	3/08/2022	Completed	Canva* 03500-3877998	17.99	Subscriptions
CC76134	5/08/2022	Outstanding	RYL LIFE SVG SOC AUS	106.00	Supplies and Materials purchases
000091	5/08/2022	Completed	NAAVI PTY LTD	25.00	Subscriptions
000091	5/08/2022	Completed	SQ *BOWLS AUSTRALIA L	50.00	Conferences and Seminars
000091	8/08/2022	Completed	MailChimp	278.04	Subscriptions
000091	15/08/2022	Completed	Bronson Safety Pty Ltd	164.29	Equipment purchases
000091	19/08/2022	Completed	PLE COMPUTERS PTY LT	316.00	Equipment purchases

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000091	24/08/2022	Completed	Hart Sport Pty Ltd	413.00	Equipment purchases
000091	25/08/2022	Completed	KMART 1362	95.00	Equipment purchases

**Landfill Supervisor HWRP****128.32**

000103	3/08/2022	Completed	BUNNINGS 303000	128.32	Supplies and Materials purchases
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**Library Technician****1,672.97**

000106	3/08/2022	Completed	BIGW ONLINE	75.90	Supplies and Materials purchases
000106	3/08/2022	Completed	Booktopia Pty Ltd	345.55	Supplies and Materials purchases
000106	3/08/2022	Completed	Booktopia Pty Ltd	111.45	Supplies and Materials purchases
000106	3/08/2022	Completed	SP JB HI-FI ONLINE	321.67	Supplies and Materials purchases
000106	4/08/2022	Completed	AMAZON MARKETPLACE AU	51.63	Supplies and Materials purchases
000106	4/08/2022	Completed	AMAZON MARKETPLACE AU	23.41	Supplies and Materials purchases
000106	5/08/2022	Completed	AMAZON MARKETPLACE AU	10.89	Supplies and Materials purchases
000106	10/08/2022	Completed	SP JB HI-FI ONLINE	257.81	Supplies and Materials purchases
000106	11/08/2022	Completed	Booktopia Pty Ltd	144.72	Supplies and Materials purchases
000106	15/08/2022	Completed	Ink Station	177.59	Supplies and Materials purchases
000106	22/08/2022	Completed	AMAZON MARKETPLACE AU	-51.63	Supplies and Materials purchases
000106	24/08/2022	Completed	SP JB HI-FI ONLINE	102.88	Supplies and Materials purchases
000106	25/08/2022	Completed	AMAZON AU	17.99	Supplies and Materials purchases
000106	25/08/2022	Completed	BIGW ONLINE	64.00	Supplies and Materials purchases
000106	26/08/2022	Completed	AMAZON MARKETPLACE AU	18.61	Supplies and Materials purchases
000106	26/08/2022	Completed	BIGW ONLINE	-12.00	Supplies and Materials purchases
000106	29/08/2022	Completed	AMAZON AU	12.50	Supplies and Materials purchases

**Library Technology Coordinator****1,089.80**

000077	8/08/2022	Completed	MAILCHIMP *MISC	299.29	Subscriptions
000077	8/08/2022	Completed	Windcave	230.82	Bank and other fees
000077	16/08/2022	Completed	DREAMITHOS* DREAMIT HO	234.70	Subscriptions
000077	16/08/2022	Completed	GOOGLE*GOOGLE STORAGE	124.99	Subscriptions
000077	29/08/2022	Completed	PAYMATE*SPUN	200.00	Subscriptions

**Manager Advocacy and Engagement****1,718.03**

000112	29/07/2022	Completed	CPP COUNCIL HOUSE	10.10	Parking Expenses
000112	29/07/2022	Completed	POINT PARKING PTY LTD	5.00	Parking Expenses
000112	1/08/2022	Completed	SQ *GORDON ST GARAGE	10.70	Meeting/Workshop Catering
000112	8/08/2022	Completed	CITY OF FREMANTLE	3.70	Parking Expenses

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000112	15/08/2022	Completed	TRYBOOKING* NATIONAL G	60.50	Conferences and Seminars
000112	16/08/2022	Completed	WILSON PARKING AUSTRAL	6.58	Parking Expenses
000112	17/08/2022	Completed	WA LOCAL GOVERNMENT AS	140.00	Conferences and Seminars
000112	17/08/2022	Completed	WA LOCAL GOVERNMENT AS	140.00	Conferences and Seminars
000112	19/08/2022	Completed	MALL MANAGERS WA PTY	20.00	Hire of equipment and facilities
000112	22/08/2022	Completed	CONFERENCE BY ARINEX	45.00	Conferences and Seminars
000112	22/08/2022	Completed	WA LOCAL GOVERNMENT AS	1,200.00	Conferences and Seminars
000112	25/08/2022	Completed	WOOLWORTHS 4367	68.45	Supplies and Materials purchases
000112	25/08/2022	Completed	BIG W 0455	8.00	Supplies and Materials purchases

**Manager Building Services****445.27**

000084	4/08/2022	Completed	TOTALLY WORK WEAR FR	445.27	Supplies and Materials purchases
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**Manager Business & Economic Development****3,627.80**

000115	3/08/2022	Completed	QANTAS	744.60	Travel and Accommodation
000115	8/08/2022	Completed	OUR COMMUNITY PTY LTD	350.00	Training & Professional Development
000115	10/08/2022	Completed	MISS MAUD	194.60	Meeting/Workshop Catering
000115	11/08/2022	Completed	THEASSOCIATIONSPEDIA	960.00	Travel and Accommodation
000115	17/08/2022	Completed	St John of God Health	3.60	Parking Expenses
000115	24/08/2022	Completed	EB *2022 WA DEFENCE IN	1,375.00	Conferences and Seminars

**Manager Environment Health****203.71**

000090	3/08/2022	Completed	BOC GAS & GEAR	7.13	Consumables
000090	5/08/2022	Completed	WILSON PARKING AUSTRAL	25.31	Parking Expenses
000090	17/08/2022	Completed	BOC GAS & GEAR	7.13	Consumables
000090	19/08/2022	Completed	CITY OF FREMANTLE	7.00	Parking Expenses
000090	24/08/2022	Completed	EB *WA Event Industry	157.14	Training & Professional Development

**Manager Workplace Health and Safety****1,884.37**

000092	29/07/2022	Completed	SAFETYCULTURE	146.30	Subscriptions
000092	12/08/2022	Completed	WESTERN DIAGNOSTIC P	575.14	Professional Services
000092	12/08/2022	Completed	WESTERN DIAGNOSTIC P	549.95	Professional Services
000092	12/08/2022	Completed	WESTERN DIAGNOSTIC P	466.68	Professional Services
000092	29/08/2022	Completed	SAFETYCULTURE	146.30	Subscriptions

**Marina Manager****858.50**

CC76283	16/08/2022	Outstanding	Business Base	717.00	Supplies and Materials purchases
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CC76286	16/08/2022	Outstanding	Business Base	14.00	Supplies and Materials purchases
CC76163	22/08/2022	Outstanding	eBay O*03-09001-83340	127.50	Supplies and Materials purchases

**Organisational Development Coordinator****2,191.75**

000093	5/08/2022	Completed	INTNL TRANSACTION FEE	0.80	Training & Professional Development
000093	5/08/2022	Completed	POLINODE - NETWORKS	31.95	Training & Professional Development
000093	8/08/2022	Completed	RLSSWA	109.00	Training & Professional Development
000093	9/08/2022	Completed	RLSSWA	159.00	Training & Professional Development
000093	11/08/2022	Completed	795Pin* Australian Tra	325.00	Training & Professional Development
000093	11/08/2022	Completed	RLSSWA	318.00	Training & Professional Development
000093	11/08/2022	Completed	RLSSWA	109.00	Training & Professional Development
000093	15/08/2022	Completed	ST JOHN AMBULANCE AUST	160.00	Training & Professional Development
000093	16/08/2022	Completed	ST JOHN AMBULANCE AUST	215.00	Training & Professional Development
000093	17/08/2022	Completed	ST JOHN AMBULANCE AUST	215.00	Training & Professional Development
000093	18/08/2022	Completed	RLSSWA	109.00	Training & Professional Development
000093	22/08/2022	Completed	ST JOHN AMBULANCE AUST	55.00	Training & Professional Development
000093	23/08/2022	Completed	NEXACU	385.00	Training & Professional Development

**Parenting Service Coordinator****797.63**

000118	3/08/2022	Completed	WOOLWORTHS 4703	96.03	Supplies and Materials purchases
000118	3/08/2022	Completed	WWW.FINANCIALCOUNSELLO	233.00	Subscriptions
000118	9/08/2022	Completed	MK ESPRESSO	100.00	Supplies and Materials purchases
000118	9/08/2022	Completed	MK ESPRESSO	100.00	Supplies and Materials purchases
000118	9/08/2022	Completed	MK ESPRESSO	13.00	Supplies and Materials purchases
000118	17/08/2022	Completed	Subway O'Connor	54.00	Supplies and Materials purchases
000118	17/08/2022	Completed	WOOLWORTHS 4703	30.00	Supplies and Materials purchases
000118	24/08/2022	Completed	WOOLWORTHS 4703	81.61	Supplies and Materials purchases
000118	25/08/2022	Completed	OPTIMAL PHARM PLUS	89.99	Supplies and Materials purchases

**Parks Operations Coordinator****1,916.35**

CC76248	3/08/2022	Outstanding	DRIVER RISK MANAGEME	429.85	Training & Professional Development
CC76250	3/08/2022	Outstanding	STIHL SHOP COCKBURN	181.50	Supplies and Materials purchases
CC76173	4/08/2022	Outstanding	ARB COCKBURN	515.00	Supplies and Materials purchases
CC76215	4/08/2022	Outstanding	ARB COCKBURN	515.00	Supplies and Materials purchases
CC76115	5/08/2022	Outstanding	Sports Turf Associa	275.00	Training & Professional Development

**People Experience Business Partner****439.00**

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CC75804	11/08/2022	Outstanding	FOREVER SHINING	439.00	Supplies and Materials purchases
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**Recovery Park Coordinator****406.00**

000110	29/08/2022	Completed	EVENT AND CONFERENCE C	406.00	Conferences and Seminars
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**Recycling Supervisor****691.10**

000105	8/08/2022	Completed	SAFETY ZONE	110.00	Supplies and Materials purchases
000105	18/08/2022	Completed	COLES 0494	199.15	Consumables
000105	25/08/2022	Completed	SAFETY ZONE	280.75	Supplies and Materials purchases
000105	26/08/2022	Completed	BUNNINGS 303000	101.20	Supplies and Materials purchases

**Senior Centre Coordinator****3,676.61**

000104	2/08/2022	Completed	TROPHY CHOICE	531.95	Equipment purchases
000104	4/08/2022	Completed	KMART 1039	138.00	Equipment purchases
000104	4/08/2022	Completed	PERSONAL BUYING SERV	297.00	Equipment purchases
000104	5/08/2022	Completed	PERSONAL BUYING SERV	2,287.00	Equipment purchases
000104	12/08/2022	Completed	DOMESTIC COOGEE	13.50	Meeting/Workshop Catering
000104	22/08/2022	Completed	OFFICEWORKS 0620	277.03	Supplies and Materials purchases
000104	23/08/2022	Completed	BUNNINGS 303000	9.38	Supplies and Materials purchases
000104	29/08/2022	Completed	AMAZING PIZZA PL	122.75	Meeting/Workshop Catering

**Senior Centre Programs Booking Officer****4,630.79**

000081	1/08/2022	Completed	CITY OF KALAMUNDA	19.00	Events and Functions
000081	1/08/2022	Completed	CITY OF KALAMUNDA	11.00	Events and Functions
000081	2/08/2022	Completed	Mega Office Supplies	389.55	Equipment purchases
000081	2/08/2022	Completed	STH METROPOLITAN TAFE	540.00	Events and Functions
000081	3/08/2022	Completed	DISCOUNT PARTY WAREH	129.86	Events and Functions
000081	4/08/2022	Completed	DISCOUNT PARTY WAREH	149.90	Events and Functions
000081	4/08/2022	Completed	OFFICEWORKS	66.94	Supplies and Materials purchases
000081	5/08/2022	Completed	BIG W 0458	20.00	Events and Functions
000081	9/08/2022	Completed	BIGW ONLINE	29.90	Events and Functions
000081	9/08/2022	Completed	GESHA COFFEE CO	168.00	Consumables
000081	10/08/2022	Completed	CRAFT PRODUCTS AUSTRAL	99.70	Supplies and Materials purchases
000081	11/08/2022	Completed	NISBETS AUSTRALIA	29.48	Supplies and Materials purchases
000081	12/08/2022	Completed	TICKETMASTER CROWN	2,370.00	Events and Functions
000081	12/08/2022	Completed	Ugly Duckling Wines	40.00	Events and Functions
000081	17/08/2022	Completed	DEPT OF RACING GAMIN	54.50	Application, Licence, Registration Fees

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000081	18/08/2022	Completed	DEPT OF RACING GAMIN	235.00	Application, Licence, Registration Fees
000081	18/08/2022	Completed	Limepay*DiscPartySupp	99.96	Events and Functions
000081	19/08/2022	Completed	KMART 1039	78.00	Events and Functions
000081	24/08/2022	Completed	CITY OF BUNBURY	100.00	Events and Functions

**Senior Youth Justice and Outreach Worker****443.60**

CC75904	10/08/2022	Outstanding	GUSTO ESPRESSO	17.50	Meeting/Workshop Catering
CC76330	12/08/2022	Outstanding	SKYTEC TECH GATEWAY	12.00	Supplies and Materials purchases
CC76176	22/08/2022	Outstanding	McDonalds 951496	28.15	Meeting/Workshop Catering
CC76178	22/08/2022	Outstanding	McDonalds 950389	22.25	Meeting/Workshop Catering
CC76181	22/08/2022	Outstanding	WILSON PARKING PER119	12.15	Parking Expenses
CC76113	23/08/2022	Outstanding	BIRTHS DEATHS & MARRIA	53.00	Supplies and Materials purchases
CC76121	23/08/2022	Outstanding	ALDI STORES - BEELIAR	23.82	Supplies and Materials purchases
CC76123	23/08/2022	Outstanding	C2 HI THAI	13.90	Supplies and Materials purchases
CC76125	23/08/2022	Outstanding	CPP CONVENTION CENTRE	6.06	Parking Expenses
CC76127	23/08/2022	Outstanding	BP BIBRA LAKE 7451	40.00	Supplies and Materials purchases
CC76130	23/08/2022	Outstanding	COLES EXPRESS 2723	67.58	Supplies and Materials purchases
CC75938	25/08/2022	Outstanding	SUPER CHEAP AUTO	8.99	Supplies and Materials purchases
CC75956	25/08/2022	Outstanding	KMART 1162	132.20	Supplies and Materials purchases
CC75960	25/08/2022	Outstanding	McDonalds 952074	6.00	Meeting/Workshop Catering

**Social Club Coordinator****1,682.20**

000120	2/08/2022	Completed	FILDES FOOD SAFETY PTY	182.60	Supplies and Materials purchases
000120	3/08/2022	Completed	Woolworths Online	581.50	Supplies and Materials purchases
000120	5/08/2022	Completed	KIMS FISH & CHIPS	82.50	supplies and Materials purchases
000120	5/08/2022	Completed	PERTH PARTY HIRE	160.00	Hire of equipment and facilities
000120	5/08/2022	Completed	PERTH PARTY HIRE	160.00	Hire of equipment and facilities
000120	5/08/2022	Completed	PERTH PARTY HIRE	160.00	Hire of equipment and facilities
000120	5/08/2022	Completed	PERTH PARTY HIRE	160.00	Hire of equipment and facilities
000120	5/08/2022	Completed	PERTH PARTY HIRE	160.00	Hire of equipment and facilities
000120	9/08/2022	Completed	WANEWSDTI	35.60	Subscriptions

**Sr Exec Assistant to Mayor & Councillors****3,637.00**

000085	29/07/2022	Completed	BIG W 0455	14.00	Supplies and Materials purchases
000085	16/08/2022	Completed	DAVID JONES LIMITED	2,994.00	Equipment purchases
000085	18/08/2022	Completed	BIG W 0455	29.00	Supplies and Materials purchases
000085	24/08/2022	Completed	BIG W 0455	600.00	Events and Functions

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**Strategic Procurement Manager****6,981.82**

000116	5/08/2022	Completed	FS.COM PTY LTD	289.52	Equipment purchases
000116	9/08/2022	Completed	ARBORMASTER PTY LTD	160.15	Equipment purchases
000116	10/08/2022	Completed	GITHUB	3,624.53	Subscriptions
000116	10/08/2022	Completed	INTNL TRANSACTION FEE	90.61	Bank and other fees
000116	11/08/2022	Completed	EB *Roy Hill Indigenou	446.50	Events and Functions
000116	12/08/2022	Completed	CLEAN ENERGY REGULR	99.44	Application, Licence, Registration Fees
000116	15/08/2022	Completed	TRYBOOKING* LGIS	461.00	Conferences and Seminars
000116	24/08/2022	Completed	AIRBNB * HMRCA3B88J	519.88	Disputed Transaction
000116	24/08/2022	Completed	QANTAS	493.65	Disputed Transaction
000116	24/08/2022	Completed	QANTAS	231.84	Disputed Transaction
000116	25/08/2022	Completed	JETSTAR AIRWAYS - JETSTAR	564.70	Disputed Transaction

**Support Services Lead****593.00**

000108	29/07/2022	Completed	CITY OF FREMANTLE	7.00	Motor vehicle expenses
000108	3/08/2022	Completed	SEC*CITY OF COCKBURN	133.00	Hire of equipment and facilities
000108	16/08/2022	Completed	WWW.FINANCIALCOUNSELLO	233.00	Application, Licence, Registration Fees
000108	26/08/2022	Completed	Prof Psych Services	220.00	Training & Professional Development

**Waste Collection Supervisor****812.25**

000111	26/08/2022	Completed	BOSS INDUSTRIAL	732.25	Supplies and Materials purchases
000111	26/08/2022	Completed	Brandos Car Care	80.00	Motor vehicle expenses

**Waste Education Coordinator****1,991.05**

000086	5/08/2022	Completed	GREEN BUILDING COUNC	548.90	Conferences and Seminars
000086	8/08/2022	Completed	EVENT AND CONFERENCE C	1,299.20	Conferences and Seminars
000086	12/08/2022	Completed	BUNNINGS 303000	67.25	Supplies and Materials purchases
000086	17/08/2022	Completed	BUNNINGS 303000	59.80	Supplies and Materials purchases
000086	23/08/2022	Completed	WOOLWORTHS 4387	15.90	Meeting/Workshop Catering

**Waste Services Manager****2,641.60**

000087	29/07/2022	Completed	EZI*Irrigation AUS	780.00	Subscriptions
000087	1/08/2022	Completed	Sports Turf Associa	400.00	Conferences and Seminars
000087	8/08/2022	Completed	EVENT AND CONFERENCE C	1,461.60	Conferences and Seminars

**Young Peoples Services Coordinator****1,985.44**

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000113	4/08/2022	Completed	BIGW ONLINE	132.00	Supplies and Materials purchases
000113	4/08/2022	Completed	COLES 0490	17.50	Supplies and Materials purchases
000113	4/08/2022	Completed	CONNETIX TILES	331.92	Supplies and Materials purchases
000113	4/08/2022	Completed	Mad About Science	393.92	Supplies and Materials purchases
000113	4/08/2022	Completed	PAYPAL *BRCKTASTCS	170.00	Supplies and Materials purchases
000113	5/08/2022	Completed	BIG W 0444	16.00	Supplies and Materials purchases
000113	5/08/2022	Completed	BIGW ONLINE	-12.00	Supplies and Materials purchases
000113	5/08/2022	Completed	HAWKER BROWNLOW	53.99	Supplies and Materials purchases
000113	5/08/2022	Completed	SP JB HI-FI ONLINE	271.77	Supplies and Materials purchases
000113	8/08/2022	Completed	Booktopia Pty Ltd	104.74	Supplies and Materials purchases
000113	9/08/2022	Completed	KMART	117.75	Supplies and Materials purchases
000113	10/08/2022	Completed	COLES ONLINE	161.85	Supplies and Materials purchases
000113	16/08/2022	Completed	BIG W 0444	36.00	Supplies and Materials purchases
000113	24/08/2022	Completed	BIGW ONLINE	140.00	Supplies and Materials purchases
000113	24/08/2022	Completed	Booktopia Pty Ltd	50.00	Supplies and Materials purchases

**Young Peoples Services Librarian****1,260.20**

000096	1/08/2022	Completed	Booktopia Pty Ltd	171.62	Supplies and Materials purchases
000096	11/08/2022	Completed	DYMOCKS BOORAGOON	328.18	Supplies and Materials purchases
000096	24/08/2022	Completed	SP LIVROS FOR KIDS A	572.10	Supplies and Materials purchases
000096	25/08/2022	Completed	DYMOCKS BOORAGOON	133.30	Supplies and Materials purchases
000096	26/08/2022	Completed	TARGET 5076	55.00	Supplies and Materials purchases

**Youth Centre Coordinator****1,624.45**

CC75714	29/07/2022	Outstanding	COLES 0490	18.00	Meeting/Workshop Catering
CC75716	29/07/2022	Outstanding	Nintendo CA793835431	37.50	Supplies and Materials purchases
CC75717	29/07/2022	Outstanding	Nintendo CA793837551	37.50	Supplies and Materials purchases
CC75718	29/07/2022	Outstanding	BIG W 0444	44.95	Supplies and Materials purchases
CC75695	1/08/2022	Outstanding	COLES ONLINE	85.28	Supplies and Materials purchases
CC76297	2/08/2022	Outstanding	AMAZON AU	32.00	Supplies and Materials purchases
CC76299	2/08/2022	Outstanding	SP CLOTHING THE GAPS	60.23	Supplies and Materials purchases
CC76264	3/08/2022	Outstanding	SIRIUS COFFEE	449.50	Meeting/Workshop Catering
CC76268	3/08/2022	Outstanding	KMART	195.00	Supplies and Materials purchases
CC76271	3/08/2022	Outstanding	AMAZON AU	48.00	Supplies and Materials purchases
CC76019	8/08/2022	Outstanding	COLES ONLINE	148.00	Supplies and Materials purchases
CC75987	9/08/2022	Outstanding	GUZMAN Y GOMEZ	30.50	Meeting/Workshop Catering
CC76296	15/08/2022	Outstanding	COLES ONLINE	68.75	Supplies and Materials purchases

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18-Oct-2022



CC76201	19/08/2022	Outstanding	BUNNINGS 729000	39.16	Supplies and Materials purchases
CC76185	22/08/2022	Outstanding	COLES ONLINE	130.01	Supplies and Materials purchases
CC76063	24/08/2022	Outstanding	COLES 0490	9.00	Supplies and Materials purchases
CC75981	25/08/2022	Outstanding	COLES ONLINE	179.85	Supplies and Materials purchases
CC75878	26/08/2022	Outstanding	COLES 0490	11.22	Supplies and Materials purchases

**Youth Development Officer****847.32**

CC75962	9/08/2022	Outstanding	BOUNCE HOLDINGS AUSTRA	750.00	Events and Functions
CC76252	17/08/2022	Outstanding	COLES 0490	26.07	Supplies and Materials purchases
CC76001	25/08/2022	Outstanding	LIV*ECLIPSE DRIVING SC	71.25	Supplies and Materials purchases

**Youth Services Manager****676.03**

CC76314	1/08/2022	Outstanding	ADOBE PR CREATIVE CLD	623.83	Application, Licence, Registration Fees
CC76075	8/08/2022	Outstanding	GUZMAN Y GOMEZ	187.20	Meeting/Workshop Catering
CC76079	8/08/2022	Outstanding	YELLOW RAVEN CAFE	52.20	Meeting/Workshop Catering
CC76317	15/08/2022	Outstanding	GUZMAN Y GOMEZ	-187.20	Meeting/Workshop Catering

**85,292.73***Report Run On: 18-Oct-2022 10:45:02*



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  
Period Starting: 01/08/2022

Customer Number: 0115405338  
Period Ending: 31/08/2022

Page: 1 of 34  
Date: 31/08/2022

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 02890 1GNC833 2067 WHITE KIA SORENTO WAGON  Cost Centre	05/08/22 19/08/22	17:28:37 17:24:27	MYAREE MYAREE	WA WA	1840 1840	060357 060820	ULT DSL	188.08	41.48	70.92	7.09	78.01	82900	500	8.3
							ULT DSL	180.57	52.09	85.51	8.55	94.06	83400	500	10.4
							DIESEL		93.57	156.43	15.64	172.07			15.6
							TOTAL		93.57	156.43	15.64	172.07		1000	9.4
							YEAR TO DATE		1,079.96	1,858.08	185.83	2,043.91		8156	13.2
7050 15405338 03146 1GSP764 2077 WHITE HYUNDAI 130 HATCHBACK  Cost Centre	15/08/22	09:00:23	SPEARWOOD	WA	6443	006939	DIESEL		93.57	156.43	15.64	172.07			17.2
							TOTAL		93.57	156.43	15.64	172.07		1000	9.4
							YEAR TO DATE		1,079.96	1,858.08	185.83	2,043.91		8156	13.2
							ULT DSL	180.57	36.09	59.25	5.92	65.17	87822		
							DIESEL		36.09	59.25	5.92	65.17			
7050 15405338 03732 1HBQ384 2097 WHITE SUBARU OUTBACK  Cost Centre	02/08/22 08/08/22 15/08/22 20/08/22 26/08/22	13:06:38 14:26:27 09:14:03 12:41:37 09:26:57	BIBRA LAKE CURRAMBINE BIBRA LAKE CURRAMBINE BIBRA LAKE	WA WA WA WA WA	7451 6427 7451 6427 7451	005403 049397 006227 045703 007039	TOTAL		36.09	59.25	5.92	65.17			
							YEAR TO DATE		241.88	432.55	43.26	475.81		3369	7.2
							DIESEL		36.09	59.25	5.92	65.17			
							TOTAL		36.09	59.25	5.92	65.17			
							YEAR TO DATE		241.88	432.55	43.26	475.81		3369	7.2
7050 15405338 03732 1HBQ384 2097 WHITE SUBARU OUTBACK  Cost Centre	02/08/22 08/08/22 15/08/22 20/08/22 26/08/22	13:06:38 14:26:27 09:14:03 12:41:37 09:26:57	BIBRA LAKE CURRAMBINE BIBRA LAKE CURRAMBINE BIBRA LAKE	WA WA WA WA WA	7451 6427 7451 6427 7451	005403 049397 006227 045703 007039	ULT DSL	188.08	51.90	88.74	8.87	97.61	74197	1154	4.5
							ULT DSL	189.59	53.72	92.59	9.26	101.85	74995	798	6.7
							ULT DSL	180.57	56.03	91.97	9.20	101.17	75816	821	6.8
							ULT DSL	180.57	30.54	50.14	5.01	55.15	76286	470	6.5
							ULT DSL	181.19	56.15	92.49	9.25	101.74	77201	915	6.1
7050 15405338 03732 1HBQ384 2097 WHITE SUBARU OUTBACK  Cost Centre	02/08/22 08/08/22 15/08/22 20/08/22 26/08/22	13:06:38 14:26:27 09:14:03 12:41:37 09:26:57	BIBRA LAKE CURRAMBINE BIBRA LAKE CURRAMBINE BIBRA LAKE	WA WA WA WA WA	7451 6427 7451 6427 7451	005403 049397 006227 045703 007039	DIESEL		248.34	415.93	41.59	457.52			
							TOTAL		248.34	415.93	41.59	457.52			
							YEAR TO DATE		1,436.99	2,467.99	246.79	2,714.78		4158	6.0

Go paperless and receive your invoices and statements via email. Provide your BP Plus account number along with your email address to [aucustcare@bp.com](mailto:aucustcare@bp.com) and our team will help you make the switch. If you have paid your account via credit card, your Service Fee will appear on your summary Tax Invoice.

**Please Note:** if you are disputing a transaction, this needs to be lodged in writing within 30 days from the date of issue of this Fleet Control Report.

BP Australia Pty Ltd  
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CITY OF COCKBURN

Account Number: 0050188034  
Period Starting: 01/08/2022

Customer Number: 0115405338  
Period Ending: 31/08/2022

Page: 2 of 34  
Date: 31/08/2022

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 03724 1HBT690 2117 WHITE NISSAN XTRAIL WAGON	01/08/22 10/08/22 19/08/22 30/08/22	08:45:31 08:08:50 08:09:23 08:41:57	SPEARWOOD RIVERTON SPEARWOOD SPEARWOOD	WA WA WA WA	6443 6186 6443 6443	006618 011680 003806 007279	DIESEL		248.34	415.93	41.59	457.52			
							TOTAL		248.34	415.93	41.59	457.52		4158	6.0
							YEAR TO DATE		1,436.99	2,467.99	246.79	2,714.78		20917	6.9
							ULT DSL	188.08	47.78	81.69	8.17	89.86	42934	607	7.9
							ULT DSL	189.59	42.41	73.09	7.31	80.40	43450	516	8.2
							ULT DSL	180.57	58.81	96.54	9.65	106.19	777		15.6
							ULT DSL	191.17	48.12	83.63	8.36	91.99	44854		
							DIESEL		197.12	334.95	33.49	368.44			
							TOTAL		197.12	334.95	33.49	368.44		1123	17.6
							YEAR TO DATE		1,451.80	2,534.53	253.43	2,787.96		12533	11.6
Cost Centre  7050 15405338 02981 1GQB942 2165 WHITE MITSUBISHI TRITON UTE	10/08/22 18/08/22 25/08/22	07:08:01 07:12:02 07:41:30	GREENWOOD NORTH GREENWOOD NORTH GREENWOOD NORTH	WA WA WA	9856 9856 9856	016041 016457 016814	DIESEL		197.12	334.95	33.49	368.44			
							TOTAL		197.12	334.95	33.49	368.44		1123	17.6
							YEAR TO DATE		1,451.80	2,534.53	253.43	2,787.96		12533	11.6
							ULT DSL	189.10	46.42	79.80	7.98	87.78	69932	566	8.2
							ULT DSL	180.08	51.81	84.82	8.48	93.30	70595	663	7.8
							ULT DSL	180.70	43.45	71.37	7.14	78.51	72155	1560	2.8
							DIESEL		141.68	235.99	23.60	259.59			
							TOTAL		141.68	235.99	23.60	259.59		2789	5.1
							YEAR TO DATE		1,288.54	2,253.45	225.31	2,478.76		15875	8.1
							DIESEL		141.68	235.99	23.60	259.59			
Cost Centre  7050 15405338 03989 1HMY121 2176 WHITE MITSUBISHI TRITON UTE	04/08/22 11/08/22 16/08/22 19/08/22 25/08/22	14:06:34 14:33:05 11:33:55 12:39:43 13:15:39	BIBRA LAKE BIBRA LAKE BIBRA LAKE BIBRA LAKE BIBRA LAKE	WA WA WA WA WA	7451 7451 7451 7451 7451	005576 006043 006331 006598 006980	DIESEL		141.68	235.99	23.60	259.59			
							TOTAL		141.68	235.99	23.60	259.59		2789	5.1
							YEAR TO DATE		1,288.54	2,253.45	225.31	2,478.76		15875	8.1
							ULT DSL	188.08	49.98	85.45	8.55	94.00	15835	504	9.9
							ULT DSL	189.59	53.36	91.96	9.20	101.16	16400	565	9.4
							ULT DSL	180.57	51.28	84.18	8.42	92.60	16969	569	9.0
							ULT DSL	180.57	49.86	81.85	8.18	90.03	17495	526	9.5
							ULT DSL	181.19	55.29	91.07	9.11	100.18	18069	574	9.6
							DIESEL		141.68	235.99	23.60	259.59			
							TOTAL		141.68	235.99	23.60	259.59		2789	5.1

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CITY OF COCKBURN

Account Number: 0050188034  
Period Starting: 01/08/2022

Customer Number: 0115405338  
Period Ending: 31/08/2022

Page: 3 of 34  
Date: 31/08/2022

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	01/08/22 09/08/22 16/08/22 24/08/22 30/08/22	09:00:46 10:52:26 10:13:06 07:25:24 09:43:04	SPEARWOOD SUCCESS SOUTH FREMANTLE SPEARWOOD SUCCESS	WA WA WA WA WA	6443 5992 9802 6443 5992	006619 038783 006702 007136 004262	DIESEL		259.77	434.51	43.46	477.97			
							TOTAL		259.77	434.51	43.46	477.97		2738	9.5
							YEAR TO DATE		1,690.15	2,965.53	296.55	3,262.08		15243	11.1
							DIESEL		259.77	434.51	43.46	477.97			
							TOTAL		259.77	434.51	43.46	477.97		2738	9.5
							YEAR TO DATE		1,690.15	2,965.53	296.55	3,262.08		15243	11.1
							ULP 95 UNIM	167.27	47.28	71.89	7.19	79.08	81800	634	7.5
							BP ULT UNIM	172.90 P	46.03	72.35	7.24	79.59	82443	643	7.2
							ULP 95 UNIM	160.90 P	36.85	53.90	5.39	59.29	82989	546	6.7
							ULP 95 UNIM	163.63	45.43	67.58	6.76	74.34	83637	648	7.0
Cost Centre  7050 15405338 03575 1GZQ778 2217 WHITE TOYOTA CAMRY SEDAN	16/08/22	11:32:40	SOUTH PERTH	WA	6192	000533	BP ULT UNIM	171.24	39.90	62.12	6.21	68.33	84193	556	7.2
							M/S		215.49	327.84	32.79	360.63			
							TOTAL		215.49	327.84	32.79	360.63		3027	7.1
							YEAR TO DATE		1,360.20	2,242.89	224.29	2,467.18		16833	8.1
							M/S		215.49	327.84	32.79	360.63			
							TOTAL		215.49	327.84	32.79	360.63		3027	7.1
							YEAR TO DATE		1,360.20	2,242.89	224.29	2,467.18		16833	8.1
							ULP 95 UNIM	160.90 P	35.36	51.72	5.17	56.89	26420	624	5.7
							M/S		35.36	51.72	5.17	56.89			
							TOTAL		35.36	51.72	5.17	56.89		624	5.7
Cost Centre  7050 15405338 03443 1GYQ281 2235 WHITE FORD RANGER UTILITY	02/08/22 08/08/22 13/08/22 17/08/22 19/08/22	07:46:01 07:57:56 10:14:32 07:50:41 11:34:00	COCKBURN CENTRAL COCKBURN CENTRAL KARNUP COCKBURN CENTRAL BIBRA LAKE	WA WA WA WA WA	7395 7395 4088 7395 7451	039734 040011 014603 040437 006588	YEAR TO DATE		162.85	262.42	26.24	288.66		2987	5.5
							M/S		35.36	51.72	5.17	56.89			
							TOTAL		35.36	51.72	5.17	56.89		624	5.7
							YEAR TO DATE		162.85	262.42	26.24	288.66		2987	5.5
							ULT DSL	188.08	63.16	107.99	10.80	118.79	77793		
							ULT DSL	189.59	67.58	116.47	11.65	128.12	88355		
							ULT DSL	189.50 P	67.22	115.80	11.58	127.38	88911		
							ULT DSL	180.57	50.61	83.08	8.31	91.39	8933		
							ULT DSL	180.57	29.19	47.92	4.79	52.71	89588		
							ULT DSL						556	12.1	22.9

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CITY OF COCKBURN

Account Number: 0050188034  
Period Starting: 01/08/2022

Customer Number: 0115405338  
Period Ending: 31/08/2022

Page: 4 of 34  
Date: 31/08/2022

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	23/08/22 26/08/22	09:25:21 11:02:20	COCKBURN CENTRAL COCKBURN CENTRAL	WA WA	7395 7395	040710 027953	ULT DSL	181.19	63.18	104.07	10.41	114.48	153 90483				
							ULT DSL	181.19	40.75	67.13	6.71	73.84					
							DIESEL		381.69	642.46	64.25	706.71					
							TOTAL		381.69	642.46	64.25	706.71					
	THIS PERIOD								556	68.6	127.1						
	YEAR TO DATE			2,666.03	4,586.70	458.68	5,045.38		16980	15.7	29.7						
	05/08/22 16/08/22 24/08/22	09:15:06 09:15:21 08:50:43	SPEARWOOD SPEARWOOD COCKBURN CENTRAL	WA WA WA	6443 6443 7395	006711 006971 027859	DIESEL		381.69	642.46	64.25	706.71					
							TOTAL		381.69	642.46	64.25	706.71		556	68.6	127.1	
							THIS PERIOD			2,666.03	4,586.70	458.68	5,045.38		16980	15.7	29.7
							YEAR TO DATE										
Cost Centre	05/08/22 16/08/22 24/08/22	09:15:06 09:15:21 08:50:43	SPEARWOOD SPEARWOOD COCKBURN CENTRAL	WA WA WA	6443 6443 7395	006711 006971 027859	ULT DSL	188.08	52.81	90.29	9.03	99.32	777 66043 66727	684	7.3	13.2	
							ULT DSL	180.57	45.99	75.50	7.55	83.05					
							ULT DSL	181.19	49.69	81.85	8.18	90.03					
							DIESEL		148.49	247.64	24.76	272.40					
	TOTAL		148.49	247.64	24.76	272.40		684	21.7	39.8							
	THIS PERIOD			555.22	1,012.68	101.28	1,113.96		5514	10.1	20.2						
	YEAR TO DATE																
	03/08/22 11/08/22 17/08/22 25/08/22	17:40:27 09:58:08 12:48:02 09:24:37	MAIDA VALE COCKBURN CENTRAL BIBRA LAKE COCKBURN CENTRAL	WA WA WA WA	6180 7395 7451 7395	003382 040186 006437 040805	DIESEL		148.49	247.64	24.76	272.40					
							TOTAL		148.49	247.64	24.76	272.40		684	21.7	39.8	
							THIS PERIOD			944.41	1,640.14	164.03	1,804.17		7250	13.0	24.9
YEAR TO DATE																	
Cost Centre	03/08/22 11/08/22 17/08/22 25/08/22	17:40:27 09:58:08 12:48:02 09:24:37	MAIDA VALE COCKBURN CENTRAL BIBRA LAKE COCKBURN CENTRAL	WA WA WA WA	6180 7395 7451 7395	003382 040186 006437 040805	ULT DSL	188.08	64.27	109.89	10.99	120.88	144143 144966 145763 146618	794 823 797 855	8.1 8.0 7.6 7.9	15.2 15.2 13.7 14.3	
							ULT DSL	189.59	65.91	113.60	11.36	124.96					
							ULT DSL	180.57	60.38	99.12	9.91	109.03					
							ULT DSL	181.19	67.51	111.20	11.12	122.32					
	DIESEL		258.07	433.81	43.38	477.19											
	TOTAL		258.07	433.81	43.38	477.19		3269	7.9	14.6							
	THIS PERIOD			1,993.01	3,380.71	338.08	3,718.79		25112	7.9	14.8						
	YEAR TO DATE																
	07/08/22 19/08/22 30/08/22	17:06:07 06:40:48 06:28:17	BALLAJURA YOKINE NORTH PERTH	WA WA WA	6330 6234 6426	004618 001077 047189	DIESEL		258.07	433.81	43.38	477.19					
							TOTAL		258.07	433.81	43.38	477.19		3269	7.9	14.6	
THIS PERIOD								1,993.01	3,380.71	338.08	3,718.79		25112	7.9	14.8		
YEAR TO DATE																	
7050 15405338 03583 1GZZ119 2296	07/08/22 19/08/22 30/08/22	17:06:07 06:40:48 06:28:17	BALLAJURA YOKINE NORTH PERTH	WA WA WA	6330 6234 6426	004618 001077 047189	BP ULT UNIM	171.27	46.06	71.72	7.17	78.89	72120 73071 74025	973 951 954	4.7 4.9 4.9	8.1 8.2 8.3	
							BP ULT UNIM	166.78	46.57	70.61	7.06	77.67					
							BP ULT UNIM	171.24	46.46	72.33	7.23	79.56					

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Page: 5 of 34  
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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 (\$)
SILVER TOYOTA CAMRY SEDAN							M/S	139.09	214.66	21.46	236.12					
Cost Centre			2296			TOTAL	THIS PERIOD	139.09	214.66	21.46	236.12		2878	4.8	8.2	
						YEAR TO DATE	760.34	1,286.07	128.60	1,414.67		13830	5.5	10.2		
						M/S	139.09	214.66	21.46	236.12						
						TOTAL	THIS PERIOD	139.09	214.66	21.46	236.12		2878	4.8	8.2	
7050 15405338 02759 1GLZ772 2307 WHITE MITSUBISHI TRITON UTE	08/08/22 25/08/22	09:35:38 15:43:17	BIBRA LAKE COCKBURN CENTRAL	WA WA	7451 7395	005747 040826	ULSD G10 ULT DSL	188.59 181.19	50.86 52.65	87.20 86.73	8.72 8.67	95.92 95.40	71856 712420	569	8.9	16.9
Cost Centre			2307			TOTAL	THIS PERIOD	103.51	173.93	17.39	191.32		569	18.2	33.6	
						YEAR TO DATE	875.53	1,510.63	151.05	1,661.68		9392	9.3	17.7		
						DIESEL	103.51	173.93	17.39	191.32						
						TOTAL	THIS PERIOD	103.51	173.93	17.39	191.32		569	18.2	33.6	
7050 15405338 03831 1HFX380 2317 SILVER NISSAN XTRAIL WAGON	17/08/22 28/08/22	17:33:38 12:19:32	NORTH PERTH HIGHGATE/PERTH	WA WA	6426 9558	046732 005747	ULP 95 UNIM ULP 95 UNIM	162.78 163.63	56.28 56.37	83.28 83.85	8.33 8.39	91.61 92.24	23907 34879			
Cost Centre			2317			TOTAL	THIS PERIOD	112.65	167.13	16.72	183.85					
						YEAR TO DATE	878.10	1,425.89	142.59	1,568.48		3369	26.1	46.6		
						M/S	112.65	167.13	16.72	183.85						
						TOTAL	THIS PERIOD	112.65	167.13	16.72	183.85					
7050 15405338 02247 1GDT651 2328 WHITE NISSAN XTRAIL SUV	21/08/22	16:38:43	SPEARWOOD	WA	6443	007079	ULT DSL	180.57	54.55	89.55	8.95	98.50	77784	631	8.6	15.6

**BP Australia Pty Ltd**  
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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: **01/08/2022**

Customer Number: **0115405338**  
Period Ending: **31/08/2022**

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Date: 31/08/2022

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 03963 1HLQ161 2336 WHITE FORD RANGER UTILITY	05/08/22 18/08/22 29/08/22	15:33:36 13:43:12 18:38:31	SUCCESS SUCCESS SUCCESS	WA WA WA	5992 5992 5992	038709 003610 004227	DIESEL		54.55	89.55	8.95	98.50			
							TOTAL		54.55	89.55	8.95	98.50		631	8.6
							YEAR TO DATE		382.73	651.64	65.14	716.78		3718	10.3
							DIESEL		54.55	89.55	8.95	98.50			
							TOTAL		54.55	89.55	8.95	98.50		631	8.6
							YEAR TO DATE		382.73	651.64	65.14	716.78		3718	10.3
							ULT DSL	188.08	74.99	128.22	12.82	141.04	12937	760	9.9
							ULT DSL	180.57	72.33	118.74	11.87	130.61	13749	812	8.9
							ULT DSL	191.17	77.21	134.18	13.42	147.60	14641	892	8.7
							DIESEL		224.53	381.14	38.11	419.25			
Cost Centre  7050 15405338 03948 1HJ0790 2346 WHITE FORD RANGER UTILITY	25/08/22	11:29:29	SUCCESS	WA	5992	039185	TOTAL		224.53	381.14	38.11	419.25		2464	9.1
							YEAR TO DATE		1,176.75	2,007.19	200.71	2,207.90		10835	10.9
							DIESEL		224.53	381.14	38.11	419.25			
							TOTAL		224.53	381.14	38.11	419.25		2464	9.1
							YEAR TO DATE		1,176.75	2,007.19	200.71	2,207.90		10835	10.9
							ULT DSL	181.19	63.08	103.91	10.39	114.30	20989	689	9.2
							DIESEL		63.08	103.91	10.39	114.30			
							TOTAL		63.08	103.91	10.39	114.30		689	9.2
							YEAR TO DATE		942.33	1,595.90	159.60	1,755.50		10739	8.8
							DIESEL		63.08	103.91	10.39	114.30			
Cost Centre  7050 15405338 03526 1GY0863 2355 WHITE FORD RANGER UTILITY	09/08/22 23/08/22	17:14:47 16:59:01	BIBRA LAKE BIBRA LAKE	WA WA	7451 7451	005881 006819	TOTAL		63.08	103.91	10.39	114.30		689	9.2
							YEAR TO DATE		942.33	1,595.90	159.60	1,755.50		10739	8.8
							ULSD G10	188.59	37.74	64.70	6.47	71.17	34840	346	10.9
							ULSD G10	180.19	45.20	74.05	7.40	81.45	35259	419	10.8

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CITY OF COCKBURN

Account Number: **0050188034**  
Period Starting: **01/08/2022**

Customer Number: **0115405338**  
Period Ending: **31/08/2022**

Page: 7 of 34  
Date: 31/08/2022

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	26/08/22	13:27:40	BIBRA LAKE	WA	7451	007064	DIESEL		82.94	138.75	13.87	152.62			
							TOTAL		82.94	138.75	13.87	152.62		765	20.0
							YEAR TO DATE		346.18	612.42	61.25	673.67		1639	41.1
							DIESEL		82.94	138.75	13.87	152.62			
							TOTAL		82.94	138.75	13.87	152.62		765	20.0
							YEAR TO DATE		346.18	612.42	61.25	673.67		1639	41.1
							ULSD G10	180.19	52.91	86.67	8.67	95.34	35080	516	10.3
							DIESEL		52.91	86.67	8.67	95.34			
							TOTAL		52.91	86.67	8.67	95.34		516	10.3
							YEAR TO DATE		229.96	397.66	39.76	437.42		3515	12.4
Cost Centre  7050 15405338 03013 1GQN292 2387 WHITE MITSUBISHI TRITON UTE	03/08/22 10/08/22 15/08/22 21/08/22 26/08/22	08:51:42 06:59:20 14:06:39 06:29:09 13:23:37	BIBRA LAKE BIBRA LAKE BIBRA LAKE NEDLANDS BIBRA LAKE	WA WA WA WA WA	7451 7451 7451 6161 7451	005461 005907 006263 025486 007062	DIESEL		52.91	86.67	8.67	95.34			
							TOTAL		52.91	86.67	8.67	95.34		516	10.3
							YEAR TO DATE		229.96	397.66	39.76	437.42		3515	12.4
							ULSD G10	187.08	47.70	81.13	8.11	89.24	81386	524	10.2
							ULSD G10	188.59	53.43	91.60	9.16	100.76	81910	483	10.8
							ULSD G10	179.57	51.93	84.77	8.48	93.25	82393	476	10.3
							ULT DSL	180.57	48.94	80.34	8.03	88.37	82869	586	18.6
							ULSD G10	180.19	53.22	87.18	8.72	95.90	83455		9.1
							DIESEL		255.22	425.02	42.50	467.52			
							TOTAL		255.22	425.02	42.50	467.52		2069	12.3
Cost Centre  7050 15405338 03351 1GXF233 2397 WHITE FORD RANGER UTILITY	03/08/22 12/08/22 26/08/22	09:31:59 13:52:07 07:26:58	BIBRA LAKE BIBRA LAKE BIBRA LAKE	WA WA WA	7451 7451 7451	005462 006113 007030	YEAR TO DATE		1,583.12	2,740.49	274.05	3,014.54		12090	24.9
							DIESEL		255.22	425.02	42.50	467.52			
							TOTAL		255.22	425.02	42.50	467.52		2069	12.3
							YEAR TO DATE		1,583.12	2,740.49	274.05	3,014.54		12090	24.9
							ULT DSL	188.08	69.37	118.61	11.86	130.47	77690	803	8.6
							ULT DSL	189.59	68.33	117.77	11.78	129.55	78880	1200	5.7
							ULT DSL	181.19	53.32	87.83	8.78	96.01	79059	179	29.8



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6965

CITY OF COCKBURN

Account Number: **0050188034**  
Period Starting: **01/08/2022**

Customer Number: **0115405338**  
Period Ending: **31/08/2022**

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Date: 31/08/2022

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 03500 1GYZ376 2407 WHITE MITSUBISHI TRITON UTE	04/08/22 18/08/22 26/08/22	08:05:46 11:05:28 07:02:15	NAVAL BASE NAVAL BASE NAVAL BASE	WA WA WA	7770 7770 7770	011895 012865 013424	DIESEL		191.02	324.21	32.42	356.63			
							TOTAL		191.02	324.21	32.42	356.63		2182	8.8
							YEAR TO DATE		1,878.38	3,234.55	323.44	3,557.99		19363	9.7
							DIESEL		191.02	324.21	32.42	356.63			
							TOTAL		191.02	324.21	32.42	356.63		2182	8.8
							YEAR TO DATE		1,878.38	3,234.55	323.44	3,557.99		19363	9.7
<b>Cost Centre</b>  7050 15405338 03781 1HEJ525 2418 WHITE FORD RANGER UTILITY	02/08/22 05/08/22 19/08/22 26/08/22	20:05:08 12:57:39 14:02:41 14:17:20	BALDIVIS BIBRA LAKE BIBRA LAKE BIBRA LAKE	WA WA WA WA	7374 7451 7451 7451	009461 005651 006614 007071	ULT DSL	188.08	57.17	97.75	9.77	107.52	374713		
							ULT DSL	180.57	60.85	99.89	9.99	109.88	400736		
							ULT DSL	181.19	58.03	95.59	9.56	105.15	48197		
							DIESEL		176.05	293.23	29.32	322.55			
							TOTAL		176.05	293.23	29.32	322.55			
							YEAR TO DATE		1,261.77	2,145.57	214.53	2,360.10		5924	21.3
<b>Cost Centre</b>  7050 15405338 03781 1HEJ525 2418 WHITE FORD RANGER UTILITY	02/08/22 05/08/22 19/08/22 26/08/22	20:05:08 12:57:39 14:02:41 14:17:20	BALDIVIS BIBRA LAKE BIBRA LAKE BIBRA LAKE	WA WA WA WA	7374 7451 7451 7451	009461 005651 006614 007071	DIESEL		176.05	293.23	29.32	322.55			
							TOTAL		176.05	293.23	29.32	322.55			
							YEAR TO DATE		1,261.77	2,145.57	214.53	2,360.10		5924	21.3
							ULT DSL	188.08	75.13	128.45	12.85	141.30	54693	906	8.3
							ULT DSL	188.08	36.36	62.16	6.22	68.38	55098	405	9.0
							ULSD G10	179.57	70.95	115.84	11.58	127.42	55853	755	9.4
<b>Cost Centre</b>  7050 15405338 03898 1HIN859 2438 WHITE FORD RANGER UTILITY	04/08/22 15/08/22 26/08/22	14:51:34 12:04:57 07:27:05	BIBRA LAKE BIBRA LAKE BIBRA LAKE	WA WA WA	7451 7451 7451	005583 006248 000625	ULSD G10	180.19	67.05	109.84	10.98	120.82	56583	730	9.2
							DIESEL		249.50	416.29	41.63	457.92			
							TOTAL		249.50	416.29	41.63	457.92			
							YEAR TO DATE		2,047.59	3,530.86	353.08	3,883.94		19557	10.5
							DIESEL		249.50	416.29	41.63	457.92			
							TOTAL		249.50	416.29	41.63	457.92		2796	8.9
<b>Cost Centre</b>  7050 15405338 03898 1HIN859 2438 WHITE FORD RANGER UTILITY	04/08/22 15/08/22 26/08/22	14:51:34 12:04:57 07:27:05	BIBRA LAKE BIBRA LAKE BIBRA LAKE	WA WA WA	7451 7451 7451	005583 006248 000625	YEAR TO DATE		2,047.59	3,530.86	353.08	3,883.94		19557	10.5
							ULSD G10	187.08	47.01	79.95	7.99	87.94	26900	500	9.4
							ULSD G10	179.57	64.97	106.06	10.61	116.67	27597	697	9.3
							ULSD G10	180.19	56.30	92.23	9.22	101.45	28132	535	10.5
							TOTAL		249.50	416.29	41.63	457.92		2796	8.9
							YEAR TO DATE		2,047.59	3,530.86	353.08	3,883.94		19557	10.5

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CITY OF COCKBURN

Account Number: **0050188034**  
Period Starting: **01/08/2022**

Customer Number: **0115405338**  
Period Ending: **31/08/2022**

Page: 9 of 34  
Date: 31/08/2022

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 03054 1GRH938 2457 WHITE FORD RANGER UTILITY	24/08/22	07:52:32	COCKBURN CENTRAL	WA	7395	040758	DIESEL		168.28	278.24	27.82	306.06			
							TOTAL		168.28	278.24	27.82	306.06		1732	9.7
							YEAR TO DATE		1,557.71	2,678.27	267.84	2,946.11		12018	13.0
							DIESEL		168.28	278.24	27.82	306.06			
							TOTAL		168.28	278.24	27.82	306.06		1732	9.7
							YEAR TO DATE		1,557.71	2,678.27	267.84	2,946.11		12018	13.0
<b>Cost Centre</b>  7050 15405338 03120 1GTE408 2467 WHITE FORD RANGER UTE	11/08/22 24/08/22	15:10:23 14:30:53	COCKBURN CENTRAL COCKBURN CENTRAL	WA WA	7395 7395	040203 040776	ULT DSL	181.19	55.47	91.37	9.14	100.51	32667	580	9.6
							DIESEL		55.47	91.37	9.14	100.51			
							TOTAL		55.47	91.37	9.14	100.51		580	9.6
							YEAR TO DATE		466.36	785.10	78.52	863.62		5105	9.1
							DIESEL		55.47	91.37	9.14	100.51			
							TOTAL		55.47	91.37	9.14	100.51		580	9.6
<b>Cost Centre</b>  7050 15405338 03971 1HMI124 2497 WHITE FORD RANGER UTE	02/08/22 15/08/22	09:23:18 07:36:25	SPEARWOOD BIBRA LAKE	WA WA	6443 7451	003605 006209	ULT DSL	188.08	68.29	116.76	11.68	128.44	36926	602	11.4
							ULT DSL	179.57	62.77	102.47	10.25	112.72	37503	577	11.1
							DIESEL		132.95	224.24	22.42	246.66			
							TOTAL		132.95	224.24	22.42	246.66		1179	11.3
							YEAR TO DATE		884.67	1,541.88	154.18	1,696.06		3534	25.0
							DIESEL		132.95	224.24	22.42	246.66			
							TOTAL		132.95	224.24	22.42	246.66		1179	11.3
							YEAR TO DATE		884.67	1,541.88	154.18	1,696.06		3534	25.0
							ULT DSL								
							ULSD G10								

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Page: 10 of 34  
Date: 31/08/2022

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 02494 1GGH334 2507 WHITE MAZDA 6 SEDAN	01/08/22 11/08/22	08:35:06 09:22:58	BIBRA LAKE CANNING VALE	WA WA	7451 9073	005299 005454	DIESEL		131.06	219.23	21.93	241.16			
							TOTAL		131.06	219.23	21.93	241.16		1300	18.6
							YEAR TO DATE		883.22	1,509.33	150.94	1,660.27		7640	21.7
							DIESEL		131.06	219.23	21.93	241.16			
							TOTAL		131.06	219.23	21.93	241.16		1300	18.6
							YEAR TO DATE		883.22	1,509.33	150.94	1,660.27		7640	21.7
							ULP UNIM	158.08	43.44	62.66	6.27	68.93	90888	554	7.8
							ULP UNIM	163.31	42.33	62.85	6.28	69.13	91401	513	8.3
							M/S		85.77	125.51	12.55	138.06			
							TOTAL		85.77	125.51	12.55	138.06		1067	12.9
Cost Centre  7050 15405338 03708 1HCC815 2515 WHITE FORD RANGER UTILITY	20/08/22	16:52:53	KEWDALE	WA	2498	005809	YEAR TO DATE		988.79	1,541.65	154.16	1,695.81		12265	13.8
							M/S		85.77	125.51	12.55	138.06			
							TOTAL		85.77	125.51	12.55	138.06		1067	12.9
							YEAR TO DATE		988.79	1,541.65	154.16	1,695.81		12265	13.8
							ULT DSL	180.57	39.79	65.32	6.53	71.85	36085		
							DIESEL		39.79	65.32	6.53	71.85			
							TOTAL		39.79	65.32	6.53	71.85			
							YEAR TO DATE		349.52	576.03	57.59	633.62		2595	24.4
							DIESEL		39.79	65.32	6.53	71.85			
							TOTAL		39.79	65.32	6.53	71.85			
Cost Centre  7050 15405338 03849 1HHB989 2537 WHITE FORD RANGER UTILITY	04/08/22 06/08/22 15/08/22	13:00:45 19:23:13 11:31:44	SUCCESS BALDIVIS COCKBURN CENTRAL	WA WA WA	5992 7375 7395	038671 069782 027575	YEAR TO DATE		349.52	576.03	57.59	633.62		2595	24.4
							ULT DSL	188.08	43.18	73.83	7.38	81.21	33135		
							ULT DSL	188.08	54.95	93.95	9.40	103.35	30800		
							ULT DSL	180.57	57.30	94.06	9.41	103.47	31435	635	16.3

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CITY OF COCKBURN

Account Number: **0050188034**  
Period Starting: **01/08/2022**

Customer Number: **0115405338**  
Period Ending: **31/08/2022**

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Date: 31/08/2022

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 03591 1GXV149 2565 WHITE FORD RANGER UTILITY	08/08/22 30/08/22	14:22:05 08:54:43	SPEARWOOD BIBRA LAKE	WA WA	6443 7451	003683 007263	DIESEL		155.43	261.84	26.19	288.03			
							TOTAL		155.43	261.84	26.19	288.03		635	24.5
							YEAR TO DATE		1,467.80	2,567.88	256.82	2,824.70		12047	12.2
							DIESEL		155.43	261.84	26.19	288.03			
							TOTAL		155.43	261.84	26.19	288.03		635	24.5
							YEAR TO DATE		1,467.80	2,567.88	256.82	2,824.70		12047	12.2
<b>Cost Centre</b>  7050 15405338 04094 1HPP327 2575 WHITE ISUZU D-MAX UTE	03/08/22 09/08/22 16/08/22 21/08/22	12:51:52 16:03:11 15:37:25 16:02:04	BIBRA LAKE BIBRA LAKE COCKBURN CENTRAL BIBRA LAKE	WA WA WA WA	7451 7451 7395 7451	005478 005873 027616 006687	ULT DSL	189.59	69.09	119.08	11.91	130.99	38882	695	9.9
							ULT DSL	191.17	71.18	123.70	12.37	136.07	39573	691	10.3
							DIESEL		140.27	242.78	24.28	267.06			
							TOTAL		140.27	242.78	24.28	267.06		1396	10.1
							YEAR TO DATE		1,143.78	1,968.36	196.82	2,165.18		11277	10.1
							DIESEL		140.27	242.78	24.28	267.06			
<b>Cost Centre</b>  7050 15405338 02908 1GNM104 2596 WHITE MITSUBISHI TRITON UTE	04/08/22 16/08/22 24/08/22	10:40:28 13:10:45 09:01:33	BIBRA LAKE BIBRA LAKE BIBRA LAKE	WA WA WA	7451 7451 7451	005554 006348 006861	ULT DSL	188.08	49.29	84.27	8.43	92.70	54113	387	12.7
							ULTSD G10	179.57	60.06	98.05	9.80	107.85	54578	465	12.9
							ULTSD G10	180.19	55.85	91.49	9.15	100.64	55039	461	12.1
							DIESEL		204.32	342.46	34.25	376.71			
							TOTAL		204.32	342.46	34.25	376.71		3400	6.0
							YEAR TO DATE		465.57	851.14	85.12	936.26		7258	6.4

BP Australia Pty Ltd  
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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: 01/08/2022

Customer Number: 0115405338  
Period Ending: 31/08/2022

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Date: 31/08/2022

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 04086 1HOK035 2606 WHITE FORD RANGER UTILITY	05/08/22 18/08/22	11:47:05 08:45:26	BIBRA LAKE BIBRA LAKE	WA WA	7451 7451	005640 006492	DIESEL		165.20	273.81	27.38	301.19			
							TOTAL		165.20	273.81	27.38	301.19		1313	12.6
							YEAR TO DATE		1,082.76	1,867.99	186.80	2,054.79		7715	14.0
							DIESEL		165.20	273.81	27.38	301.19			
							TOTAL		165.20	273.81	27.38	301.19		1313	12.6
							YEAR TO DATE		1,082.76	1,867.99	186.80	2,054.79		7715	14.0
Cost Centre  7050 15405338 02528 1GHC971 2617 WHITE HYUNDAI ACCENT HATCH	02/08/22 09/08/22 18/08/22 25/08/22	11:51:05 10:05:17 10:24:40 11:09:27	SUCCESS COCKBURN CENTRAL BIBRA LAKE KARDINYA	WA WA WA WA	5992 7395 7451 6207	038627 027370 006506 024444	ULT DSL	188.08	58.34	99.75	9.97	109.72	3068	397	14.7
							ULT DSL	180.57	65.59	107.67	10.77	118.44	3486	418	15.7
							DIESEL		123.93	207.42	20.74	228.16			
							TOTAL		123.93	207.42	20.74	228.16		815	15.2
							YEAR TO DATE		498.55	918.12	91.81	1,009.93		2776	18.0
							DIESEL		123.93	207.42	20.74	228.16			
Cost Centre  7050 15405338 03112 1GRB219 2626 WHITE MITSUBISHI TRITON UTE	01/08/22 16/08/22	09:58:24 09:21:32	BIBRA LAKE BIBRA LAKE	WA WA	7451 7451	000494 006316	ULT DSL	187.08	50.61	86.07	8.61	94.68	28070	400	12.7
							ULT DSL	180.57	50.73	83.27	8.33	91.60	28470		22.9
							M/S		114.56	161.86	16.18	178.04			
							TOTAL		114.56	161.86	16.18	178.04		1655	6.9
							YEAR TO DATE		751.46	1,172.76	117.28	1,290.04		8427	8.9
							M/S		114.56	161.86	16.18	178.04			

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CITY OF COCKBURN

Account Number: 0050188034  
Period Starting: 01/08/2022

Customer Number: 0115405338  
Period Ending: 31/08/2022

Page: 13 of 34  
Date: 31/08/2022

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 04029 1HOA671 2646 WHITE MITSUBISHI TRITON	05/08/22 12/08/22 20/08/22 29/08/22	10:52:19 12:07:23 11:41:23 14:14:47	BIBRA LAKE CANNINGTON WATTLE GROVE BIBRA LAKE	WA WA WA WA	7451 6204 9030 007208		DIESEL		101.34	169.34	16.94	186.28			
							TOTAL		101.34	169.34	16.94	186.28		400	25.3
							YEAR TO DATE		883.93	1,503.67	150.40	1,654.07		4400	20.1
							DIESEL		101.34	169.34	16.94	186.28			
							TOTAL		101.34	169.34	16.94	186.28		400	25.3
							YEAR TO DATE		883.93	1,503.67	150.40	1,654.07		4400	20.1
							ULT DSL	188.08	54.23	92.72	9.27	101.99	10457	583	9.3
							ULT DSL	189.59	43.02	74.15	7.41	81.56	10944	487	8.8
							ULT DSL	180.57	49.77	81.70	8.17	89.87	11481	537	9.3
							ULT DSL	191.17	50.53	87.82	8.78	96.60	12032	551	9.2
Cost Centre  7050 15405338 04037 1HOQ717 2656 FORD RANGER XL SC	17/08/22 24/08/22	10:10:55 06:51:28	COCKBURN CENTRAL COCKBURN CENTRAL	WA WA	7395 7395	040441 027844	DIESEL		197.55	336.39	33.63	370.02			
							TOTAL		197.55	336.39	33.63	370.02		2158	9.2
							YEAR TO DATE		1,056.50	1,889.23	188.92	2,078.15		11238	9.4
							DIESEL		197.55	336.39	33.63	370.02			
							TOTAL		197.55	336.39	33.63	370.02		2158	9.2
							YEAR TO DATE		1,056.50	1,889.23	188.92	2,078.15		11238	9.4
							ULT DSL	180.57	70.28	115.37	11.54	126.91	5196	518	13.6
							ULT DSL	181.19	72.94	120.15	12.01	132.16	5735	539	13.5
							DIESEL		143.22	235.52	23.55	259.07			
							TOTAL		143.22	235.52	23.55	259.07		1057	13.5
Cost Centre  7050 15405338 03914 1HIN742 2667 WHITE MITSUBISHI TRITON UTE	08/08/22 16/08/22 26/08/22	14:03:20 08:58:38 13:20:27	SPEARWOOD SPEARWOOD BIBRA LAKE	WA WA WA	6443 6443 7451	003682 006967 007061	YEAR TO DATE		287.90	525.55	52.55	578.10		4687	6.1
							DIESEL		143.22	235.52	23.55	259.07			
							TOTAL		143.22	235.52	23.55	259.07		1057	13.5
							YEAR TO DATE		287.90	525.55	52.55	578.10		4687	6.1
							ULT DSL	189.59	61.71	106.36	10.64	117.00	21125	494	12.5
							ULT DSL	180.57	57.35	94.15	9.41	103.56	21597	472	12.2
							ULT DSL	181.19	60.16	99.10	9.91	109.01	22111	514	11.7
							DIESEL		143.22	235.52	23.55	259.07			
							TOTAL		143.22	235.52	23.55	259.07		1057	13.5
							YEAR TO DATE		287.90	525.55	52.55	578.10		4687	6.1

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CITY OF COCKBURN

Account Number: 0050188034  
Period Starting: 01/08/2022

Customer Number: 0115405338  
Period Ending: 31/08/2022

Page: 14 of 34  
Date: 31/08/2022

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 03823 1HGH898 2677 WHITE MITSUBISHI TRITON UTE	01/08/22 09/08/22 16/08/22 24/08/22 29/08/22	14:11:47 10:21:18 14:00:29 06:13:39 14:25:48	COCKBURN CENTRAL COCKBURN CENTRAL COCKBURN CENTRAL COCKBURN CENTRAL COCKBURN CENTRAL	WA WA WA WA WA	7395 7395 7395 7395 7395	039711 027371 027610 027833 041005	DIESEL		179.22	299.61	29.96	329.57			
							TOTAL		179.22	299.61	29.96	329.57		1480	12.1
							YEAR TO DATE		1,585.33	2,754.72	275.47	3,030.19		13272	11.9
							DIESEL		179.22	299.61	29.96	329.57			
							TOTAL		179.22	299.61	29.96	329.57		1480	12.1
							YEAR TO DATE		1,585.33	2,754.72	275.47	3,030.19		13272	11.9
							ULT DSL	188.08	53.52	91.51	9.15	100.66	28343	469	11.4
							ULT DSL	189.59	57.18	98.55	9.86	108.41	28823	480	11.9
							ULT DSL	180.57	57.26	94.00	9.40	103.40	29286	463	12.4
							ULT DSL	181.19	58.50	96.36	9.64	106.00	29765	479	12.2
Cost Centre  7050 15405338 03765 1HEI019 2687 WHITE ISUZU D-MAX UTE	05/08/22 14/08/22 09/08/22 27/08/22	13:53:29 14:37:06 09:13:39 13:39:48	BIBRA LAKE SPEARWOOD BIBRA LAKE BIBRA LAKE	WA WA WA WA	7451 6443 7451 7451	005659 006917 006575 007116	ULT DSL	188.08	66.66	113.97	11.40	125.37	32997	542	12.3
							ULT DSL	189.59	66.45	114.53	11.45	125.98	33542	545	12.2
							ULSD G10	179.57	63.98	104.45	10.44	114.89	34109	567	11.3
							ULSD G10	180.19	67.00	109.75	10.98	120.73	34650	541	12.4
							DIESEL		264.09	442.70	44.27	486.97			
							TOTAL		264.09	442.70	44.27	486.97		2195	12.0
							YEAR TO DATE		946.61	1,746.34	174.65	1,920.99		7857	12.0
							DIESEL		264.09	442.70	44.27	486.97			
							TOTAL		264.09	442.70	44.27	486.97		2195	12.0
							YEAR TO DATE		946.61	1,746.34	174.65	1,920.99		7857	12.0
Cost Centre  7050 15405338 03229 1GTA065 2697 WHITE ISUZU D-MAX UTE	31/07/22 09/08/22 16/08/22	15:13:14 11:09:03 12:38:18	COCKBURN CENTRAL BIBRA LAKE BIBRA LAKE	WA WA WA	7395 7451 7451	039664 005844 006342	ULT DSL	197.72	58.23	104.66	10.47	115.13	69222	435	13.4
							ULT DSL	189.59	67.32	116.03	11.60	127.63	69779	557	12.1
							ULSD G10	179.57	52.53	85.75	8.58	94.33	70162	383	13.7



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BIBRA LAKE DC PRIVATE BOXES WA  
6965

CITY OF COCKBURN

Account Number: **0050188034**  
Period Starting: **01/08/2022**

Customer Number: **0115405338**  
Period Ending: **31/08/2022**

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Date: 31/08/2022

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 03922 1HJA763 2706 WHITE FORD RANGER UTILITY	05/08/22 17/08/22 26/08/22	11:46:12 10:22:21 10:56:01	BIBRA LAKE BIBRA LAKE BIBRA LAKE	WA WA WA	7451 7451 7451	005639 006417 007046	DIESEL		178.08	306.44	30.65	337.09			
							TOTAL		178.08	306.44	30.65	337.09		1375	24.5
							YEAR TO DATE		2,203.19	3,740.38	374.02	4,114.40		17233	23.9
							DIESEL		178.08	306.44	30.65	337.09			
							TOTAL		178.08	306.44	30.65	337.09		1375	24.5
							YEAR TO DATE		2,203.19	3,740.38	374.02	4,114.40		17233	23.9
							ULT DSL	188.08	67.90	116.09	11.61	127.70	20931		
							BIB DSL	180.57	68.57	112.56	11.26	123.82	21023	92	134.6
							ULT DSL	181.19	60.53	99.71	9.97	109.68	21613	590	10.3
							DIESEL		197.00	328.36	32.84	361.20			
Cost Centre  7050 15405338 03336 1GVU053 2723 WHITE ISUZU FIRE TRUCK	20/08/22	10:44:14	COCKBURN CENTRAL	WA	7395	027732	TOTAL		197.00	328.36	32.84	361.20		682	53.0
							YEAR TO DATE		1,520.13	2,558.27	255.82	2,814.09		8801	32.0
							DIESEL		197.00	328.36	32.84	361.20			
							TOTAL		197.00	328.36	32.84	361.20		682	53.0
							YEAR TO DATE		1,520.13	2,558.27	255.82	2,814.09		8801	32.0
							ULSD G10	179.57	40.16	65.56	6.56	72.12	87321		
							DIESEL		40.16	65.56	6.56	72.12			
							TOTAL		40.16	65.56	6.56	72.12			
							YEAR TO DATE		1,321.22	2,169.12	216.91	2,386.03		148	1612.2
							DIESEL		40.16	65.56	6.56	72.12			
Cost Centre  7050 15405338 01454 1EZY791 2753 TOYOTA LANDCRUISER UTILITY	20/08/22	10:44:12	COCKBURN CENTRAL	WA	7395	040611	TOTAL		40.16	65.56	6.56	72.12			
							YEAR TO DATE		1,321.22	2,169.12	216.91	2,386.03		148	1612.2
							ULT DSL	180.57	11.62	19.07	1.91	20.98	20022	56	37.5
							ULP UNM	153.51	1.41	1.96	0.20	2.16			
							DIESEL		40.16	65.56	6.56	72.12			
							TOTAL		40.16	65.56	6.56	72.12			
							YEAR TO DATE		1,321.22	2,169.12	216.91	2,386.03		148	1612.2
							ULT DSL	180.57	11.62	19.07	1.91	20.98	20022	56	37.5
							ULP UNM	153.51	1.41	1.96	0.20	2.16			
							DIESEL		40.16	65.56	6.56	72.12			

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CITY OF COCKBURN

Account Number: 0050188034  
Period Starting: 01/08/2022

Customer Number: 0115405338  
Period Ending: 31/08/2022

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Date: 31/08/2022

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			2753				DIESEL		11.62	19.07	1.91	20.98			
							M/S		1.41	1.96	0.20	2.16			
							TOTAL		13.03	21.03	2.11	23.14		56	23.3
							YEAR TO DATE		159.15	263.35	26.35	289.70		56	284.2
Cost Centre			2765				DIESEL		11.62	19.07	1.91	20.98			
							M/S		1.41	1.96	0.20	2.16			
							TOTAL		13.03	21.03	2.11	23.14		56	23.3
							YEAR TO DATE		159.15	263.35	26.35	289.70		56	284.2
Cost Centre			2777				ULP UNIM	162.87	46.40	68.70	6.87	75.57	81364	510	9.1
							ULP UNIM	157.92	45.98	66.01	6.60	72.61	81897	533	8.6
							M/S		92.38	134.71	13.47	148.18			
							TOTAL		92.38	134.71	13.47	148.18		1043	8.9
Cost Centre			2777				THIS PERIOD		92.38	134.71	13.47	148.18		1043	8.9
							YEAR TO DATE		559.29	898.33	89.83	988.16		5323	10.5
							M/S		92.38	134.71	13.47	148.18			
							TOTAL		92.38	134.71	13.47	148.18		1043	8.9
Cost Centre			2777				ULT DSL	189.59	67.27	115.95	11.59	127.54	55491	643	10.5
							ULT DSL	180.57	62.13	101.99	10.20	112.19	55944	453	13.7
							ULT DSL	181.19	64.65	106.49	10.65	117.14	56410	466	13.9
							DIESEL		194.05	324.43	32.44	356.87			
Cost Centre			2777				TOTAL		194.05	324.43	32.44	356.87		1562	12.4
							YEAR TO DATE		1,427.61	2,433.72	243.39	2,677.11		9707	14.7
							DIESEL		194.05	324.43	32.44	356.87			
							TOTAL		194.05	324.43	32.44	356.87		1562	12.4
Cost Centre			2777				THIS PERIOD		194.05	324.43	32.44	356.87		1562	12.4
							YEAR TO DATE		1,427.61	2,433.72	243.39	2,677.11		9707	14.7
							ULT DSL	188.08	68.48	117.09	11.71	128.80	21864	369	18.6
							ULT DSL	189.59	19.09	32.90	3.29	36.19	22058	194	9.8
Cost Centre			2777				ULT DSL	180.57	40.48	66.45	6.65	73.10	22560	502	8.1
							ULT DSL	180.57	43.52	71.45	7.14	78.59	23107	547	8.0
							ULT DSL	180.57	21.83	35.84	3.58	39.42	23355	248	8.8
							ULT DSL								15.9

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CITY OF COCKBURN

Account Number: 0050188034  
Period Starting: 01/08/2022

Customer Number: 0115405338  
Period Ending: 31/08/2022

Page: 17 of 34  
Date: 31/08/2022

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 03864 1HFX818 2808 BLUE NISSAN X-TRAIL	23/08/22 26/08/22	14:26:41 12:44:41	COCKBURN CENTRAL COCKBURN CENTRAL	WA WA	7395 7395	040726 040865	ULT DSL	181.19	50.52	83.22	8.32	91.54	23990	635	8.0
							ULT DSL	181.19	60.61	99.84	9.98	109.82	24482	492	12.3
							DIESEL		304.53	506.79	50.67	557.46			
							TOTAL		304.53	506.79	50.67	557.46		2987	10.2
	09/08/22 22/08/22	11:26:19 13:42:11	BIBRA LAKE HUNTINGDALE	WA WA	7451 6117	005847 059407	THIS PERIOD		1,385.58	2,382.48	238.24	2,620.72		11386	12.2
							YEAR TO DATE		1,385.58	2,382.48	238.24	2,620.72		11386	12.2
							DIESEL		304.53	506.79	50.67	557.46			
							TOTAL		304.53	506.79	50.67	557.46		2987	10.2
	15/08/22 30/08/22	17:13:15 16:39:33	BIBRA LAKE BIBRA LAKE	WA WA	7451 7451	006283 007318	THIS PERIOD		1,132.02	1,759.88	175.97	1,935.85		10657	10.6
							YEAR TO DATE		1,132.02	1,759.88	175.97	1,935.85		10657	10.6
							U/LP UNM	154.70 P	60.00	84.38	8.44	92.82	30040	654	9.2
							U/LP UNM	150.90 P	59.00	80.94	8.09	89.03	30688	648	9.1
Cost Centre  7050 15405338 03567 1GYU017 2836 TOYOTA CAMRY SEDAN	03/08/22 16/08/22 27/08/22	17:39:52 14:20:20 07:36:17	BIBRA LAKE BIBRA LAKE COCKBURN CENTRAL	WA WA WA	7451 7451 7395	005504 006358 040893	M/S		119.00	165.32	16.53	181.85			
							TOTAL		119.00	165.32	16.53	181.85		1302	9.1
							THIS PERIOD		1,132.02	1,759.88	175.97	1,935.85		10657	10.6
							YEAR TO DATE		1,132.02	1,759.88	175.97	1,935.85		10657	10.6
	03/08/22 16/08/22 27/08/22	17:39:52 14:20:20 07:36:17	BIBRA LAKE BIBRA LAKE COCKBURN CENTRAL	WA WA WA	7451 7451 7395	005504 006358 040893	BP ULT UNM	166.78	43.14	65.41	6.54	71.95	44774	840	5.1
							BP ULT UNM	171.24	39.05	60.79	6.08	66.87	45550	776	5.0
							M/S		82.19	126.20	12.62	138.82			
							TOTAL		82.19	126.20	12.62	138.82		1616	5.1
	03/08/22 16/08/22 27/08/22	17:39:52 14:20:20 07:36:17	BIBRA LAKE BIBRA LAKE COCKBURN CENTRAL	WA WA WA	7451 7451 7395	005504 006358 040893	THIS PERIOD		515.87	827.59	82.76	910.35		7037	7.3
							YEAR TO DATE		515.87	827.59	82.76	910.35		7037	7.3
							M/S		82.19	126.20	12.62	138.82			
							TOTAL		82.19	126.20	12.62	138.82		1616	5.1
Cost Centre  7050 15405338 04060 1HNIM845 2857 WHITE ISUZU D-MAX UTE	03/08/22 16/08/22 27/08/22	17:39:52 14:20:20 07:36:17	BIBRA LAKE BIBRA LAKE COCKBURN CENTRAL	WA WA WA	7451 7451 7395	005504 006358 040893	ULSD G10	187.08	48.24	82.05	8.20	90.25	4616	391	12.3
							ULSD G10	179.57	55.47	90.55	9.06	99.61	5065	449	12.4
							ULT DSL	181.19	59.29	97.66	9.77	107.43	5589	524	11.3
															20.5

**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: **01/08/2022**

Customer Number: **0115405338**  
Period Ending: **31/08/2022**

Page: 18 of 34  
Date: 31/08/2022

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 02510 1GHC724 2866 WHITE MITSUBISHI TRITON UTE	15/08/22 25/08/22	08:11:48 08:06:42	BIBRA LAKE BIBRA LAKE	WA WA	7451 7451	006217 006943	DIESEL		163.00	270.26	27.03	297.29			
							TOTAL		163.00	270.26	27.03	297.29		1364	12.0
							YEAR TO DATE		649.90	1,186.53	118.65	1,305.18		4683	27.9
							DIESEL		163.00	270.26	27.03	297.29			
							TOTAL		163.00	270.26	27.03	297.29		1364	12.0
							YEAR TO DATE		649.90	1,186.53	118.65	1,305.18		4683	27.9
							ULT DSL	180.57	60.27	98.94	9.89	108.83	50547	759	7.9
							ULT DSL	181.19	56.58	93.20	9.32	102.52	53807		14.3
							DIESEL		116.85	192.14	19.21	211.35			
							TOTAL		116.85	192.14	19.21	211.35		759	15.4
Cost Centre  7050 15405338 04128 1HPR483 2867 WHITE ISUZU DMAX UTILITY	04/08/22	08:08:30	BIBRA LAKE	WA	7451	005540	YEAR TO DATE		977.27	1,642.19	164.21	1,806.40		7735	23.4
							DIESEL		116.85	192.14	19.21	211.35			
							TOTAL		116.85	192.14	19.21	211.35		759	15.4
							YEAR TO DATE		977.27	1,642.19	164.21	1,806.40		7735	23.4
							ULT DSL	188.08	63.76	109.02	10.90	119.92	70013		
							DIESEL		63.76	109.02	10.90	119.92			
							TOTAL		63.76	109.02	10.90	119.92			
							YEAR TO DATE		63.76	109.02	10.90	119.92			
							DIESEL		63.76	109.02	10.90	119.92			
							TOTAL		63.76	109.02	10.90	119.92			
Cost Centre  7050 15405338 02486 1GEH032 2883 WHITE ISUZU FIRE TRUCK	06/08/22 07/08/22	17:04:40 16:35:14	SUCCESS SUCCESS	WA WA	5992 5992	002993 038756	ULT DSL	188.08	42.12	72.02	7.20	79.22	15662	170	24.8
							ULT DSL	188.08	28.37	48.51	4.85	53.36	15735	73	38.9
							DIESEL								46.6
							TOTAL								73.1
							YEAR TO DATE		63.76	109.02	10.90	119.92			
							DIESEL		63.76	109.02	10.90	119.92			
							TOTAL		63.76	109.02	10.90	119.92			
							YEAR TO DATE		63.76	109.02	10.90	119.92			
							DIESEL		63.76	109.02	10.90	119.92			
							TOTAL		63.76	109.02	10.90	119.92			

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BIBRA LAKE DC PRIVATE BOXES WA  
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CITY OF COCKBURN

Account Number: **0050188034**  
Period Starting: **01/08/2022**

Customer Number: **0115405338**  
Period Ending: **31/08/2022**

Page: 19 of 34  
Date: 31/08/2022

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 03096 1GS6891 2896 WHITE FORD RANGER UTE	04/08/22 18/08/22 29/08/22	11:07:00 07:41:46 13:38:04	EAST ROCKINGHAM PORT KENNEDY BALDIVIS	WA WA WA	9080 7736 7374	025550 005222 011770	DIESEL		70.49	120.53	12.05	132.58			
							TOTAL		70.49	120.53	12.05	132.58		243	54.6
							YEAR TO DATE		615.64	1,051.36	105.12	1,156.48		754	153.4
							DIESEL		70.49	120.53	12.05	132.58			
							TOTAL		70.49	120.53	12.05	132.58		243	54.6
							YEAR TO DATE		615.64	1,051.36	105.12	1,156.48		754	153.4
							ULT DSL	187.58	57.77	98.52	9.85	108.37	75814	534	20.3
							ULT DSL	180.57	67.17	110.26	11.03	121.29	76303	489	24.8
							ULT DSL	191.17	69.00	119.92	11.99	131.91	76899	596	22.1
							DIESEL		193.94	328.70	32.87	361.57			
Cost Centre  7050 15405338 03658 1HA0880 2913 WHITE MERCEDES SPRINT BUS	05/08/22	15:37:36	SPEARWOOD	WA	6443	003659	TOTAL		193.94	328.70	32.87	361.57		1619	22.3
							YEAR TO DATE		2,015.75	3,387.75	338.77	3,726.52		12187	30.6
							DIESEL		193.94	328.70	32.87	361.57			
							TOTAL		193.94	328.70	32.87	361.57		1619	22.3
							YEAR TO DATE		2,015.75	3,387.75	338.77	3,726.52		12187	30.6
							ULT DSL	188.08	54.03	92.38	9.24	101.62	22551	445	22.8
							DIESEL		54.03	92.38	9.24	101.62			
							TOTAL		54.03	92.38	9.24	101.62		445	22.8
							YEAR TO DATE		749.23	1,286.35	128.63	1,414.98		4388	32.2
							DIESEL		54.03	92.38	9.24	101.62			
Cost Centre  7050 15405338 03666 1GCX392 2943 WHITE MITSUBISHI ROSA BUS	09/08/22 22/08/22	15:17:15 15:30:34	BIBRA LAKE SOUTH FREMANTLE	WA WA	7451 9802	005862 006843	TOTAL		54.03	92.38	9.24	101.62		445	22.8
							YEAR TO DATE		749.23	1,286.35	128.63	1,414.98		4388	32.2
							ULTSD G10	188.59	55.99	95.99	9.60	105.59	106941	263	40.1
							ULT DSL	181.19	63.25	104.18	10.42	114.60	777		

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CITY OF COCKBURN

Account Number: 0050188034  
Period Starting: 01/08/2022

Customer Number: 0115405338  
Period Ending: 31/08/2022

Page: 20 of 34  
Date: 31/08/2022

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 03930 1GW/T630 2965 WHITE MITSUBISHI TRITON UTE	03/08/22 06/08/22 12/08/22 17/08/22 23/08/22	12:33:23 08:53:57 14:25:25 14:29:35 15:12:51	NAVAL BASE MANDURAH NAVAL BASE BIBRA LAKE NAVAL BASE	WA WA WA WA WA	7770 1993 7770 7451 7770	011846 008817 012495 006448 013215	DIESEL		119.24	200.17	20.02	220.19			
							TOTAL		119.24	200.17	20.02	220.19		263	45.3
							YEAR TO DATE		1,576.99	2,699.18	269.95	2,969.13		6559	24.0
							DIESEL		119.24	200.17	20.02	220.19			
							TOTAL		119.24	200.17	20.02	220.19		263	45.3
							YEAR TO DATE		1,576.99	2,699.18	269.95	2,969.13		6559	24.0
							ULT DSL	188.08	59.21	101.24	10.12	111.36	92801	512	11.6
							ULT DSL	188.08	37.16	63.54	6.35	69.89	39116		
							ULT DSL	189.59	58.94	101.58	10.16	111.74	93632		
							ULT DSL	180.57	57.78	94.85	9.48	104.33	94119	487	11.9
							ULT DSL	181.19	56.62	93.26	9.33	102.59	94612	493	11.5
Cost Centre  7050 15405338 03674 1EWR786 2993 WHITE MITSUBISHI ROSA BUS	03/08/22 11/08/22 18/08/22 24/08/22 25/08/22	15:20:28 09:21:23 09:17:37 09:34:12 15:34:03	SPEARWOOD SPEARWOOD SPEARWOOD SPEARWOOD BIBRA LAKE	WA WA WA WA WA	6443 6443 6443 6443 7451	003625 006847 003732 007140 006995	DIESEL		269.71	454.47	45.44	499.91		1492	18.1
							TOTAL		269.71	454.47	45.44	499.91		1492	18.1
							YEAR TO DATE		2,444.57	4,254.78	425.48	4,680.26		17114	14.3
							DIESEL		269.71	454.47	45.44	499.91			
							TOTAL		269.71	454.47	45.44	499.91		1492	18.1
							YEAR TO DATE		2,444.57	4,254.78	425.48	4,680.26		17114	14.3
							ULT DSL	188.08	49.65	84.89	8.49	93.38	113847	262	19.0
							ULT DSL	189.59	55.98	96.48	9.65	106.13	114097	250	22.4
							ULT DSL	180.57	38.57	63.32	6.33	69.65	114338	241	16.0
							ULT DSL	181.19	38.21	62.94	6.29	69.23	114570	232	16.5
Cost Centre  7050 15405338 03740 1HCL935 4255 WHITE FORD RANGER UTILITY	08/08/22 19/08/22 28/08/22	17:57:04 11:48:56 11:44:47	HUNTINGDALE NAVAL BASE CANNING VALE	WA WA WA	6117 7770 9073	059042 005769 005661	ULT DSL	181.19	41.86	68.95	6.90	75.85	114740	170	24.6
							DIESEL		224.27	376.58	37.66	414.24			
							TOTAL		224.27	376.58	37.66	414.24		1155	19.4
							YEAR TO DATE		1,349.64	2,332.80	233.28	2,566.08		5642	23.9
							DIESEL		224.27	376.58	37.66	414.24			
							TOTAL		224.27	376.58	37.66	414.24		1155	19.4
							YEAR TO DATE		1,349.64	2,332.80	233.28	2,566.08		5642	23.9
							ULT DSL	189.59	63.11	108.77	10.88	119.65	30881	535	11.8
							ULT DSL	180.57	67.65	111.05	11.11	122.16	21477		
							ULT DSL	180.70	68.87	113.14	11.31	124.45	32117		

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BIBRA LAKE DC PRIVATE BOXES WA  
6965

CITY OF COCKBURN

Account Number: **0050188034**  
Period Starting: **01/08/2022**

Customer Number: **0115405338**  
Period Ending: **31/08/2022**

Page: 21 of 34  
Date: 31/08/2022

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 02742 1GLP881 4264 SILVER FORD FOCUS HATCH	31/07/22 11/08/22 23/08/22	15:40:25 08:34:19 09:01:21	SOUTH FREMANTLE SPEARWOOD SPEARWOOD	WA WA WA	9802 6443 6443	006341 006845 007114	DIESEL		199.63	332.96	33.30	366.26			
							TOTAL		199.63	332.96	33.30	366.26		535	37.3
							YEAR TO DATE		1,891.24	3,228.52	322.83	3,551.35		13409	14.1
							DIESEL		199.63	332.96	33.30	366.26			
							TOTAL		199.63	332.96	33.30	366.26		535	37.3
							YEAR TO DATE		1,891.24	3,228.52	322.83	3,551.35		13409	14.1
							ULP UNM	163.18	44.03	65.32	6.53	71.85	95581		
							ULP UNM	162.87	31.69	46.92	4.69	51.61	99958		
							ULP UNM	144.90 P	30.02	39.55	3.95	43.50	100255	297	10.1
							M/S		105.74	151.79	15.17	166.96			
Cost Centre  7050 15405338 03906 1HGI138 4294 WHITE MITSUBISHI TRITON UTE	08/08/22 23/08/22	10:24:40 10:01:38	BIBRA LAKE BIBRA LAKE	WA WA	7451 7451	005748 006782	TOTAL		105.74	151.79	15.17	166.96		297	35.6
							YEAR TO DATE		579.08	905.30	90.52	995.82		5015	11.5
							M/S		105.74	151.79	15.17	166.96			
							TOTAL		105.74	151.79	15.17	166.96		297	35.6
							YEAR TO DATE		579.08	905.30	90.52	995.82		5015	11.5
							ULT DSL	189.59	64.12	110.51	11.05	121.56	73023	648	9.9
							ULSD G10	180.19	63.04	103.26	10.33	113.59	73654	631	10.0
							DIESEL		127.16	213.77	21.38	235.15			
							TOTAL		127.16	213.77	21.38	235.15		1279	9.9
							YEAR TO DATE		891.28	1,541.38	154.15	1,695.53		9317	9.6
Cost Centre  7050 15405338 02866 1GNL074 5043 WHITE KIA SPORTAGE WAGON	08/08/22 19/08/22	07:15:45 16:47:03	SPEARWOOD WAIKIKI	WA WA	6443 1858	000513 020507	DIESEL		127.16	213.77	21.38	235.15			
							TOTAL		127.16	213.77	21.38	235.15		1279	9.9
							YEAR TO DATE		891.28	1,541.38	154.15	1,695.53		9317	9.6
							ULT DSL	189.59	44.73	77.09	7.71	84.80	89311	649	6.9
							ULT DSL	180.57	47.62	78.17	7.82	85.99	89990	679	7.0
							DIESEL		127.16	213.77	21.38	235.15			
							TOTAL		127.16	213.77	21.38	235.15		1279	9.9
							YEAR TO DATE		891.28	1,541.38	154.15	1,695.53		9317	9.6
							ULT DSL	189.59	44.73	77.09	7.71	84.80	89311	649	6.9
							ULT DSL	180.57	47.62	78.17	7.82	85.99	89990	679	7.0



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6965

CITY OF COCKBURN

Account Number: **0050188034**  
Period Starting: **01/08/2022**

Customer Number: **0115405338**  
Period Ending: **31/08/2022**

Page: 22 of 34  
Date: 31/08/2022

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 03799 1EVG812 5211 SILVER KIA CARNIVAL WAGON	11/08/22	16:31:34	SPEARWOOD	WA	6443	003730	DIESEL		92.35	155.26	15.53	170.79			
							TOTAL		92.35	155.26	15.53	170.79		1328	7.0
							YEAR TO DATE		860.31	1,454.54	145.46	1,600.00		7362	11.7
							DIESEL		92.35	155.26	15.53	170.79			
							TOTAL		92.35	155.26	15.53	170.79		1328	7.0
							YEAR TO DATE		860.31	1,454.54	145.46	1,600.00		7362	11.7
<b>Cost Centre</b>  7050 15405338 03534 1GYO868 5251 WHITE FORD TRANSIT VAN	02/08/22 25/08/22	13:04:31 15:29:01	SPEARWOOD BIBRA LAKE	WA WA	6443 7451	006649 006993	ULT DSL	189.59	59.14	101.93	10.19	112.12	49621	704	8.4
							DIESEL		59.14	101.93	10.19	112.12			
							TOTAL		59.14	101.93	10.19	112.12		704	8.4
							YEAR TO DATE		649.91	1,130.61	113.06	1,243.67		7769	8.4
							DIESEL		59.14	101.93	10.19	112.12			
							TOTAL		59.14	101.93	10.19	112.12		704	8.4
<b>Cost Centre</b>  7050 15405338 04045 1GMJ053 5313 WHITE MAZDA 6 SEDAN	10/08/22 25/08/22	08:42:55 07:42:27	BIBRA LAKE SPEARWOOD	WA WA	7451 6443	005920 007158	ULT DSL	188.08	57.21	97.82	9.78	107.60	39054	496	11.5
							ULTSD G10	180.19	51.93	85.06	8.51	93.57	35613		21.7
							DIESEL		109.14	182.88	18.29	201.17			
							TOTAL		109.14	182.88	18.29	201.17		496	22.0
							YEAR TO DATE		988.32	1,671.83	167.21	1,839.04		5868	16.8
							DIESEL		109.14	182.88	18.29	201.17			
<b>Cost Centre</b>  7050 15405338 04045 1GMJ053 5313 WHITE MAZDA 6 SEDAN	10/08/22 25/08/22	08:42:55 07:42:27	BIBRA LAKE SPEARWOOD	WA WA	7451 6443	005920 007158	TOTAL		109.14	182.88	18.29	201.17		496	22.0
							YEAR TO DATE		988.32	1,671.83	167.21	1,839.04		5868	16.8
							UPL UNM	162.87	39.55	58.55	5.86	64.41	45164	423	9.3
							UPL UNM	154.45	31.20	43.81	4.38	48.19	45519	355	8.8

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GPO Box 1621  
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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: **01/08/2022**

Customer Number: **0115405338**  
Period Ending: **31/08/2022**

Page: 23 of 34  
Date: 31/08/2022

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 03880 1HGQ065 5404 WHITE VW TIGUAN WAGON	22/08/22	17:28:54	COCKBURN CENTRAL	WA	7395	040679	M/S		70.75	102.36	10.24	112.60			
							TOTAL		70.75	102.36	10.24	112.60		778	9.1
							YEAR TO DATE		224.53	358.74	35.89	394.63		1602	14.0
							M/S		70.75	102.36	10.24	112.60			
							TOTAL		70.75	102.36	10.24	112.60		778	9.1
							YEAR TO DATE		302.24	474.05	47.42	521.47		2419	12.5
							ULP 95 UNIM	163.63	50.04	74.44	7.44	81.88	11004	139	36.0
							M/S		50.04	74.44	7.44	81.88			
							TOTAL		50.04	74.44	7.44	81.88		139	36.0
							YEAR TO DATE		472.30	774.49	77.44	851.93		4721	18.0
<b>Cost Centre</b>  7050 15405338 03328 1GVQ031 5423 WHITE TOYOTA CAMRY SEDAN	19/08/22	15:26:53	SPEARWOOD	WA	6443	003819	M/S		50.04	74.44	7.44	81.88			
							TOTAL		50.04	74.44	7.44	81.88		139	36.0
							YEAR TO DATE		472.30	774.49	77.44	851.93		4721	18.0
							ULP UNIM	146.90 P	45.00	60.10	6.01	66.11	23523	758	5.9
							M/S		45.00	60.10	6.01	66.11			
							TOTAL		45.00	60.10	6.01	66.11		758	5.9
							YEAR TO DATE		176.01	274.43	27.44	301.87		1508	11.7
							M/S		45.00	60.10	6.01	66.11			
							TOTAL		45.00	60.10	6.01	66.11		758	5.9
							YEAR TO DATE		176.01	274.43	27.44	301.87		1508	11.7
<b>Cost Centre</b>  7050 15405338 03419 1GXW202 5434 BLUE VOLKSWAGEN TIGUAN	17/08/22	12:21:27	BULL CREEK	WA	6521	734107	BP ULT UNIM	166.78	58.01	87.95	8.80	96.75	50050	663	8.7

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CITY OF COCKBURN

Account Number: **0050188034**  
Period Starting: **01/08/2022**

Customer Number: **0115405338**  
Period Ending: **31/08/2022**

Page: 24 of 34  
Date: 31/08/2022

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 03716 1HBW349 5463 WHITE FORD RANGER UTILITY	02/08/22 23/08/22	12:12:40 16:13:15	BIBRA LAKE BIBRA LAKE	WA WA	7451 7451	005395 006817	M/S		58.01	87.95	8.80	96.75			
							TOTAL		58.01	87.95	8.80	96.75		663	8.7
							YEAR TO DATE		652.69	1,070.36	107.04	1,177.40		5378	12.1
							M/S		58.01	87.95	8.80	96.75			
							TOTAL		58.01	87.95	8.80	96.75		663	8.7
							YEAR TO DATE		652.69	1,070.36	107.04	1,177.40		5378	12.1
							ULSD G10	187.08	65.59	111.55	11.15	122.70	24997		
							ULSD G10	180.19	70.88	116.11	11.61	127.72	25811	814	8.7
							DIESEL		136.47	227.66	22.76	250.42			
							TOTAL		136.47	227.66	22.76	250.42		814	16.8
Cost Centre  7050 15405338 03559 1GZB377 5473 WHITE TOYOTA CAMRY SEDAN	09/08/22 22/08/22	15:40:13 14:04:27	BIBRA LAKE BIBRA LAKE	WA WA	7451 7451	005866 006742	THIS PERIOD		136.47	227.66	22.76	250.42		814	16.8
							YEAR TO DATE		787.20	1,314.47	131.44	1,445.91		5283	14.9
							DIESEL		136.47	227.66	22.76	250.42			
							TOTAL		136.47	227.66	22.76	250.42		814	16.8
							YEAR TO DATE		787.20	1,314.47	131.44	1,445.91		5283	14.9
							ULP UNM	154.70 P	47.07	66.20	6.62	72.82	56875	801	5.9
							ULP UNM	151.70 P	45.98	63.41	6.34	69.75	57734	859	5.4
							M/S		93.05	129.61	12.96	142.57			
							TOTAL		93.05	129.61	12.96	142.57		1660	5.6
							YEAR TO DATE		831.33	1,292.51	129.24	1,421.75		9725	8.5
Cost Centre  7050 15405338 03070 1GQN293 5493 WHITE MITSUBISHI TRITON UTE	03/08/22 10/08/22 17/08/22 25/08/22 29/08/22	16:56:15 13:47:27 18:06:15 10:27:07 16:01:16	SPEARWOOD BIBRA LAKE BIBRA LAKE COCKBURN CENTRAL BIBRA LAKE	WA WA WA WA WA	6443 7451 7451 7395 7451	003628 005943 006463 027908 007217	M/S		93.05	129.61	12.96	142.57			
							TOTAL		93.05	129.61	12.96	142.57		1660	5.6
							YEAR TO DATE		831.33	1,292.51	129.24	1,421.75		9725	8.5
							ULT DSL	188.08	56.27	96.21	9.62	105.83	93929	494	11.4
							ULT DSL	189.59	55.91	96.36	9.64	106.00	94475	546	10.2
							ULT DSL	180.57	59.96	98.43	9.84	108.27	95042	567	10.6
							ULT DSL	181.19	61.24	100.87	10.09	110.96	95645	603	10.2
							ULT DSL	191.17	33.04	57.42	5.74	63.16	95968	323	10.2
							ULT DSL								
							TOTAL								

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CITY OF COCKBURN

Account Number: **0050188034**  
Period Starting: **01/08/2022**

Customer Number: **0115405338**  
Period Ending: **31/08/2022**

Page: 25 of 34  
Date: 31/08/2022

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 04003 1HND795 5503 WHITE FORD RANGER UTE	05/08/22 22/08/22	13:50:52 11:29:46	COCKBURN CENTRAL COCKBURN CENTRAL	WA WA	7395 7395	027284 040659	DIESEL		266.42	449.29	44.93	494.22			
							TOTAL		266.42	449.29	44.93	494.22		2533	10.5
							YEAR TO DATE		2,048.87	3,532.65	353.26	3,885.91		18595	11.0
							DIESEL		266.42	449.29	44.93	494.22			
							TOTAL		266.42	449.29	44.93	494.22		2533	10.5
							YEAR TO DATE		2,048.87	3,532.65	353.26	3,885.91		18595	11.0
							ULT DSL	188.08	71.74	122.66	12.27	134.93	385		
							ULT DSL	181.19	72.75	119.84	11.98	131.82	78219		
							DIESEL		144.49	242.50	24.25	266.75			
							TOTAL		144.49	242.50	24.25	266.75		5068	16.0
Cost Centre  7050 15405338 03856 1HHE012 5523 WHITE FORD RANGER UTILITY	11/08/22	08:18:37	SUCCESS	WA	5992	003245	YEAR TO DATE		810.96	1,471.84	147.19	1,619.03			31.9
							DIESEL		144.49	242.50	24.25	266.75			
							TOTAL		144.49	242.50	24.25	266.75			
							YEAR TO DATE		1,027.57	1,801.81	180.19	1,982.00		6584	15.6
							ULT DSL	189.59	67.02	115.51	11.55	127.06	8241	625	10.7
							DIESEL		67.02	115.51	11.55	127.06			
							TOTAL		67.02	115.51	11.55	127.06		625	10.7
							YEAR TO DATE		303.98	548.35	54.83	603.18		2870	10.6
							DIESEL		67.02	115.51	11.55	127.06			
							TOTAL		67.02	115.51	11.55	127.06		625	10.7
Cost Centre  7050 15405338 02874 1GNE148 5532 SILVER MITSUB TRITON UTE	14/08/22	08:55:01	COCKBURN CENTRAL	WA	7395	040317	YEAR TO DATE		303.98	548.35	54.83	603.18		2870	10.6
							ULT DSL	189.59	62.18	107.17	10.72	117.89	71138	653	9.5
							DIESEL		67.02	115.51	11.55	127.06			
							TOTAL		67.02	115.51	11.55	127.06		625	10.7
							YEAR TO DATE		303.98	548.35	54.83	603.18		2870	10.6
							DIESEL		67.02	115.51	11.55	127.06			
							TOTAL		67.02	115.51	11.55	127.06		625	10.7
							YEAR TO DATE		303.98	548.35	54.83	603.18		2870	10.6
							DIESEL		67.02	115.51	11.55	127.06			
							TOTAL		67.02	115.51	11.55	127.06		625	10.7

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6965

CITY OF COCKBURN

Account Number: 0050188034  
Period Starting: 01/08/2022

Customer Number: 0115405338  
Period Ending: 31/08/2022

Page: 26 of 34  
Date: 31/08/2022

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 03542 1GY2082 5542 WHITE SUBARU FORESTER WAGON	05/08/22 12/08/22 24/08/22	12:35:51 12:26:38 09:03:21	SPEARWOOD SPEARWOOD SPEARWOOD	WA WA WA	6443 6443 6443	003652 006871 007138	DIESEL		62.18	107.17	10.72	117.89			
							TOTAL		62.18	107.17	10.72	117.89		653	9.5
							YEAR TO DATE		539.48	938.84	93.87	1,032.71		5806	9.3
							DIESEL		62.18	107.17	10.72	117.89			
							TOTAL		62.18	107.17	10.72	117.89		653	9.5
							YEAR TO DATE		539.48	938.84	93.87	1,032.71		5806	9.3
							ULP UNM	155.90 P	40.50	57.40	5.74	63.14	29111	427	9.5
							ULP UNM	162.87	37.56	55.61	5.56	61.17	29526	415	9.1
							ULP UNM	154.45	43.07	60.47	6.05	66.52	777		14.8
							M/S		121.13	173.48	17.35	190.83			
Cost Centre  7050 15405338 03690 1HBD279 5701 WHITE ISUZU D-MAX UTILITY	10/08/22 12/08/22 13/08/22 14/08/22 16/08/22 18/08/22 21/08/22 22/08/22 25/08/22 26/08/22 27/08/22 29/08/22 30/08/22	19:58:52 16:56:24 05:18:26 13:48:33 05:01:06 17:35:24 17:50:55 17:43:38 04:43:12 05:11:42 17:07:45 05:32:12 22:48:23	COCKBURN CENTRAL SPEARWOOD SPEARWOOD SUCCESS SPEARWOOD BIBRA LAKE BIBRA LAKE BIBRA LAKE BIBRA LAKE BIBRA LAKE COCKBURN CENTRAL BIBRA LAKE SPEARWOOD	WA WA WA WA WA WA WA WA WA WA WA WA WA	7395 6443 6443 5962 6443 7451 7451 7451 7451 7451 7395 7451 6443	040167 006872 006879 003382 006957 006847 006691 006760 006913 007009 040920 007146 007303	TOTAL		121.13	173.48	17.35	190.83		842	14.4
							YEAR TO DATE		811.56	1,273.71	127.39	1,401.10		5241	15.5
							M/S		121.13	173.48	17.35	190.83			
							TOTAL		121.13	173.48	17.35	190.83		842	14.4
							YEAR TO DATE		811.56	1,273.71	127.39	1,401.10		5241	15.5
							ULT DSL	189.59	61.41	105.85	10.58	116.43	777		
							ULT DSL	189.59	25.99	44.79	4.48	49.27	78739		
							ULT DSL	189.59	19.59	33.76	3.38	37.14	78907	168	11.7
							ULT DSL	189.59	24.46	42.15	4.22	46.37	79121	214	11.4
							ULT DSL	180.57	25.47	41.81	4.18	45.99	79351	230	11.1
							ULT DSL	179.57	29.92	48.85	4.88	53.73	79595	244	12.3
							ULT DSL	179.57	63.28	103.30	10.33	113.63	80129	534	11.9
							ULT DSL	180.19	26.97	44.18	4.42	48.60	80336	207	13.0
							ULT DSL	180.19	21.78	35.68	3.57	39.25	80561	225	9.7
							ULT DSL	180.19	23.06	37.77	3.78	41.55	80802	241	9.6
							ULT DSL	181.19	30.25	49.83	4.98	54.81	81072	270	11.2
							ULT DSL	191.17	20.94	36.39	3.64	40.03	80213		20.3
							ULT DSL	191.17	23.25	40.41	4.04	44.45	81450	1237	1.9
							TOTAL		396.37	664.77	66.48	731.25			
							YEAR TO DATE		3,543.15	5,919.47	594.97	6,544.44		25947	13.7

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CITY OF COCKBURN

Account Number: 0050188034  
Period Starting: 01/08/2022

Customer Number: 0115405338  
Period Ending: 31/08/2022

Page: 27 of 34  
Date: 31/08/2022

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	31/07/22	05:07:15	5701	WA	6443	006588		DIESEL	396.37	664.77	66.48	731.25											
							TOTAL	THIS PERIOD YEAR TO DATE	396.37 3,543.15	664.77 5,949.47	66.48 594.97	731.25 6,544.44		3570 25947	11.1 13.7	20.5 25.2							
								ULP UNIM	163.18	18.05	26.77	2.68	29.45	135635	156	11.6	18.9						
								ULP UNIM	163.18	18.54	27.50	2.75	30.25	234567									
								ULP UNIM	158.68	21.21	30.60	3.06	33.66	136026									
								ULP UNIM	158.68	38.45	55.46	5.55	61.01	136380	354	10.9	17.2						
								ULP UNIM	158.68	23.83	34.37	3.44	37.81	136623	243	9.8	15.6						
								ULP UNIM	158.68	18.83	27.16	2.72	29.88	136771	148	12.7	20.2						
								ULP UNIM	158.68	20.71	29.87	2.99	32.86	136999	228	9.1	14.4						
								ULP UNIM	158.68	23.83	34.37	3.44	37.81	77777									
								ULP UNIM	154.70 P	27.59	38.80	3.88	42.68	137138									
								ULP UNIM	154.70 P	19.07	26.82	2.68	29.50	137303	165	11.6	17.9						
								ULP UNIM	154.70 P	20.02	28.15	2.82	30.97	317468									
								ULP UNIM	158.90 P	22.58	32.62	3.26	35.88	137600									
								ULP UNIM	162.87	21.62	32.01	3.20	35.21	137684	84	25.7	41.9						
								ULP UNIM	162.87	32.02	47.41	4.74	52.15	777									
								M/S		326.35	471.91	47.21	519.12										
							TOTAL	THIS PERIOD YEAR TO DATE	326.35 5,072.06	471.91 7,905.08	47.21 790.57	519.12 8,695.65		1378 25029	23.7 20.3	37.7 34.7							
							Cost Centre  7050 15405338 03617 1GZL077 5721 WHITE NISSAN QASHQAI SUV	31/07/22	04:47:11	5711	WA	5992	002597		M/S	326.35	471.91	47.21	519.12				
														TOTAL	THIS PERIOD YEAR TO DATE	326.35 5,072.06	471.91 7,905.08	47.21 790.57	519.12 8,695.65		1378 25029	23.7 20.3	37.7 34.7
	ULP UNIM	163.18	14.80	21.95	2.20	24.15								128811	127	11.7	19.0						
	ULP UNIM	163.18	18.91	28.05	2.81	30.86								129023	212	8.9	14.6						
	ULP UNIM	158.68	11.08	15.98	1.60	17.58								129146	123	9.0	14.3						
	ULP UNIM	158.68	19.83	28.61	2.86	31.47								129342	196	10.1	16.1						
	ULP UNIM	158.68	10.66	15.38	1.54	16.92								129430	88	12.1	19.2						
	ULP UNIM	158.68	22.78	32.86	3.29	36.15								129649	219	10.4	16.5						
	ULP UNIM	158.68	38.79	55.95	5.60	61.55								12993									
	ULP UNIM	158.68	18.85	27.19	2.72	29.91								130153									
	ULP UNIM	158.68	16.95	24.45	2.45	26.90								130286	133	12.7	20.2						
	ULP UNIM	157.70 P	43.39	62.21	6.22	68.43								130712	426	10.2	16.1						
	ULP UNIM	157.70 P	32.48	46.56	4.66	51.22								131032	320	10.2	16.0						
	ULP UNIM	162.87	14.37	21.27	2.13	23.40								131155	123	11.7	19.0						
	ULP UNIM	153.51	32.66	45.58	4.56	50.14								131474	319	10.2	15.7						
	ULP UNIM	153.51	26.07	36.38	3.64	40.02								777									
	ULP UNIM	150.90 P	15.22	20.88	2.09	22.97								131935									

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CITY OF COCKBURN

Account Number: 0050188034  
Period Starting: 01/08/2022

Customer Number: 0115405338  
Period Ending: 31/08/2022

Page: 28 of 34  
Date: 31/08/2022

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	16/08/22	17:43:38	BIBRA LAKE	WA	7451	000568	ULP UNM	153.51	23.81	33.23	3.32	36.55	777				
	18/08/22	16:37:10	BIBRA LAKE	WA	7451	006542	ULP UNM	153.51	46.34	64.67	6.47	71.14	132250				
	21/08/22	03:52:35	SPEARWOOD	WA	6443	007062	ULP UNM	146.90 P	52.87	70.61	7.06	77.67	133048	798	6.6	9.7	
	23/08/22	10:46:30	BIBRA LAKE	WA	7451	006789	ULP UNM	151.70 P	47.86	66.00	6.60	72.60	133400	352	13.6	20.6	
	24/08/22	17:33:33	BIBRA LAKE	WA	7451	006909	ULP UNM	154.45	25.12	35.27	3.53	38.80	133734	334	7.5	11.6	
	25/08/22	17:40:23	BIBRA LAKE	WA	7451	007006	ULP UNM	154.45	28.90	40.58	4.06	44.64	134070	336	8.6	13.3	
	26/08/22	17:41:25	BIBRA LAKE	WA	7451	007090	ULP UNM	154.45	14.71	20.65	2.07	22.72	134238	168	8.8	13.5	
	27/08/22	17:24:34	COCKBURN CENTRAL	WA	7395	040922	ULP UNM	154.45	14.05	19.73	1.97	21.70	134373	135	10.4	16.1	
	28/08/22	17:19:01	COCKBURN CENTRAL	WA	7395	040954	ULP UNM	154.45	16.16	22.69	2.27	24.96	134542	169	9.6	14.8	
	29/08/22	04:49:52	BIBRA LAKE	WA	7451	007144	ULP UNM	157.92	22.81	32.75	3.27	36.02	777				
	29/08/22	17:40:16	BIBRA LAKE	WA	7451	007233	ULP UNM	157.92	15.96	22.91	2.29	25.20	134962				
	30/08/22	04:53:02	BIBRA LAKE	WA	7451	007237	ULP UNM	157.92	24.73	35.50	3.55	39.05	777				
	30/08/22	17:13:57	SUCCESS	WA	5992	004307	ULP UNM	157.92	16.11	23.13	2.31	25.44	135428				
							M/S		686.27	971.02	97.14	1068.16					
							TOTAL	THIS PERIOD	686.27	971.02	97.14	1,068.16		4578	15.0	23.3	
								YEAR TO DATE	5,152.91	8,011.47	801.23	8,812.70		32307	15.9	27.3	
								M/S		686.27	971.02	97.14	1068.16				
							TOTAL	THIS PERIOD	686.27	971.02	97.14	1,068.16		4578	15.0	23.3	
								YEAR TO DATE	5,152.91	8,011.47	801.23	8,812.70		32307	15.9	27.3	
	7050 15405338 03625 1GZL075 5731 WHITE NISSAN QASHQAI SUV	01/08/22	13:27:31	BIBRA LAKE	WA	7451	000497	ULP UNM	158.68	28.67	41.35	4.14	45.49	107680	306	9.4	14.9
	02/08/22	17:32:19	BIBRA LAKE	WA	7451	005428	ULP UNM	158.68	32.10	46.31	4.63	50.94	187950				
	03/08/22	05:21:00	BIBRA LAKE	WA	7451	005439	ULP UNM	158.68	24.15	34.84	3.48	38.32	777				
	04/08/22	17:30:36	BIBRA LAKE	WA	7451	005599	ULP UNM	158.68	38.72	55.85	5.59	61.44	108452				
	06/08/22	17:37:34	BIBRA LAKE	WA	7451	005703	ULP UNM	158.68	34.82	50.23	5.02	55.25	108716	264	13.2	20.9	
	09/08/22	17:19:06	BIBRA LAKE	WA	7451	005882	ULP UNM	154.70 P	24.78	34.85	3.48	38.33	108942	226	11.0	17.0	
	10/08/22	04:56:12	BIBRA LAKE	WA	7451	005892	ULP UNM	154.70 P	18.79	26.43	2.64	29.07	109126	184	10.2	15.8	
	11/08/22	05:12:19	SPEARWOOD	WA	6443	006843	ULP UNM	162.87	37.41	55.39	5.54	60.93	53				
	11/08/22	17:39:08	BIBRA LAKE	WA	7451	006053	ULP UNM	162.87	17.44	25.82	2.58	28.40	109652				
	12/08/22	05:35:42	BIBRA LAKE	WA	7451	000549	ULP UNM	162.87	20.07	29.72	2.97	32.69	109859	207	9.7	15.8	
	12/08/22	17:37:52	BIBRA LAKE	WA	7451	006131	ULP UNM	162.87	19.76	29.25	2.93	32.18	110032	173	11.4	18.6	
	13/08/22	05:26:23	BIBRA LAKE	WA	7451	006138	ULP UNM	162.87	19.47	28.83	2.88	31.71	110226	194	10.0	16.3	
	13/08/22	17:38:01	BIBRA LAKE	WA	7451	006158	ULP UNM	162.87	16.26	24.07	2.41	26.48	110349	123	13.2	21.5	
	14/08/22	11:28:00	BIBRA LAKE	WA	7451	006167	ULP UNM	162.70 P	7.07	10.45	1.05	11.50	10404				
	15/08/22	16:55:21	SPEARWOOD	WA	6443	003760	ULP UNM	150.90 P	26.96	36.98	3.70	40.68	110463				
	16/08/22	16:20:55	SPEARWOOD	WA	6443	003779	ULP UNM	146.90 P	32.92	43.96	4.40	48.36	110948	485	6.8	10.0	
	17/08/22	05:02:22	COCKBURN CENTRAL	WA	7395	040432	ULP UNM	153.51	18.63	26.00	2.60	28.60	111140	192	9.7	14.9	
	19/08/22	17:45:38	BIBRA LAKE	WA	7451	006638	ULP UNM	153.51	29.09	40.60	4.06	44.66	111434	294	9.9	15.2	
	20/08/22	05:44:33	BIBRA LAKE	WA	7451	006643	ULP UNM	153.51	20.03	27.95	2.80	30.75	111588	154	13.0	20.0	
	20/08/22	17:32:28	SPEARWOOD	WA	6443	007056	ULP UNM	146.90 P	16.10	21.50	2.15	23.65	111757	169	9.5	14.0	
	22/08/22	05:18:35	SUCCESS	WA	5992	003803	ULP UNM	150.90 P	43.39	59.53	5.95	65.48	112151	394	11.0	16.6	



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  
Period Starting: 01/08/2022

Customer Number: 0115405338  
Period Ending: 31/08/2022

Page: 29 of 34  
Date: 31/08/2022

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	23/08/22	17:30:36	BIBRA LAKE	WA	7451	006821		ULP UNM	151.70 P	41.88	57.75	5.78	63.53	112521	370	11.3	17.2
	24/08/22	05:15:43	SUCCESS	WA	5992	039153		ULP UNM	144.90 P	19.98	26.32	2.63	28.95	112684	163	12.3	17.8
	25/08/22	17:42:23	BIBRA LAKE	WA	7451	007007		ULP UNM	154.45	41.00	57.56	5.76	63.32	113114	430	9.5	14.7
	26/08/22	03:47:02	SPEARWOOD	WA	6443	007178		ULP UNM	154.45	15.60	21.90	2.19	24.09	113267	153	10.2	15.7
	26/08/22	17:04:25	SPEARWOOD	WA	6443	007190		ULP UNM	154.45	18.37	25.79	2.58	28.37	113492	225	8.2	12.6
	27/08/22	05:35:47	BIBRA LAKE	WA	7451	007094		ULP UNM	154.45	23.90	33.55	3.36	36.91	777			
	27/08/22	17:16:47	COCKBURN CENTRAL	WA	7395	040921		ULP UNM	154.45	14.20	19.94	1.99	21.93	113845			
	28/08/22	17:31:32	BIBRA LAKE	WA	7451	007140		ULP UNM	154.45	41.29	57.97	5.80	63.77	114232	387	10.7	16.5
	30/08/22	13:00:25	BIBRA LAKE	WA	7451	007290		ULP UNM	157.92	28.11	40.35	4.04	44.39	114529	297	9.5	14.9
								M/S		770.96	1091.04	109.13	1200.17				
							TOTAL	THIS PERIOD	770.96	1,091.04	109.13	1,200.17		5390	14.3	22.3	
								YEAR TO DATE	1,296.50	1,953.95	195.41	2,149.36		9542	13.6	22.5	
								M/S		770.96	1091.04	109.13	1200.17				
								TOTAL	THIS PERIOD	770.96	1,091.04	109.13	1,200.17		5390	14.3	22.3
								YEAR TO DATE	1,296.50	1,953.95	195.41	2,149.36		9542	13.6	22.5	
	7050 15405338 04078 1GZL082 5741 WHITE NISSAN QASHQAI SUV	31/07/22	05:14:46	SPEARWOOD	WA	6443	006589		ULP UNM	163.18	20.02	29.70	2.97	32.67	145359	180	11.1
	01/08/22	05:20:35	BIBRA LAKE	WA	7451	005277		ULP UNM	158.08	32.99	47.59	4.76	52.35	777			
	01/08/22	17:05:27	COCKBURN CENTRAL	WA	7395	039721		ULP UNM	158.08	13.21	19.05	1.91	20.96	145674			
	02/08/22	05:09:16	BIBRA LAKE	WA	7451	005353		ULP UNM	158.08	24.42	35.23	3.52	38.75	777			
	02/08/22	19:24:40	BIBRA LAKE	WA	7451	005432		ULP UNM	158.08	22.20	32.03	3.20	35.23	147211			
	03/08/22	05:23:43	BIBRA LAKE	WA	7451	005440		ULP UNM	158.08	21.41	30.88	3.09	33.97	146000			
	04/08/22	05:31:15	BIBRA LAKE	WA	7451	005517		ULP UNM	158.08	19.88	28.68	2.87	31.55	146418	418	4.8	7.5
	05/08/22	05:33:03	BIBRA LAKE	WA	7451	005608		ULP UNM	158.08	26.38	38.05	3.81	41.86	146670	252	10.5	16.6
	05/08/22	17:15:14	SPEARWOOD	WA	6443	003662		ULP UNM	155.90 P	14.93	21.16	2.12	23.28	146793	123	12.1	18.9
	06/08/22	05:09:39	SPEARWOOD	WA	6443	006724		ULP UNM	155.90 P	13.56	19.22	1.92	21.14	143924			
	06/08/22	17:40:45	BIBRA LAKE	WA	7451	005704		ULP UNM	158.08	20.16	29.08	2.91	31.99	147099			
	07/08/22	05:09:24	SPEARWOOD	WA	6443	006758		ULP UNM	153.90 P	15.62	21.85	2.19	24.04	147245	146	10.7	16.5
	08/08/22	17:17:58	COCKBURN CENTRAL	WA	7395	040054		ULP UNM	158.90 P	29.49	42.60	4.26	46.86	147501	256	11.5	18.3
	09/08/22	17:06:18	COCKBURN CENTRAL	WA	7395	040104		ULP UNM	158.90 P	18.31	26.45	2.64	29.09	147691	190	9.6	15.3
	11/08/22	05:21:40	COCKBURN CENTRAL	WA	7395	027422		ULP UNM	162.87	14.71	21.78	2.18	23.96	147853	162	9.1	14.8
	14/08/22	17:46:55	BIBRA LAKE	WA	7451	006180		ULP UNM	162.70 P	47.54	70.32	7.03	77.35	777			
	17/08/22	17:08:17	BIBRA LAKE	WA	7451	006460		ULP UNM	153.51	30.73	42.88	4.29	47.17	148350			
	19/08/22	04:54:15	SPEARWOOD	WA	6443	007024		ULP UNM	146.90 P	39.50	52.75	5.28	58.03	148848	498	7.9	11.7
	21/08/22	06:35:24	BIBRA LAKE	WA	7451	006674		ULP UNM	151.70 P	39.57	54.57	5.46	60.03	148750	350	6.6	10.0
	21/08/22	17:00:41	SOUTH FREMANTLE	WA	9802	005393		ULP UNM	150.90 P	23.10	31.69	3.17	34.86	149100	285	10.4	15.8
	22/08/22	05:27:56	BIBRA LAKE	WA	7451	006696		ULP UNM	151.70 P	29.59	40.81	4.08	44.89	149385			
	23/08/22	15:33:55	BIBRA LAKE	WA	7451	006814		ULP UNM	151.70 P	21.06	29.05	2.90	31.95	142300			
	24/08/22	05:25:17	BIBRA LAKE	WA	7451	006827		ULP UNM	151.70 P	36.88	50.86	5.09	55.95	149708			
	25/08/22	03:49:37	SPEARWOOD	WA	6443	007153		ULP UNM	154.45	32.12	45.10	4.51	49.61	150060	352	9.1	14.1
	29/08/22	05:02:19	SPEARWOOD	WA	6443	007244		ULP UNM	157.92	34.06	48.90	4.89	53.79	150380	320	10.6	16.8

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  
Period Starting: 01/08/2022

Customer Number: 0115405338  
Period Ending: 31/08/2022

Page: 30 of 34  
Date: 31/08/2022

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	29/08/22	17:13:37	BIBRA LAKE	WA	7451	007229		ULP UNM	157.92	16.72	24.00	2.40	26.40	150561	181	9.2	14.6
	30/08/22	03:18:02	SPEARWOOD	WA	6443	007269		ULP UNM	157.92	11.98	17.20	1.72	18.92	150662	101	11.9	18.7
	30/08/22	16:52:04	BIBRA LAKE	WA	7451	007320		ULP UNM	157.92	21.15	30.36	3.04	33.40	150880	218	9.7	15.3
							M/S		691.29	981.84	98.21	1080.05					
							TOTAL	THIS PERIOD	691.29	981.84	98.21	1,080.05		4032	17.1	26.8	
							YEAR TO DATE		2,149.47	3,482.18	348.25	3,830.43		12210	17.6	31.4	
							M/S		691.29	981.84	98.21	1080.05					
							TOTAL	THIS PERIOD	691.29	981.84	98.21	1,080.05		4032	17.1	26.8	
								YEAR TO DATE	5,752.26	8,930.11	893.06	9,823.17		31015	18.5	31.7	
7050 15405338 03641 1GZL083 5751 WHITE NISSAN QASHQAI SUV	15/08/22	13:18:18	BIBRA LAKE	WA	7451	006255		ULP UNM	153.51	25.42	35.47	3.55	39.02	132456	217	11.7	18.0
	16/08/22	16:04:36	BIBRA LAKE	WA	7451	006370		ULP UNM	153.51	24.74	34.53	3.45	37.98	132653	197	12.6	19.3
	18/08/22	05:39:29	BIBRA LAKE	WA	7451	006472		ULP UNM	153.51	25.55	35.65	3.57	39.22	132890	237	10.8	16.5
	18/08/22	17:28:00	BIBRA LAKE	WA	7451	006546		ULP UNM	153.51	22.80	31.82	3.18	35.00	133115	225	10.1	15.6
	21/08/22	17:32:25	BIBRA LAKE	WA	7451	006690		ULP UNM	151.70 P	43.91	60.55	6.06	66.61	133524	409	10.7	16.3
	25/08/22	05:36:44	SUCCESS	WA	5992	003988		ULP UNM	154.45	19.89	27.93	2.79	30.72	133692	168	11.8	18.3
	26/08/22	05:14:52	BIBRA LAKE	WA	7451	007010		ULP UNM	154.45	15.66	21.99	2.20	24.19	133837	145	10.8	16.7
	27/08/22	04:53:33	COCKBURN CENTRAL	WA	7395	040887		ULP UNM	154.45	40.81	57.30	5.73	63.03	134210	373	10.9	16.9
	28/08/22	04:56:04	COCKBURN CENTRAL	WA	7395	027980		ULP UNM	154.45	36.16	50.77	5.08	55.85	134673	463	7.8	12.1
							M/S		254.94	356.01	35.61	391.62					
							TOTAL	THIS PERIOD	254.94	356.01	35.61	391.62		2434	10.5	16.1	
							YEAR TO DATE		4,164.68	6,605.40	660.54	7,265.94		21472	19.4	33.8	
Cost Centre																	
							M/S		254.94	356.01	35.61	391.62					
							TOTAL	THIS PERIOD	254.94	356.01	35.61	391.62		2434	10.5	16.1	
							YEAR TO DATE		4,164.68	6,605.40	660.54	7,265.94		21472	19.4	33.8	
7050 15405338 03682 1HAS515 5761 WHITE NISSAN QASHQAI WAGON	01/08/22	05:03:58	COCKBURN CENTRAL	WA	7395	039673		ULP UNM	158.68	31.77	45.83	4.58	50.41	141114			
	05/08/22	05:11:58	BIBRA LAKE	WA	7451	005607		ULP UNM	158.68	32.10	46.31	4.63	50.94	141406			
	06/08/22	05:35:44	BIBRA LAKE	WA	7451	005694		ULP UNM	158.68	26.43	38.13	3.81	41.94	141659	292	11.0	17.4
	07/08/22	05:25:06	SPEARWOOD	WA	6443	006759		ULP UNM	153.90 P	29.89	41.82	4.18	46.00	141591	253	10.4	16.6
	08/08/22	04:56:21	SPEARWOOD	WA	6443	006778		ULP UNM	153.90 P	32.46	45.42	4.54	49.96	142282	691	4.7	7.2
	09/08/22	05:37:50	BIBRA LAKE	WA	7451	005810		ULP UNM	154.70 P	30.72	43.20	4.32	47.52	142501	219	14.0	21.7
	10/08/22	05:24:32	BIBRA LAKE	WA	7451	005894		ULP UNM	154.70 P	29.26	41.15	4.12	45.27	142865	364	8.0	12.4
	10/08/22	17:39:50	BIBRA LAKE	WA	7451	005972		ULP UNM	162.87	16.46	24.37	2.44	26.81	143016	151	10.9	17.8
	11/08/22	05:06:35	COCKBURN CENTRAL	WA	7395	027420		ULP UNM	162.87	16.55	24.50	2.45	26.95	143197	181	9.1	14.9
	12/08/22	04:59:23	COCKBURN CENTRAL	WA	7395	027457		ULP UNM	162.87	34.58	51.20	5.12	56.32	143620	423	8.2	13.3
	12/08/22	17:14:52	SUCCESS	WA	5992	003315		ULP UNM	162.87	21.86	32.36	3.24	35.60	143845	225	9.7	15.8

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  
Period Starting: 01/08/2022

Customer Number: 0115405338  
Period Ending: 31/08/2022

Page: 31 of 34  
Date: 31/08/2022

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	13/08/22	17:17:00	SUCCESS	WA	5992	003360	ULP UNM	153.90	P	18.25	25.54	2.55	28.09	144050	205	8.9	13.7
	14/08/22	05:35:19	SPEARWOOD	WA	6443	006902	ULP UNM	150.90	P	16.72	22.94	2.29	25.23	144249	199	8.4	12.1
	15/08/22	05:15:23	BIBRA LAKE	WA	7451	006183	ULP UNM	153.51		14.55	20.31	2.03	22.34	144397	148	9.8	15.1
	16/08/22	05:17:39	BIBRA LAKE	WA	7451	006289	ULP UNM	153.51		11.70	16.33	1.63	17.96	144597	200	5.8	9.0
	17/08/22	05:07:14	BIBRA LAKE	WA	7451	006381	ULP UNM	153.51		13.29	18.55	1.85	20.40	144647	50	26.6	40.8
	17/08/22	16:46:17	SUCCESS	WA	5992	003557	ULP UNM	153.51		20.77	28.98	2.90	31.88	144310			
	18/08/22	04:55:51	COCKBURN CENTRAL	WA	7395	040478	ULP UNM	153.51		17.10	23.86	2.39	26.25	144955	645	2.7	4.1
	20/08/22	05:33:59	COCKBURN CENTRAL	WA	7395	040603	ULP UNM	153.51		46.99	65.58	6.56	72.14	145384	429	11.0	16.8
	21/08/22	04:56:38	COCKBURN CENTRAL	WA	7395	040624	ULP UNM	153.51		18.14	25.32	2.53	27.85	145571	187	9.7	14.9
	22/08/22	05:15:34	SPEARWOOD	WA	6443	007084	ULP UNM	146.90	P	19.75	26.37	2.64	29.01	145748	177	11.2	16.4
	24/08/22	05:17:02	SPEARWOOD	WA	6443	007134	ULP UNM	144.90	P	36.69	48.33	4.83	53.16	146086	338	10.9	15.7
	27/08/22	04:11:59	COCKBURN CENTRAL	WA	7395	040886	ULP UNM	154.45		17.31	24.31	2.43	26.74	146243	157	11.0	17.0
	28/08/22	05:21:10	COCKBURN CENTRAL	WA	7395	027981	ULP UNM	154.45		19.29	27.08	2.71	29.79	146426	183	10.5	16.3
	29/08/22	04:57:55	COCKBURN CENTRAL	WA	7395	027993	ULP UNM	157.92		21.08	30.26	3.03	33.29	146630	204	10.3	16.3
	30/08/22	05:35:46	BIBRA LAKE	WA	7451	007239	ULP UNM	157.92		17.18	24.66	2.47	27.13	146822	192	8.9	14.1
							M/S		610.89	862.71	86.27	948.98					
							TOTAL	THIS PERIOD	610.89	862.71	86.27	948.98		6113	10.0	15.5	
								YEAR TO DATE	5,056.20	7,894.34	789.37	8,683.71		35432	14.3	24.5	
								M/S	610.89	862.71	86.27	948.98					
							TOTAL	THIS PERIOD	610.89	862.71	86.27	948.98		6113	10.0	15.5	
								YEAR TO DATE	5,056.20	7,894.34	789.37	8,683.71		35432	14.3	24.5	
7050 15405338 03807 1HFK120 5971 WHITE FORD RANGER UTILITY	01/08/22	07:25:08	NAVAL BASE	WA	7770	011630	ULT DSL	188.08		40.31	68.92	6.89	75.81	23000	279	14.4	27.2
	05/08/22	16:41:21	EAST ROCKINGHAM	WA	9080	025650	ULT DSL	187.58		38.33	65.36	6.54	71.90	23400	400	9.6	18.0
	10/08/22	16:17:39	BIBRA LAKE	WA	7451	005965	ULT DSL	189.59		25.71	44.31	4.43	48.74	23692	292	8.8	16.7
	26/08/22	10:13:52	SUCCESS	WA	5992	004060	ULT DSL	181.19		53.48	88.09	8.81	96.90	24329	637	8.4	15.2
							DIESEL		157.83	266.68	26.67	293.35					
							TOTAL	THIS PERIOD	157.83	266.68	26.67	293.35		1608	9.8	18.2	
								YEAR TO DATE	930.42	1,628.49	162.87	1,791.36		9195	10.1	19.5	
Cost Centre									157.83	266.68	26.67	293.35					
							TOTAL	THIS PERIOD	157.83	266.68	26.67	293.35		1608	9.8	18.2	
								YEAR TO DATE	930.42	1,628.49	162.87	1,791.36		9195	10.1	19.5	
7050 15405338 01256 1DNH007 6191 WHITE ISUZU DUAL CAB TRUCK	09/08/22	19:51:27	COCKBURN CENTRAL	WA	7395	027381	ULT DSL	189.59		77.85	134.18	13.42	147.60	13364	359	21.7	41.1

**BP Australia Pty Ltd**  
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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**  
Period Starting: **01/08/2022**

Customer Number: **0115405338**  
Period Ending: **31/08/2022**

Page: 32 of 34  
Date: 31/08/2022

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 04136 1GGP946 6911 SILVER HYUNDAI I30 HATCH	23/08/22	11:28:00	BIBRA LAKE	WA	7451	006793	DIESEL		77.85	134.18	13.42	147.60			
							TOTAL		77.85	134.18	13.42	147.60		359	21.7
							YEAR TO DATE		234.56	420.32	42.04	462.36		738	31.8
							DIESEL		77.85	134.18	13.42	147.60			
							TOTAL		77.85	134.18	13.42	147.60		359	21.7
							YEAR TO DATE		234.56	420.32	42.04	462.36		738	31.8
<b>Cost Centre</b>  7050 15405338 00787 1DMM606 7602 WHITE ISUZU TRUCK	03/08/22	18:55:53	SUCCESS	WA	5992	002821	ULP UNIM	151.70 P	35.74	49.29	4.93	54.22	40467	396	9.0
							M/S		35.74	49.29	4.93	54.22			
							TOTAL		35.74	49.29	4.93	54.22		396	9.0
							YEAR TO DATE		66.36	94.72	9.47	104.19		396	16.8
							M/S		35.74	49.29	4.93	54.22			
							TOTAL		35.74	49.29	4.93	54.22		396	9.0
<b>Cost Centre</b>  7050 15405338 03757 1HDS430 7922 WHITE FORD RANGER UTILITY	09/08/22 24/08/22	09:12:52 11:59:39	SPEARWOOD SPEARWOOD	WA WA	6443 6443	006799 007146	ULT DSL	188.08	37.00	63.26	6.33	69.59	777		
							DIESEL		37.00	63.26	6.33	69.59			
							TOTAL		37.00	63.26	6.33	69.59			
							YEAR TO DATE		642.84	1,054.67	105.47	1,160.14		213	301.8
							DIESEL		37.00	63.26	6.33	69.59			
							TOTAL		37.00	63.26	6.33	69.59		213	301.8
							ULT DSL	189.59	62.93	108.46	10.85	119.31	38809	663	9.5
							ULT DSL	181.19	66.00	108.72	10.87	119.59	39500	691	9.6

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Customer Number: **0115405338**  
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Page: 33 of 34  
Date: 31/08/2022

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	04/08/22 18/08/22	12:47:47 13:14:05	COCKBURN CENTRAL BIBRA LAKE	WA WA	7395 7451	039856 006520	DIESEL		128.93	217.18	21.72	238.90			
							TOTAL		128.93	217.18	21.72	238.90		1354	9.5
							YEAR TO DATE		1,304.98	2,166.29	216.63	2,382.92		13217	9.9
							DIESEL		128.93	217.18	21.72	238.90			
							TOTAL		128.93	217.18	21.72	238.90		1354	9.5
							YEAR TO DATE		1,304.98	2,166.29	216.63	2,382.92		13217	9.9
							ULT DSL	188.08	43.94	75.13	7.51	82.64	74691	619	7.1
							ULT DSL	180.57	41.98	68.91	6.89	75.80	75308	617	6.8
							DIESEL		85.92	144.04	14.40	158.44			
							TOTAL		85.92	144.04	14.40	158.44		1236	7.0
Cost Centre  7050 15405338 02601 1GIR690 7961 WHITE MITSUBISHI TRITON UTE	10/08/22	14:33:18	BIBRA LAKE	WA	7451	005949	YEAR TO DATE		513.16	871.00	87.11	958.11		5039	10.2
							DIESEL		85.92	144.04	14.40	158.44			
							TOTAL		85.92	144.04	14.40	158.44		1236	7.0
							YEAR TO DATE		513.16	871.00	87.11	958.11		5039	10.2
							ULSD G10	188.59	62.42	107.02	10.70	117.72	32984	571	10.9
							DIESEL		62.42	107.02	10.70	117.72			
							TOTAL		62.42	107.02	10.70	117.72		571	10.9
							YEAR TO DATE		294.42	516.47	51.64	568.11		571	51.6
							DIESEL		62.42	107.02	10.70	117.72			
							TOTAL		62.42	107.02	10.70	117.72		571	10.9
Cost Centre  7050 15405338 02635 1GJF670 7981 WHITE HYUNDAI I30 HATCH	22/08/22	10:02:50	SUCCESS	WA	5992	003813	YEAR TO DATE		294.42	516.47	51.64	568.11		571	51.6
							ULT DSL	181.19	30.75	50.65	5.07	55.72	41426		

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Customer Number: **0115405338**  
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Page: 34 of 34  
Date: 31/08/2022

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	13/08/22	12:26:20	CANNING VALE WA	9073	006468		DIESEL		30.75	50.65	5.07	55.72			
						TOTAL	THIS PERIOD		30.75	50.65	5.07	55.72			
							YEAR TO DATE		153.24	265.94	26.60	292.54		618	24.8
							DIESEL		30.75	50.65	5.07	55.72			
						TOTAL	THIS PERIOD		30.75	50.65	5.07	55.72			
							YEAR TO DATE		153.24	265.94	26.60	292.54		618	24.8
Cost Centre  8206886	13/08/22	12:26:20	CANNING VALE WA	9073	006468		ULP UNIM	158.90 P	50.71	73.25	7.33	80.58	24292		
							M/S		50.71	73.25	7.33	80.58			
						TOTAL	THIS PERIOD		50.71	73.25	7.33	80.58			
							YEAR TO DATE		739.68	1,166.70	116.66	1,283.36		7020	10.5
							M/S		50.71	73.25	7.33	80.58			
						TOTAL	THIS PERIOD		50.71	73.25	7.33	80.58			
CUSTOMER TOTAL	13/08/22	12:26:20	CANNING VALE WA	9073	006468		DIESEL		10142.63	17030.02	1703.01	18733.03			
							M/S		4968.77	7113.71	711.49	7825.20			
						GRAND TOTAL	THIS PERIOD		15,111.40	24,143.73	2,414.50	26,558.23		125325	12.1
							YEAR TO DATE		138,517.55	238,519.08	23,852.12	262,371.20		951519	14.6

**14.2.2 (2022/MINUTE NO 0231) Monthly Financial Reports - September 2022**

**Author** Stuart Downing

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

**Officer Recommendation/Council Decision**

MOVED Cr C Reeve-Fowkes SECONDED Cr T Dewan

That Council:

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

**CARRIED UNANIMOUSLY 10/0**

**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 September 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 September financial report is \$11.63 million, (\$3.57 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 & Budget Policy.

#### Closing Surplus

The City's YTD closing surplus to the end of September was \$114.96 million, versus a YTD budget of \$101.28 million. This represents a favourable variance of \$13.68 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 \$135.37 million was \$2.04 million ahead of YTD budget for September.

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	117,398,056	117,109,914	(288,142)
Specified Area Rates	624,000	606,000	595,615	(10,385)
Operating Grants, Subsidies, Contributions	14,599,352	2,985,744	2,578,572	(407,172)
Fees and Charges	36,770,902	10,956,930	13,562,559	2,605,629
Service Charges	500,000	500,000	0	(500,000)
Interest Earnings	2,725,280	1,071,762	1,494,616	422,854
Profit/(Loss) Asset Sale	4,202,648	(183,963)	34,678	218,641
<b>Total</b>	<b>177,622,182</b>	<b>133,334,529</b>	<b>135,375,954</b>	<b>2,041,425</b>

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

- Fees and Charges (\$2.40 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).
  - Port Coogee Marina is \$0.30 million ahead of YTD budget (timing issue only).
- Service Charges (\$0.50 million under YTD budget):
  - Underground power charges have not yet been levied due to delay in finalising the agreement and commencing construction.
- Interest Earnings (\$0.42 million over YTD budget):
  - Interest on invested funds was \$0.49 million ahead of YTD budget (will outperform full year budget).



### Operating Expenditure

Operating expenditure to the end of September of \$37.85 million was under YTD budget by \$2.99 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	16,355,777	14,769,444	1,586,333
Materials & Contracts	44,004,029	9,933,315	7,697,571	2,235,744
Utility charges	6,100,264	1,541,120	1,356,654	184,466
Depreciation/Amortisation	37,563,705	9,010,094	9,022,821	(12,727)
Interest/Finance Costs	500,939	12,073	12,566	(493)
Insurance expenses	2,015,300	1,185,300	1,059,580	125,720
Other expenditure	11,465,513	2,806,756	3,931,891	(1,125,135)
<b>Total</b>	<b>170,772,757</b>	<b>40,844,435</b>	<b>37,850,527</b>	<b>2,993,908</b>

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

- Employee Costs (\$1.59 million under YTD budget):
  - Budget variances across all business units (none with a material variance).
  - A net reduction in leave entitlements contributed \$0.49 million to the variance, indicating the success of leave management strategies.
- Materials and Contracts (\$2.23 million under YTD budget):
  - Environment, Parks & Streetscapes service unit showing a \$0.61 million underspend against YTD budget mostly due to seasonal factors.
  - City Facilities service unit had a \$0.47 million underspend variance in maintenance costs.
- Other Expenditure (\$1.12 million over YTD budget):
  - Landfill levy was showing a \$1.03 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 \$8.46 million on its capital program to the end of September, representing an underspend of \$2.96 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	9,135,774	2,468,656	1,301,267	1,167,389
Furniture & Equipment	126,000	30,999	9,127	21,872
Plant and equipment	10,006,490	125,001	48,069	76,932
Information technology	5,092,605	342,708	60,642	282,066
Infrastructure - roads	34,681,234	2,536,469	3,122,831	(586,362)
Infrastructure - drainage	3,210,098	859,839	601,394	258,445
Infrastructure - footpath	2,105,832	213,718	248,998	(35,280)
Infrastructure - parks hard	6,475,499	1,355,336	727,498	627,838
Infrastructure - landscaping	1,940,005	455,251	127,602	327,649
Infrastructure - landfill site	3,050,878	588,786	50,511	538,275
Infrastructure - marina	2,358,710	545,970	410,115	135,855
Infrastructure - coastal	1,132,552	224,028	72,230	151,798
<b>Total</b>	<b>80,995,677</b>	<b>11,426,761</b>	<b>8,460,284</b>	<b>2,966,477</b>

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

- Landfill infrastructure (\$0.54 million under YTD budget):
  - Enabling works for the Henderson landfill redevelopment were \$0.46 million behind YTD budget.
- Roads infrastructure (\$0.58 million over YTD budget):
  - Hammond Road (Branch to Bartram) is \$1.25 million over YTD budget (timing issue only)
  - Rowley Road & Lyon Road is \$0.40 million under YTD budget (timing issue only)
  - 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 at next Expenditure Review Committee meeting).

#### 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 \$2.07 million was recognised to the end of September, \$1.18 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 \$179.48 million held at the end of September (\$177.94 million last month).

Council funded reserves made up \$152.10 million of the balance, \$11.69 million for restricted and legislated purposes, and another \$15.69 million for developer contribution plans. Transfers in and out of financial reserves are made in accordance with budget requirements.

### Cash and Financial Assets

The City's closing cash and financial assets investment holding at month's end totalled \$258.47 million (relatively unchanged from \$257.99 million last month).

This balance included financial assets (term deposits and investments) of \$245.19 million, and cash and cash equivalent holdings (cash at bank and at call deposits) of \$13.27 million.

\$184.02 million of these funds were internally and externally restricted, representing the City's financial reserves and liability for bonds and deposits held. The remaining \$74.45 million represented unrestricted holdings 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 2.21 percent as of 30 September (up from 2.04 percent last month and 1.36 percent the month before). This underperformed the City's KPI target rate of 2.85 percent, comprising RBA cash rate of 2.35 percent (end of September) plus a 0.50 percent performance margin).

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

However, this continues to improve with new deposits placed at the higher rates. New investments placed during the month were at rates between 4.23 and 4.45 percent for 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 \$1.618 million, although the City carries them at a book value of \$0.894 million (net of a \$1.575 million impairment provision).

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

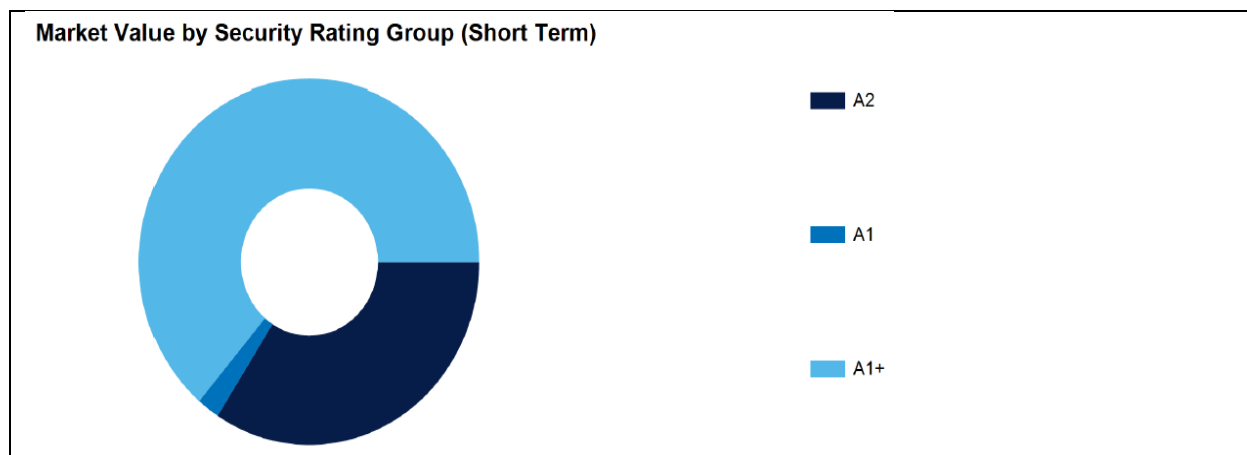
The City's investments were held with the following financial institutions at 30 September:

Issuer	Market Value	% Total Value
AMP Bank Ltd	18,129,859.76	7.03%
Australian Unity Bank	7,062,786.29	2.74%
Bank of Queensland Ltd	16,162,435.63	6.27%
Commonwealth Bank of Australia Ltd	94,723,429.02	36.75%
Defence Bank Ltd	3,013,093.14	1.17%
Emerald Reverse Mortgage Trust	1,618,587.71	0.63%
Macquarie Bank	7,514,438.65	2.92%
Members Equity Bank Ltd	7,041,205.50	2.73%
MyState Bank Ltd	22,650,453.67	8.79%
National Australia Bank Ltd	39,683,114.58	15.39%
Suncorp-Metway Ltd	9,095,540.83	3.53%
Westpac Banking Corporation Ltd	31,086,530.15	12.06%
Portfolio Total	257,781,474.92	100.00%

The City's short-term deposits (less than 12 months) made up 54.4 percent (\$140.19 million) of the City's portfolio, up from 50.7 percent (\$130.46 million) last month.

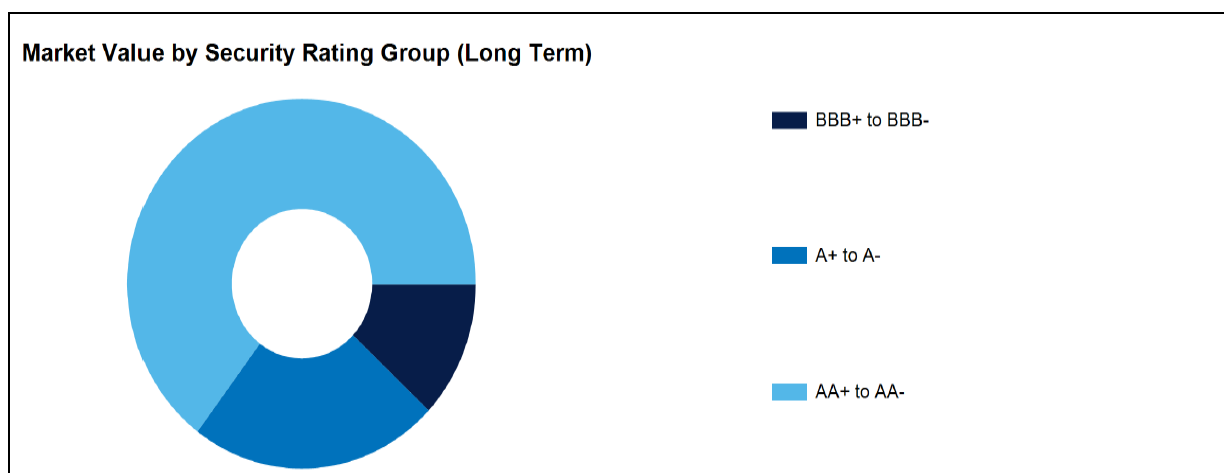


These were classified under the following credit ratings:



Deposits invested between 1 and 3 years made up 45.6 percent (\$117.58 million) of the City's portfolio, compared to 49.3 percent (\$127.05 million) last month.

These were classified under following credit ratings:



### Investment in Fossil Fuel Free Banks

At month end, the City held \$50.97 million (19.8 percent) of its investment portfolio with banks considered non-funders of fossil fuel related industries (unchanged from 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 preference a fossil fuel free investment, given the same or higher deposit rate.





### Rates Debt Recovery

The collectible rates and charges for 2022-23 (comprising arrears, annual levies and part year rating) totals \$141.76 million.

To the end of September, the City had collected \$78.61 million (55.4 percent), leaving a balance outstanding of \$63.15 million (44.6 percent).

The City has also received \$0.68 million in prepayments for future year rates.

In terms of overdue and delinquent rates accounts under formal or legal debt recovery processes, the City had 75 properties owing a total of \$0.61 million in combined rates and legal fees (down from 80 properties last month owing \$0.65 million).

Given the size of the City's ratepayer base (around 53,000 properties), this reflects a good result in controlling overdue rates from previous years. Formal debt recovery processes for FY23 overdue 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 \$4.03 million in outstanding debtors to the end of September (\$4.11 million last month).

Those debts overdue by more than 90 days made up \$417k or 10.3 percent of total debts outstanding (\$342k or 8.3 percent last month).

The 90-day debtors included debts owing by State Government related entities totalling \$304k (no risk) and lease monies owed by naval base tenants totalling \$68k (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 \$69,231 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 30 September 2022**

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

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MONTHLY FINANCIAL REPORT  
FOR THE PERIOD ENDED 30 SEPTEMBER 2022

## SUMMARY INFORMATION

Funding surplus / (deficit) Components

Funding surplus / (deficit)				
	Amended Budget	YTD Budget (a)	YTD Actual (b)	Var. \$ (b)-(a)
Opening	\$8.06 M	\$8.06 M	\$11.63 M	\$3.56 M
Closing	\$0.07 M	\$101.28 M	\$114.96 M	\$13.68 M
Refer to Statement of Financial Activity				

Cash and financial assets		
	\$258.47 M	% of total
Unrestricted Cash	\$74.45 M	28.8%
Restricted Cash	\$184.02 M	71.2%
Refer to Note 2 - Cash and Financial Assets		

Key Operating Activities

Amount attributable to operating activities			
Amended Budget	YTD Budget (a)	YTD Actual (b)	Var. \$ (b)-(a)
\$36.90 M	\$101.80 M	\$108.50 M	\$6.70 M
Refer to Statement of Financial Activity			

Employee Cost		
YTD Actual	(\$14.77 M)	% Variance
YTD Budget	(\$16.36 M)	(9.7%)
Refer to Statement of Financial Activity		

Rates Revenue		
YTD Actual	\$117.71 M	% Variance
YTD Budget	\$118.00 M	0.0%
Refer to Statement of Financial Activity		

Fees and Charges		
YTD Actual	\$13.56 M	% Variance
YTD Budget	\$10.96 M	23.8%
Refer to Statement of Financial Activity		

Materials & Contracts		
YTD Actual	(\$7.70 M)	% Variance
YTD Budget	(\$9.93 M)	(22.5%)
Refer to Statement of Financial Activity		

Key Investing Activities

Amount attributable to investing activities			
Amended Budget	YTD Budget (a)	YTD Actual (b)	Var. \$ (b)-(a)
(\$56.82 M)	(\$10.53 M)	(\$6.35 M)	\$4.18 M
Refer to Statement of Financial Activity			

Proceeds on sale		
YTD Actual	\$0.03 M	%
Amended Budget	\$4.94 M	0.7%
Refer to Note 3 - Disposal of Assets		

Asset Acquisition		
YTD Actual	\$8.46 M	% Spent
Amended Budget	\$81.00 M	10.4%
Refer to Note 4 - Capital Acquisition		

Capital Grants		
YTD Actual	(\$2.08 M)	% Received
Amended Budget	(\$19.24 M)	10.8%
Refer to Note 4 - Capital Acquisition		

Key Financing Activities

Amount attributable to financing activities			
Amended Budget	YTD Budget (a)	YTD Actual (b)	Var. \$ (b)-(a)
\$11.92 M	\$1.95 M	\$1.18 M	(\$0.77 M)
Refer to Statement of Financial Activity			

Borrowings	
Principal repayments	\$0.40 M
Interest expense	\$0.01 M
Principal due	\$11.04 M
Refer to Note 5 - Borrowings	

Reserves	
Reserves balance	\$179.49 M
Interest earned	\$0.08 M
Refer to Note 6 - Cash Reserves	

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

**MONTHLY FINANCIAL REPORT  
FOR THE PERIOD ENDED 30 SEPTEMBER 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 30 SEPTEMBER 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	11,626,665	3,563,237	44.19%	▲
<b>Revenue from operating activities</b>							
Rates		118,200,000	117,398,056	117,109,914	(288,142)	(0.25%)	
Specified area rates		624,000	606,000	595,615	(10,385)	(1.71%)	
Operating grants, subsidies and contributions		14,599,352	2,985,744	2,578,572	(407,172)	(13.64%)	▼
Fees and charges		36,770,902	10,956,930	13,562,559	2,605,629	23.78%	▲
Service charges		500,000	500,000	0	(500,000)	(100.00%)	▼
Interest earnings		2,725,280	1,071,762	1,494,616	422,854	39.45%	▲
Profit/(loss) on disposal of assets		4,202,648	(183,963)	34,678	218,641	(118.85%)	
		177,622,182	133,334,529	135,375,954	2,041,425		
<b>Expenditure from operating activities</b>							
Employee costs		(69,123,007)	(16,355,777)	(14,769,444)	1,586,333	9.70%	▲
Materials and contracts		(44,004,029)	(9,933,315)	(7,697,571)	2,235,744	22.51%	▲
Utility charges		(6,100,264)	(1,541,120)	(1,356,654)	184,466	11.97%	
Depreciation on non-current assets		(37,563,705)	(9,010,094)	(9,022,821)	(12,727)	(0.14%)	
Interest expenses		(500,939)	(12,073)	(12,566)	(493)	(4.08%)	
Insurance expenses		(2,015,300)	(1,185,300)	(1,059,580)	125,720	10.61%	
Other expenditure		(11,465,513)	(2,806,756)	(3,931,891)	(1,125,135)	(40.09%)	▼
		(170,772,757)	(40,844,435)	(37,850,527)	2,993,908		
Non-cash amounts excluded from operating activities							
	1(a)	30,050,222	9,306,914	10,975,688	1,668,774	17.93%	▲
<b>Amount attributable to operating activities</b>		36,899,647	101,797,008	108,501,115	6,704,107		
<b>Investing activities</b>							
Proceeds from non-operating grants, subsidies and contributions		19,240,362	893,289	2,076,599	1,183,310	132.47%	▲
Proceeds from disposal of assets	3	4,938,500	0	34,678	34,678	0.00%	
Payments for property, plant and equipment and infrastructure	4	(80,995,677)	(11,426,761)	(8,460,284)	2,966,477	25.96%	▲
<b>Amount attributable to investing activities</b>		(56,816,815)	(10,533,472)	(6,349,007)	4,184,465		
<b>Financing Activities</b>							
Transfer from reserves	6	54,051,399	8,017,577	9,177,880	1,160,303	14.47%	▲
Repayment of debentures	5	(3,900,000)	0	(395,604)	(395,604)	0.00%	
Transfer to reserves	6	(38,228,428)	(6,063,428)	(7,599,063)	(1,535,635)	(25.33%)	▼
<b>Amount attributable to financing activities</b>		11,922,971	1,954,149	1,183,213	(770,936)		
<b>Closing funding surplus / (deficit)</b>	1(c)	69,231	101,281,113	114,961,986	13,680,873		

**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 30 SEPTEMBER 2022

### REVENUE

#### 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.

#### OPERATING GRANTS, SUBSIDIES AND CONTRIBUTIONS

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

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

Amounts received specifically for the acquisition, construction 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.

#### REVENUE FROM CONTRACTS WITH CUSTOMERS

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

#### FEES AND CHARGES

Revenues (other than service charges) from the use of facilities and charges made for local government services, sewerage 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.

#### SERVICE CHARGES

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

#### INTEREST EARNINGS

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

#### OTHER REVENUE / INCOME

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

#### PROFIT ON ASSET DISPOSAL

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

## NATURE OR TYPE DESCRIPTIONS

### EXPENSES

#### EMPLOYEE COSTS

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

#### MATERIALS AND CONTRACTS

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

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

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

#### INSURANCE

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

#### LOSS ON ASSET DISPOSAL

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

#### DEPRECIATION ON NON-CURRENT ASSETS

Depreciation expense raised on all classes of assets.

#### INTEREST EXPENSES

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

#### OTHER EXPENDITURE

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



STATEMENT OF FINANCIAL ACTIVITY  
FOR THE PERIOD ENDED 30 SEPTEMBER 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	11,626,665	3,563,237	44.19%	▲
<b>Revenue from operating activities</b>							
Corporate Strategy		0	0	2,621	2,621	0.00%	
Governance, Risk & Compliance		1,653	413	332	(81)	(19.61%)	
Finance		127,806,020	120,487,686	119,686,195	(801,481)	(0.67%)	▼
Library & Cultural Services		127,000	4,500	37,698	33,198	737.73%	
Recreation Infrastructure & Services		13,204,853	3,168,724	3,746,160	577,436	18.22%	▲
Community Development & Services		7,679,893	1,946,971	1,733,786	(213,185)	(10.95%)	
Community Safety & Ranger Services		1,261,960	302,990	276,187	(26,803)	(8.85%)	
Development Assessment & Compliance		3,577,282	1,272,709	1,301,484	28,775	2.26%	
Planning		190,702	3,030	2,721	(309)	(10.20%)	
Sustainability & Environment		825,357	206,338	97,444	(108,894)	(52.77%)	
Operations & Maintenance		15,618,065	4,884,560	7,644,117	2,759,557	56.50%	▲
Projects		0	0	182	182	0.00%	
Property & Assets		7,032,397	982,358	726,673	(255,685)	(26.03%)	
Human Resources		297,000	74,250	117,622	43,372	58.41%	
Workplace Health & Safety		0	0	0	0	0.00%	
		177,622,182	133,334,529	135,375,954	2,041,425		
<b>Expenditure from operating activities</b>							
Executive Support		(3,568,979)	(914,452)	(638,268)	276,184	30.20%	
Civic Services		(1,725,741)	(450,519)	(377,020)	73,499	16.31%	
Corporate Strategy		(329,051)	(48,954)	(13,249)	35,705	72.94%	
Governance, Risk & Compliance		(1,010,050)	(268,575)	(320,244)	(51,669)	(19.24%)	
Finance		(6,855,401)	(2,130,886)	(2,238,483)	(107,597)	(5.05%)	
Information & Technology		(8,406,312)	(2,071,625)	(2,319,921)	(248,296)	(11.99%)	
Procurement		(883,208)	(208,595)	(216,472)	(7,877)	(3.78%)	
Library & Cultural Services		(6,037,013)	(1,319,422)	(1,351,269)	(31,847)	(2.41%)	
Recreation Infrastructure & Services		(15,308,928)	(3,674,729)	(3,178,471)	496,258	13.50%	▲
Community Development & Services		(12,707,183)	(2,933,019)	(2,396,222)	536,797	18.30%	▲
Community Safety & Ranger Services		(6,654,210)	(1,626,113)	(1,007,118)	618,995	36.07%	▲
Development Assessment & Compliance		(6,607,106)	(1,508,129)	(1,298,301)	209,828	13.91%	
Planning		(2,901,335)	(563,785)	(524,310)	39,475	7.00%	
Sustainability & Environment		(4,115,170)	(1,120,947)	(775,811)	345,136	30.79%	▲
Operations & Maintenance		(73,801,151)	(17,167,734)	(17,545,870)	(378,136)	(2.20%)	▼
Projects		(1,018,167)	(573,500)	(388,097)	185,403	32.33%	
Property & Assets		(11,288,436)	(2,845,417)	(2,151,162)	694,255	24.40%	▲
Stakeholder Management		(1,052,749)	(263,309)	(316,130)	(52,821)	(20.06%)	
Communications & Marketing		(1,701,312)	(402,761)	(402,307)	454	0.11%	
Customer Experience		(1,248,337)	(283,357)	(238,674)	44,683	15.77%	
Business & Economic Development		(492,308)	(144,190)	(38,637)	105,553	73.20%	
Human Resources		(3,376,816)	(811,720)	(775,191)	36,529	4.50%	
Workplace Health & Safety		0	0	0	0	0.00%	
Transformation, Culture & Innovation		(612,800)	(148,572)	(80,231)	68,341	46.00%	
Internal Recharging		929,007	635,875	740,933	105,058	(16.52%)	
		(170,772,756)	(40,844,435)	(37,850,525)	2,993,910		
Non-cash amounts excluded from operating activities	1(a)	30,050,222	9,306,914	10,975,688	1,668,774	17.93%	▲
Amount attributable to operating activities		36,899,648	101,797,008	108,501,117	6,704,109		
<b>Investing Activities</b>							
Proceeds from non-operating grants, subsidies and contributions		19,240,362	893,289	2,076,599	1,183,310	132.47%	▲
Proceeds from disposal of assets	3	4,938,500	0	34,678	34,678	0.00%	
Payments for property, plant and equipment and infrastructure	4	(80,995,677)	(11,426,761)	(8,460,284)	2,966,477	25.96%	▲
Amount attributable to investing activities		(56,816,815)	(10,533,472)	(6,349,007)	4,184,465		
<b>Financing Activities</b>							
Transfer from reserves	6	54,051,399	8,017,577	9,177,880	1,160,303	14.47%	▲
Repayment of debentures	5	(3,900,000)	0	(395,604)	(395,604)	0.00%	
Transfer to reserves	6	(38,228,428)	(6,063,428)	(7,599,063)	(1,535,635)	(25.33%)	▼
Amount attributable to financing activities		11,922,971	1,954,149	1,183,213	(770,936)		
Closing funding surplus / (deficit)	1(c)	69,232	101,281,113	114,961,988			

KEY INFORMATION

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

The material variance adopted by Council for the 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 30 SEPTEMBER 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 30 September 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 30 SEPTEMBER 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	(34,678)
Less: Movement in liabilities associated with restricted cash		(3,410,835)	296,820	2,001,716
Less: Movement in other liabilities		100,000	0	36,439
Movement in employee benefit provisions (non-current)		0	0	(64,174)
Add: Public Open Space payment (non-current)		0	0	13,564
Add: Depreciation on assets		37,563,705	9,010,094	9,022,821
<b>Total non-cash items excluded from operating activities</b>		<b>30,050,222</b>	<b>9,306,914</b>	<b>10,975,688</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 30 September 2021	Year to Date 30 September 2022
<b>Adjustments to net current assets</b>				
Less: Reserves - restricted cash	6	(181,064,488)	(173,999,458)	(179,485,671)
Less: Bonds & deposits		(4,303,373)	(6,225,894)	(4,534,251)
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	153,194,517
<b>Total adjustments to net current assets</b>		<b>(46,919,004)</b>	<b>(175,438,613)</b>	<b>(27,172,293)</b>
Cash and cash equivalents	2	20,777,520	6,458,545	13,272,750
Financial assets at amortised cost	2	60,300,000	235,500,000	92,000,000
Rates receivables		2,204,257	59,643,684	60,462,671
Receivables		5,731,365	8,488,222	11,572,749
Other current assets		4,773,962	2,606,729	3,509,974
<b>Less: Current liabilities</b>				
Payables		(17,011,575)	(17,822,840)	(19,392,695)
Borrowings	5	(3,934,065)	(3,642,586)	(3,538,461)
Contract liabilities	7	(4,994,711)	(6,600,374)	(6,766,413)
Lease liabilities		(114,651)	(218,182)	(114,651)
Provisions	7	(9,186,433)	(8,839,897)	(8,871,641)
<b>Less: Total adjustments to net current assets</b>	1(b)	<b>(46,919,004)</b>	<b>(175,438,613)</b>	<b>(27,172,293)</b>
<b>Closing funding surplus / (deficit)</b>		<b>11,626,665</b>	<b>100,134,683</b>	<b>114,961,987</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 30 SEPTEMBER 2022

OPERATING ACTIVITIES  
NOTE 2  
CASH AND FINANCIAL ASSETS

Description	Classification	Unrestricted	Restricted	Total Cash	Trust	Institution
		\$	\$	\$	\$	
<b>Cash on hand</b>						
Cash at bank	Cash and cash equivalents	2,746,181	0	2,746,181		NATIONAL AUSTRALIA BANK
Cash on hand	Cash and cash equivalents	26,568	0	26,568		
Term deposits - current	Cash and cash equivalents	3,000,000		3,000,000		AMP
Term deposits - current	Cash and cash equivalents	7,500,000		7,500,000		MACQUARIE BANK
Term deposits - current	Financial assets at amortised cost	0	4,000,000	4,000,000		BANK OF QUEENSLAND
Term deposits - current	Financial assets at amortised cost	0	7,000,000	7,000,000		MEMBERS EQUITY BANK
Term deposits - current	Financial assets at amortised cost	0	14,000,000	14,000,000		NATIONAL AUSTRALIA BANK
Term deposits - current	Financial assets at amortised cost	0	3,000,000	3,000,000		SUNCORP
Term deposits - current	Financial assets at amortised cost	0	3,000,000	3,000,000		DEFENCE BANK
Term deposits - current	Financial assets at amortised cost	5,000,000	0	5,000,000		AMP
Term deposits - current	Financial assets at amortised cost	0	9,500,000	9,500,000		MYSTATE BANK
Term deposits - current	Financial assets at amortised cost	0	39,500,000	39,500,000		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	21,174,595	33,625,405	54,800,000		COMMONWEALTH BANK
Other investment - non current	Financial assets at amortised cost	0	31,000,000	31,000,000		WESTPAC
Other investment - non current	Financial assets at amortised cost	6,000,000	19,500,000	25,500,000		NATIONAL AUSTRALIA BANK
Other investment - non current	Financial assets at amortised cost	6,000,000		6,000,000		SUNCORP
Other investment - non current	Financial assets at amortised cost	10,000,000		10,000,000		AMP
Other investment - non current	Financial assets at amortised cost	13,000,000		13,000,000		MYSTATE BANK
<b>Total</b>		<b>74,447,345</b>	<b>184,019,922</b>	<b>258,467,267</b>	<b>0</b>	
<b>Comprising</b>		<b>Unrestricted</b>	<b>Restricted</b>	<b>Total Cash</b>	<b>Trust</b>	
		\$	\$	\$	\$	
Cash and cash equivalents		13,272,750	0	13,272,750	0	
Financial assets at amortised cost		61,174,595	184,019,922	245,194,517	0	
		<b>74,447,345</b>	<b>184,019,922</b>	<b>258,467,267</b>	<b>0</b>	

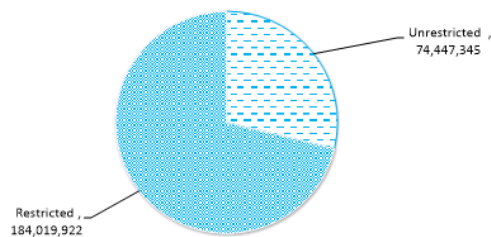
**KEY INFORMATION**

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.

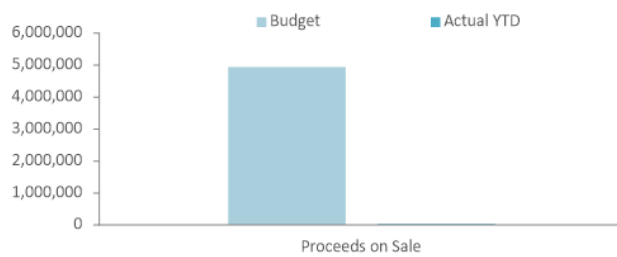
Financial assets at amortised cost held with registered financial institutions are listed in this note other financial assets at amortised cost are provided in Note 4 - Other assets.



NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY  
FOR THE PERIOD ENDED 30 SEPTEMBER 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	34,678	34,678	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>34,678</b>	<b>34,678</b>	<b>0</b>



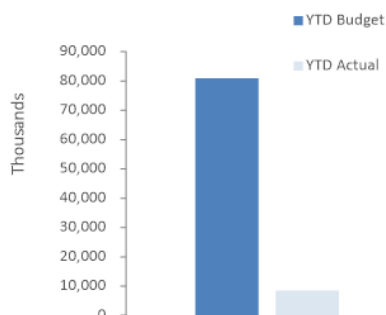
**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY  
FOR THE PERIOD ENDED 30 SEPTEMBER 2022**

**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	9,135,774	2,468,656	1,301,267	(1,167,389)
Furniture and equipment	126,000	30,999	9,127	(21,872)
Plant and equipment	10,006,490	125,001	48,069	(76,932)
Information technology	5,092,605	342,708	60,642	(282,066)
Infrastructure - roads	34,681,234	2,536,469	3,122,831	586,362
Infrastructure - drainage	3,210,098	859,839	601,394	(258,445)
Infrastructure - footpath	2,105,832	213,718	248,998	35,280
Infrastructure - parks hard	6,475,499	1,355,336	727,498	(627,838)
Infrastructure - parks landscaping	1,940,005	455,251	127,602	(327,649)
Infrastructure - landfill site	3,050,878	588,786	50,511	(538,275)
Infrastructure - marina	2,358,710	545,970	410,115	(135,855)
Infrastructure - coastal	1,132,552	224,028	72,230	(151,798)
<b>Payments for Capital Acquisitions</b>	<b>80,995,677</b>	<b>11,426,761</b>	<b>8,460,284</b>	<b>(2,966,477)</b>
<b>Total Capital Acquisitions</b>	<b>80,995,677</b>	<b>11,426,761</b>	<b>8,460,284</b>	<b>(2,966,477)</b>
<b>Capital Acquisitions Funded By:</b>				
	\$	\$	\$	\$
Capital grants and contributions	(19,240,362)	(893,289)	(2,076,599)	(1,183,309)
Other (disposals & C/Fwd)	(4,938,500)	0	(34,678)	(34,678)
Cash backed reserves				
Plant & Vehicle Replacement	(7,091,003)	(71,463)	(24,966)	46,497
Information Technology	(26,794)	(6,699)	0	6,699
Major Building Refurbishment	(271,670)	(271,670)	(76,542)	195,128
Waste & Recycling	(3,710,878)	(608,787)	(50,511)	558,276
Land Development and Investment Fund	(11,864,921)	(2,694,307)	(2,682,044)	12,263
Roads & Drainage Infrastructure	(4,803,664)	(519,168)	(140,958)	378,211
Community Infrastructure	(828,691)	(174,058)	(40,896)	133,162
Port Coogee Special Maintenance - SAR	(393,666)	(61,250)	0	61,250
Community Surveillance	(155,000)	(38,745)	0	38,745
Restricted Grants & Contributions	(4,554)	(4,554)	(4,555)	(1)
CIHCF Building Maintenance	(423,769)	(211,884)	(87,731)	124,153
Cockburn ARC Building Maintenance	(100,000)	0	0	0
Carry Forward Projects	(10,316,349)	(2,631,360)	(1,276,646)	1,354,714
Port Coogee Marina Assets Replacement	(366,566)	(36,999)	0	36,999
Port Coogee Waterways - WEMP	(345,000)	(70,000)	0	70,000
Public Open Space - Various	(125,693)	(31,422)	(124,475)	(93,053)
Contribution - operations	(15,988,597)	(3,101,106)	(1,839,685)	1,261,420
<b>Capital funding total</b>	<b>(80,995,677)</b>	<b>(11,426,761)</b>	<b>(8,460,284)</b>	<b>2,966,477</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 30 SEPTEMBER 2022**

**FINANCING ACTIVITIES**

**NOTE 5**

**BORROWINGS**

**Repayments - borrowings**

Information on borrowings		1 July 2022	New Loans		Principal Repayments		Principal Outstanding		Interest Repayments	
Particulars	Loan No.		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 30 SEPTEMBER 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	(7,091,003)	(24,966)	3,051,469	12,165,394
Information Technology	1,674,702	0	0	1,500,000	0	(26,794)	0	3,205,240	1,674,702
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	(3,710,878)	(50,511)	9,177,655	16,175,819
Land Development and Investment Fund	8,173,172	0	0	3,600,000	0	(14,984,921)	(2,682,044)	1,121,377	5,491,128
Roads & Drainage Infrastructure	11,747,017	0	0	3,000,000	0	(4,898,320)	(140,958)	7,992,256	11,606,059
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)	(40,896)	33,293,486	31,661,327
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)	(2,303)	5,349,276	3,383,466
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)	(39,281)	584,480	948,589
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	0	(423,769)	(87,731)	11,048,730	11,619,016
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)	(1,360,166)	408,660	16,525,430
Port Coogee Marina Assets Replacement	2,084,887	0	0	300,000	0	(366,566)	0	1,544,321	2,084,887
Coogee Beach Foreshore Management	0	0	0	1,000,000	0	0	0	1,000,000	0
<b>Total Council Funded Reserve</b>	<b>151,041,516</b>	<b>0</b>	<b>0</b>	<b>33,663,428</b>	<b>5,563,428</b>	<b>(45,078,687)</b>	<b>(4,505,397)</b>	<b>122,065,348</b>	<b>152,099,547</b>

NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY  
FOR THE PERIOD ENDED 30 SEPTEMBER 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	1,670	0	0	0	0	452,140	467,504
Welfare Projects Employee Entitlements	1,053,457	0	1,792	0	0	0	0	2,279,463	1,055,249
Port Coogee Special Maintenance - SAR	2,040,979	0	7,175	400,000	0	(663,123)	(109,371)	1,402,113	1,938,784
Port Coogee Waterways - SAR	194,765	0	878	105,000	0	0	0	257,222	195,642
Family Day Care Accumulation Fund	11,600	0	42	0	0	0	0	11,549	11,641
Naval Base Shack Removal	826,130	0	2,962	35,000	0	0	0	760,695	829,092
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	17,964	0	0	(125,693)	(124,475)	4,799,751	5,075,624
Port Coogee Waterways - WEMP	1,075,185	0	4,045	0	0	(482,231)	0	586,468	1,079,230
Cockburn Coast SAR	85,406	0	300	55,000	0	(12,048)	(7,892)	91,995	77,814
<b>Total Restricted Funded Reserve</b>	<b>16,324,097</b>	<b>0</b>	<b>36,828</b>	<b>595,000</b>	<b>0</b>	<b>(1,591,877)</b>	<b>(4,672,482)</b>	<b>11,024,048</b>	<b>11,688,442</b>
<b>Developer Contribution Plans</b>									
Community Infrastructure (DCA 13)	783,582	0	3,563	3,000,000	1,322,359	(2,979,783)	0	2,095,930	2,109,504
Developer Contribution Plans - Various	12,915,294	0	41,297	970,000	631,589	(4,401,052)	0	8,562,189	13,588,179
<b>Total Developer Contribution Reserve</b>	<b>13,698,876</b>	<b>0</b>	<b>44,860</b>	<b>3,970,000</b>	<b>1,953,948</b>	<b>(7,380,835)</b>	<b>0</b>	<b>10,658,119</b>	<b>15,697,683</b>
<b>Total Cash Reserve</b>	<b>181,064,488</b>	<b>0</b>	<b>81,688</b>	<b>38,228,428</b>	<b>7,517,376</b>	<b>(54,051,399)</b>	<b>(9,177,880)</b>	<b>143,747,515</b>	<b>179,485,671</b>

NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY  
FOR THE PERIOD ENDED 30 SEPTEMBER 2022

OPERATING ACTIVITIES  
NOTE 7  
OTHER CURRENT LIABILITIES

Other current liabilities	Note	Opening Balance 1 July 2022	Liability Increase	Liability Reduction	Closing Balance 30 September 2022
		\$	\$	\$	\$
<b>Contract liabilities</b>					
Unspent grants, contributions and reimbursements - non-operating		4,994,711	1,865,314	(93,612)	6,766,413
<b>Total unspent grants, contributions and reimbursements</b>		4,994,711	1,865,314	(93,612)	6,766,413
<b>Provisions</b>					
Annual leave		4,812,649	13,856,966	(14,171,758)	4,497,857
Long service leave		4,373,784	0	0	4,373,784
<b>Total Provisions</b>		9,186,433	13,856,966	(14,171,758)	8,871,641
<b>Total other current assets</b>		<b>14,181,144</b>	<b>15,722,281</b>	<b>(14,265,370)</b>	<b>15,638,054</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 30 SEPTEMBER 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
	Expenditure Review Committee May 2022 - Womens Shed						
OP4908	investigation	OCM 09/06/22	Operating Expenses			(20,000)	340,899
OP7965	Recruitment expenses. Confidential item.	OCM 14/07/22	Operating Expenses			(100,000)	240,899
	Marina boardwalk refurbishment funded from Reserves and						
CW6268	budget surplus	OCM 11/08/22	Capital Expenses			(98,000)	142,899
	Transfer from Marina Reserves to fund marina boardwalk						
CW6268	refurbishment	OCM 11/08/22	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	Operating Expenses			(19,000)	69,231
				<b>0</b>	<b>65,332</b>	<b>(357,000)</b>	

**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY  
FOR THE PERIOD ENDED 30 SEPTEMBER 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>				
Finance	(801,491)	(0.67%)	▼ Timing	Revenue delayed
Recreation Infrastructure & Services	577,436	18.22%	▲ Timing	Revenue brought forward
Operations & Maintenance	2,759,557	56.50%	▲ Timing	Revenue brought forward
<b>Expenditure from operating activities</b>				
Recreation Infrastructure & Services	496,258	13.50%	▲ Timing	Expenditure delayed
Community Development & Services	536,797	18.30%	▲ Timing	Expenditure delayed
Community Safety & Ranger Services	618,995	38.07%	▲ Timing	Expenditure delayed
Sustainability & Environment	345,136	30.79%	▲ Timing	Expenditure delayed
Operations & Maintenance	(378,136)	(2.20%)	▼ Timing	Expenditure brought forward
Property & Assets	694,255	24.40%	▲ Timing	Expenditure delayed
Transfer from reserves	1,160,303	14.47%	▲ Timing	Expenditure delayed
Payments for property, plant and equipment and infrastructure	2,966,477	25.96%	▲ Timing	Expenditure delayed
Proceeds from non-operating grants, subsidies and contributions	1,183,310	132.47%	▲ Timing	Revenue brought forward

**14.2.3 (2022/MINUTE NO 0232) Sale of Land for Recovery of Outstanding Rates**

**Author** Stuart Downing

**Attachments** 1. Sale of Land for Recovery of Outstanding Rates  
(Confidential)

**Officer Recommendation/Council Decision**

MOVED Cr C Reeve-Fowkes SECONDED Cr C Stone  
That Council:

- (1) APPROVES the sale of the following properties, which have outstanding rates and charges for three years or more, pursuant to Sections 6.64(1)(b), 6.68(2) (b) and 6.56 of the *Local Government Act 1995*:
1. 3 Hawkes Street, Coolbellup (Lot 358 on Plan 8231)
  2. 7 Bundy Court, South Lake (Lot 71 on Plan 14872).

**CARRIED BY ABSOLUTE MAJORITY OF COUNCIL 10/0**

**Background**

Under Section 6.64(1)(b) of the *Local Government Act 1995*, if any rates or service charges due to a local government have been unpaid for at least three years, the local government may take possession of the land and proceed to sell it.

**Submission**

N/A

**Report**

There are currently two properties that have rates and charges outstanding in excess of three years, for which it has not been possible to enter into acceptable and successful arrangements for the payment of the balance owing.

In each instance, written notification has been directed to the last known postal address of the ratepayers, advising it is the City's intention to refer the matter to Council with a recommendation to sell the property, in order to recover the outstanding balance.

The owners of the two properties have not responded to the City's recent notices or correspondence.

It should be noted that the City has at least once within the last three years, attempted to recover outstanding rates and service charges on these properties through legal proceedings, however all legal recovery actions have been unsuccessful.



Given the high level of the individual debts and the amount of time that has been afforded to enable each of the ratepayers to either clear or reduce the debt, it is appropriate to apply Section 6.64 of the *Local Government Act 1995* empowering the sale of land provisions in relation to unpaid rates and charges.

A detailed history of recovery efforts and financial details for the two properties are included in the Confidential Attachment.

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

#### Listening & Leading

A community focused, sustainable, accountable, and progressive organisation.

- Best practice Governance, partnerships and value for money.

### **Budget/Financial Implications**

Sale of the properties will benefit the City by the collection of \$24,651.97 of outstanding rates and charges (at 18 October 2022).

Any additional costs associated with the sale of the properties will also be recoverable from the sale proceeds.

### **Legal Implications**

Sections 6.64, 6.56 and 6.68(2) (b) of the *Local Government Act 1995*

### **Community Consultation**

N/A

### **Risk Management Implications**

If the City does not proceed with recovery action, it will negatively impact the outstanding rates debtors balance as rates and charges will continue to accumulate on the rate accounts for these two properties.

Additionally, failure to act can increase public perception that the City is unwilling to follow through on legal recovery, encouraging recalcitrant ratepayers to ignore the City's actions and in so doing, waste officers' time and effort with debt recovery.

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

N/A

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

Nil





Type of Interest	Nature of Interest
Cr Allen submitted an Impartiality Interest, pursuant to Regulation 22 of the <i>Local Government (Model Code of Conduct) Regulations 2021</i> for Item 114.1.	Cr Allen is State Manager of Equifax, the organisation Council sought Financial Viability Reports to assist officers and Council in its deliberations and final determination of selecting a preferred tenderer.

#### 14.2.4 (2022/MINUTE NO 0233) RFT09/2022 - Construction Services (Bulk Earthworks Henderson Waste Redevelopment) Henderson Waste Recovery Park

**Author** Anton Lees

**Attachments** 1. Evaluation Summary (**Confidential**)

#### Officer Recommendation/Council Decision

MOVED Cr C Stone SECONDED Cr M Separovich  
That Council:

- (1) ACCEPTS the Tender submitted by Raubex Construction Pty Ltd, for RFT09/2022 – Construction Services (Bulk Earthworks Henderson Waste Redevelopment) Henderson Waste Recovery Park for an estimated contract sum of \$4,498,268 (Ex GST), in accordance with the submitted rates calculated cost and the Schedule of Rates for determining variations and / or additional services;
- (2) AMENDS the 2022 - 2023 Municipal Budget by transferring \$1,907,699 from Waste and Recycling Reserve to the municipal fund and increase CW01724, Henderson Waste Recovery Park Redevelopment capital expenditure from \$2,590,569 to \$4,498,268; and
- (3) Amends the Long Term Financial Plan with the updated cost of the Cockburn Resource Recovery Park (CRRP) Project.

**CARRIED BY ABSOLUTE MAJORITY OF COUNCIL 10/0**

#### Background

The City of Cockburn (the Principal) is seeking an experienced Construction Contractor for works associated with the bulk earthworks for the proposed Cockburn Community Recycling Centre at the Henderson Waste Recovery Park, 920 Rockingham Road, Wattleup.

The works to be carried include, but are not limited, to the following:

- Locating and documenting underground services.
- Bulk earthworks on the uncontrolled fill material.
- Testing, sorting, classifying and temporary stockpiling the fill material including;
  - General waste,
  - Asbestos containing material,



- Construction and demolition material, and
- Filling sand.
- Excavation of limestone and rock with crushing and stockpiling.
- Placement and compaction of fill material to final design levels.
- Design and construction of retaining walls.
- Installation and maintenance of all required traffic control in consultation with the City's Landfill Representative.
- Environmental controls including installation and maintenance of erosion control measures.

The successful Tenderer will be required to provide all operators, labour, plant, machinery, equipment, materials, transport/cartage, supervisor, administration, and anything necessary to carry out the works and /or service required or requested under the contract.

The proposed Contract shall be in force for a period of one year from the date of contract award, with a Principal instigated option to extend up to twelve (12) months.

The Contract will require the successful Tenderer to seek approval prior to proceeding on multiple hold points, including the issuance of the DA by the City, the provision of the various management plans and the design of the retaining walls.

The construction timeframe is expected to take 5 months with the Contract to commence in November 2022.

RFT09/2022 – Construction Services (Bulk Earthworks Henderson Waste Redevelopment) Henderson Waste Recovery Park, was advertised on Wednesday, 18 May 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, 18 May 2022 and Thursday, 16 June 2022 inclusive.

### Submission

The request for tender closed at 2:00pm (AWST) Thursday, 16 June 2022 with six (6) submissions received from:

<b>Tenderers Name</b>	<b>Registered Entity Name</b>
B.M.D. Constructions	BMD Constructions Pty Ltd
Delta Group	Delta Pty Ltd
Doongurra Civil Mining	Doongurra Civil Mining Pty Ltd
East Kimberly Civil	EK Contracting Pty Ltd
Hawthorn Group	Hawthorn Group Holdings Pty Ltd
Raubex Construction	Raubex Construction Pty Ltd



## Report

### Compliance Criteria

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

Compliance Criteria	
(a)	Compliance with A01 – RFT09/2022 – Request Document
(b)	Compliance with the Conditions of Responding and Tendering
(c)	Compliance with the General and Special Conditions of Contract
(d)	Compliance with and completion of the Price Schedule in the format provided
(e)	Completion of Qualitative Criteria
(f)	Compliance with ACCC Requirements and completion of Certificate of Warranty
(g)	Acknowledgment of an Addenda Issued
(h)	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.

The compliance process incorporated an independent costing review to confirm the new budget allocation is fair and reasonable.

### Evaluation Criteria

Evaluation Criteria	Weighting Percentage
Demonstrated Experience	15%
Tenderer's Resources	15%
Methodology	10%
Sustainability	5%
Local/Regional	10%
Tendered Price	45%
<b>TOTAL</b>	<b>100%</b>

### Tender Intent/ Requirements

The City is seeking an experienced Contractor for works associated with the bulk earthworks (Stage 1) for the Cockburn Community Recycling Centre at the Henderson Waste Recovery Park.



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
Lyall Davieson	Waste Services Manager
Roger Haripersad	Recovery Park Coordinator
Stuart Downing	Chief Financial Officer
Peter McCullagh	Project Manager
Rohan Blee	Project Manager
<b>Probity Role Only</b>	
Stephen White	Contracts Officer

Combined Totals

The below scores were extracted from the published information made available during the tender period. This data was utilised to select a preferred contractor.

Tenderer's Name	Percentage Score		
	Non-Cost Evaluation	Cost Evaluation	Total
	55%	45%	100%
<b>Raubex Construction**</b>	<b>35.66%</b>	<b>45.00</b>	<b>80.66%</b>
East Kimberly Civil	32.22%	44.13	76.35%
B.M.D. Constructions	37.42%	37.57	74.99%
Delta Group	35.18%	30.66	65.84%
Doongurra Civil Mining	14.80%	35.02	49.82%
Hawthorn Group	19.90%	23.73	43.63%

\*\* Recommended Submission

**Evaluation Criteria Assessment**Demonstrated Experience

B.M.D. Construction led the scoring marginally ahead of Raubex Construction with Delta Group. B.M.D Constructions was the lead contractor in the neighbouring Development WA Orion Project.

Raubex Construction was utilised by the City as the contractor responsible for the Capping Project for Cell 6 in 2020. Raubex Construction has full time staff in WA and has been operating in South Africa for over 40 years.

All tenderers demonstrated that they had undertaken earthworks projects in the past both in WA and nationally.



The remaining tenderers scored less for this criterion with information that was less relevant and/or less experience.

#### Tenderers Resources

B.M.D. Constructions, Delta Group and Raubex construction scored well for this criterion. B.M.D.

Constructions nominated a highly experienced team with back up personnel with an extensive list of plant and contingency plans.

Raubex Construction identified a team of key personnel, all with appropriate experience as demonstrated by the documentation as supplied for each individual.

The Delta Group provided detail on their resource planning process and personnel with appropriate experience and nominated sub-contractors.

The remaining tenderers scored less for this criterion with insufficient information that was either general in nature or an inadequate response.

#### Methodology

The Panel scored B.M.D. Constructions, Delta Group, Raubex Construction and East Kimberly Civil as best for this criterion with all provided a detailed summary of the methods, they would employ to ensure asbestos dust release and exposure was limited.

Tenderers proposed different methods to deal with the asbestos during the earthworks with Delta Group achieving a high score for this criterion with their plan to transport asbestos in a double lined and covered plastic bins.

All tenderers identified the need to use specialist equipment and precaution for the works and their employees in dealing with the contaminated earthworks

All tenderers except for Doongurra Civil Mining demonstrated they had a sound understanding of the works in dealing with remediating asbestos contaminated sites. Doongurra Civil Mining provided insufficient information to this criterion.

#### Sustainability

B.M.D. Constructions score the highest for this criterion, followed by Delta Group, East Kimberly Civil and Raubex Construction.

They provided information and management plans across multiple sites with specific solutions and initiatives.

Delta Group provided examples of social procurement outcomes and initiatives with other parties to improve the community.



East Kimberly Civil demonstrated their credentials to provide social benefit with the engagement of a local indigenous recruitment specialist.

#### Local/Regional

East Kimberly Civil scored the highest for this criterion followed by B.M.D. Constructions and Raubex Construction.

East Kimberly Civil nominated a based within the City boundary, with some contribution to the South West Metropolitan Group of Councils.

Raubex Construction provided relevant information on the use of local suppliers with staff based in the South West Metropolitan Group of Councils.

#### Summation

The Evaluation Panel recommends that the submission by Raubex Construction Pty Ltd be accepted as being the most advantageous to deliver Tender RFT09/2022 – Construction Services (Bulk Earthworks Henderson Waste Redevelopment) Henderson Waste Recovery Park.

This includes the acceptance of all addendums and clarifications during the tender process.

Raubex Construction Pty Ltd provides the best overall assessment against the combined selection criteria, including qualitative, cost and the referee assessment. Raubex Construction Pty Ltd ranked 2 in the qualitative assessment and rank 1 in the cost assessment demonstrated value for money.

The referee check and independent financial risk assessment deemed Raubex Construction Pty Ltd as suitable and capable to meet the requirements of the works.

Following new information during the evaluation process minor contract and scope amendments was agreed to determine a revised estimated for the contract value.

The final contract value will be based on Principal determined final earthwork volumes and a calculated rate base cost methodology in accordance with the submitted Tender information.

The recommendation is based on:

- The key personnel that have demonstrated their experience in managing the works associated with the requirements of the contract.
- The required resources and contingency measures to undertake the works.
- Sound understanding of the requirements, methodology and program schedule to meet the key objectives of the tender.
- The most advantageous value for money submission to the City.



## Strategic Plans/Policy Implications

### Environmental Responsibility

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

- Sustainable resource management including waste, water and energy

### Listening & Leading

A community focused, sustainable, accountable and progressive organisation.

- Best practice Governance, partnerships and value for money.

## Budget/Financial Implications

The final contract value is based on a time and materials basis to an estimated cost of \$4,498,268. This amount includes an estimated 50% reduction in both extracted and/or fill volumes.

This cost is built into the site works and preliminaries cost as part of the whole project cost.

The Long-Term Financial Plan 2020 -2030 includes a provision for the redevelopment of the precinct subject to the endorsement of a business plan which was adopted at the March 2022 OCM.

The submission from Raubex Construction Pty Ltd can only be accommodated if the budget allocation for the project is amended.

The project is scheduled for delivery in FY23 with funds drawn from WC01724.

As outlined, the cost of the project has increased substantially since council adopted the business plan in March 2022.

To this end, we have undertaken an independent review of the cost of the project using the building prices quantity surveying firm, Rawlinsons, whilst at the same time reviewing the prices previously provided to Council.

Talis consultants prepared the initial scenario costings for the Redevelopment of Cockburn Resource Recovery Precinct (CRRP) in May 2019.

Post the initial assessment in May 2019 it was determined to undertake a geotechnical investigation of the site.

This geotechnical investigation revealed the potential for asbestos contamination in some historic inert material deposited on the site.

In the preparation of the tender documents, Talis consultants developed a Construction Audit Procedure to reduce the City's organisational risk to customers, contractors and staff from any asbestos exposure.





The Construction Audit Procedure (CAP) called upon, amongst other requirements, the engagement of independent Accredited CQA (Certified Quality Auditor) Contaminated Sites Auditor to check material, report and sign off the site prior to the completion of earthworks.

Tenderers subsequently priced these additional requirements in the CAP associated with the asbestos remediation of the site.

These costs were not included in the original Talis May 2019 Scenario Costing spreadsheet.

The Business Plan identified three options for the redevelopment with Option 3 being adopted by Council.

Option 1 – Do nothing, close HRWP when Cell 7 is full and cap cells 7, 4 and 5.

Option 2 – Redevelop HRWP into CRRP but no commercial land development

Option 3 - Redevelop HRWP into CRRP with commercial land development

The Option 3 cost has increased from an overall capital investment of \$22.5m to \$33.37m. The comparative cost increases for each component are as follows:

Item	March 22 Cost	October 22 Cost	Comment
Site Works & Preliminaries	\$6.8m	\$5.77m	Cost decreases reflective of the less fill to be cleared due to Dev WA determining heights which has saved site work costs.
Buildings	\$4.7m	\$7.95m	Reflective of the current market. May reduce as supply chains return to normal over next six months
Roads	\$0.5m	\$3.55m	The initial road design and costing did not take into the complexity of the site required to provide public access through the CRRP facility and the varying height issues in the landfill site.
Services	\$0.5m	\$3.14m	The price reflects the complexity of service relocation and installation to coincide with the new buildings and the creation of the commercial lots of land that will be available for leasing.
Contingencies	\$10.0m	\$10.3m	Adjustment in line with cost increase
Total	\$22.50m	\$31.37m	



The funding model for Options 3 is outlined below:

Item	March 22 Funding	October 22 Funding	Comment
Waste and Recycling Reserve	\$12m	\$18.37m	Funding in place in FY23
Waste Collection Reserve	\$5.5m	\$8.0m	Funding in place in FY23
Loan and/or land swap	\$5.0m	\$5.0m	Subject to agreement with Development WA (if required)
Total	\$22.50m	\$31.37m	

It is proposed to draw funds from the two reserve accounts as the project transitions through the project lifecycle.

A \$5m loan will furnish the balance of the project should the City be unable to facilitate a land agreement with Development WA for the City's land portfolio in the Latitude 32 Industry Zone development.

In order to determine the viability of the project based on the higher cost to be incurred, a review of the financial model adopted in March 22 and comparing with October 22 is as follows:

Financial Impact of Options	Option 3 March 22	Option 3 Oct 22	Comment
Development Capex	\$22,509,149	\$31,374,792	Cost increases noted above
Capping Capex/Opex	\$29,752,698	\$37,749,096	Revised cost to reflect current market conditions
Op Revenue Landfill	\$218,601,816	\$233,110,894	Slightly higher revenue reflecting gate fee increases
Op Lease Rental	\$45,642,706	\$57,261,653	Higher revenue from more efficient design of commercial spaces to be leased.
<b>NPV</b>	<b>\$20,136,859</b>	<b>\$11,551,405</b>	

Although the net present value has decreased from \$20.1m to \$11.5m the project is still financially viable. The larger benefit arises from the fact that:

1. The current HWRP facility Cell 7 is running out of available landfill airspace to sell and fill.
2. The landfill still requires to be maintained over the next forty-six years in accordance with the Rehabilitation Financial Model, including the cost of capping the various uncapped cells, this is estimated at \$21.8m.
3. The redevelopment is to provide the community with access to a modern disposal centre whilst still receiving commercial tonnes.



4. The two W2E facilities may open fully committed with the necessity for waste disposal facilities to still operate
5. The City's pricing will be competitive with W2E

The alternative of not proceeding with the CRRP proposal would be to have Cell 7 (current active waste cell) continue to receive commercial and domestic waste from the transfer station until all the airspace is consumed sometime in 2024.

Post closure of Cell 7 would result in Cells 4 and 5 (current transfer station) remaining quarantined, uncapped and result in the loss of potential income as outlined in the Business Plan.

Leachate will continue to accumulate in Cells 4 and 5, leading to the potential leachate escape, contamination of surrounding soil and aquifers along with challenging and expensive remediation costs.

Given leachate will be a significant issue, the City will have to bring forward the capping of Cell 4 and 5 to coincide with the capping of Cell 7 when it reaches capacity.

This will then eliminate the current transfer station for domestic waste.

Trailer pass waste will then have to be aggregated on the park for very short duration to minimise risks and transported to an alternate approved waste disposal site such as Waste to Energy or Rockingham landfill site.

The cost of the "Do Nothing" option:

- Capping Cell 7 \$10.68m
- Capping Cells 4 & 5 \$13.21m
- Post closure operating costs \$14.56m
- Cost of "Do Nothing" option \$38.45m

There are funds in the reserves totalling \$27.37m with another \$3m in FY24 in operating surplus from HWRP but the municipal fund would have to pay for the gap of approximately \$8m.

The cost of the "Do Nothing" option is less expensive than the adopted Option 3 (Financial Impacts of Options) proposal (dev cost and op cost of \$69m), however the "Do Nothing" doesn't afford the following beneficials:

- Positive NPV (given continued waste and land rental income streams)
- Provides a better transfer station facility to receive the Community's non MSW waste
- Continues the current 6 tip pass program
- Keeps Cockburn at the forefront of providing great waste management services to our community.



**Conclusion**

It is recommended that the CRRP project continue even with the higher overall capital cost.

The outcome of the financial assessment on the preferred Tenderer was acceptable.

**Legal Implications**

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

**Community Consultation**

N/A

**Risk Management Implications**

Should Council not support the recommendation to appoint a contractor to commence the redevelopment there will be a significant risk in the City's financial capacity to fund the post closure costs of the landfill.

There is a high risk of the City's licence conditions, issued by the Department of Water and Environmental Regulations, being amended to facilitate a temporary site to aggregate residential waste post capping of the cells, resulting in the loss of the six tip passes.

The City's brand will be impacted by the removal of a community drop off facility.

**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 10 November 2022 Ordinary Council Meeting.

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

Nil



## 14.3 Community Services

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 14.3.1.	Mayor Howlett and his wife are social members of the Spearwood Dalmatinac Sport and Community Club.
Cr Dewan submitted an Impartiality Interest, pursuant to Regulation 22 of the <i>Local Government (Model Code of Conduct) Regulations 2021</i> for Item 14.3.1.	Cr Dewan is a member of the Dalmatinac Club since last year.
Cr Eva submitted an Impartiality Interest, pursuant to Regulation 22 of the <i>Local Government (Model Code of Conduct) Regulations 2021</i> for Item 14.3.1.	Cr Eva is a paid up member of the Spearwood Dalmatinac Sporting and Community Club.
Cr Separovich submitted an Impartiality Interest, pursuant to Regulation 22 of the <i>Local Government (Model Code of Conduct) Regulations 2021</i> for Item 14.3.1.	Cr Separovich's grandparents were founding members of the Club.

### 14.3.1 (2022/MINUTE NO 0234) Dalmatinac Park - FIFA Women's World Cup 2023

**Author** Andrew Tomlinson  
**Attachments** N/A

#### Officer Recommendation/Council Decision

MOVED Cr C Reeve-Fowkes SECONDED Cr K Allen  
 That Council:

- (1) ENDORSES in-principle the Spearwood Dalmatinac Sporting and Community Club deliver capital works upgrades in accordance with the controls outlined in this report, subject to being announced as either a team training site or base camp venue for the FIFA Women's World Cup 2023 and 25% external funding becoming available;
- (2) AUTHORISES the Chief Executive Officer to prepare and execute a funding arrangement in accordance with Resolution (1); and
- (3) ALLOCATES up to \$1.125M to the FY23 Budget at Mid-Year Budget Review.

**CARRIED UNANIMOUSLY 10/0**



## Background

Cockburn City Soccer Club in conjunction with the Spearwood Dalmatinac Sporting and Community Club have applied for Dalmatinac Park and supporting amenities to be a training site as part of the FIFA Women's World Cup hosted by Australia and New Zealand from 19 July to 20 August 2023.

Following inspections by FIFA and Football Australia, the site has the two following compliance gaps:

1. Sports Lighting: currently lighting is designed for 200 lux, while the minimum requirement is 300 lux
2. Changeroom Facilities: existing changerooms do not meet contemporary sporting expectations and in particular are not female friendly. Notably, an upgrade of these facilities is listed in the City's *Community Sport and Recreation Facilities Plan 2018 – 2033* for proposed delivery in 2031/32.

As a result, both clubs have been working together with indicative estimates suggesting an amount of approximately \$1.5M is required to upgrade the site to address the above compliance gaps.

At the 23 June 2022 Special Council Meeting, Council resolved the following:

- '(8) *Allocates up to \$1.5M in 2022-23 for the redevelopment and upgrade of changerooms and lighting at Spearwood Dalmatinac Club subject to the Club receiving approval to be a training ground host for the FIFA Football Women's World Cup and on receiving 25% funding from either state and/or federal government or the private sector.*'

## Submission

N/A

## Report

Since the July 2022 resolution of Council, the Spearwood Dalmatinac Sporting and Community Club has prepared two Community Sporting and Recreation Facilities Fund (CSRFF) applications for consideration by the State Government.

Due to a misunderstanding, the applications were submitted hours after the closing date and time, however, due to the nature of the application and alignment to the FIFA Women's World Cup, a funding request for \$375,000 was put to the Hon. David Templeman - Minister for Culture and the Arts; Sport and Recreation, International Education; Heritage.

A funding outcome has yet to be advised by the Minister.



Importantly, FIFA have two categories of sites:

1. Team Training Sites (TTS) – teams using a venue for training a few days prior to fixture.
2. Team Base Camp (TBC) – teams that are based at a venue up to 6-8 weeks prior to the tournament.

On 13 September 2022, Minister Templeman advised by a Media Statement that the State Football Centre (currently being constructed in Queens Park) and Dorrien Gardens (West Perth) are confirmed as TBC's with at least one more TBC expected for Western Australia.

The FIFA Women's World Cup 2023 website suggests there are six TBC options for Western Australia, inclusive of Dalmatinac Park.

It is understood TBC's are chosen by visiting countries and will be announced by the end of November 2022.

FIFA's expectation is that upgrades for TBC sites are completed by 31 March 2023.

Due to the short delivery timeframe and current capital project program, the City does not have the capacity to deliver these upgrades.

The Spearwood Dalmatinac Sporting and Community Club have a variety of technical expertise who have the capability to deliver the upgrades with appropriate oversight from the City.

Following discussions with the Club, the following controls and activities are proposed to be put in place by the Club following a successful outcome of funding and confirmation of a TBC only:

- Development Application/s for upgraded changerooms and sports lighting where applicable.
- External Project Management delivery:
  - The Club proposes to utilise the services of Savills Project Management.
  - Savills Project Management has experience in delivery of various sport and recreation projects for local government and projects within the City.
  - Savills Project Management has developed an approved Project Management Plan that outlines how the project can be delivered appropriately and effectively within the abovementioned timeframes.
  - Savills Project Management will coordinate the procurement activities in accordance to the Local Government (Functions and General) Regulations 1996.
- City Officers will be involved in technical review of designs and during the delivery for quality assurance and ensuring upgrades meet the requirements of the City.

Given the quantum of funds and nature of the works, a detailed Funding Agreement will be prepared and executed.





In order to enable in a streamlined manner, it is proposed that delegated authority be given to the Chief Executive Officer for execution.

Should Dalmatinac Park not be successful as a TBC, minor upgrades may still be required to meet TTS requirements.

These are not expected to be of the size and scale of the requirements of a TBC.

Subsequently, should Dalmatinac Park be chosen as a TTS, in order to meet timeframe requirements, it is proposed that delegated authority be given to the Chief Executive Officer to negotiate a reduced Funding Agreement and controls to carry out capital works whereby the requirement of 25% external funding (state or federal government or private) still remains.

Should the TTS situation occur, the Club will still be required to manage and oversee the works.

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

#### Community, Lifestyle & Security

A vibrant healthy, safe, inclusive and connected community.

- Accessible and inclusive community, recreation and cultural services and facilities that enrich our community.

### **Budget/Financial Implications**

As per Council direction at the 23 June 22 Special Council Meeting, an amount of \$1.125M has been placed in the Community Infrastructure Reserve to fund the 75% of the project cost of \$1.5M on the proviso the Club receives a State or Federal Government grant, or secures external funds elsewhere of at least 25%.

### **Legal Implications**

N/A

### **Community Consultation**

Appropriate community engagement will be undertaken during the assessment of Development Applications where required.

### **Risk Management Implications**

Should Council approve the Officers recommendation, the Spearwood Dalmatinac Sporting and Community Club will be afforded the opportunity to address the compliance gaps in order to host an international team as part of the FIFA Women's World Cup 2023.

Should Council not approve or defer the Officers recommendation, compliance gap upgrades may not be able to be completed in time.



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

N/A

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

Nil



**14.3.2 (2022/MINUTE NO 0235) Cockburn ARC Expansion and Community Change Room Project****Author** A Tomlinson**Attachments** N/A**Officer Recommendation/Council Decision**

MOVED Cr C Reeve-Fowkes SECONDED Cr T Dewan

That Council:

- (1) NOTES the proposed funding model for the Fremantle Football Club portion of the works;
- (2) AUTHORISES the Chief Executive Officer to execute the Heads of Agreement with the Fremantle Football Club: and
- (3) ENDORSES proceeding with a Business Plan.

**CARRIED UNANIMOUSLY 10/0****Background**

At the September 2021 OCM, the approach to partner with the Fremantle Football Club (FFC) to complete their portion of works alongside the City to ensure that the best outcome for the community can be achieved was confirmed.

Council authorised the Chief Executive Officer to enter negotiations with the FFC to undertake the development of a Heads of Agreement (HoA) to provide the Club prefunding of up to \$5.8M (ex GST) to complete FFC's proposed works as part of the Cockburn ARC expansion project.

A future report on the outcomes of the negotiations was requested.

In September 2022, the McGowan Government announced a \$2.5 million State Government investment to help upgrade community and female facilities as part of the project.

The WAFC and AFL have also committed a combined \$650,000 to the FFC for the project.

The project is subject to and conditioned upon the Business Plan process being completed in accordance with section 3.59(4) of the Local Government Act.

**Submission**

N/A



## Report

### ***Fremantle Football Club Funding***

The revised budget for the FFC works is \$6M with the forecast currently at \$5.52M, which has a 6% escalation allowance built in.

FFC will pay for the cost of their portion of the works from the following sources:

WAFC/AFL	\$650,000
State Government	\$2,500,000
FFC Cash contribution	\$2,850,000
<b>Total</b>	<b>\$6,000,000</b>

The City will be the principal under the Consultant and Building Contracts, FFC will pay to the City or as directed by the City:

1. The costs under the Consultant Contracts that related to the FFC Areas, and
2. The costs under the Building Contract that relate to the FFC Areas.

Where there are costs of the project that cannot be reasonably allocated to either the City areas or the FFC areas, each will pay 50% of those costs.

Should the FFC component of the project exceed \$6M, FFC would request access to a loan option of up to \$1M through the City, without penalties for early payout and/or capital contributions. A future report will be presented to Council should a loan facility be required.

It is proposed a loan funded by the City would be fixed to the remaining term of the initial 21 year option of the current lease (16 years), at the current 20 year WATC rate at the time of contract execution.

The Heads of Agreement will reflect these key points.

### ***Business Plan s3.59***

The ARC Expansion and Community Changeroom Project will be a 'major land transaction' for the purpose of s3.59 of the Local Government Act as the current anticipated development cost of the project is in excess of the \$10M threshold referred to in regulation 8A of the Local Government (Function and General) Regulations.

Before the City enters in to a 'major land transaction' or a 'land transaction' that is preparatory to a major land transaction, the City is required to prepare a Business Plan.

In order to do so, a non binding Heads of Agreement must be signed as a statement of intent between the City and FFC to enter the major land transaction.



The Business Plan is to be endorsed by Council prior to awarding the contract to commence delivery (construction) of the project.

### **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'.

#### 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.

### **Budget/Financial Implications**

There is no budget impact based on the forecast project costs. A future report will be provided should the FFC require accessing a loan facility.

### **Legal Implications**

N/A

### **Community Consultation**

The Business Plan will be advertised in accordance with the Act.

### **Risk Management Implications**

There is an extreme risk the project will be delayed should the CEO not be authorised to execute the Heads of Agreement and Business Plan not be advertised and subsequently approved by Council.

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

N/A

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

Nil



## 15. Reports - Standing Committee

### 15.1 Governance Committee Meeting – 27/10/2022

#### 15.1.1 (2022/MINUTE NO 0236) Review of Policies - Built and Natural Environment

**Author** Daniel Arndt

**Attachments**

1. Proposed Amendments to LPP 1.1 'Residential Design Codes Alternative Deemed to Comply Provisions' [↓](#)
2. Proposed Amendments to LPP 3.3 'Health Studios' [↓](#)
3. Proposed Amendments to LPP 5.18 'Subdivision & Development - Street Trees' [↓](#)

#### Officer Recommendation/Committee Recommendation/Council Decision

MOVED Cr C Reeve-Fowkes SECONDED Cr T Dewan  
That Council:

- (1) In accordance with Schedule 2 Part 2 Clause 5 (2) of the *Planning and Development (Local Planning Schemes) Regulations 2015*, ADOPTS the minor amendments to the following local planning policies:
  - LPP1.1 *Residential Design Codes Alternative Deemed to Comply Provisions*
  - LPP3.3 *Health Studios*
  - LPP 5.18 *Subdivision & Development – Street Trees*; and
- (2) In accordance with Clause 87 of the *Planning and Development (Local Planning Schemes) Regulations 201*, REVOKES LPP 1.7 Coogee Residential Heights Requirements and PUBLISHES the revocation accordingly.

**CARRIED UNANIMOUSLY 10/0**

### Background

The purpose of this report is to review the City's Local Planning Policies applicable to the Development Services (Statutory Planning) and Strategic Planning business units, as approved pursuant to the *Planning and Development Act 2005*.

This report details minor amendments to three Statutory Planning policies which can be undertaken without advertising or consultation, as the amendments are considered inconsequential.

There are currently no minor amendments to Local Planning Policies proposed by Strategic Planning.

Further, this report recommends the revocation of one planning policy, which is no longer required.



## Submission

N/A

## Report

The table below provides a breakdown of the City's Local Planning Policies and, where applicable, a detailed summary of proposed changes.

Where policies do not require changes, or a major amendment is required, the policy has been marked as 'no change' or 'subject to a separate report', accordingly.

There are three (3) policies under Public Health that are administered under the *Health (Miscellaneous Provisions) Act 1911*, *Local Government Act 1995*, *Food Act 2008* and *Public Health Act 2016*, namely:

- Dust Management for Development Sites
- Food Act 2008 - Fee Exemptions
- Uninhabitable Premises

Refer to **Report Attachments** for a track changed version of policy amendments.

Ref No.	Name	Change Summary
LPP 1.1	Residential Design Codes Alternative Deemed to Comply Provisions	Re-word Deemed to Comply provisions within Table to be consistent with the State Planning Policy 7.3 <i>Residential Design Codes</i> : C3.2 ii –  in areas coded R20 and R25, walls not higher than 3.5m, up to a maximum length of the greater of 9m or one-third the length of the balance of the site boundary behind the front setback, to up to two site boundaries; or C3.2 iii –  in areas coded R30 and higher, walls not higher than 3.5m for two-thirds the length of the balance of the site boundary behind the front setback, to up to two site boundaries; or
LPP 1.2	Residential Design Guidelines	Subject to a separate report proposing major amendments.
LPP 1.3	Special Purpose Dwellings	Subject to a separate report proposing major amendments.
LPP 1.6	Lodging Houses	No change.
LPP 1.7	Coogee Residential Height requirements	Revoke policy.  Recent changes to the State Planning Policy <i>Residential Design Codes</i> (R-





Ref No.	Name	Change Summary
		Codes) have resulted in redundancy of LPP 1.7.  Maximum building height within this policy is now consistent with that of the R-Codes and is therefore duplicated within the planning framework unnecessarily.
LPP 1.8	Flagpoles and Camera Poles	No change.
LPP 1.10	Subdivision around Thomsons Lake	No change.
LPP 1.11	Residential Rezoning and Subdivision Adjoining Midge Infested Lakes and Wetlands	No change.
LPP 1.12	Noise Attenuation	No change.
LPP 1.14	Waste Management	No change.
LPP 1.15	Tourist Accommodation	No change.
LPP 1.16	Single House Standards for Medium Density Housing in the Development Zone	No change.
LPP 1.17	Non-Residential Uses in Residential Zones	No change.
LPP 2.1	Rural Subdivision	No change.
LPP 2.2	Subdivision in Jandakot and Treeby	No change.
LPP 2.3	The Keeping of Horses and Other Animals in the Resource Zone	No change.
LPP 2.4	Outbuildings	No change.
LPP 2.5	Building Envelopes	No change.
LPP 3.1	Child Care Premises	No change.
LPP 3.2	Educational Establishments	No change.
LPP 3.3	Health Studios	Minor amendment proposed, to include the following additional descriptors under <i>Provision 2 Land Use</i> for 'Health Studio': <ul style="list-style-type: none"> <li>• <i>Yoga/Pilates/Spin classes</i></li> <li>• <i>Gymnastics.</i></li> </ul> This will avoid confusion between the land uses 'Health Studio' and 'Recreation – Private' and was triggered by feedback from applicants.
LPP 3.4	Service Stations	No change.
LPP 3.5	Alfresco Dining	No change.
LPP 3.6	Licensed Premises (Liquor)	No change.
LPP 3.7	Signs and Advertising	No change.
LPP 3.8	Industrial Subdivision	No change.
LPP 3.9	Industrial development	No change.
LPP 3.10	Discretion to Modify Development Standards – Non-Residential Development	No change.
LPP 4.1	Phoenix Business Park Design Guidelines	No change.

Ref No.	Name	Change Summary
LPP 4.2	Cockburn Central North (Muriel Court) Structure Plan – Design Guidelines	No change.
LPP 4.3	Newmarket Precinct Design Guidelines	No change.
LPP 4.4	Heritage Conservation Design Guidelines	No change.
LPP 4.5	Naval Base Holiday Park Heritage Area	No change.
LPP 4.6	Cockburn Coast Design Guidelines for Robb Jetty and Emplacement Precincts	No change.
LPP 4.7	Phoenix Activity Centre Design Guidelines	No change.
LPP 5.1	Public Open Space	Subject to future investigation and possible major amendments.
LPP 5.2	Incorporating Natural Areas in Public Open Space and/or Drainage Areas	No change.
LPP 5.3	Control Measures for Protecting Water Resources in Receiving Environments	No change.
LPP 5.4	Location of High Voltage Overhead Power Lines and Microwave Towers	No change.
LPP 5.5	Local Development Plans	No change.
LPP 5.6	Vehicle Access	No change.
LPP 5.7	Uniform Fencing	No change.
LPP 5.8	Sea Containers	No change.
LPP 5.9	Renewable Energy Systems	No change.
LPP 5.11	Filling of Land	No change.
LPP 5.12	Retaining Walls	No change.
LPP 5.13	Percent for Art	Subject to a separate report proposing major amendments (Strategic Planning).
LPP 5.14	Cockburn Coast Percent for Art	No change.
LPP 5.15	Access Street – Road Reserve and Pavement Standards	No change.
LPP 5.16	Design Review Panel	No change.
LPP 5.17	Cockburn Central Percent for Art	No change.
LPP 5.18	Subdivision and Development - Street Trees	Inclusion of the following provision to ensure protection of street trees adjacent development areas:  <i>3.6 All existing or proposed street trees shall be protected from adjoining development in accordance with Australian Standard AS4970-2009 via maintenance of a Tree Protection Zone and any relevant measures to ensure protection of the asset accordingly.</i>
LPP 5.19	Structure Plans and	Subject to a separate report proposing



Ref No.	Name	Change Summary
	Telecommunications	major amendments (Strategic Planning).
LPP 5.20	Development on Local Reserves	No change
	Dust Management for Development Sites	No change
	Food Act 2008 - Fee Exemptions	No change
	Uninhabitable Premises	No change

### 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.
- Sustainable resource management including waste, water and energy.

#### 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

N/A

### Legal Implications

N/A

### Community Consultation

Specific to the Policies adopted under the Scheme, in accordance with Clause 5 of the *Planning and Development (Local Planning Schemes) Regulations 2015*, minor amendments are not required to be advertised. Importantly the changes will not have a detrimental impact on the amenity of residents or the City.

### Risk Management Implications

If the subject changes to the policies are not adopted and therefore not progressed, some inconsistencies would occur in relation to existing practices.

This practice needs to be formalised in a policy for consistency and reliability.



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

N/A

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

Nil



<b>Title</b>	<b>Residential Design Codes Alternative Deemed to Comply Provisions</b>
<b>Policy Number</b> (Governance Purpose)	<b>LPP 1.1</b>



## Policy Type

Local Planning Policy

## Policy Purpose

The Residential Design Codes (R-Codes) is a Western Australian Planning Commission State Planning Policy, which was previously gazetted on 4 October 2002 and has recently been updated on 23 October 2015. The R-Codes provide a comprehensive basis for the control of residential development throughout Western Australia.

### (1) Application

This policy applies to all development to which the R-Codes apply and does not exempt compliance with other requirements of the R-Codes, the City of Cockburn Town Planning Scheme No. 3 (TPS 3), and other Council policies, Local Development Plans (LDP's) and / or the Building Code of Australia.

The purpose of this policy is to supplement the existing 'deemed to comply' and 'design principles' of the R-Codes with alternative standards that the City believes either meet the general objectives of the R-Codes or are warranted to address specific local objectives.

It is not the intention of this policy to replace or provide more onerous requirements than the existing R-Codes provisions. Therefore a development may be deemed compliant if it conforms to either the 'deemed to comply' provisions of the R-Codes, the 'design principles' of the R-Codes or the provisions of this Policy.

### (2) Implementation

1. Where a proposal meets the provisions of this policy, advertising to adjoining owners in relation to these provisions is not required.
2. Where a proposal for a single house or two grouped dwellings (including any outbuildings) meets the provisions of this policy whilst still compliant with all other deemed to comply requirements, the proposal will be exempt from requiring planning approval.
3. Notwithstanding (2) above, where a proposal for a single house or two grouped dwellings is subject to an LDP, compliance with this policy will not result in the application being exempt from planning approval.
4. Where a proposal does not meet the provisions of this policy, the City will consider the proposal on its merits in accordance with the relevant 'design principles' of the R-Codes and having due regard to Clause 2.5 (Part 2) of the R-Codes.

[1]

<b>Title</b>	<b>Residential Design Codes Alternative Deemed to Comply Provisions</b>
<b>Policy Number</b> (Governance Purpose)	<b>LPP 1.1</b>



## Policy Statement

### (1) Provisions

5.1 Context		
Clause	Deemed to Comply	Alternative Provision
5.1.2 Street setback	C2.2 – Buildings setback from the secondary street setback in accordance with Table 1 of the R-Codes	Flat roof patios and/or carports may be setback 0.5m from the secondary street boundary and pitched roof patios or carports may be setback 1m from the secondary street boundary in all density codes.
5.1.3 Lot boundary setback	C3.2 ii – In areas coded R20 and R25, walls not higher than 3.5m with an average of 3m or less up to a maximum length of the greater of 9m or one third the length of the balance of the lot boundary behind the front setback, to one side boundary only.	The length of boundary wall can be split between more than one boundary.
	<u>C3.2 ii – in areas coded R20 and R25, walls not higher than 3.5m, up to a maximum length of the greater of 9m or one-third the length of the balance of the site boundary behind the front setback, to up to two site boundaries.</u>	
	C3.2 iii – In areas coded R30 and higher, walls not higher than 3.5m with an average of 3m for two thirds the length of the balance of the lot boundary behind the front setback, to one side boundary only.	
	<u>C3.2 iii – in areas coded R30 and higher, walls not higher</u>	Walls not higher than 3.5m (no average required). The length of boundary wall can be split between more than one boundary.

[2]

<b>Title</b>	<b>Residential Design Codes Alternative Deemed to Comply Provisions</b>
<b>Policy Number</b> (Governance Purpose)	<b>LPP 1.1</b>



	<u>than 3.5m for two-thirds the length of the balance of the site boundary behind the front setback, to up to two site boundaries.</u>	
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Strategic Link:	Town Planning Scheme No.3
Category	Planning – Town Planning & Development
Lead Business Unit:	Statutory Planning
Public Consultation: (Yes or No)	Yes
Adoption Date: (Governance Purpose Only)	12 December 2019
Next Review Due: (Governance Purpose Only)	December 2021
ECM Doc Set ID: (Governance Purpose Only)	4516635

[3]



<b>Title</b>	<b>Health Studios</b>
<b>Policy Number</b> (Governance Purpose)	<b>LPP 3.3</b>



### Policy Type

Local Planning Policy

### Policy Purpose

Health studios are a use class that contribute to the vibrancy and economic wellbeing of the City of Cockburn. However, in recent years there has been a proliferation of health studios in non-residential areas that present as a variety of types such as personal training classes, group-based fitness classes, boxing/and self-defence classes, dance classes or a combination of all of these. While generally a positive addition to the commercial fabric of the City, health studios can present several challenges to land use planning, including provision of sufficient car parking and retrofitting existing buildings for this use.

The purpose of this policy is to provide clarity and direction on the types of health studios within the City of Cockburn as well as general siting and design criteria for such land uses and information required by the City to assess such applications which the City's Town Planning Scheme No. 3 (TPS 3) does not provide for.

#### Definitions:

**Active Floor Space Area (AFSA):** The area of all floors/levels within the internal finished surfaces of permanent walls of a building, used for physical exercise, recreation and sporting activities, but excludes all areas designated for machines such as pin-loaded equipment and cardio machines, as well as car parking areas, stairs, toilets, cleaners cupboards, lift shafts, motor rooms, escalators, tea rooms, plant rooms, lobbies between lifts facing other lifts serving the same floor, and areas set aside as public space or thoroughfares and not for the exclusive use of occupiers of the floor or building.

**Exercise Machines:** Pin Loaded equipment and cardio machines, but does not include equipment such as free weights and stretch areas which are considered active floor space area.

### Policy Statement

#### (1) Scope

This policy applies to the development of health studios in all TPS 3 zones.

#### (2) Land Use

Under TPS 3 'Health Studio' means land and buildings designed and equipped for physical exercise, recreation and sporting activities including outdoor recreation.

Different types of health studios that fall into this definition include (but are not limited to):

[1]

<b>Title</b>	<b>Health Studios</b>
<b>Policy Number</b> (Governance Purpose)	<b>LPP 3.3</b>



- Gymsnasiums for the purpose of individual and group based fitness and training;
- Boxing and martial arts classes;
- Dance classes;
- Yoga/Pilates/Spin classes;
- Gymnastics and
- A combination of the above.

(3) Location

- Health studios are encouraged where there is sufficient vehicle parking, such as in commercial and industrial areas with a readily available supply of parking spaces or a capacity to create additional parking spaces. Where possible, health studios shall be purpose built as opposed to retrofitting other uses such as warehouses.
- All activities associated with an approved health studio shall be conducted within the approved building and not extend to the parking areas and/or Council property.

(4) Parking

- Car parking bays shall be located within the lot boundaries of the subject site unless utilising joint use of car parking facilities as outlined under the requirements of TPS 3;
- Applications for a change of use to health studios that result in a parking shortfall on site may be considered at the discretion of the City. Discretion may be exercised with regard to parking shortfalls for a unit in a tenancy with shared parking arrangements where classes are proposed to operate outside standard business hours;

4.1 Gymnasium Health Studios

- Car parking for 'gymnasiums' shall be provided at the rate of 1 per 3 machines plus 1 per 20m<sup>2</sup> of active floor space and 1 car parking bay per staff member;
- With every planning application submitted for a 'gymnasium', a detailed floor plan showing number of machines and active floor space in square metres proposed is to be provided in order to calculate the number of car parking bays required;

4.2 Other Health Studios

- Car parking for health studios shall be provided at the rate of 1 car parking bay for every two persons accommodated.

(5) Bicycle Parking

- Bicycle parking for all health studios is to be at the rate of 1 per 100m<sup>2</sup> of active floor space.

(6) End of Trip Facilities

[2]

<b>Title</b>	<b>Health Studios</b>
<b>Policy Number</b> (Governance Purpose)	<b>LPP 3.3</b>



- a) The provision of End of Trip Facilities must be provided on site and shall be in accordance with LPP 3.9.
- (7) Other
- a). When making application for a change of use to a health studio, proposals that are located in strata titled properties containing a car parking area in common property, require approval from the body corporate/strata manager where the change of use results in a parking shortfall. A letter with a strata body common seal clearly indicating non-objection to the proposed health studio is required with regard to this.
- b) Applications for Health Studios shall include a completed 'Health Studio Supplementary Information Form'. (See attached). Applications for a change of use to health studio will not be considered unless the checklist is completed.
- c). Classes on City reserves and public spaces such as beaches, football ovals etc. are exempt from the need to obtain Planning Approval. However, prospective applicant wishing to use City reserves and public spaces shall liaise with the City's Recreation Services.

Strategic Link:	Town Planning Scheme No. 3
Category	Planning - Town Planning & Development
Lead Business Unit:	Statutory Planning
Public Consultation: (Yes or No)	Yes
Adoption Date: (Governance Purpose Only)	14 December 2017
Next Review Due: (Governance Purpose Only)	December 2021
ECM Doc Set ID: (Governance Purpose Only)	4518830

<b>Title</b>	<b>Subdivision &amp; Development - Street Trees</b>
<b>Policy Number</b> (Governance Purpose)	<b>LPP 5.18</b>



### Policy Type

Local Planning Policy

### Policy Purpose

The City of Cockburn (City) manages over 35,000 street trees which benefit our City and suburbs in many diverse ways. These include:

- Providing pedestrians and cyclists with cooler and more attractive access ways throughout the City;
- Improving air quality;
- Providing habitat for native fauna;
- Reducing heat island effect; and
- Enhancing the character and attractiveness of our suburbs.

The City recognises the importance of trees in contributing to the health and well-being of our communities and is therefore committed to:

- Preserving the City's Urban Forest through tree protection and maintenance programs;
- Increasing the number of street trees on verges through proactive planting programs and plantings associated with the subdivision and development of land; and
- Increasing the canopy coverage throughout the City.

The purpose of this policy is to increase the number of street trees in the City's road reserves in new and infill areas, and provide a framework for their installation and management.

This supports Council's *Strategic Community Plan 2020 – 2030*, and the specific objectives to "address climate change" and "protection and enhancement of our natural areas, bushland, parks and open spaces". Council's objective will be measured and become achieved through the provision of new street trees, associated with subdivision and/or development within the City.

This policy also reflects community feedback which lists streetscape appearances as a high community priority in Cockburn

### Policy Statement

#### (1) Background

The policy has due regard to, and should be read in conjunction with, the following Western Australian Planning Commission (WAPC) State Planning Policies (SPP) and operational policies:

- SPP No. 3.0 (Urban Growth and Settlement)
- SPP No. 7.3 (Residential Design Codes)
- Liveable Neighbourhoods (WAPC 2009)

[1]

<b>Title</b>	<b>Subdivision &amp; Development - Street Trees</b>
<b>Policy Number</b> (Governance Purpose)	<b>LPP 5.18</b>



This policy has due regard to and should be read in conjunction with the following City of Cockburn Policies:

- LPP 1.2 'Residential Design Guidelines'
- AEW1 'Street Verge Improvements'
- SEW1 'Maintenance of Verge/ Public Open Space Following Residential Subdivision'
- City of Cockburn – Good Design Guide – Commercial Lot Development
- City of Cockburn – Verge Development Guide – Residential Verges

(2) Application

This policy applies to land which is zoned Residential, Regional Centre, District Centre, Local Centre, Mixed Business, Mixed Use, Light and Service Industry and Industry.

This policy is pursuant to City of Cockburn Town Planning Scheme No. 3 (TPS 3).

(3) Provisions

3.1 Requirement for street trees:

Street trees are required at both a subdivision and development stage, as follows:

3.1.1 Subdivision:

Once an applicant, subdivider, developer or landowner as the case may be (hereafter referred to as "proponent") receives a subdivision approval from the Western Australian Planning Commission which involves civil works, a condition will require that they must first prepare detailed engineering/civil works drawings for submission and approval by the City, prior to the commencement of works.

For the purposes of approving the civil /engineering drawings, this policy requires these drawings to indicate the provision of street trees to be planted on both sides of all streets within the subdivision application area, and how they will be maintained.

3.1.2 Development:

An applicant, developer or landowner as the case may be (hereafter referred to as "proponent") receiving a development approval from the City of Cockburn (except those for two grouped dwellings or a Single (R-Code) House), will receive a condition imposed on such approval for the requirement to install and maintain street tree/s where the adjoining verge has an inadequate amount of street trees.

[2]



<b>Title</b>	<b>Subdivision &amp; Development - Street Trees</b>
<b>Policy Number</b> (Governance Purpose)	<b>LPP 5.18</b>



### 3.2 Quantity of trees required:

Street trees are to be provided at the rate listed below.

#### 3.2.1 Subdivisions:

One tree per lot or in the case of lots less than a 10m width, at a rate to be determined by the City.

#### 3.2.2 Development subject to the R-Codes (except those for two grouped dwellings or a Single (R-Code) House):

One street tree per dwelling, or in the case of lots less than 10m of linear lot width to a public road reserve, at a rate to be determined by the City.

#### 3.2.3 All other development:

One tree per 10m of linear lot width to a public road reserve or at a rate to be determined by the City where agreed upon between the applicant and the City.

### 3.3 Options for clearance:

In order to satisfy the conditions of the WAPC subdivisional approval or City of Cockburn development approval noted above, the following two options are to be used:

#### 3.3.1 Proponent provides contribution payment to City of Cockburn who then takes responsibility for planting and management.

In this option, the proponent pays the City \$600 per street tree required. This payment must be receipted by the City prior to the practical completion certification of the civil works for subdivision or issue of building permit for development.

In receiving this contribution, the City will purchase, install and maintain all street trees. Installation will occur at the most optimal time in the opinion of the City.

#### 3.3.2 Proponent provides the City with a bond for the value of planting and maintaining street trees.

For this option a minimum of ten (10) street trees or more must be required. This option allows the proponent to bond the value of the planting and maintenance of street trees required whilst allowing the applicant to obtain the practical completion certification of the civil works for subdivision or the building permit for development.

[3]

<b>Title</b>	<b>Subdivision &amp; Development - Street Trees</b>
<b>Policy Number</b> (Governance Purpose)	<b>LPP 5.18</b>



The City will return the bond, only in one amount, once all bonded street trees have been planted and maintained consistent with any approvals.

#### 3.4 Prior to Occupation

For all intents and purposes, where a condition of development approval requires the planting of the trees prior to occupation of the development, in lieu of prior to the issue of the building permit, the City acknowledges that neither option A or B above is applicable or required to clear such condition.

#### 3.5 Species, maintenance and longevity

Street trees must comprise of species which will mature to a sufficient size and canopy, and be located such as to provide sufficient shading of the street verge area, to the satisfaction of the City. The City may require such engineering or development drawings to demonstrate this detail on the relevant plans to ensure no conflict with road infrastructure or services.

3.6 All existing or proposed street trees shall be protected from adjoining development in accordance with Australian Standard AS4970-2009 via maintenance of a Tree Protection Zone and any relevant measures to ensure protection of the asset accordingly.

Strategic Link:	Town Planning Scheme No. 3
Category	Planning - Town Planning & Development
Lead Business Unit:	Statutory Planning
Public Consultation: (Yes or No)	Yes
Adoption Date: (Governance Purpose Only)	9 September 2021
Next Review Due: (Governance Purpose Only)	September 2023
ECM Doc Set ID: (Governance Purpose Only)	5670114



**15.1.2 (2022/MINUTE NO 0237) Neighbourhood Watch Reference Group - Terms of Reference - Amendments**

**Author** Michael Emery

**Attachments** 1. Neighbourhood Watch - Proposed Terms of Reference

**Officer Recommendation/Committee Recommendation/Council Decision**

MOVED Cr C Reeve-Fowkes SECONDED Cr T Dewan

That Council:

- (1) APPROVES the amended Neighbourhood Watch Reference Group Terms of Reference.

**CARRIED UNANIMOUSLY 10/0**

**Background**

At the August 2022 Neighbourhood Watch (NHW) Reference Group meeting, the group resolved to amend the Terms of Reference as follows:

1. Remove the start time of 7pm for monthly meetings
2. Amend the City officer role to be more contemporary.

The NHW group suggested amendments are provided within this report for Council's decision.

**Submission**

N/A

**Report**

The Neighbourhood Watch (NHW) Reference Group comprises of community members, WA Police and City officers.

The overall management of the group is the responsibility of WA Police, however its management procedures are governed by Council approved Terms of Reference.

WA Police endorse this style of governance as they understand each NHW group is different and local governments have a thorough understanding of their group's need.

The current Terms of Reference restricts each routine monthly meeting to commence at 7pm.

The start time is somewhat cumbersome and overly prescriptive for the informal group structure.

Considering the demographics of the City's NHW group, the members have sought to amend the meeting start time to enable more flexibility for members, based on seasonal conditions and availability.

The amendment of the City officer's role was also considered by the group, as it recognised that the City's community safety team play an important part in the continuous recruitment of new volunteers.

At the August 2022 NHW group meeting, the draft Terms of Referenced was voted in favour (15/0) of the changes (refer Attachment 1).

It is understood that members unable to attend this meeting were not against the change.

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

#### Community, Lifestyle & Security

A vibrant healthy, safe, inclusive, and connected community.

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

#### Listening & Leading

A community focused, sustainable, accountable, and progressive organisation.

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

### **Budget/Financial Implications**

N/A

### **Legal Implications**

N/A

### **Community Consultation**

No community consultation is required for this item.

Members of the NHW Reference Group have expressed their support for this amendment to the Terms of Reference and voted 15/0 at their August meeting.

### **Risk Management Implications**

The item has low risk associated to the amendment.





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

N/A

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

Nil





# Cockburn Neighbourhood Watch Reference Group

## Terms of Reference

~~August-October 2022~~<sup>19</sup>

Version no.	Date	Author	Comments/Amendments
1.0	0		
2.0	September 2022	M. Charles	Removal of 7PM commencement times and expand the role of the City's officers

## Name

Name of this group shall be known as;

**Cockburn Neighbourhood Watch (NHW) Reference Group.**

## Purpose

To assist WA Police (WAPOL) promote crime prevention strategies to the broader public. The Reference Group is established by the City of Cockburn and is administered and structured by WAPOL, pursuant to Neighbourhood Watch WA Policies and Procedures.

The City of Cockburn supports the Group by providing facilities for meetings, administrative support and updates on community safety issues arising within the Cockburn district.

## Membership of the Reference Group

- Active Cockburn NHW volunteers
- City of Cockburn Councillor(s) appointed by Council
- WA Police (WAPOL)
- City of Cockburn Officers

## Quorum

A quorum constitutes at least 50% of active Cockburn NHW volunteers.

## Roles & Responsibilities

### NHW Chairperson

The role shall be filled by a Councillor appointed to the Reference Group by the Council, except if the Councillor declines, in which case, another person can be selected by the Reference Group.

The Cockburn NHW Chairperson will be responsible for the following duties:

1. Chair the Cockburn NHW Reference Group meetings;
  2. Ensure continued promotion of key messaging through the Cockburn NHW Facebook page;
  3. Promote Cockburn NHW in the community and to other Elected Members;
- and

4. Conduct presentations on behalf of Cockburn NHW when invited.

### City Officers

The City of Cockburn will assist with the facilitation of the Cockburn NHW Reference Group by providing the following Officer support:

1. Prepare the monthly NHW Agenda and disseminate to the group;
2. Attend monthly NHW Meetings and take Minutes;
3. Ensure that any correspondence from the Meeting requiring administrative attention is disseminated;
4. Provide available resources to the Group for events organised and endorsed by the Group;
5. Liaise with NHW State Coordinator, when required, on procedural requirements;
6. Maintain the NHW Volunteer database for Cockburn; and
7. Distribute information/invitations to all Cockburn NHW Volunteers, as appropriate.
- 7-8. [Encourage community members who are interested in joining NHW to attend a meeting by pre-arrangement.](#)

The City Officers will not have any voting rights.

### Volunteers

Active volunteers will be responsible to undertake the following functions:

1. Volunteers to operate in accordance with the guidelines of the NHW Volunteer Operational Procedures
2. Over a 12 month period, participate in at least five monthly NHW Reference Group meetings or activities;
3. Chair monthly meetings in absence of the Chairperson, decided by popular vote; and
4. Encourage community members who are interested in joining NHW to attend a meeting by pre-arrangement.

## Accountability and Process

The Reference Group is primarily autonomous and operates at a local level within the direction and guidance provided by the WAPOL philosophy of *'Neighbourhood Watch is a program to watch out for and help neighbours in reducing crime in the community'* via the following activities;

1. Letterbox drop promotional and community safety related material provided by the NHW State Coordinator, WA Police and City of Cockburn;
2. Organise NHW volunteers to attend Community / Resident Association meetings;



3. Attend community activities to promote NHW and crime prevention;
4. Represent NHW at City of Cockburn or NHW State organised events, as appropriate;
5. Identify opportunities to promote the NHW brand and increase volunteer participation;
6. Induct new Cockburn NHW volunteers and provide training opportunities;
7. Nominate Cockburn NHW volunteers for Awards; and
8. Organise a timetable of events and activities for the Cockburn NHW group, once endorsed at a Meeting of the Group.

## Term

Terms of Reference to be reviewed by the NHW Cockburn Reference Group every four (4) years, or as directed by Council or WAPOL.

## Meetings

Meetings are held at the City of Cockburn Administration Building on the first Wednesday of each month (except January) ~~at 7pm~~.

The time of the meeting is to be agreed by a simple majority vote at the previous meeting by the attending active volunteers.

The City of Cockburn provides a light meal for attendees at the Meeting.

The proceedings of the meetings are to be recorded as the Minutes and confirmed as an accurate record at the following meeting.

Any information provided to the meetings on a confidential basis will not be recorded in detail to protect its integrity.

The Cockburn NHW Reference Group is a democratic forum where members are encouraged to address the Group with any safety/security issues or concerns which are in accordance with its functions.

The City of Cockburn provides financial support to the Group for sundry expenses that occur throughout the year. City Officers have the responsibility to administer these funds, in conjunction with relevant decisions of the Group

**City of Cockburn**

9 Coleville Crescent, Spearwood WA 6193

PO Box 1215, Bibra Lake DC Western Australia 6965

T: 08 9411 3444 F: 08 9411 3333

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



### 15.1.3 (2022/MINUTE NO 0238) Review of the Community Funding for Sporting Clubs and Individuals Policy

**Author** Andrew Tomlinson

**Attachments**

1. Policy Review Proposed Amendments - Community Funding for Sports Clubs and Individuals Policy [↓](#)
2. DA Review Proposed Amendments - Community Funding for Sports Clubs & Individuals Delegated Authority [↓](#)

#### Officer Recommendation

That the Committee recommends that Council:

- (1) ENDORSES the amendments to the Community Funding for Sporting Clubs and Individuals Policy to reflect the ongoing funding needs of sporting clubs; and
- (2) ENDORSES the amendments to the Community Funding for Sporting Clubs and Individuals – Delegated Authority to assess applications for funding and approve as applicable to policy guidelines and as efficiently as possible.

#### Committee Recommendation/Council Decision

MOVED Cr C Reeve-Fowkes SECONDED Cr T Dewan

That Council:

- (1) ENDORSES the amendments to the Community Funding for Sporting Clubs and Individuals Policy to reflect the ongoing funding needs of sporting clubs;
- (2) ENDORSES the amendments to the Community Funding for Sporting Clubs and Individuals – Delegated Authority to assess applications for funding and approve as applicable to policy guidelines and as efficiently as possible; and
- (3) AMENDS the Community Funding for Sporting Clubs and Individuals, clause 6, to include the following:
  - (6) Additional Criteria
    5. Preference will be given to applications from clubs that are named after Cockburn, one of its suburbs, or one of its landmarks, over clubs that are named, or contain in their name, a suburb or local government area that is outside of Cockburn.
    6. Sporting clubs that receive funding from the City will be encouraged to change their name to remove reference to other local government areas or suburbs that are not within the City of Cockburn.
    7. All references to 'junior' to be amended to '21 years of age or younger'.

**CARRIED UNANIMOUSLY 10/0**



**Reason**

Cockburn has a greater demand for sporting facilities than surrounding local governments due to our success of investing in community assets.

I believe it fair that a sporting organisation that receives significant support from the City of Cockburn is named either after the City of Cockburn, or not be named after another local government or a suburb not within the City of Cockburn.

This amendment does not require any name change, rather encourages it.

**Background**

At the 14 April 2022 Ordinary Council Meeting, Council resolved the following:

That Council:

- (1) ENDORSES Option 3 (encourage more efficient storage solutions) and Option 4 (continue to upgrade storage on an as required basis), presented in the following report; and
- (2) REQUIRES a policy review be undertaken to the City's relevant grant programs to include eligibility for storage solutions that encourages more efficient use of existing storage spaces.

Currently, the Community Funding for Sporting Clubs and Individuals Policy outlines eligible funding for sporting and recreation clubs and individuals.

The purpose of the funding is to support sporting activities and to build capacity to participate in sport and recreation.

Currently, specific funding provisions are for:

- (1) Major and Minor Capital Works Grants of up to \$50,000 and \$4,000 respectively – to assist sporting clubs to undertake minor and major upgrades, alterations, and additions of infrastructure to Council property to benefit the respective club(s) and the City.
- (2) Sports Equipment Grant of up to \$1,000 – to assist sporting clubs to purchase essential sports equipment to ultimately provide better opportunities to attract and retain participation for sport.
- (3) Healthy Canteen Incentive of up to \$300 – to encourage sporting clubs to provide healthier food options to their club members and the wider City of Cockburn community.
- (4) Junior Sport Travel Assistance Grants of up to \$400 – to financially assist local elite junior athletes to travel to State and National sporting competition.

As a result of the Council resolution, this policy requires review and updating.

During the review Officers identified other changes to support all sporting clubs across the City, reflect the current situation and ensure appropriate governance of available sport and recreation funding.

**Submission**

N/A

**Report**

The review of the Community Funding for Sporting Clubs and Individuals Policy and the accompanying Delegated Authority document has identified the following for amendment.

**Storage Solutions**

A proposed amendment to Sports Equipment Grants section of the policy now identifies that the grant can be used to support efficient storage solutions.

Notably, the Major and Minor Capital Works Grants can be used for fixed and permanent storage solutions as prescribed in the specific grant guidelines.

It should be noted that Community Groups are not eligible for funding under the Community Funding for Sporting Clubs and Individuals Policy, however, the City's Community Grants program enables Community Groups to receive funding to assist with more efficient storage solutions.

**Healthy Canteen Incentive**

The City initiated this incentive and since that time, Healthways took up the initiative and offer a higher level of funding. Subsequently, the City has ceased offering the funding to avoid duplication.

**Sporting Club Covid-19 Financial Assistance Grants**

Following the major disruption to community sport in 2020, the City offered grants to clubs and fee reductions to ensure the sustainability of community sport.

This is no longer relevant, and it is proposed to be removed from the accompanying Delegated Authority.

**Capital Works on Land Owned and Managed by the City**

Currently the policy stipulates for Major and Minor Capital Works Grants that projects must be on land owned or managed by the City.

There are currently four Clubs that operate activities on Crown land and have long-term leases in place with the relevant State Government agency.

These Clubs provide the same level of contribution to the City's community as other sporting and recreation clubs however they are not eligible.



Subsequently, it is proposed to amend the policy for not-for-profit clubs that operate under a long-term (secure) lease with relevant State Government agencies within the boundaries of the City of Cockburn to be eligible.

### **Community Sporting and Recreation Facilities Fund**

The Department of Local Government, Sport and Cultural Industries has facilitated the long-standing Community Sporting and Recreation Facilities Fund (CSRFF) and other specific programs under the CSRFF umbrella including the Club Night Lights Program (CNLP).

The CSRFF and CNLP aim to increase participation in sport and recreation, with an emphasis of physical activity, through rational development of sustainable, good quality, well-designed and well-utilised facilities.

The CSRFF and CNLP offer two grant types where applicants are eligible to obtain up to one-third of the overall project cost:

- Small Grants – for projects with a total amount of \$300,000
- Annual and Forward Planning Grants – for projects with a total amount of \$301,000 or more.

The guidelines for CSRFF and CNLP indicate applications need to be assessed and graded by the relevant local government authority.

City Officers also play a role in supporting clubs to prepare applications.

Currently, Annual and Forward Planning Grant applications assessment and grading are presented to Council for endorsement.

It is proposed this continues, given the size and scale of the projects.

Small Grants currently are not presented to Council and City Officers assess and grade applications.

It is proposed this continues and is reflected appropriately in the Community Funding for Sporting Clubs and Individuals Policy and the accompanying Delegated Authority.

### **Minor Policy Changes**

Several minor policy changes have been made to reflect current titles of City Officers and differentiate between the specific roles of the City and Council.

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

#### Community, Lifestyle & Security

A vibrant healthy, safe, inclusive, and connected community.

- Accessible and inclusive community, recreation and cultural services and facilities that enrich our community.



**Budget/Financial Implications**

Nil, these grants are already provided for in the City's Annual Budget.

**Legal Implications**

N/A

**Community Consultation**

N/A

**Risk Management Implications**

There is low risk for Council to support these proposed policy changes.

The changes are to provide further clarity and direction on administering the Community Funding for Sporting Clubs and Individuals Policy.

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

N/A

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

Nil





<b>Title</b>	<b>Community Funding for Sporting Clubs &amp; Individuals</b>
<b>Policy Number</b> (Governance Purpose)	



### Policy Type

Council

### Policy Purpose

To provide a framework of funding for sporting clubs and individuals that supports activities and builds their capacity to participate in sport and recreation. This specifically includes:

- (1) Support sporting clubs to undertake minor and major upgrades, alterations, and additions of infrastructure to **Council City** or **State Government (where authorised)** property to benefit the respective club(s) and the City.
- (2) Support sporting clubs to purchase essential sports equipment to ultimately provide better opportunities to attract and retain participation for sport.
- ~~(3) Encourage sporting clubs to provide healthier food options to their club members and the wider City of Cockburn community.~~
- (4) Support local **junior** athletes financially to travel to State and National sporting competition.
- (5) Support sporting clubs with applications for Dept of Local Government, Sport & Cultural Industries grants with associated discretion on applying appropriate deadlines for the purpose of meeting the applicable grant deadlines.

### Policy Statement

To approve applications for the Sport and Recreation Champion Club Grants in accordance with the evaluation and selection criteria set out below.

- (1) Major Capital Works Grant
  1. The maximum grant available is \$50,000 and the **Council City** contribution towards projects will not exceed 50% of the total project cost.
  2. Two grant rounds will be offered each financial year, closing dates will be displayed on the City of Cockburn's website.
  3. The following eligibility criteria will apply:
    - (a) The project will be completed within one year of the award of grant funding.
    - (b) Contributions of voluntary labour and donated materials can be recognised as a component of the applicant's contribution – refer to 'Sport & Recreation Club Grants Guidelines for Applicants' for further details.
    - (c) Additional information must be attached to the application form i.e. quotes

[1]

<b>Title</b>	<b>Community Funding for Sporting Clubs &amp; Individuals</b>
<b>Policy Number</b> (Governance Purpose)	



- (d) Once a club has a successful application, they cannot apply for the grant again for three years and until they have acquitted all previous grant funding.

(2) Minor Capital Works Grant

1. The maximum grant available is \$4,000 per project.
2. ~~Council's~~ ~~The City's~~ contribution towards projects will not exceed 50% of the total project cost.
3. Applications are open all year round.
4. Clubs may receive only one successful application in each financial year.

~~(3) Healthy Canteen Incentive~~

- ~~1. The Healthy Canteen Incentive is a one-off payment of up to either \$150 towards canteen nutritional advice or healthier food options purchased through the Star Choice Buyers Guide or up to \$300 towards healthier food options equipment.~~
- ~~2. Two grant rounds will be offered each financial year; closing dates will be displayed on the City of Cockburn's website.~~

(4) Sports Equipment Grant

1. The Sports Equipment Grant is up to \$1,000 per project. ~~Council's~~ ~~The City's~~ contribution towards projects will not exceed 50% of the total project cost.
2. ~~Sporting Equipment can include any sport specific items and/or storage options which assist with ensuring equipment is stored safely and efficiently.~~
3. Applications are open all year round.
4. Clubs may receive only one successful application in each financial year

(5) Junior Sports Travel Assistance

1. The Junior Sport Travel Assistance program provides up to \$400 towards travel cost for individual athletes representing WA or Australia in a competition selected by a State or National Sporting Organisation.
2. Applicants must be travelling a minimum 100kms outside of the City of Cockburn.
3. Athletes applying must be residents of the City of Cockburn.

[2]

<b>Title</b>	<b>Community Funding for Sporting Clubs &amp; Individuals</b>
<b>Policy Number</b> (Governance Purpose)	



4. Applications are accepted throughout the year with closing dates being the first Friday of March, June, September, and December and successful applicants paid at end of month.
5. Applications are open to any person aged 18 years or younger by the closing date.
6. Successful applicants will only be eligible for funding once in any 12 month period.
7. An application for funding may be made up to three months before the date of travel.

(6) Additional Criteria

1. Applicants must have no outstanding debt or financial obligation with the City of Cockburn before funds can be granted towards any project.
2. No additional funding will be provided over the approved application.
3. For the Major Capital Works Grant, Minor Capital Works Grant, **Healthy Canteen Incentive** and Sports Equipment Grant the following applies:
  - (a) Open to incorporated sport or recreation clubs only.
  - (b) Sporting Clubs must have memberships open to the residents of the City and should show they are servicing a significant number of local residents.
  - (c) The City reserves the right to impose special conditions on the funding.
4. **For the Minor and Major Capital Works Grants specifically, sporting clubs must be based or operating within the City of Cockburn:**
  - (a) Under a lease or seasonal hire arrangement on City owned or managed property.
  - (b) Under a substantive lease with the State Government on land owned or managed by an authorised government department.

Strategic Link:	Community Sport & Recreation Plan
Category	Sport and Recreation
Lead Business Unit:	Recreation and Community Safety
Public Consultation: (Yes or No)	No
Adoption Date: (Governance Purpose Only)	14 March 2019
Next Review Due: (Governance Purpose Only)	March 2021
ECM Doc Set ID:	8238406

[3]

<b>Title</b>	<b>Community Funding for Sporting Clubs &amp; Individuals</b>
<b>Policy Number</b> (Governance Purpose)	



(Governance Purpose Only)	
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DA	LOCAL GOVERNMENT ACT 1995 - COMMUNITY FUNDING FOR SPORTING CLUBS AND INDIVIDUALS
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DIVISION:	Community Services
BUSINESS UNIT:	Recreation Services
SERVICE UNIT:	Recreation Services
RESPONSIBLE OFFICER:	<del>Co-ordinator</del> <b>Manager</b> Recreation Services
FILE NO.:	086/003
DATE FIRST ADOPTED:	14 March 2019
DATE LAST REVIEWED:	10 December 2020
POLICY REF.:	Community Funding for Sporting Clubs & Individuals
VERSION NO.	2

Dates of Amendments / Reviews:		
DAP Meeting:	28 February 2019	
	26 November 2020	
OCM:		

**FUNCTION DELEGATED:**

The authority to evaluate funding submissions in accordance with grant programs listed under policy Community Funding for Sporting Clubs and Individuals and to manage and allocate funds to submissions compliant with this policy and respective guidelines.

**CONDITIONS/GUIDELINES:**

- (1) To approve applications for the following grant programs:
  1. Major Capital Works Grant
  2. Minor Capital Works Grant
  - ~~3. Healthy Canteens Incentive~~
  4. Sports Equipment Grant
  5. Junior Sports Travel Assistance
  - ~~6. Sporting Club COVID-19 Financial Assistance Grants~~
  7. **CSRFF Small Grant applications with a total project cost of under \$300,000**
- (2) All transactions utilising this delegation are to be recorded in the City's Record Keeping system (ECM) by the delegated officer or by another officer directed by the delegated officer.

**AUTONOMY OF DISCRETION:**

As provided as in the conditions above.

[1]

DA	LOCAL GOVERNMENT ACT 1995 - COMMUNITY FUNDING FOR SPORTING CLUBS AND INDIVIDUALS
----	--

**LEGISLATIVE REQUIREMENTS/COUNCIL POLICY:**

Local Government Act, 1995 sec 5.42 and 5.44

Council Policy "Community Funding for Sporting Clubs and Individual" refers.

**DELEGATE:**

Chief Executive Officer

Note: The Chief Executive Officer will sub-delegate this authority to:

**DELEGATE/S AUTHORISED:**

Chief of Community Services

Head of Recreation Services and Infrastructure

Manager Recreation Services

Club Development Officer (Junior Sport Travel Assistance and Sports Equipment Grants only)

[2]

### 15.1.4 (2022/MINUTE NO 0239) Policy Review 2022 - Governance and Strategy

**Author** Emma Milne

**Attachments**

1. Council Meetings Policy [↓](#)
2. Attendance at Conferences, Seminars, Events and Training Policy [↓](#)
3. Attendance at Events Policy [↓](#)
4. Elected Member Professional Development Policy [↓](#)

#### Officer Recommendation

That the Committee recommends that Council:

- (1) NOTES the Report;
- (2) ENDORSES the changes to the Council Meetings Policy;
- (3) REVOKES the Attendance at Conferences, Seminars, Events and Training Policy;
- (4) ENDORSES the Attendance at Events Policy; and
- (5) ENDORSES the Elected Member Professional Development Policy.

#### Committee Recommendation

That Council:

- (1) NOTES the report;
- (2) ACCEPTS the officer amendments to the Council Meetings Policy, and includes the following amendments:
  1. Amend 4.2 (1): Alternate motions may be forwarded to the Minute Clerk following the distribution of the Agenda paper to Elected Members, no earlier than 1 hour after the release of the agenda papers, and by no later than 10am on the day of the Council meeting. A copy of the proposed motion will be circulated to all other amendments.
  2. Add 4.2 (2): Elected Members proposing motions of a similar nature on the same item(s) are encouraged to consult with each other in order to reduce the number of motions on any item, and can agree to withdraw any motion, or part thereof, or to agree to provide an alternative of similar meaning and/or wording.
  3. Add 4.2 (3): Officer comments may be attached to alternate motions to identify financial or legal implications of the motions. Officer comments are not to enter into debate on the motion and are to be kept appropriately brief.
  4. Retains Clause 6(3), renamed as Clause 6(1);
- (3) REVOKES the Attendance at Conferences, Seminars, Events and Training Policy;
- (4) ENDORSES the Attendance at Events Policy, with the following amendments:
  1. Remove 4.2.2.



2. Add an additional clause under 4.2 to read: Invitations to attend an event addressed to the Council and/or Mayor will be published on the HUB.
3. Amend 4.2.4 to read 'If the Deputy Mayor declines, the Mayor will offer the invitation to another City of Cockburn Elected Member on a rotational and equitable basis'.
4. Amend 4.3: 'Where invitations to attend an event (including tickets) are extending to multiple unspecified Elected Members, the Mayor will distribute invitations or tickets to Elected Members on a rotational and equitable basis'.

(5) ENDORSES the Elected Member Professional Development Policy.

### Reason

There are significant changes proposed to the Council Meetings Policy, some of which I believe are unwarranted.

The proposed change to not accept alternate motions for 48 hours post release of the agenda does actually solve the issue that it proposes to, instead it simply reduces the timeframe that Elected Members have to submit an alternative.

The attendance at Events Policy amendment removes the option for the office of the Mayor to simply reject an invitation and continues the current practice where the invitation is then forwarded to the Deputy Mayor before being passed to the Council.

### Officer Comment

2(3) Officers do not engage in debate by way of officer comments, advice or recommendations. Debate occurs with Elected Members during a Council or Committee meeting and not at any other time.

Officers have an obligation to provide Council with advice, information, and recommendations to ensure informed decision making.

Council maintains its decision-making authority.

2(4) This is not normally dealt with by way of policy. S5.21(4) of the *Local Government Act 1995* provides that a member can specifically request his or her vote be recorded, or that of all members present be recorded, with the presiding member to cause it to be recorded in the minutes.

4(1) The Mayor should retain the right to decline an invitation where that invitation is addressed to the Mayor just as all Elected Members have the right to decline an invitation.

It should be noted some invitations may not be transferrable and the Policy cannot supersede any decision of a host.

8.38pm Cr Allen departed the meeting and returned at 8.40pm.



**Council Decision**

MOVED Cr P Corke SECONDED Cr L Kirkwood

That Council:

- (1) NOTES the report;
- (2) ENDORSES the changes to the Council Meeting Policy with the following amendment:
  1. Amend 4.2 (1): Alternate motions may be forwarded to the Minute Clerk following the distribution of the agenda paper to Elected Members, no earlier than 4pm the day following the release of the agenda papers, and by no later than 10am on the day of the Council meeting. A copy of the proposed motion will be circulated to all other Elected Members;
- (3) REVOKES the Attendance at Conferences, Seminars, Events and Training Policy;
- (4) ENDORSES the Attendance at Events Policy with the following amendment:

Amend 4.3: Where invitations to attend an event (including tickets) are extended to multiple unspecified Elected Members, the Mayor will:

4.3.1 Distribute the invitation or tickets to Elected Members on a rotational and equitable basis; and
- (5) ENDORSES the Elected Member Professional Development Policy.

**LOST 4/6**

**For:** Cr P Corke, Cr P Eva, Cr L Kirkwood, Cr M Separovich

**Against:** Mayor L Howlett, Deputy Mayor T Widenbar, Cr K Allen, Cr T Dewan, Cr C Reeve-Fowkes, Cr C Stone

**Council Decision**

MOVED Cr C Reeve-Fowkes SECONDED Cr T Dewan

That Council extends the meeting for a period of 60 minutes, in accordance with Clause 4.14 of Council's Standing Orders Local Laws, the time being 8.55pm.

**CARRIED UNANIMOUSLY 10/0**

MOVED Deputy Mayor T Widenbar SECONDED Cr C Stone  
That Council:

- (1) NOTES the report;
- (2) ACCEPTS the officer amendments to the Council Meetings Policy, and includes the following amendments:
  1. Amends 4.2 (1): Alternate motions may be forwarded to the Minute Clerk following the distribution of the Agenda paper to Elected Members, no earlier than 9am on the day following release of the agenda papers, and by no later than 10am on the day of the Council meeting. A copy of the proposed motion will be circulated to all other Elected Members.
  2. Adds 4.2 (2): Elected Members proposing motions of a similar nature on the same item(s) are encouraged to consult with each other in order to reduce the number of motions on any item, and can agree to withdraw any motion, or part thereof, or to agree to provide an alternative of similar meaning and/or wording.
  3. Adds 4.2 (3): Officer comments may be attached to alternate motions to identify financial or legal implications of the motions. Officer comments are not to enter into debate on the motion and are to be kept appropriately brief.
  4. Retains Clause 6(3), renamed as Clause 6(1);
  5. Instructs the City to provide a report to Council in 2023, investigating potential alternative methods of determining the order of alternative motions in a random or unbiased manner, with the aim to identify if it is possible or feasible to not have the order of motions decided by the order in which they are received.
  6. Instructs the City to provide a report to Council on the provision of Council business papers, either 14 or 10 days prior to an OCM, and potential issues the extension of time may introduce;
- (3) REVOKES the Attendance at Conferences, Seminars, Events and Training Policy; Item 11.2 Attachment 2 Item 15.1.4 458 of 739
- (4) ENDORSES the Attendance at Events Policy, with the following amendments:
  1. Remove 4.2.2.
  2. Add an additional clause under 4.2 to read: Invitations to attend an event addressed to the Council and/or Mayor will be published on the HUB.
  3. Amend 4.2.4 to read 'If the Deputy Mayor declines, the Mayor will offer the invitation to another City of Cockburn Elected Member on a rotational and equitable basis'.
  4. Amend 4.3: 'Where invitations to attend an event (including tickets) are extending to multiple unspecified Elected Members, the Mayor will distribute invitations or tickets to Elected Members on a rotational and equitable basis';
- (5) ENDORSES the Elected Member Professional Development Policy, and includes the following amendments:



1. Adds a clause 2.3 "Fees for professional development courses, such as non-statutory training courses, accreditation courses and mentoring and/or coaching, where the professional development meets the criteria of Clause 1.4, will be funded by the City separate from the Elected Members' Training Allocation."
2. Reviews the new clause 2.3 in 12 months to assess how much additional professional development has been undertaken by Elected Members compared to the previous policy.

**CARRIED 6/4**

**For:** Deputy Mayor T Widenbar, Cr K Allen, Cr T Dewan, Cr C Reeve-Fowkes, Cr M Separovich, Cr C Stone

**Against:** Mayor L Howlett, Cr P Corke, Cr P Eva, Cr L Kirkwood

**Reason**

The first in line approach for alternate motions is the issue we are trying to fix and as such I think we should investigate how we can fix that issue and not lock us into doing anything, but look at the options.

The amendment to the **Attendance at Events Policy** is not to suggest in any way that the Mayor is doing this, but say the Mayor took a six month leave of absence and I was in the role, or another person was Acting as Deputy Mayor, I would want whoever is in that seat to have some clear guidelines of where they have to pass things on and I want to remove the potential of any favouritism. I think this policy does that.

It also pulls back in the part where if the Mayor is unable to attend an event it is passed onto the Deputy Mayor, and if the Deputy Mayor is unable to attend an event, then it does go to the Council and removes that option to leave it there and not invite the Council, and that we should have representation to things that are valuable and we have ten of us around the room and we can all carry that load together.

Finally, the amendment to the **Elected Member Professional Development Policy** would see funding for fees associated with professional development come from a larger pool, where currently the attendance at seminar/training events all get bundled into the one. I would like to see that we are encouraged, as Elected Members, to undertake professional development where it is approved by the CEO and where it is valid and valuable in that I think the more training we can do the better we become and I don't think we should be limiting that in any way.



**Officer Comment**

The officer comment for item 15.1.4 is affirmed and say further:

The Elected Members of the City of Cockburn have a sufficient allocation of the professional development budget, demonstrated by the fact that the Elected Member annual professional development budget has never been spent in its entirety.

The policy provides a mechanism for Elected Member's to negotiate for access to another EM's share of the budget allocation by agreement and approval by the CEO.

The policy changes provide for Councillors to have access to \$28,000 (current budget allocation) in funding for professional development during their term to undertake training which will improve their skills and knowledge that is essential to fulfill their duties and responsibilities on Council.

Mechanisms are in place for an Elected Member to access additional funds from an unspent allocation of another Elected Member in accordance with the policy.

Statutory training expenses are met from a separate budget allocation.

**Background**

On 8 September 2022 Council resolved to defer item Policy Review 2022 – Governance and Strategy to the October Governance Committee (GovCo) meeting.

This report is presented to Council with additional information from the August GovCo report to support Council's decision making.

The City does not currently have an Attendance at Events policy which applies to the CEO (the current policy applies only to Elected Members). This has been recently identified and the recommendations in this report propose to address this oversight.

This report includes a review of the following Governance and Strategy Policies:

1. Council Meetings
2. Attendance at Conferences, Seminars, Events and Training.

**Submission**

N/A

**Report**

The following table summarises the proposed changes following the Governance and Strategy Policy Review, referred from the August GovCo.



Policy Title	Description	Comment
Council Meetings	Policy Statement Clause (5) updated	Amendments to Alternate Motions. Change to time for accepting Alternate Motions. Removal of clauses which are duplication of Standing Orders provisions. Administrative changes.
Attendance at Conferences, Seminars, Events and Training (revoke)	Budget roll over provisions	The amendments remove the two-year roll over and rolls over residual annual budget allocations for the duration of an Elected Member term.
Attendance at Events Policy (new)	The policy meets the requirements of the <i>Local Government Act 1995</i> (s5.90A).	Section 5.90A of the Act requires that local governments have an attendance at events policy. The purpose of the policy is for Council to actively consider the purpose of and benefits to the community from Elected Members and the CEO attending events
Professional Development Policy (new)	New policy dedicated to professional development - set criteria for assessing professional development opportunities.	This is a new policy however incorporates the principles of the <i>Attendance at Conferences, Seminars, Events and Training Policy</i> . It is recommended Council endorse a stand alone Professional Development policy so as to address the requirements for an Attendance at Events policy which covers both Elected Members and the CEO.

### Council Meetings

Following the recent Council Review of the *City of Cockburn Standing Orders Local Law 2016* (Standing Orders), the policy has been reviewed in consideration of some of the recommendations by Council and the consultants.

The consultants, Hammond Woodhouse made the following recommendation based on the outcomes of two Standing Orders workshops:

*“The inclusion of a provision which would permit “alternate motions” no earlier than 48 hours after publication of the agenda”*

Rather than incorporate this component into the Standing Orders Local Law changes, it has been incorporated in to the Council Meetings Policy, which contains a more efficient mechanism for review by Council.



Changes to clause 5 correctly reference Alternate Motions and create a 48-hours delay from release of the Agenda to receiving Alternate Motions.

This change will allow Council Members to consider agenda items in further detail prior to submission of alternate motions, and remove time pressures for submission, with the current first in, first in line system. It is important to remember Elected Members have the right to move an Alternate Motion from the floor however Council have adopted a policy position to support an ordered, first in line process for Alternate Motions.

The Standing Orders requires Elected Members provide a reason for an Alternate Motion. It is recommended the references to this within the policy be removed, to not duplicate the Standing Orders clauses.

Other administrative changes have also been made, including deletion of clauses 2 and 6, which is a duplication of provisions of the *Local Government Act 1995* and is not required within the policy, therefore it is recommended this provision be deleted.

### **Attendance at Events Policy**

The objective of the Attendance at Events policy is to ensure Events which are approved events do not require gift declaration by Elected Members or the CEO as they are an 'excluded' gift under the Act.

The City's current Attendance at Conferences, Seminars, Events and Training does not appropriately address the requirements of s5.90A of the Act and it is not usual practice in the sector to combine professional development and attendance at events policies, as the two meet different statutory requirements and have different objectives.

Certain gifts received by Council members and CEOs are specifically excluded from the conflict of interest provisions (section 5.62(1B)), including a gift that is received in accordance with an Attendance at Events policy.

The Department of Local Government, Sports and Cultural Industries has issued guidelines to provide an overview of matters which could be included in an Attendance at Events policy.

If is proposed these policies be separated to meet the best practice industry approach.

The Attendance at Events policy is to enable Elected Members to attend events as a representative of Council without restricting their ability to participate in Council Meetings.

It is not intended to be used as a mechanism to avoid conflict of interest provisions where significant matters are likely to come before Council from the provider of the invitation.





While attending events is generally considered an important function for Elected Members and the CEO to represent the local government, it is important to identify the tangible benefits, particularly if there are associated costs.

Similarly, if Council is accepting tickets, including those because of sponsorship, there can be a perception of bias when matters affecting that organisation come before Council.

The Department recommends that an attendance at events policy should consider the role that the person attending will have at the event - for example, speaking, giving an award or being a member of the audience - especially if there are significant costs associated with attendance.

Note that examples are provided in the legislation of what constitutes an event: concerts, conferences, functions, and sporting events.

The Department confirms that this is not an exhaustive list and Councils should consider the full range of events that may be relevant to their local government, such as agricultural shows, field days, school awards nights and cultural events.

Ultimately, it is the decision of the Council as to what is contained within the Policy, and this will vary between local governments.

Matters that could be included are:

- To whom invitations are to be directed
- Who authorises attendance at an event, including how the decision is made for a Council member or CEO to attend an event
- How many people are authorised to attend an event
- Who is responsible for the cost of attending (if any), including whether there is a requirement for the Council member or CEO to contribute to the cost, particularly if the person's partner is also attending
- Whether there are any events that are authorised in advance by Council (pre-authorised events)
- Whether the location of the event is within the district
- Attendance at sponsored events
- Attendance at events that are outside the Policy.

The Council, with accountability to the local community, is in the best position to determine the design and content of the Policy.

The proposed Attendance at Events Policy has been drafted incorporating the principles of "attendance at events" of the previous *Attendance at Conferences, Seminars, Events and Training Policy*. Council is requested to review the draft policy and adopt the policy if supported.



**Elected Member Professional Development Policy**

The Elected Member Professional Development Policy has been drafted based on the previous *Attendance at Conferences, Seminars, Events and Training Policy* provisions which related to Elected Member Professional Development.

The Policy sets out the mandatory training requirements, and the criteria by which other professional development opportunities are assessed.

Budget Allocations and expense provisions are addressed within the policy.

The objective of the Professional Development Policy is to support Elected Members in attending professional development opportunities that will improve their skills and knowledge essential to fulfill their duties and responsibilities as an Elected Member.

**Governance and Strategy Policy Review**

The balance of the Governance and Strategy Policies have been deferred to GovCo in February 2023.

**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 financial implications from the recommendations in this report.

**Legal Implications**

*Local Government Act 1995, Section 2.7(2) (b).*

**Community Consultation**

N/A

**Risk Management Implications**

The policy amendments will improve the policies and address some deficiencies in those policies.

It is recommended the policy changes be adopted.



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

N/A

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

Nil.



Title

Council Meetings Procedures

## Policy Type

Council

## Policy Purpose

This policy ~~establishes the requirements and standards-is to provide direction for~~ Councillors and employees for Council ~~Meetings and Standing and~~ Committee Meetings, which apply in accordance with the ~~Local Government Act (Part 5) and the City of Cockburn Standing Orders Local Law 2016 (as amended).~~

## Policy Statement

This policy applies to Council ~~Meetings and Council Standing~~ Committee Meetings.

All ~~Council Standing~~ Committee Meetings will be held in accordance with the adopted Terms of Reference of the particular Committee, or as otherwise determined by Council resolution.

### 1. Meeting Times

- 1.1. Ordinary Council Meetings will be conducted on the second Thursday of each month at 7.00pm in the Council Chamber and are open to the public.
- 1.2. The Council meeting will consider matters as listed on the Council Agenda paper.
- 1.3. An Ordinary Council Meeting is not conducted during January of each year and any required business will be conducted as a Special Council Meeting during this specific period.
- 1.4. Any further variation to the date, place and/or time of Council Meetings will be subject to the resolution of Council.

### ~~(1) Provision of Committee Business Papers to Elected Members~~

~~Council appoints Committees under the Local Government Act, 1995, the Business Papers for which are to be provided to all Elected Members of Council in advance of relevant Committee meetings being conducted.~~

- ~~1. Upon a meeting of a Committee established by Council being called in accordance with Council's Standing Orders Local Law, a notice of the meeting will be forwarded to:~~
  - ~~a. all Committee members, and~~
  - ~~b. other Elected Members who are not a member of the Committee for information~~

[1]

Title

Council Meetings Procedures

~~2. The Business Papers for the Committee, including the Agenda, related attachments and where applicable, the Minutes of the previous meeting of the Committee, shall be forwarded to all Committee members with the Notice of Meeting, if possible, at least 72 hours prior to the commencement of the Meeting.~~

~~3. Notwithstanding anything contained in this Policy, any Elected Member may request a copy of Committee documentation to be provided to them.~~

## 2. Seating Arrangements

~~Following the election of a new Council from time to time, t~~The seating arrangements in the Council Chamber will be allocated on the following basis:

- 2.1. The ~~elected~~ Mayor ~~will~~ be seated at the head of the table, facing the public gallery.
- 2.2. The CEO ~~will also~~ be seated at the head of the table, immediately to the left of the Mayor.
- 2.3. The elected Deputy Mayor ~~will~~ be seated immediately to the right of the Mayor.
- 2.4. The Mayor will ~~be responsible for the allocation allocate~~ of the seating for remaining Councillors (with Ward members grouped together, wherever possible) ~~who are to be seated~~ in the Council Chamber.

## 3. Reports

It is critical that reports prepared by staff for Council contain adequate information on which the Council can make an informed decision.

### 3.1. Principles

Reports prepared by officers for the Council's consideration are to:

- 3.1.1. be according to law;
- 3.1.2. take account of any State or Council Policy;
- 3.1.3. have regard for the Council's Strategic Community Plan;
- 3.1.4. be balanced and objective;
- 3.1.5. be technically correct;
- 3.1.6. be properly researched using relevant information and data;
- 3.1.7. ensure procedural fairness;
- 3.1.8. include options, consequences and associated impacts where appropriate; and
- 3.1.9. include expert opinion or advice where necessary

### ~~3.2.~~ Recommendations

### 3.2.

Recommendations prepared by officers for the Council's consideration are to:

- 3.2.1. be clear and unambiguous;
- 3.2.2. be implementable;

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Title	Council Meetings <u>Procedures</u>
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- 3.2.3. be professional and ethical;
- 3.2.4. not expose the Council to unreasonable risk or liability;
- 3.2.5. have regard for the interests of the applicant/submitter as well as the wider community; and
- 3.2.6. include the administrative actions to enable implementation of the Council's decision

4. ~~Proposed~~ Alternate Motions ~~amendments~~ by Elected Members to recommendations ~~for~~ Council Meeting

~~Elected Members are encouraged to provide suggested alternate~~ ives ~~motions to officer recommendations to the Administration in advance of the relevant Council meeting, to enable consistency and clarity in terminology being proposed, as well as ensuring the legality of any proposed amendments~~ motions.

- 4.1. Any proposed amendments to officer recommendations contained in the Council Agenda Paper are to be made personally by the Elected Member either with or without input from the relevant staff member.

- 4.2. ~~All proposed amendments are to~~ Alternate motions may be forwarded to the Minute Clerk following the distribution of the Agenda Paper to Elected Members, ~~no earlier than 48 hours after the release of the Agenda Papers,~~ and by no later than 10.00am on the day of the Council Meeting. A copy of the proposed ~~amendment~~ motion will be circulated to all other Elected Members.

~~1. A reason for the proposed amendment must be included with the information provided in accordance with Clause (5) 2 above.~~

~~2. Elected Members proposing amendments~~ motions ~~of a similar nature on the same item(s) may consult with each other in order to achieve a consensus position on any item and agree to withdraw any amendment~~ motion, ~~or part thereof, or to agree to provide an alternative of similar meaning and/or wording to one, or another, of the presented amendments~~ motions.

- 4.3. ~~Having received all proposed amendments~~ Any alternate motions ~~in accordance with this Policy, a listing will be compiled with all proposed amendments~~ motions ~~received, together with relevant reasons, for provision to the Council Meeting. Where there are multiple proposed amendments~~ motions ~~for the same item, they will be listed in the order they have been received from Elected Members~~ received will be included in the Agenda Run Sheet in the order in which received.

~~3. When called upon to do so at the relevant time during the Council Meeting by the Presiding Member, the CEO will inform the Meeting of the items on the Agenda Paper for which notice of a proposed amendment~~ motion/s ~~has been received.~~

- 4.4. At the relevant point of the Council Meeting, the Presiding Member shall invite the Elected Member proposing the amendment motion(s) to move the ~~alternate~~ ive motion accordingly. In the case where more than one proposal

[3]

Title	Council Meetings <u>Procedures</u>
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has been received, the Presiding Member shall call for the amendment ~~motion~~(/s) to be put in order of their receipt ~~as per Clause (5)-5~~ above and thereafter dealt with in accordance with Council's Standing Orders.

~~(6) Voting at Council and Standing Committee Meetings~~

- ~~1. When called upon to do so by the Presiding Member, all Elected Members present at a formal meeting of the Council or Standing Committee are required to vote on each item put to the Meeting, unless required to leave the Meeting after declaring a financial or proximity interest in the item;~~
- ~~2. Voting may be called by the Presiding Member by way of a show of hands, or by any electronic system installed for this purpose; and~~
- ~~3. Once the votes have been cast, the Presiding Member shall ensure that the names of all elected members voting for and against a motion are recorded in the Minutes of the Meeting, unless there is a unanimous decision on a motion, which shall be recorded in the Minutes as such.~~

Strategic Link:	Corporate Governance Charter
Category	Elected Members
Lead Business Unit:	<u>Governance, Risk and Compliance</u> <u>Legal and Compliance</u>
Public Consultation: (Yes or No)	No
Adoption Date: (Governance Purpose Only)	
Next Review Due: (Governance Purpose Only)	October 2024
ECM Doc Set ID: (Governance Purpose Only)	4133909



Title	Attendance at Conferences, Seminars, Events & Training
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### Policy Type

Council

### Policy Purpose

This policy provides the guiding principles for attendance of Elected Members at conferences, seminars and training.

Attendance by Elected Members at conferences, seminars and training is supported provided the activity is relevant to Council business and within budget.

Specified training for newly Elected Members is mandatory, following amendments to the *Local Government Act, 1995* (The Act) in October 2019.

A Policy related to the attendance at specified events by Elected Members and the Chief Executive Officer is also required, as a result of a new provision related to this matter being included in the Act.

### Policy Statement

#### (1) Elected Members

Elected Members will receive an annual allocation for the purpose of attending conferences, seminars and training relevant to their role as an Elected Member. This will be administratively equally allocated to each Elected Member as part of the overall budget allocation except for the Mayor's allocation which will allow for attendance at two interstate conferences.

The allocation will operate from November to October, in line with local government elections. Residual funds for individual Elected Members from year one will carry over each year to a maximum of two years allowance, after which all unspent funds will be returned to the Municipal Fund when a fresh allocation will be made to Elected Members following the elections.

Multiple Elected Members may attend conferences at the same time, provided that such attendance does not unduly interfere with the business of Council (i.e. conflicts with a Council or Committee Meeting which may affect a quorum).

Where an Elected Member has insufficient funds in their allocation, another Elected Member may agree to meet the costs from their own allocation. Both Elected Members are to advise the CEO in writing if this is to occur.

Where an Elected Member is no longer able to attend the booked conference, seminar or training, the CEO in consultation with the Mayor, may substitute another Elected Member if appropriate.

[1]

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<b>Title</b>	<b>Attendance at Conferences, Seminars, Events &amp; Training</b>
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All registrations are to be done through Civic Support.

The cost of training that is specifically arranged for attendance by all Elected Members, (eg governance) shall be paid from a separate allocation not considered part of any individual allocation.

A Report on the activities and presentations made at the Conference shall be forwarded by the delegate to the CEO within one month after the event. Following review, the Report shall be located on the elected Members Hub for information.

(2) Training and Continued Professional Development (CPD)

All new Elected Members are required to undertake the following mandatory training within 12 months of their election to Council:

The course titled 'Council Member Essentials' that:

- (a) consists of the following modules—
  - (i) Understanding Local Government
  - (ii) Serving on Council
  - (iii) Meeting Procedures
  - (iv) Conflicts of Interest
  - (v) Understanding Financial Reports and Budgets; and
- (b) is provided by any of the following bodies---
  - (i) North Metropolitan TAFE
  - (ii) South Metropolitan TAFE; or
  - (iii) WA Local Government Association (WALGA)

Any other training opportunities that elected members may wish to attend are required to be submitted to the CEO for prior assessment and determination. The CEO will consider each application on the basis that the training is relevant to the role and responsibilities of an elected member.

In this regard, elected members may consider the following as legitimate CPD opportunities to assist them in the effective acquittal of their civic role and responsibilities as representatives of the community.

- (a) Non-statutory Training Courses in addition to those required in Clause (2)(a) above;
- (b) Accreditation Courses related to the public sector which allocate CPD recognition; and
- (c) Mentoring and/or Coaching opportunities appropriate to the duties and obligations of an elected member.

An adequate funding allocation will be provided annually in the City's municipal budget to ensure that all elected members are able to access CPD opportunities appropriate to their role.

[2]

<b>Title</b>	<b>Attendance at Conferences, Seminars, Events &amp; Training</b>
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At the conclusion of each financial year, a report on the training completed by Elected Members is to be compiled and displayed on the City's website.

(3) Events

The City of Cockburn will allow Elected Members to accept invitations, including tickets, from third parties to attend events falling into the following categories:

- (a) Concerts;
- (b) Conferences;
- (c) Functions; and
- (d) Sporting Events

Where an invitation, including tickets, is extended to a specified elected member or members, the relevant individual elected member is able to accept or decline, the invitation in their own right.

If an elected member is unable, or does not wish, to attend the event to which the invitation relates, the member is to advise the event organiser of their unavailability, or may distribute it to another elected member of their choosing, if the event organiser agrees. Otherwise, it is at the sole discretion of the event organiser, whether the invitation, or tickets, can be redistributed to another elected member of the City of Cockburn.

Where an invitation to attend an event, including tickets, is extended to the City of Cockburn and is addressed to the Mayor, the Mayor will have the right to accept the invitation, or to offer the invitation to the Deputy Mayor in the first instance. If the Deputy Mayor declines the invitation, the Mayor may offer the invitation to another Councillor of their choosing.

Attendance at any event accepted by the City, in accordance with the previous clause and for which there is an associated ticket cost, will be paid for in advance by the City to be represented by one elected member delegate and accompanying partner.

Where an invitation to attend an event, including tickets, is received by the Mayor and/or the City and is extended to multiple unspecified or all Elected Members, the Mayor will distribute the invitation, including tickets, to all Councillors.

Where an Elected Member attends any ticketed function in accordance with this Policy, the value of the ticket is to be declared and entered in the City's Gift Register unless the cost of the ticket is paid for by the City, in accordance with this policy.

This Policy does not apply to events organised by the City of Cockburn which involve any form of refreshment or entertainment provided by the City and to which there is an expectation that elected members (including spouse) will be invited to attend.

All Elected Members are offered the opportunity to attend a minimum of two end of year school award ceremonies, where the City and/or the Mayor have been invited to attend or present an award, and where the school is able to accommodate the attendance of Councillors.

[3]

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<b>Title</b>	<b>Attendance at Conferences, Seminars, Events &amp; Training</b>
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## (4) Expenses

Expenses to be met by Council for Elected Members are:

1. Interstate and Overseas

- (a) Registration Fees (including conference dinner and official delegate tours).
- (b) Accommodation costs.
- (c) All reasonable expenses for example, meals and refreshments, laundry and dry cleaning and fares relevant to the conference, seminar or training.
- (d) Economy return air fare (allowing flexibility for preferred travel arrangements).
- (e) Business Class travel for flights longer than six hours duration leaving Australia.

2. State

- (a) Registration Fees (including conference dinner and official delegate tours).
- (b) Accommodation costs.
- (c) All reasonable expenses for example meals and refreshments, laundry and dry cleaning and fares relevant to the conference, seminar or training.
- (d) If applicable, economy return airfare (allowing flexibility for preferred travel arrangements).

3. Conference expenses for accompanying Partner

- (a) Conference or main function meal only.

Reimbursements for relevant expenditure not initially paid by the City may be made on the basis of receipts provided.

## (5) Insurance

Those attending conferences, seminars and training are insured for travel to and from the activity (from home or office). All airline tickets purchased are also insured.

Strategic Link:	Governance Framework
Category	Elected Members
Lead Business Unit:	Governance, Risk and Compliance
Public Consultation: (Yes or No)	No
Adoption Date: (Governance Purpose Only)	14 July 2022
Next Review Due: (Governance Purpose Only)	July 2024
ECM Doc Set ID: (Governance Purpose Only)	4132631

[4]

Document Set ID: 4132631  
Version: 13, Version Date: 29/07/2022

Title	Attendance at Events
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## Policy Type

Council

## Policy Purpose

Section 5.90A of the *Local Government Act 1995* requires that local governments have an attendance at events policy. The purpose of the policy is for Council to actively consider the purpose of and benefits to the community from Elected Members and the CEO attending events.

The policy provides a framework for the acceptance of invitations to various events, clarifies who will pay for tickets or the equivalent value of the invitation.

This policy applies to Elected Members and the CEO in attending any event in their official capacity

## Policy Statement

Section 5.90A of the *Local Government Act 1995* provides that a local government must prepare and adopt (by absolute majority) an Attendance at Events policy. This policy is made in accordance with those provisions. Certain gifts received by an Elected Member and the CEO are specifically excluded from the conflict of interest provisions, including a gift that is received in accordance with an 'Attendance at Events Policy' (section 5.62(1B))

### 1. Approved Events

- 1.1. Events that fall into the following categories are Approved Events under this Policy and Elected Members and the CEO may accept such invitations:

- 1.1.1. Concerts
- 1.1.2. Conferences
- 1.1.3. Functions
- 1.1.4. Sporting events; and
- 1.1.5. Other hospitality occasions.

- 1.2. Events which are free to the public or a paid for by the Elected Member or the CEO (with no reimbursement sought) are also approved events under this policy.

- 1.3 A Pre-Approved Event in accordance with this Policy includes:

- 1.3.1 Where the Elected Member or the CEO is attending an event in an official capacity, such as:

- performing a speaking role or some other welcoming role

[1]



Title	Attendance at Events
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- participating as a member of a discussion panel or judging panel
- presenting at the event as part of the event program
- representing the City of at a sponsorship acknowledgement event or award ceremony, where the primary purpose of attendance is not for the entertainment of the individual Elected Member or employee, but enable the City to fulfil its role, and exercise its rights and benefits, as a sponsor
- presenting awards or prizes to others on behalf of the City
- attending an exhibition or display where the City, its programs or services are being showcased at the event.

1.3.2 Where the ticket is offered by:

- the Western Australian Local Government Association
- the Australian Local Government Association
- Local Government Professionals WA
- a department of the Public Service
- a government department of another State, a Territory or Commonwealth
- a State or Federal Member of Parliament, other than for party political events or fundraisers
- a local government or regional local government
- major professional or industry association(s) relevant to local government activities
- a stakeholder partner of the City
- a civic / cultural / community organisation within the City
- educational institutions or
- a not-for profit organisation.

2. Council Approval by Resolution for Events

- 2.1. Attendance at events not listed in Clause 1 of this Policy will require Council approval, by simple majority, in order for the ticket to that event to become an Excluded Gift.

In considering the matter, Council is to consider:

- 2.1.1. the donor;
- 2.1.2. the location of the event in relation to the district of City;
- 2.1.3. the role of the Elected Member or CEO when attending the event (participant, observer, presenter) and the value of their contribution,

[2]

<b>Title</b>	<b>Attendance at Events</b>
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- 2.1.4. the City's position as a sponsor of the event (if applicable),
- 2.1.5. the benefit of City representation at the event,
- 2.1.6. the number of invitations / tickets received, and
- 2.1.7. the cost to attend the event, including the cost of the ticket (or estimated value of the event per invitation) and any other expenses such as travel and accommodation.

2.2. Expenses relating to free events:

- 2.2.1. Where an event is free however travel and accommodation is required to attend the event, the City may contribute to related expenses if Council resolve that attendance is in the public interest.

2.3. Expenses related to paid events:

- 2.3.1. If Council resolves that an Elected Member or the CEO should attend a paid event, the City will pay the cost of attendance and reasonable expenses, such as travel and accommodation.

2.4. Guests of ticket recipients:

- 2.4.1. Unless approved by resolution of Council, where a guest of a Elected Member or of the CEO attends an event, any tickets for that person, if paid for by the City, must be reimbursed by the Elected Member or CEO.

3. Non-Approved Events

- 3.1. Any event that is not an Approved Event as per clause 1 or not an Event with Council Approval by Resolution as per clause 2 s considered a Non-Approved Event. This means a ticket to a Non-Approved Event is not an Excluded Gift and the Act's disclosure of interest provisions apply.

4. Distribution of Tickets to Approved Events

- 4.1. Where an invitation to attend an event (including tickets) is extended to the CEO or City of Cockburn generally, the CEO has the right to:
  - 4.1.1. Accept the invitation or tickets
  - 4.1.2. Decline the invitation or tickets
  - 4.1.3. Offer the invitation or tickets to an Elected Member or another officer on a rotational and equitable basis.
- 4.2. Where an invitation to attend an event (including tickets) is extended to the Mayor, the Mayor has the right to:
  - 4.2.1. Accept the invitation or tickets

[3]



Title	Attendance at Events
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- 4.2.2. Decline the invitation or tickets
- 4.2.3. Offer the invitation or tickets to the Deputy Mayor;
- 4.2.4. If the Deputy Mayor declines, the Mayor may offer to another City of Cockburn Elected Member on a rotational and equitable basis.
- 4.3. Where invitations to attend an event (including tickets) are extended to multiple unspecified Elected Members, the Mayor has the right to:
  - 4.3.1. Distribute the invitations or tickets to Elected Members on a rotational and equitable basis.
- 4.4. Where an invitation to attend an event (including tickets) is extended to one or more specified Elected Members, those Elected Members have the right to:
  - 4.4.1. Accept the invitation or tickets;
  - 4.4.2. Decline the invitation or tickets;
  - 4.4.3. Offer the invitation or tickets to the CEO or another City of Cockburn Elected Member on a rotational and equitable basis.
- 5. Disclosure Requirements
  - 5.1. Gift Disclosures
    - 5.1.1. The Act's Gift disclosure obligations apply and therefore require Elected Members (s5.87A) and the CEO (s5.87B) to disclose Gifts regardless of a Gift being an Excluded Gift under s.5.62(1B).
    - 5.1.2. The acceptance of an invitation to an event, including tickets, is considered a Gift and where required is to be disclosed and added to the City's Gift Register.
  - 5.2. Interest Disclosures
    - 5.2.1. Any Gift received over \$300 is specifically excluded from the conflict of interest provisions if:
      - 5.2.1.1. the Gift relates to attendance at an event where attendance has been approved by resolution of Council or in accordance with this Policy (refer section 5.62(1B) of the Act), or
      - 5.2.1.2. the Gift is from specified entities (detailed in *Local Government (Administration) Regulations 1996* regulation20B).
    - 5.2.2. This means Elected Members and the CEO are not required to disclose an interest in a matter concerning a donor to be considered by Council due to their attendance at an event, regardless of the value of the Gift.

[4]

Title	Attendance at Events
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5.2.3. However, to support transparency in decision making, Elected Members and the CEO are strongly encouraged to disclose an impartiality interest detailing attendance at an event, if a relevant matter were to be considered by Council.

### Definitions

**Event** is defined under s5.90A(1) of the Act as a:

- concert;
- conference;
- function;
- sporting event;
- prescribed occasion.

**Excluded Gift** is defined under s5.62(1B) of the Act as a) a ticket to an event; AND b) attendance at the event is approved in accordance with this Policy (refer Section 1); OR c) the gift is made by prescribed entities (refer Admin Regulation 20B).

**Gift** is defined under s5.57 of the Act as:

- the conferral of financial benefit from one person to another, unless adequate consideration in money or money's worth is provided to the donor in return; or
- a travel contribution (including accommodation incidental to a journey).

**Guest** for the purpose of this policy does not include a Council Member or City of Cockburn employee.

**Ticket** includes an admission ticket to an event, or an invitation to attend an event, or a complimentary registration to an event, that is offered by a third party.

Strategic Link:	Governance Framework
Category	Elected Members
Lead Business Unit:	Legal and Compliance
Public Consultation: (Yes or No)	No
Adoption Date: (Governance Purpose Only)	
Next Review Due: (Governance Purpose Only)	October 2024
ECM Doc Set ID: (Governance Purpose Only)	4132631

[5]

Title	Elected Member Professional Development
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## Policy Type

Council

## Policy Purpose

To support Elected Members participation in professional development, as required under section 5.126 and 5.128(1) of the *Local Government Act 1995* (the Act). Elected Members are encouraged to attend professional development opportunities that will improve their skills and knowledge that is essential to fulfil their duties and responsibilities on Council.

The Act requires all elected members and councillors who have been re-elected to undertake compulsory training within 12 months of being elected. Training undertaken by elected members must be reported annually. Local governments are also required to adopt a Continuing Professional Development Policy.

## Policy Statement

### 1. Training and Continued Professional Development (CPD)

#### Mandatory Professional Development

- 1.1. All new Elected Members are required to undertake the following mandatory training within 12 months of their election to Council referred to as Council Member Essentials consisting of the following modules:

- 1.1.1. Understanding Local Government
- 1.1.2. Serving on Council
- 1.1.3. Meeting Procedures
- 1.1.4. Conflicts of Interest
- 1.1.5. Understanding Financial Reports and Budgets.

- 1.2. Mandatory training is to be provided by any of the following bodies---

- 1.2.1. North Metropolitan TAFE
- 1.2.2. South Metropolitan TAFE; or
- 1.2.3. WA Local Government Association (WALGA)

- 1.3. Exemptions for completion of the Council Member Essentials Course are prescribed in the *Local Government (Administration) Regulations 1996* and applies for Elected Members who have completed:

- 1.3.1. the requirements in clause 1.1 within the 5 year period ending immediately before the day on which the Elected Member was elected; or
- 1.3.2. the course titled 52756WA Diploma of Local Government (Elected Member).

[1]

Title	Elected Member Professional Development
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1.3.3 Other exemptions may apply as prescribed.

#### Other Professional Development

1.4 Attending Other Professional Development training provides Elected Members with the opportunity to build their knowledge base. This has a benefit personally and collectively for Council. This Professional Development policy provides the criteria to guide what additional training is relevant for Elected Members.

1.4.1 Criteria for Other Professional Development:

- 1.4.1.1 Builds the skills and knowledge of Elected Members;
- 1.4.1.2 Meets the needs of the district; and
- 1.4.1.3 Fills the gaps of expertise of the Council as a whole.

Consideration must also be given to how any proposed training aligns with the City's strategic direction and the organisation's values.

Other Professional Development opportunities Elected Members may wish to attend are required to be submitted to the CEO for prior assessment and determination in accordance with the above criteria.

## 2 Funding

Professional Development will be funded by the City and met from the Elected Member's Training Allocation.

### 2.1 Budget Allocation

Budget allocations will be made annually, with unspent funds to roll over for the duration of an Elected Members Term. Elected Members may transfer budget funds to another Elected Member by consent of both parties and notice in writing to the CEO.

### 2.2 Expenses for approved Professional Development

Expenses to be met by Council for Elected Members are:

#### 2.2.1 Interstate and Overseas

- 2.2.1.1 Registration Fees (including conference dinner and official delegate tours).
- 2.2.1.2 Accommodation costs.
- 2.2.1.3 All reasonable expenses for example, meals and refreshments, laundry and dry cleaning and fares relevant to the conference, seminar or training.

[2]

Title	Elected Member Professional Development
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- 2.2.1.4 Economy return air fare (allowing flexibility for preferred travel arrangements).
- 2.2.1.5 Business Class travel for flights longer than six hours duration leaving Australia.

#### 2.2.2 State

- 2.2.2.1 Registration Fees (including conference dinner and official delegate tours).
- 2.2.2.2 Accommodation costs.
- 2.2.2.3 All reasonable expenses for example meals and refreshments, laundry and dry cleaning and fares relevant to the conference, seminar or training.
- 2.2.2.4 If applicable, economy return airfare (allowing flexibility for preferred travel arrangements).

### 3 Reporting

- 3.2 The City is required to report annually on training undertaken by Elected Members. A register must be published on the City's website for that financial year, before 31 July.
- 3.3 The register only includes training undertaken in accordance with this policy.

### Definitions

**Act** means the *Local Government Act 1995*

**CEO** means Chief Executive Officer

**City** means City of Cockburn

**Other Professional Development** means approved professional development in accordance with clause 1.3.

**Professional Development** means the training and continued professional development as identified in clause 1.

**Term** means the period a person holds office for following election to the office of Elected Member (usually four years).

Strategic Link:	Governance Framework
Category	Elected Members
Lead Business Unit:	Legal and Compliance
Public Consultation: (Yes or No)	No
Adoption Date: (Governance Purpose Only)	
Next Review Due:	October 2024

[3]

Title	Elected Member Professional Developmment
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(Governance Purpose Only)	
ECM Doc Set ID: (Governance Purpose Only)	



**15.1.5 (2022/MINUTE NO 0240) Structure for Administering the City of Cockburn Policy****Author** Jemma Iles**Attachments** 1. Policy - Structure for Administering the City of Cockburn  
[↓](#)**Officer Recommendation**

That the Committee recommends that Council:

- (1) ADOPTS the Structure for Administering the City of Cockburn Policy as shown in the attachment to the Agenda.

**Committee Recommendation/Council Decision**

MOVED Cr C Reeve-Fowkes SECONDED Cr T Dewan

That Council:

- (1) ADOPTS the Structure for Administering the City of Cockburn Policy as shown in the attachment to the Agenda; and
- (2) REVIEWS the Policy within six months of the commencement of the Chief Executive Officer.

**CARRIED UNANIMOUSLY 10/0****Background**

As per Section 5.2 of the *Local Government Act 1995*, Council maintains a Policy related to the Structure of Administering the City of Cockburn.

The purpose of this report is to complete the Annual Review and updating of the Policy.

**Submission**

N/A

**Report**

The Policy includes six policy statements that relate to the Structure for Administering the City of Cockburn.

It also includes an Organisational Structure Chart and a Service Unit Table that provide context to the Organisational Structure Chart.

As part of the Policy review, changes have been made to the Policy statements to reflect the Council decision made at the Ordinary Council Meeting held on 13 October 2022 to the Executive Committee (ExCo) roles of Executive Governance and Strategy, Executive Corporate Affairs, Executive People Experience and





Transformation, Chief Built and Natural Environment, Chief Operations Officer, and Chief Finance Officer as designated Senior Employees in accordance with s5.37 of the *Local Government Act 1995* (the Act).

A local government may designate employees or persons belonging to a class of employee to be senior employees (s5.37(1)).

Some local governments have designated senior employees, some do not.

The process of having designated senior employees under the Act supports Council's oversight function under this provision of the Act.

Section 5.37(2) provides as follows:

- (2) *The CEO is to inform the council of each proposal to employ or dismiss a senior employee, other than a senior employee referred to in section 5.39(1a), and the council may accept or reject the CEO's recommendation but if the council rejects a recommendation, it is to inform the CEO of the reasons for it doing so.*

Accordingly, under section 5.37(2) the CEO is required to inform the council of each proposal to employ or dismiss a senior employee, other than a senior employee referred to in section 5.39(1a) (e.g. in an acting capacity not exceeding 1 year) .

The Council then "*may accept or reject the CEO's recommendation*" with the additional requirement that if "the council rejects a recommendation, it is to inform the CEO of the reasons for its doing so".

Council's considerations in this regard are limited to comment on the application of section 5.40 of the *Local Government Act 1995* 'Principles affecting employment by Local Government':

*"The following principles apply to a local government in respect of its employees -:*

- *employees are to be selected and promoted in accordance with the principles of merit and equity; and*
- *no power with regard to matters affecting employees is to be exercised on the basis of nepotism or patronage; and*
- *employees are to be treated fairly and consistently; and*
- *there is to be no unlawful discrimination (Equal Opportunities Act 1984) or on any other grounds."*

A recommendation cannot be varied by Council however the designated employee provisions support Council in ensuring the process of accepting or rejecting a recommendation from its CEO to appoint or dismiss a senior employee as this provision does not impinge on the function of the CEO in accordance with s5.43, which relevantly provides:

*The CEO's functions are to – ...*



- (g) *be responsible for the employment, management supervision, direction and dismissal of other employees (subject to section 5.37(2) in relation to senior employees);*

Regulations have been developed stating the processes that must be adhered to in appointing a senior employee to a position that has become vacant. The process is not required to be followed in the renewal of an existing contract of employment.

The roles designated by Council as “Senior Employees” has been incorporated in to the Organisational Structure Chart and the Service Unit Table have been updated to align with administration decisions around service delivery.

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

#### Listening & Leading

A community focused, sustainable, accountable and progressive organisation.

- Best practice Governance, partnerships and value for money.

### **Budget/Financial Implications**

There are no financial implications because of adopting the components of the Policy that have been updated.

### **Legal Implications**

Section 5.2 of the *Local Government Act 1995*

Section 5.37 of the *Local Government Act 1995*

Section 5.40 of the *Local Government Act 1995*

### **Community Consultation**

N/A

### **Risk Management Implications**

**There is a low level of Compliance risk associated with this item.**

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

N/A

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

Nil



Title	Structure for Administering the City of Cockburn
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## Policy Type

Council

## Policy Purpose

This Policy serves to ensure that the City of Cockburn complies with the obligation ~~imposed to ensure that there is an appropriate structure for administering the City, as outlined in it by~~ Section 5.2 of the *Local Government Act, 1995*, (the Act), ~~which prescribes that the Council "...is to ensure that there is an appropriate structure for administering the local government"~~.

The City of Cockburn is administered through a structure of seven Divisions, 132 Business Units and 54 Service Units. This structure is managed by a Chief Executive Officer ("CEO"), four Chiefs, three Executives ~~(including one Executive designated as a Senior Officer)~~ and several Head of Business Units, Strategic Managers and Managers. The structure is aligned to the activities and functions of the City and is reviewed regularly. It is changed when the City embarks on new business opportunities, divests itself of service functions or when there is a need to reorganise functions into different units for better management and alignment with our purpose.

## Policy Statement

- (1) Council recognises its responsibility pursuant to s5.2 of the Act, and considers the attached *Structure for Administering the City of Cockburn* an appropriate structure for administering its local government.
- (2) Council approval is required to implement any variation to the *Structure for Administering the City of Cockburn* in relation to the seven divisions, however the CEO may undertake minor variations as they see fit with regards to the allocations of functions and resources across those seven divisions as aligned with the City's purpose and the purpose of each division.
- (3) The *Structure for Administering the City of Cockburn* describes the principal functions that Council directs are to be undertaken by each Business and Service Unit.
- (4) In accordance with the Act, the CEO's function is to manage the day-to-day operations of the local government and be responsible for employing those employees not designated as "senior employees".
- (5) Consistent with the functions described in (4) above, Council notes the CEO will allocate employees across functions and activities, where he or she considers doing so increases organisational efficiency.
- (6) The Executive Committee (ExCo) roles of Executive Governance and Strategy, Executive Corporate Affairs, Executive People Experience Transformation, Chief Built and Natural Environment, Chief Operations Officer and Chief Finance Officer ~~have been~~ deemed by Council to be ~~a senior roles~~ and designated as a Senior Employee, pursuant to Section 5.37 of the Act. ~~This is to ensure a~~

[1]

Title	Structure for Administering the City of Cockburn
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distinction in this role between the Governance function of the organisation and the Governance responsibilities of the Council



Title

Structure for Administering the City of Cockburn



## Departments Organisational Structure



<b>Title</b>	<b>Structure for Administering the City of Cockburn</b>
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<b>Governance and Strategy Division</b>		
<b>Executive Governance and Strategy</b>		
<b>Strategy &amp; Integrated Planning Service Unit</b>	<b>Civic Services Service Unit</b>	<b>Legal &amp; Compliance Service Unit</b>
<p>To support the City in the development and integration of corporate planning</p> <ul style="list-style-type: none"> <li>Corporate Integrated Planning and Reporting</li> <li>Corporate Performance</li> <li>Services Planning</li> </ul>	<p>To focus on the civic and ceremonial functions, including planning, security, building amenities, and Elected Member communication.</p> <ul style="list-style-type: none"> <li>Civic functions</li> <li>Elected Members Communication and Support</li> </ul>	<p>To ensure that Council's Compliance and Risk Management responsibilities are fulfilled in a timely manner within statutory and best practice standards.</p> <ul style="list-style-type: none"> <li>Policies and Local Laws</li> <li>Compliance and Returns</li> <li>Internal Audit</li> <li>Risk Management</li> </ul>

<b>Finance Division</b>		
<b>Chief Financial Officer</b>		
<b>Finance Business Unit</b>		
<b>Head of Finance</b>		
<b>Revenue Management Service Unit</b>	<b>Financial Accounting Service Unit</b>	<b>Financial Performance Service Unit</b>
<p>Providing revenue management services, ensuring systems and processes support ratepayers and debtors making payments easily and affordably.</p>	<p>Providing transactional finance, treasury, and statutory financial reporting, while ensuring compliance with audit, financial legislative and tax requirements.</p>	<p>Ensuring sustainable financial performance through facilitating best practice budgeting and financial planning outcomes for the City.</p>
<b>Strategic Procurement Manager</b>		
<b>Purchasing Service Unit</b>		
<p>To provide effective centre-led procurement services and support for competitive sourcing and the associated contract management, whilst also ensuring organisational compliance with statutory tendering and internal procurement requirements.</p> <ul style="list-style-type: none"> <li>Contracts and Compliance</li> </ul>		
<b>Finance Division</b>		

[4]





<b>Title</b>	<b>Structure for Administering the City of Cockburn</b>
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<b>Chief Financial Officer</b>		
<b>Information and Technology Business Unit</b>		
<b>Head of Information and Technology</b>		
<b>Technology Service Unit</b>	<b>Information Management Service Unit</b>	<b>GIS Service Unit</b>
<p>Supports the rest of the organisation using technology to achieve their strategic objectives.</p> <p>Functions include:</p> <ul style="list-style-type: none"> <li>• Service desk &amp; Customer support</li> <li>• Maintaining ICT laptops, desktops, mobile fleet</li> <li>• Maintaining networks, servers, storage and other ICT infrastructure</li> <li>• Improve the City's cyber security</li> </ul>	<p>Provision of a records management service to the organisation including but not limited to:</p> <ul style="list-style-type: none"> <li>• Processing/registration of incoming and outgoing mail</li> <li>• ECM system administration, support and training</li> <li>• Assisting with the development of records and information management policies</li> <li>• Providing advice about records management practices</li> <li>• Providing a records management service that complies with the City of Cockburn's Recordkeeping Plan, Records Management Policy, Recordkeeping Guidelines and WA State Records Office requirements</li> <li>• Managing the City's archives, including the disposal of records in accordance</li> </ul>	<p>Develop, support and maintain all spatial products and services in the City including but not limited to:</p> <ul style="list-style-type: none"> <li>• Internal/external mapping and spatial support</li> <li>• Development of Esri and IntraMaps.</li> </ul>
<b>Business Systems Service Unit</b>		
<p>Develop, support and maintain the City's business systems to enhance effectiveness and efficiency of Council's operations through the use of technology.</p> <ul style="list-style-type: none"> <li>• Review and improve business processes to increase quality and efficiency.</li> </ul>		

[5]





<b>Title</b>	<b>Structure for Administering the City of Cockburn</b>
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<ul style="list-style-type: none"> <li>Advise the business on technology and non-technology solutions.</li> <li>Integrate existing systems with new systems to consolidate data and information to add value to existing solutions.</li> </ul>		
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<b>Built and Natural Environment Division</b>		
Chief of Built and Natural Environment		
Development Assessment and Compliance Business Unit		
Head of Development Assessment and Compliance		
Building Services Service Unit	Statutory Planning Service Unit	Public Health Service Unit
To ensure that buildings and structures within the district provide acceptable levels of public safety, amenity and comply with all relevant building Codes, Standards and regulations.	To provide control and management of development, land use and subdivision functions within the City to ensure standards of amenity are maintained. The Service also undertakes compliance and enforcement action against unapproved development.	To ensure that the conduct and operation of premises and activities within the district comply with accepted standards and practices for public health and to ensure that the quality of the environment is protected and improved.
Subdivisional Service Unit		
To review all applications for sub-division of land within the City and ensure that they meet the requirements for the range of services and utilities to affect the approvals provided by the WAPC.		
Planning Business Unit		
Head of Planning		
Community Planning Service Unit	Transport and Traffic Service Unit	Strategic Land Planning Service Unit
Assess the prioritisation of all major infrastructure needs from the different service units (recreation, public open space, cultural, civic, etc.) against projected urban growth and income sources, and creates an	Provides technical support that contributes to the management of a safe and efficient transport network by investigating and responding to complaints, enquiries, requests and submissions received by the	Provides a wide range of roles related to long term land use planning of the City's neighbourhoods, natural areas, activity and employment centres. This includes structure plans and amendments to the local

[6]



Title	Structure for Administering the City of Cockburn	
overarching plan to implement and facilitate these needs for the entire community.	City. The Team assists with the delivery of transport related actions, plans, policies, and strategies across the City.	planning scheme. They also manage the City's development contribution plans and provide a cartography function to other units.

Built and Natural Environment Division (Continued)		
Chief of Built and Natural Environment		
Sustainability & Environment Business Unit		
Head of Sustainability and Environment		
Sustainability and Climate Change Service Unit	Environmental Management, Policy and Planning Service Unit	Coastal Planning Service Unit
To develop strategies and plans which guide the City's sustainability and climate change aspirations to make a better tomorrow.	To develop environmental and planning policies, undertake studies and provide advice on environmental matters for the protection and management of areas of environmental significance and lead towards a sustainable built environment.	To develop coastal adaptation plans, foreshore management plans and adopt planning controls to mitigate the impacts of coastal erosion.

Community Services Division		
Chief of Community Services		
Library and Cultural Services Business Unit		
Head of Library and Cultural Services		
Lifelong Learning Service Unit	Branch Libraries Service Unit	Library Digital Services and Customer Experience Service Unit
Provide and support a range of inclusive library programs, environments and collections that support the early and continued development of literacy skills in the children and young people of the City of Cockburn.	Manage a public facility that provides spaces and staff to enable capacity building, community collaborations and to deliver collections and services specific to the catchment demographic of the branch.	Provide and support a range of relevant digital and technology systems and to promote and market events and programs to ensure the needs and expectations of our community are met.
Cultural Services Service Unit		
To provide a range of entertainment, cultural and heritage events and activities, to the community that properly and positively		

[7]



<b>Title</b>	<b>Structure for Administering the City of Cockburn</b>
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reflect the City's commitment to deliver quality and cost-effective programs, services and activities. Manage the arts, culture and events occurring in the City, including the calendar of municipally funded annual events.		
<b>Recreational Services Business Unit</b>		
<b>Head of Recreation Services</b>		
<b>Recreation Services Service Unit</b>	<b>Cockburn ARC Service Unit</b>	<b>Port Coogee Marina Service Unit</b>
Provide community need identification and assessment for the future provision and design of sport, recreation, and community facilities.	Provision of a range of affordable centre-based aquatic, indoor sports and recreation programs / services from Cockburn ARC.	To manage the Port Coogee Marina Facility including business development, penholder liaison and daily service operations.

<b>Community Services Division (Continued)</b>		
<b>Chief of Community Services</b>		
<b>Community Safety and Ranger Services Business Unit</b>		
<b>Head of Community Safety and Ranger Services</b>		
<b>Rangers Service Unit</b>	<b>CoSafe Service Unit</b>	<b>Fire and Emergency Management Service Unit</b>
To provide improved safety to our growing communities by applying state and local laws for a variety of matters local governments are responsible for managing. The Ranger's team use a host of education, prevention and mitigation strategies to improve proactive compliance before regulatory enforcement is required	Provides a community safety responses service to our community at times when they feel unsafe or when they witness anti-social behaviour. CoSafe work with a range of organisations and law enforcement agencies to improve the overall perception of safety within our community and provide added reassurance to the community.	The team work with the City's and DFES volunteers to establish a safer and more resilient community through Prevention, Preparedness, Response and Recovery from a range of emergencies that may impact the Cockburn residents. The team work collaboratively with stakeholders to ensure hazards are identified, communicated and managed appropriately
<b>Safer City Service Unit</b>	<b>Parking Operations Service Unit</b>	<b>Service Support</b>
To assist in the planning, design, management and delivery of inclusive and high-quality crime prevention and community	To provide a responsive and proactive service for parking compliance and enforcement.	To facilitate responsive information and provide support to each service unit.

[8]



Title	Structure for Administering the City of Cockburn
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safety programs and policies in partnership with local communities, government agencies and non-government organisations		
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Community Services Division (Continued)		
Chief of Community Services		
Community Development Business Unit		
Head of Community Development and Services		
Seniors Service Unit	Family and Community Development Service Unit	Youth Services Service Unit
Administer Council funded services, programs and facilities aimed at providing and developing increased social support, activity and leisure opportunities for the senior citizens of Cockburn.	To provide a range of individual, family and child focussed services for residents, via a community development approach or direct service delivery including information, referral, advocacy or direct assistance and support. To provide capacity building mechanisms to strengthen and support community groups and volunteers operating within the City of Cockburn.	Administer grant and Council funded services, programs and facilities aimed at providing and developing increased social support, amenity, activity and leisure opportunities for the young people of Cockburn. Youth services offers three streams of services for young people – youth work, youth centre programs and youth development.
Cockburn Care Service Unit	Child Care Services Service Unit	Community Grants Service Unit
Administer grant and fee funding provided to Council for the operation of the Home Support Program (CHSP), Home Care Packages (HCP), National Disability Insurance Scheme (NDIS) including Social Club services and Kwobarup Aboriginal Club for NDIS participants. Provide programs and Services for residents who are aged or have a disability to assist them in maintaining their independence.	To equitably and effectively administer fees provided to Council for the operation of the Family Day Care.	To provide a central City of Cockburn coordinating service for the distribution of grants, donations and sponsorship to community organisations and individuals. To seek grants from Commonwealth, State Government and other sources for services and facilities for residents of the City. To carry out research on matters related to issues of concern and interest to the City of Cockburn and to promote the interests of the City.



<b>Title</b>	<b>Structure for Administering the City of Cockburn</b>
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<b>Operations Division</b>		
<b>Chief of Operations</b>		
<b>Operations and Maintenance Business Unit</b>		
<b>Head of Operations and Maintenance</b>		
<b>Environment, Parks and Landscape Service Unit</b>	<b>Civil Infrastructure Service Unit</b>	<b>Fleet Management Service Unit</b>
The operational maintenance of Public Open Space, Natural Areas and Streetscapes to provide functional and attractive locations for recreational activities by the Community.	This service unit will review, implement and manage all activities associated with the extensive civil infrastructure including roads, drains, sumps, footpaths and cycle ways.	To repair, maintain, replace and manage the City's fleet, plant and equipment.
<b>Waste Services Service Unit</b>		
To operate a landfill site at Henderson to accept waste in accordance with the requirements of a Class II site under the Environmental Protection Act and maximise the financial return.		
To provide a regular, reliable and safe waste and recycling collection service for every premise within the district and dispose of it in an environmentally acceptable manner.		

[10]





<b>Title</b>	<b>Structure for Administering the City of Cockburn</b>
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<b>Operations Division (Continued)</b>		
<b>Chief of Operations</b>		
<b>Projects Business Unit</b>		
<b>Head of Projects</b>		
<b>Civil Projects Service Unit</b>	<b>Building &amp; Security Projects Service Unit</b>	<b>Landscape &amp; Coastal Projects Service Unit</b>
To initiate, design and deliver approved civil projects.	To initiate, design and deliver approved building and security projects.	To initiate, design and deliver approved landscape and coastal projects.
<b>Project Management Office Service Unit</b>		
To manage the development and delivery of project and asset management frameworks, systems, processes and procedures. Provision of services for best practice asset and project management, including in the delivery of the City's major building and facility and other infrastructure capital works programs and operational activities.		
<b>Property and Assets Business Unit</b>		
<b>Head of Property and Assets</b>		
<b>Land and Property Services Unit</b>	<b>City Facilities Service Unit</b>	<b>Asset Management Service Unit</b>
The service unit is tasked with the effective implementation and management of City owned land assets, including strategic purchasing and disposal of land, resumption of private land (via taking order) for roads and infrastructure projects, dealing with crown land and land under management order from the State, managing caveats, easements and other encumbrances on City owned or managed land, and dealing with pedestrian access way closures.	The service unit is tasked with delivering effective facilities services across all City owned buildings, to ensure that they remain functional, safe, modern and useful to the City and the community. This includes planned and preventative building maintenance, minor capital works programs, upgrades and repairs, contractor management, works cost management, and preventative and legislative maintenance to mitigate public liability risk and ensure maximum safety for	The service unit is tasked with the implementation and management of the City's asset management and capital planning systems. The service unit is responsible for the collection and analysis of information that contributes towards asset condition assessment, financial management, level of service measures, asset replacement programs, anticipated useful life assessments, asset revaluations for long term planning, and forward works programming.

[11]



Title	Structure for Administering the City of Cockburn
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The service unit also administers leases and licenses which span commercial, community and tourism purposes across the City's portfolio, in order to achieve the best use for each asset. In particular, this includes the management of the City of Cockburn Integrated Health Facility.	the occupants and visitors to each City owned building.	The information generated by the service unit is critical to the implementation of the City's corporate business plan, strategic community plan and long-term financial plan.
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Corporate Affairs Division		
Executive Corporate Affairs		
Advocacy and Engagement Service Unit	Communications and Marketing Service Unit	Customer Experience Service Unit
To manage our key stakeholder and influencer understanding of City, and Council, priorities and issues.  To provide advice and guidance on best practice community engagement and consultation on major projects, services and areas of interest.	To provide a range of communications material and services that ensures that the community is informed about the City's services and programs. To ensure whole of City marketing services are undertaken to enhance our brand, reputation and recognition.	To provide a range of services that deliver quality, timely and cost-effective customer service to the community.
Business and Economic Development Service Unit		
To plan and implement the Business Engagement and Economic Development Framework.		





<b>Title</b>	<b>Structure for Administering the City of Cockburn</b>
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<b>People Experience and Transformation Division</b>		
<b>Executive People Experience and Transformation</b>		
<b>People Experience &amp; Safety Business Unit</b>		
<b>Head People Experience &amp; Safety</b>		
<b>People Experience Service Unit</b>	<b>Workplace Health and Safety Service Unit</b>	
<p>To provide HR policy, programs and advice that shapes the workforce to ensure it can achieve the business objectives now and in the future.</p> <p>To pay employees and maintain accurate information regarding leave, personal details and entitlements.</p> <ul style="list-style-type: none"> <li>• People Experience (Human Resources)</li> <li>• Payroll</li> </ul>	<p>To provide advice and support in the areas of safety, worker's compensation and rehabilitation.</p> <ul style="list-style-type: none"> <li>• Workplace Health and Safety</li> <li>• Injury Management and Rehabilitation</li> <li>• Workers Compensation</li> </ul>	
<b>Strategic Manager Culture &amp; Organisational Development</b>		
<b>Culture &amp; Organisational Development Service Unit</b>		
<p>To lead our cultural and organisational development program through culture initiatives, staff training, staff surveys, improved systems and processes, ideas and leadership capability building to deliver sustainable outcomes.</p> <ul style="list-style-type: none"> <li>• Culture Development</li> <li>• Change Management</li> <li>• Innovation</li> <li>• Leadership Capability</li> <li>• Organisational Development</li> </ul>		

<b>Title</b>	<b>Structure for Administering the City of Cockburn</b>
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Strategic Link:	Workforce Plan
Category:	Governance
Lead Business Unit:	People Experience
Public Consultation: (Yes or No)	No
Adoption Date: (Governance Purpose Only)	9 December 2021
Next Review Due: (Governance Purpose Only)	December 2023
ECM Doc Set ID: (Governance Purpose Only)	4131297

**15.1.6 (2022/MINUTE NO 0241) Strategic Community Plan Outcome - City Growth and Moving Around - Deep Dive Review****Author** Emma Milne**Attachments** 1. City Growth and Moving Around - Deep Dive [↓](#)**Officer Recommendation/Committee Recommendation/Council Decision**

MOVED Cr C Reeve-Fowkes SECONDED Cr T Dewan

That Council:

- (1) NOTES the attached Strategic Objective Deep Dive Report on the City Growth and Moving Around Strategic Outcome.

**CARRIED UNANIMOUSLY 10/0****Background**

Council endorsed the two-year agenda for the Governance Committee (GovCo) at the 21 April 2022 meeting.

This Agenda includes deep dive reports on each of the Strategic Outcome included in the Strategic Community Plan (SCP).

**Submission**

NA

**Report**

This report presents the Strategic Outcome Deep Dive Report on City Growth and Moving Around (refer Attachment 1).

The Deep dive reports assess organisational performance against the City's strategic outcomes.

The findings of the deep dive assessments provide broader guidance than individual performance management and are intended to inform business planning and prioritisation processes.

The findings of this deep dive will inform the annual Corporate Business Plan review (due to commence in November 2022) and will input into the upcoming Strategic Community Plan Major Review (due in June 2024).

Organisational performance was assessed using the CBP KPIs and strategic objective measures listed in the SCP. Relevance of the City's approach to City Growth and Moving Around was assessed using community feedback and current global megatrends identified by CSRIO (Our Future World, July 2022).



Key findings of the deep dive are outlined below:

### **Findings: City Growth and Moving Around Deep Dive**

The City Growth and Moving Around deep dive assessed the City's performance in delivering this strategic outcome. The City Growth and Moving Around outcome is defined as:

4. A growing City that is easy to move around and provides great places to live.
  - 4.1 An attractive, socially connected, and diverse built environment.
  - 4.2 Cockburn Central as the capital of Perth's South Metro Region.
  - 4.3 An integrated, accessible, and improved transport network.

The Deep dive assessed the City's performance against the strategic outcome by analysing Corporate Business Plan KPI's relevant to the Strategic Outcome, measures outlined the Strategic Community Plan, Community engagement undertaken during the 2019 SCP major review, and assessment of relevant industry megatrends.

The full deep dive report is included at Attachment 1.

In summary, the City is delivering against the City Growth and Moving Around outcome:

- Relevant CBP KPIs have been delivered over the past two (2) financial years.
- The majority of the measures listed in the SCP are being achieved, there remains room for improvement, the City could aim to achieve scores consistently aligned with state high benchmark scores
- The City's priority projects (as defined by projects included in the CBP) align with community priorities.

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

#### City Growth & Moving Around

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

- An attractive, socially connected and diverse built environment.
- Cockburn Central as the capital of Perth's South Metro Region.
- An integrated, accessible and improved transport network.

#### Listening & Leading

A community focused, sustainable, accountable, and progressive organisation.

- Best practice Governance, partnerships and value for money.
- Employer of choice focusing on equity, innovation and technology.

### **Budget/Financial Implications**

NA

**Legal Implications**

NA

**Community Consultation**

NA

**Risk Management Implications**

There is a low risk of negative reputational impact due to:

- poor performance for one of the measures for Strategy 4.1 An attractive, socially connected, and diverse built environment and 4.2 Cockburn Central as the capital of Perth's South Metro Region.
- lack of clarity for implementation of recommendations within the deep dive report.

Development of processes to feed deep dive findings into corporate and business planning is required to mitigate this risk.

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

N/A

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

Nil





# Deep Dive Report

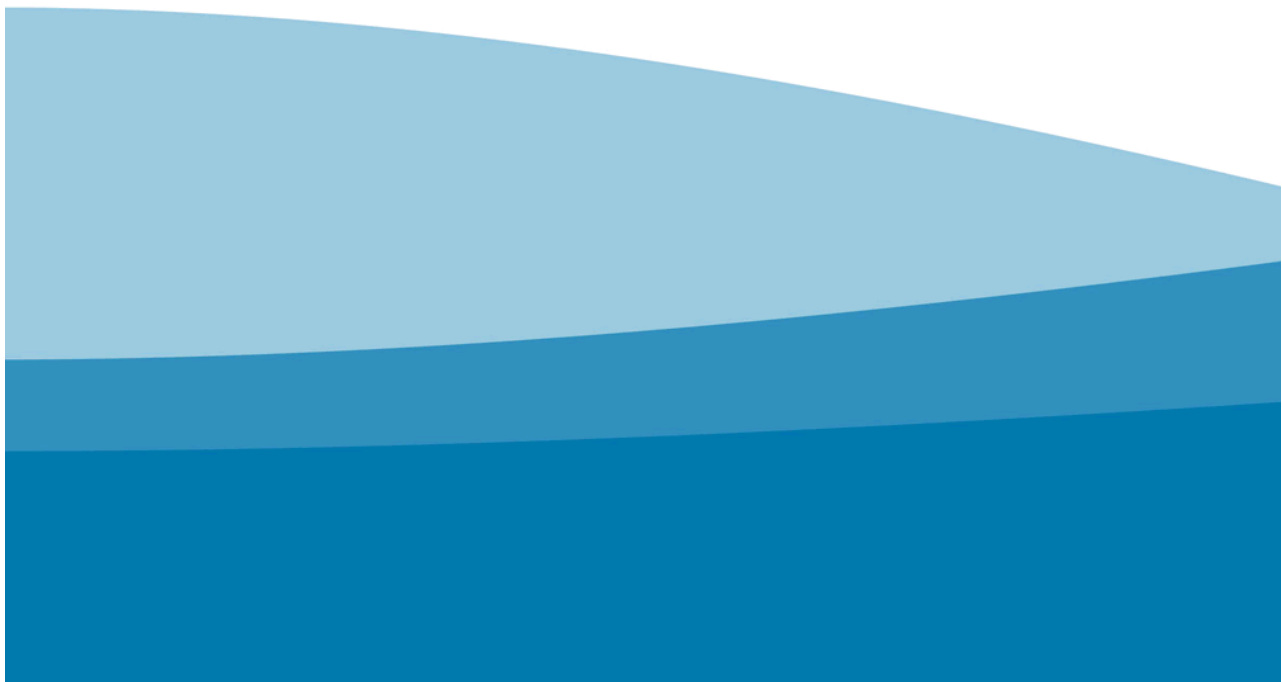
## City Growth and Moving Around

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

**4.1 An attractive, socially connected, and diverse built  
environment**

**4.2 Cockburn Central as the capital of Perth's South Metro  
Region**

**4.3 An integrated, accessible, and improved transport  
network**



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### 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.



## 1 Introduction

This report presents an investigation of the City's performance against the City Growth and Moving Around Strategic Outcome included in the Strategic Community Plan 2020-2030 (SCP). The report is presented to the Governance Committee to support the committee in its duty to 'be responsible for the review of the Corporate Business Plan and associated Key Performance Indicators and subsequent recommendation to Council'.

The City of Cockburn instigated a new Governance Committee calendar in 2022 that specifies a deep dive investigation of each SCP Objective. This report presents the findings of the second deep dive at the City, on the City Growth and Moving Around Strategic Outcome.

The Deep Dive investigations interrogate the City's performance against the objective longitudinally, and analyse community sentiment relating to the objective, industry trends, and environmental scanning data. The Deep Dives identify areas of strength, areas requiring improvement as well as learnings for the future. It is intended that the deep dive investigations will cover the areas and sources outlined in the table below:

Administration Performance	Community sentiment	Industry standards and trends	Environmental scanning data
Corporate Business Plan KPIs	Community Score Card	Relevant State and federal policies and frameworks	ABS data
Strategic Objective Measures	Customer Service requests reporting	Industry megatrends	Economic data
Other relevant internal reporting, e.g. Project Management Office reporting Budget reporting	Other relevant community engagement, e.g. Reference groups <b>One of engagement</b> Social media tracking and analysis	Best practice analysis	TBD

The deep dive supporting processes and tools continue to be developed. The City Growth and Moving Around Deep Dive includes the sources **highlighted** in the table above and covers three areas of analysis:

- Administration Performance
- Community Sentiment
- Global Megatrends

## 2 Administration Performance

Administration performance is assessed using the Corporate Business Plan (CBP) KPIs from the current and two preceding financial years and the Community Scorecard results from 2015/16 onwards.

### 2.1 CBP KPIs

The CBP KPIs track priority projects in capital works, service delivery and business improvement. The City has reduced the number of CBP KPIs. The reduction was made to address a history of over commitment and under delivery as previously discussed by Council in the approval for the CBP KPIs for the current financial year. Appendix One includes data on the CBP KPIs. Appendix One, Table 1 compares the CBP KPIs from this financial year and the two previous financial years. Data on KPIs beyond the previous two years was not readily available. The FY22/23 KPI progress shown in Appendix 1 does not show any KPIs as 'completed' as this Quarter 1 is still in progress. Key findings of the longitudinal KPI analysis include:

- work is on track for review of the City's Planning Strategy, a key document to support delivery of the strategic outcome via the City's land use planning function;
- work is on track for review of the City's District Traffic Study, a key document to support the strategic outcome, specifically Strategy 4.3, An integrated, accessible, and improved transport network;
- across the three financial years assessed, the Priority projects tracked by CBP KPIs span the major transport types (cycle, pedestrian, vehicle, and public transport).

The majority of the KPIs marked as in progress for FY 2020-21 are completed for FY 2021-22, indicating the City is addressing the tendency to overcommit and underdeliver.

Across the financial years in Table 1 the majority of KPIs align with strategies 4.1: An attractive, socially connected, and diverse built environment and 4.3: An integrated, accessible, and improved transport network. Strategy 4.2: Cockburn Central as the capital of Perth's South Metro Region has the least KPIs for the current and previous FY. Assessment is required to ensure resource allocation between the strategies is appropriate.

The CBP KPIs track priority projects against the strategic outcomes, **overall, the City's CBP KPI performance is improving**. Assessment is required to identify if there are performance metrics that should also be tracked to monitor delivery of the strategic outcomes.

## 2.2 SCP Objective Measures

All three strategies under the City Growth and Moving Around outcome are measured using satisfaction measures from the annual community score card survey. Community Scorecard data from 2016 is used for a longitudinal analysis as prior to 2016 scores were calculated differently and are not directly comparable.

<b>Strategy</b>	<b>4.1 An attractive, socially connected, and diverse built environment</b>
<b>Measure</b>	4.1 Improved satisfaction with local area development and Cockburn as a place to live
<b>Data</b>	Community Scorecard satisfaction measures: 4.1a Place to live 4.1b How your local area is being developed
<b>Findings</b>	Community satisfaction with Cockburn as a place to live has a slight positive trend from 2016 onwards, and is consistently above the average benchmark score, and below the high benchmark. Overall satisfaction with Cockburn as a place to live is consistently in the high 70's with an average score of 78 (out of 100).  Community satisfaction with how Cockburn is being developed has a slight downward trend, however, is consistently between a score of 50 and 60 (out of 100). Benchmark comparison is only available for FY 22020/21 and FY 2021/22, for these two years Cockburn's score sits just below the high benchmark score. Further analysis of community sentiment is required to understand how to improve this score.
<b>Strategy</b>	<b>4.2 Cockburn Central as the capital of Perth's South Metro Region</b>
<b>Measure</b>	4.2 Improved satisfaction with development of Cockburn Central
<b>Data</b>	Community Scorecard satisfaction measures: 4.2a How Cockburn Central is being developed
<b>Findings</b>	Community satisfaction measures have been on a slight downward trend since 2017. Benchmark satisfaction has also trended down since 2018. City of Cockburn satisfaction levels are now at benchmark levels because benchmark satisfaction has reduced not because City of Cockburn levels have increased. Further investigation is required to understand why City of

Cockburn satisfaction levels have reduced. Ward and regional level data should be included in further investigations.

<b>Strategy</b>	<b>4.3 An integrated, accessible, and improved transport network</b>
<b>Measure</b>	4.3 Improved Satisfaction with the City's transport network, cycleways, footpaths, and parking
<b>Data</b>	Community Scorecard satisfaction measures: 4.3a Traffic management and control on local roads 4.3b Footpaths and cycleways
<b>Findings</b>	<p>Community satisfaction with traffic management and control on local roads shows a clear upward trend from FY2015/16 onwards, increasing from just below 50 to almost 60. Further Cockburn's score has shifted from below the average benchmark in FY2015/16 to between average and high benchmark in FY2021/22.</p> <p>Community satisfaction with footpaths and cycleways has a slight positive trend from 2016 onwards and has been consistently between the average and high benchmark scores from 2016/17 onwards. Overall satisfaction with footpaths and cycleways scores consistently between 50 and 60 (out of 100). While the satisfaction trend is positive further analysis of community sentiment would be needed to understand how to improve this score further.</p>

For further detail refer Appendix Two: Community Score Card Analysis

### 3 Community Sentiment

Community sentiment in relation to City growth and moving around is assessed based on the Community Scorecard satisfaction measures (refer Section 2.2) and one-off engagement undertaken as part of the SCP major review in 2019.

#### 3.1 Major Review of SCP Consultation Results 2019

In 2019 the City undertook a major review of the SCP, including detailed community engagement against each strategic objective. Figure 1 below shows the community priorities relating to City Growth and Figure 2 shows the priorities relating to moving around.

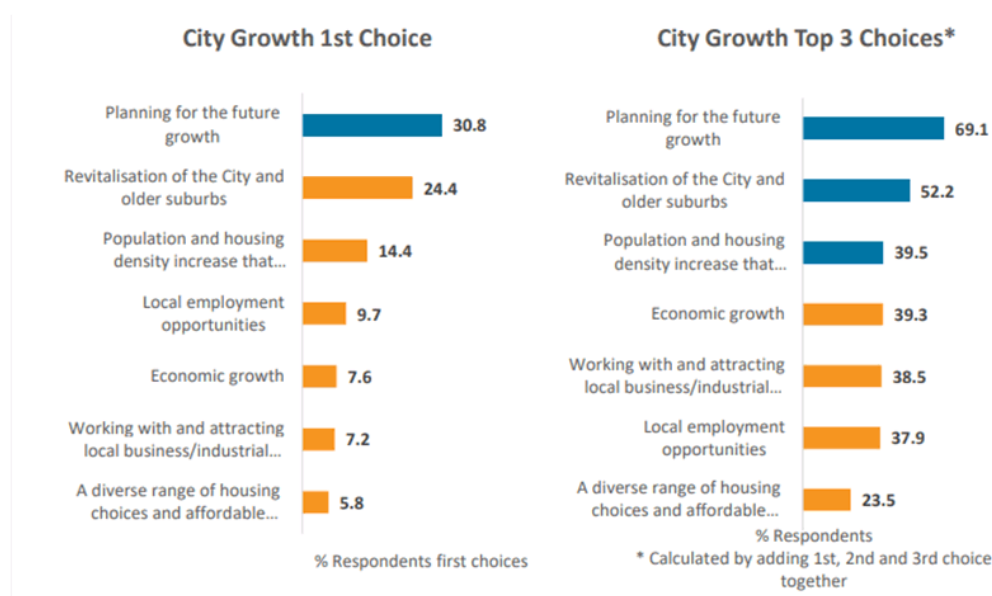


Figure 1: City Growth Community Priorities

The top priorities relating to city growth identified during the SCP major review engagement related to planning for future growth, revitalisation of older suburbs and population and housing density increase. The key tools at the City's disposal for delivering these priorities are the Local Planning Strategy, Town Planning Scheme and supporting strategic planning documents. The City is acting on these priorities by undertaking a review of the Local Planning Strategy and preparing to undertake a review of the Town Planning scheme. Review of the Local Planning Strategy and the Local Traffic Study are on track, review of the Town Planning Scheme will follow the review of the Local Planning Strategy.

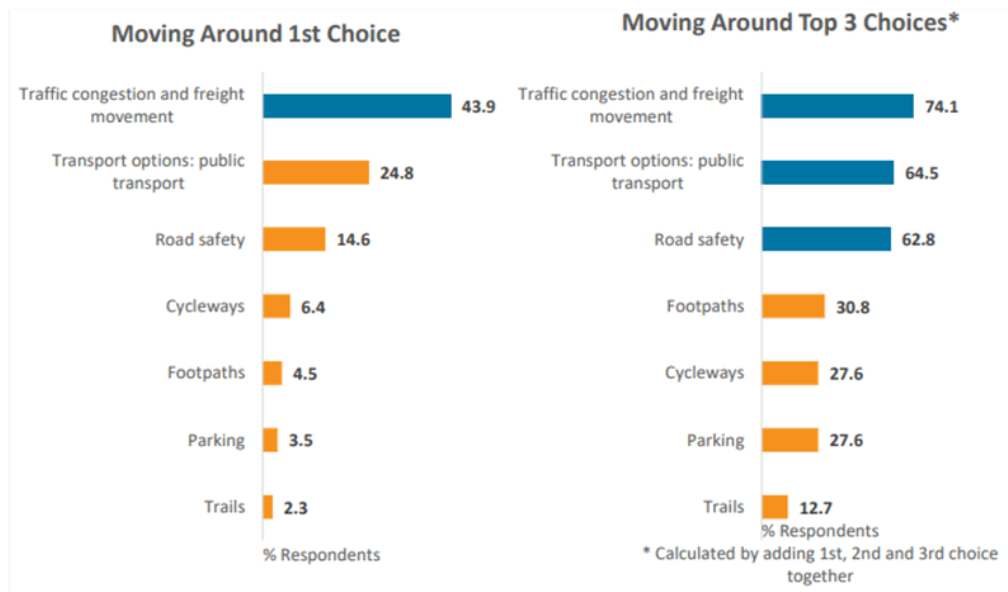


Figure 2: Moving Around Community Priorities

The top priorities relating to moving around during the SCP major review engagement related to traffic congestion and freight movement, public transport, and road safety. The City is responding to these priorities by undertaking a review of the Local Traffic Study, a key informing document for local road development and maintenance, advocacy to Main roads, and development of the Local Planning Strategy. The review of the Local Traffic Study is on track. Further, the improved community satisfaction score for 'traffic management and control on local roads' (refer Section 2.2) indicates that the City is adequately responding to this community priority.



## 4 Global Megatrends

The UN-HABITAT Report *Envisaging the Future of Cities* (2022)<sup>1</sup> outlines trends with more direct relevance to the City Growth and Moving Around outcome than the CSIRO Global Mega Trends Report used in the Environmental Responsibility Deep Dive. The trends identified in 'Envisaging the Future of Cities' and their relevance to the City of Cockburn are summarised below:

### **Urban Planning for Sustainable and Inclusive Recovery:**

Recovering from the Covid-19 Pandemic provides an opportunity to focus on de-carbonizing urban development, improving social equality and sustainability of cities.

- The City has identified priorities that support the uptake of electric vehicles.
- The City has allocated considerable resource to improving the sustainability of its waste management.
- The City runs community education programs to promote sustainable behavior change relating to resource use and waste generation and disposal.

### **Impact of the Pandemic on Cities, retrofitting Urban Spaces for Safe Social Distancing:**

It is essential to retrofit and redesign urban infrastructure, both indoor and outdoor, to enhance its resilience to pandemics and crises.

- The City has an opportunity to consider social distancing in the design stages of upcoming community and civic infrastructure.

### **Promoting Compact Urban Development**

Compact development remains crucial for supporting economies of scale, minimizing unregulated intrusion in ecosystems, and facilitating other sustainable urban development measures such as creating cities of short distances and sustainable neighbourhood planning, 15-minute and 20-minute cities.

- The City is seeking to support best practice urban development through the review of the Local Planning Strategy.
- The City is seeking to support increased density of development in suitable locations, capitalizing on the local government areas connectivity to regional transport networks.

### **Planning for the Future of Public Transport Systems**

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<sup>1</sup> [wcr\\_2022.pdf \(unhabitat.org\)](#)



Safe, affordable, and reliable public transport systems are key to sustainable development and equitable participation of all social groups in urban activities. The impact of the pandemic and the necessity for social distancing will have an impact on future planning and management of public transport systems.

- The City has an opportunity to advocate to State agencies for public transport planning that meets the needs of Cockburn's growing population as well as meeting post pandemic public health requirements.

#### **The Importance of Spatial Scales and Analysis for the Future of Urban Planning**

Urban and territorial planning should be enhanced to include a keener focus on urban-rural and food system interlinkages. Cities do not exist in isolation and planning efforts should reflect this.

- The City could investigate opportunities to support and advocate for urban food production.

### **4.1 Megatrend Summary**

A more in-depth analysis of global megatrends and best practice relating to City Growth and Moving Around could identify opportunities and risks relating to the City's delivery of services relating to this strategic outcome.

## **5 Conclusion**

Overall, the deep dive assessment shows that the City is delivery the City Growth and Moving Around outcome in line with Community priorities.

### **5.1 Administration Performance**

Overall, the City is delivering City Growth and Moving around as defined by the CBP KPIs and the SCP measures. The value of this finding depends on the strength and suitability of the KPIs and measures in use. The suitability of the KPIs and measures requires further assessment against industry trends and best practice. The findings in relation to Administration performance are similar to the findings of the Environmental Responsibility deep dive and as such the recommended actions are maintained as follows:

- Assessment of the current priority project based KPIs to identify if they are an appropriate measure of performance against City Growth and Moving Around
- Assessment of KPI allocation between the three (3) sub strategies to ensure appropriate prioritisation and resource allocation.

- Best practice assessment to establish the line of site between the CBP KPIs and the SCP Measures.

## 5.2 Community Sentiment

The City's priorities (as defined by the CBP KPIs) are aligned with the priorities identified through community engagement undertaken to inform the 2019 SCP Major Review. Further the community scorecard satisfaction measures relevant to the strategic outcome show the consistent satisfaction comparable to statewide benchmarks.

## 5.3 Megatrends

A more in-depth analysis of global megatrends and best practice relating to City Growth and Moving Around could identify opportunities and risks relating to the City's delivery of services relating to this strategic outcome.

## 6 Appendix One: CBP KPI Data

Table 1: Longitudinal CBP KPI Assessment

Strategy	FY2020/21		FY2021/22		FY2022/23	
	KPI	Progress	KPI	Progress	KPI	Progress (Q1)
4.1	Review and implement the Land Management Strategy	Not started	Review and Implement the Land Management Plan	Complete		
	Prepare the new Local Planning Strategy and Scheme for the District	In progress	Draft Local Planning Strategy – receive advertising consent from WAPC by Jun 22C by Jun 22	Complete	Prepare the new Local Planning Strategy for the District	Planning
	Implement the Phoenix Central; Hamilton Hill, Coolbellup, The Lakes Revitalisation Strategies	In progress				
	Review the City's approach to future revitalisation strategies	Not started				
	Implement and Review the Housing Affordability and Diversity Strategy	In progress				
	Australian Building Cladding Audit – complete the audit and follow up work related to flammable cladding	In progress	Australian Building Cladding Audit	Complete		
			Progress planning and advocacy for the redevelopment of the South Fremantle Power Station site (and the associated electrical sub-station). Prepare discussion (white) paper for ExCo consideration by May 2022	Complete		
					Prepare the new Local Planning Scheme for the District	Delayed
					Cockburn Central town centre parking facility feasibility study - AT GRADE	Delivery
					Reconnecting Hamilton Hill (post Roe 9) Urban Renewal Project	Planning
					Spearwood Civic Precinct Renewal	Not commenced
					Spearwood Land Development	Not commenced
4.2	Progress planning and advocacy for redevelopment of the South Fremantle Power Station site and the associated electrical sub-statio	In progress				
	Prepare an intervention framework to promote growth, good design, and viable outcomes in our activity centres. (part of the Local Commercial and Activity Centres Strategy review	In progress				
	Advocate for the analysis and planning to support the delivery of the Fremantle to Cockburn Transit Link	In progress				
	Develop public events, information campaigns and education resources about traffic congestion, road safety and alternativetransport mode choices to reduce the dependency on trips by private car	In progress				
	Design of the New Council and Administration Centre - Cockburn Central	In progress	Design of the New Council and Administration Centre	Complete		

					Cockburn Civic and Cultural Centre	Not commenced	
					Cockburn Central West car parking (Poletti rd)	Delivery	
4.3	Construct new and refurbished footpath	Complete	Construct new and refurbished footpaths - 75% FY22 program completed	Complete			
	Review and integrate the Footpath Plan	In progress					
	Review and implement the Trails Master Plan	In progress					
	Implement Road Projects Plan 2019-2033	In progress	Implement actions as per Integrated Transport Strategy	Complete			
	Advocate for improvements to public transport	In progress					
	Review and implement the Integrated Transport Strategy, incorporating the Road Safety Strategy, Parking Plan and Travel Smart Plan	In progress					
	Complete Bicycle Network Infrastructure 2017-2026	Complete	Cycle network infrastructure input provided into City Wide Plan to align to growth areas and availability of DCP funding (where applicable)	Complete			
	Progress concept development and advocacy for coastal corridor and east-west public transport options	In progress	Prepare discussion (white) paper for ExCo consideration on concept development and advocacy for coastal corridor & east-west public transport options.	Complete			
				Review and implement the Integrated Transport Strategy			Complete
				Provide status report of achievement of ITS objective areas by June 2022 (note significant review not due till 2030)			Complete
				Communication plan and material developed providing information campaigns and education resources about traffic congestion, road safety and alternative transport modes			Complete
				Elevate advocacy actions to State Government as per Integrated Transport Strategy by June 2022			Complete
				Review and update the City's District Traffic Study 2018	At risk	Review and update the City's District Traffic Study 2018	Planning
						Advocacy for Cockburn Road Upgrade, Pedestrian Crossing and Car Parking	Delivery
					Semple/Berrigan Realignment	Delivery	
		Hammond Road Duplication	Delivery				

Table 2: FY 2022-23 CBP KPI Progress

## 7 Appendix Two: Community Score Card Analysis

### Graph Format

On each of the graphs in this section

- the solid line depicts Cockburn's actual satisfaction scores by Financial Year
- the dotted line is the trend of the satisfaction scores over time
- the colored rectangle, depicts the range in state benchmark from average to high.

<b>Strategy</b>	<b>4.1 An attractive, socially connected, and diverse built environment</b>
<b>Measure</b>	4.1 Improved satisfaction with local area development and Cockburn as a place to live
<b>Data</b>	Community Scorecard satisfaction measures: 4.1a Place to live 4.1b How your local area is being developed

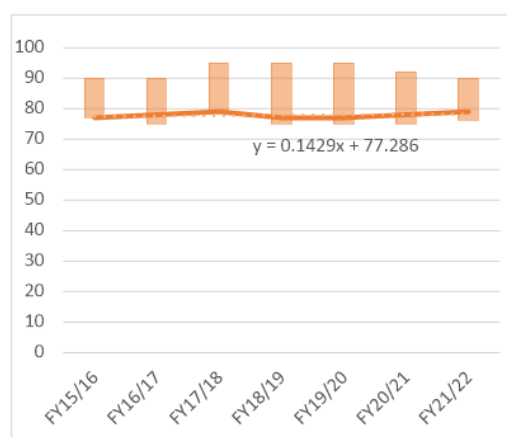


Figure 3: SM4.1a Community satisfaction with the City of Cockburn as a place to live

The community satisfaction scores for the City of Cockburn as place to live are consistent over time, with a small positive trend. The City's scores consistently align with the State average benchmark indicating there is room for improvement. Detailed analysis of community feedback over time is needed to understand methods for improving this score, aiming to get closer to the state high benchmark. Further investigation should include analysis at the Ward level.

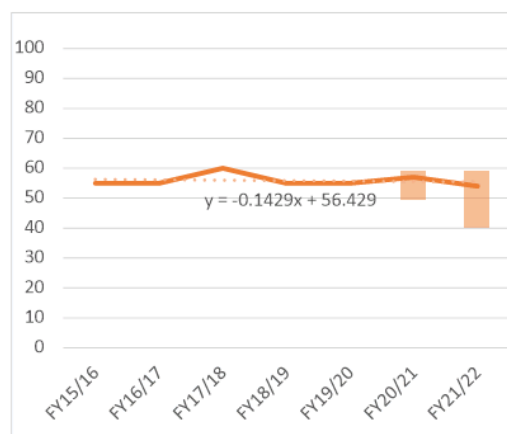


Figure 4: SM4.1b Community satisfaction with how your local area is being developed

The community satisfaction scores for how the local area is being developed are consistent over time, with a small negative trend. Benchmarks are only available for the last two financial years and the city scores near the state high benchmark. Detailed analysis including Ward level data and community feedback over time is needed to understand why the trend is slightly negative over time.

<b>Strategy</b>	<b>4.2 Cockburn Central as the capital of Perth's South Metro Region</b>
<b>Measure</b>	4.2 Improved satisfaction with development of Cockburn Central
<b>Data</b>	Community Scorecard satisfaction measures: 4.2a How Cockburn Central is being developed

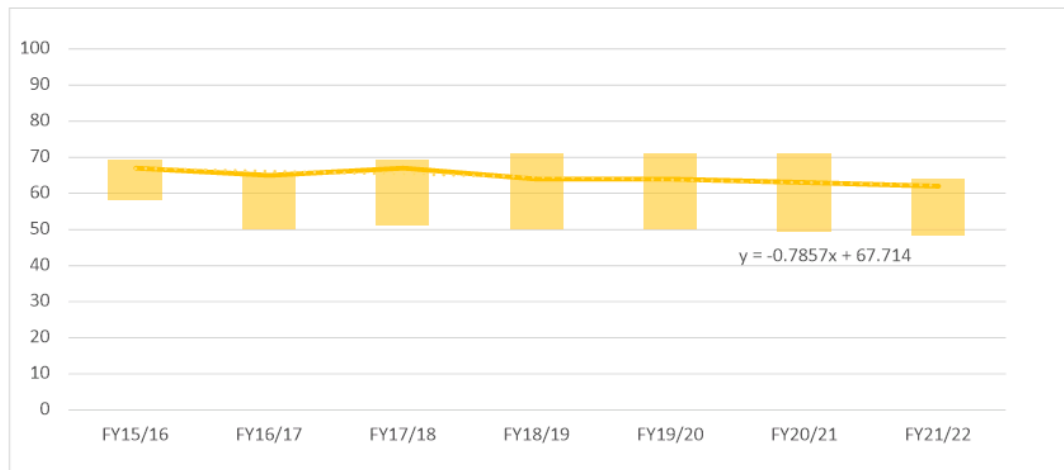


Figure 5: Sm4.2 Community satisfaction with how Cockburn Central is being developed

The community satisfaction scores for how Cockburn Central is being developed are reasonably consistent, but trend negative over time. The State benchmark for satisfaction with comparable developments is also trending down, as a result the City's scores are consistently at or near the high benchmark. Detailed analysis of community feedback is required to understand the decline in satisfaction with the way Cockburn Centrals is being developed.

<b>Strategy</b>	<b>4.3 An integrated, accessible, and improved transport network</b>
<b>Measure</b>	4.3 Improved Satisfaction with the City's transport network, cycleways, footpaths, and parking
<b>Data</b>	Community Scorecard satisfaction measures: 4.3a Traffic management and control on local roads 4.3b Footpaths and cycleways

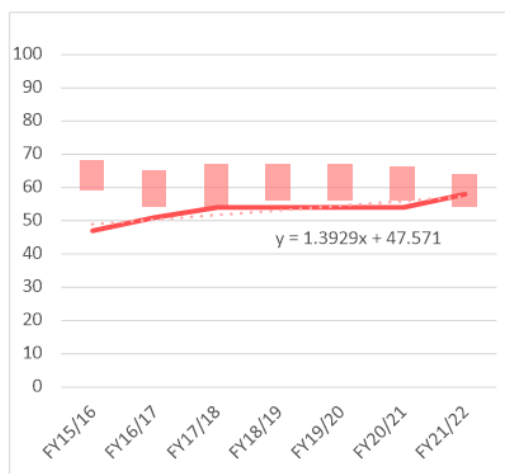


Figure 6: 4.3a Community Satisfaction with traffic management and control on local roads

The community satisfaction scores for traffic management and control on local roads show definite improvement over time. This indicates that work undertaken by the City in this space has been successful. Further, this aligns with community priorities identified through SCP Major Review engagement. The City can aim for further improvement as satisfaction scores have not yet reached state high benchmark scores.

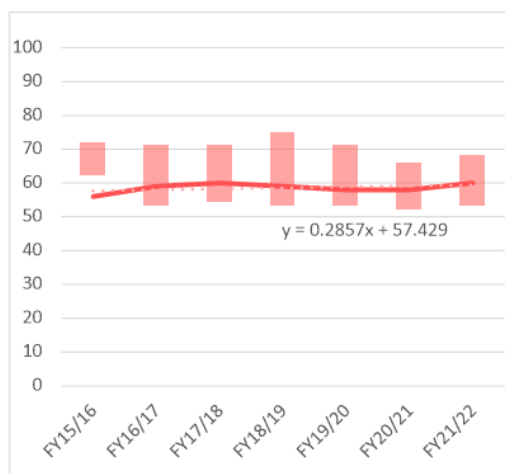


Figure 7: Community satisfaction with footpaths and cycleways

The community satisfaction scores for footpaths and cycle ways are consistent over time with a small positive trend. Detailed analysis of Ward level data and community feedback will identify ways to achieve further improvement, aiming for scores closer to the state high benchmark.



**15.1.7 (2022/MINUTE NO 0242) Review - Corporate Governance Framework****Author** Emma Milne**Attachments** 1. Draft Governance Framework 2022 [↓](#)**Officer Recommendation/Committee Recommendation/Council Decision**

MOVED Cr C Reeve-Fowkes SECONDED Cr T Dewan

That Council:

- (1) REPEALS the Corporate Governance Charter; and
- (2) ENDORSES the Governance Framework.

**CARRIED UNANIMOUSLY 10/0****Background**

Cr Stone has submitted the following Notice of Motion to the 21 April 2022 Governance Committee Meeting:

*That Council:*

- (1) *REQUIRES the review of the Corporate Governance Framework to be presented to the October 2022 Governance Committee meeting.*

*Reason*

*The review of our Corporate Governance Charter is now well overdue, so we are still technically operating under the 2015 document which is published on our website.*

*In June 2021, Council noted a draft Corporate Governance Framework and decided to consider the draft as part of the Governance review process.*

*However, on review of the Governance Review Steering Committee (GRSC) Minutes, this item did not actually appear on any of the GRSC agendas for discussion.*

*The motion seeks to ensure that the Corporate Governance Framework can be finalised now that the Governance review has been completed and gives a timeframe for it to be presented back to Governance Committee for adoption.*

The review of the Governance Charter was an outcome of the City's Inquiry Actions.

It is intended the Governance Framework, endorsed in draft format by Council on 10 June 2021 will replace the City's Governance Charter.

Following the recent Governance Inquiry, Council endorsed outcomes which required a review of the City's Governance Charter, specifically:

*The Council:*

- (1) *REVIEWS, through the appropriate Committee, the incorporation of statements into the Elected Member Code of Conduct to reflect the following principles:*
  1. *Hierarchy of Elected Members*
  2. *Collaboration and Trust between Elected Members*
  3. *Handling Conflicts of Interest*
  4. *Confidentiality of Information Provided to Elected Members*
  5. *Behavioural Standards;*
- (2) *REVIEWS, through the appropriate Committee, the City's Governance Charter, to reflect the principles referred to in (1) above;*
- (3) *Following the review referred to in (2) above, INCORPORATES the Governance Charter as a binding requirement within the Elected Member Code of Conduct.*

The review of the *Code of Conduct for Council Members, Committee Members and Candidates* will occur in early 2023, which will address part 1 and 3.

## **Submission**

N/A

## **Report**

A complete review of the Governance Framework has been undertaken administratively, benchmarking against other local governments, and incorporating the CPA principles of *Excellence in Governance in Local Government*.

The review process included sector benchmarking, with officers conducting a comparative analysis of the following local government governance frameworks:

- City of Joondalup
- City of Wanneroo
- City Stirling
- Town of Victoria Park
- City of Vincent
- Town of East Fremantle

The review of the Governance Framework has been undertaken in consideration of the principles endorsed by Council on 14 April 2022, being:

1. Hierarchy of Elected Members
2. Collaboration and Trust between Elected Members
3. Handling Conflicts of Interest
4. Confidentiality of Information Provided to Elected Members
5. Behavioural Standards.



Through the Four Principles in the Governance Framework and the various subsets within those principles, the City has incorporated the above themes identified by Council to support the outcomes from the Governance Review.

The adoption of the Governance Framework will address another action endorsed by Council from the (former) Governance Review Steering Committee in response to the Independent Governance Review recommendations.

The Governance Framework 2022 is attached to this report in draft for Council's review, comment, and if appropriate, endorsement. Following endorsement of the content of the Framework the City's graphics design team will finalise the document for publication on the City's website.

Section of Governance Framework 2022	Change from Governance Framework 2021
1. Introduction	A <b>new introduction</b> has been drafted to introduce the reader to the City's Governance Framework, the purpose of the Framework, and the four principles of the Framework. Information previously captured in the introduction relating to Local Government in WA has been transferred to <i>3 Local Government</i> .
2. Definitions	<b>Definitions have been refined</b> and updated to include only the relevant defined terms within the Framework
3. Local Government	Role of Local Government and Good Governance in Local Government. This section includes information about the role of local government and <b>what good governance "looks" like</b> . Good Governance is the goal of Elected Members and the Administration. This section identifies the City's governance structure.
4. Principle One: Vision and Culture	<b>Vision</b> Vision, Purpose and Values incorporating Council's Vision of "Cockburn the best place to be" (added) Integrated Planning and Reporting Framework (no change - moved)
1.	<b>Culture</b> <i>Support for frankness, honesty and questioning</i> (no change) <i>Ethical Behaviour</i> . (amended) <b>Directly reference the Code of Conduct for Council Members, Committee Members and Candidates</b> and incorporate into the code of conduct. Content expanded to include further information on Codes of Conduct for Elected Members and Employees. <i>Fraud Misconduct and corruption</i> : (added) Elected Members and Employees are expected to act in

	<p>accordance with the respective Codes. <b>Zero tolerance on fraud and misconduct.</b></p> <p><b>Confidentiality (added)</b> Council endorsed for confidentiality to be addressed in the Framework. Both Employees and Elected Members have obligations with respect to confidential information.</p> <p><i>Innovation</i> (no change)</p> <p><i>Effective Management Structures and Practices</i> (minor amendment)</p> <p><i>Communication</i> (no change)</p> <p><i>Learning and Feedback</i> (amendments)</p> <p>Addresses mandatory training for Elected Members and the statutory requirement for a continuing professional development policy.</p> <p><i>Induction</i> (no change)</p>
5. Principle Two:	<p><b>Roles and Responsibilities</b> <b>Roles has been expanded</b> to include detail on:</p> <p><i>Role of Council</i> <i>Role and Responsibilities of the Mayor</i> <i>Role and Responsibilities of the Deputy Mayor</i> <i>Role and Responsibilities of Elected Members</i> <i>Role and Responsibilities of Chief Executive Officer</i> <i>Role and Responsibilities of Employees</i></p>
1.	<p><b>Relationships</b> <b>This section has been expanded</b> from the previous paragraph on working relationships to provide further detail on the following:</p> <p><i>Working Relationships between Mayor and Councillors</i> <i>Working Relationships between Mayor and CEO</i> <i>Working Relationships Amongst Elected Members</i> <i>Working Relationships between Elected Members, CEO and Employees.</i></p>
6. Principle Three:	<p><b>Decision Making</b> <b>Decision Making Forums</b> (added). This has been added to provide detail on Council's Meeting Schedule and what that is comprised of.</p> <p><b>Interests</b> (added) This section has been added to detail various interests which Elected Members and Employees may be required to declare, including financial interests (direct and indirect), proximity interests and impartiality interests. This is intended to address the principle of Council's resolution to include "Handling Conflicts of Interest".</p> <p><b>Decisions on Land Use Planning and Development</b> (added). This has been added as it was not previously addressed and is an important component of Council's decision making.</p> <p><i>Financial Management</i> (minor amendments)</p>



	<p><i>Risk Management</i> (minor amendments)</p> <p><i>Delegations</i> (minor amendments)</p> <p><i>Authorisations</i> (no change).</p>
5. Principle Four:	<p><b>Accountability</b></p> <p><b><i>Performance Management</i></b> (amended)  This section has been updated to include information regarding the performance management processes for Elected Members, the CEO and Employees.</p> <p><b><i>Compliance</i></b> (amended)  Updates to the compliance section incorporating the Compliance Audit Return.</p> <p><b><i>Audit Risk and Compliance Committee</i></b> (amended)  Updates to this section following the changes to the audit committee since Council last reviewed the draft Governance Framework.</p> <p><b><i>Community Consultation and Engagement</i></b> (added)  Considerable part of accountability for the City, this section has been added <b>to recognise the City's adopted Community Engagement Framework and Policy.</b></p> <p><b><i>Customer Service and Complaints Management</i></b> (added).  This section <b>details the City's customer service commitments and complaint handling process.</b></p> <p><b><i>Records Management</i></b> (no change)</p> <p><b><i>Legislative Obligations</i></b> (added)  This section <b>details some of the legislation</b> which the City is obliged to comply with and its obligation to external authorities. This section recognises the City has implemented systems and processes to ensure it meets its legislative obligations and reports accordingly to external agencies or authorities as required.</p>
	<p>PSC and PID (removed)</p> <p><b>Integrity Framework will capture this</b> and be consistent with LG best practice approach for a standalone Integrity Framework (as intended by the PSC) rather than absorbed into a Governance Framework. Objective for adoption of the Integrity Framework before June 2023</p>
	<p>Freedom of Information (removed)</p> <p><b>The City has a Freedom of Information Statement</b>, and this process is not ordinarily part of a Governance Framework (item 7.1.7 references the City has systems and processes in place to meet its legislative obligations in this regard).</p>



**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 adoption of the City's Governance Framework.

**Legal Implications**

The Governance Framework references several legislative obligations of the City, however there are no legal implications from the adoption of the framework.

**Community Consultation**

N/A

**Risk Management Implications**

The adoption of a Governance Framework serves to support Good Governance at the City of Cockburn and supports the City in ensuring it is able to provide services and facilities, by proper and democratic government, to the broad range of people who have a stakeholder interest in the region. The adoption of the Framework is an outcome supported by Council and the Administration following the Inquiry.

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

N/A

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

Nil



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# 1 Introduction

A corporate governance framework ensures the City of Cockburn is able to provide services and facilities, by proper and democratic government, to the broad range of people who have a Stakeholder interest in the region, including residents, commercial and retail business, workers, and local, national and international visitors.

Governance is an important concept and impacts on all sectors of the Community.

The practice of good governance is increasingly seen as critical for ensuring that:

- the organisation meets legal and ethical compliance
- decisions are made in the interests of all Stakeholders
- the organisation behaves as a good corporate citizen should.

The City's Governance Framework:

- provides clear guidelines for the roles of the Council, Elected Members and the CEO, ensuring that all responsibilities are properly allocated and performance expectations are well understood
- preserves best practice in relation to 'board processes' (which are relevant to the elected Council)
- assists Council and the CEO in delivering good governance
- ensures legal and ethical compliance
- influences processes throughout the organisation by setting guidelines for strategic planning at all levels
- acts as a point of reference for disputes
- assists as an induction tool for new Elected Members and employees.

The principles and practices of good governance and guiding documents plot the specific processes of decision-making by which the City is directed, controlled and held to account. Good governance ensures that the City is able to manage its many complex responsibilities effectively in the best interests of the Community.

For an organisation to demonstrate good governance, there needs to be a clear understanding about responsibility and accountability. This Governance Framework has been produced to set out the roles of Elected Members and the organisation, and their relationships, along with financial, legal and ethical considerations.

The City's Framework consists of four key principles required to achieve excellence in governance, developed by CPA Australia, *Excellence in Governance for Local Governments* offers the four principles that provide a clear foundation for good governance and a means for assessing the extent to which good governance is occurring at the City. The City has based this Framework on these nationally recognised principles.

Each principle is divided into sub-categories where the theory of the principle is explained and how the theory is put into action at the City.

#### **Principle One – Vision and Culture**

There is a positive culture that promotes openness and honesty, in which constructive and respectful questioning is encouraged and accountability is clear.

There is a clear vision and Strategic Community Plan produced through a comprehensive and inclusive process, which is owned by all sectors of the Community.

#### **Principle Two - Roles and Relationships**

There is clarity about the roles within local government and there exists a sophisticated approach to defining and implementing these.

There are effective working relationships that are promoted and supported within and between the Mayor, Councillors, CEO and Administration.

#### **Principle Three - Decision-Making and Management**

There are effective decision-making processes in place that reflect the transparency and accountability which underpin excellence in local government.

There is robust and transparent financial management established and maintained to meet the City's accountability to its Stakeholders, particularly in terms of stewardship of Community assets, both now and into the future.

An effective approach to the identification, assessment, monitoring and management of risks is established and maintained.

Effective delegations are implemented and maintained to enable Council to focus on strategic issues.

#### **Principle Four - Accountability**

The City must account for its activities and have systems that support accountability.

The City has an active performance management system in place that enables Elected Members and employees to be openly accountable for their performance.

The City has internal structures that provide for independent review of processes and decision-making to assist Council meet its accountability to Stakeholders.

Consultation is undertaken that is appropriate to the scope and potential impact of the matter. It respects the position and opinion of all Stakeholders. The outcomes of the consultation are taken into account when the decision is made and feedback is provided to those who participated.

DRAFT



## 2 Definitions

Capitalised terms referred to in this Framework are defined below:

Term	Definitions
Act	<i>Local Government Act 1995.</i>
Administration	The operational arm of the City of Cockburn which includes the employees and is headed by the CEO.
ARC	Audit Risk and Compliance Committee established pursuant to section 7.1A of the Act.
CEO	Chief Executive Officer of the City of Cockburn.
City	The City of Cockburn, including the Council and the Administration.
Committee	A committee of Council established under Section 5.8 of the Act.
Community	The entire population in the local government area of the City of Cockburn, including persons who work in, or visit the local government area for recreational or similar reasons.
Corporate Business Plan	A four year plan (which is updated on an annual basis) that can be considered a contract with the Community detailing how the City will deliver on the commitments set out in the Strategic Community Plan.
Council	means the Council of the City of Cockburn
Council Meeting	A formal meeting of Council conducted in accordance with the Act and applicable local law.
Councillor	An individual Elected Member of a local government but does not include the Mayor.
Department, the	Department of Local Government Sport and Cultural Industries.
Divisional Chiefs and Divisional Executives	The executive positions in the Administration directly responsible to the CEO.
Elected Member	An elected representative of the local government.
Employee	An employee of the local government including casual or contract employees.
Executive Committee (Ex Co)	The CEO, Divisional Chiefs and Divisional Executives.
Framework	This document: <i>City of Cockburn Governance Framework.</i>
Mayor	A person elected by the community to hold the position as the elected leader of the local government for a term as specified by the Act.
Risk	The effect of uncertainty on objectives – as defined by Australian Standard AS ISO 31000:2018 <i>Risk</i>

Term	Definitions
	<i>Management -Guidelines</i> (AS ISO 31000).
Risk Management	The coordinated activities to direct and control an organisation with regard to <i>risk</i> (AS ISO 31000). In consideration of governance, this means providing the necessary foundations and organisational arrangements for managing risk across the City, as outlined in the <i>City of Cockburn Risk Management Framework</i> . This framework outlines a standardised, consistent approach to risk management in accordance with current industry standards, whilst providing a best practice methodology that meets the requirements of the <i>City of Cockburn Risk Management Policy</i> .
Senior Leadership Team (SLT)	City of Cockburn team comprising the Executive Committee and Business / Service Unit Heads.
Stakeholders	Individuals and organisations that have an impact on the strategic direction and decision-making processes of the City.
Strategic Community Plan	An overarching plan that provides the highest level of direction for all activities that guides the development and provision of the City's projects, services and programs over a ten year period.

## 3 Local Government

### 3.1 Role of Local Government

Local government is the third tier of government in Australia. Local government was established in Western Australia pursuant to the *Local Government Act 1995* (the Act) and has legislative responsibility for many functions and activities that are relevant to a local community. As the level of government often seen as closest to the population, local government activities relate to matters that are fundamental to people's lives and impact significantly on their quality of life.

Under the Act, each local government is an independent corporate body - a legal entity with power to do things for the local community, enter into legal agreements, and can also sue and be sued.

A local government consists of:

- Council - comprising a Mayor/President and Councillors, collectively known as Elected Members
- Administration - comprising a Chief Executive Officer (CEO) and Employees.

The following principles apply to the Council:

- Elected Members are able to exercise authority as a Council after they are formally sworn in and when they meet as Council.
- All lawful decisions are made at Council meetings or through delegated authority (to CEO or the Council's Committees) pursuant to s5.8 of the Act.

The CEO is the sole Employee appointed by Council, the CEO's role is detailed in section 5.41 of the Act, and includes, but is not limited, to:

- advising Council;
- implementing Council decisions;
- managing the services that the local government provides for its community; and
- being responsible for the day to day operations of the local government.

### 3.2 Good Governance in Local Government

At the City, governance is the term used to describe the complex collection of processes, systems, rules and relationships under which decisions are made and control is exercised. The practice of good governance is increasingly seen as critical for ensuring that:

- the governance of organisations has a legal and ethical basis
- decisions are taken in the interests of Stakeholders
- the organisation behaves as a good corporate citizen.



In order to act on behalf of the whole community and provide leadership and direction that affects the community that has elected them, democratic governments must meet specific governance demands.

This Framework provides the mechanism, principles and processes for the City, as a local government, to practice good governance during the course of operations and delivery of services to the Community, and be held accountable by its Stakeholders to ensure that the City is able to manage its many complex responsibilities effectively and in the best interests of the Community.

Governance encompasses:

- authority – for example, the independent review by the City's Governance Service of Council agendas and meeting minutes and compliance review of officers' and Elected Members' Annual Returns and declarations of interest
- accountability – for example, officer's annual performance reviews
- stewardship – for example, championing the area's environmental and cultural heritage
- leadership – for example, reaching out to vulnerable community members through the *City of Cockburn Vulnerable Communities Plan (Covid-19)*
- culture, ethics and values – for example, the Employee of the Year Award, which recognises and rewards those Employees who display the values and ethics extolled by the City.

This provides the democratic basis, which is essential to an understanding of good governance in the local government sector.

Good governance involves a focus on:

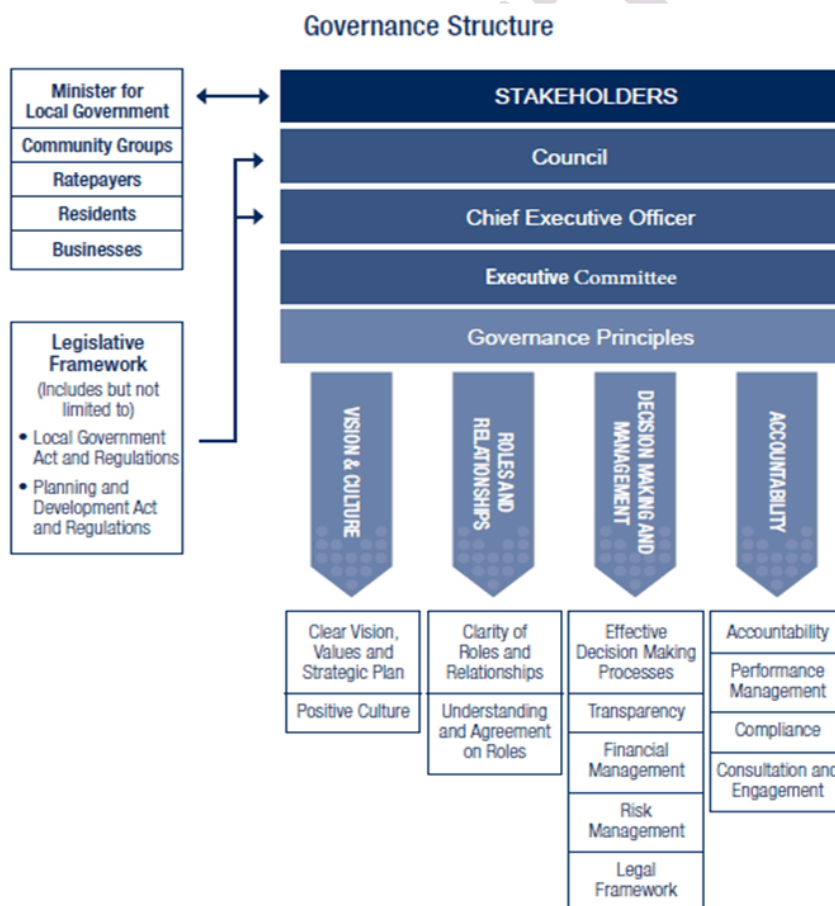
- clarity of roles and responsibilities
- robust systems which support both internal and external accountability
- public access to decision-making and information.

Good governance in local government combines the characteristics of good governance and the definitions and roles of local government and requires:

- Councils being elected by, representative of, and accountable to the Community
- Elected Members making decisions in the best interests of the residents of the City as a whole
- Policies and programs reflecting the mandate Councils have been given by their electors
- policy enactment arising from the Strategic Plan with appropriate performance management to assess the Council's progress
- Community participation in governance

- Mayor and Councillors providing leadership to the Community and reflecting the Community's collective aspirations
- a management structure which implements the Council's goals in accordance with Council's priorities and approved budget
- provision of services which meet the Community's needs (sometimes in partnership with other levels of government, business or community organisations)
- local government being well placed to facilitate coordination and integration at a local level
- cooperation between local governments.

The established local government governance structure in the City is illustrated below:



## 4 Principle One: Vision and Culture

### 4.1 Vision

The City's vision, purpose and values guide the City's future direction, to make Cockburn the best place to be.

#### 4.1.1 Vision, Purpose and Values

Council's vision is "Cockburn the best place to be". The purpose is to "support our communities to thrive by providing inclusive and sustainable services which reflect their aspirations.

The City has in place a strategic/corporate planning process that includes a Vision, Strategic Community Plan and Corporate Business Plan. All Stakeholders have the opportunity to participate in the development of the Long Term Financial Plan (LTFP) and other Informing plans and these documents inform the Corporate Business Plan and budget and underpin policy development and service delivery.

Everyone at the City is expected to have a good understanding of the Strategic Community Plan, Corporate Business Plan and the LTFP, as they relate to the direction in which Council is going.

#### 4.1.2 Integrated Planning and Reporting Framework

The City has implemented the Integrated Planning and Reporting Framework (IPRF) to ensure integration of Community priorities into strategic planning for Council, as well as implementation of the objectives that have been set from these priorities.

The IPRF requires each Local Government to have three levels of integrated strategic planning, informed and supported by appropriate resourcing and asset management plans. The key components of the IPRF are:

- Strategic Community Plan
- Corporate Business Plan
- Informing and Specific Purpose Strategies.

LTFP is a summary of an integrated approach to resources and planning is outlined below, which depicts the components that make up the City's IPRF and illustrates how all of the elements of the IPRF fit together to deliver the Community aspirations:

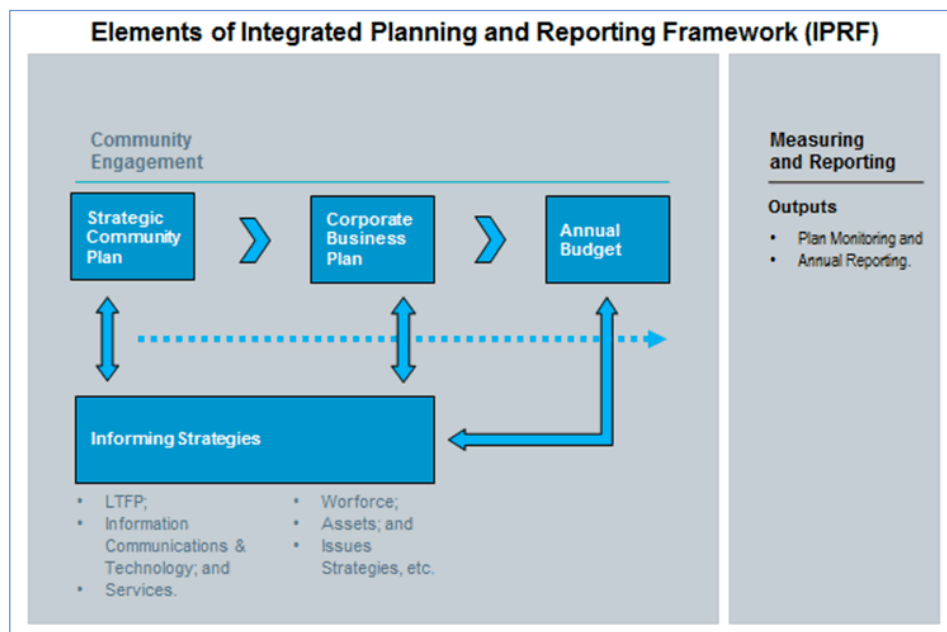


Figure 2: Elements of the City of Cockburn Integrated Planning and Reporting Framework (IPRF)

## 4.2 Culture

### 4.2.1 Support for frankness, honesty and questioning

Elected Members debate issues openly and honestly. Staff members provide frank and timely advice to the CEO and the Executive Committee, and the CEO and the Executive Committee provide sound and frank advice to Council.

### 4.2.2 Ethical behaviour

Good governance is characterised by honesty and integrity. Elected Members and Employees will behave in a way that generates community trust and confidence in them as individuals and enhances the role and image of both Council and local government generally.

The City has two Codes of Conduct, one for Elected Members (including committee members and candidates) and one for Employees, in accordance with the requirements of the Act.

The Council has adopted a *Code of Conduct for Council Members, Committee Members and Candidates*. Elected Members are expected to conform to the requirements of the *Local Government (Model Code of Conduct) Regulations 2021* as well as owning and adhering to the City's core values. The City reviews the Code of Conduct following each election cycle.

The *Code of Conduct for Council Members, Committee Members and Candidates* is based on the Local Government (Model Code of Conduct) Regulations 2021 and includes:

- general principles to guide behaviour
- certain requirements relating to behaviour (which if breached are investigated by the City in accordance with the Code and the City's Compliments, Feedback and Complaints Policy)
- provisions specified to be rules of conduct (which if breached are investigated by the Department of Local Government, Sport and Cultural Industries' Local Government Standards Panel).

City officers are also expected to own and adhere to the City's core values as a condition of employment in accordance with *The Cockburn Way - Code of Conduct for Employees* which includes conduct provisions such as:

- the behaviours expected of Employees in relation, but not limited to:
  - the performance of an Employee's duties
  - dealings with other Employees and the broader community
  - the use and disclosure of information
  - the use of City resources and City finances
- how records are to be kept
- gifts and other disclosures
- reporting mechanisms and management of suspected breaches of the code and suspected unethical, fraudulent, dishonest, illegal or corrupt behaviour.

#### **4.2.3 Fraud, misconduct and corruption**

The City expects Elected Members, Committee Members and Employees act in accordance with their respective codes of conduct and behave ethically and honestly when performing their functions and during their interactions with each other, the Community and all Stakeholders of the City.

In support of the behavioural expectations, the City has also developed a Fraud, Misconduct and Resilience Framework which articulates the City's "zero tolerance" position on fraud and misconduct. It also details the internal controls in place and the expectations that are placed on Elected Members, Committee Members, Employees and the broader community, to prevent, identify and report such activity.

#### **4.2.4 Confidentiality**

Local government business involves significant amounts of confidential information being supplied or maintained. This information could be about commercial matters, individuals or businesses or legal issues. The Act, Regulations and the Codes of Conduct detail how general information and confidential information is to be treated, accessed and used by Elected Members and employees.

Elected Members, committee members and Employees must not make improper use of information in the performance of their duties to gain directly or indirectly an advantage for themselves or another person, or to cause detriment to the City. Confidential information, or information that is deemed confidential by the CEO must not be disclosed, unless authorised by law or the respective Code of Conduct.

#### **4.2.5 Innovation**

The City considers new and better ways of going about its business in the achievement of its goals. Innovation will be assessed critically through the development of an Innovation Framework and by using appropriate Risk Management and other analysis.

#### **4.2.6 Effective management structures and practices**

The organisation has a management structure that meets its goals and needs and the structure is characterised by efficient and effective use of human resources and clear accountability. This management structure is documented in the City's Policy Structure for Administering the City.

The City's Workforce Plan and management practices reinforce accountability and outcomes and incorporate Employee capacity building to meet the City's operational objectives.

#### **4.2.7 Communication**

The City has effective communication policies and practices, internally and externally and will be open to, and encourage, feedback from all Stakeholders.

In addition, the City has an adopted communication strategy which describes mechanisms by which community engagement is undertaken and reviewed.

#### **4.2.8 Learning and feedback**

The City invests in training both for Elected Members and Employees to improve performance and capacity.

In their first twelve month's from being elected, Elected Members are required to undertake mandatory training around a number of core competencies important for an Elected Member to understand and to help them fulfill their role in public Office.



The Act also requires local governments to adopt a policy for continuing professional development for Elected Members which must be reviewed every two years after the biennial local government elections. For this purpose, the City's Elected Members Professional Development Policy contains the training and development provisions for Elected Members and the parameters and budget allocations made for training and development.

#### 4.2.9 Induction

The City has in place effective induction programs to communicate the City's culture to Elected Members and Employees.

Induction and Training for Elected Members assist in understanding local government, governance in local government and how to operate effectively to produce good outcomes for their Community. The Induction Program focuses on:

- the differing but complementary roles of Elected Members and officers;
- working relationships
- decision making processes
- responsibility, accountability and delegations
- conduct and ethical standards of behaviour
- functions, services and activities of the City
- organisational values and culture.



## 5 Principle Two: Roles and Responsibilities

### 5.1 Roles and Responsibilities

Good governance at the City is underpinned by an understanding and acceptance of the different roles at the City, and cooperation between all parties. The relationships between Elected Members, and between Elected Members and the CEO, respects the diversity of opinion and the rights of all points of view to be heard with courtesy and respect.

The Mayor has a leadership role for Council and is the City's civic leader.

The Act recognises the role of the Mayor, as the spokesperson for the City, to carry out civic and ceremonial functions of the Mayoral office, and to chair the meetings of Council.

The City places great importance in the role of the Mayor as presiding member of the Council Meetings as well as to conduct meetings to facilitate good decision-making.

The Mayor's leadership role is very important when it comes to good governance. The Mayor will seek to ensure that all Councillors are a part of the decision-making process, and will help Councillors to balance their accountabilities to their constituents and their accountability to Council as a whole and therefore to the wider community.

Councillors focus on outcomes, policy and strategy and in so doing are expected to:

- represent and advocate on behalf of their constituents at the Council level
- facilitate communication between Council and the Community
- debate issues in an open, honest and informed manner to assist the decision making process
- keep the entire Community in mind when considering and addressing issues and focus on the 'big picture'
- inform and involve the Community in all local government activities and processes
- work together, cooperate and respect diversity
- provide model leadership and good governance.

Council recognises the CEO's role in managing the organisation to achieve the goals and strategies endorsed by Council, and the CEO is expected to fulfil these duties in a way that promotes an organisational culture of openness, accountability, fairness and good communication. The statutory functions of the CEO are prescribed in section 5.41 of the Act.

#### 5.1.1 Role of Council

In accordance with section 2.7 of the Act, the Council is charged with the following responsibilities:

*Governing the City's Affairs*

This role encompasses strategic planning mechanisms to ensure the continued sustainability of the organisation, the setting of strategic goals for the organisation and the monitoring of the City's performance against these strategic goals.

*Responsible for the Performance of the City's Functions*

This role determines that Council has ultimate responsibility for the performance of the City's functions. Council can exercise this responsibility through the development of appropriate governance frameworks including delegations of authority, the determination of an appropriate organisational structure, the provision of services and facilities, and regular reporting against objectives. Council also appoints and undertakes the annual performance review of the CEO.

*Overseeing the Allocation of the City's Finances and Resources*

The Council exercises this role by overseeing and adopting the City's LTFP, Annual Budget. Council is advised by the CEO and Employees who are responsible for the professional development of appropriate financial controls and strategic documents.

*Determining the City's Policies*

The role of Council in setting policy is most effective when it is linked with a professional organisation that implements these policies through the development of appropriate management practices and work processes. The policies of the Council provide the direction for the ongoing management of Council activities.

The general function of local government is 'to provide for the good government of persons in its district'. This general function is the basis of the City of Cockburn's powers.

**5.1.2 Role and Responsibilities of the Mayor**

Section 2.8(1) of the Act defines the role of the Mayor as follows:

*The Mayor:*

- (a) Presides at meetings in accordance with the Act.*
- (b) Provides leadership and guidance to the community in the district.*
- (c) Carries out civic and ceremonial duties on behalf of the local government.*
- (d) Speaks on behalf of the local government.*
- (e) Performs such other functions as are given to the Mayor or President by the Act or any other written law.*
- (f) Liaises with the CEO on the local government's affairs and the performance of its*

*functions.*

The Mayor also has the following role, which is similar to Councillors as outlined in section 2.10 of the Act:

- a) Represents the interests of electors, ratepayers and residents of the district.*
- b) Provides leadership and guidance to the community in the district.*
- c) Facilitates communication between the community and the Council.*
- d) Participates in the local government's decision making processes at Council and Committee meetings.*
- e) Performs such other functions as are given to a councillor by the Act or any other written law.*

The role of the Mayor can be categorised as:

- Governance
- Presiding Member of Council
- External relations
- Media liaison and public relations
- Supporting the community
- Civic and ceremonial.

The 'Governance' and 'Presiding Member of Council' functions of the Mayor are critical to good governance as they cover leadership of the City and the community, and ensure that the decision-making processes are fair, equitable and inclusive.

#### **5.1.3 Role and Responsibilities of the Deputy Mayor**

Section 5.34 of the Act states the Deputy Mayor may perform the functions of the Mayor if:

- a) The office of Mayor is vacant or*
- b) The Mayor is not available or is unable or unwilling to perform the functions of the Mayor.*

#### **5.1.4 Roles and Responsibilities of Elected Members**

The Act and relevant Regulations set out the legislative framework within which the Elected Members operate and from where they derive specific details of their roles and responsibilities.

Elected Members have a fiduciary relationship with the City. That is, they have a duty to act with fidelity, trust and in the interests of the City and the overall Community – not for themselves or other third parties.

An individual Elected Member has no authority to make decisions or to participate in the day-to-day management or operations of the City. This includes making any form of representation on behalf of the Council or the City, unless they are specifically authorised by Council to do so.

The *Code of Conduct for Council Members, Committee Members and Candidates* also prevents Elected Members from undertaking tasks that contribute to the administration. Elected Members have no direct authority over Employees with respect to the way in which they perform their duties.

Section 2.10 of the Act outlines the role of Councillors as follows:

A Councillor:

- a) Represents the interests of electors, ratepayers and residents of the district.*
- b) Provides leadership and guidance to the community in the district.*
- c) Facilitates communication between the community and the Council.*
- d) Participates in the local government's decision making processes at Council and Committee meetings, and*
- e) Performs such other functions as are given to a Councillor by the Act or any other written law.*

The Council and Elected Members have a number of roles to undertake. One of the challenges for good governance from an Elected Member viewpoint is to be provided with the opportunity to raise specific issues so as to be heard fairly. The Mayor and CEO all have an important role to play in this process as well as the fellow Elected Members.

Active involvement in the Administration is not permitted by the Act.

#### **5.1.5 Role and Responsibilities of Chief Executive Officer**

The functions of the CEO are outlined in section 5.41 of the Act. The CEO's range of functions are defined as follows:

- a) Advise the Council in relation to the functions of a local government under the Act and other written laws.*
- b) Ensure the advice and information is available to the Council so that informed decisions can be made.*

- c) Cause Council decisions to be implemented.*
- d) Manage day to day operations of the local government.*
- e) Liaise with the mayor or president on the local government's affairs and the performance of the local government's functions*
- f) Speak on behalf of the local government if the Mayor or President agrees.*
- g) Be responsible for the employment, management supervision, direction and dismissal of other employees (subject to section 5.37(2) in relation to senior employees).*
- h) Ensure that records and documents of the local government are properly kept for the purposes of the Act and any other written law.*
- i) Perform any other function specified or delegated by the local government or imposed under the Act or any other written law as a function to be performed by the CEO.*

The CEO has a statutory responsibility to manage the organisation through the implementation of goals and strategies that have been approved by Council. A significant role of the CEO in promoting good governance is through the development of a culture that sees the Council as the peak decision-making body and that the organisation exists to support Council in the delivery of good governance.

A key accountability of the CEO is financial management. While Council has overall accountability, the CEO has critical responsibilities for managing the organisation soundly from a financial perspective and reporting the results and performance to Council.

The Act enables Council to delegate in writing to the CEO, the capacity to exercise any of its powers or duties, with the following exceptions:

- a) Actions in which a decision of an absolute majority or a 75% majority of the Council is required.*
- b) Acceptance of a tender, which exceeds an amount as determined by the Council*
- c) Appointment of an auditor.*
- d) Acquisition or disposal of any property valued at an amount exceeding an amount determined by the Council.*
- e) Any of the Council's powers under Sections 5.98, 5.98A, 5.99 or 5.100 (determining fees, allowances and expenses of members and Committee members).*
- f) Borrowing money on behalf of the City.*



- g) Hearing or determining an objection of a kind referred to in Section 9.5.*
- h) Authorising a person to sign documents on behalf of the City. Carrying out any power or duty that requires the approval of the Minister or the Governor.*
- i) Such other powers or duties as may be prescribed.*

In summary the CEO is responsible for:

- putting in place appropriate systems to achieve accountability and integrity
- implementing and maintaining a management structure which can achieve Council's vision and the Strategic Community Plan objectives
- managing relationships between the various elements in the City
- ensuring that the City is staffed by suitably qualified and motivated Employees and that policies are in place that promote this
- ensuring that Employees understand the organisation is working for a democratically elected Council and that Council decisions form the basis for the organisation's activities.

The table below depicts the separation of roles between the Council (governing the affairs of the local government) and the CEO (managing day-to-day operations):

COUNCIL	CEO
Sets the corporate direction and strategy.	Maintains operational direction and standards.
Ultimate responsibility for the performance of the City's functions.	Provides professional and technical advice to Council.
Decides on matters of policy.	Liaises with Mayor.
Ensures that services and facilities are integrated with and do not unnecessarily duplicate other public services.	Manages the day-to-day operations and expenditure of funds.
Oversees the allocation of the City's finances and resources.	Responsible for the employment and management of employees.
Monitors performance, through the CEO, to ensure efficiency and effectiveness in service provision.	Prepares reports to Council and makes recommendations based on expert advice.
Mayor to liaise with the CEO and preside at Council Meetings.	Provides administrative assistance for the efficient conduct of Council Meetings.

Table 1: Separation of roles between Council and the CEO

### 5.1.6 Role and Responsibilities of Employees

All Employees of the City take responsibility for good governance. Employees are required to think carefully about their decisions and actions, to be interested and to be active participants in the City's management and outcomes.

In carrying out their duties, Employees achieve good governance when:

- they reflect the positive values and standards of behaviour the City expects
- their duties are performed and conducted in a professional way
- information is managed and maintained appropriately and records are kept of their duties, decisions and work related activities
- resources of the City, including information, is used efficiently and effectively; not misused; and waste is to be minimised
- conflicts of interest are identified and reported including disclosure of gifts and benefits obtained from certain parties.

## 5.2 Relationships Between Roles

Elected Members are members of a team, elected by their constituents to work collectively in the interests of the whole Community.

Good governance is dependent on a mature and constructive working relationship between Elected Members. Elected Members should behave in a manner that generates community trust and confidence in them as individual Elected Members and enhances the role and image of both the Council and the City.

Elected Members are expected to:

- conduct their ongoing relationship with other Elected Members, Employees and the Community with respect and courtesy
- act within the law at all times
- act in good faith and not for improper or ulterior motives
- act in a reasonable, just and non-discriminatory manner
- undertake their role with reasonable care and diligence.

As previously referred to, the Act requires Council to prepare and adopt a Code of Conduct



to be observed by Elected Members, committee members and local government election candidates. That Code of Conduct is a public declaration of the principles of good conduct and standards of behaviour that the Council agrees individual Elected Members should conform to when carrying out their role. It also provides guidance to Elected Members about carrying out their duties and responsibilities.

#### ***5.2.1 Working relationships between Mayor and Councillors***

An effective relationship between the Mayor and Councillors will help to promote the successful delivery of the strategic direction and credibility of the City. The relationship is based on mutual respect and understanding of the different roles and is based on:

- The Mayor having a leadership role and this role being respected by all Councillors
- The Mayor facilitating an inclusive approach to decision-making and involvement in Council activities in general.
- The Mayor assisting Councillors to have their issues considered by Council.
- The Mayor taking some responsibility for Elected Member training and development and working with the CEO to ensure that Elected Members receive necessary training opportunities.
- The Mayor is a source of assistance for Councillors and also has the responsibility for facilitating resolution of any disputes between Councillors.

The Mayor as the Presiding Member of Council needs to play an integral and influential role both within meetings and outside of the formal process, by facilitating and encouraging all points of view to be expressed and respected. This will enable Elected Members, who may not have their point of view supported by the majority, be satisfied that they have been given a fair hearing and the process is transparent. Through this facilitation role, the Mayor can manage conflict and differing opinions in a constructive manner.

The complexity and diversity of opinion in the Community, and therefore of Elected Members, can be made to work in the broader interest of the City as a whole, rather than be a source of division. The Mayor is also a first point of contact for Councillors who wish to achieve a particular goal and this is especially true for newly elected Councillors who may be unfamiliar with a local government setting. Among other things, the nature of any local government business involves the need to bring together many diverse and sometimes conflicting goals. By advising, supporting and facilitating negotiations, the Mayor can assist this process considerably, and in so doing, assist Councillors to meet their accountabilities to their communities.

This advisory and support role of the Mayor for other Councillors is possibly the single most important contribution to good governance a Mayor can make. It requires great skill and

experience and as such, is critical to the overall operation of Council.

### ***5.2.2 Working relationships between Mayor and CEO***

The Mayor and CEO work closely together and the relationship is characterised by openness and good communication, with each keeping the other informed about important and relevant issues.

Both the Mayor and the CEO have a role in liaising with each other on the City's affairs and the performance of the City's functions. However this liaison is qualified in that any liaison between the Mayor and the CEO is only relevant to those matters that enable each party to perform their statutory role.

Both parties have a crossover of responsibilities in speaking on behalf of the City. While this right rests with the Mayor there are occasions when it is considered prudent and more applicable for this function to be undertaken by the CEO. As such these matters involve the development of a clear relationship and an understanding of the limits of each other's authority.

To maintain an effective relationship between the CEO and the Mayor both must have a clear understanding and respect for each other's role, with regular meetings to ensure both are appropriately informed to perform their role.

### ***5.2.3 Working relationships amongst Elected Members***

Relationships between Elected Members with a foundation of respect and appreciation of constructive diversity supports good decision making. Elected Members are required to work together to achieve satisfactory outcomes.

While Elected Members may not always agree, the relationship should be characterised by mutual respect.

In Council meetings Elected Member should model constructive relationships and show personal respect for one another.

Features of an effective relationship include the following:

- While they may have different views, Elected Members should treat each other with respect and courtesy.
- Disagreements, if they must be aired, should be expressed in ways that are not personal attacks, and do not cause detriment to individual Elected Members or the Council as a whole.
- Elected Members should not undermine each other, either within the local government or in the public domain.
- Elected Members must have effective working relationships in order to succeed

individually and collectively.

#### ***5.2.4 Working relationships between Elected Members, CEO and Employees***

Individual Elected Members must not seek to foster special relationships with employees for the sole purpose of seeking information that may not otherwise be available to all Elected Members. Elected Members and employees are entitled to privacy and protection from inappropriate behaviour and this includes un-authorized access to the organisation's work area.

Some issues to consider in respect of this relationship include the following:

- Elected Members need to understand that accountable advice needs to go through an organisational process. Advice must be sought from the CEO or Executive Committee. Elected Members should not seek advice from other employees as the employee may have a particular interest or point of view in respect of the issue but may not be in command of the full facts.
- Employees are accountable to the CEO. They are not accountable to Elected Members and are not required to take direction from them.

## 6 Principle Three: Decision Making and Management

### 6.1 Decision-making and Management

Decision-making is the most important activity undertaken by Council. Effective decision making processes increase the likelihood that the decisions themselves will be in the best interests of the entire Community.

The City seeks to support effective decision making by supporting the following:

- Management of an effective and efficient strategic planning process to ensure that Council plans are properly implemented.
- The CEO ensures that Council receives quality and timely reports with all the necessary information, options and clear recommendations, including financial impacts and any associated Risks.
- Council and Standing Committee meeting processes are effectively managed through the City's Standing Orders Local Law.
- Alternate Motions - where a Councillor feels that an alternative decision should be made, there is an established process to assist Councillors to draft their own motions
- Procedural Fairness - the City has taken measures to ensure the quality and integrity of decisions made by Council and its officers is maintained. Due regard is given to statutory and policy requirements.
- Access to Information – Elected Members may seek specific information to enable them to gain sufficient knowledge or awareness of an item which is to be considered by Council. Access to such information can normally be provided, however, the process is formally governed by the Act and Council Policy.

#### 6.1.1 Decision Making Forums

The City has various Decision Making Forums which includes Ordinary Council Meetings, Special Council Meetings and Committee meetings. Elected Members may also be representatives in working groups, reference groups (internal and external).

To facilitate these meetings Council has a Council Meeting Schedule.

##### 6.1.1.1 Council Meeting Schedule

Council has endorsed a meeting schedule comprised of Agenda Briefings, Ordinary Council Meetings, Elected Member Strategic Briefing Forums and Committee Meetings.

##### *Week 1 – Agenda Briefing*

Agenda Briefings are held one week prior to an Ordinary Council Meeting to inform Elected Members on the items of business to be presented and discussed at the forthcoming

ordinary council meeting. No decisions are made at Agenda Briefings although Elected Members may request additional information and ask questions.

#### *Week 2 – Ordinary Council Meetings*

Ordinary Council Meetings are held in accordance with the requirements of the Act. These meetings are open to the public, except where a meeting may be closed, in part, to members of the public in accordance with the Act. Closure of meetings is only applied where required to promote transparency and accountability.

Elected Members, the CEO and the Executive Committee attend all Council Meetings.

#### *Week 3 - Elected Member Strategic Briefing Forums*

Strategic Briefing Forums are an opportunity for Council and the CEO to discuss strategic matters. These are attended by all Elected Members, the CEO, the Executive Committee and other staff as designated by the CEO. Strategic Briefing Forums are not open to the public.

#### *Week 4 – Committee Meetings*

The City has four committees which meet on a bi-monthly cycle.

- Cycle One:
- Governance Committee
  - Organisational Performance Committee
- Cycle Two:
- Audit, Risk and Compliance Committee
  - Expenditure Review Committee.

Committee members are appointed by Council each election cycle. The Audit Risk and Compliance Committee is the only Committee of Council with delegated authority, therefore it is the only Committee meeting open to the public.

There are no meetings in January, and no committee or strategic briefings in December.

#### **6.1.2 Interests**

The Act places specific obligations on both Elected Members and Employees who have financial, proximity or impartiality interest in an item before a meeting. These provisions support the principle that Elected Members and Employees must be open and above reproach.

In accordance with section 5.60 of the Act, a Elected Member will have an interest in a matter if they themselves or a person to whom they are closely associated has a direct financial, indirect financial interest or a proximity interest in the matter. The Act defines a



closely associated person at section 5.62 and includes but is not limited to the following:

- the employer of the Elected Member; a body corporate whereby the Elected Member is a director, secretary or executive officer of that body corporate;
- the spouse, de facto partner or child of the Elected Member and is living with the Elected Member;
- a person who, within the previous 12 months, was a client or adviser of the Elected Member; and
- a person who has given a gift to the Elected Member under prescribed circumstances.

In accordance with section 5.65 of the Act, Elected Members must disclose such interests and in the event of a conflict of interest or where a potential conflict of interest may arise, involved Elected Members will, unless Council resolve otherwise pursuant to section 5.68 of the Act, withdraw from deliberations concerning the matter in accordance with the requirements of the Act.

It is prudent for Employees to also consider section 5.60 of the Act in relation to any interest they may have in respect of reports to Council and their role in drafting such reports, providing advice and making recommendations in respect of the Council decision making process, making decisions under delegated authority and undertaking their duties as a City Employee. Employees are required to disclose such interests and in the event of a conflict of interest or where a conflict of interest may arise, involved Employees will either remove themselves from the decision making process or agree with their respective leader to implement a conflict of interest management plan.

To assist Employees in determining if they have or where there is the potential for a conflict of interest in a matter, Employees should consult the policy and procedure and complete the check list. If such an interest exists, Employees must disclose such an interest using the appropriate form and seek approval from the relevant Leader. Policies and procedures are in place to facilitate this.

Employees involved in the recruitment process must consider circumstances where they have or where there is the potential for a conflict of interest in respect of the recruitment process and must disclose such interests so that an effective management plan may be implemented. Policies and procedures are in place to manage these disclosures.

There are penalties for failure to disclose.

#### **6.1.2.1 Financial Interest – Direct and Indirect**

A financial interest occurs if the Elected Member or Employee, or a person closely associated with the member or employee (such as a spouse or child living at home or the person's employer) has a matter before the City, which if dealt with in a particular way, will result in a financial gain or loss to the Elected Member, Employee or closely associated

person.

The three key elements are:

- There must be a reasonable expectation of a financial gain or loss (it should not be too remote or speculative);
- The matter must be capable of being dealt with by the local government (such as by giving an approval or rejecting a recommendation); and
- The manner in which the matter is dealt with could result in financial gain or loss to the Elected Member, Employee or closely associated person.

Elected Members must disclose the nature of the financial interest, and on some occasions, the extent of the interest, before the relevant item is considered in a meeting. Employees are required to disclose before providing advice or a report to a meeting.

The Act exempts certain financial interests from the obligation of disclosure (such as the imposition of a rate) which enables Elected Members to participate in the decision making process on exempt issues.

The decision about whether there is a financial interest to be disclosed falls on the Elected Member or Employee. No one else can direct someone to disclose or can disclose on behalf of someone else.

#### **6.1.2.2 Proximity Interest**

A proximity interest exists if an Elected Member or a closely associated person has an interest in a matter that concerns:

- A proposed change to a planning scheme affecting land that adjoins the person's land;
- A proposed change to the zoning or use of land that adjoins the person's land; or
- A proposed development of land that adjoins the person's land (development refers to the development, maintenance or management of the land or of services or facilities on the land).

The existence of a proximity interest is established purely by the location of the land. A financial interest does not have to be established.

#### **6.1.2.3 Interest that May Affect Impartiality**

Elected Members are required to disclose interests which would give rise to a reasonable belief that the impartiality of the member could be adversely affected when making a decision on an item.



Elected Members are required to disclose impartiality interests in writing to the CEO before the meeting, or verbally at the meeting immediately before the item which generates the interest is considered.

Once an impartiality interest is made, the Elected Member may continue to participate in the discussion and vote on the matter before Council.

#### **6.1.3 Decisions on Land Use Planning and Development**

Local government is responsible for planning their local Communities. They prepare and administer local planning schemes and strategies.

Development and land use proposals may be required to be assessed and approved via a Development Application pursuant to the City's Town Planning Scheme No. 3. Depending on the type and scale of the development, the development determination will be made by Council or the Metropolitan South-West Joint Development Assessment Panel (JDAP).

#### **6.1.4 Financial Management**

Council is ultimately responsible for the financial management of the City. Good financial governance requires both Council and the Administration to play their roles.

Council has in place a LTFP that is consistent with the Strategic Community Plan, and all Risks are identified with mechanisms put in place to minimise such Risks. Community input is sought at an early stage so that such input can help to shape the Strategic Community Plan, and form part of the process of adopting the Corporate Business Plan.

Council will review its Corporate Business Plan every year, in accordance with regulation 19C(4) of the *Local Government (Administration) Regulations 1996*.

A six-month status report on the Corporate Business Plan will be provided each February as part of the reporting on budget adjustments.

Progressively, these plans move from the macro to the micro level. The relationship between each of them is shown diagrammatically in *(See Integrated Planning and Reporting Framework)*.

Council ensures, through its IPRF, that it receives sufficient reports and other information to adequately monitor its performance, resource allocation, expenditure and activities, and the efficiency and effectiveness of its service delivery.

#### **6.1.5 Risk Management**

Council supports and is committed to a Risk Management program at a policy and strategy level through the establishment of the ARC, in accordance with section 7.1A of the Act.

The CEO, Executive Committee and the Senior Leadership Team ensure processes are in

place for identifying and managing Risk and responding to and minimising such Risks.

Under the auspice of the ARC, Council will undertake regular Risk assessments of identified areas of the City's operations (e.g. Information Technology) which will provide conclusions and recommendations for mitigation strategies to be implemented.

Council will engage the services of an appropriate Risk manager/insurance broker (e.g., Local Government Insurance Services (LGIS)) to provide adequate support and services aimed at the reduction of claim frequencies and costs, the improvement of the health and wellbeing of the work force and the development of an organisation wide Risk Management capacity as well as specific hazard management initiatives. An in-house resource is employed by the City to oversee this function.

To support this process, the City has developed the City of Cockburn Risk Management Framework and utilises the Risk Management and Safety System (RMSS) for its on-line corporate Risk register, against which the City monitors and controls its Risk exposure.

Additionally, Council seeks other expert advice, including legal advice, from other practitioners qualified in areas of specific expertise. This advice is included in any recommendations for matters that come to Council for consideration.

#### **6.1.6 Delegations**

Delegating a decision making power to another means that the delegate has the power to make that decision, subject to any conditions or restrictions set out in the delegation.

Delegations are a part of the City's decision-making process. The Council may delegate powers to the CEO and the CEO may delegate powers to another employee, subject to the restrictions under the Act.

A delegate is able to use their own judgment to make the decision they believe is right in the circumstances. Decisions made under a delegation are binding on the local government.

All delegations are recorded in a Register of Delegated Authority and delegates are required to keep a record of any exercise of the delegation.

Council will review delegations at least once every financial year, in accordance with section 5.46 of the Act.

#### **6.1.7 Authorisations**

Legislation allows head of power to appoint '*Authorised Persons*' to perform particular functions. Pursuant to section 9.10 *Appointment of authorised persons* of the Act, authorised persons may be appointed in the City by the CEO, who has the power to appoint, in writing, authorised persons for the purposes of one or more of the following

specified laws or specified provisions of these laws:

- the *Local Government Act 1995*
- the *Caravan Parks and Camping Grounds Act 1995*
- the *Cat Act 2011*
- the *Control of Vehicles (Off-road Areas) Act 1978*
- the *Dog Act 1976*
- *City of Cockburn (Local Government Act) Local Laws*
- any other legislation, as may be applicable.

City authorised persons are issued identity cards which carry the City logo, together with a recent photograph of the appointed person and name, and on the back of the card a list of the laws to which the person's appointment relates.

City authorised persons are required to always carry their identity card when performing functions under a specified law and must be ready to reproduce their card for inspection if requested.

## 7 Principle Four: Accountability

### 7.1 Accountability

The City has accountability systems that provide disclosure and review of decision making and processes. These systems record and support the City's accountability to its Stakeholders and its legal accountability to the State Government.

#### 7.1.1 Performance management

Council is accountable for monitoring performance in the achievement of its strategic direction, goals and financial outcomes which are set through the Strategic Community Plan, LTFP, Corporate Business Plan and Annual Budget. A six monthly status report on the Annual Budget will be provided each February as part of the mid-year budget review

The City has a reporting system in place to provide Council with the necessary information to enable it to assess performance against the plans. The reporting system is a systematic and regular process that allows Council to take action to rectify any issues that arise and be accountable to the Community.

The City's annual report will provide a means of updating overall progress on achieving *City of Cockburn Strategic Community Plan*. The report includes the performance measures adopted in the *City of Cockburn Strategic Community Plan*, *City of Cockburn Corporate Business Plan* and annual budget.

#### *CEO Performance*

The City has developed a reporting system to provide Council with the necessary information to enable it to assess performance against the plans. The reporting system is a systematic and regular process that allows Council to take action to rectify any issues that arise and as such, be accountable to the Community. Council has adopted standards for the recruitment and selection, performance review and termination of the CEO, as required in accordance with the Act.

#### *Employee Performance*

In accordance with the Act, the performance of all Employees is to be reviewed at least once each year of their employment. The City has a mechanism for Employee performance to be assessed, as well as training and development opportunities to be identified.

#### 7.1.2 Compliance

It is a requirement of the Act to conduct an annual audit of compliance with statutory requirements of the Act.

The Compliance Audit Return (CAR) is submitted to the Department each year after its adoption by the Council. The CAR seeks information and responses in relation to a local

government's statutory obligations in several areas, such as local laws, tenders, meeting process, disclosure of financial interests and financial management.

#### **7.1.3 Audit Risk and Compliance Committee**

The Audit Risk and Compliance Committee (ARC), in accordance with the *Committee's Terms of Reference*, oversees and advises Council on matters of accountability and internal control.

##### *Objectives of the ARC*

As part of Council's governance obligations to its Community, Council has constituted the ARC to facilitate -

- the enhancement of the credibility and objectivity of internal and external financial reporting
- effective management of financial and other risks and the protection of Council assets
- compliance with laws and regulations as well as use of best practice guidelines
- the effectiveness of the internal audit function
- the provision of an effective means of communication between the external auditor, internal audit, management and the Council.

The role of the ARC is to report to Council and provide appropriate advice and recommendations on matters relevant to its terms of reference to facilitate decision making by Council in relation to the discharge of its responsibilities.

##### *Reporting*

- The ARC shall after every meeting forward the minutes of that meeting to the next practicable ordinary meeting of the Council, including a report explaining any specific recommendations and key outcomes.

##### *Duties and responsibilities*

- The duties and responsibilities of the ARC are contained within the committee's Terms of Reference
- The ARC, following authorisation from Council and through the CEO, and within the scope of its responsibilities, may seek information or obtain expert advice in relation to matters of concern.

#### **7.1.4 Community Consultation and Engagement**

Council recognises that consultation is a two way interactive process that provides opportunities for the Council and Community to clarify information, raise issues and discuss ideas and options. Consultation is an important dimension that informs and enhances Council's decision-making process.

As a community leader, Council defines the City's directions and priorities for a sustainable

future by:

- Promoting discussion and debate within the Community and with other Stakeholders about the priorities and needs of the City
- Using research to develop Council policies and in decision-making generally
- Actively canvassing, and considering the needs and opinions of the Community when making decisions
- Translating the Community's aspirations for a sustainable future through appropriate partnerships, initiatives, programs and services.

Council will also consult with other Stakeholders, including members and officials of state and commonwealth governments, in seeking the best outcomes for the Community.

#### *Community Consultation*

The Council has adopted a Community Engagement Framework which sets out the City's commitment to engage with the Community and Stakeholders on decisions which impact on them.

It provides a structure and process for initiation, development, adoption and review of the City's Community engagement practice based on:

- Placing value on the insight provided by Stakeholders
- Council as the ultimate decision maker
- Making better decisions which take into account the interests and concerns of potentially affected people and organisations.

This Framework applies to all Employees and consultants engaged by the City. It is based on the International Association of Public Participation (IAP2) model, which is the peak body for Community engagement worldwide. It should be read in conjunction with the City's Community Engagement Policy.

Community engagement is a planned process with the specific purpose of working across organisations, Stakeholders and communities to help the City shape decisions or actions related to a problem, opportunity or outcome.

During a formal consultation process initiated by the City, Elected Members and Employees are encouraged to support members of the Community to make their views heard through the established channels of making a public consultation submission.

Elected Members and Employees responsible for a consultation process should not make their personal views known on any matter during a formal consultation process as this may taint decision-making when Council is required to make a formal decision on the matter.

#### *Social Media*

The City utilises social media platforms such as Facebook, YouTube and LinkedIn as a



way of promoting corporate messages and public notices, interacting with the Community, and sourcing valuable insight into Community issues. Other electronic information and feedback systems and consultation mechanisms are used from time to time.

The City has Social Media Guidelines which describe how the City interacts with its audience and the governance around its social media channels, including Facebook, Instagram, LinkedIn and Twitter.

#### *Stakeholder Management*

Strong Stakeholder relationships are critical to the successful delivery of a number of key City projects and activities, which require careful and ongoing management. In view of this the City has developed a Stakeholder and Advocacy Framework to guide the City in managing key relationships with primary Stakeholders in line with agreed and endorsed strategic priorities and major projects.

The Stakeholder and Advocacy Framework aims to facilitate, through partnerships, engagements and advocacy, the timely and cost-effective delivery of the outcomes and objectives outlined in the Strategic Community Plan and the Corporate Business Plan, as well as enhance the overall brand and reputation of the City with our Community key Stakeholders, industry and government.

#### **7.1.5 Customer Service and Complaints Management**

The City is committed to providing external stakeholders and members of the public with the best possible customer service.

The Customer Service Charter outlines the standards which can be expected when engaging with the City.

The City commits to:

- Meeting the needs of its customers
- Respecting the diversity and individuality of people
- The professionalism of Employees
- Effective two-way communication
- Open and accountable processes.

The City values:

- Taking personal ownership for customer satisfaction
- Listening to customers



- Ensuring that everyone receives the same quality of service
- Providing a helpful, polite and prompt service
- Treating customers with respect and fairness
- Delivering on the City's commitments.

The City is committed to giving the best possible customer service and abiding by the *City of Cockburn Customer Service Charter* and practicing the values of the City.

The City has a formal complaint handling procedure, and all complaints are managed in accordance with that procedure. The City commits to a resolution or an interim response within five working days, unless otherwise discussed with the complainant.

#### **7.1.6 Records Management**

The City's corporate records are to be managed in accordance with the City's Record Keeping Plan and Records Management Policy.

All Elected Members, Employees and contractors are responsible for maintaining complete, accurate and reliable evidence of all business transactions and ensuring all corporate documents are retained within the City's official recordkeeping system at the point of creation regardless of the format, in accordance with:

*State Records Act 2000.*

*Freedom of Information Act 1992.*

*Local Government Act 1995.*

#### **7.1.7 Legislative Obligations**

The City, as a local government, is obligated to comply with various state legislative requirements and obligations to external authorities in addition to the Local Government Act and the Department. The City has implemented systems and processes to ensure it meets its legislative obligations and reports accordingly to any external agencies or authorities.

Relevant legislation that sets out legislative requirements and obligations for the City includes but is not limited to:

*Public Interest Disclosure Act 2003.*

*Corruption, Crime and Misconduct Act 2003.*

*Equal Opportunity Act 1984.*

*Parliamentary Commissioner Act 1971.*

*Freedom of Information Act 1992.*

Relevant external agencies or authorities that the City may have a reporting obligation to include but is not limited to:

- Public Sector Commission.
- Corruption and Crime Commission.

- Equal Opportunity Commission.
- Ombudsman Western Australia.
- Office of the Information Commissioner.
- Office of the Auditor General.

## Document Control

Document Record			
Document title	Governance Framework		
ECM document name	City of Cockburn – Governance Framework		
ECM document set ID	10281746		
ECM Subject Code	021/011		
Review and approval			
Maintained by	Legal and Compliance		
Version number	1	Version date	
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	Executive Committee	Date approved	
Approved by	Chief Executive Officer	Date approved	
	Council	Date approved	
Frequency of review	Every three years	Next review date	
NOTE: The City of Cockburn will review this Framework on a triennial basis, but will also make incremental changes, modifications, and adjustments as conditions warrant. This Framework document goes through continuous changes based on the risk maturity level of the City of Cockburn.			
Record of changes / issues			
Version	Date	Comments / reasons for change	Made by

9 Coleville Crescent, Spearwood WA 6163  
PO Box 1215, Bibra Lake DC WA 6965  
T 08 9411 3444 | E [customer@cockburn.wa.gov.au](mailto:customer@cockburn.wa.gov.au)  
[cockburn.wa.gov.au](http://cockburn.wa.gov.au)



This information is available in  
alternative formats upon request.



Paper from responsible sources.

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

### 15.1.8 (2022/MINUTE NO 0243) Proposed Amendment - Payment to Employees in Addition to Contract and Award Policy

**Author** Emma Milne

- Attachments**
1. City of Swan - Employee Separation Payments [↓](#)
  2. City of Wanneroo - Payment to Employees in Addition to Contract of Award [↓](#)
  3. City of Fremantle - Payments to Terminating Employees [↓](#)
  4. City of Perth - Payments Under Section 550 of the *Local Government Act 1995* [↓](#)
  5. City of Melville - Severance Policy [↓](#)
  6. City of Cockburn - Payments to Employees in Addition to Contract or Award [↓](#)
  7. City of Cockburn - SUPERSEDED - Payments to Employees in Addition to Contract or Award [↓](#)
  8. DAP Report 26112020 - Payments to Employees in Addition to Contract or Award [↓](#)
  9. Local Government Benchmarking 2022 [↓](#)

#### Officer Recommendation

That the Committee recommends that Council:

- (1) MAKES no changes to the current Council Policy - *Payments to Employees in Addition to Contract or Award*; and
- (2) REQUESTS a report be presented to the Governance Committee outlining a broader rewards and recognition and retention strategy.

#### Committee Recommendation

That Council:

- (1) Updates Item (2) in the Payments to Employees in Addition to Contract and Award policy to read:
  - (2) The City of Cockburn will recognise long periods of service by its employees in the following manner:
    1. By the provision of \$1,000 upon completion of 10 years continuous service,
    2. By the provision of \$1,500 upon completion of 15 years continuous service,
    3. By the provision of \$2,000 upon the completion of 20 years continuous service.
- (2) Employees with twenty-five (25) years or more continuous service with the City of Cockburn will be granted an additional one week of leave for each year of further service, increasing the annual leave accrual rate from four weeks to five weeks per annum upon reaching this length of service,
- (3) In addition, the City may recognise the retirement or resignation of long-standing employees upon the achievement of more than twenty (20) years continuous service to the City, with a function and/or gift up to a combined value of \$1,000 on occasions as deemed appropriate by the Chief Executive



Officer and following consultation with the Mayor.

### Reason

Prior to December 2020, the City had a long-standing Policy that provided recognition of length of service for our employees that had been with the City for extended periods including 10, 15, 20 and 25 years.

There was no legal reason provided at the time of this policy change for the City to remove these acknowledgements from the Policy (OCM Minutes 10 Dec 2020, Page 691).

However it was understood by the Council at that time that the CEO would in good faith, continue this process.

Recently it has come to the Council's attention that this has not been happening, and the City has been losing a high level of long-term staff who are not feeling valued or appreciated.

It is well known that employee recognition programs help ensure staff feel valued by the organisation, which in turn helps to promote a positive workplace culture and reduce employee turnover.

This motion seeks to restore the original policy wording and reimplement the employee long service recognition program as a priority to ensure our staff know that their length of service is valued in our organisation.

### Officer Comment

The content of the Officer's report still stands, particularly in the context of the review of the similar policy for five local governments that was undertaken, and evidences the generosity, or potential excess, of the previous payments for continuous years of service by the City of Cockburn.

The Executive Committee recognises the importance of our people being and feeling valued as part of the City of Cockburn workforce. It is important to note that we are in the midst of what is being termed globally, the 'great resignation'.

In local government staff turnover rates are sitting at approximately 30 per cent, with the City of Cockburn's turnover having fallen in recent months and currently sitting at just under 20 per cent.

We have recently seen several long-term employees take up opportunities to work in different organisations, to advance their careers or simply work closer to home.

With these vacancies, the recent restructure, and succession planning, opportunities have arisen for internal staff to act or be appointed to a number of positions across the organisation which is great to see.

The proposal for the Policy change would require additional unbudgeted funds of approximately \$65,000 for the continuous years of service in 2022.

In discussion, the Executive Committee did not support increasing leave entitlements as this is an ongoing challenge for the City to remain within Policy.

Whilst the intention of this Alternate Motion is to reinstate previous Policy statements, it is recommended that the current Policy stands and that a subsequent report is



presented to the Governance Committee outlining a broader rewards and recognition and retention strategy.

As rewards and recognition and retention strategies have changed over time it is important that Council are presented with a fact-based position on what contemporary industry recommended practise is.

There is no evidence to suggest that these Policy changes will impact retention in the current climate.

**Council Decision**

MOVED Cr P Corke SECONDED Cr L Kirkwood

That Council:

- (1) MAKES no changes to the current Council Policy – Payments to Employees in Addition to Contract or Award; and
- (2) REQUESTS a report be presented to the February 2023 Governance Committee meeting outlining a broader rewards and recognition and retention strategy.

**CARRIED ON CASTING VOTE OF THE PRESIDING MEMBER 5/5**

**For:** Mayor L Howlett, Cr P Corke, Cr T Dewan, Cr P Eva and Cr L Kirkwood

**Against:** Deputy Mayor T Widenbar, Cr K Allen, Cr C Reeve-Fowkes, Cr M Separovich, Cr C Stone

**Reason**

The Officer's report recommends a report to come to Governance Committee that considers the rewards and incentives strategies that are more far-reaching than solely financial recognition of loyalty.

It would therefore seem sensible to wait for this report before making a decision that outlines precise financial rewards, so that we can consider a fact-based position based on contemporary industry recommended practice.

**Officer Comment**

The officer comment for report 15.1.8 is affirmed.



**Background**

The following Urgent Business was submitted by Cr Stone on 24 October 2022:

That Council:

Updates the Payments to Employees in Addition to Contract and Award policy to read:

- (3) The City of Cockburn will recognise long periods of service by its employees in the following manner:
  1. by the provision of \$1,000 upon completion of 10 years continuous service;
  2. by the provision of \$1,500 upon completion of 15 years continuous service; and
  3. by the provision of \$2,000 upon the completion of 20 years continuous service;
- (4) Employees with twenty-five (25) years or more continuous service with the City of Cockburn will be granted an additional one week of leave for each year of further service, increasing the annual leave accrual rate from four weeks to five weeks per annum upon reaching this length of service;
- (5) In addition, the City may recognise the retirement or resignation of long-standing employees upon the achievement of more than twenty (20) years continuous service to the City, with a function and/or gift up to a combined value of \$1,000 on occasions as deemed appropriate by the Chief Executive Officer and following consultation with the Mayor.

**Reason**

Prior to Dec 2020, the City had a long-standing Policy that provided recognition of length of service for our employees that had been with the City for extended periods including 10, 15, 20 and 25 years.

There was no legal reason provided at the time of this Policy change for the City to remove these acknowledgements from the Policy (OCM Minutes 10 Dec 2020, Pg 691).

However, it was understood by the Council at that time that the CEO would in good faith, continue this process. Recently it has come to the Council's attention that this has not been happening, and the City has been losing a high level of long-term staff who are not feeling valued or appreciated.

It is well known that employee recognition programs help ensure staff feel valued by the organisation, which in turn helps to promote a positive workplace culture and reduce employee turnover.

This motion seeks to restore the original policy wording and reimplement the employee long service recognition program as a priority to ensure our staff know that their length of service is valued in our organisation.





**Submission**

N/A

**Report****Local Government Act**

The purpose of the Council Policy - *Payments to Employees in Addition to Contract or Award* (refer Attachment 6) is to give effect to Section 5.50 of the *Local Government Act (the Act) 1995*.

*Section 5.50. Payments to employees in addition to contract or award*

- (1) *A local government is to prepare a policy in relation to employees whose employment with the local government is finishing, setting out —*
  - (a) *the circumstances in which the local government will pay an employee an amount in addition to any amount to which the employee is entitled under a contract of employment or award relating to the employee; and*
  - (b) *the manner of assessment of the additional amount.*
- (1a) *A local government must not make any payment of the kind described in subsection (1)(a) unless the local government has adopted a policy prepared under subsection (1).*
- (2) *A local government may make a payment —*
  - (a) *to an employee whose employment with the local government is finishing; and*
  - (b) *that is more than the additional amount set out in the policy prepared under subsection (1) and adopted by the local government, but local public notice is to be given in relation to the payment made.*
- (3) *The value of a payment or payments made to a person under this section is not to exceed such amount as is prescribed or provided for by regulations.*
- (4) *In this section a reference to a payment to a person includes a reference to the disposition of property in favour of, or the conferral of any other financial benefit on, the person.*
- (5) *The CEO must publish the policy prepared under subsection (1) and adopted by the local government on the local government's official website.*



## City of Cockburn

The 26 November 2020 Delegated Authorities and Policies Committee Report (refer Attachment 8) set out to realign a policy which had incrementally changed over time and become an Administration policy, with the purpose of the Act.

The CEO at that time was an Acting arrangement only. Any undocumented expectations of Council would need to have been communicated with the incoming CEO.

Recent anecdotal feedback from employees highlighted confusion about what current entitlements are for continuous periods of service and upon resignation.

In response to this, a presentation was made to the Executive Committee on 12 October 2022, by the Executive Governance and Strategy outlining the following information:

The previous Council Policy - *Payments to Employees in Addition to Contract or Award* (refer Attachment 7) was in place from 1997 to December 2020 when it was superseded.

The policy was detailed and outlined dollar value and details for continuous periods of service:

- \$1,000 for 10 years continuous service, \$1,500 for 15 years, \$2,000 for 20 years and an additional week of annual leave after 25 years.
- Upon the retirement or resignation after 20 years' continuous service a function and/or gift up to a combined value of \$1,000 as deemed appropriate by the Chief Executive Officer and following consultation with the Mayor.

The current Council Policy - *Payments to Employees in Addition to Contract or Award* has been in place since December 2020.

Point 2 of the policy statement, states "*The City of Cockburn will recognise long periods of service by its employees in a manner approved by the Chief Executive Officer from time to time, subject to funding being available within the relevant area of the budget*".

This policy does not contain the detail of the previous policy and is not clear or transparent for employees, but does align with the requirements of the Act.

During this discussion of 12 October, the Executive Committee reached the following conclusion regarding payments for continuous years of service:

10 years continuous service = \$1,000  
15 years continuous service = \$1,000  
20 years continuous service = \$2,000  
25 years continuous service = \$2,000  
Every 5-year anniversary after 25 years = \$2,000

## **Benchmarking**

A review of the same policy for five local governments was undertaken (refer Attachment 9).

What is evident from this review is the generosity of the previous payments for continuous years of service by the City of Cockburn.

The Executive Committee recognises the importance of our people being and feeling valued as part of the City of Cockburn workforce.

For this reason, the 'BEST place to be me' roadshow visited 15 sites across the City in September 2022 to communicate this and spend time with teams across the business answering questions and providing updates on priorities and projects.

Whilst the intention of the urgent notice of motion is to reinstate previous policy statements, it is recommended that the current policy stands and that a subsequent report and potentially a policy or procedure is presented to the Governance Committee outlining a broader rewards and recognition and retention strategy.

As rewards and recognition and retention strategies have changed over time it is important that Council are presented with a fact-based position on what contemporary industry recommended practise is.

## **Strategic Plans/Policy Implications**

### Listening & Leading

*A community focused, sustainable, accountable and progressive organisation.*

- Best practice Governance, partnerships and value for money.
- Employer of choice focusing on equity, innovation and technology.

## **Budget/Financial Implications**

If Council adopts a recommendation contrary to the Officer recommendation, there will be budget implications.

## **Legal Implications**

Local Government Act s. 5.50

## **Community Consultation**

N/A



**Risk Management Implications**

The City must have a policy which sets out the circumstances where an employee would be entitled to an amount in addition to their entitlements under the award or contract, and the manner for assessment of the additional amount.

Making such payments without an endorsed policy permitting those payments would be a breach of the provisions of the *Local Government Act 1995*.

There is a low risk associated with the recommendation of this report, as the City has a Payments to Employees in Addition to Contract and Award policy.

As an urgent business item, officers have prepared a summary report informing Council on the history and current status of the matter.

Council has not been provided with detailed information to inform its decision making, specifically information regarding effective retention strategies to ensure any policy changes support best practices.

There is a low risk associated with the decision making of this item as urgent business.

As indicated in this report, there could be financial and budget implications from a change to the policy.

At the time this report was finalised there was no information to hand to inform Council of the budget implications. It is reasonable to expect these costs may be low. This presents a low risk to Council.

An assessment has not been made on the impact on staff as there is insufficient time to make this assessment as an item being considered under urgent business.

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

N/A

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

Nil

# Management Practice



## MP-073 Employee Separation Payments

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### 1. PURPOSE

To set down principles to ensure compliance with Section 5.50 of the *Local Government Act 1995*, in relation to payments made to employees on the ending of employment and which may exceed their entitlement under a contract, registered industrial agreement or award.

### 2. MANAGEMENT PRACTICE

This Management Practice does not apply to employees on fixed term contracts, unless specified within their contract.

The term "weeks' pay" means the normal weekly salary or wage payable to the employee including any penalty rates normally paid but excluding overtime and intermittent payments. The term also includes salary or wages specifically sacrificed for additional non-award benefits but does not include the value of any non-award benefit normally provided for the employee's position such as vehicles or non-agreed superannuation contributions.

An employee receiving payment in addition to any entitlements under the award, registered industrial agreement or within the terms of their individual contract of employment will be required to sign a Deed of Settlement and Release.

This Management Practice shall be amended from time to time at the City's discretion and in accordance with any relevant legislative changes.

#### 2.1 Entitlement

A terminating employee is entitled to payment and benefits in accordance with:

- a) any applicable legislation;
- a) a Federal or State award or registered industrial agreement applicable to that employee;  
or
- b) any applicable provisions within the employee's contract of service.

#### 2.2 General

In circumstances where the City agrees to pay an employee benefits in addition to those described in this Management Practice, it will publish the details in accordance with section 5.50(2) of the *Local Government Act 1995* and the value of the benefits will not exceed the amounts prescribed in regulation 19A of the *Local Government (Administration) Regulations 1996 (WA)*.

The City may, at its absolute discretion, provide outplacement/career development assistance where deemed necessary taking into consideration any precedence that exists within current City policies and agreements. This benefit cannot be taken in cash or kind equivalent.

### 2.3 Voluntary Severance

In circumstances where the City (by the CEO or their authorised delegate) and an employee agree to bring the employment of the employee to an end by voluntary severance, the City may make a payment to the employee of up to the maximum prescribed in regulation 19A(1) of the *Local Government (Administration) Regulations 1996 (WA)*. The circumstances in which a voluntary severance may arise include, but are not limited to, where the City considers the employee is no longer suitable or required for ongoing employment.

Any payment will be conditional on the employee voluntarily resigning from their employment.

The City cannot make a payment under this section to a CEO or a senior employee whose employment is governed by a written contract in accordance with section 5.39 of the *Local Government Act 1995 (WA)*.

### 2.4 Resignation and Retirement

Employees leaving the organisation of their own volition, for the purpose of career change or retirement, will be entitled to termination payments according to their entitlements under the award, registered industrial agreement or individual contract of employment.

### 2.5 Dismissal

Employees who are terminated by dismissal from the City, for reasons other than bona fide redundancy, will receive entitlements available to them under the award, registered industrial agreement or their individual contract of employment.

### 2.6 Redundancies

- a) A redundancy occurs when an employee's position is no longer required by the City and the employee is unable to be redeployed within the City.
- b) Negotiations and redundancy entitlements and payments shall be carried out in accordance with the Redundancy Payments, Severance Payments, Introduction of Change or any other similar provisions of the appropriate award or registered industrial agreement.
- c) An employee covered by an industrial agreement will receive a payment in accordance with the terms of the industrial agreement for a voluntary redundancy or a forced redundancy.
- d) An employee who is not covered by an industrial agreement whose position is redundant, will be entitled to minimum redundancy payment in accordance with the Award or employment contract, but may be offered a voluntary severance. If the employee accepts the voluntary severance in this circumstance and resigns from their employment, they will receive (in addition to any accrued annual leave entitlements):
  - i. 4 weeks' notice or payment in lieu of part or all of this notice;
  - ii. a severance payment calculated at 3 weeks' pay per year of service to a maximum of 26 weeks' pay; and
  - iii. payment of pro rata long service leave in compliance with all relevant legislation, regulations, award or contract provisions only.

## 2.7 Ex Gratia Payments

Ex gratia payments in recognition of extensive or exemplary service, shall not be made to staff upon termination of their employment with the City, whether as a result of retirement, resignation or otherwise

## Document Control

Document Approvals:			
Version #	Executive Approval		
1.	Executive Team Meeting 25 June 2019 approved draft management practice.		
2.	Executive Team Meeting 3 February 2022 approved management practice, no amendments.		
Document Responsibilities			
Custodian:	Chief Executive Officer	Custodian Unit:	Human Resources
Document Management:			
Risk Rating:		Review Frequency:	Biennial
Next Review:	2024	ECM Ref:	5091575
Compliance Requirements:			
Legislation:	Local Government Act 1995 Sections 5.50, 5.42, 5.43, 5.44 Local Government (Administration) Regulations 1996		
Industry:	Relevant registered industrial agreements		
Organisational:	Delegations Register 43 Employee Separation Payments Policy City of Swan Code of Conduct		
Strategic Community Plan:			





## Policy Manual

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### Payments to Employees in Addition to a Contract or Award Policy

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**Policy Owner:** People and Culture  
**Contact Person:** Manager People and Culture  
**Date of Approval:** 20 April 2021 (CS02-04/21)

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#### POLICY STATEMENT

The purpose of this Policy is to:

- a) set out the circumstances in which the City of Wanneroo (the City) will pay an employee who is leaving, an amount in addition to any amount to which the employee is entitled under a contract of employment, industrial instrument, or as ordered by a Court or Tribunal, and
- b) The manner of assessment of the additional amount.

#### POLICY OBJECTIVE

The objective of this Policy is to ensure compliance with *Section 5.50 of the Local Government Act 1995*, which requires all Local Governments to adopt a Policy relating to payments in addition to contract or award to employees who are leaving the Local Government.

#### SCOPE

This Policy applies to City of Wanneroo employees except those defined as Senior Employees.

#### IMPLICATIONS (Strategic, Financial, Human Resources)

##### 1. When a Payment in Accordance with this Policy is Permissible

Subject to the Chief Executive Officer's approval, and the employee agreeing to sign a Confidential Deed of Settlement by resigning as an employee, the City may initiate a settlement payment in accordance with the following circumstances.

- **Settlement of a Claim**  
In settlement of a claim or dispute where the employee has or proposes to take action under industrial relations legislation, up to a maximum of 52 week's pay.
- **Illness or Impairment**  
To facilitate a situation where an employee is unable to perform their role due to illness or impairment and there has been mutual agreement that the employment must end, up to 26 week's pay.
- **Poor Performance / Conduct**  
To facilitate a situation where the City determines an employee is not performing to the satisfaction of the City, and the City proposes that it is beneficial (to the City) to end the employment relationship by paying a settlement, up to 12 week's pay.



## Policy Manual

### Manner of Assessment of the Payment

Where the settlement payment is based on the weekly pay, this is the normal ordinary pay (excluding overtime, vehicle or any other allowance, or superannuation).

In assessing the payment, the following will be considered:

- The amount recommended by a Court or Tribunal to settle a matter
- The exposure to litigation and the strength of the respective cases
- The cost of legal services
- Disruption to operations
- Length of service and personal circumstances of the employee
- Position held by the employee.

### 2. Other Circumstances When a Payment in Accordance with this Policy is Permissible

Employees who have worked with the City for a minimum of ten (10) years, and who have confirmed their intent to retire permanently from the workforce may receive a corporate gift to a maximum value up to \$500, subject to there being no recent performance or conduct concerns.

### IMPLEMENTATION

Section 5.50(5) of the *Local Government Act 1995* requires the Policy to be published and prepared under subsection (1) of the Act, and adopted by the local government on the local government's official website."

### ROLES AND RESPONSIBILITIES

Council must approve payments for circumstances covered under this Policy to the CEO.

The CEO (or nominee) must approve payments for circumstances under this Policy.

The Manager People and Culture is responsible for implementation, and compliance with this Policy, and for providing interpretation in the event of the need for clarification or a dispute.

### EVALUATION AND REVIEW PROVISIONS

This Policy will be reviewed within five years or sooner as changes to legislation may dictate.

### DEFINITIONS

*DEFINITIONS: Any definitions listed in the following table apply to this document only.*

<i>Industrial Instrument</i>	Refers to an instrument that has legal application with respect to minimum entitlements to those covered within its scope, including modern awards, enterprise agreements and any instrument made under the previous workplace relations system.
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## Policy Manual

<i>Industrial Tribunals</i>	Are judicial bodies that hear and determine claims to do with employment matters
<i>Senior Employee</i>	Means employees holding the position of Chief Executive Officer or Director in accordance with Section 5.37 of the <i>Local Government Act 1995</i> .

### RELEVANT POLICIES/MANAGEMENT PROCEDURES/DOCUMENTS OR DELEGATIONS

Managing Resignations and Retirements Procedure

### REFERENCES

Local Government Act 1995

### RESPONSIBILITY FOR IMPLEMENTATION

*Manager People and Culture*

Version	Next Review	Record No:
January 2016	January 2018	16/8372
May 2018	May 2021	16/8372
November 2020	November 2025	16/8372
January 2021	January 2026	16/8372
April 2021	January 2026	16/8372

## Council policy



### Payments to terminating employees

#### Policy statement

To comply with section 5.50 of the Local Government Act 1995, and set out the circumstances in which the City may pay to an employees whose employment with the City is finishing, an amount in addition to any amount to which the employee is entitled under a contract of employment, or award, and the manner of assessment of the additional amount.

#### Principles

To support and recognise the achievements of our employees, the City aims to implement a planned approach to 'how' and 'what' we recognise as achievement. This policy aims to support the City's achievement culture. The annual Reward and Recognition program is the method that employees are rewarded and recognised. The program is reviewed on an annual basis.

The City's commitment to reward and recognition of employees is reflected in the following principles:

- Leaders value and promote reward and recognition of employees.
- Reward and recognition supports and aligns to the City's desired culture of achievement.
- Procedural fairness and equity in process is practiced.
- The City of Fremantle's Core Values are fundamental in the practice of reward and recognition.
- Recognition of the length of service of employees.

#### Scope

##### 1. Reward and recognition for behaviour in individuals and teams that supports our desired culture

Employees are nominated by other employees periodically throughout the year for the Reward and Recognition program. An assessment criterion is applied by a selection panel, which comprises employees from various service areas of the City.

Employees who demonstrate behaviours that are consistent and support an achievement culture receive a reward of their choosing, within a selection, to the value of \$100. They are recognised via an announcement on the City's intranet.

Employees who are nominated but not rewarded are recognised via an announcement on the City's intranet.

## 2. Recognition of terminating employees

Employees who have worked at the City for a period of time exceeding 5 years are recognised as follows when they finish their employment with the City of Fremantle:

Number of years of service	Recognition
Between 5 and 10	Certificate of recognition and a token gift up to the value of \$20.
Between 10 and 20	A certificate of recognition, a token gift up to the value of \$20 and a gift voucher to the value of \$100.
More than 20	A certificate of recognition, a token gift up to the value of \$20 and a gift voucher to the value of \$150.

## Definitions and abbreviations

Nil.

Responsibility and review information	
Responsible officer:	Director People and Culture
Document adoption/approval details	26 September 2018 – FPOL1809-15
Document amendment details	Reviewed 25 August 2021 – FPOL2108-10
Next review date	25 August 2025



## CP 2.13 | Payments under section 5.50 of the Local Government Act 1995

### Objective

To provide the policy of the City of Perth in relation to payments made above contractual, award or agreement entitlements under section 5.50 of the *Local Government Act 1995* (Act) and *Local Government (Administration) Regulations 1996* (Regulations).

### Scope

This policy defines the circumstances where the City will make a payment, additional to any entitlement under a contract or award, to a finishing or former employee.

### Policy statement

1. The City is committed to ethical, transparent and accountable decision-making in its use of ratepayer funds. Discretionary operational expenses such as payments made under this Policy, will only be made where it will ensure a beneficial outcome for the City and its community.
2. The Chief Executive Officer will determine and authorise the decision to make, and value of, additional payments in the circumstances provided for in this Policy, in accordance with section 19A of the Regulations.
3. The City must not make any payment to a finishing or former employee that exceeds:
4. their contractual, award or agreement entitlements; or
5. an amount prescribed in section 19A of the Regulations.

### Voluntary severance

6. The Chief Executive Officer may offer voluntary severance to an employee however, voluntary severance will not be offered to a finishing or former employee who is:
7. found to have engaged in misconduct; or
8. subject to an external investigation; or
9. subject to a disciplinary process; or
10. a senior employee in accordance with section 5.37 of the Act.





City of Perth

## Council Policy

### 2.13 Payments under section 5.50 of the Local Government Act 1995

11. The CEO, subject to clause 3, will assess and determine the amount to be paid to an employee who accepts a voluntary severance under clause 4 by considering:
  - a. a recommendation from an internal or external legal practitioner
  - b. the benefit to the City; and
  - c. The length and quality of service provided to the City by the employee.
12. The voluntary severance payment will apply the base rate of pay for ordinary hours worked of the finishing or former employee's substantive position excluding:
  - a. allowances; and
  - b. penalty rates.

## Document control

### Policy context

<b>Legislation, standards &amp; external guidelines</b>	Local Government Act 1995 Local Government (Administration) Regulations 1996
<b>Policies and procedures</b>	Nil.
<b>Strategies, plans and frameworks</b>	Organise Offboarding for Departing Employee

### Document custodian

<b>Alliance</b>	CEO	<b>Service unit</b>	Governance
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### Review management

<b>Next review due</b>	July 2023	<b>Document management ref.</b>	EDRMS-1336483316-664
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### Document management

Version	Adopted by	Adoption date	Synopsis of changes
1.0	Ordinary Council Meeting	27 July 2021	Council Policy 2.13 adopted





## Severance Policy

<b>Policy Type: Council Policy</b> <b>Policy Owner: Employee Services Coordinator</b>	<b>Policy No. CP- 027</b> <b>Last Review Date: 19 June 2018</b>
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### Policy Objectives

This Severance Policy outlines the circumstances and manner of assessment upon which the City of Melville will pay an employee an amount (**severance payment**) in addition to any amount to which they are entitled under a contract of employment, award, enterprise bargaining agreement or order by a Court or Tribunal. This policy shall not be considered as a contractual entitlement under the employment relationship.

### Policy Scope

This policy relates to all City of Melville employees and should be read in conjunction with section 5.50 of the *Local Government Act 1995* and *Local Government (Administration Regulations) 1996* (19A) as to the maximum value of payment that can be approved for an employee whose employment is finishing with the City of Melville.

### Definitions / Abbreviations Used In Policy

"Redundant" will be taken to mean that an employees employment is terminated at the City of Melville's initiative because the City no longer requires the job done by the employee to be done by anyone, except where this is due to the ordinary and customary turnover of labour or in the event the City becomes insolvent or bankrupt.

### Policy Statement

#### 1. Determinations

This policy applies to all employees of the City of Melville.

Decisions under this policy are to be made -

- (a) by the Council – where the decision involves a severance payment to the Chief Executive Officer (CEO); or
- (b) by the CEO – where the decision involves a severance payment to any other employee of the City of Melville



## 2. Circumstances for severance payment

The City of Melville may pay a severance payment in circumstances whereby an employee is made redundant or accepts voluntary severance by resigning from the organisation in settlement of a claim under current and relevant employment legislation.

### (a) Exclusions

A severance payment will not be made to an employee who-

- (a) is redeployed within the City of Melville;
- (b) accepts or rejects an offer of employment with a successful tenderer;
- (c) is dismissed for serious misconduct;
- (d) is employed on either a temporary fixed term or casual basis;
- (e) has less than one year's service with the City of Melville; or
- (f) is classified as a trainee or apprentice or is under probation.

## 3. Determination of severance payment

### 3.1 Severance Payment

The City of Melville is to refer to the *Local Government (Administration) Regulations 1996* 19A.

### 3.2 Settlement and other terminations

For the purpose of determining the amount of a severance payment in respect of settling a matter under clause 2, the CEO may take into account;

- (a) the advice of an industrial advocate or legal practitioner on the strength of the cases of the respective parties in any litigation or claim in an industrial tribunal;
- (b) the costs of any industrial advocate or legal advice and support;
- (c) the general costs associated with the hearing including witness fees, travel costs and accommodation charges; and
- (d) the disruption to operations.

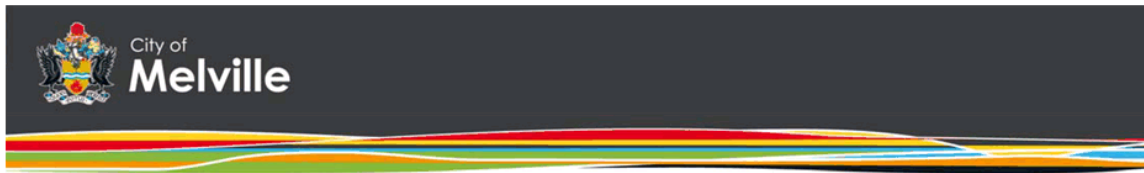
## 4. Public notice

Under section 5.50 (2) of the *Local Government Act 1995*, the City of Melville –

“may make a payment –

- (a) to an employee whose employment with the [City] is finishing; and
- (b) that is more than the additional amount set out in [this Policy] and adopted by the City of Melville,

but local public notice is to be given in relation to the payment made”.



## 5. Financial Liability for Taxation

The employee accepts full responsibility for any taxation payable on the severance payment and agrees to fully indemnify the City of Melville in relation to any claims or liabilities for taxation in relation to the payment.

### References that may be applicable to this Policy

Legislative Requirements: *Local Government Act 1995*, *Local Government (Administration) Regulations 1996*, *Fair Work Act 2009* (Commonwealth), The National Employment Standards, City of Melville Enterprise Bargaining Agreements, Local Government Industry Award 2010

Procedure, Process Maps, Work Instructions: City of Melville Severance Payment Procedure

Other Plans, Frameworks, Documents Applicable to Policy: City of Melville People Framework,

Delegated Authority No: DA-088 Severance Payment to Employee

### ORIGIN/AUTHORITY

### ITEM NO.

#### REVIEWS

Ordinary Meeting of Council	17/08/10	C10/5123
Ordinary Meeting of Council	10/02/09	C09/5039
Ordinary Meeting of Council	15/12/09	C09/5097
Ordinary Meeting of Council	16/10/12	C12/5249
Ordinary Meeting of Council	17/06/2014	M14/5370
Ordinary Meeting of Council	17/05/2016	C16/5484
Ordinary Meeting of Council	19/06/2018	C18/5617

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Please refer to the City of Melville website (Public) or BMS (Internal) for the latest version.

<b>Policy</b>	<b>Payments to Employees in Addition to Contract or Award</b>
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### Policy Type

Council

### Policy Purpose

The purpose of the Policy is to establish a position for the City of Cockburn in relation to severance pay to terminating employees, and to provide a monetary incentive for the long service of employees.

The *Local Government Act 1995 (s5.50 (1))* requires Council to prepare a Policy detailing any payments made to employees in addition to any contract or applicable award.

### Policy Statement

- (1) The City of Cockburn will not make payments of gratuities to employees upon retirement or resignation; and
- (2) The City of Cockburn will recognise long periods of service by its employees in a manner approved by the Chief Executive Officer from time to time, subject to funding being available within the relevant area of the budget.

Strategic Link:	Workforce Plan
Category:	Governance
Lead Business Unit:	Executive Services
Public Consultation: (Yes or No)	No
Adoption Date: (Governance Purpose Only)	10 December 2020
Next Review Due: (Governance Purpose Only)	December 2022
ECM Doc Set ID: (Governance Purpose Only)	10064771

[1]

Document Set ID: 10064771  
Version: 2, Version Date: 16/12/2020

<b>POL</b>	<b>PAYMENTS TO EMPLOYEES IN ADDITION TO CONTRACT OR AWARD</b>	<b>AES5</b>
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<b>POLICY CODE:</b>	AES5
<b>DIRECTORATE:</b>	Executive Support Department
<b>BUSINESS UNIT:</b>	Executive Support Department
<b>SERVICE UNIT:</b>	Executive Support Services
<b>RESPONSIBLE OFFICER:</b>	Chief Executive Officer
<b>FILE NO.:</b>	182/001
<b>DATE FIRST ADOPTED:</b>	15 April 1997i
<b>DATE LAST REVIEWED:</b>	10 March 2016
<b>ATTACHMENTS:</b>	N/A
<b>DELEGATED AUTHORITY REF.:</b>	AES5
<b>VERSION NO.</b>	4

<b>Dates of Amendments / Reviews:</b>	
DAPPS Meeting:	31 January 2013 27 February 2014 25 February 2016
OCM:	10 September 2009 14 February 2013 13 March 2014

**BACKGROUND:**

The Local Government Act, 1995, (Sec. 5.50(1)) requires Council to prepare a Policy detailing any payments made to employees in addition to any contract or applicable award.

**PURPOSE:**

To establish a position for the City of Cockburn in relation to severance pay to terminating employees, and to provide a monetary incentive for the long service of employees.

**POLICY:**

- (1) The City of Cockburn will not make payments of gratuities to employees upon retirement or resignation;
- (2) The City of Cockburn will recognise long periods of service by its employees in the following manner:
  1. by the provision of \$1,000 upon completion of 10 years continuous service;

[1]

Document Set ID: 4132618  
Version: 3, Version Date: 07/07/2024

POL	PAYMENTS TO EMPLOYEES IN ADDITION TO CONTRACT OR AWARD	AES5
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2. by the provision of \$1,500 upon completion of 15 years continuous service; and
3. by the provision of \$2,000 upon the completion of 20 years continuous service.
- (3) Employees with twenty five (25) years or more continuous service with the City of Cockburn will be granted an additional one week of leave for each year of further service, increasing the annual leave accrual rate from 4 weeks to 5 weeks per annum upon reaching this length of service.
- (4) In addition, the City may recognise the retirement or resignation of long standing employees upon the achievement of more than twenty (20) years continuous service to the City, with a function and/or gift up to a combined value of \$1,000 on occasions as deemed appropriate by the Chief Executive Officer and following consultation with the Mayor.

**SUPERSEDED**  
**(Doc Set ID 10064771)**

[2]

Document Set ID: 4132618  
Version: 3, Version Date: 07/07/2024

## Item 13.1

DAP 26/11/2020

**13.1 PAYMENTS TO EMPLOYEES IN ADDITION TO CONTRACT OR AWARD****Author(s)** D Green**Attachments** 1. Policy - Payments to Employees in Addition to Contract or Award**RECOMMENDATION**

That Council adopt the Policy "Payments to Employees in Addition to Contract or Award", attached to the Agenda.

**Background**

The *Local Government Act 1995*, (Act) requires all local governments in the state to adopt a Policy in relation to employees whose service is terminating. The City of Cockburn first adopted such a policy in 1997 and amended it from time to time, until it was transferred to an "Administrative Policy" during a Policy Review exercise in 2018. However, to ensure the intent of the Act is preserved, it is suggested that the Policy revert to a "Council" endorsed document.

**Submission**

N/A

**Report**

The provisions of Section 5.50 of the Act are in place to ensure there are reasonable controls in place to prevent excessive payments to terminating employees of a local government. For this purpose, the maximum sum provided for in the legislation is the cash equivalent of one year's salary or wages entitlement.

The City of Cockburn also has a system in place for acknowledging long serving employees (over 10 years continuous service, and every five (5) years thereafter, up to 20 years), with a one off bonus payment equivalent to \$100 for each year of service. In addition, employees of over 25 years continuous service are granted a further one week annual leave each year.

These additional acknowledgements may seem generous, however, they are only accessed by a small percentage of the City's workforce, and are considered a relatively minor reward for longevity and loyalty by those employees (refer Attachment 1).

Recommending that the City of Cockburn does not pay "gratuities" to any employees whose employment ceases, provides for transparency and accountability in managing the monetary expectations of a large and multi-faceted organisation which operates a number of complex workplace arrangements, and increases exponentially with the growth



DAP 26/11/2020

Item 13.1

rate of the district. This will continue to be the case until the City is fully developed, which is likely to be 15–20 years.

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

*A community focused, sustainable, accountable and progressive organisation.*

- Ensure good governance through transparent and accountable, planning, processes, reporting, policy and decision making.
- Attract, engage, develop, support and retain our employees to provide exceptional services for the community.

**Budget/Financial Implications**

Funds are provided in the “Salaries and Wages” accounts of all services and functions for which the City of Cockburn is responsible.

**Legal Implications**

Section 5.50 of the *Local Government Act 1995* and Regulation 19A of the *Local Government (Administration) Regulations 1996* refer.

**Community Consultation**

Section 5.50 (2) of the Act provides for occasions when gratuitous payments in excess of this Policy may be considered, subject to appropriate public notice being undertaken.

**Risk Management Implications**

There is a “Low” level of “Financial” risk and a “Moderate” level of “Brand Reputation” risk associated with this item.

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

N/A

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

Nil

Local Government	Policy	Purpose/Entitlement
City of Perth	<p>CP 2.13   Payments under section 5.50 of the Local Government Act 1995</p> <p>This policy defines the circumstances where the City will make a payment, additional to any entitlement under a contract or award, to a finishing or former employee.</p>	<p>2. The Chief Executive Officer will determine and authorise the decision to make, and value of, additional payments in the circumstances provided for in this Policy, in accordance with section 19A of the Regulations.</p> <p>3. The City must not make any payment to a finishing or former employee that exceeds:</p> <p>4. their contractual, award or agreement entitlements; or</p> <p>5. an amount prescribed in section 19A of the Regulations.</p>
City of Melville	<p>Severance Policy Policy No. CP- 027</p> <p>This Severance Policy outlines the circumstances and manner of assessment upon which the City of Melville will pay an employee an amount (severance payment) in addition to any amount to which they are entitled under a contract of employment, award, enterprise bargaining agreement or order by a Court or Tribunal. This policy shall not be considered as a contractual entitlement under the employment relationship.</p>	<p>Decisions under this policy are to be made -</p> <p>(a) by the Council – where the decision involves a severance payment to the Chief Executive Officer (CEO); or</p> <p>(b) by the CEO – where the decision involves a severance payment to any other employee of the City of Melville</p> <p>Policy Scope</p> <p>This policy relates to all City of Melville employees and should be read in conjunction with section 5.50 of the <i>Local Government Act 1995</i> and <i>Local Government (Administration Regulations) 1996</i> (19A) as to the maximum value of payment that can be approved for an employee whose employment is finishing with the City of Melville.</p> <p>Definitions / Abbreviations Used In Policy</p> <p>“Redundant” will be taken to mean that an employee’s employment is terminated at the City of Melville’s initiative because the City no longer requires the job done by the employee to be done by anyone, except where this is due to the ordinary and customary turnover of labour or in the event the City becomes insolvent or bankrupt.</p>
City of Fremantle	Payments to terminating employees	To comply with section 5.50 of the Local Government Act 1995 and set out the circumstances in which the City may pay to an employees whose employment with the City is finishing?, an amount in addition to any

Local Government	Policy	Purpose/Entitlement						
		<p>amount to which the employee is entitled under a contract of employment or award, and the manner of assessment of the additional amount.</p> <p>Recognition of terminating employees Employees who have worked at the City for a period of time exceeding 5 years are recognised as follows when they finish their employment with the City of Fremantle: Number of years of service</p> <table><tr><td>Between 5 and 10</td><td>Recognition  Certificate of recognition and a token gift up to the value of \$20.</td></tr><tr><td>Between 10 and 20</td><td>A certificate of recognition, a token gift up to the value of \$20 and a gift voucher to the value of \$100.</td></tr><tr><td>More than 20</td><td>A certificate of recognition, a token gift up to the value of \$20 and a gift voucher to the value of \$150.</td></tr></table>	Between 5 and 10	Recognition  Certificate of recognition and a token gift up to the value of \$20.	Between 10 and 20	A certificate of recognition, a token gift up to the value of \$20 and a gift voucher to the value of \$100.	More than 20	A certificate of recognition, a token gift up to the value of \$20 and a gift voucher to the value of \$150.
Between 5 and 10	Recognition  Certificate of recognition and a token gift up to the value of \$20.							
Between 10 and 20	A certificate of recognition, a token gift up to the value of \$20 and a gift voucher to the value of \$100.							
More than 20	A certificate of recognition, a token gift up to the value of \$20 and a gift voucher to the value of \$150.							
City of Swan	Management Practice MP-073 Employee Separation Payments	<p>To set down principles to ensure compliance with Section 5.50 of the <i>Local Government Act 1995</i>, in relation to payments made to employees on the ending of employment and which may exceed their entitlement under a contract, registered industrial agreement or award.</p> <p>2.4 Resignation and Retirement Employees leaving the organisation of their own volition, for the purpose of career change or retirement, will be entitled to termination payments according to their entitlements under the award, registered industrial agreement or individual contract of employment.</p> <p>2.7 Ex Gratia Payments</p>						

Local Government	Policy	Purpose/Entitlement
		Ex gratia payments in recognition of extensive or exemplary service, shall not be made to staff upon termination of their employment with the City, whether as a result of retirement, resignation or otherwise
City of Wanneroo	Payments to Employees in Addition to a Contract or Award Policy	Other Circumstances When a Payment in Accordance with this Policy is Permissible Employees who have worked with the City for a minimum of ten (10) years, and who have confirmed their intent to retire permanently from the workforce may receive a corporate gift to a maximum value up to \$500, subject to there being no recent performance or conduct concerns.



**15.1.9 (2022/MINUTE NO 0244) Abandoned Shopping Trolley**

**Author** Michael Emery

**Attachments**

1. Ipswich City Council - Local Law No. 8 - Nuisances and Community Health and Safety 2013 [↓](#)
2. Ipswich City Council - Frequently Asked Questions - Abandoned Shopping Trolleys [↓](#)

**Officer Recommendation/Committee Recommendation/Council Decision**

MOVED Cr C Reeve-Fowkes SECONDED Cr T Dewan

That Council:

(1) NOTES this report.

**CARRIED UNANIMOUSLY 10/0**

**Background**

Cr Separovich submitted the following Matter to be Noted for Investigation on 11 August 2022:

The City is to create a report *detailed the controls put on abandoned trolleys by the City of Ipswich in Queensland*, and whether such controls could be replicated in the WA local government framework.

The report is to be returned to the City's Governance Committee as part of their upcoming review of local laws.

**Submission**

N/A

**Report**

Ipswich City Council local laws require supermarkets and retailers to install a shopping trolley wheel lock containment system in an effort to clean up local parks, creeks and rivers.

Any retailer with over 20 shopping trolleys is required to have a containment system.

Retailers must ensure that all shopping trolleys are affixed with identification which includes:

- Name of the retailer
- Contact details, including a telephone number to report shopping trolleys found or abandoned outside of the retailer's premises.

The information must be:

- Legible
- Conspicuously displayed
- Permanently affixed/not easily removed.

It is illegal for a person to remove a shopping trolley from a retail premises without the consent (permission) of the owner of the trolley.

On-the-spot fines of more than \$260 can be issued to a person who takes or leaves a shopping trolley outside of the retail premises.

A set of frequently asked questions in relation to this containment system is attached (refer Attachment 1) as well as the Ipswich City Council Local Law No. 8 (Nuisances and Community Health and Safety) 2013 (refer Attachment 1).

### Legal Framework

The head of power to create and amend local laws in Western Australia differs from that of the State of Queensland.

Local governments in Queensland and other States could have greater flexibility to implement local laws beyond what is permissible within the legislative framework in Western Australia.

The authority to remove, impound and resell trolleys within the City of Cockburn is governed by the City's *Consolidated Local Law 2000*.

The collection of abandoned trolleys within the Western Australian context is regulated differently between local governments.

In 2016, the Western Australian Local Government Association (WALGA) released a background paper on abandoned trolleys.

The Paper identified local governments within WA could not create a local law requiring retailers install a trolley containment system, which would be similar to that of the City of Ipswich.

WALGA's position paper states:

*There is currently inadequate head of power under the Local Law-making provisions of the Local Government Act 1995 for a dedicated shopping trolley containment system Local Law to be created.*

In addition to local laws, illegal dumping of shopping trolleys is also addressed by the *Local Government Act 1995*:

- Section 3.42. Impounded non-perishable goods
- Section 3.46. Goods may be withheld until costs paid
- Section 3.47. Confiscated or uncollected goods, disposal of
- Regulation 29B Local Government (Functions and General) Regulations – Prescribed non-perishable goods.

The Local Government Act allows local governments to impound abandoned trolleys.



The Local Government can then require the retailer to pay a fee to collect trolleys in order to reimburse the costs associated with removing, impounding and storing the trolleys.

### **The City of Cockburn**

Like many other local governments within Western Australia, attempts to enforce fees on retailers to retrieve impounded trolleys at the City of Cockburn have been generally unsuccessful.

Council increased its fees within the FY 23 Fees and Charges from \$25 to \$100 for the collection and impoundment of trolleys.

The increase in fees may have a future deterrent effect if the City commences prosecution action against the trolley owners for failing to collect abandoned trolleys within a stipulated timeframe.

### **Summary**

As there is an inadequate head of power (at a State legislative level), the possibility of having similar local laws to the City of Ipswich will not be considered as part of the broader local law review.

In the event there is change at a State level, then the City's local law could be amended in the future.

### **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'.

#### 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.

- A safe and healthy community that is socially connected.

#### City Growth & Moving Around

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

- An attractive, socially connected and diverse built environment.

#### Listening & Leading

A community focused, sustainable, accountable and progressive organisation.

- Best practice Governance, partnerships and value for money.





**Budget/Financial Implications**

N/A

**Legal Implications**

N/A

**Community Consultation**

N/A

**Risk Management Implications**

This item has a 'low' risk to the City's brand and public reputation.

There could be an increase in compliance risk in the event that Council implement a local law that exceeds the Council's authority under the *Local Government Act 1995*.

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

N/A

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

Nil



# Ipswich

## City Council

### *Local Law No. 8 (Nuisances and Community Health and Safety) 2013*

54878554v1

1



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Ipswich City Council

Local Law No. 8 (Nuisances and Community Health and Safety) 2013

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## Part 1 Preliminary

### 1 Short title

This local law may be cited as *Local Law No. 8 (Nuisances and Community Health and Safety) 2013*.

### 1A Commencement

- (1) Section 11(3) of this local law commences on 1 July 2014.
- (2) The remaining provisions of this local law commence on 1 August 2013.

### 2 Object

The object of this local law is to protect the community and its environment and amenity by eliminating or reducing nuisances and risks to the community's health and safety and in particular those resulting from —

- (a) inadequate protection against animal and plant pests; and
- (b) vegetation overgrowth; and
- (c) visual pollution resulting from accumulation of objects and materials or from waste; and
- (d) diminution of amenity by the emission of light;
- (e) waste containers remaining kerbside for extended periods of time; and
- (f) fires and fire hazards not regulated by State law; and
- (g) safety hazards; and
- (h) release of odours, smoke and waste water; and
- (i) damaged, abandoned and unregistered vehicles; and
- (j) unreasonable noise; and
- (k) abandoned shopping trolleys; and
- (l) smoking in public places.

### 3 Definitions—the dictionary

- (1) The dictionary in the Schedule (Dictionary) defines particular words used in this local law.

- (2) The dictionaries in *Local Law No.1 (Administration) 2013* and *Local Law No.4 (Permits) 2013* also define words used in this local law.

#### 4 Relationship to other laws

- (1) The powers given by this local law must be exercised in a way that is not inconsistent with all Acts (including subordinate legislation) including—
- (a) the *Biosecurity Act 2014*; and
  - (b) the *Vegetation Management Act 1999*; and
  - (c) the *Environmental Protection Act 1994*; and
  - (d) the *Fire and Emergency Services Act 1990*; and
  - (e) the *Stock Route Management Act 2002*; and
  - (f) the *Transport Operations (Road Use Management) Act 1995*; and
  - (g) the *Public Health Act 2005*; and
  - (h) the *Land Act 1994*; and
  - (i) the *Police Powers and Responsibilities Act 2000*; and
  - (j) the *Plumbing and Drainage Act 2018*; and
  - (k) the *Building Act 1975*; and
  - (l) the *Planning Act 2016*; and
  - (m) the *Work Health and Safety Act 2011*; and
  - (n) the *Food Production (Safety) Act 2000*.

## Part 2 Permits and prohibited activities

### 5 Requirement for a permit

- (1) A person (other than a local government) must not undertake an activity which is a permit regulated activity<sup>1</sup>—
- (a) unless authorised by a permit granted pursuant to this local law and *Local Law No.4 (Permits) 2013*<sup>2</sup>; or

<sup>1</sup> For the definition of permit related activity see the Schedule.

<sup>2</sup> Local Law No. 4 (Permits) 2013 sets out the procedures for the application, granting, conditioning and enforcement of permits.

- (b) unless authorised by an official sign exhibited on a local government controlled area or on a road.

Maximum penalty for subsection (1) –

- (a) for first offence – 20 penalty units.  
 (b) for second offence within a 2 year period – 30 penalty units.  
 (c) for third or further offences within a 2 year period – 50 penalty units.

unless the activity is an activity referred to in section 7 (Commission of nuisance) in which case the penalty is that prescribed in section 6 (Prohibition of a nuisance).

- (2) A person must not in any manner or by any means indicate that a permit regulated activity which does not comply with this local law does comply with this local law.

Maximum penalty for subsection (2) –

- (a) for first offence – 20 penalty units.  
 (b) for second offence within a 2 year period – 30 penalty units.  
 (c) for third or further offences within a 2 year period – 50 penalty units.

- (3) Notwithstanding section 5(1) (Requirement for a permit and prohibited activities) of this local law, a permit is not required if—

- (a) a local law or subordinate local law specifies that a permit is not required in respect of the undertaking of the permit regulated activity; or  
 (b) a local law or subordinate local law specifies circumstances under which a permit is not required in respect of the undertaking of the permit regulated activity; or  
 (c) the undertaking of the permit regulated activity is authorised by a Local Government Act.

- (4) For the purposes of section 5(1) (Requirements for a permit and prohibited activities) of this local law the activities specified in column 1 of Schedule 2 are permit regulated activities.

- (5) For the purposes of section 5(3)(b) (Requirements for a permit and prohibited activities) of this local law a permit is not required for the permit regulated activities specified in column 1 of Schedule 2 in the circumstances prescribed in column 2 of Schedule 2.



**5A Prohibited activities**

- (1) A person must not engage in a prohibited activity.

Maximum penalty for subsection (1) — 50 penalty units

- (2) For the purposes of section 5A(1) (Prohibited activities) of this local law the activities listed in column 1 Schedule 3 are prohibited activities other than in the circumstances listed in column 2 of Schedule 3.

**Part 3 Nuisances****6 Prohibition of a nuisance**

- (1) A person must not do any act or omit to do any act which causes a nuisance.

Maximum penalty for subsection (1)—

- (a) for first offence —10 penalty units.
  - (b) for second offence within a 2 year period —30 penalty units.
  - (c) for third or further offences within a 2 year period —50 penalty units.
- (2) Notwithstanding subsection (1), where the assessment of whether a nuisance exists is dependent on the opinion of an authorised person, the local government must issue a compliance notice before taking any other action<sup>3</sup>.

**7 Commission of a nuisance**

For the purposes of section 6 (Prohibition of a nuisance) of this local law, a nuisance shall be deemed to exist if—

- (1) an object or material (other than a plant) on premises—
  - (a) has, or in an authorised person's opinion is likely to, fall or be carried away –
    - (i) by the wind;
    - (ii) by activities being carried out on the premises; or
    - (iii) as a result of a lack of control measures being implemented in relation to the premises; and
  - (b) has caused, or in an authorised person's opinion is likely to cause –

<sup>3</sup> Any compliance notice must be issued in accordance with Section 30 of *Local Law No. 1 (Administration) 2013* and is taken to have been issued under that section.

- (i) harm to human health or safety, or personal injury; or
  - (ii) property damage or a loss of amenity; or
- (2) the spillage of light from artificial illumination from a residential premises exceeds the relevant light emission standards specified in a subordinate local law; or
- (3) a plant on premises—
  - (a) is dangerous or otherwise hazardous; or
  - (b) attracts vermin; or
  - (c) is a fire hazard; or
  - (d) has caused personal injury or serious property damage (damage as a result of leaf matter, flower petals, twigs and sap does not constitute serious property damage); or
  - (e) is likely in the authorised person's opinion to—
    - (i) be dangerous or otherwise hazardous; or
    - (ii) attract vermin; or
    - (iii) be a fire hazard; or
    - (iv) give rise to a risk of harm to human health or safety, personal injury or serious property damage (damage as a result of leaf matter, flower petals, twigs and sap does not constitute serious property damage); or
- (4) an act or omission on premises—
  - (a) has caused the breeding or harbouring of flies or vermin; or
  - (b) is likely in an authorised person's opinion to give rise to the breeding or harbouring of flies or vermin; or
- (5) a plant or animal on a premises is a declared pest; or
- (6) a declared pest has been sold, displayed or offered for sale or supplied; or
- (7) a release on residential premises of odours, gas, fumes, smoke, dust, particles or aerosols in the authorised person's opinion—
  - (a) has caused—
    - (i) harm to human health or safety or personal injury; or
    - (ii) property damage or a loss of amenity; or

- 
- (b) is likely to give rise to a risk of—
    - (i) harm to human health or safety or personal injury; or
    - (ii) property damage or a loss of amenity; or
  - (8) fencing on premises—
    - (a) is dangerous fencing; or
    - (b) has caused personal injury or property damage; or
    - (c) is likely in the authorised person's opinion to give rise to a risk of personal injury or property damage; or
  - (9) a dead animal remains on premises—
    - (a) has caused harm to human health or safety or personal injury or a loss of amenity; or
    - (b) is likely in an authorised person's opinion to give rise to a risk of harm to human health or safety or personal injury or a loss of amenity; or
  - (10) a fire hazard exists on premises; or
  - (11) the driving, standing, wheeling or riding of a vehicle or an animal (other than a domestic animal), on a nature strip, footpath, water channel or gutter—
    - (a) has caused personal injury or property damage; or
    - (b) is likely in the authorised person's opinion to give rise to a risk of personal injury or property damage; or
  - (12) a vehicle has been abandoned on premises or a road by the person who last drove or used it; or
  - (13) a vehicle has been left unattended on premises or a road where—
    - (a) the driver of the vehicle cannot be readily located or has failed to immediately remove the vehicle when required by an authorised person to do so and the vehicle has caused in an authorised person's opinion, or, is likely to cause in an authorised persons opinion—
      - (i) danger, hindrance or obstruction to traffic or hindrance or obstruction to the use of a road for a lawful purpose; or
      - (ii) harm to human health or safety or personal injury; or
      - (iii) property damage or loss of amenity.; or
  - (14) a wasp nest, bee hive (other than a bee hive to which the *Biosecurity Act 2014* applies) or other insect nest on premises—

- (a) has caused personal injury or property damage; or
  - (b) is likely in an authorised person's opinion to give rise to a risk of personal injury or property damage; or
- (15) a fire has been lit and maintained in the open air on premises in a residential area except where the fire—
  - (a) has been lit to cook food in or on a gas, wood or coal fire, barbeque or hangi and does not cause a nuisance pursuant to subsection (7); or
  - (b) has been authorised under the *Fire and Emergency Services Act 1990*; or
  - (c) only involves the lighting of a match, cigarette lighter, candle, lamp, blow torch or other such device or the use of a bee smoker; or
- (16) there exists on premises a hole, well, excavation or other place which—
  - (a) has caused personal injury or property damage; or
  - (b) is likely in an authorised person's opinion to give rise to a risk of personal injury or property damage; or
- (17) the aggregation or accumulation of any object or material on premises is in the reasonable opinion of an authorised person unsightly when viewed from any point outside the premises; or

*Example of paragraph (17)—*  
Unsightly objects or materials include discarded or disused machinery, rusted or broken down cars, bottles, containers, general rubbish, garden waste or similar objects or materials.
- (18) vegetation on a premises is overgrown to the extent that -
  - (a) in the reasonable opinion of an authorised person it has seriously affected the visual amenity of a premises or surrounding area; or
  - (b) in the reasonable opinion of an authorised person it is likely to harbour reptiles or vermin; or
- (19) a person parks or stores an unregistered or damaged vehicle or allows an unregistered or damaged vehicle to be parked or stored in a residential area and in an authorised person's opinion the vehicle has caused or is likely to cause a loss of amenity to the area; or
- (20) a person discharges or deposits waste water or other fluid onto adjoining or proximate land or road, or otherwise interferes with or allows waste water or other fluid to escape such that it impacts upon adjoining or proximate land or road; or

- (21) a person does an act or omission specified in a subordinate local law that will give rise to a risk of—
  - (a) harm to human health or safety or personal injury; or
  - (b) property damage or a loss of amenity; or
- (22) in the opinion of an authorised person or the local government—
  - (a) a person does an act or makes an omission with the intention of causing a loss of amenity for neighbouring premises; and
  - (b) the act or omission results in a loss of amenity for neighbouring premises; or
- (23) a person places, throws or otherwise discharges a stone, bottle or other object onto or over a road or other premises; or
- (24) a person paints, repairs, alters or maintains a vehicle on a road, except for minor maintenance in the event of an emergency.

## 8 Exclusion from liability

A person does not commit an offence against section 6 (Prohibition of a nuisance) of this local law if—

- (a) the nuisance is authorised or required in the performance of an express duty, express power or an approval under—
  - (i) the *Biosecurity Act 2014*; or
  - (ii) the *Environmental Protection Act 1994*; or
  - (iii) the *Fire and Emergency Services Act 1990*; or
  - (iv) the *Stock Route Management Act 2002*; or
  - (v) the *Transport Operations (Road Use Management) Act 1995*; or
  - (vi) the *Public Health Act 2005*; or
  - (vii) the *Land Act 1994*; or
  - (viii) the *Plumbing and Drainage Act 2018*; or
  - (ix) the *Building Act 1975*; or
  - (x) the *Planning Act 2016*; or
  - (xi) the *Workplace Health and Safety Act 1995*; or
  - (xii) the *Food Production (Safety) Act 2000*; or

- (xiii) another Act (including a local law); or
- (b) the act or omission is specified in a subordinate local law not to be a nuisance.
- (c) an approval has been obtained permitting an activity which would, but for the conditions of the approval, constitute a nuisance.

## **Part 4 Waste containers**

### **9 Placement of waste containers outside property boundaries**

- (1) The owner or occupier of premises where domestic or commercial waste is produced must —
  - (a) not place any waste containers outside the property boundary earlier than the day before the day of collection; and
  - (b) bring all waste containers within the property boundary no later than the day after the day of collection; and
  - (c) not place any waste containers in a manner that is likely, in an authorised person's opinion, to cause —
    - (i) harm to human health or safety, or personal injury;
    - (ii) property damage or a loss of amenity; or
    - (iii) a traffic nuisance.

Maximum penalty — 10 penalty units.

- (2) In relation to domestic waste it is a defence to a breach of, or non-compliance with, subsection (1) if the owner or occupier has a reasonable excuse.

#### *Example*

An example of reasonable excuse for domestic waste may include a resident is absent for personal or family reasons; or a resident is absent on business on work related activities.

## **Part 5 Shopping trolleys**

### **10 Definitions for Part 5**

In this Part —

**retail premises** means the entire area owned, leased or utilised by a retailer including the area which is provided for the use of customers, including any car parking area, pedestrian walkways, common areas within a shopping centre or such other area specified by the local government by resolution.

**retailer** means any person who in connection with a retail or wholesale business owns, leases or otherwise makes shopping trolleys available for use by customers and includes any on-site or designated agent which provides the shopping trolleys for use by customers.

**shopping trolley** means a cart or wheeled basket used primarily for the carriage of goods by customers while on or in the retail premises.

**trolley containment system** means a wheel lock system or such other alternative system as Council may by subordinate local law prescribe to prevent shopping trolleys being removed from a retailer's premises, and to facilitate the return of the shopping trolleys to a designated location within the retail premises.

**wheel lock system** means a disabling device which makes the trolley inoperable, including by locking the wheels of the shopping trolley, if it is removed from or within a certain distance of a retail premises.

**impoundment notice** means a notice stating—

- (a) that the retailer's shopping trolley or shopping trolleys to which the notice relates have been impounded; and
- (b) that the retailer is required to claim the shopping trolley or trolleys; and
- (c) the period of not less than 14 days within which the shopping trolley or trolleys must be claimed ; and
- (d) that it is an offence not to claim an impounded shopping trolley within the period stated in the notice; and
- (e) that if the shopping trolley or trolleys are not claimed within the period stated in the notice that each shopping trolley is forfeited to the local government which may dispose of the shopping trolley or trolleys; and
- (f) the prescribed fee for claiming each shopping trolley.

**collection notice** means a notice stating —

- (a) that the retailer's shopping trolley or shopping trolleys to which the notice relates have been found outside the retail premises; and
- (b) the location at which the shopping trolley or trolleys have been found; and



- (c) the period of not less than 2 working days within which the shopping trolley or trolleys must be collected and removed by the retailer; and
- (d) that it is an offence not to collect and remove a shopping trolley to which the notice relates within the period stated in the notice.

## **11 Shopping trolleys to remain within retail premises**

- (1) A retailer must ensure that all of the shopping trolleys which the retailer provides for its customers remain within the retail premises.

Maximum penalty - 10 penalty units

- (2) It is a defence to a proceeding for a contravention of subsection (1) for the retailer to prove that it took all reasonable measures to ensure that the shopping trolley remains within the retail premises.

*Examples of reasonable measures may include development and implementation of a trolley containment system.*

- (3) A retailer must implement a trolley containment system —
  - (a) if the number of shopping trolleys owned, leased or otherwise made available to customers by that retailer exceeds the number prescribed by subordinate local law; or
  - (b) if otherwise prescribed by subordinate local law.

Maximum penalty - 50 penalty units

- (4) The local government may resolve to exempt a retailer from implementing a trolley containment system on such conditions it considers appropriate.

## **11A Leaving or taking shopping trolleys outside retail premises**

A person must not take a shopping trolley from retail premises or leave a shopping trolley at a place outside retail premises unless –

- (a) the person takes or leaves the trolley with the consent of the owner of that trolley; or
- (b) the person has a reasonable excuse.

Maximum penalty—20 penalty units

## **12 Identification of shopping trolleys**

- (1) A retailer must display the following information on each shopping trolley—
  - (a) the name of the retailer;

- (b) contact details, including a telephone number to report shopping trolleys found or abandoned outside of the retailer's premises; and
  - (c) any other information prescribed by subordinate local law.
- (2) The information must be—
- (a) legible;
  - (b) conspicuously displayed; and
  - (c) permanently affixed and not easily removed.

Maximum penalty - 10 penalty units

### **13 Impoundment and collection notices**

- (1) If a shopping trolley is found in a public place other than the retail premises then the local government may —
- (a) seize and impound the shopping trolley and give an impoundment notice to the retailer; or
  - (b) give the retailer a collection notice.
- (2) An impoundment notice or a collection notice may relate to one or more shopping trolleys.

### **14 Claiming or collecting a shopping trolley**

- (1) A person claiming an impounded shopping trolley within the period stated in an impoundment notice must—
- (a) prove ownership or right to possession to the local government's satisfaction;
  - (b) sign a release, in the approved form, which releases the local government, an authorised person or other person acting in accordance with a local law from any claim or action for conversion or damages; and
  - (c) pay the prescribed fee.
- (2) It is an offence for a retailer to fail to claim a shopping trolley referred to in an impoundment notice given under section 13(1)(a) within the period stated in the notice.

Maximum penalty for each offence under subsection (2) - 50 penalty units

- (3) It is an offence for a retailer not to collect and remove each shopping trolley referred to in a collection notice given under section 13(1)(b) within the period sated in the notice.

Maximum penalty for each offence under subsection (3) - 50 penalty units

- (4) To avoid doubt, a failure to claim or collect each of the shopping trolleys referred to within an impoundment notice or collection notice within the period stated in the notice constitutes a separate offence.

## 15 Disposal of trolleys

- (1) The local government may dispose of any impounded shopping trolley not claimed within the period stated in an impoundment notice in accordance with section 41 (Confiscated goods) of *Local Law No. 1 (Administration) 2013*.
- (2) The retailer of a shopping trolley impounded or disposed of under this local law will have no cause of action for damages, conversion or otherwise against the local government, an authorised person or other person acting in accordance with a local law.

## Part 6 Smoke free areas

### 16 Definitions for part 6—

In this part—

**smoke free area** means an area or areas declared in a subordinate local law to be a smoke free area.

**smoke** has the meaning in the *Tobacco and Other Smoking Products Act 1998*.

**no smoking signs** means a sign in the form and with the content prescribed by subordinate local law.

### 16A No smoking signs

- (1) The local government may place and maintain no smoking signs at the main entrances to smoke free places.
- (2) It is not material to the commission of an offence under sections 17 (No smoking in a smoke free area) or 18 (Direction) that a person was not aware of the sign in subsection (1).

### 17 No smoking in a smoke free area

A person must not smoke in a smoke free area.

Maximum penalty - 10 penalty units

## 18 Direction

- (1) An authorised person may give a person smoking, or that the authorised person reasonably believes has been smoking, in a smoke free area, a verbal direction to stop smoking or not to smoke in the area.
- (2) A person must comply with a verbal direction of an authorised person given under subsection (1).

Maximum penalty - 20 penalty units

- (3) Any direction given under subsection (1) is in addition to any other action that may be taken by the local government or authorised person under this or any other local law.<sup>4</sup>

## Part 6A Graffiti

### 18A Graffiti

- (1) This section shall not apply to —
  - (a) public art commissioned on a commercial basis by or with the consent of the owner of the premises; or
  - (b) public art on a wall or structure in a public place designated for its legal application.
- (2) If any building or other structure is marked with graffiti an authorised person may give a written notice ("**graffiti removal notice**") to the owner or occupier of the land on which the building or structure is erected requiring the owner or occupier to remove the graffiti within 14 days of the notice being given.
- (3) If the graffiti is marked on a construction site hoarding erected beyond the boundary of the property on which the construction site is located, the graffiti removal notice may be given to the owner or occupier of the land on which the construction site is located.
- (4) If the graffiti is marked on a billboard or billboard structure, the graffiti removal notice may be given to the owner of the billboard requiring the billboard owner to remove the graffiti within 14 days of the notice being given.
- (5) A graffiti removal notice may be given by post or by personal service.

<sup>4</sup> For example the *Environmental Protection Act*, section 440D provides the general offence of littering which would apply to the disposal of cigarette butts.

- (6) The recipient of a graffiti removal notice must comply with the notice unless the person has a reasonable excuse.

Maximum penalty—50 penalty units.

## Part 7 Subordinate local laws

### 19 Subordinate local laws

- (1) The local government may make a subordinate local law with respect to—
- (a) when a permit is not required for undertaking a permit regulated activity pursuant to section 5 (Requirement for a permit) of this local law; and
  - (b) light emission standards for the purposes of section 7(a) (Commission of a nuisance) of this local law; and
  - (c) an act or omission that is a nuisance pursuant to section 7(21) (Commission of a nuisance) of this local law; and
  - (d) an act or omission that is not a nuisance pursuant to section 8(b) (Exclusion from liability) of this local law; and
  - (e) a trolley containment system pursuant to section 10 (Definitions for part 4) ; and
  - (f) the number of shopping trolleys pursuant to section 10 (Definitions for part 4); and
  - (g) information to be included on shopping trolleys pursuant to section 10 (Definitions for part 4); and
  - (h) areas declared as a smoke free area pursuant to section 11 (Definitions for part 5); and
  - (i) a fence as a dangerous fence pursuant to the Schedule (Dictionary— definition of dangerous fence)) of this local law; and
  - (j) a place specified as a footpath pursuant to the Schedule (Dictionary— definition of footpath) of this local law; and
  - (k) activities that are permit regulated activities pursuant to the Schedule (Dictionary— definition of permit regulated activity) of this local law; and
  - (l) a plant or animal as a declared pest pursuant to the Schedule (Dictionary— definition of declared pest) of this local law; and

- (m) a thing as a fire hazard pursuant to the Schedule (Dictionary—definition of fire hazard) of this local law;

## Part 8 Transition, Savings and Repeals

### 20 Repeals

The following Local Laws are repealed —

- (a) *Local Law No.8 (Control of Pests) 2005*, gazetted 20 May 2005;
- (b) *Local Law No.9 (Entertainment Venues) 1999*, gazetted 18 June 1999;
- (c) *Local Law No. 10 (Health and Safety) 1999*, gazetted 13 August 1999;
- (d) *Local Law No. 18 (Control of Nuisances) 1998*, gazetted 27 November 1998;
- (e) *Local Law No. 22 (Water Supply) 1999*, gazetted 18 June 1999;
- (f) *Local Law No. 23 (Telecommunications Cabling) 1997*, gazetted 5 December 1997;
- (g) *Local Law No. 28 (Spray Painting) 1999*, gazetted 18 June 1999;
- (h) *Local Law No. 29 (Temporary Homes)*, gazetted 19 May 2000;
- (i) *Local Law No. 45 (Construction of Dams) 1999*, gazetted 18 June 1999;
- (j) *Local Law No. 51 (Private Railways) 1999*, gazetted 18 June 1999; and
- (k) *Interim Local Law No. 1 (Smoke Free Areas) 2013*, gazetted 22 March 2013.

### 21 Existing Permits

Any person who immediately before the commencement of this local law held a permit under any local law to operate an activity which is now a licence regulated activity under this local law is taken to be a holder of a permit under this local law and *Local Law No. 4 (Permits) 2013* to operate that activity.

## Schedule 1 Dictionary

### Section 3

**abandoned vehicle** includes an unregistered vehicle parked on a local government controlled area or road.

**approval** has the meaning given in *Local Law No. 1 (Administration) 2013* and includes all conditions of consent, permission, permit, licence, authorisation or approval.

**authorised person** means a person authorised by the local government under *Local Law No. 1 (Administration) 2013* to exercise the powers of an authorised person under this local law.

**camping ground** has the same meaning as in the planning scheme.

**caravan park** has the same meaning as in the planning scheme.

**cemetery** means a place for disposing of human remains by—

- (a) burial;
- (b) cremation; or
- (c) placement in a columbarium, mausoleum or vault.

**damaged vehicle** means a vehicle which is in a condition which renders it unable to be used readily on a road.

**dangerous fencing** means any of the following —

- (a) a razor wire fence;
- (b) a barbed wire fence adjoining a local government controlled area or road;
- (c) an electric fence adjoining a local government controlled area or road; or
- (d) a fence specified in a subordinate local law.

**declared pest** means a plant or animal declared to be a pest by a subordinate local law.

**disturbance of human remains** includes to move, remove, relocate, exhume or otherwise interfere with human remains.

**establishment or occupation of a temporary home** means the erection, construction, installation, positioning or placement of a structure used or intended for temporary use as a place of residence but does not include—

- (a) a residential structure authorised under the Planning Act; or



- (b) a residential structure declared to be prohibited development or assessable development under the Planning Act and no development permit exists to authorise the use or construction of the structure; or
- (c) the establishment or the occupation of a temporary home on or in an approved or dedicated camping ground or caravan park; or
- (d) the establishment or occupation of a temporary home on or in a part of the local government area excluded by subordinate local law.

*Examples –*

- a caravan;
- a car, bus, van or other vehicle used, or intended for use, as a place of residence;
- a tent;
- a prefabricated structure used, or intended for use, as a place of residence;
- a structure designed to be readily assembled and disassembled and used, or intended for use, as a place of residence.

**fire hazard** means anything that because of its flammable or combustible nature, its position, or its quantity, exposes premises or other property (such as plant, equipment or chattels) to a significant risk of damage or destruction by fire and includes anything that is declared under a subordinate local law to be a fire hazard.

**footpath** has the meaning given in the *Transport Operations (Road Use Management) Act 1995* and includes a mall, a square, court or other public place specified as a footpath in a subordinate local law.

**local government controlled area—**

- (a) means land, facilities and other infrastructure owned, held in trust or otherwise controlled by the local government, other than a road; and

*Examples of local government controlled areas—*

- parks, reserves and recreational areas
- conservation parks
- cemeteries
- local government operated library, including mobile libraries
- local government Chambers and local government offices
- jetties.
- a pedestrian mall

- (b) includes part of a local government controlled area.

**noise** includes vibration of any frequency, whether emitted through air or another medium.

**occupier** of premises means the person who has the control or management of the premises.

**park** means a local government controlled area which the local government has resolved be set apart for as a park or for recreation or environmental purposes.

***permit regulated activity*** means—

- (a) an activity which is specified as a permit regulated activity or nuisance in this local law; or
- (b) an activity which would ordinarily be prohibited by this local law or subordinate local law unless authorised by a permit; or
- (c) an activity which would ordinarily be prohibited by this local law or subordinate local law unless authorised by a permit, but for which a local law or subordinate local law specifies that a permit is not required.

***Planning Act*** means the *Planning Act 2016* (Qld) and includes the predecessor legislation to that Act.

***planning scheme*** means the planning scheme made or amended from time-to-time under the Planning Act.

***premises*** means any land, building or structure, and includes any part thereof.

***prohibited activity*** means the activities set out in Schedule 3.

***public place*** - see the Act, section 125(5).

***residential area*** includes areas comprising predominantly residential development and land (other than *roads*), that is situated in one or more of the following zones or other similar designation under a Structure Plan under the planning scheme –

- (a) within the Urban Areas—
  - (i) Large Lot Residential Zone;
  - (ii) Residential Low Density Zone;
  - (iii) Residential Medium Density Zone;
  - (iv) Character Areas - Housing Zone;
  - (v) Future Urban Zone;
  - (vi) Character Areas - Mixed Use Zone;
  - (vii) Business Incubator Zone;
  - (viii) Bundamba Racecourse Stables Area Zone;
  - (ix) Special Uses Zone;
  - (x) Special Opportunity Zone;
- (b) within the Rosewood Area –

- 
- (i) Character Areas - Housing Zone;
  - (ii) Residential Low Density Zone;
  - (iii) Residential Medium Density Zone;
  - (iv) Urban Investigation Zone;
  - (v) Special Uses Zone;
  - (c) within the City Centre—
    - (i) Residential High Density Zone;
  - (d) within the Township Areas—
    - (i) Township Residential Zone;
    - (ii) Township Character Housing Zone;
    - (iii) Township Character Mixed Use Zone;
    - (iv) Special Uses Zone.
  - (e) within the Springfield Structure Plan —
    - (i) Community Residential Designation.
  - (f) within the Rural Areas—
    - (i) Rural C (Rural Living) Zone.

and includes land approved for residential development pursuant to a development approval, including a development which is recorded on the planning scheme pursuant to section 3.5.27 *Integrated Planning Act 1997*, section 391 of the *Sustainable Planning Act 2009* or section 89 of the *Planning Act 2016*.

**residential premises** means premises used for a residential use.

**residential use** means the uses included in the Residential use class under the planning scheme.

**road** means —

- (a) a road as defined in the Act, section 59; and
- (b) a State-controlled road in respect of which the chief executive has given written agreement under the *Transport Operations (Road Use Management) Act 1995*, section 66(5)(b) where that act requires such agreement.

**the Act** means the *Local Government Act 2009*.

**vegetation** includes a tree, bush, shrub, plant or grass, but does not include vegetation which is not permitted to be removed or damaged under a law of the State or Commonwealth, or under the planning scheme or any local law, either specifically or in the absence of an approval under that law, local law or the planning scheme.

**vehicle** see the *Transport Operations (Road Use Management) Act 1995*, schedule 4, definitions.

**vermin** includes insects, rodents, ants, mosquitos, bugs, rats, snakes, termites, lice, mice, cockroaches and other similar small animals or insects.

**waste container** means a wheelie bin or other receptacle which is used for the temporary storage of refuse such as garbage, recyclables, food scraps, vegetation matter or decomposing material pending collection or removal of the refuse.



**Schedule 2** Permit regulated activities

Section 5

<b>Column 1</b> <b>Permit regulated activities</b>	<b>Column 2</b> <b>Circumstances that do not require a permit under the Local Law</b>
Disturbance of human remains buried within or outside of a cemetery	A permit is not required for the disturbance of human remains on the order of a coroner or other lawful authority, including the local government.
Occupation of a temporary home	None prescribed

**Schedule 3** Prohibited activities

Section 5A

<b>Column 1</b> <b>Prohibited Activity</b>	<b>Column 2</b> <b>Circumstances in which activity not prohibited</b>
Burial or disposal of human remains outside of a cemetery.	The scattering of human cremated remains is not prohibited.
Interfering with a funeral or commemorative service being lawfully conducted in a cemetery or memorial area in the local government area	None prescribed

## Endnotes

### 1 Index to Endnotes

- 2 Date to which amendments incorporated
- 3 Key
- 4 Table of reprints
- 5 List of legislation

### 2 Date to which amendments incorporated

This reprint includes all amendments that commenced operation on or before 1 November 2019

### 3 Key

Key to abbreviations in list of legislation and annotations

#### Key Explanation

amd	= amended
ch	= chapter
def	= definition
div	= division
hdg	= heading
ins	= inserted
om	= omitted
p	= page
pt	= part
renum	= renumbered
rep	= repealed
s	= section
sch	= schedule
sdiv	= subdivision

### 4 Table of reprints

A reprint is issued upon the commencement of an amending instrument. A reprint is given the date of commencement of the amending instrument.

Table of reprints of this local law – no amendments

Reprint No.	Amending Local Law	Date of commencement
1	Local Law (Amending) Local Law No.8 (Nuisances and Community Health and Safety) 2019	01.11.2019

### 5 List of Legislation

#### Original Local Law

*Local Law No.8 (Nuisances and Community Health and Safety) 2013*

date of gazettal 5 July 2013



## **Ipswich City Council - Abandoned Shopping Trolleys**

### **Frequently asked questions by retailers**

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#### **Are all retailers required to install the shopping trolley wheel lock containment system?**

No, retailers and supermarkets with less than 20 trolleys are not required to install the shopping trolley containment system, however, if the retailer/supermarket receive two or more infringement notices for their trolleys being found away from their store within a 12-month period they will be required to install the system.

#### **Why does Council require shopping trolleys to have a containment system?**

The containment system required by Ipswich City Council will ensure that shopping trolleys stay where they belong - within the premises.

Council receives numerous complaints about abandoned trolleys which in turn end up in waterways causing build up in debris and disturbing water flow or becoming hazardous objects blocking footpaths/roads and detracting from the amenity and enjoyment of Council's parks.

#### **What are the alternatives to the wheel locking system?**

At present there are no other prescribed containment systems. The wheel locking mechanism automatically locks on the trolleys wheels if taken outside the shopping precinct and can only be unlocked by the retailer, ensuring the trolleys remains where they belong.

#### **What are the benefits to the retailer?**

- Save money in the long run not having to replace wayward trolleys
- Contributing to the amenity of the community and protection of the local environment
- Avoid paying impound fees and other associated fines

#### **What are the benefits for the community?**

There have been reports of people using shopping trolleys for washing baskets, barbeque grills and mobile storage units in the past but most stray trolleys end up in creeks, rivers or littering parks and streets.

The community will benefit with improved amenity of our neighbourhoods.

## 15.2 Organisational Performance Committee Meeting – 27/10/2022

### 15.2.1 (2022/MINUTE NO 0245) Organisational Strategic KPI Performance Review

**Author** Emma Milne

**Attachments** 1. Corporate KPIs [↓](#)  
2. Corporate Business Plan (CBP) KPIs [↓](#)

#### **Officer Recommendation/Committee Recommendation/Council Decision**

MOVED Cr C Reeve-Fowkes SECONDED Cr T Dewan

That Council:

- (1) NOTES the FY23 Quarter One status report on the progress of the Chief Executive Officer Corporate Key Performance Indicators and Corporate Business Plan Key Performance Indicators.

**CARRIED UNANIMOUSLY 10/0**

### **Background**

Council received the Corporate Business Plan (CBP) Key Performance Indicators (KPIs) at the 23 June 2022 Special Council meeting.

Council endorsed the CEO (Corporate) KPIs at the 14 July 2022 Ordinary Council Meeting (OCM). Part of the recommendation requires a quarterly status update be included in a report to an Organisational Performance Committee Meeting on the progress of the Key Performance Indicators (KPIs).

### **Submission**

NA

### **Report**

The CEO and Executive Team (ExCo) identified the series of KPIs and allocated accountability for each objective to an ExCo member. In addition, responsibility then cascades to a Senior Leadership Team (SLT) member, being a direct report to an ExCo officer.

The first quarterly status report on the progress of the KPIs for FY23 (1 July 2022 to 30 September 2022) has been provided (refer Attachments 1 and 2).

Attachment 1 is colour coded to indicate the progress and status of the CEO Corporate KPIs:

- Green indicates the KPI is complete
- Orange indicates the KPI is on track.
- Red indicates the KPI is not commenced or not on track.

In Summary all the Corporate KPIs are in planning or delivery, which is appropriate for Quarter 1.

Attachment 2 is colour coded to indicate the progress and status of the CBP KPIs:

- Green indicates the KPI is complete
- Orange indicates the KPI is on track
- Red indicates the KPI is not commenced or not on track.

A summary of the KPIs status is included at Table 2 below:

Table 2: CBP KPI Progress Summary

	KPIs & Milestones		KPIs only		Q1 Milestones	
<b>Complete</b>	28	14%	3	6%	20	56%
<b>On track</b>	47	23%	31	63%	0	0%
<b>Not on track / not commenced</b>	127	63%	15	31%	16	44%
<b>Total</b>	202	100%	49	100%	36	100%

Attachment 2 outlines full details of KPI and Quarter 1 milestone progress. In summary:

- The majority (56%) of Q1 milestones are complete and 69% of KPIs are on track or complete. As three quarters of the year remains a Quarter 1 milestone not being on track does not equate to a KPI being not on track
- The 31% of KPIs not on track consist of 20% which were not scheduled to commence in Quarter 1 and 11% which are currently not on track
- Project delivery programs include sufficient flexibility to enable projects to get back on track over the three remaining quarters.

### Strategic Plans/Policy Implications

#### Listening & Leading

A community focused, sustainable, accountable and progressive organisation.

- Best practice Governance, partnerships and value for money.
- Employer of choice focusing on equity, innovation and technology.

### Budget/Financial Implications

NA

### Legal Implications

Sections 5.38 and 5.39A (1) (b) of the *Local Government Act 1995* and Division 3 Schedule 2 of Regulation 18FA of the *Local Government (Administration) Regulations 1996* refer.



**Community Consultation**

NA

**Risk Management Implications**

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

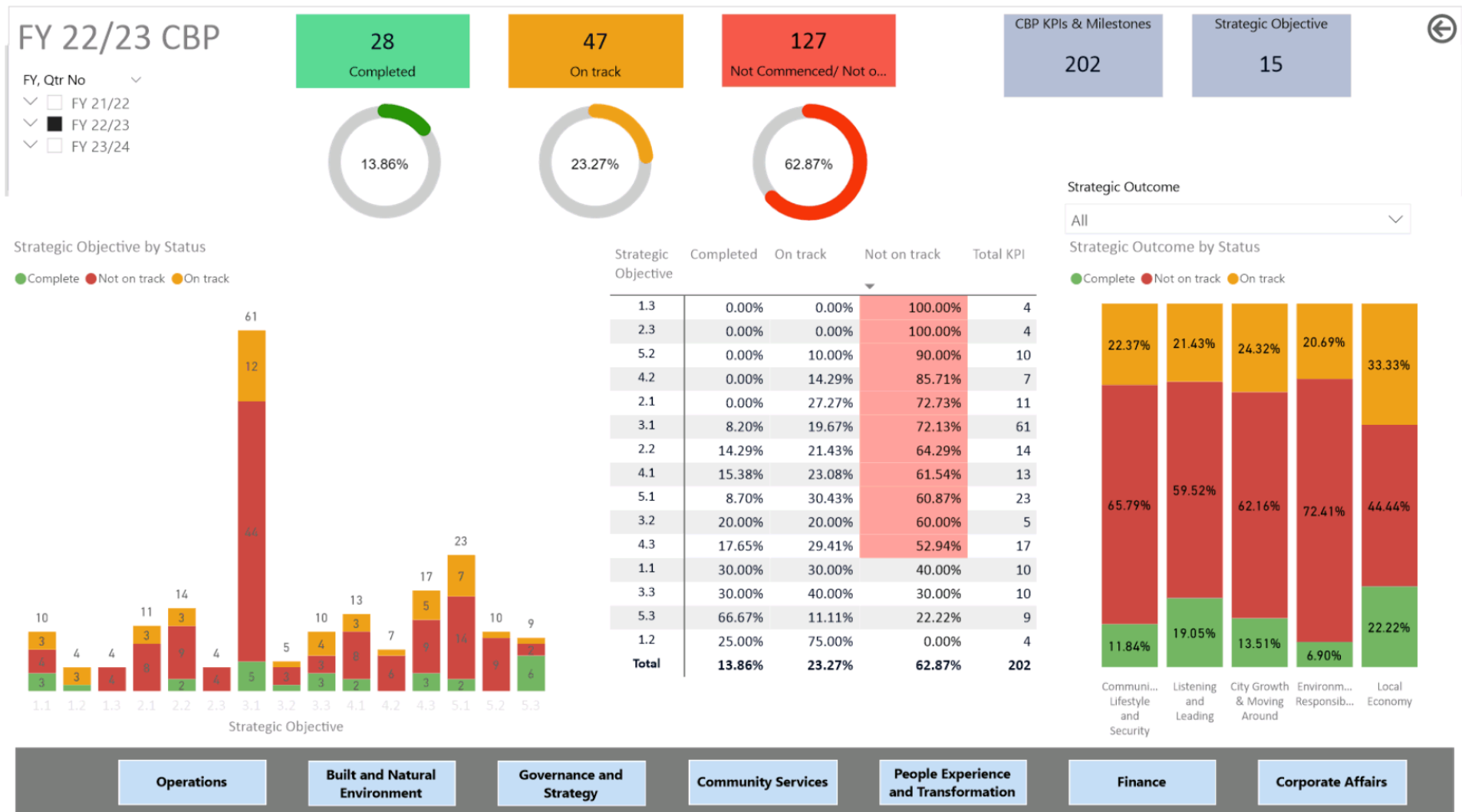
**Advice to Proponent(s)/Submitters**

N/A

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

Nil





Strategic Outcome	Strategic Objective	Link to Strategy (CBP)	Title	Due date	Progress	Division (Accountable)	Business/Service Unit (responsible)
City Growth & Moving Around	4.3	4.3.1b	Advocacy for Cockburn Road Upgrade, Pedestrian Crossing and Car Parking	30/06/2023	On track	Corporate Affairs	Advocacy and Engagement
City Growth & Moving Around	4.3	4.3.1b	Q1 - Advocacy for Cockburn Road Upgrade, Pedestrian Crossing and Car Parking - Stakeholder Engage	30/09/2022	Complete	Corporate Affairs	Advocacy and Engagement
Local Economy	1.1	1.1.2a	Position Cockburn as a leader in the Blue Economy	30/06/2023	On track	Corporate Affairs	Business and Economic Development
Local Economy	1.1	1.1.2a	Q1 - Position Cockburn as a leader in the Blue Economy - Position advisory group for establishment	30/09/2022	Complete	Corporate Affairs	Business and Economic Development
Local Economy	1.1	1.1.2b	Develop visitor economy approach	30/06/2023	Complete	Corporate Affairs	Business and Economic Development
Local Economy	1.1	1.1.2b	Q1 - Develop visitor economy approach - Initial scope undertaken	30/06/2023	Complete	Corporate Affairs	Business and Economic Development
Local Economy	1.2	1.2.1a	Deliver business grants program supporting Economic Development Principles, Policy and Guide	30/06/2023	On track	Corporate Affairs	Business and Economic Development
Local Economy	1.2	1.2.1a	Q1 - Deliver business grants program supporting Economic Development Principles, Policy and Guide	30/09/2022	Complete	Corporate Affairs	Business and Economic Development
Listening and Leading	5.2	5.2.2b	Deliver Elected Member civic support	30/06/2023	Not commenced	Governance and Strategy	Civic Services
Listening and Leading	5.2	5.2.2b	Q1 - Deliver Elected Member civic support - Quarterly survey results	30/09/2022	Not on track	Governance and Strategy	Civic Services
Listening and Leading	5.2	5.2.2a	Progress community priorities highlighted in MARKYT Community Scorecard 2021.	30/06/2023	On track	Corporate Affairs	Communication and Marketing
Listening and Leading	5.2	5.2.2a	Q1 - Progress community priorities highlighted in MARKYT Community Scorecard 2021 - Review and e	30/09/2022	Not on track	Corporate Affairs	Communication and Marketing
Listening and Leading	5.3	5.3.3d	Review requirements for required website upgrades	30/06/2023	Complete	Corporate Affairs	Communication and Marketing
Community, Lifestyle and Security	3.1	3.1.1a	Review the Disability Access and Inclusion Plan	30/06/2023	On track	Community Services	Community Development and Services
Community, Lifestyle and Security	3.1	3.1.1a	Q1 - Review the Disability Access and Inclusion Plan - Complete project brief, commence plan review	30/09/2022	Complete	Community Services	Community Development and Services
Community, Lifestyle and Security	3.3	3.3.1b	Review the Reconciliation Action Plan 2018-2021	30/06/2023	On track	Community Services	Community Development and Services
Community, Lifestyle and Security	3.3	3.3.1c	Q1 - Review the Reconciliation Action Plan 2018-2021 - Continue to review plan	30/09/2022	Complete	Community Services	Community Development and Services
Community, Lifestyle and Security	3.2	3.2.1a	Smart Buildings Project (Project BETTI)	30/06/2023	On track	Community Services	Community Safety and Ranger Services
Community, Lifestyle and Security	3.2	3.2.1a	Q1 - Smart Building Project (Project BETTI) - Commence Project delivery	30/09/2022	Complete	Community Services	Community Safety and Ranger Services
City Growth & Moving Around	4.1	4.1.2a	Cockburn Central town centre parking facility feasibility study - AT GRADE	30/06/2023	On track	Community Services	Community Safety and Ranger Services
City Growth & Moving Around	4.1	4.1.2a	Q1 - Cockburn Central West Car Park - Project Delivery	30/09/2022	Not on track	Community Services	Community Safety and Ranger Services
Listening and Leading	5.3	5.3.3a	Develop and Implement Smart Cities projects in partnership with South West Group	30/06/2023	Complete	Operations	Community Safety and Ranger Services
Listening and Leading	5.3	5.3.3a	Q1 - Develop and Implement Smart Cities projects in partnership with South West Group - Sign contr	30/09/2022	Complete	Operations	Community Safety and Ranger Services
Local Economy	1.2	1.3.1a	Small Business Friendly Approvals Project Implementation	30/06/2023	On track	Corporate Affairs	Corporate Affairs
Local Economy	1.3	1.3.1a	Q1 - Small Business Friendly Approvals Project implementation - Communications plan development	30/09/2022	Not on track	Corporate Affairs	Corporate Affairs
Listening and Leading	5.1	5.1.2a	Refine the long-term financial planning methods to better integrate with the City's Strategic Commu	30/06/2023	On track	Finance	Finance
Listening and Leading	5.1	5.1.2a	Q1 - Refine the long-term financial planning methods to better integrate with the City's Strategic Corr	30/09/2022	Not on track	Finance	Finance
Listening and Leading	5.1	5.1.1b	Review Organisational Risk Management Maturity	30/06/2023	On track	Governance and Strategy	Legal and Compliance
Listening and Leading	5.1	5.1.1b	Q1 - Organisational Risk Management Maturity Review - Review list of service providers	30/09/2022	Not on track	Governance and Strategy	Legal and Compliance
Listening and Leading	5.1	5.1.1d	Review and Implement the Corporate Governance Framework	30/06/2023	On track	Governance and Strategy	Legal and Compliance
Listening and Leading	5.1	5.1.1d	Q1 - Review and Implement the Corporate Governance Framework - Development of corporate gove	30/09/2022	Complete	Governance and Strategy	Legal and Compliance
Environmental Responsibility	2.1	2.1.1a	Coogee Beach Masterplan Review	30/06/2023	Not on track	Built and Natural Environment	Planning
City Growth & Moving Around	4.1	4.1.1a	Prepare the new Local Planning Strategy for the District	30/06/2023	On track	Built and Natural Environment	Planning
City Growth & Moving Around	4.1	4.1.1a	Q1 - Prepare new Local Planning Strategy - Public Consultation	30/09/2022	Complete	Built and Natural Environment	Planning
City Growth & Moving Around	4.1	4.1.1b	Prepare the new Local Planning Scheme for the District	30/06/2023	Not on track	Built and Natural Environment	Planning
City Growth & Moving Around	4.1	4.1.2b	Reconnecting Hamilton Hill (post Roe 9) Urban Renewal Project	30/06/2023	On track	Built and Natural Environment	Planning
City Growth & Moving Around	4.3	4.3.1a	Review and update the City's District Traffic Study 2018	30/06/2023	On track	Built and Natural Environment	Planning
City Growth & Moving Around	4.3	4.3.1a	Q1 - Review and update the City's District Traffic Study 2018 - Assess scope requirements	30/09/2022	Complete	Built and Natural Environment	Planning
City Growth & Moving Around	4.3	4.3.2a	Semple/Berrigan Realignment	30/06/2023	Not on track	Built and Natural Environment	Planning
City Growth & Moving Around	4.3	4.3.2a	Q1 - Semple/Berrigan Realignment - Stakeholder engagement	30/09/2022	Complete	Built and Natural Environment	Planning
Environmental Responsibility	2.1	2.1.3a	Undertake Yandjet Park Yangebup Improvements	30/06/2023	On track	Operations	Project Management Office
Environmental Responsibility	2.1	2.1.3a	Q1 - Undertake Yandjet Park Yangebup Improvements - Consultation	30/09/2022	Not on track	Operations	Project Management Office
Environmental Responsibility	2.2	2.2.1a	EV charges at all City infrastructure with Solar	30/06/2023	Not commenced	Operations	Project Management Office
Environmental Responsibility	2.2	2.2.2a	Henderson Waste Recovery Park Redevelopment	30/06/2023	On track	Operations	Project Management Office
Environmental Responsibility	2.2	2.2.2a	Q1 - Henderson Waste Recovery Park Redevelopment. - Project Design	30/09/2022	Complete	Operations	Project Management Office
City Growth & Moving Around	4.1	4.1.2c	Spearwood Civic Precinct Renewal	30/06/2023	Not commenced	Operations	Property and Assets
City Growth & Moving Around	4.1	4.1.2d	Spearwood Land Development	30/06/2023	Not commenced	Operations	Property and Assets
City Growth & Moving Around	4.2	4.2.1a	Cockburn Civic and Cultural Centre	30/06/2023	Not commenced	Operations	Property and Assets
City Growth & Moving Around	4.2	4.2.1b	Cockburn Central West car parking (Poletti rd)	30/06/2023	On track	Operations	Property and Assets
City Growth & Moving Around	4.2	4.2.1b	Q1 - Cockburn Central Carparking Project - Business Case	30/09/2022	Not on track	Operations	Property and Assets
City Growth & Moving Around	4.3	4.3.2b	Hammond Road Duplication	30/06/2023	On track	Operations	Property and Assets
Listening and Leading	5.1	5.1.2b	Operations Centre Expansion	30/06/2023	Not commenced	Operations	Property and Assets
Community, Lifestyle and Security	3.1	3.1.4a	Malabar BMX Park Redevelopment	30/06/2023	On track	Community Services	Recreation
Community, Lifestyle and Security	3.1	3.1.4a	Q1 - Malabar BMX Park redevelopment - Develop grant funding submission	30/09/2022	Not on track	Community Services	Recreation
Community, Lifestyle and Security	3.1	3.1.4b	Beale Park Redevelopment	30/06/2023	On track	Community Services	Recreation
Community, Lifestyle and Security	3.1	3.1.4b	Q1 - Beale Park Redevelopment - Design development	30/09/2022	Complete	Community Services	Recreation
Community, Lifestyle and Security	3.1	3.1.4c	Port Coogee Community Space	30/06/2023	On track	Community Services	Recreation
Community, Lifestyle and Security	3.1	3.1.4c	Q1 - Port Coogee Community Space - Design development	30/09/2022	Complete	Community Services	Recreation
Community, Lifestyle and Security	3.1	3.1.4d	Wally Hagan Recreation Centre Redevelopment	30/06/2023	Not on track	Community Services	Recreation
Community, Lifestyle and Security	3.1	3.1.4d	Q1 - Wally Hagan Recreation Centre Redevelopment - Project Initiation	30/09/2022	Not on track	Community Services	Recreation

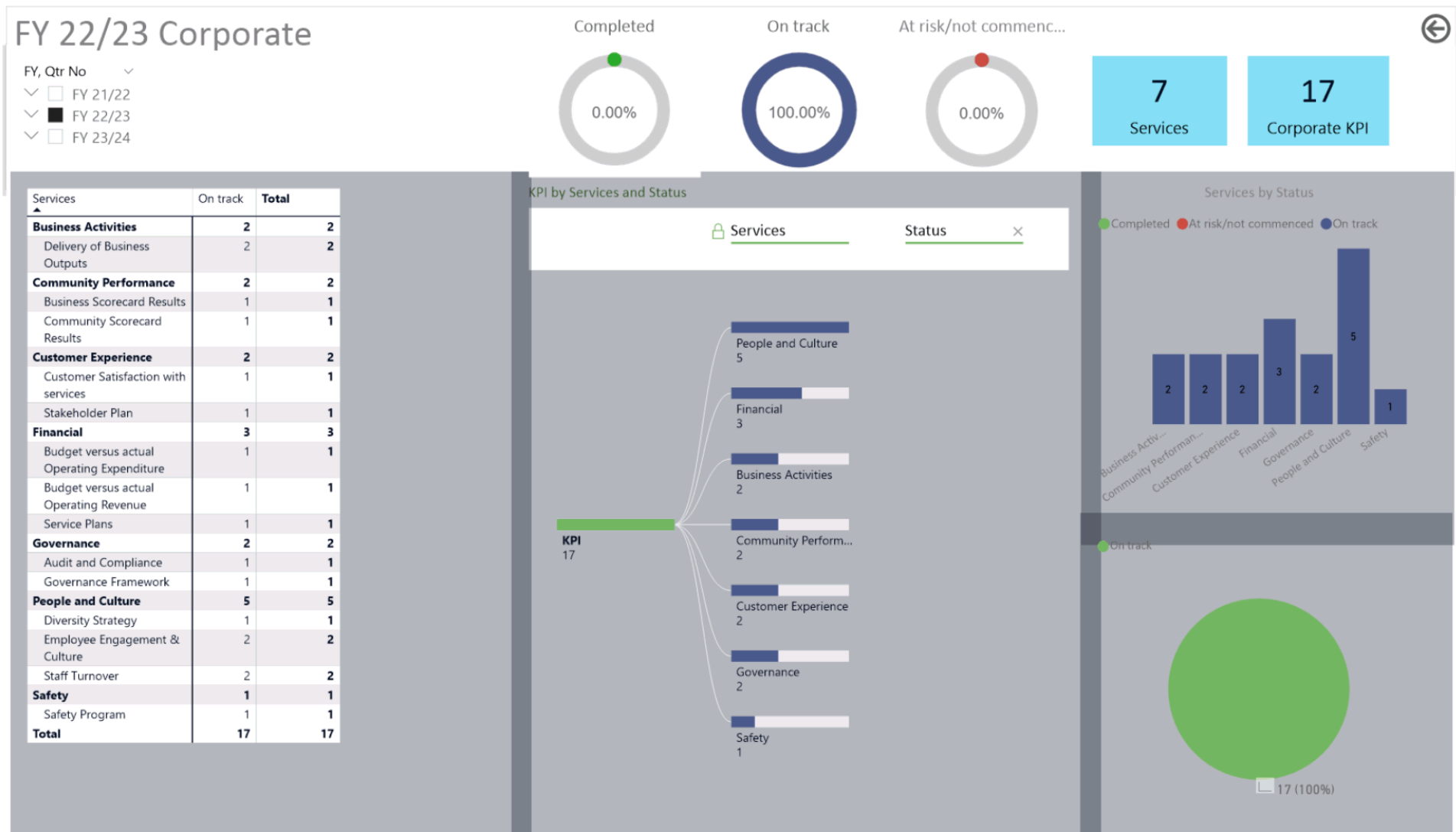




Strategic Outcome	Strategic Objective	Link to Strategy (CBP)	Title	Due date	Progress	Division (Accountable)	Business/Service Unit (responsible
Community, Lifestyle and Security	3.1	3.1.4e	Cockburn ARC – Health and Fitness Expansion	30/06/2023	On track	Community Services	Recreation
Community, Lifestyle and Security	3.1	3.1.4e	Q1 - Cockburn Arc Health and Fitness expansion - Design Development	30/09/2022	Complete	Community Services	Recreation
Community, Lifestyle and Security	3.1	3.1.4f	Coogee Golf Course Review	30/06/2023	Not on track	Community Services	Recreation
Community, Lifestyle and Security	3.1	3.1.4f	Q1 - Coogee Golf Course Review - Expenditure Review Committee	30/09/2022	Not on track	Community Services	Recreation
Community, Lifestyle and Security	3.1	3.1.4g	Beeliar Reserve Redevelopment	30/06/2023	On track	Community Services	Recreation
Community, Lifestyle and Security	3.1	3.1.4g	Q1 - Beeliar Reserve Redevelopment - Community and stakeholder engagement, and needs assessme	30/09/2022	Not on track	Community Services	Recreation
Community, Lifestyle and Security	3.1	3.1.4h	Tempest Park Redevelopment	30/06/2023	On track	Community Services	Recreation
Community, Lifestyle and Security	3.1	3.1.4h	Q1 - Tempest Park Redevelopment - Community and stakeholder engagement and Needs assessmen	30/09/2022	Not on track	Community Services	Recreation
Community, Lifestyle and Security	3.1	3.1.4i	Santich Park – Upgrade	30/06/2023	On track	Community Services	Recreation
Community, Lifestyle and Security	3.1	3.1.4i	Q1 - Santich Park Upgrade - Development application	30/09/2022	Not on track	Community Services	Recreation
Community, Lifestyle and Security	3.1	3.1.4k	Review the Community, Sport & Recreation Facilities Plan 2018-2033	30/06/2023	On track	Community Services	Recreation
Community, Lifestyle and Security	3.1	3.1.4k	Q1 - Review the Community, Sport & Recreation Facilities Plan 2018-2033 - Community consultation i	30/09/2022	Complete	Community Services	Recreation
Community, Lifestyle and Security	3.1	3.1.4l	Multicultural Centre for Sport and Education – ARC Precinct	30/06/2023	On track	Community Services	Recreation
Community, Lifestyle and Security	3.1	3.1.4l	Q1 - Multicultural Sport & Learning Centre – ARC Precinct - High level, built form concept drawings	30/09/2022	Not on track	Community Services	Recreation
Community, Lifestyle and Security	3.3	3.3.1a	Aboriginal Cultural and Visitors Centre Development	30/06/2023	On track	Community Services	Recreation
Community, Lifestyle and Security	3.3	3.3.1a	Q1 - Aboriginal Cultural and Visitors Centre Development - Design Development	30/09/2022	Complete	Community Services	Recreation
Listening and Leading	5.1	5.1.1a	Deliver Divisional Strategy Reform	30/06/2023	Not commenced	Governance and Strategy	Strategy and Integrated Planning
Listening and Leading	5.1	5.1.1a	Q1 - Consolidate all strategies into 7 divisional strategies - Commence divisional detailed strategic do	30/09/2022	Not on track	Governance and Strategy	Strategy and Integrated Planning
Listening and Leading	5.1	5.1.1c	Undertake 3 Strategic Service Reviews	30/06/2023	Not commenced	Governance and Strategy	Strategy and Integrated Planning
Listening and Leading	5.1	5.1.1c	Q1 - Undertake 3 strategic service reviews - undertake service review in line with ERC Annual Calenda	30/09/2022	Complete	Governance and Strategy	Strategy and Integrated Planning
Environmental Responsibility	2.1	2.1.1b	Review Urban Forest Plan 2018-2028	30/06/2023	On track	Built and Natural Environment	Sustainability and Environment
Environmental Responsibility	2.2	2.2.1b	Waterwise Council Action Plan 2018–2028	30/06/2023	On track	Built and Natural Environment	Sustainability and Environment
Environmental Responsibility	2.2	2.2.1b	Q1 - Waterwise Council Action Plan 2018–2028 - Waterwise Verge Rebate Program Roll Out	30/09/2022	Complete	Built and Natural Environment	Sustainability and Environment
Environmental Responsibility	2.3	2.3.1a	Develop the Coastal Management and Development Plan	30/06/2023	Not commenced	Built and Natural Environment	Sustainability and Environment
Community, Lifestyle and Security	3.1	3.1.4j	Manning Park Master Plan Implementation	30/06/2023	Not on track	Built and Natural Environment	Sustainability and Environment







Services	Measure	Target	Progress	FY KPI Target	Due date	Outperformance	Executive (Accountable)	Executive Direct Report (Responsible)
Business Activities	Delivery of Business Outputs	Delivery of planned services against targets	On track	0.55	30/09/2022	0.7	Governance and Strategy	Strategy and Integrated Planning
Financial	Service Plans	Ensures the organisation delivers on agreed plans and services against budget	On track	By decision of Council	30/09/2022	N/A	Governance and Strategy	Strategy and Integrated Planning
People and Culture	Staff Turnover	Turnover to be less than Tier 1 LG equivalent benchmark rates	On track	<21%	30/09/2022	<18%	People Experience and Transformation	People Experience
People and Culture	Staff Turnover	Exit Survey summary of matters raised to be presented to Copco bi-annually	On track	By decision of Council	30/09/2022	N/A	People Experience and Transformation	People Experience
People and Culture	Diversity Strategy	Increased senior leadership gender diversity	On track	30% composition of either gender in leadership roles	30/09/2022	additional 5%	People Experience and Transformation	People Experience
Safety	Safety Program	Deliver Safety program against targets	On track	5<LTI	30/09/2022	3<LTI	People Experience and Transformation	People Experience
Financial	Budget versus actual Operating Expenditure	No Budget Variance	On track	+ or – 2% Variance	30/09/2022	+ or - 1% Variance	Finance	Finance
Financial	Budget versus actual Operating Revenue	No Budget Variance	On track	+ or – 2% Variance	30/09/2022	+ or - 1% Variance	Finance	Finance
Community Performance	Business Scorecard Results	Performance Scorecard results (place to work or operate a business and as a governing organisation) maintained	On track	71 performance indicator score	30/09/2022	Additional 2 points	Corporate Affairs	Customer Service
Customer Experience	Customer Satisfaction with services	Average customer satisfaction levels maintained from the Customer Satisfaction surveys (internal and external);Internal Customer satisfaction levels maintained	On track	External average 89.1%, and; Internal average 81.5% on KPI of 7	30/09/2022	additional 2%	Corporate Affairs	Customer Service
Business Activities	Delivery of Business Outputs	Delivery of major (>\$500k) projects against targets (Registered in PPM)	On track	0.8	30/09/2022	5% improvement	Operations	Project Management Office
Governance	Governance Framework	Ensure the Council and City's governance and communication processes provide a best practice framework and are supported with appropriate training	On track	Presentation of a revised Governance Framework and Charter, in consultation with Elected Members, to GovCo by March 2023	30/09/2022	N/A	Governance and Strategy	Legal and Governance
Governance	Audit and Compliance	Demonstrated improvement in compliance	On track	implementation of process improvement to address any adverse compliance audit findings	30/09/2022	N/A	Governance and Strategy	Legal and Governance
People and Culture	Employee Engagement & Culture	Employees promote the City as the Employer of choice (recommend City to others) from the Culture Scorecard	On track	75%	30/09/2022	additional 2%	People Experience and Transformation	Transformation
People and Culture	Employee Engagement & Culture	Undertake a detailed Culture Survey and one Pulse Check per annum	On track	Demonstrated summary (issues) report to Copco on the implementation	30/09/2022	Council discretion	People Experience and Transformation	Transformation
Community Performance	Community Scorecard Results	Performance Scorecard results (place to live and governing organisation) maintained	On track	73 performance indicator score	30/09/2022	Additional 1 point	Corporate Affairs	Communication and Marketing
Customer Experience	Stakeholder Plan	Completion and progressive implementation of the stakeholder plan	On track	By decision of Council	30/09/2022	N/A	Corporate Affairs	Advocacy and Engagement

## 16. Committee Minutes

### 16.1 Governance Committee Meeting – 27/10/2022

#### 16.1 (2022/MINUTE NO 0246) Governance Committee Meeting - 27/10/2022

**Officer Recommendation/Council Decision**

MOVED Cr C Reeve-Fowkes SECONDED Cr T Dewan

That Council:

- (1) RECEIVES the Minutes of the Governance Committee Meeting 27 October 2022.

**CARRIED UNANIMOUSLY 10/0**



The Council of the City of Cockburn  
Governance Committee  
**Minutes**

For Thursday, 27 October 2022

These Minutes are subject to confirmation

Presiding Member's signature

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Date: 23 February 2023

## The Council of the City of Cockburn

### Governance Committee Meeting Thursday, 27 October 2022

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## The Council of the City of Cockburn

### Governance Committee Meeting Thursday, 27 October 2022

#### Agenda

#### Present

##### Elected Members

Ms C Stone	-	Councillor (Presiding Member)
Mr T Widenbar	-	Deputy Mayor
Ms P Corke	-	Councillor
Ms L Kirkwood	-	Councillor (eMeeting) (Arrive 6.36pm)
Mrs C Reeve-Fowkes	-	Councillor
Mr M Separovich	-	Councillor

##### Observer

Mr L Howlett	-	Mayor
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##### In Attendance

Ms V Green	-	A/Chief Executive Officer
Ms E Milne	-	Executive Governance and Strategy
Mr A Lees	-	Chief of Operations
Mr D Arndt	-	Chief Built and Natural Environment
Mr S Downing	-	Chief Financial Officer
Ms C Hanrahan	-	A/Exec People, Experience and Transformation
Ms J Downsborough	-	Manager Strategy and Integrated Planning
Ms M Todd	-	Manager Legal and Compliance
Mr M Emery	-	Head of Community Safety and Ranger Services
Mr A Tomlinson	-	Head of Recreation (Arrive 6.39pm)
Mr M Lees	-	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 6.35pm.

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

The Presiding Member acknowledged the Nyungar People as 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 First Nations People present.

6.36pm Cr Kirkwood entered the meeting.



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

Nil

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

Nil

**4. Apologies & Leave of Absence**

Cr P Eva - Apology

**5. Confirmation of Minutes****5.1 (2022/MINUTE NO 0032) Minutes of the Governance Committee Meeting - 25/08/2022****Committee Recommendation**

MOVED Cr M Separovich SECONDED Cr C Reeve-Fowkes

That Committee confirms the Minutes of the Governance Committee Meeting held on Thursday, 25 August 2022 as a true and accurate record.

**CARRIED UNANIMOUSLY 6/0****6. Business Left Over from Previous Meeting (if adjourned)**

Nil

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

Nil

**En Bloc Resolutions**

6.38pm The following Item was carried by En Bloc Resolution of Council:

8.1	11.1	12.3	15.1	18.1
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## 8. Built and Natural Environment

### 8.1 (2022/MINUTE NO 0033) Review of Policies - Built and Natural Environment

**Author** Daniel Arndt

**Attachments**

1. Proposed Amendments to LPP 1.1 'Residential Design Codes Alternative Deemed to Comply Provisions'
2. Proposed Amendments to LPP 3.3 'Health Studios'
3. Proposed Amendments to LPP 5.18 'Subdivision & Development - Street Trees'

#### **Recommendation/Committee Recommendation**

MOVED Deputy Mayor T Widenbar SECONDED Cr C Reeve-Fowkes  
The Committee recommends that Council:

- (1) In accordance with Schedule 2 Part 2 Clause 5 (2) of the *Planning and Development (Local Planning Schemes) Regulations 2015*, ADOPTS the minor amendments to the following local planning policies:
  - LPP1.1 *Residential Design Codes Alternative Deemed to Comply Provisions*
  - LPP3.3 *Health Studios*
  - LPP 5.18 *Subdivision & Development – Street Trees*; and
- (2) In accordance with Clause 87 of the *Planning and Development (Local Planning Schemes) Regulations 201*, REVOKES LPP 1.7 Coogee Residential Heights Requirements and PUBLISHES the revocation accordingly.

**CARRIED UNANIMOUSLY 6/0**

## **Background**

The purpose of this report is to review the City's Local Planning Policies applicable to the Development Services (Statutory Planning) and Strategic Planning business units, as approved pursuant to the *Planning and Development Act 2005*.

This report details minor amendments to three Statutory Planning policies which can be undertaken without advertising or consultation, as the amendments are considered inconsequential.

There are currently no minor amendments to Local Planning Policies proposed by Strategic Planning.

Further, this report recommends the revocation of one planning policy, which is no longer required.

## Submission

N/A

## Report

The table below provides a breakdown of the City's Local Planning Policies and, where applicable, a detailed summary of proposed changes.

Where policies do not require changes, or a major amendment is required, the policy has been marked as 'no change' or 'subject to a separate report', accordingly.

There are three (3) policies under Public Health that are administered under the *Health (Miscellaneous Provisions) Act 1911*, *Local Government Act 1995*, *Food Act 2008* and *Public Health Act 2016*, namely:

- Dust Management for Development Sites
- Food Act 2008 - Fee Exemptions
- Uninhabitable Premises

Refer to **Report Attachments** for a track changed version of policy amendments.

Ref No.	Name	Change Summary
LPP 1.1	Residential Design Codes Alternative Deemed to Comply Provisions	Re-word Deemed to Comply provisions within Table to be consistent with the State Planning Policy 7.3 <i>Residential Design Codes</i> : C3.2 ii –  in areas coded R20 and R25, walls not higher than 3.5m, up to a maximum length of the greater of 9m or one-third the length of the balance of the site boundary behind the front setback, to up to two site boundaries; or C3.2 iii –  in areas coded R30 and higher, walls not higher than 3.5m for two-thirds the length of the balance of the site boundary behind the front setback, to up to two site boundaries; or
LPP 1.2	Residential Design Guidelines	Subject to a separate report proposing major amendments.
LPP 1.3	Special Purpose Dwellings	Subject to a separate report proposing major amendments.
LPP 1.6	Lodging Houses	No change.
LPP 1.7	Coogee Residential Height requirements	Revoke policy.  Recent changes to the State Planning Policy <i>Residential Design Codes</i> (R-

Ref No.	Name	Change Summary
		Codes) have resulted in redundancy of LPP 1.7.  Maximum building height within this policy is now consistent with that of the R-Codes and is therefore duplicated within the planning framework unnecessarily.
LPP 1.8	Flagpoles and Camera Poles	No change.
LPP 1.10	Subdivision around Thomsons Lake	No change.
LPP 1.11	Residential Rezoning and Subdivision Adjoining Midge Infested Lakes and Wetlands	No change.
LPP 1.12	Noise Attenuation	No change.
LPP 1.14	Waste Management	No change.
LPP 1.15	Tourist Accommodation	No change.
LPP 1.16	Single House Standards for Medium Density Housing in the Development Zone	No change.
LPP 1.17	Non-Residential Uses in Residential Zones	No change.
LPP 2.1	Rural Subdivision	No change.
LPP 2.2	Subdivision in Jandakot and Treeby	No change.
LPP 2.3	The Keeping of Horses and Other Animals in the Resource Zone	No change.
LPP 2.4	Outbuildings	No change.
LPP 2.5	Building Envelopes	No change.
LPP 3.1	Child Care Premises	No change.
LPP 3.2	Educational Establishments	No change.
LPP 3.3	Health Studios	Minor amendment proposed, to include the following additional descriptors under <i>Provision 2 Land Use</i> for 'Health Studio': <ul style="list-style-type: none"> <li>• <i>Yoga/Pilates/Spin classes</i></li> <li>• <i>Gymnastics.</i></li> </ul> This will avoid confusion between the land uses 'Health Studio' and 'Recreation – Private' and was triggered by feedback from applicants.
LPP 3.4	Service Stations	No change.
LPP 3.5	Alfresco Dining	No change.
LPP 3.6	Licensed Premises (Liquor)	No change.
LPP 3.7	Signs and Advertising	No change.
LPP 3.8	Industrial Subdivision	No change.
LPP 3.9	Industrial development	No change.
LPP 3.10	Discretion to Modify Development Standards – Non-Residential Development	No change.
LPP 4.1	Phoenix Business Park Design Guidelines	No change.

Ref No.	Name	Change Summary
LPP 4.2	Cockburn Central North (Muriel Court) Structure Plan – Design Guidelines	No change.
LPP 4.3	Newmarket Precinct Design Guidelines	No change.
LPP 4.4	Heritage Conservation Design Guidelines	No change.
LPP 4.5	Naval Base Holiday Park Heritage Area	No change.
LPP 4.6	Cockburn Coast Design Guidelines for Robb Jetty and Emplacement Precincts	No change.
LPP 4.7	Phoenix Activity Centre Design Guidelines	No change.
LPP 5.1	Public Open Space	Subject to future investigation and possible major amendments.
LPP 5.2	Incorporating Natural Areas in Public Open Space and/or Drainage Areas	No change.
LPP 5.3	Control Measures for Protecting Water Resources in Receiving Environments	No change.
LPP 5.4	Location of High Voltage Overhead Power Lines and Microwave Towers	No change.
LPP 5.5	Local Development Plans	No change.
LPP 5.6	Vehicle Access	No change.
LPP 5.7	Uniform Fencing	No change.
LPP 5.8	Sea Containers	No change.
LPP 5.9	Renewable Energy Systems	No change.
LPP 5.11	Filling of Land	No change.
LPP 5.12	Retaining Walls	No change.
LPP 5.13	Percent for Art	Subject to a separate report proposing major amendments (Strategic Planning).
LPP 5.14	Cockburn Coast Percent for Art	No change.
LPP 5.15	Access Street – Road Reserve and Pavement Standards	No change.
LPP 5.16	Design Review Panel	No change.
LPP 5.17	Cockburn Central Percent for Art	No change.
LPP 5.18	Subdivision and Development - Street Trees	Inclusion of the following provision to ensure protection of street trees adjacent development areas:  <i>3.6 All existing or proposed street trees shall be protected from adjoining development in accordance with Australian Standard AS4970-2009 via maintenance of a Tree Protection Zone and any relevant measures to ensure protection of the asset accordingly.</i>
LPP 5.19	Structure Plans and	Subject to a separate report proposing

Ref No.	Name	Change Summary
	Telecommunications	major amendments (Strategic Planning).
LPP 5.20	Development on Local Reserves	No change
	Dust Management for Development Sites	No change
	Food Act 2008 - Fee Exemptions	No change
	Uninhabitable Premises	No change

### 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.
- Sustainable resource management including waste, water and energy.

#### 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

N/A

### Legal Implications

N/A

### Community Consultation

Specific to the Policies adopted under the Scheme, in accordance with Clause 5 of the *Planning and Development (Local Planning Schemes) Regulations 2015*, minor amendments are not required to be advertised. Importantly the changes will not have a detrimental impact on the amenity of residents or the City.

### Risk Management Implications

If the subject changes to the policies are not adopted and therefore not progressed, some inconsistencies would occur in relation to existing practices.

This practice needs to be formalised in a policy for consistency and reliability.

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

N/A

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

Nil

**9. Finance**

Nil

**10. Operations**

Nil



## 11. Community Services

### 11.1 (2022/MINUTE NO 0034) Neighbourhood Watch Reference Group - Terms of Reference - Amendments

**Author** Michael Emery

**Attachments** 1. Neighbourhood Watch - Proposed Terms of Reference

**Recommendation/Committee Recommendation**

MOVED Deputy Mayor T Widenbar SECONDED Cr C Reeve-Fowkes  
That the Committee recommends that Council:

- (1) APPROVES the amended Neighbourhood Watch Reference Group Terms of Reference.

**CARRIED UNANIMOUSLY 6/0**

### Background

At the August 2022 Neighbourhood Watch (NHW) Reference Group meeting, the group resolved to amend the Terms of Reference as follows:

1. Remove the start time of 7pm for monthly meetings
2. Amend the City officer role to be more contemporary.

The NHW group suggested amendments are provided within this report for Council's decision.

### Submission

N/A

### Report

The Neighbourhood Watch (NHW) Reference Group comprises of community members, WA Police and City officers.

The overall management of the group is the responsibility of WA Police, however its management procedures are governed by Council approved Terms of Reference.

WA Police endorse this style of governance as they understand each NHW group is different and local governments have a thorough understanding of their group's need.

The current Terms of Reference restricts each routine monthly meeting to commence at 7pm.

The start time is somewhat cumbersome and overly prescriptive for the informal group structure.

Considering the demographics of the City's NHW group, the members have sought to amend the meeting start time to enable more flexibility for members, based on seasonal conditions and availability.

The amendment of the City officer's role was also considered by the group, as it recognised that the City's community safety team play an important part in the continuous recruitment of new volunteers.

At the August 2022 NHW group meeting, the draft Terms of Referenced was voted in favour (15/0) of the changes (refer Attachment 1).

It is understood that members unable to attend this meeting were not against the change.

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

#### Community, Lifestyle & Security

A vibrant healthy, safe, inclusive, and connected community.

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

#### Listening & Leading

A community focused, sustainable, accountable, and progressive organisation.

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

### **Budget/Financial Implications**

N/A

### **Legal Implications**

N/A

### **Community Consultation**

No community consultation is required for this item.

Members of the NHW Reference Group have expressed their support for this amendment to the Terms of Reference and voted 15/0 at their August meeting.

### **Risk Management Implications**

The item has low risk associated to the amendment.

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

N/A

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

Nil

## 11.2 (2022/MINUTE NO 0035) Review of the Community Funding for Sporting Clubs and Individuals Policy

### Author

### Attachments

1. Policy Review Proposed Amendments - Community Funding for Sports Clubs and Individuals Policy
2. DA Review Proposed Amendments - Community Funding for Sports Clubs & Individuals Delegated Authority

### Recommendation

That the Committee recommends that Council:

- (1) ENDORSES the amendments to the Community Funding for Sporting Clubs and Individuals Policy to reflect the ongoing funding needs of sporting clubs; and
- (2) ENDORSES the amendments to the Community Funding for Sporting Clubs and Individuals – Delegated Authority to assess applications for funding and approve as applicable to policy guidelines and as efficiently as possible.

6.36pm The Head of Recreation entered the meeting.

### Committee Recommendation

MOVED Deputy Mayor T Widenbar SECONDED Cr M Separovich

That the Committee recommends that Council :

- (1) ENDORSES the amendments to the Community Funding for Sporting Clubs and Individuals Policy to reflect the ongoing funding needs of sporting clubs;
- (2) ENDORSES the amendments to the Community Funding for Sporting Clubs and Individuals – Delegated Authority to assess applications for funding and approve as applicable to policy guidelines and as efficiently as possible; and
- (3) AMENDS the Community Funding for Sporting Clubs and Individuals, clause 6, to include the following:
  - (6) Additional Criteria
    5. Preference will be given to applications from clubs that are named after Cockburn, one of its suburbs, or one of its landmarks, over clubs that are named, or contain in their name, a suburb or local government area that is outside of Cockburn.
    6. Sporting clubs that receive funding from the City will be encouraged to change their name to remove reference to other local government areas or suburbs that are not within the City of Cockburn.
    7. All references to 'junior' to be amended to '21 years of age or younger'.

**CARRIED UNANIMOUSLY 6/0**

**Reason**

Cockburn has a greater demand for sporting facilities than surrounding local governments due to our success of investing in community assets.

I believe it fair that a sporting organisation that receives significant support from the City of Cockburn is named either after the City of Cockburn, or not be named after another local government or a suburb not within the City of Cockburn.

This amendment does not require any name change, rather encourages it.

**Background**

At the 14 April 2022 Ordinary Council Meeting, Council resolved the following:

That Council:

- (1) ENDORSES Option 3 (encourage more efficient storage solutions) and Option 4 (continue to upgrade storage on an as required basis), presented in the following report; and
- (2) REQUIRES a policy review be undertaken to the City's relevant grant programs to include eligibility for storage solutions that encourages more efficient use of existing storage spaces.

Currently, the Community Funding for Sporting Clubs and Individuals Policy outlines eligible funding for sporting and recreation clubs and individuals.

The purpose of the funding is to support sporting activities and to build capacity to participate in sport and recreation.

Currently, specific funding provisions are for:

- (1) Major and Minor Capital Works Grants of up to \$50,000 and \$4,000 respectively – to assist sporting clubs to undertake minor and major upgrades, alterations, and additions of infrastructure to Council property to benefit the respective club(s) and the City.
- (2) Sports Equipment Grant of up to \$1,000 – to assist sporting clubs to purchase essential sports equipment to ultimately provide better opportunities to attract and retain participation for sport.
- (3) Healthy Canteen Incentive of up to \$300 – to encourage sporting clubs to provide healthier food options to their club members and the wider City of Cockburn community.
- (4) Junior Sport Travel Assistance Grants of up to \$400 – to financially assist local elite junior athletes to travel to State and National sporting competition.

As a result of the Council resolution, this policy requires review and updating. During the review Officers identified other changes to support all sporting clubs across the City, reflect the current situation and ensure appropriate governance of available sport and recreation funding.

**Submission**

N/A

## **Report**

The review of the Community Funding for Sporting Clubs and Individuals Policy and the accompanying Delegated Authority document has identified the following for amendment.

### **Storage Solutions**

A proposed amendment to Sports Equipment Grants section of the policy now identifies that the grant can be used to support efficient storage solutions.

Notably, the Major and Minor Capital Works Grants can be used for fixed and permanent storage solutions as prescribed in the specific grant guidelines.

It should be noted that Community Groups are not eligible for funding under the Community Funding for Sporting Clubs and Individuals Policy, however, the City's Community Grants program enables Community Groups to receive funding to assist with more efficient storage solutions.

### **Healthy Canteen Incentive**

The City initiated this incentive and since that time, Healthways took up the initiative and offer a higher level of funding. Subsequently, the City has ceased offering the funding to avoid duplication.

### **Sporting Club Covid-19 Financial Assistance Grants**

Following the major disruption to community sport in 2020, the City offered grants to clubs and fee reductions to ensure the sustainability of community sport.

This is no longer relevant, and it is proposed to be removed from the accompanying Delegated Authority.

### **Capital Works on Land Owned and Managed by the City**

Currently the policy stipulates for Major and Minor Capital Works Grants that projects must be on land owned or managed by the City.

There are currently four Clubs that operate activities on Crown land and have long-term leases in place with the relevant State Government agency.

These Clubs provide the same level of contribution to the City's community as other sporting and recreation clubs however they are not eligible.

Subsequently, it is proposed to amend the policy for not-for-profit clubs that operate under a long-term (secure) lease with relevant State Government agencies within the boundaries of the City of Cockburn to be eligible.

### **Community Sporting and Recreation Facilities Fund**

The Department of Local Government, Sport and Cultural Industries has facilitated the long-standing Community Sporting and Recreation Facilities Fund (CSRFF) and

other specific programs under the CSRFF umbrella including the Club Night Lights Program (CNLP).

The CSRFF and CNLP aim to increase participation in sport and recreation, with an emphasis of physical activity, through rational development of sustainable, good quality, well-designed and well-utilised facilities.

The CSRFF and CNLP offer two grant types where applicants are eligible to obtain up to one-third of the overall project cost:

- Small Grants – for projects with a total amount of \$300,000
- Annual and Forward Planning Grants – for projects with a total amount of \$301,000 or more.

The guidelines for CSRFF and CNLP indicate applications need to be assessed and graded by the relevant local government authority.

City Officers also play a role in supporting clubs to prepare applications.

Currently, Annual and Forward Planning Grant applications assessment and grading are presented to Council for endorsement.

It is proposed this continues, given the size and scale of the projects.

Small Grants currently are not presented to Council and City Officers assess and grade applications.

It is proposed this continues and is reflected appropriately in the Community Funding for Sporting Clubs and Individuals Policy and the accompanying Delegated Authority.

### **Minor Policy Changes**

Several minor policy changes have been made to reflect current titles of City Officers and differentiate between the specific roles of the City and Council.

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

#### Community, Lifestyle & Security

A vibrant healthy, safe, inclusive, and connected community.

- Accessible and inclusive community, recreation and cultural services and facilities that enrich our community.

### **Budget/Financial Implications**

Nil, these grants are already provided for in the City's Annual Budget.

### **Legal Implications**

N/A

**Community Consultation**

N/A

**Risk Management Implications**

There is low risk for Council to support these proposed policy changes.

The changes are to provide further clarity and direction on administering the Community Funding for Sporting Clubs and Individuals Policy.

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

N/A

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

Nil



## 12. Governance and Strategy

### 12.1 (2022/MINUTE NO 0036) Policy Review 2022 - Governance and Strategy

<b>Author</b>	Emma Milne
<b>Attachments</b>	<ol style="list-style-type: none"> <li>1. Council Meetings Policy</li> <li>2. Attendance at Conferences, Seminars, Events and Training Policy</li> <li>3. Attendance at Events Policy</li> <li>4. Elected Member Professional Development Policy</li> </ol>

#### **RECOMMENDATION**

That the Committee recommends that Council:

- (1) NOTES the Report;
- (2) ENDORSES the changes to the Council Meetings Policy;
- (3) REVOKES the Attendance at Conferences, Seminars, Events and Training Policy;
- (4) ENDORSES the Attendance at Events Policy; and
- (5) ENDORSES the Elected Member Professional Development Policy.

#### **Committee Recommendation**

MOVED Cr P Corke SECONDED Cr L Kirkwood

That the Committee recommends that Council:

- (1) NOTES the report;
- (2) ENDORSES the changes to the Council Meetings Policy with the exception of Section 4.2 where '72 hours' should be substituted for '48 hours';
- (3) REVOKES the Attendance at Conferences, Seminars, Events and Training Policy;
- (4) ENDORSES the Attendance at Events Policy; and
- (5) ENDORSES the Elected Member Professional Development Policy.

**LOST ON CASTING VOTE OF THE PRESIDING MEMBER 3/3**

**For:** Cr P Corke, Cr L Kirkwood and Cr M Separovich

**Against:** Cr C Stone, Deputy Mayor T Widenbar and Cr C Reeve-Fowkes

#### **Committee Recommendation**

MOVED Deputy Mayor T Widenbar SECONDED Cr C Reeve-Fowkes

That Clauses 9.5 and 9.6 of the *Standing Orders Local Law 2016* be suspended for up to 10 minutes, the time being 7.10pm.

**CARRIED 4/2**

**For:** Cr C Stone, Deputy Mayor T Widenbar, Cr C Reeve-Fowkes, Cr M Separovich

**Against:** Cr P Corke, Cr L Kirkwood

**Committee Recommendation**

MOVED Cr M Separovich SECONDED Cr C Reeve-Fowkes

That Clauses 9.5 and 9.6 of the *Standing Orders Local Law 2016* be reinstated, the time being 7.19pm.

**CARRIED UNANIMOUSLY 6/0**

**Committee Recommendation**

MOVED Deputy Mayor T Widenbar SECONDED Cr C Reeve-Fowkes

That the Committee Recommends that Council:

- (1) NOTES the report;
- (2) ACCEPTS the officer amendments to the Council Meetings Policy, and includes the following amendments:
  1. Amend 4.2 (1): Alternate motions may be forwarded to the Minute Clerk following the distribution of the Agenda paper to Elected Members, no earlier than 1 hour after the release of the agenda papers, and by no later than 10am on the day of the Council meeting. A copy of the proposed motion will be circulated to all other amendments.
  2. Add 4.2 (2): Elected Members proposing motions of a similar nature on the same item(s) are encouraged to consult with each other in order to reduce the number of motions on any item, and can agree to withdraw any motion, or part thereof, or to agree to provide an alternative of similar meaning and/or wording.
  3. Add 4.2 (3): Officer comments may be attached to alternate motions to identify financial or legal implications of the motions. Officer comments are not to enter into debate on the motion and are to be kept appropriately brief.
  4. Retains Clause 6(3), renamed as Clause 6(1).
- (3) REVOKES the Attendance at Conferences, Seminars, Events and Training Policy;
- (4) ENDORSES the Attendance at Events Policy, with the following amendments:
  1. Remove 4.2.2.
  2. Add an additional clause under 4.2 to read: Invitations to attend an event addressed to the Council and/or Mayor will be published on the

HUB.

3. Amend 4.2.4 to read 'If the Deputy Mayor declines, the Mayor will offer the invitation to another City of Cockburn Elected Member on a rotational and equitable basis'.
4. Amend 4.3: 'Where invitations to attend an event (including tickets) are extending to multiple unspecified Elected Members, the Mayor will distribute invitations or tickets to Elected Members on a rotational and equitable basis'.

(5) ENDORSES the Elected Member Professional Development Policy.

**CARRIED 4/2**

**For:** Cr C Stone, Deputy Mayor T Widenbar, Cr C Reeve-Fowkes, Cr M Separovich

**Against:** Cr P Corke, Cr L Kirkwood

### **Reason**

There are significant changes proposed to the Council Meetings Policy, some of which I believe are unwarranted.

The proposed change to not accept alternate motions for 48 hours post release of the agenda does actually solve the issue that it proposes to, instead it simply reduces the timeframe that Elected Members have to submit an alternative.

The attendance at Events Policy amendment removes the option for the office of the Mayor to simply reject an invitation and continues the current practice where the invitation is then forwarded to the Deputy Mayor before being passed to the Council.

### **Officer Comment**

2(3) Officers do not engage in debate by way of officer comments, advice or recommendations. Debate occurs with Elected Members during a Council or Committee meeting and not at any other time.

Officers have an obligation to provide Council with advice, information, and recommendations to ensure informed decision making.

Council maintains its decision-making authority.

2(4) This is not normally dealt with by way of policy.

S5.21(4) of the Local Government Act 1995 provides that a member can specifically request his or her vote be recorded, or that of all members present be recorded, with the presiding member to cause it to be recorded in the minutes.

4(1) The Mayor should retain the right to decline an invitation where that invitation is addressed to the Mayor just as all Elected Members have the right

to decline an invitation.

It should be noted some invitations may not be transferrable and the Policy cannot supersede any decision of a host.

## Background

On 8 September 2022 Council resolved to defer item Policy Review 2022 – Governance and Strategy to the October Governance Committee (GovCo) meeting.

This report is presented to Council with additional information from the August GovCo report to support Council's decision making.

The City does not currently have an Attendance at Events policy which applies to the CEO (the current policy applies only to Elected Members). This has been recently identified and the recommendations in this report propose to address this oversight.

This report includes a review of the following Governance and Strategy Policies:

1. Council Meetings
2. Attendance at Conferences, Seminars, Events and Training.

## Submission

N/A

## Report

The following table summarises the proposed changes following the Governance and Strategy Policy Review, referred from the August GovCo.

Policy Title	Description	Comment
Council Meetings	Policy Statement Clause (5) updated	Amendments to Alternate Motions. Change to time for accepting Alternate Motions. Removal of clauses which are duplication of Standing Orders provisions. Administrative changes.
Attendance at Conferences, Seminars, Events and Training ( <i>revoke</i> )	Budget roll over provisions	The amendments remove the two-year roll over and rolls over residual annual budget allocations for the duration of an Elected Member term.
Attendance at Events Policy ( <i>new</i> )	The policy meets the requirements of the <i>Local Government Act</i>	Section 5.90A of the Act requires that local governments have an attendance at events policy. The purpose of the policy is for Council to

Policy Title	Description	Comment
	1995 (s5.90A).	actively consider the purpose of and benefits to the community from Elected Members and the CEO attending events
Professional Development Policy (new)	New policy dedicated to professional development - set criteria for assessing professional development opportunities.	This is a new policy however incorporates the principles of the <i>Attendance at Conferences, Seminars, Events and Training Policy</i> . It is recommended Council endorse a stand alone Professional Development policy so as to address the requirements for an Attendance at Events policy which covers both Elected Members and the CEO.

### Council Meetings

Following the recent Council Review of the *City of Cockburn Standing Orders Local Law 2016* (Standing Orders), the policy has been reviewed in consideration of some of the recommendations by Council and the consultants.

The consultants, Hammond Woodhouse made the following recommendation based on the outcomes of two Standing Orders workshops:

*“The inclusion of a provision which would permit “alternate motions” no earlier than 48 hours after publication of the agenda”*

Rather than incorporate this component into the Standing Orders Local Law changes, it has been incorporated in to the Council Meetings Policy, which contains a more efficient mechanism for review by Council.

Changes to clause 5 correctly reference Alternate Motions and create a 48-hours delay from release of the Agenda to receiving Alternate Motions.

This change will allow Council Members to consider agenda items in further detail prior to submission of alternate motions, and remove time pressures for submission, with the current first in, first in line system. It is important to remember Elected Members have the right to move an Alternate Motion from the floor however Council have adopted a policy position to support an ordered, first in line process for Alternate Motions.

The Standing Orders requires Elected Members provide a reason for an Alternate Motion. It is recommended the references to this within the policy be removed, to not duplicate the Standing Orders clauses.

Other administrative changes have also been made, including deletion of clauses 2 and 6, which is a duplication of provisions of the *Local Government Act 1995* and is not required within the policy, therefore it is recommended this provision be deleted.

### **Attendance at Events Policy**

The objective of the Attendance at Events policy is to ensure Events which are approved events do not require gift declaration by Elected Members or the CEO as they are an 'excluded' gift under the Act.

The City's current Attendance at Conferences, Seminars, Events and Training does not appropriately address the requirements of s5.90A of the Act and it is not usual practice in the sector to combine professional development and attendance at events policies, as the two meet different statutory requirements and have different objectives.

Certain gifts received by Council members and CEOs are specifically excluded from the conflict of interest provisions (section 5.62(1B)), including a gift that is received in accordance with an Attendance at Events policy.

The Department of Local Government, Sports and Cultural Industries has issued guidelines to provide an overview of matters which could be included in an Attendance at Events policy.

If it is proposed these policies be separated to meet the best practice industry approach.

The Attendance at Events policy is to enable Elected Members to attend events as a representative of Council without restricting their ability to participate in Council Meetings.

It is not intended to be used as a mechanism to avoid conflict of interest provisions where significant matters are likely to come before Council from the provider of the invitation.

While attending events is generally considered an important function for Elected Members and the CEO to represent the local government, it is important to identify the tangible benefits, particularly if there are associated costs.

Similarly, if Council is accepting tickets, including those because of sponsorship, there can be a perception of bias when matters affecting that organisation come before Council.

The Department recommends that an attendance at events policy should consider the role that the person attending will have at the event - for example, speaking, giving an award or being a member of the audience - especially if there are significant costs associated with attendance.

Note that examples are provided in the legislation of what constitutes an event: concerts, conferences, functions, and sporting events.

The Department confirms that this is not an exhaustive list and Councils should consider the full range of events that may be relevant to their local government, such as agricultural shows, field days, school awards nights and cultural events.

Ultimately, it is the decision of the Council as to what is contained within the Policy, and this will vary between local governments.

Matters that could be included are:

- To whom invitations are to be directed
- Who authorises attendance at an event, including how the decision is made for a Council member or CEO to attend an event
- How many people are authorised to attend an event
- Who is responsible for the cost of attending (if any), including whether there is a requirement for the Council member or CEO to contribute to the cost, particularly if the person's partner is also attending
- Whether there are any events that are authorised in advance by Council (pre-authorised events)
- Whether the location of the event is within the district
- Attendance at sponsored events
- Attendance at events that are outside the Policy.

The Council, with accountability to the local community, is in the best position to determine the design and content of the Policy.

The proposed Attendance at Events Policy has been drafted incorporating the principles of "attendance at events" of the previous *Attendance at Conferences, Seminars, Events and Training Policy*.

Council is requested to review the draft policy and adopt the policy if supported.

### **Elected Member Professional Development Policy**

The Elected Member Professional Development Policy has been drafted based on the previous *Attendance at Conferences, Seminars, Events and Training Policy* provisions which related to Elected Member Professional Development.

The Policy sets out the mandatory training requirements, and the criteria by which other professional development opportunities are assessed.

Budget Allocations and expense provisions are addressed within the policy.

The objective of the Professional Development Policy is to support Elected Members in attending professional development opportunities that will improve their skills and knowledge essential to fulfill their duties and responsibilities as an Elected Member.

### **Governance and Strategy Policy Review**

The balance of the Governance and Strategy Policies have been deferred to GovCo in February 2023.

**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 financial implications from the recommendations in this report.

**Legal Implications**

*Local Government Act 1995, Section 2.7(2) (b).*

**Community Consultation**

N/A

**Risk Management Implications**

The policy amendments will improve the policies and address some deficiencies in those policies.

It is recommended the policy changes be adopted.

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

N/A

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

Nil.



**12.2 (2022/MINUTE NO 0037) Structure for Administering the City of Cockburn Policy****Author** Jemma Iles**Attachments** 1. Policy - Structure for Administering the City of Cockburn**Recommendation**

That the Committee recommends that Council:

- (1) ADOPTS the Structure for Administering the City of Cockburn Policy as shown in the attachment to the Agenda.

**Committee Recommendation**

MOVED Cr C Reeve-Fowkes SECONDED Cr P Corke

That the Committee recommends that Council:

- (1) ADOPTS the Structure for Administering the City of Cockburn Policy as shown in the attachment to the Agenda; and
- (2) REVIEWS the Policy within six months of the commencement of the Chief Executive Officer.

**CARRIED UNANIMOUSLY 6/0****Background**

As per Section 5.2 of the *Local Government Act 1995*, Council maintains a Policy related to the Structure of Administering the City of Cockburn.

The purpose of this report is to complete the Annual Review and updating of the Policy.

**Submission**

N/A

**Report**

The Policy includes six policy statements that relate to the Structure for Administering the City of Cockburn.

It also includes an Organisational Structure Chart and a Service Unit Table that provide context to the Organisational Structure Chart.

As part of the Policy review, changes have been made to the Policy statements to reflect the Council decision made at the Ordinary Council Meeting held on 13 October 2022 to the Executive Committee (ExCo) roles of Executive Governance and Strategy, Executive Corporate Affairs, Executive People Experience and Transformation, Chief Built and Natural Environment, Chief Operations Officer, and Chief Finance Officer as designated Senior Employees in accordance with s5.37 of the *Local Government Act 1995* (the Act).

A local government may designate employees or persons belonging to a class of employee to be senior employees (s5.37(1)).

Some local governments have designated senior employees, some do not.

The process of having designated senior employees under the Act supports Council's oversight function under this provision of the Act.

Section 5.37(2) provides as follows:

- (2) *The CEO is to inform the council of each proposal to employ or dismiss a senior employee, other than a senior employee referred to in section 5.39(1a), and the council may accept or reject the CEO's recommendation but if the council rejects a recommendation, it is to inform the CEO of the reasons for it doing so.*

Accordingly, under section 5.37(2) the CEO is required to inform the council of each proposal to employ or dismiss a senior employee, other than a senior employee referred to in section 5.39(1a) (e.g. in an acting capacity not exceeding 1 year) .

The council then “*may accept or reject the CEO's recommendation*” with the additional requirement that if “the council rejects a recommendation, it is to inform the CEO of the reasons for its doing so”.

Council's considerations in this regard are limited to comment on the application of section 5.40 of the *Local Government Act 1995* ‘*Principles affecting employment by Local Government*’:

*“The following principles apply to a local government in respect of its employees -:*

- employees are to be selected and promoted in accordance with the principles of merit and equity; and*
- no power with regard to matters affecting employees is to be exercised on the basis of nepotism or patronage; and*
- employees are to be treated fairly and consistently; and*
- there is to be no unlawful discrimination (Equal Opportunities Act 1984) or on any other grounds.”*

A recommendation cannot be varied by Council however the designated employee provisions support Council in ensuring the process of accepting or rejecting a recommendation from its CEO to appoint or dismiss a senior employee as this provision does not impinge on the function of the CEO in accordance with s5.43, which relevantly provides:

*The CEO's functions are to –*

*...*

*(g) be responsible for the employment, management supervision, direction and dismissal of other employees (subject to section 5.37(2) in relation to senior employees);*

Regulations have been developed stating the processes that must be adhered to in appointing a senior employee to a position that has become vacant. The process is not required to be followed in the renewal of an existing contract of employment.

The roles designated by Council as "Senior Employees" has been incorporated in to the Organisational Structure Chart and the Service Unit Table have been updated to align with administration decisions around service delivery.

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

#### Listening & Leading

A community focused, sustainable, accountable and progressive organisation.

- Best practice Governance, partnerships and value for money.

### **Budget/Financial Implications**

There are no financial implications because of adopting the components of the Policy that have been updated.

### **Legal Implications**

Section 5.2 of the *Local Government Act 1995*

Section 5.37 of the *Local Government Act 1995*

Section 5.40 of the *Local Government Act 1995*

### **Community Consultation**

N/A

### **Risk Management Implications**

There is a low level of Compliance risk associated with this item.

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

N/A

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

Nil

**12.3 (2022/MINUTE NO 0038) Strategic Community Plan Outcome - City Growth and Moving Around - Deep Dive Review****Author** Emma Milne**Attachments** 1. City Growth and Moving Around - Deep Dive**Recommendation/Committee Recommendation**

MOVED Deputy Mayor T Widenbar SECONDED Cr C Reeve-Fowkes

The Committee recommends that Council:

- (1) NOTES the attached Strategic Objective Deep Dive Report on the City Growth and Moving Around Strategic Outcome.

**CARRIED UNANIMOUSLY 6/0****Background**

Council endorsed the two-year agenda for the Governance Committee (GovCo) at the 21 April 2022 meeting.

This Agenda includes deep dive reports on each of the Strategic Outcome included in the Strategic Community Plan (SCP).

**Submission**

NA

**Report**

This report presents the Strategic Outcome Deep Dive Report on City Growth and Moving Around (refer Attachment 1).

The Deep dive reports assess organisational performance against the City's strategic outcomes.

The findings of the deep dive assessments provide broader guidance than individual performance management and are intended to inform business planning and prioritisation processes.

The findings of this deep dive will inform the annual Corporate Business Plan review (due to commence in November 2022) and will input into the upcoming Strategic Community Plan Major Review (due in June 2024).

Organisational performance was assessed using the CBP KPIs and strategic objective measures listed in the SCP. Relevance of the City's approach to City Growth and Moving Around was assessed using community feedback and current global megatrends identified by CSRIO (Our Future World, July 2022).

Key findings of the deep dive are outlined below:

### **Findings: City Growth and Moving Around Deep Dive**

The City Growth and Moving Around deep dive assessed the City's performance in delivering this strategic outcome. The City Growth and Moving Around outcome is defined as:

4. A growing City that is easy to move around and provides great places to live.
  - 4.1 An attractive, socially connected, and diverse built environment.
  - 4.2 Cockburn Central as the capital of Perth's South Metro Region.
  - 4.3 An integrated, accessible, and improved transport network.

The Deep dive assessed the City's performance against the strategic outcome by analysing Corporate Business Plan KPI's relevant to the Strategic Outcome, measures outlined the Strategic Community Plan, Community engagement undertaken during the 2019 SCP major review, and assessment of relevant industry megatrends.

The full deep dive report is included at Attachment 1.

In summary, the City is delivering against the City Growth and Moving Around outcome:

- Relevant CBP KPIs have been delivered over the past two (2) financial years.
- The majority of the measures listed in the SCP are being achieved, there remains room for improvement, the City could aim to achieve scores consistently aligned with state high benchmark scores
- The City's priority projects (as defined by projects included in the CBP) align with community priorities.

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

#### City Growth & Moving Around

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

- An attractive, socially connected and diverse built environment.
- Cockburn Central as the capital of Perth's South Metro Region.
- An integrated, accessible and improved transport network.

#### Listening & Leading

A community focused, sustainable, accountable, and progressive organisation.

- Best practice Governance, partnerships and value for money.
- Employer of choice focusing on equity, innovation and technology.

### **Budget/Financial Implications**

NA

**Legal Implications**

NA

**Community Consultation**

NA

**Risk Management Implications**

There is a low risk of negative reputational impact due to:

- poor performance for one of the measures for Strategy 4.1 An attractive, socially connected, and diverse built environment and 4.2 Cockburn Central as the capital of Perth's South Metro Region
- lack of clarity for implementation of recommendations within the deep dive report.

Development of processes to feed deep dive findings into corporate and business planning is required to mitigate this risk.

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

N/A

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

Nil

**13. Corporate Affairs**

Nil

**14. Office of the CEO**

Nil



## 15. Motions of Which Previous Notice Has Been Given

### 15.1 (2022/MINUTE NO 0039) Review - Corporate Governance Framework

**Author** Emma Milne

**Attachments** 1. Draft Governance Framework 2022

**Recommendation/Committee Recommendation**

MOVED Deputy Mayor T Widenbar SECONDED Cr C Reeve-Fowkes

That the Committee recommends that Council:

- (1) REPEALS the Corporate Governance Charter; and
- (2) ENDORSES the Governance Framework.

**CARRIED UNANIMOUSLY 6/0**

### Background

Cr Stone has submitted the following Notice of Motion to the 21 April 2022 Governance Committee Meeting:

*That Council:*

- (1) *REQUIRES the review of the Corporate Governance Framework to be presented to the October 2022 Governance Committee meeting.*

*Reason*

*The review of our Corporate Governance Charter is now well overdue, so we are still technically operating under the 2015 document which is published on our website.*

*In June 2021, Council noted a draft Corporate Governance Framework and decided to consider the draft as part of the Governance review process.*

*However, on review of the Governance Review Steering Committee (GRSC) Minutes, this item did not actually appear on any of the GRSC agendas for discussion.*

*The motion seeks to ensure that the Corporate Governance Framework can be finalised now that the Governance review has been completed and gives a timeframe for it to be presented back to Governance Committee for adoption.*

The review of the Governance Charter was an outcome of the City's Inquiry Actions. It is intended the Governance Framework, endorsed in draft format by Council on 10 June 2021 will replace the City's Governance Charter.

Following the recent Governance Inquiry, Council endorsed outcomes which required a review of the City's Governance Charter, specifically:

*The Council:*

- (1) *REVIEWS, through the appropriate Committee, the incorporation of statements into the Elected Member Code of Conduct to reflect the following principles:*
  1. *Hierarchy of Elected Members*
  2. *Collaboration and Trust between Elected Members*
  3. *Handling Conflicts of Interest*
  4. *Confidentiality of Information Provided to Elected Members*
  5. *Behavioural Standards;*
- (2) *REVIEWS, through the appropriate Committee, the City's Governance Charter, to reflect the principles referred to in (1) above;*
- (3) *Following the review referred to in (2) above, INCORPORATES the Governance Charter as a binding requirement within the Elected Member Code of Conduct.*

The review of the *Code of Conduct for Council Members, Committee Members and Candidates* will occur in early 2023, which will address part 1 and 3.

## **Submission**

N/A

## **Report**

A complete review of the Governance Framework has been undertaken administratively, benchmarking against other local governments, and incorporating the CPA principles of *Excellence in Governance in Local Government*.

The review process included sector benchmarking, with officers conducting a comparative analysis of the following local government governance frameworks:

- City of Joondalup
- City of Wanneroo
- City Stirling
- Town of Victoria Park
- City of Vincent
- Town of East Fremantle

The review of the Governance Framework has been undertaken in consideration of the principles endorsed by Council on 14 April 2022, being:

1. Hierarchy of Elected Members
2. Collaboration and Trust between Elected Members
3. Handling Conflicts of Interest
4. Confidentiality of Information Provided to Elected Members
5. Behavioural Standards.

Through the Four Principles in the Governance Framework and the various subsets within those principles, the City has incorporated the above themes identified by Council to support the outcomes from the Governance Review.

The adoption of the Governance Framework will address another action endorsed by Council from the (former) Governance Review Steering Committee in response to the Independent Governance Review recommendations.

The Governance Framework 2022 is attached to this report in draft for Council's review, comment, and if appropriate, endorsement. Following endorsement of the content of the Framework the City's graphics design team will finalise the document for publication on the City's website.

Section of Governance Framework 2022	Change from Governance Framework 2021
1. Introduction	A <b>new introduction</b> has been drafted to introduce the reader to the City's Governance Framework, the purpose of the Framework, and the four principles of the Framework. Information previously captured in the introduction relating to Local Government in WA has been transferred to 3 <i>Local Government</i> .
2. Definitions	<b>Definitions have been refined</b> and updated to include only the relevant defined terms within the Framework.
3. Local Government	Role of Local Government and Good Governance in Local Government. This section includes information about the role of local government and <b>what good governance "looks" like</b> . Good Governance is the goal of Elected Members and the Administration. This section identifies the City's governance structure.
4. Principle One: Vision and Culture	<p><b>Vision</b> Vision, Purpose and Values incorporating Council's Vision of "Cockburn the best place to be" (added) Integrated Planning and Reporting Framework (no change - moved).</p> <p><b>Culture</b> <i>Support for frankness, honesty and questioning</i> (no change) <i>Ethical Behaviour</i>. (amended) <b>Directly reference the Code of Conduct for Council Members, Committee Members and Candidates</b> and incorporate into the code of conduct. Content expanded to include further information on Codes of Conduct for Elected Members and Employees. <i>Fraud Misconduct and corruption</i>: (added) Elected Members and Employees are expected to act in accordance with the respective Codes. <b>Zero tolerance on fraud and misconduct.</b></p>

Section of Governance Framework 2022	Change from Governance Framework 2021
	<p><b>Confidentiality (added)</b> Council endorsed for confidentiality to be addressed in the Framework. Both Employees and Elected Members have obligations with respect to confidential information.</p> <p><i>Innovation (no change)</i></p> <p><i>Effective Management Structures and Practices (minor amendment)</i></p> <p><i>Communication (no change)</i></p> <p><i>Learning and Feedback (amendments)</i> Addresses mandatory training for Elected Members and the statutory requirement for a continuing professional development policy.</p> <p><i>Induction (no change).</i></p>
5. Principle Two:	<p><b>Roles and Responsibilities</b> <b>Roles has been expanded</b> to include detail on: <i>Role of Council</i> <i>Role and Responsibilities of the Mayor</i> <i>Role and Responsibilities of the Deputy Mayor</i> <i>Role and Responsibilities of Elected Members</i> <i>Role and Responsibilities of Chief Executive Officer</i> <i>Role and Responsibilities of Employees</i></p> <p><b>Relationships</b> <b>This section has been expanded</b> from the previous paragraph on working relationships to provide further detail on the following: <i>Working Relationships between Mayor and Councillors</i> <i>Working Relationships between Mayor and CEO</i> <i>Working Relationships Amongst Elected Members</i> <i>Working Relationships between Elected Members, CEO and Employees.</i></p>
6. Principle Three:	<p><b>Decision Making</b> <b>Decision Making Forums (added).</b> This has been added to provide detail on Council's Meeting Schedule and what that is comprised of.</p> <p><b>Interests (added)</b> This section has been added to detail various interests which Elected Members and Employees may be required to declare, including financial interests (direct and indirect), proximity interests and impartiality interests. This is intended to address the principle of Council's resolution to include "Handling Conflicts of Interest".</p> <p><b>Decisions on Land Use Planning and Development (added).</b> This has been added as it was not previously addressed and is an important component of Council's decision making.</p>

Section of Governance Framework 2022	Change from Governance Framework 2021
	<i>Financial Management</i> (minor amendments) <i>Risk Management</i> (minor amendments) <i>Delegations</i> (minor amendments) <i>Authorisations</i> (no change).
5. Principle Four:	<b>Accountability</b> <b>Performance Management</b> (amended) This section has been updated to include information regarding the performance management processes for Elected Members, the CEO and Employees. <i>Compliance</i> (amended) Updates to the compliance section incorporating the Compliance Audit Return. <i>Audit Risk and Compliance Committee</i> (amended) Updates to this section following the changes to the audit committee since Council last reviewed the draft Governance Framework. <i>Community Consultation and Engagement</i> (added) Considerable part of accountability for the City, this section has been added <b>to recognise the City's adopted Community Engagement Framework and Policy.</b> <i>Customer Service and Complaints Management</i> (added). This section <b>details the City's customer service commitments and complaint handling process.</b> <i>Records Management</i> (no change) <i>Legislative Obligations</i> (added) This section <b>details some of the legislation</b> which the City is obliged to comply with and its obligation to external authorities. This section recognises the City has implemented systems and processes to ensure it meets its legislative obligations and reports accordingly to external agencies or authorities as required.
	PSC and PID (removed) <b>Integrity Framework will capture this</b> and be consistent with LG best practice approach for a standalone Integrity Framework (as intended by the PSC) rather than absorbed into a Governance Framework. Objective for adoption of the Integrity Framework before June 2023.
	Freedom of Information (removed) <b>The City has a Freedom of Information Statement</b> , and this process is not ordinarily part of a Governance Framework (item 7.1.7 references the City has systems and processes in place to meet its legislative obligations in this regard).

### 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 adoption of the City's Governance Framework.

**Legal Implications**

The Governance Framework references several legislative obligations of the City, however there are no legal implications from the adoption of the framework.

**Community Consultation**

N/A

**Risk Management Implications**

The adoption of a Governance Framework serves to support Good Governance at the City of Cockburn and supports the City in ensuring it is able to provide services and facilities, by proper and democratic government, to the broad range of people who have a stakeholder interest in the region.

The adoption of the Framework is an outcome supported by Council and the Administration following the Inquiry.

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

N/A

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

Nil

**16. Notices Of Motion Given At The Meeting For Consideration At Next Meeting**

Nil

## 17. New Business of an Urgent Nature Introduced by Members or Officers

### 17.1 (2022/MINUTE NO 0040) Proposed Amendment - Payment to Employees in Addition to Contract and Award Policy

**Author** Emma Milne

**Attachments**

1. City of Swan - Employee Separation Payments
2. City of Wanneroo - Payment to Employees in Addition to Contract of Award
3. City of Fremantle - Payments to Terminating Employees
4. City of Perth - Payments Under Section 550 of the Local Government Act 1995
5. City of Melville - Severance Policy
6. City of Cockburn - Payments to Employees in Addition to Contract or Award
7. City of Cockburn - SUPERSEDED - Payments to Employees in Addition to Contract or Award
8. DAP Report 26112020 - Payments to Employees in Addition to Contract or Award
9. Local Government Benchmarking 2022

#### Recommendation

That the Committee recommends that Council:

- (1) MAKES no changes to the current Council Policy - *Payments to Employees in Addition to Contract or Award*; and
- (2) REQUESTS a report be presented to the Governance Committee outlining a broader rewards and recognition and retention strategy.

#### Committee Recommendation

MOVED Cr C Stone SECONDED Cr C Reeve-Fowkes

The Committee recommends that Council:

- (1) Updates Item (2) in the Payments to Employees in Addition to Contract and Award policy to read:
  - (2) The City of Cockburn will recognise long periods of service by its employees in the following manner:
    1. By the provision of \$1,000 upon completion of 10 years continuous service,
    2. By the provision of \$1,500 upon completion of 15 years continuous service,
    3. By the provision of \$2,000 upon the completion of 20 years continuous service.
- (2) Employees with twenty-five (25) years or more continuous service with the City of Cockburn will be granted an additional one week of leave for



each year of further service, increasing the annual leave accrual rate from four weeks to five weeks per annum upon reaching this length of service,

- (3) In addition, the City may recognise the retirement or resignation of long-standing employees upon the achievement of more than twenty (20) years continuous service to the City, with a function and/or gift up to a combined value of \$1,000 on occasions as deemed appropriate by the Chief Executive Officer and following consultation with the Mayor.

**CARRIED 4/2**

**For:** Cr C Stone, Deputy Mayor T Widenbar, Cr C Reeve-Fowkes, Cr M Separovich

**Against:** Cr P Corke, Cr L Kirkwood

### **Reason**

Prior to December 2020, the City had a long-standing Policy that provided recognition of length of service for our employees that had been with the City for extended periods including 10, 15, 20 and 25 years.

There was no legal reason provided at the time of this policy change for the City to remove these acknowledgements from the Policy (OCM Minutes 10 Dec 2020, Page 691).

However it was understood by the Council at that time that the CEO would in good faith, continue this process.

Recently it has come to the Council's attention that this has not been happening, and the City has been losing a high level of long-term staff who are not feeling valued or appreciated.

It is well known that employee recognition programs help ensure staff feel valued by the organisation, which in turn helps to promote a positive workplace culture and reduce employee turnover.

This motion seeks to restore the original policy wording and reimplement the employee long service recognition program as a priority to ensure our staff know that their length of service is valued in our organisation.

### **Officer Comment**

The content of the Officer's report still stands, particularly in the context of the review of the similar policy for five local governments that was undertaken, and evidences the generosity, or potential excess, of the previous payments for continuous years of service by the City of Cockburn.

The Executive Committee recognises the importance of our people being and feeling valued as part of the City of Cockburn workforce. It is important to note that we are in the midst of what is being termed globally, the 'great resignation'.

In local government staff turnover rates are sitting at approximately 30 per cent, with the City of Cockburn's turnover having fallen in recent months and

currently sitting at just under 20 per cent.

We have recently seen several long-term employees take up opportunities to work in different organisations, to advance their careers or simply work closer to home.

With these vacancies, the recent restructure, and succession planning, opportunities have arisen for internal staff to act or be appointed to a number of positions across the organisation which is great to see.

The proposal for the Policy change would require additional unbudgeted funds of approximately \$65,000 for the continuous years of service in 2022.

In discussion, the Executive Committee did not support increasing leave entitlements as this is an ongoing challenge for the City to remain within Policy.

Whilst the intention of this Alternate Motion is to reinstate previous Policy statements, it is recommended that the current Policy stands and that a subsequent report is presented to the Governance Committee outlining a broader rewards and recognition and retention strategy.

As rewards and recognition and retention strategies have changed over time it is important that Council are presented with a fact-based position on what contemporary industry recommended practise is.

There is no evidence to suggest that these Policy changes will impact retention in the current climate.

## Background

The following Urgent Business was submitted by Cr Stone on 24 October 2022:

That Council:

Updates the Payments to Employees in Addition to Contract and Award policy to read:

- (3) The City of Cockburn will recognise long periods of service by its employees in the following manner:
  1. by the provision of \$1,000 upon completion of 10 years continuous service;
  2. by the provision of \$1,500 upon completion of 15 years continuous service; and
  3. by the provision of \$2,000 upon the completion of 20 years continuous service;
- (4) Employees with twenty-five (25) years or more continuous service with the City of Cockburn will be granted an additional one week of leave for each year of further service, increasing the annual leave accrual rate from four weeks to five weeks per annum upon reaching this length of service;

- (5) In addition, the City may recognise the retirement or resignation of long-standing employees upon the achievement of more than twenty (20) years continuous service to the City, with a function and/or gift up to a combined value of \$1,000 on occasions as deemed appropriate by the Chief Executive Officer and following consultation with the Mayor.

#### Reason

Prior to Dec 2020, the City had a long-standing Policy that provided recognition of length of service for our employees that had been with the City for extended periods including 10, 15, 20 and 25 years.

There was no legal reason provided at the time of this Policy change for the City to remove these acknowledgements from the Policy (OCM Minutes 10 Dec 2020, Pg 691).

However, it was understood by the Council at that time that the CEO would in good faith, continue this process. Recently it has come to the Council's attention that this has not been happening, and the City has been losing a high level of long-term staff who are not feeling valued or appreciated.

It is well known that employee recognition programs help ensure staff feel valued by the organisation, which in turn helps to promote a positive workplace culture and reduce employee turnover.

This motion seeks to restore the original policy wording and reimplement the employee long service recognition program as a priority to ensure our staff know that their length of service is valued in our organisation.

#### Submission

N/A

#### Report

#### Local Government Act

The purpose of the Council Policy - *Payments to Employees in Addition to Contract or Award* (refer Attachment 6) is to give effect to Section 5.50 of the *Local Government Act (the Act) 1995*.

#### *Section 5.50. Payments to employees in addition to contract or award*

- (1) *A local government is to prepare a policy in relation to employees whose employment with the local government is finishing, setting out —*
- (a) *the circumstances in which the local government will pay an employee an amount in addition to any amount to which the employee is entitled under a contract of employment or award relating to the employee; and*
  - (b) *the manner of assessment of the additional amount.*

- (1a) *A local government must not make any payment of the kind described in subsection (1)(a) unless the local government has adopted a policy prepared under subsection (1).*
- (2) *A local government may make a payment —*
  - (a) *to an employee whose employment with the local government is finishing; and*
  - (b) *that is more than the additional amount set out in the policy prepared under subsection (1) and adopted by the local government, but local public notice is to be given in relation to the payment made.*
- (3) *The value of a payment or payments made to a person under this section is not to exceed such amount as is prescribed or provided for by regulations.*
- (4) *In this section a reference to a payment to a person includes a reference to the disposition of property in favour of, or the conferral of any other financial benefit on, the person.*
- (5) *The CEO must publish the policy prepared under subsection (1) and adopted by the local government on the local government's official website.*

### **City of Cockburn**

The 26 November 2020 Delegated Authorities and Policies Committee Report (refer Attachment 8) set out to realign a policy which had incrementally changed over time and become an Administration policy, with the purpose of the Act.

The CEO at that time was an Acting arrangement only. Any undocumented expectations of Council would need to have been communicated with the incoming CEO.

Recent anecdotal feedback from employees highlighted confusion about what current entitlements are for continuous periods of service and upon resignation.

In response to this, a presentation was made to the Executive Committee on 12 October 2022, by the Executive Governance and Strategy outlining the following information:

The previous Council Policy - *Payments to Employees in Addition to Contract or Award* (refer Attachment 7) was in place from 1997 to December 2020 when it was superseded.

The policy was detailed and outlined dollar value and details for continuous periods of service:

- \$1,000 for 10 years continuous service, \$1,500 for 15 years, \$2,000 for 20 years and an additional week of annual leave after 25 years.
- Upon the retirement or resignation after 20 years' continuous service a function and/or gift up to a combined value of \$1,000 as deemed appropriate by the Chief Executive Officer and following consultation with the Mayor.

The current Council Policy - *Payments to Employees in Addition to Contract or Award* has been in place since December 2020.

Point 2 of the policy statement, states “*The City of Cockburn will recognise long periods of service by its employees in a manner approved by the Chief Executive Officer from time to time, subject to funding being available within the relevant area of the budget*”.

This policy does not contain the detail of the previous policy and is not clear or transparent for employees, but does align with the requirements of the Act.

During this discussion of 12 October, the Executive Committee reached the following conclusion regarding payments for continuous years of service:

10 years continuous service = \$1,000

15 years continuous service = \$1,000

20 years continuous service = \$2,000

25 years continuous service = \$2,000

Every 5-year anniversary after 25 years = \$2,000

### **Benchmarking**

A review of the same policy for five local governments was undertaken (refer Attachment 9).

What is evident from this review is the generosity of the previous payments for continuous years of service by the City of Cockburn.

The Executive Committee recognises the importance of our people being and feeling valued as part of the City of Cockburn workforce.

For this reason, the 'BEST place to be me' roadshow visited 15 sites across the City in September 2022 to communicate this and spend time with teams across the business answering questions and providing updates on priorities and projects.

Whilst the intention of the urgent notice of motion is to reinstate previous policy statements, it is recommended that the current policy stands and that a subsequent report and potentially a policy or procedure is presented to the Governance Committee outlining a broader rewards and recognition and retention strategy.

As rewards and recognition and retention strategies have changed over time it is important that Council are presented with a fact-based position on what contemporary industry recommended practise is.

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

*A community focused, sustainable, accountable and progressive organisation.*

- Best practice Governance, partnerships and value for money.
- Employer of choice focusing on equity, innovation and technology.

**Budget/Financial Implications**

If Council adopts a recommendation contrary to the Officer recommendation, there will be budget implications.

**Legal Implications**

Local Government Act s. 5.50

**Community Consultation**

N/A

**Risk Management Implications**

The City must have a policy which sets out the circumstances where an employee would be entitled to an amount in addition to their entitlements under the award or contract, and the manner for assessment of the additional amount.

Making such payments without an endorsed policy permitting those payments would be a breach of the provisions of the *Local Government Act 1995*.

There is a low risk associated with the recommendation of this report, as the City has a Payments to Employees in Addition to Contract and Award policy.

As an urgent business item, officers have prepared a summary report informing Council on the history and current status of the matter.

Council has not been provided with detailed information to inform its decision making, specifically information regarding effective retention strategies to ensure any policy changes support best practices.

There is a low risk associated with the decision making of this item as urgent business.

As indicated in this report, there could be financial and budget implications from a change to the policy.

At the time this report was finalised there was no information to hand to inform Council of the budget implications. It is reasonable to expect these costs may be low.

This presents a low risk to Council.

An assessment has not been made on the impact on staff as there is insufficient time to make this assessment as an item being considered under urgent business.

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

N/A

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

Nil

## 18. Matters to be Noted for Investigation, Without Debate

### 18.1 (2022/MINUTE NO 0041) Abandoned Shopping Trolley

**Author****Attachments**

1. Ipswich City Council - Local Law No. 8 - Nuisances and Community Health and Safety 2013
2. Ipswich City Council - Frequently Asked Questions - Abandoned Shopping Trolleys

**Recommendation/Committee Recommendation**

MOVED Deputy Mayor T Widenbar SECONDED Cr C Reeve-Fowkes

The Committee recommends that Council:

- (1) NOTES this report.

**CARRIED UNANIMOUSLY 6/0**

### Background

Cr Separovich submitted the following Matter to be Noted for Investigation on 11 August 2022:

The City is to create a report *detailed the controls put on abandoned trolleys by the City of Ipswich in Queensland*, and whether such controls could be replicated in the WA local government framework.

The report is to be returned to the City's Governance Committee as part of their upcoming review of local laws.

### Submission

N/A

### Report

Ipswich City Council local laws require supermarkets and retailers to install a shopping trolley wheel lock containment system in an effort to clean up local parks, creeks and rivers.

Any retailer with over 20 shopping trolleys is required to have a containment system.

Retailers must ensure that all shopping trolleys are affixed with identification which includes:

- Name of the retailer
- Contact details, including a telephone number to report shopping trolleys found or abandoned outside of the retailer's premises.



The information must be:

- Legible
- Conspicuously displayed
- Permanently affixed/not easily removed.

It is illegal for a person to remove a shopping trolley from a retail premises without the consent (permission) of the owner of the trolley.

On-the-spot fines of more than \$260 can be issued to a person who takes or leaves a shopping trolley outside of the retail premises.

A set of frequently asked questions in relation to this containment system is attached (refer Attachment 1) as well as the Ipswich City Council Local Law No. 8 (Nuisances and Community Health and Safety) 2013 (refer Attachment 1).

### **Legal Framework**

The head of power to create and amend local laws in Western Australia differs from that of the State of Queensland.

Local governments in Queensland and other States could have greater flexibility to implement local laws beyond what is permissible within the legislative framework in Western Australia.

The authority to remove, impound and resell trolleys within the City of Cockburn is governed by the City's *Consolidated Local Law 2000*.

The collection of abandoned trolleys within the Western Australian context is regulated differently between local governments.

In 2016, the Western Australian Local Government Association (WALGA) released a background paper on abandoned trolleys.

The Paper identified local governments within WA could not create a local law requiring retailers install a trolley containment system, which would be similar to that of the City of Ipswich.

WALGA's position paper states:

*There is currently inadequate head of power under the Local Law-making provisions of the Local Government Act 1995 for a dedicated shopping trolley containment system Local Law to be created.*

In addition to local laws, illegal dumping of shopping trolleys is also addressed by the *Local Government Act 1995*:

- Section 3.42. Impounded non-perishable goods
- Section 3.46. Goods may be withheld until costs paid
- Section 3.47. Confiscated or uncollected goods, disposal of
- Regulation 29B Local Government (Functions and General) Regulations – Prescribed non-perishable goods.

The Local Government Act allows local governments to impound abandoned trolleys.

The Local Government can then require the retailer to pay a fee to collect trolleys in order to reimburse the costs associated with removing, impounding and storing the trolleys.

### **The City of Cockburn**

Like many other local governments within Western Australia, attempts to enforce fees on retailers to retrieve impounded trolleys at the City of Cockburn have been generally unsuccessful.

Council increased its fees within the FY 23 Fees and Charges from \$25 to \$100 for the collection and impoundment of trolleys.

The increase in fees may have a future deterrent effect if the City commences prosecution action against the trolley owners for failing to collect abandoned trolleys within a stipulated timeframe.

### **Summary**

As there is an inadequate head of power (at a State legislative level), the possibility of having similar local laws to the City of Ipswich will not be considered as part of the broader local law review.

In the event there is change at a State level, then the City's local law could be amended in the future.

### **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'.

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.

- A safe and healthy community that is socially connected.

City Growth & Moving Around

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

- An attractive, socially connected and diverse built environment.

Listening & Leading

A community focused, sustainable, accountable and progressive organisation.

- Best practice Governance, partnerships and value for money.

**Budget/Financial Implications**

N/A

**Legal Implications**

N/A

**Community Consultation**

N/A

**Risk Management Implications**

This item has a 'low' risk to the City's brand and public reputation. There could be an increase in compliance risk in the event that Council implement a local law that exceeds the Council's authority under the *Local Government Act 1995*.

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

N/A

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

**Nil**

**19. Confidential Business**

Nil

**20. Closure of Meeting**

The meeting closed at 7.38pm.

**16.2 Organisational Performance Committee Meeting – 27/10/2022****16.2 (2022/MINUTE NO 0247) Organisational Performance Committee Meeting - 27/10/2022****Officer Recommendation/Council Decision**

MOVED Cr C Reeve-Fowkes SECONDED Cr T Dewan

That Council:

- (1) RECEIVES the Minutes of the Organisational Performance Committee Meeting 27 October 2022.

**CARRIED UNANIMOUSLY 10/0**

The Council of the City of Cockburn

## Organisational Performance Committee (OPCO)

# Minutes

For Thursday, 27 October 2022

These Minutes are subject to confirmation

Presiding Member's signature

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Date: 23 February 2023

## The Council of the City of Cockburn

### Organisational Performance Committee Meeting Thursday, 27 October 2022 at 6pm

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**The Council of the City of Cockburn**  
**Organisational Performance Committee Meeting**  
**Thursday, 27 October 2022 at 6pm**

**Minutes**

**Present**

**Elected Members**

Mr L Howlett	-	Mayor (Presiding Member)
Ms P Corke	-	Councillor
Mr T Dewan	-	Councillor
Mrs C Reeve-Fowkes	-	Councillor
Mr M Separovich	-	Councillor (Arrive 6.02pm)
Ms C Stone	-	Councillor

**In Attendance**

Ms V Green	-	A/Chief Executive Officer
Ms E Milne	-	Exec Governance and Strategy
Mr A Lees	-	Chief of Operations
Mr D Arndt	-	Chief of Built and Natural Environment (Depart 6.02pm and did not return)
Mr S Downing	-	Chief Financial Officer (Depart 6.02pm and did not return)
Ms C Hanrahan	-	A/Exec People Experience and Transformation
Ms J Downsborough	-	Manager Strategy and Integrated Planning (Depart 6.02pm and did not return)
Ms M Todd	-	Manger Legal and Compliance (Depart 6.02pm and did not return)
Mr M Lee	-	System Support Officer (IT Support) (Depart 6.02pm and did not return)
Mrs B Pinto	-	Governance Officer (Depart 6.02pm and did not return)
Mrs S D'Agnone	-	Council Minute Officer (Depart 6.02pm and did not return)

**1. Declaration of Meeting**

The Presiding Member declared the meeting open at 6.00pm.

“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 First Nations People present.



**2. Appointment of Presiding Member**

Nil

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

Nil

**4. Apologies & Leave of Absence**

Cr P Eva - Apology

**5. Confirmation of Minutes****5.1 (2022/MINUTE NO 0007) Minutes of the Organisational Performance Committee Meeting - 25/08/2022****Committee Recommendation**

MOVED Cr P Corke SECONDED Cr T Dewan

That Committee confirms the Minutes of the Organisational Performance Committee Meeting held on Thursday, 25 August 2022 as a true and accurate record.

**CARRIED UNANIMOUSLY 5/0**

**6. Business Left Over from Previous Meeting (if adjourned)**

Nil

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

Nil

6.02pm Cr Separovich entered the meeting.

**En Bloc Resolutions**

6.03pm The following Item was carried by En Bloc Resolution of Council:

8.1
-----

## 8. Governance and Strategy

### 8.1 (2022/MINUTE NO 0008) Organisational Strategic KPI Performance Review

**Author** Emma Milne

**Attachments**

1. Corporate KPIs
2. Corporate Business Plan (CBP) KPIs

**Recommendation/Committee Recommendation**

MOVED Cr T Dewan SECONDED Cr M Separovich  
That the Committee Recommends that Council:

- (1) NOTES the FY23 Quarter One status report on the progress of the Chief Executive Officer Corporate Key Performance Indicators and Corporate Business Plan Key Performance Indicators.

**CARRIED 6/0**

### Background

Council received the Corporate Business Plan (CBP) Key Performance Indicators (KPIs) at the 23 June 2022 Special Council meeting.

Council endorsed the CEO (Corporate) KPIs at the 14 July 2022 Ordinary Council Meeting (OCM). Part of the recommendation requires a quarterly status update be included in a report to an Organisational Performance Committee Meeting on the progress of the Key Performance Indicators (KPIs).

### Submission

NA

### Report

The CEO and Executive Team (ExCo) identified the series of KPIs and allocated accountability for each objective to an ExCo member. In addition, responsibility then cascades to a Senior Leadership Team (SLT) member, being a direct report to an ExCo officer.

The first quarterly status report on the progress of the KPIs for FY23 (1 July 2022 to 30 September 2022) has been provided (refer Attachments 1 and 2).

Attachment 1 is colour coded to indicate the progress and status of the CEO Corporate KPIs:

- Green indicates the KPI is complete
- Orange indicates the KPI is on track.
- Red indicates the KPI is not commenced or not on track

In Summary all the Corporate KPIs are in planning or delivery, which is appropriate for Quarter 1.

Attachment 2 is colour coded to indicate the progress and status of the CBP KPIs:

- Green indicates the KPI is complete
- Orange indicates the KPI is on track
- Red indicates the KPI is not commenced or not on track.

A summary of the KPIs status is included at Table 2 below:

Table 2: CBP KPI Progress Summary

	KPIs & Milestones		KPIs only		Q1 Milestones	
<b>Complete</b>	28	14%	3	6%	20	56%
<b>On track</b>	47	23%	31	63%	0	0%
<b>Not on track / not commenced</b>	127	63%	15	31%	16	44%
<b>Total</b>	202	100%	49	100%	36	100%

Attachment 2 outlines full details of KPI and Quarter 1 milestone progress. In summary:

- The majority (56%) of Q1 milestones are complete and 69% of KPIs are on track or complete. As three quarters of the year remains a Quarter 1 millstone not being on track does not equate to a KPI being not on track
- The 31% of KPIs not on track consist of 20% which were not scheduled to commence in Quarter 1 and 11% which are currently not on track
- Project delivery programs include sufficient flexibility to enable projects to get back on track over the three remaining quarters.

### Strategic Plans/Policy Implications

#### Listening & Leading

A community focused, sustainable, accountable and progressive organisation.

- Best practice Governance, partnerships and value for money.
- Employer of choice focusing on equity, innovation and technology.

### Budget/Financial Implications

NA

### Legal Implications

Sections 5.38 and 5.39A (1) (b) of the *Local Government Act 1995* and Division 3 Schedule 2 of Regulation 18FA of the *Local Government (Administration) Regulations 1996* refer.

**Community Consultation**

NA

**Risk Management Implications**

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

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

N/A

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

**Nil**

**9. People Experience and Transformation**

Nil

**10. Office of the CEO**

Nil

**11. New Business of an Urgent Nature Introduced by Members or Officers**

Nil

**12. Matters to be Noted for Investigation, Without Debate**

Nil

**(2022/MINUTE NO 0009) Meeting to Proceed Behind Closed Doors****Committee Recommendation**

MOVED Cr T Dewan SECONDED Cr M Separovich

That, pursuant to Section 5.23(2)(a) of the Local Government Act 1995, the Council meeting proceeds behind closed doors, the time being 6.03pm, to consider Confidential Item 13.1.

**CARRIED 6/0**

6.03pm The Chief Financial Officer, Chief of Built and Natural Environment, Manager Strategy and Integrated Planning, Manager Legal and Compliance, System Support Office, Governance Officer and Council Minute Clerk departed the meeting and did not return.

**13. (2022/MINUTE NO 0010) Confidential Business****13.1 Annual Executive Committee and Senior Leadership Bonus Review**

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.*

**Committee Recommendation**

MOVED Cr T Dewan SECONDED Cr P Corke

That Council ADOPTS the actions agreed as specified in the Confidential Resolution made behind closed doors.

**CARRIED UNANIMOUSLY 6/0**

**(2022/MINUTE NO 0011) Reopen Meeting to Public****Committee Recommendation**

MOVED Cr C Stone SECONDED Cr P Corke

That Council reopen the meeting at 6.08pm.

**CARRIED UNANIMOUSLY 7/0**

**14. Closure of Meeting**

There being no further business, the Presiding Member closed the meeting at 6.08pm

**17. Motions of Which Previous Notice Has Been Given****17.1 (2022/MINUTE NO 0248) Crime Prevention Strategy - Justice Reinvestment Principles**

**Author** Michael Emery

**Attachments** N/A

**Officer Recommendation/Council Decision**

MOVED Cr C Reeve-Fowkes SECONDED Cr T Dewan

That Council:

(1) NOTES this report.

**CARRIED UNANIMOUSLY 10/0**

**Background**

Cr Stone submitted the following Notice of Motion on 5 October 2022:

That Council requires justice reinvestment principles be incorporated into the next review of the Crime Prevention Strategy.

Reason

Justice reinvestment seeks to address underlying causes of offending through a co-designed place-based approach.

**Submission**

N/A

**Report**

At the 9 June 2022 Ordinary Council Meeting, Council endorsed the City's draft Community Safety and Crime Prevention Plan 2022–2027 (CSCPP) for community consultation.

Based on resourcing requirements the draft CSCPP is scheduled to commence consultation in November 2022.

The draft Community Safety and Crime Prevention Plan 2022–2027 (CSCPP) was developed in consultation with the community through external partners Edith Cowan University (ECU) and Catalyse.

The CSCPP contains projects and initiatives that seek to increase the perception of community safety and improve crime prevention.

Justice reinvestment (JR) was originally conceived in the United States of America (US) to address the rapidly growing prison populations and the capital cost involved.



US approaches to JR are largely focused on making changes to the criminal justice system to control prison populations and reinvest the capital saved into furthering this process.

JR is still a relatively new concept in Australia that has gained recent momentum.

Placed-based approaches to JR in Australia focuses on the groups and communities who are over-represented in the criminal justice system.

It aims to address underlying factors contributing to crime, and in turn improve community safety, increase social wellbeing, and reduce the overall cost of crime to the community, agencies involved, and governments at all levels.

Rather than directly saving capital for a particular agency or organisation, the reduction in expenditure into criminal justice is across the board as more people are diverted from prisons.

Research has been conducted into JR initiatives elsewhere in Australia, with the most prominent project being the Maranguka Justice Reinvestment Program (MJRP) in the town of Bourke in New South Wales, to address higher than average rates on most forms of crime.

MJRP operates on external funding from a wide range of stakeholders such as Aboriginal Legal Service NSW/ACT, NSW Police, other state and federal government agencies, not-for-profit organisations and private sectors.

The program is also developed through partnerships with various government and non-government agencies, to solve a complex social problem.

In a Western Australian context, Halls Creek have developed the Olabud Doogethu Justice Reinvestment Project (ODJRP).

This is the first JR project in WA and involves a multitude of stakeholders, such as local communities, Social Reinvestment Western Australia (SRWA), and multiple non-government organisations.

The capital cost of this project is expected to be upwards of \$3.5 million.

When considering the magnitude of these JR projects in terms of coordination, collaboration, resourcing, and capital cost, it would not be feasible for the City to commence its own JR project as part of the CSCPP, especially when considering that projects within the CSCPP will soon be underway.

Social Reinvestment Western Australia (SRWA) has laid out the framework on their approach to JR, which includes a place-based approach and co-design.

Rather than a one-size-fits-all approach, a place-based approach advocates for projects and initiatives to be tailored on a community-basis to address issues and concerns unique to that community, to create positive long-term change.





The Draft CSCPP has already incorporated some JR principles that align to the SRWA framework within Objective 4 '*Early Intervention to Improve the Wellbeing of our Community*'.

Examples include providing age-appropriate social media content to youth to discourage anti-social behaviour, and a mentoring program between CoSafe and youth to create genuine relationships and reduce opportunities and likelihood for engagement in anti-social behaviour.

Any larger projects than what have been highlighted within the draft CSCPP would require a review of the City's existing resources to manage larger and more complex JR projects.

### **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.

- Best practice Governance, partnerships and value for money.

### **Budget/Financial Implications**

N/A

### **Legal Implications**

N/A

### **Community Consultation**

The draft Community Safety and Crime Prevention Plan was approved by Council for community consultation at its June 2022 meeting.

Community consultation will commence in November 2022 with a final report provided to Council in early 2023.

### **Risk Management Implications**

There is a 'low' risk associated to this item if Council adopts the report's recommendation.

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

N/A



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

Nil



**17.2 (2022/MINUTE NO 0249) Bushfire Risk Management Plan - Indigenous Engagement**

**Author** Michael Emery  
**Attachments** N/A

**Officer Recommendation/Council Decision**

MOVED Cr C Reeve-Fowkes SECONDED Cr T Dewan  
That Council:

(1) NOTES this report.

**CARRIED UNANIMOUSLY 10/0**

**Background**

Cr Stone submitted the following Notice of Motion on 5 October 2022:

That Council requires a review of the City's Bushfire Risk Management Plan with Indigenous engagement and co-design to incorporate traditional land management principles.

Reason

As Traditional Owners of the land, our First Nations people have valuable knowledge of traditional land management practices, including traditional burning and bush food harvesting that should be incorporated into the City's Bushfire Risk Management Plan.

**Submission**

N/A

**Report**

At the 9 June 2022 Ordinary Council Meeting, Council endorsed the draft Bushfire Risk Management Plan (BRMP) for community consultation.

The community engagement strategy has been finalised and consultation is scheduled to commence in November 2022.

**Opportunities for Co-Design**

As part of the consultation, the City will continue to liaise with the Department of Fire and Emergency Services Bushfire Centre of Excellence (BCoE), which has a dedicated team focused on providing local support in educating and implementing traditional land management practices.



The BCoE will have the opportunity to provide feedback on where traditional land management methods could be used to mitigate bushfire risk.

Aside from the expertise of the BCoE there are few other appropriate agencies or individuals that could provide technical level support in traditional land management practices specific to bushfire risk reduction.

Finding suitably qualified people within the Perth metropolitan area, is even more difficult. As such, the City, like other government agencies within the Perth area have a high reliance on the BCoE for collaboration.

As part of the pending community consultation, officers will engage with members of the City's Aboriginal Reference Group and other groups to raise awareness of the draft plan and explore possible avenues for collaboration and future mitigation works where possible.

### Proposed Mitigation Works

The draft BRMP recommends hazard reduction burning at only a handful of locations managed by the City. Other land managers will be responsible for their own mitigation practices, which may include traditional land management practices.

Asides from private property, it is up to a government land manager to determine the type and style of mitigation works required to be completed.

The sites managed by the City will have burns designed and approved by City officers. These styles of burns already use the same principals widely recognised as traditional burning practices.

### **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.

- A safe and healthy community that is socially connected.
- Aboriginal and Torres Strait Islander cultures and other diverse cultures and heritage are recognised and celebrated.

### **Budget/Financial Implications**

N/A



**Legal Implications**

N/A

**Community Consultation**

The proposed BRMP is scheduled to commence community consultation is scheduled to commence in November 2022.

**Risk Management Implications**

Carrying out mitigation works involving fire is inherently dangerous, accordingly the City always mitigates risk by implementing best practices and significant planning.

The BRMP is based on the best available fire science, undertaking cultural practices to burn or harvest may not achieve the same outcomes as contemporary mitigation controls and leave mitigated areas exposed to a higher residual fire risk.

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

N/A

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

Nil



**17.3 (2022/MINUTE NO 0250) Library of Things**

**Author** Andrew Tomlinson

**Attachments** N/A

**Officer Recommendation/Council Decision**

MOVED Cr C Reeve-Fowkes SECONDED Cr T Dewan  
That Council:

- (1) RECEIVES this report; and
- (2) ALLOWS Officers to further investigate options for the implementation of a Library of Things service in 2023/2024.

**CARRIED UNANIMOUSLY 10/0**

**Background**

Cr Stone submitted the following Notice of Motion on 6 October 2022:

That Council investigates implementation of a Library of Things into our local library services.

**Reason**

A Library of Things is any collection of objects loaned, things that are useful occasionally but cumbersome to store.

Objects often include kitchen appliances, tools, gardening equipment, electronics, games, craft supplies, musical instruments, and recreational equipment.

City of Swan has one in operation. It would be great to have something similar across the three Cockburn Libraries, promoting sustainability and helping residents.

**Submission**

N/A

**Report**

Library Services in the City of Cockburn have three libraries located in Spearwood, Coolbellup and Success with an average of 26,000 visits per month across the three branches.

Officers were requested to investigate the implementation of a Library of Things (LoT) into our current library services. Officers met with the City of Swan and the City of Canning who currently provide this service.



Discussions with City of Swan library services highlighted that they currently only have one out of their six branches that are managing the Library of Things collection, though items can be borrowed from any branch.

City of Swan are still in the planning stage of implementing the LoT at the other branches following a delay due to Covid-19. Items from the collection have gone missing, but the program has been worthwhile and popular.

The most popular items being instruments and electronic items as well as baking utensils and board games.

The City of Canning have commenced implementation of a LoT service which is still in its infancy and Officers will continue to liaise and consult with the City of Canning.

Preliminary investigations at a national level indicated that LoT are in operation in some parts of the eastern states with the most popular 'things' identified as tools, instruments and bakeware.

In Western Australia, there are several LoT services run by community not-for-profit organisations which include membership fees to fund the items available for loaning.

The average cost is \$70.00 per year.

Officers will investigate a community partnership further as research would suggest this model is successful in current services offered across Western Australia.

Considerations that Cockburn Libraries would need to consider in developing a Library of Things are:

Initial cost of purchasing the borrowable items – this would require a significant increase in our stock budget as well as ongoing funds for replacement and repairs.

Staff time required to catalogue and process all the items. Library staff are at capacity managing the current collections and programming across the 3 library branches.

Current storage requirements are insufficient for storing a large collection of objects and would require minor capital upgrades to implement appropriate storage solutions.

Implementation of transport between the branches of items when they are reserved by customers would need to be investigated to ensure interlibrary services are sufficient.



**Strategic Plans/Policy Implications**Community, Lifestyle & Security

A vibrant healthy, safe, inclusive, and connected community.

- Accessible and inclusive community, recreation and cultural services and facilities that enrich our community.

Listening & Leading

A community focused, sustainable, accountable, and progressive organisation.

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

**Budget/Financial Implications**

Further investigation is required to ascertain resourcing requirements to ensure the program is appropriately delivered.

Further financial information will be provided once the project has been fully realised and presented to the Expenditure review Committee for consideration.

**Legal Implications**

N/A

**Community Consultation**

Community consultation is required to ensure a community need is present. Current library users and program attendees will be consulted with as well as internal stakeholders who may have a collaborative interest.

Additionally, local governments across the country will be consulted further as well as identifying local community not for profit groups who may be interested in delivering the service.

**Risk Management Implications**

Should the City of Cockburn proceed to implement a Library of Things, the following risks have been identified:

Financial Implications become significant due to resourcing not being fully realised and items within the collection continue to require investment because of damage or being lost/stolen.

Community usage is minimal resulting in council investment not fully utilised.

Should the City of Cockburn not proceed with the implementation of a Library of Things service, several risks have been identified:





Financial Implications become significant due to resourcing not being fully realised and items within the collection continue to require investment because of damage or being lost.

The City of Cockburn library service offering becomes 'out of date' in relation to community need and sector trends resulting in disengagement and no new member growth.

**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 10 November 2022 Ordinary Council Meeting.

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

Nil



**17.4 (2022/MINUTE NO 0251) United Nations Sustainability Development Goals**

**Author** Daniel Arndt  
**Attachments** N/A

**Officer Recommendation/Council Decision**

MOVED Cr C Reeve-Fowkes SECONDED Cr T Dewan  
That Council:

- (1) Receives the report;
- (2) the City COMMITS to noting the UN Sustainable Development Goals aspirational intent in strategic documents without becoming a signatory.

**CARRIED UNANIMOUSLY 10/0**

**Background**

Cr Stone submitted the following Notice of Motion on 6 October 2022:

That Council commits to and becomes a signatory to the United Nations Sustainability Development Goals.

**Reason**

As a member of the United Nations, Australia is a signatory to the United Nations 2030 Agenda for Sustainable Development, which includes 17 Sustainable Development Goals (SDGs).

The SDGs form a roadmap for global development efforts to 2030 and beyond.

They focus on improving health and education, reducing inequality, and promoting economic growth – all while tackling climate change and working to preserve our oceans and forests.

Each goal has a set of indicators to help measure progress.

Recently, the City of Nedlands was the first Local Government in Western Australia to become a signatory to the UN SDGs.

Given that so many of the SDGs align with our Community Strategic Plan, it makes sense that the City of Cockburn also seeks to become a signatory to the SDGs, reaffirming this global commitment for sustainable development.



## Submission

N/A

## Report

The United Nations (UN) Sustainable Development Goals (SDGs) provide a framework for working towards sustainability; locally, regionally, nationally and globally (pictured below).

The SDGs were adopted by all UN member states including Australia as a part of the 2030 Agenda for Sustainable Development in 2015 and came into effect on 1 January 2016.

All levels of government have a role to ensure sustainable development in their communities and are encouraged by State and Federal Governments and advocates such as the United Nations Association of Australia WA Division (UNAAWA) to sign up to the SDGs in a way that is strategically and operationally feasible.



(Source: <https://sdgs.un.org/goals>)

Consistency with the SDGs is a consideration in some City policies, strategies and plans.

For example, the City's Sustainability Policy states:

*"Climate Change Action: Council is committed to taking action on climate change and ensuring that mitigation and adaptation actions are equitable and consistent with the aims of the United Nations Sustainable Development Goals."*



Also, the actions within the City's Climate Change Strategy 2020-2030 were developed to be consistent with the aims of the UN SDGs, and incidental alignment with the SDGs can be also seen throughout other City strategic documents such as the Community Strategic Plan 2020-2030 and the draft Public Health Plan 2022.

Becoming a signatory to the UN SDGs has the benefit of making a public commitment to work towards the Sustainable Development Goals. Developing and signing a non-binding MOU can be used to specify what extent the City will aim to implement the SDG's, for example, strategic integration of the SDG's aspirational intent into the City's Integrated Planning and Reporting Framework (IPRF).

Each of the 17 SDGs have associated targets and indicators to assist development and implementation of strategies and practices for sustainable development outcomes. There are a total of 169 targets and 232 indicators.

Initial research shows Australian local governments have not opted to report against all targets and indicators due to the level of complexity and resource and budget constraints (it is estimated that in order to report against all the targets and indicators would require at least one full time dedicated officer, 1 FTE).

Reporting against the SDG targets and indicators are already being collated at a national level and fed into the global reporting framework.

Since 2016, it has become increasingly common for local government strategic documents to note the relevant SDG aspirations against plans, objectives and actions to indicate the level of commitment or link to the SDGs; this can be as simple as adding the relevant SDG tiles (as pictured above) next to each action.

For example, the City of Albany and the Shires of Donnybrook-Balingup and Bridgetown-Greenbushes acknowledge Australia's commitment to the Sustainable Development Goals and strategically commit to the goals locally by applying them as an overarching sustainability framework to their IPRF.

They have not committed to reporting via the national framework.

The City of Swan also acknowledges Australia's commitment to the SDGs and commits to the goals by applying them as an overarching sustainability framework to its IPRF.

Additionally, they highlight the City's role and where the goals align with their local objectives and outcomes. City of Swan have not committed to reporting via the national framework.

The City does not need to be a signatory nor sign an MOU to incorporate the SDGs aspirational intent in strategic documents.

The resource and budget requirements, and strategic implications for making a deeper commitment to working towards the SDG's are likely to be substantial and a clearer estimate would require further investigation.



**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.
- Sustainable resource management including waste, water and energy.

Listening & Leading

A community focused, sustainable, accountable and progressive organisation.

- Best practice Governance, partnerships and value for money.

**Budget/Financial Implications**

N/A

**Legal Implications**

N/A

**Community Consultation**

N/A

**Risk Management Implications**

The depth of commitment increases the risk to the City.

If the City to commits to note the SDG's aspirational intent in strategic documents the risk is:

- Loss of reputation if community expectations are not met.

If the City seeks a deeper commitment the risks may include:

- Loss of reputation if community expectations are not met.
- Committing the City to address or influence areas of the SDG's that are beyond the remit of local government.
- Inadequate resourcing and budget to meet the commitment.

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

N/A

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

Nil



**17.5 (2022/MINUTE NO 0252) Playground Strategy**

**Author** Anton Lees  
**Attachments** N/A

9.29pm Cr Eva departed the meeting.

**Officer Recommendation/Council Decision**

MOVED Cr C Stone SECONDED Cr P Corke  
That Council:

- (1) DEFERS commencement of a Playground Strategy until FY24; and
- (2) INCLUDES the provision of a framework for new, renewal and upgrades to playgrounds when the Public Open Space Strategy is reviewed in 2024.

**CARRIED UNANIMOUSLY 9/0**

**Reason**

The City has over 200 playgrounds scattered throughout local suburbs.

Each playground has an individual Asset Management Plan, and the City is constantly replacing older playgrounds that have reached their end of life on a like for like basis.

In recent years, the City has started to engage with local residents when replacing playground assets by offering three replacement options, and letting residents select the one they like best.

But what this process does not take into account is whether the playground is well utilised, appropriately placed, still age appropriate for the demographic, and whether it would be beneficial to remove a playground that isn't used and redirect that money from that asset renewal into creating a large playground at a more centralised location.

Having a Playground Strategy would assist with these issues.

The Strategy would also guide the City on classifications of playgrounds according to a tiered structure, informing which would be appropriate for further infrastructure, including BBQs and toilets, and ensure adequate playground coverage across the City for our growing families.

**Background**

Cr Stone submitted the following Notice of Motion on 17 October 2022:

That Council develops a Playground Strategy.

Reason



The City has over 200 playgrounds scattered throughout local suburbs.

Each playground has an individual Asset Management Plan, and the City is constantly replacing older playgrounds that have reached their end of life on a like for like basis.

In recent years, the City has started to engage with local residents when replacing playground assets by offering three replacement options, and letting residents select the one they like best.

But what this process does not take into account is whether the playground is well utilised, appropriately placed, still age appropriate for the demographic, and whether it would be beneficial to remove a playground that isn't used and redirect that money from that asset renewal into creating a large playground at a more centralised location.

Having a Playground Strategy would assist with these issues.

The Strategy would also guide the City on classifications of playgrounds according to a tiered structure, informing which would be appropriate for further infrastructure, including BBQs and toilets, and ensure adequate playground coverage across the City for our growing families.

## Submission

N/A

## Report

The City has the following documents which should be considered in responding to the Notice of Motion:

### Public Open Space Strategy 2014-2024

The Public Open Space (POS) Strategy provides a strategic direction to guide the future provision, enhancement, and management of open space.

The strategy enables the City to make informed decisions on the future allocation of resources and embellishment levels, along with responding to trends and issues associated with open space.

The principal vision of the Public Open Space Strategy is to:

“Create a sustainable hierarchy of accessible and resource efficient quality open spaces and streetscape environments that enhance the recreational, environmental, social and health needs of current and future generations”

The strategy is structured around five key themes:

#### 1. **Classification**

Establishes dual classification systems identifying the primary function and open space hierarchy to inform the community of the provision of POS,



including how the City will manage and invest in infrastructure to ensure sustainability for future generations.

2. **Value**

Define the character and diversity of our parks and community hubs, ensuring they are safe and functional spaces which enable sporting and social recreational pursuits, and provide relaxation nodes for the community.

3. **Participation**

Create a strong alliance with the community, state and local governments, education and health departments, and private sector, to achieve shared use and common goals and ensure that parks are accessible to people of all abilities in the community.

4. **Connectivity**

Establish streetscape environments that connect to POS by creating shady streets with good tree canopy cover to encourage walking and to provide links for wildlife to move across the City.

5. **Responsible Management**

Invest in maintenance to provide substantial benefits to the community along with sustainable development combined with strong asset management principles to ensure spaces are enjoyable and sustainable.

Addressing community needs and emerging trends will require a well-articulated and responsive management regime.

Closing out the POS strategy is an Action Plan, along with a detailed inventory and development schedule for each open space.

No action was listed for the development of a Playground Strategy, although it listed the following:

Action		Toolkit	Measure	Cost	Priority/ Status
2.1.4	Develop policies and guidelines for playground designs, which incorporate and stimulate community participation	Activation	Policy & Guidelines developed	Medium	Medium

The action has been achieved by the development of the Play Space Plan which was also an objective of the Children and Families Strategy 2016-2021.

### Play Space Plan

The Play Space Plan aims to foster a rights-based approach to play space creation and design as every potential play space is accompanied by a unique set of circumstances and logistical issues pertaining to finances, the community, and its stakeholders.





The key areas of focus include:

- Purpose of plan and consultation
- Children's right to play and importance of play
- Staffed and unstaffed play provision
- Current trends in play provision (nature play, loose parts, junk playgrounds, street play and pop-up play)
- Play spaces – terminology, public open space, parks, playgrounds, playable space
- Planning considerations for current and new play spaces – understanding the wider context, location, access and inclusion, planning for different age groups, risk management and risk vs benefit
- Further considerations for playgrounds – infrastructures, natural vs manmade, playground standards, and compliance
- Recommendations.

#### Parks and Environment Asset Management Plan 2020-2024 (PEMP)

The PEAMP covers irrigation, park infrastructure and playgrounds.

The data utilised in the creation of the Plan is based on the City's operational Asset Register which is approximately 95% accurate.

The condition ratings were last assessed in 2019 following a comprehensive data pick up survey.

The playground asset details enable a preliminary 10-year renewal program to align with their lifecycle and considered when populating annual budgets.

The Plan is structured under following headings:

- Levels of service
- Future growth and demand
- Lifecycle management
- Financial analysis
- Asset management practices
- Improvement and monitoring.

#### Analysis

The three documents provide a framework for the City to make the most advantageous decision on delivering new, upgrades, and renewal of playgrounds.

A further strategy and/or plan to the suite of existing documents will create another layer for the team to navigate through and add further complexity to the community .

The following options are available are available for Councils determination:



**Option 1**

Defer commencement of a playground strategy until FY24. This would allow appropriate planning for the project and identify the priority rating for this project against others listed for FY24 to ensure available resourcing and funding.

**Option 2**

Present an Agenda Item to the 22 November 2022 Expenditure Review Committee (ERC) meeting for the release of \$50,000 and funding of a 0.1 FTE to deliver a playground strategy.

**Option 3**

Include the provision of a framework for new, renewal and upgrades to playgrounds when the Public Open Space Strategy is reviewed in 2024.

**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.
- Sustainable resource management including waste, water and energy.

City Growth & Moving Around

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

- An attractive, socially connected and diverse built environment.

**Budget/Financial Implications**

N/A

**Legal Implications**

N/A

**Community Consultation**

Community consultation was not listed for consideration in the Notice of Motion.



**Risk Management Implications**

Category	Risk level				Comment
	Extreme	High	Medium	Low	
Reputation			x		There is a medium risk to Council's reputation should the community not be involved in the need for a playground strategy.
Political					N/A
Economic			x		Budget surplus will be impacted if Option 2 is adopted and risks other higher priority works, services or requests from not being funded.
Social					N/A
Technology					N/A
Legal					N/A
Environment					N/A
Staff		x			There is a high risk to officer's health and wellbeing should option 3 be considered. Impacts include recruitment, supervision, completion of another the task in FY23.

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

N/A

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

Nil



**17.6 (2022/MINUTE NO 0253) Elected Member Portal (Hub) - Downloading and Printing of Confidential Information**

**Author** Emma Milne  
**Attachments** N/A

**Officer Recommendation**

That Council:

- (1) NOTES the report.

9.32pm Cr Eva returned to the meeting.

**Council Decision**

MOVED Deputy Mayor T Widenbar SECONDED Cr P Corke  
That Council:

- (1) NOTES the report;
- (2) AMENDS the document control permissions for Elected Members to allow Elected Members to download all documents hosted on the hub.
- (3) INSTRUCTS the City to provide a report to Council at a future meeting or Committee Meeting on potential software solutions that would allow increased security control on confidential information, such as unique identifiers on documents.

**CARRIED UNANIMOUSLY 10/0**

**Reason**

Currently Elected Members are restricted from downloading documents classed as confidential from the application used to distribute information and documents to Elected Members.

Elected Members are currently only able to view documents classed as confidential on the application, however, there are no controls in place to prevent screenshots of confidential information, or to identify which user is viewing a document that could be screenshot or print screened.

As a result, the current restrictions do not really work, they just prevent Elected Members from downloading an item and do not provide any more significant security controls around confidential documents.

**Officer Comment**

The officer report for 17.6 is affirmed and say further:

The City can investigate the functionality of the existing software, Bigtincan (HUB) and other providers with respect to audit reporting and document controls.

## Background

Deputy Mayor Widenbar submitted the following Notice of Motion on 17 October 2022:

That Council amends the current document control permissions for Elected Members (EMs), to allow EMs to download all documents, confidential or not, that are relevant to their roles.

Reason:

Currently EMs are restricted from downloading confidential documents from the application used to distribute information and documents to EM's.

EMs are currently only able to view documents deemed as confidential on the application, however, are not prevented from taking a screenshot of any document.

The current access parameters are crude and do not provide any improved security around confidential documents, instead they act as an unnecessary roadblock for EMs to perform their function.

## Submission

N/A

## Report

The EM Portal (Hub) was introduced in 2017.

The decision to implement the Hub was to serve as a secure, central repository where information could be shared with EMs. They are provided with the information needed to perform their functions and support informed decision-making.

Benefits of Hub are:

- An integrated, intuitive platform, accessible from any location
- Secure management and distribution of content to users on mobile devices
- Quicker distribution of content
- Content security
- Out-of-the-box data integration, eg. API and CSV data export

Security and confidentiality of confidential information is of utmost importance to the City, particularly considering significant data breaches reported in the media recently. Taking screen shots of confidential information would not be recommended.

The content available in the Hub includes confidential information, which is sensitive in nature, and is provided to Elected Members to be informed of matters that may require their consideration when decisions are to be made, in their role as Elected Members.



Downloading and printing such information poses a risk to the City and to Elected Members. Any hard copy records of confidential information will be required to be managed in accordance with the City's Record Keeping Plan and the *State Records Act 2000*.

Confidentiality was a key theme identified in the Independent Governance Review and Council have endorsed a review of the Elected Member Code of Conduct to reflect the principle of "*Confidentiality of Information Provided to Elected Members*".

The restrictions in the Hub are intended to support Elected Members in the management of confidential information and are not intended to inhibit any Elected Member in performing their functions as the information is made available via electronic devices supplied to Elected Members.

### **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**

*Local Government Act 1995*

#### **5.92. Access to information by council, committee members**

- (1) *A person who is a council member or a committee member can have access to any information held by the local government that is relevant to the performance by the person of any of his or her functions under this Act or under any other written law.*
- (2) *Without limiting subsection (1), a council member can have access to*
  - 
  - (a) *all written contracts entered into by the local government; and*
  - (b) *all documents relating to written contracts proposed to be entered into by the local government.*

#### **5.93. Improper use of information**

*A person who is a council member, a committee member or an employee must not make improper use of any information acquired in the performance by the person of any of his or her functions under this Act or any other written law —*

- (a) *to gain directly or indirectly an advantage for the person or any other person; or*
- (b) *to cause detriment to the local government or any other person.*

*Penalty: \$10 000 or imprisonment for 2 years*



**Risk Management Implications**

In the event that confidential information is mishandled the following outcome may result:

- Damage to the reputation of the City
- Public embarrassment to the City.

The above impacts have been identified as having a critical consequence with a possible likelihood, leading to a substantial risk.

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

N/A

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

Nil



**17.7 (2022/MINUTE NO 0254) Proposed Reschedule of Meeting Date - Audit Risk and Compliance Committee (ARC)**

**Author** Emma Milne  
**Attachments** N/A

**Officer Recommendation**

That Council:

- (1) RESCHEDULES the Audit Risk and Compliance Committee Meeting scheduled for 24 November 2022 to 1 December 2022, to commence at 6:00pm, and the required notice be effected.

**Council Decision**

MOVED Cr P Corke SECONDED Cr K Allen

That Council:

- (1) RESCHEDULES the Audit Risk and Compliance Committee Meeting to Wednesday 7 December 2022.

**CARRIED UNANIMOUSLY 10/0**

**Reason**

The meeting planned for the 24 November 2022 will not have the information required to be considered by the Committee prior to the December 2022 Ordinary Council Meeting, therefore we need to reschedule the meeting to such time that the information is available.

**Background**

Councillor Kevin Allen submitted the following Notice of Motion on 18 October 2022:

The Audit Risk and Compliance meeting to be held on 24 November 2022 be moved to 1 December 2022 and the required notice be effected.

Reason

The Chair of the Audit Risk and Compliance Committee is on leave on 24 November 2022 and still wishes to chair the meeting.

**Submission**

N/A



## Report

At the 10 March 2022 Ordinary Council Meeting, Council endorsed the scheduled meeting dates for the Audit, Risk and Compliance (ARC) Committee, with the ARC to meet in March, May, July, September, and November 2022.

The scheduled November meeting date for the ARC Committee is 24 November 2022.

Cr Allen, as Presiding Member of ARC, and will be away on the 24 November 2022, as he will be overseas.

Council may resolve to reschedule the date of the November ARC meeting as the meeting has not yet occurred.

It should be noted the Expenditure Review Committee (ERC) is to be held at 7:30pm on 24 November 2022. The recommendation does not propose to reschedule the ERC however Council may resolve to vary the date as the November ERC has not occurred.

The City has liaised with the ARC Independent Member regarding the proposed date change to the November ARC meeting. At the time this report was finalised the City has not received confirmation of the Independent Member's availability for a meeting on 1 December 2022.

## Strategic Plans/Policy Implications

### Listening & Leading

A community focused, sustainable, accountable, and progressive organisation.

- Best practice Governance, partnerships and value for money.

## Budget/Financial Implications

There are no financial implications from the recommendation in this report.

## Legal Implications

*Local Government Act 1995*

### **5.25. Regulations about council and committee meetings and committees**

- (1) *Without limiting the generality of section 9.59, regulations may make provision in relation to —*
  - (g) *the giving of public notice of the date and agenda for council or committee meetings*



---

*Local Government (Administration) Regulations 1996***12. Publication of meeting details (Act s. 5.25(1)(g))**

- (1) *In this regulation — meeting details, for a meeting, means the date and time when, and the place where, the meeting is to be held.*
- (2) *The CEO must publish on the local government's official website the meeting details for the following meetings before the beginning of the year in which the meetings are to be held —*
  - (a) *ordinary council meetings;*
  - (b) *committee meetings that are required under the Act to be open to members of the public or that are proposed to be open to members of the public.*
- (3) *Any change to the meeting details for a meeting referred to in subregulation (2) must be published on the local government's official website as soon as practicable after the change is made.*
- (4) *If a local government decides that a special meeting of the council is to be open to members of the public, the CEO must publish the meeting details for the meeting and the purpose of the meeting on the local government's official website as soon as practicable after the decision is made.*

**Community Consultation**

N/A

**Risk Management Implications**

The City will be required to publish the meeting details to the City's website, including the date, time and place where the meeting is to be held. The ARC is a meeting required to be open to the public. There is a low risk associated with the recommendation of this report.

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

N/A

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

N/A

**17.8 (2022/MINUTE NO 0255) Industrial Development - 1 Quarimor Road, Bibra Lake**

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

**Author** Head of Development and Compliance

**Attachments** N/A

**Officer Recommendation/Council Decision**

MOVED Cr C Reeve-Fowkes SECONDED Cr T Dewan

That Council:

- (1) AUTHORISES the City to contact the owners of 1 (Lot 1000) Quarimor Road, Bibra Lake, to determine if they would be prepared to paint a mural on the exterior of the warehouse; and
- (2) AUTHORISES the city to investigate the availability of any grants that could be accessed to assist in the funding of such a mural.

**CARRIED UNANIMOUSLY 10/0**

**Background**

Deputy Mayor Widenbar submitted the following Notice of Motion on 27 October 2022:

That Council approach the owners of the industrial development located at 1 Quarimor Road, Bibra Lake, to determine if a mural can be painted on the exterior of the large building and investigate if there are any grants available to assist funding a mural.

Reason

The industrial development at 1 Quarimor Road, Bibra Lake has become infamously known as 'the esky' or 'the fridge', given its white appearance and location.

Given the impact this has on the area's social surrounds, completing a mural on the exterior would significantly reduce the impact that the development has on the regions visual amenity.

**Submission**

N/A

**Report**

On 12 April 2021 the applicant submitted a Development application for a warehouse expansion to the City of Cockburn.



On 7 September 2021 the City, under Delegated Authority, approved a 'Warehouse – Expansion of Existing Warehouse' (DA21/0383).

The elevations of the building are provided as per figure 1 below.

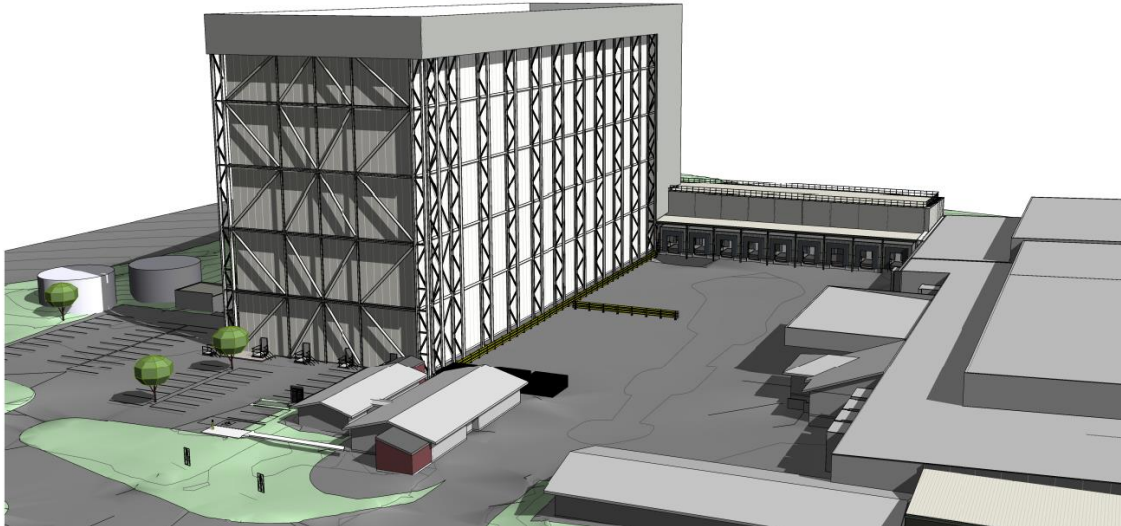


Figure 1: Elevations of development (currently under construction)

Condition 5 was as follows:

“Prior to the issue of a Building Permit Application, a schedule of the materials, finishes and colours shall be submitted to and approved by the City. The schedule shall include details of the type of materials proposed to be used, including their colour and texture. The development shall thereafter be maintained in accordance with the approved materials schedule”.

The approved plans identify the height of the warehouse being 42.3m.

State and local planning frameworks do not restrict heights in industrial areas unless the proposed building is located near an airport.

The City issued a Building Permit on 13 December 2021 for the construction of a cold storage facility (BP21|3169).

The schedule of material, finishes and colours did not seek or proposed to include mural(s) on the building's exterior.

Elected Members and City staff have fielded several enquiries regarding the proposal since construction began on the site.

There are several residents who have expressed their view in relation to the height.

### Conclusion

It is understood the City could make a request for the owner's consideration.



In the event the owner is not willing, or is unable to incorporate a mural on the building, the City does not have any legal mechanism to mandate the painting of a mural.

If the owners were willing to consider the mural option, the City would investigate potential funding/grants, if any, to assist the owner in funding a mural.

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

#### Listening & Leading

A community focused, sustainable, accountable and progressive organisation.

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

### **Budget/Financial Implications**

There is currently no money in the City's budget allocated for such a purpose.

The City/owner would therefore rely on external funding/grants, unless the owner was willing to pay for the works.

### **Legal Implications**

Clause 77 of the *Planning and Development (Local Planning Scheme) Regulations 2015* 'amending... development approval' requires the owners to make application for amendment unless the City waives the requirement under 77(3).

The City is unable to mandate the owner to fund the amendment/works.

### **Community Consultation**

N/A

### **Risk Management Implications**

The owner may decline Council's request/suggestion, in which case there would be no appeal right or further legal avenue the City could undertake.

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

N/A

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

Nil



**17.9 (2022/MINUTE NO 0256) Cockburn Sound Reef Forestation**

**Responsible Executive** Chief of Built and Natural Environment  
**Author** Head of Sustainability and Environment  
**Attachments** N/A

**Officer Recommendation**

That Council:

- (1) RECIEVES the report; and
- (2) DOES NOT SEEK to determine the costs or suitable suppliers for a pilot reef forestation project until such times as a feasibility study has been undertaken.

**Council Decision**

MOVED Deputy Mayor T Widenbar SECONDED Cr T Dewan  
 That Council:

- (1) RECEIVES the report;
- (2) INSTRUCTS the City to investigate the costs involved in undertaking a study to determine the feasibility of coral reforestation in coastal waters managed by the City, with a view to considering a pilot project if the feasibility study demonstrates that coral reforestation is viable and beneficial.

**CARRIED 7/3**

**For:** Mayor L Howlett, Deputy Mayor T Widenbar, Cr K Allen, Cr P Corke, Cr T Dewan, Cr C Reeve-Fowkes, Cr M Separovich  
**Against:** Cr P Eva, Cr L Kirkwood, Cr C Stone

**Reason**

We want Cockburn to be the best place to be.

Selfishly, I want to help Cockburn be the best place to be.

I also want our environment to be the best it can be, including our coast and marine environment.

We are embarking on a journey of the blue economy, and I don't want to see the environment forgotten.

I propose we investigate costs and suitable suppliers for a pilot project and a feasibility study, to determine what we can do to improve our marine environment.

This does not commit us to any funding or actually undertaking a project on reef forestation.

Reef forestation has the potential for both environmental and tourism benefits, both helping to ensure Cockburn is the best place to be.

**Background**

Deputy Mayor Widenbar submitted the following Notice of Motion on 27 October 2022:

That Council:

Investigate a reef forestation project in Cockburn Sound, to determine costing and suppliers for a pilot program to be implemented.

Reason

As we embark on the journey of our blue economy, we should ensure we are across all aspects.

Marine ecosystem restoration of Cockburn Sound should be investigated to determine if we can undertake a reef forestation project, potentially on natural or man-made reefs.

### **Submission**

N/A

### **Report**

Cockburn Sound is generally considered to be the area south of the line from Woodman Point to the northern tip of Garden Island, as depicted in Figures 1 and 2 below.

Owen Anchorage is to the north.

The City's jurisdiction for management of the marine environment does not extend past its boundary.

The City of Cockburn boundary is depicted by the orange dotted line in Figure 3. The boundary is a property lot boundary or, where the lot does not exist, the low water mark.

The area outside the local government boundaries or below the low water mark is the responsibility of the State Government.

The Coogee Maritime Trail and artificial Fringing Reef lie within waters managed by the City.



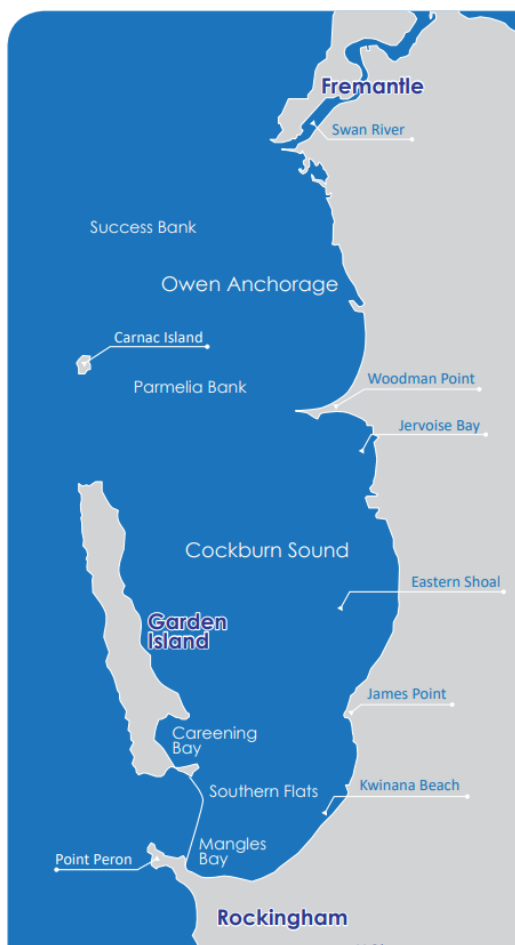


Figure 1

Source: Cockburn Sound Management Council



Figure 2

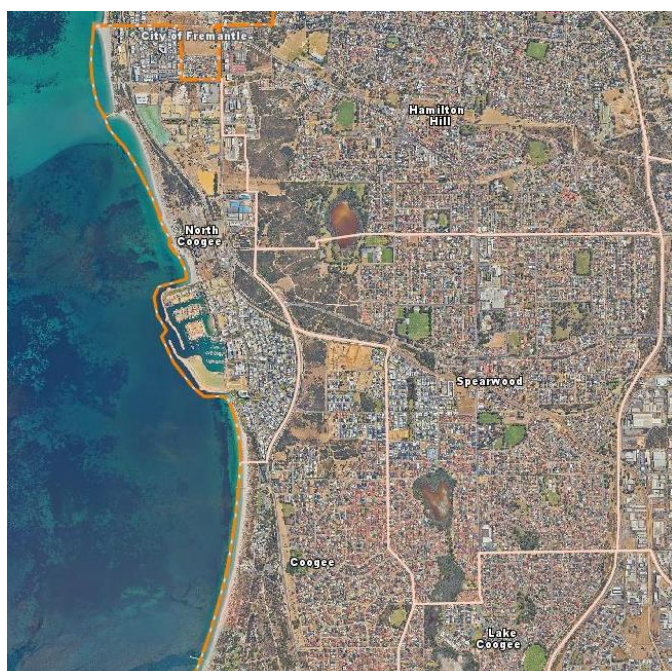


Figure 3



Cockburn Sound is 400kms south of the Houtman-Abrolhos Islands where the most southerly coral reefs in the Indian Ocean are found.

Cockburn Sound is dominated by fine soft sediments with seagrasses, macroalgae and limited low relief.

Winter water temperatures are considered too low for the establishment of coral reefs.

Coral species do exist within Cockburn Sound and Owen Anchorage, in isolated colonies.

There are at least 17 species of coral in the Sound with patchy distribution occurring mostly in the shallows less than 10m deep.

Some corals have begun to establish on the artificial reef modules within the Coogee Maritime Trail and along the breakwaters of Port Coogee.

It is believed this is a natural process and more corals will establish as the ocean warms due to climate change.

It is possible to transplant and grow corals.

The Australian Institute of Marine Science (AIMS) does a lot of work in this area.

There are a variety of different mechanisms for doing this.

One method is coral propagation using a method called micro fragmentation.

Micro fragmentation is where coral colonies are harvested from a donor site, following which they are separated into small fragments and planted on the recipient site where each fragment grows into its own full size coral colony.

AIMS are undertaking this type of work on the Great Barrier Reef, as well as at Ningaloo Marine Research Centre.

Recently, the City was approached by a company with a proposal to commence to re-establish coral in Cockburn Sound.

The project was to be undertaken in four stages at a total cost of \$388,285, of which more than 80% was made up of wages.

Purchase of equipment such as dive gear, shark shields, cameras and tools and survey equipment totalled \$54,504.

The project involved transplanting and relocating corals.

The harvesting sites, planting locations and quantities were not identified in the project proposal nor were the coral species to be used.

The City determined not to proceed with the proposal.



Before committing to a project to establish corals within Cockburn Sound or on our own artificial reefs, it is strongly recommended that a feasibility study is first undertaken.

The feasibility study would consider the suitability of the potential donor sites, recipient sites, suitability of the available coral species and consider survivability, predation, water clarity and changing environmental conditions.

The study should be undertaken by experts in the field such as AIMS.

AIMS have indicated they would need additional time to provide a cost to undertake a feasibility study.

AIMS have indicated the environmental benefits of transplanting coral in Cockburn Sound are minimal in comparison to the re-establishment of seagrass meadows.

Seagrass meadows are an important benthic (seafloor) habitat providing critical ecosystem functions and services within Cockburn Sound and Owen Anchorage.

Seagrasses provide habitat for fish and other aquatic organisms, contribute to improving water quality through nutrient recycling and sediment retention, and represent an important source of organic matter.

There have been large-scale losses of seagrass meadows in Cockburn Sound.

Seagrass coverage declined from 4200 to 900ha (an 80 per cent reduction) between 1954 and 1978.

The loss was attributed to an increase in nutrients that stimulated the growth of phytoplankton and epiphytes, which in turn reduced the amount of light reaching the seagrass.

Seagrass coverage has increased from 721ha in 1999 to 965ha in 2017, a gain of 244ha or about 30 per cent.

The increase in seagrass coverage has coincided with improvements in water quality.

The City has recently partnered with MMA, the company that installed the fringing reef, UWA and Ozfish, to undertake a Seeds for Snapper project to re-establish seagrass in the area adjacent to the reef.

This event will occur on 3 December 2022 and will involve the community in seed distribution.

The establishment of seagrass in this area will stabilise the sea floor, help reduce coastal erosion and supply additional habitat and breeding grounds for marine species.

The City will contribute \$5,000 towards the project.



In summary, the officer does not feel it is viable at this time to determine costing and suppliers for a pilot program for a coral reforestation program in Cockburn Sound as there has been no feasibility study undertaken to determine if suitable corals exist and whether transplanting corals in Cockburn Sound or nearby is achievable.

A summary, other factors that also need to be considered before committing to coral reforestation in Cockburn Sound are:

1. Cockburn Sound is outside the City's jurisdiction and is managed by the State Government.
2. No feasibility studies have been undertaken on the viability of establishing corals in the Perth marine environment.
3. Corals are beginning to naturally colonise areas of the Perth coast due to ocean water temperatures increasing.
4. The benefits of propagating corals in Cockburn Sound are far outweighed by re-establishing seagrass meadows.
5. The City is already partnering with other organisations to improve the marine environment by establishing sea grass adjacent to the Fringing Reef, establishing the dive trail and extending the fringing reef.
6. Studies are currently being undertaken by the West Australian Marine Science Institute, on behalf of Westports, as part of the investigations into the new Outer Harbour. Offsets for the outer harbour could potentially include a viability study and re-establishment of corals.

### **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.

Choose an item.

#### 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.
- Address Climate Change.

#### Listening & Leading

A community focused, sustainable, accountable, and progressive organisation.

- Best practice Governance, partnerships and value for money.

### **Budget/Financial Implications**

Funding would be required if a feasibility study was to be commissioned by the City. Additional time would be required to determine the costs of the study.



**Legal Implications**

N/A

**Community Consultation**

N/A

**Risk Management Implications**

If there was a decision to proceed with a coral reforestation project without first undertaking a feasibility study by a suitably qualified organisation or consultant there is both a reputational risk and a risk that the funding allocation would not achieve the desired outcome.

**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**

Nil



**19. New Business of an Urgent Nature Introduced by Members or Officers****19.1 (2022/MINUTE NO 0257) Leave of Absence - Cr Chontelle Stone**

**Responsible Executive** Executive Governance and Strategy  
**Author** Manager Legal and Compliance  
**Attachments** N/A

**Officer Recommendation/Council Decision**

MOVED Cr C Reeve-Fowkes SECONDED Cr T Dewan  
That Council:

- (1) GRANTS a Leave of Absence to Cr Chontelle Stone from Friday, 11 November 2022 to Wednesday, 1 February 2023, which incorporates the following:
1. Special Council Meeting to be held 17 November 2022,
  2. Expenditure Review Committee Meeting to be held 24 November 2022,
  3. Ordinary Council Meeting to be held 8 December 2022.

**CARRIED UNANIMOUSLY 10/0**

**Background**

The following request was received on 7 November 2022 from Cr Stone:

Due to personal reasons, I need to request an urgent Leave of Absence starting 11 November 2022 until the beginning of February 2023.

**Submission**

N/A

**Report**

In accordance with s2.25 of the *Local Government Act 1995* Council may, by resolution, grant a leave of absence to an Elected Member of no more than six consecutive Ordinary Council Meetings. Cr Stone has requested a Leave of Absence for a period of less than three months, for personal reasons.

The duration of the leave period includes the 17 November 2022 Special Council Meeting, the 8 December 2022 Ordinary Council Meeting, plus one Standing Committee Meeting of which Cr Stone is an appointed Member.

In accordance with the Elected Member Leave of Absence Policy, a report is required to be presented to Council, giving consideration to the Policy as follows:



1. The application must conform with requirements (1) and (2) of the Leave of Absence Policy. The Application was made to the CEO, detailing the period of leave sought and the reasons.
2. The details and the reasons provided in the application are considered valid. An Elected Member may make an application for a leave of absence, the decision of granting the application is a decision of Council.
3. The member is unable to submit an apology on or before an Ordinary Council meeting, where the period of leave request is for less than three (3) months. The application has been made for a period of less than three months for personal reasons.
4. The member is expected to be absent from all City related commitments during the applicable period, including Ordinary Council Meetings, except for those to which the member has already notified their attendance. The Elected Member has not identified in their application any events or City Commitments which they intend on attending during the leave of absence.

It is recommended that Council supports this request on the basis that Councillor Stone will not attending any Meetings, City Commitments, or events while on Leave of Absence, in accordance with the intent of Clause (5) 4 of the relevant City Policy.

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

#### Listening & Leading

A community focused, sustainable, accountable and progressive organisation.

- Best practice Governance, partnerships and value for money.

### **Budget/Financial Implications**

N/A

### **Legal Implications**

Section 2.25 of the *Local Government Act 1995* refers.

### **Community Consultation**

N/A

### **Risk Management Implications**

There is a low level of Compliance Risk associated with this item.

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

Councillor Stone has been advised that this matter is to be considered at the 10 November 2022 Ordinary Council Meeting.



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

Nil





## 20. Matters to be Noted for Investigation, Without Debate

### 20.1 (2022/MINUTE NO 0258) Bartram Road Pedestrian Bridge

**Author** Daniel Arndt  
**Attachments** N/A

**Officer Recommendation/Council Decision**

MOVED Cr C Reeve-Fowkes SECONDED Cr T Dewan  
That Council:

- (1) RECEIVES the Report;
- (2) CONTINUES to advocate to the State for the construction of a vehicle/pedestrian bridge funded by the State as early as possible; and
- (3) NOTES alternative pedestrian bridges (over the Freeway) and path connections near the Freeway, suitable for cycling and walking.

**CARRIED UNANIMOUSLY 10/0**

### Background

Cr Dewan has requested a report be prepared on the current status of the Bartram Road Pedestrian Bridge Project, the study outcomes and a forecast for its progress to construction.

### Reason

In the past (2017) there has been a petition filed with the City to consider bringing forward the construction of a pedestrian bridge over Bartram Road.

The bridge was to connect Atwell with Success and promote inclusivity between the two largest suburbs of Cockburn.

The petition specified potential advantages, namely: bike riding, walking and safety for school children crossing from Success to Atwell College, Harmony Primary School, and Atwell Primary School.

A study was subsequently conducted by the City.

It is noted this matter has been brought before Council numerous times in the past few years.

An overview of those requests can be read in the most recent of the reports included in the minutes of the 14 February 2019 Ordinary Council Meeting.

The response to the requests is notably unchanged.



**Submission**

N/A

**Report**Responsibility for programming and funding

As a significant infrastructure item spanning the Kwinana Freeway, a bridge would be the responsibility of Main Roads WA (MRWA) to program, construct, and fund.

It is not within the role of local government to program the delivery of state government assets, however, City officers, over an extended time frame, have continued to consult with MRWA on the current planning horizon for the Bartram Road Bridge Project.

Indicative timing and planning from Main Roads WA

The Bartram Road Bridge was discussed once again during Integrated Transport Strategy discussions with MRWA on 10 May 2022.

MRWA advised the crossing was not in the 2031 traffic network model but was included in the 2041 traffic network model.

MRWA advised that it will be 2041 or later before the State constructs the bridge.

The City, in discussion with Department of Transport, included the bridge in the Long-Term Cycle Network (LTCN), an unfunded aspirational plan to 2050 with the cycle networks designated by function according to the WA Cycling Network Hierarchy for planning purposes.

Feasibility reports, design and construction of the network are developed incrementally when funds are available from federal, state or local government. Currently no future funding for this bridge has been allocated by MRWA.

Indicative costing

At the February 2019 Ordinary Council Meeting, Council considered a petition from the local community regarding the construction of a pedestrian/cycle bridge over the Freeway at Bartram Road.

As part of that consideration, the City took independent advice from consulting engineering company Cardno to provide bridge design expertise.

The cost of a pedestrian cycle bridge was estimated at \$5.5M (2019 construction cost only) and this would be significantly higher now, estimated currently at \$30M due to increased costs, and more if a vehicle link is included.



Construction of a pedestrian/cycle bridge only is a partial solution and does not justify the large expenditure of City funds when viewed against other road and transport priorities across the City.

Ultimately, Council resolved to continue to advocate to the State for construction of this bridge as early as possible.

### Conclusion

The City's view has always been that if the State or Federal Government wished to fund and construct a pedestrian/cycle bridge at this location, then it would be fully supportive.

In the interim, current connection options include:

- Rowley Road and Russell Road/Gibbs Road for vehicles as well as pedestrian/cycle access
- Existing pedestrian/cycle overpasses at Cockburn Central and Aubin Grove Station
- A shared path connection from Whadjuk Drive to Hammond Park from the Freeway, completed in January 2022
- A shared path connection from Barfield Road along Gaebler Road to the Freeway shared path, completed in October 2021.

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

#### City Growth & Moving Around

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

- An integrated, accessible and improved transport network.

#### Listening & Leading

A community focused, sustainable, accountable and progressive organisation.

- Best practice Governance, partnerships and value for money.

### **Budget/Financial Implications**

As the State budget does not allow for this project in the 2031 planning horizon, if Council wished to advance the project the entire cost would be required to be funded by the City.

The City has raised this matter again with MRWA, who have confirmed the bridge is not in any State budget or in the MRWA long term financial plan.

Should Council decide to provide the funding to MRWA, it would:

- have no real control over the delivery of the project - all planning and procurement and project management would be undertaken by MRWA
- see no monetary return on those funds - this would not be a pre-funding process



- have to allocate \$30M or more into the Long-Term Finance Plan - there is currently no budget allocation for this project.

**Legal Implications**

N/A

**Community Consultation**

N/A

**Risk Management Implications**

If Council resolves to proceed with the pedestrian/cyclist bridge only, this would be significant budget expenditure for Council with no funding from the State and no monetary return.

Like all state government work programs, these are subject to change over time, generally through changes to government and advocacy priorities.

There is a risk that if Council sought to advance the project in the schedule by offering to pay for state infrastructure, the prioritisation of the bridge might change eventually in any case, without the need to 'gift' approximately \$30M of municipal funds to the State.

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

N/A

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

Nil



## 21. Confidential Business

Type of Interest	Nature of Interest
Mr Daniel Arndt submitted an Impartiality Interest, pursuant to Section 5.70(2) of the <i>Local Government Act 1995</i> Item 21.1.	Mr Arndt will potentially receive financial benefit from the matter that Council is considering, noting that Mr Arndt is not the author of the report nor has he been party to its review.

### (2022/MINUTE NO 0259) Meeting to Proceed Behind Closed Doors Council Decision

MOVED Cr C Stone SECONDED Cr C Reeve-Fowkes

That, pursuant to Section 5.23(2)(a) of the *Local Government Act 1995*, the Council meeting proceeds behind closed doors to consider Item 25.1, the time being 9.46pm.

**CARRIED 6/4**

**For:** Mayor L Howlett, Deputy Mayor T Widenbar, Cr T Dewan, Cr C Reeve-Fowkes, Cr M Separovich, Cr C Stone

**Against:** Cr K Allen, Cr P Corke, Cr P Eva, Cr L Kirkwood

9.46pm The Chief of Built and Natural Environment, Chief Financial Officer, Head of Finance, Manager Legal and Compliance, System Support Officer, Governance Officer, Council Minute Officer, and all members of the public gallery departed the meeting.

9.46pm The Acting Chief of Operations, Head of Community Safety and Ranger Services, Head of Recreation and Media and Communications Officer departed the meeting and did not return.

### 21.1 (2022/MINUTE NO 0260) Organisational Performance Committee Meeting – 27 Oct 2022 Report: Annual Executive Committee and Senior Leadership Bonus Review

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.

#### Council Decision

MOVED Cr T Dewan SECONDED Cr M Separovich

That Council ADOPTS the actions agreed as specified in the Confidential Resolutions made behind closed doors.

**CARRIED 9/1**



**(2022/MINUTE NO 0261) Council Decision**

MOVED Cr P Corke SECONDED Cr M Separovich

That Council reopen the meeting to the public, the time being 9.55pm.

**CARRIED UNANIMOUSLY 10/0**

9.55pm      The Chief of Built and Natural Environment, Chief Financial Officer, Head of Finance, Manager Legal and Compliance, System Support Officer, Governance Officer and Council Minute Officer, and some members of the gallery returned to the meeting.

**22. (2022/MINUTE NO 0262) Resolution of Compliance****Officer Recommendation/Council Decision**

MOVED Cr M Separovich SECONDED Cr T Dewan

That Council is satisfied that resolutions carried at this Meeting and applicable to items concerning Council provided services and facilities, are:-

- (1) integrated and co-ordinated, so far as practicable, with any provided by the Commonwealth, the State or any public body;
- (2) not duplicated, to an extent Council considers inappropriate, services or facilities as provided by the Commonwealth, the State or any other body or person, whether public or private; and
- (3) managed efficiently and effectively.

**CARRIED 9/1**

**For:** Mayor L Howlett, Deputy Mayor T Widenbar, Cr K Allen, Cr P Corke, Cr T Dewan, Cr P Eva, Cr L Kirkwood, Cr M Separovich, Cr C Stone

**Against:** Cr C Reeve-Fowkes

Prior to closing the meeting, Mayor Howlett advised Mr Stuart Downing was attending his last Council Meeting for the City and took the opportunity to acknowledge the substantial contribution Mr Downing has made to the City over 16 years, and that he is leaving the City in a very strong financial position.

Mayor Howlett wished Mr Downing well and thanked him for his service to the City.

Mr Downing thanked Mayor Howlett for the opportunity to say a few words and thanked Council and the Executive, past and current, for their support during his years at Cockburn.

## **23. Closure of Meeting**

The Presiding Member closed the meeting at 9.59pm.

